

Dear Madam,

Reference RTI No. IITJK/R/T/24/00127 received through online, in favor of Dwipshikha information is as below.

1. As per rule (copy attach MoE)
2. Institute CPDA guidelines copy attached.
3. Yes, approval from the Competent Authority.

INDIAN INSTITUTE OF TECHNOLOGY JAMMU
Jagti NH-44, Nagrota, Jammu (J&K)- 181221

No. IITJmu/Estt.-I/ **285**.

Date: **16/08/2024**

NOTIFICATION

विषय :-अप्रयुक्त सीपीडीए को ब्लॉक वर्ष के अंत में अगले ब्लॉक वर्ष में लेजाएं।

Sub:- Carry forward the un-utilised CPDA at the end of the block year to next block year.

संदर्भ :-20वीं बोर्ड ऑफ गवर्नर्स की बैठक दिनांक 13 जुलाई 2024

Ref:- 20th Board of Governors meeting dated 13 July 2024

1. बीओजी ने अपने एजेंडा आइटम नंबर 20.13 दिनांक 13 जुलाई 2024 के तहत अप्रयुक्त सीपीडीए फंड को तीन साल की ब्लॉक अवधि के अंत में अगले तीन साल की ब्लॉक अवधि के लिए केवल यात्रा के उद्देश्य से आगे ले जाने की मंजूरी दे दी है, एक ब्लॉक वर्ष से अधिक आगे नहीं जाएगा।

The BoG vide its agenda item No. 20.13 dated 13 July 2024 has approved the un-utilised CPDA fund to be carry forward at the end of the three years block period for the next three year block period for the purpose of travel only and not exceed the CPDA for one block year.

2. अनुमोदन पिछले ब्लॉक वर्ष (2021- 2024) से लागू है।

The approval is applicable from the last block year (2021 to 2024) onwards.



(कमांडर दीपिका चौधरी (सेवानिवृत्त))
(Cdr Deepika Choudhary (Retd.))
उप कुलसचिव (संकाय मामले)
Deputy Registrar (Faculty Affairs)
dr.fa@iitjammu.ac.in

सभी संकाय सदस्य /Faculty All

प्रतिलिपि/Copy to:

1. निदेशक कार्यालय/Director Office
2. अधीष्ठाता संकाय मामले /Dean Faculty Affairs
3. कुलसचिव कार्यालय/ Registrar Office
4. सहायक कुलसचिव, लेखा /AR, Accounts

INDIAN INSTITUTE OF TECHNOLOGY JAMMU
Jagti NH-44 , Nagrota, Jammu (J&K) – 181221

IITJmu/Estt.-I 492

03 Nov. 2023

NOTIFICATION

REVISED CUMULATIVE PROFESSIONAL DEVELOPMENT ALLOWANCE (CPDA) RULES

Vide F-01/Dir/BoG-Vol.II/U.O. Note No/110 dated 1/11/2023: Chairman BoG has approved the following norms for Cumulative Professional Development Allowance at the Institute.

1. General norms:

Entitlement of CPDA will be as per GoI norms issued from time to time. In a block period, a total of amount 3 lakhs could be utilized by the faculty members for their professional development. Thus, on an average, a sum of Rs. 1.00 lakh can be utilized by the faculty member in each financial year with provisions of carrying forward the unspent amount to the next 2 years of that financial block decided for the CPDA. In case of extra-ordinary requirement, an advance may be allowed from the amount due for the next year can be drawn with the approval of the competent authority. The effective date for the start of the current block for CPDA is 01-04-2021 and covers the 3-year block period, viz., 2021-22 to 2023-24. The current block will close on 31-03-2024 during which a faculty member who is in the service (where CPDA entitlement is provisioned) is entitled to the reimbursement of expenditure upto a maximum of Rs. 3.0 lakhs. Some guidelines have been evolved that are enumerated below:

- i. If there is a shortfall of available funds to attend a conference in the year-1 or year-2 of the three-year block, one can draw an additional 1 lakh from the eligible CPDA fund.
- ii. The faculty members who are deputed to IIT Jammu or joins IIT Jammu from other CFTIs where the provision of the CPDA exists would be entitled to the CPDA reimbursement at IIT Jammu as if it is in continuation of their term at their parent institute, with the total ceiling of expenditures applicable. All other rules and regulations as at IIT Jammu regarding the CPDA and as per those applicable to the faculty on deputation shall be applicable to them. In addition, when they return to their parent institute, the intimation regarding the total amount utilized by the faculty member in the CPDA shall be provided to the parent institute. Any pending bills at IIT Jammu shall however, be reimbursed at IIT Jammu only.
- iii. For faculty members joining the institute in the middle of a financial year, the amount of CPDA credited for that financial year will be calculated on a pro-rata basis based on the number of months left in the year, including the month of joining.
- iv. Similarly, for faculty members retiring from the regular service or leaving the service in the middle of a financial year, the amount of CPDA credited for that financial year will be calculated on a pro-rata basis based on the number of months remaining in regular service in the year, including the month of retiring in case of retirement and excluding the month of release in case of leaving.
- v. CPDA fund can be merged with any other external or personal funds (PDF) available with the faculty member.
- vi. All requests, except for contingencies, will be recommended by the head and approved by the Competent Authority. Along with the general norms given above, the following categories would be considered for reimbursement under CPDA:

2. Rules for attending conferences

i. The word "conference" used hereinafter is to mean Symposium, Workshop, Seminar, Training Programme/School/Workshop and other similar research/academic meetings.

ii. Requests for travel support or reimbursement from CPDA are to be made by filling appropriate forms, available in the EG portal and submitting it along with necessary documents.

iii. Institute rules for the travel will be followed.

a. Conferences Abroad:

i. The support for conferences held abroad could be provided only if the faculty member is presenting a paper. Exceptions could be considered by taking prior approval from the competent authority (i.e., the Director in this case).

ii. Though the fund from the CPDA is primarily meant for presenting research work, in international conferences by the faculty members, the use of CPDA can be allowed when a faculty member is invited for a keynote or similar talk or chairing of a session with a prior approval from the Competent Authority.

b. Conferences in India:

i. To present a paper, deliver an invited talk or chair a session in a conference in India, the financial support can be obtained from the CPDA.

ii. For all other kind of meetings, the competent authority will take the decision on case to case basis. In such cases, opinions from the HoD will be asked for by the Competent Authority.

iii. Rules for attending conferences in India, as approved by the institute from time to time, will be followed.

c. Registration fees of e-conferences/Regular conferences:

i. Registration fees of e-conferences are allowed.

ii. Reimbursement for registration fee of regular conferences without participation/attending (due to last minute cancellation caused by unforeseen circumstances) may be considered under exceptional circumstances by the Competent Authority.

iii. Reimbursement for registration fee of the students/staff may be allowed with prior approval.

3. Travel costs for pursuing research work, etc.

i. Faculty members who are in receipt of financial support towards local hospitality, sustenance allowance from a foreign/Indian host, may be permitted to use the CPDA for covering part of the travel costs (including visa fees and travel related to it) between the host institution and IIT Jammu for pursuing the research work.

ii. To present a research project proposal or to carry out a research work/experimental work in other institutions within India, if a faculty member is unable to mobilize fund from other sources for travel support, in such cases the travel cost and accommodation expenses as limited by the Institute rules may be granted from the CPDA to the concerned faculty member only. All such travels should be made as per the prevailing rules of the institute related to travel.

4. Rules for Membership of the Professional Bodies

- i. Full membership fee of international/ national professional societies are allowed. There will be no limit on the number of such societies as long as the total membership fees do not exceed 1 lakh.
- ii. Life memberships can also be availed.

5. Contingency

A maximum of fifty percent of the eligible CPDA amount can be spent by the concerned faculty member on contingency. In such cases, no single item (except software and publication charges) purchased can be above Rs. 25,000. The items which can be purchased under this category are as follows:

- i. Payment for publication charges and payment for pages and colour photographs in Journals and conferences are permitted.
- ii. Books (including e-books and e-resources)/Journals/Monographs/computer software/databases/magazines for academic use can be purchased. Purchase of reprints of research articles is also allowed.
- iii. Purchase of chemicals, glassware, samples and data/database required for professional purposes will be allowed. Any consumable that is directly used in one's research can also be supported based on prior approval.
- iv. Purchase of stationery items.
- v. Computer related consumables (Printer cartridge, Printer Cartridge refills, Pen drives, External and internal hard disks, Anti-virus, CDs and DVDs (R/W and R both), Battery for UPS, Power bank)
- vi. Computer peripherals (it has to be in prior approved list or a clear approval obtained before buying). The approved list of items based on individual's request as on date are given in the following points.
- vii. Repair and maintenance of Institute provided computers, laptops, computer peripherals, and instruments etc.
- viii. Software for professional use.
- ix. Network connectors such as multiport, VGI, HDMI connectors for computers and laptops, HDMI cables
- x. Normal Keyboard, Optical/Laser mouse, Extension board, Network leads, Computer screen cleaner.
- xi. Webcam, headphones, earphones
- xii. Broadband charges required for WFH and Online classes
- xiii. Small notice/white boards; laptop holders, batteries
- xiv. Conference speaker/Microphone (For online teaching/ meeting with students and faculties/researchers)
- xv. Tripod (Recording Video lectures using mobile phones/cameras/pads)

- xvi. Stylus (Digital Writing Pen for laptop/iPad/tablet).
- xvii. Digital paper or writing pad and its pen.

6. Negative List:

- i. Docking Stations for displaying multiple screens
- ii. Project items: Raspberry Pi, GoPro, small capacity FPGA boards, sensors, and accessories, and similar kinds of devices.
- iii. Personal Digital Assistant (eg. echo show8 and similar kind of devices) [Office work scheduler and to improve the delivery of speech]

7. Closure

In case of doubts, issues emerging out of certain exceptional circumstances or special needs, faculty members can submit his/her application to the competent authority for consideration for reimbursement under CPDA. However, in that case, the decision of the Competent Authority will be final and binding.



(Cdr Avinash Barthwal (Retd.))
Officiating Registrar
registrar@iitjammu.ac.in

- 1. Faculty All
- 2. Dean (Faculty)
- 3. AR (Accounts)

F. No. 23-1/2008-TS.II
Government of India
Ministry of Human Resources Development
Department of Higher Education
Technical Section-II

Shastri Bhawan, New Delhi
Dated: 18th August, 2009

To

The Director,
All Centrally Funded Technical Institutions

Subject: -Revision of pay of teaching and other Staff in Centrally Funded Technical Institutions (CFTIs) following the pay revision of the Central Government employees on the recommendation of 6th Central Pay Commission (6th CPC).

Sir,

I am directed to say that the Government of India have decided, after taking into consideration the recommendations made by the Govardhan Mehta Committee, to revise the Pay of teaching and other staff of Centrally Funded Technical Institutions following the pay revision of the Central Government employees on the recommendation of 6th CPC. The revised pay and other service conditions as approved by the Government of India for the teaching and other staff in CFTIs are as under: -

1. For Indian Institutes of Technology (IITs), Indian Institute of Science (IISc.) Bangalore, Indian Institutes of Management (IIMs), National Institute of Industrial Engineering (NITIE), Mumbai and Indian Institutes of Science Education & Research (IISERs).

(i) Lecturers

- (1) Lecturers are not part of the regular faculty cadre in these Institutes. Appointment at this level may be made as Lecturer-cum-Post Doctoral Fellow on contract basis to enable bright young Ph.Ds to teach and earn experience in premier institutions.
- (2) At the entry level they may be placed in Pay Band PB-3 of Rs.15600-39100 with Academic Grade Pay (AGP) of Rs.6000/-p.m. with seven non-compounded advance increments.
- (3) To encourage fresh PhDs to join the teaching system, at least 10% of the total faculty strength should be recruited at this level of Lecturer-cum-Post Doctoral Fellow. However, relaxation in respect of educational qualifications could be given up to 25% of total Lecturers recruited. The reasons for such relaxations should be duly recorded and reported to the Board of Governors of the respective institutions.
- (4) After one year of post Ph.D experience, these **Lecturers-cum-Post Doctoral Fellows** shall be placed in the AGP of Rs.7000/-p.m.

(ii) Assistant Professors

- (1) To be appointed in PB-3 with AGP of Rs. 8000/-p.m. For direct recruits, minimum pay in the Pay Band to be fixed at Rs.30000/-.
- (2) For appointment as Assistant Professor, one should have a Ph.D with first class or equivalent in the appropriate branch with a very good academic record throughout and at least three years' industrial/research/teaching experience, **excluding however, the experience gained while pursuing Ph.D.**

(iii) Associate Professors

- (1) To be appointed in PB-4 (Rs.37400-67000) with AGP of Rs.9500/-p.m. For direct recruits, minimum pay in the PB-4 to be fixed at **Rs. 42800/-**.
- (2) For appointment as Associate Professor, one should have a Ph.D with first class or equivalent in the appropriate branch with a very good academic record throughout and a minimum of six years Teaching/ Industry/ Research experience, of which at least three years' should be at the level of Assistant Professors, Senior Scientific Officer/ Senior Design Engineer.

(iv) Professors

- (1) To be appointed in PB-4 (Rs.37400-67000) with AGP of Rs.10500/- p.m. For direct recruits, minimum pay in the Pay Band to be fixed at **Rs. 48000/-**.
- (2) For appointment as Professor, one should have a Ph.D with first class or equivalent with a very good academic record and a minimum of 10 years' experience.
- (3) Up to a maximum of 40% of the posts of Professors **at any given point of time** will be eligible for AGP of Rs. 12000/- p.m. after 6 years' of regular service in AGP of Rs. 10500/- p.m. subject to performance evaluation based on research publications, Ph.D supervision, teaching and consultancy services etc.

2. For other Centrally Funded Technical Institutions.

The pay structure and designations for all other Centrally Funded Technical Institutions will generally be the same as per the scheme of revision of pay of teachers, etc in Universities, etc. as notified by the Ministry of HRD vide letter No.1-32/2006-U.II/U.I (i) dated 31st December, 2008 and clarification issued thereon from time to time. However, **in the case of National Institutes of Technology (NITs), Indian School of Mines University (ISMU), Indian Institutes of Information Technology (IIITs) and Schools of Planning & Architecture (SPAs)**, the following accelerated promotional benefits will be given while maintaining the UGC Pay Structure and designations;

- (a) Seven non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degree of Ph.D awarded in the relevant discipline.

- (b)
 - (i) An Assistant Professor possessing the degree of Ph.D in the relevant discipline and with regular service of 3 years' at AGP of Rs.6000/- p.m. shall be eligible for moving to AGP of Rs.7000/-p.m.
 - (ii) An Assistant Professor possessing the degree of Ph.D in the relevant discipline and with regular service of 3 years' at AGP of Rs.7000/- p.m. shall be eligible for moving to AGP of Rs.8000/- p.m.
 - (iii) An Assistant Professor possessing the degree of Ph.D in the relevant discipline and with regular service of 3 years' at AGP of Rs.8000/- p.m. shall be eligible for moving to AGP of Rs.9000/- p.m., and re-designated as Associate Professor.
- (c). Associate Professor completing 4 years' of regular service in the AGP of Rs.9000/- and possessing a Ph.D degree in the relevant discipline shall be eligible to be appointed and designated as Professor, subject to other conditions of academic performance as laid down by the UGC and by the university, if any. No teacher other than those with a Ph.D shall be promoted, appointed or designated as Professor. The Pay Band for the post of Professors shall be Rs.37400-67000 with AGP of Rs.10000/- p.m.
- (d) Up to a maximum of 20% of the sanctioned post of Professors shall be placed in PB-4 in the AGP of Rs.12000/- p.m. after regular service of 6 years' as Professor in the AGP of Rs 10000 and the minimum pay in the Pay Band will be fixed at Rs.48000/- p.m.. Other eligibility conditions will be as laid down by the UGC.
- (e) All promotions will be based on performance evaluation and subject to fulfillment of other conditions laid down by MHRD letter No.1-32/2006-U.II/U.I (i) dated 31st December, 2008.

3. Existing faculty of IITs and ISMU, Dhanbad shall be given the replacement pay being proposed for IITs, as personal to them. Revised pay, as given in Para 2 above will be applicable for those recruited on or after the date of issue of these orders.

4. **Directors:** As regards the Directors of the Centrally Funded Technical Institutions (CFTIs), it was decided to follow a two-tier structure as in the case of faculty positions, as under:-

- (a) For Directors of IITs, IIMs, IISc Bangalore, IISERs, NITIE ,Mumbai, a fixed pay of Rs.80,000/- p.m.
- (b) For Directors of NITs, IITs, ISMU, Dhanbad, NIFFT, Ranchi, SPAs, SLIET, NERIST, CIT, NITTTRs, pay of Rs.75,000 plus Special Allowance of Rs.5000/- p.m, as applicable to Vice Chancellors of Universities.

5. **Cadre of Librarians and Directors of Physical Education** will be given the revised pay and other benefits as notified vide MHRD letter No. 1-32/2006-U.II/U.I (i) dated 31st December, 2008. The qualifications and the age of superannuation (60 years) will remain unchanged.

6. The revised pay of **Scientific Officers/Design Staff** shall be mapped into the normal replacement pay of 6th CPC. However, if the Scientific Officers / Design Staff are doing teaching work, their revised pay as approved for the teaching staff shall be applicable.

7. **Faculty Structure:** The flexible faculty structure will continue in those institutions where it is already in operation. However, institutions like ISMU/IITs which were earlier under the IIT pay structure will have the same faculty structure as in UGC scheme except for the accelerated promotions as provided under Para 2 above. The Ministry of Human Resource Development (MHRD) will devise suitable academic criteria for those institutions which may like to change over to a four-tier flexible faculty structure.

8. **Other service conditions:**

(i) Annual increment will be at the rate of 3% of the pay as per the CCS (RP) Rules, 2008 (pay in the pay band plus applicable AGP).

(ii) Pay in the pay band and Academic Grade Pay shall not exceed the limits set in the CCS (RP) Rules, 2008 i.e. Rs.80000/-.

(iii) A cumulative Professional Development Allowance for Rs.3 lakhs for every block period of 3 years (Rs. One lakh per year) may be made available to every member of the faculty on reimbursable basis to meet the expenses for participating in both national and international conferences, paying the membership fee of various professional bodies and contingent expenses.

(iv) Revised pay scales will be effective from 1.1.2006 and other allowances from 1.9.2008 and pay of existing incumbents will be fixed as per the formula given in the CCS (RP) Rules, 2008 and the Fixation Table given in Annex-I of Ministry of Finance OM No.1/1/2008-IC dated 30th August, 2008. This is further subject to the proviso that the revised pay of existing incumbents as on 1.1.2006 will not be less than the minimum pay at the entry level for direct recruits in each category in the case of **IITs, IIMs, IISc, IISERs and NITIE**. This would effectively mean that:

a) Assistant Professors in the pre-revised scale of Rs.12,000 - Rs.18,300 with basic pay ranging from Rs.12,000/- to Rs.15,780/- p.m. will be placed at the minimum of Rs.30,000/- p.m. For those incumbents with pre-revised basic pay of more than Rs.15780/-, their revised pay will be determined by multiplying the existing pay as on 1.1.2006 by a factor of 1.86 and rounding off the multiple figure to the next multiple of 10 as given in Rule 7 (1)(a)(i) of the CCS (RP) Rules, 2008.

b) In the case of Associate Professors in the pre-revised scale of Rs.16,400 - Rs.20,000 with basic pay ranging from Rs.16,400/- to Rs.18,200/- p.m., the minimum will be fixed at Rs.42,800. For those incumbents with pre-revised pay of more than Rs.18200/-, the revised pay will be as per Fixation Table corresponding to pre-revised pay scale of S-26 as given in Annexure-I of Ministry of Finance's O.M.No.1/1/2008-IC dated 30th August, 2008.

c) In the case of Professors in the pre-revised scale of Rs.18400-22400 with basic pay ranging from Rs.18400 to Rs.20400 p.m. will be placed at the minimum of Rs 48000/-. For those incumbents with pre-revised pay of more than Rs.20400/-, the revised pay will be as per Fixation Table corresponding to pre-revised pay scale of S-29 as given in Annexure-I of Ministry of Finance's O.M.No.1/1/2008-IC dated 30th August, 2008.

(v) In respect of other categories of institutions, pay fixation will be made as per CCS (RP) Rules, 2008 and the Fitment table issued by MHRD for UGC funded institutions vide letter No.3-1/2009-U.I dated 4th June, 2009, which is available on the web-site of MHRD.

9. **For Registrars, Dy. Registrar, Asstt. Registrar.** UGC pay scales will apply to Registrar, Dy Registrars, Assistant Registrars of IITs, IISERs, NITs, IISc and Deemed to be Universities subject to they possessing the qualifications and experience as prescribed by UGC from time to time. For others, normal replacement scale as per CCS (RP) Rules, 2008 will apply. Age of superannuation will, however, continue to be 60 years.

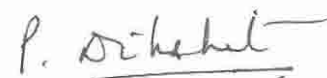
10. Anomalies, if any, in the implementation of this order may be brought to the notice of the Department of Higher Education, Ministry of Human Resource Development.

Yours faithfully,


(Pratima Dikshit)
Director (TC)

Copy to: -

1. Principal Secretary to Prime Minister, South Block, New Delhi.
2. Secretary (Coordination), Cabinet Secretariat, Rashtrapati Bhawan, New Delhi.
3. Secretary, Department of Expenditure, North Block, New Delhi,
4. Secretary, Department of Personnel & Training, North Block, New Delhi.
5. Secretary, Department of Agriculture Research and Education, Krishi Bhawan, New Delhi.
6. Secretary, Ministry of Health and Family Welfare (Medical Education), Nirman Bhawan, New Delhi.
7. Acting Chairman, All India Council for Technical Education, New Delhi.
8. Secretary, University Grants Commission, New Delhi.
- ✓ 9. Web Master, Ministry of Human Resource Development for publication on the website of the Ministry, hosted by the National Informatics Centre.


(Pratima Dikshit)
Director (TC)