

INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

NORMS FOR TECHNICAL RESIGNATION AND LIEN

(As approved by the BoG in its 32nd meeting held on 20 August 2021)

The Board of Governors of the Institute in its 32nd meeting held on 20 August 2021 has approved the following norms regarding technical resignation and lien:

1. Resignations of the Institute employees proceeding to join Central Government/ State Government, Central/ State Autonomous Organizations will be treated as technical formality.
2. Technical resignation will be considered only for those employees who apply through proper channel.
3. Once an employee is relieved on technical resignation, he/she will generally be eligible for the following benefits:
 - (a) Transfer of amount equivalent to pay of balance earned leave in the credit of the employee on the day of relieving to join the new organization.
 - (b) Transfer of service book, copy of medical examination report and reports on verification of character & antecedents carried out at the time of joining IITGN.
 - (c) At present the provisions of gratuity is not applicable to IITGN. However, as and when gratuity benefits are extended to the employees of the Institute, the retirement gratuity component on pro-rata basis may be transferred to the new organization of the employee released on technical resignation.
4. Norms for Employees joining IITGN from other organization on grant of Technical Resignation: Such employee will be considered for joining IITGN on technical resignation provided his/her parent organization agrees to the following:
 - (a) Payment of amount on account of unavailed portion of earned leave to IITGN by the parent organization/ employee.
 - (b) Transfer of pro-rata retirement gratuity amount to IITGN by the parent organization/ employee. However, this will be applicable once the provision of gratuity is extended by the government to IITGN.
 - (c) Transfer of service book, medical examination records, reports on verification of character and antecedents.
 - (d) Protection of pay may be allowed at IITGN, only on recommendation of the Selection Committee. However, no joining time or joining time pay will be given by IITGN.
 - (e) The employee will be eligible for reimbursement of relocation expenses as approved by the Board in its' 14th meeting held on 02 August 2014 as amended from time to time.
5. The benefit of lien in a post/ service/ cadre can be granted to a permanent employees of IITGN for upto two years, with a provision of extension for a third year in exceptional cases. Lien will not be treated as a right at the Institute and request of lien from an Institute employee will be considered by the appropriate Standing Committee of the Institute on a case to case basis considering the factors of performance/ contribution of the employee, staff position in the

concerned section, impacts of the unfilled positions for the lien period, etc. The following will be the general terms and conditions:

- (a) On completion of lien period, the employee will be required to either resign or revert to his/her post at IIT Gandhinagar failing which his/her service at the Institute will stand terminated automatically.
- (b) In case, the employee reverts to IITGN, Leave Salary Contribution and Post-Retirement Medical Scheme contribution at the applicable rates for the period of lien has to be paid either by the employee or the employer where he worked during lien period.
- (c) The employee has to deposit enough money with IIT Gandhinagar towards payment of Group Insurance premium for the duration of his lien.