

Information Handbook under Right to Information Act, 2005

Version 5.0 | Updated on 20/06/2023



National Institute
of Technology
Srinagar

Hazratbal | Srinagar (J&K) | 190006

Information Handbook under Right to Information Act- 2005

Right to information Act		
1	Right to Information Act, 2005	English Version Hindi Version
2	RTI Guidelines	RTI Guide 2013
3	Frequently Asked Questions	RTI FAQs NIT FAQs
4	Definitions	NIT Srinagar: National Institute of Technology Srinagar. RTI Act: Right to Information Act, 2005 NIT Act: NITSER Act, 2007
RTI at NIT Srinagar		
5	Names, designations and other particulars of the Public Information Officers at NIT Srinagar.	<p>Chief Public Information Officer (CPIO) Prof. Syed Kaiser Bukhari, Registrar National Institute of Technology Srinagar Email: registrar@nitsri.ac.in</p> <p>Public Information Officer (PIO) Mr. Mohammed Iqbal Dar Assistant Registrar National Institute of Technology Srinagar Email: miqbaldar@nitsri.ac.in</p> <p>Appellate Authority Prof. Ghulam Ashraful Harmain Dean, Faculty Welfare National Institute of Technology Srinagar Email : gharmain@nitsri.ac.in</p>
6	Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013]	RTI Quarterly Return Forms
7	Information on rates of fees payable for seeking the information under RTI Act 2005.	<p>A request for obtaining information under sub-section (1) of section 6 shall be accompanied by an <i>application fee of rupees ten</i> by demand draft or banker's cheque or IPO payable to the NIT Srinagar.</p> <p>For providing the information under sub-section (1) of section 7, the fee shall be charged by way of demand draft or bankers cheque payable to the NIT Srinagar, at the following rates:</p> <p><i>Rupees two for each page (in A-4 or A-3 size paper) created or copied.</i> <i>Actual cost or price for samples or models; and</i> <i>For inspection of records, no fee for the first hour; and a fee of rupees five for each subsequent hours or fraction thereof on each occasion for the same case.</i></p> <p>For providing the information under sub-section (5) of section 7, the fee shall be charged by demand draft or bankers cheque payable to the NIT Srinagar at the following rates:</p> <p><i>For information provided in CD/DVD, if available, rupees fifty per CD/DVD; and</i> <i>For providing information in printed form at the price for such publication or rupees two per page of photocopy for extracts from the publication.</i></p>

Note: This handbook contains hyperlinks to related documents; you may click on the same to access the relevant information.

Suo Motu Disclosure under Right to Information Act		
Section	Particulars	Page No
<i>Section-4(1)(b)(i)</i>	The Particulars of Organisation, functions and duties.	1
<i>Section-4(1)(b)(ii)</i>	The powers and duties of its officers and employees.	5
<i>Section-4(1)(b)(iii)</i>	The procedure followed in the decision making process, including channels of supervision and accountability.	5
<i>Section-4(1)(b)(iv)</i>	The norms set by it for the discharge of its functions.	5
<i>Section-4(1)(b)(v)</i>	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.	6
<i>Section-4(1)(b)(vi)</i>	Statement of the categories of documents that are held by it or under its control.	7
<i>Section-4(1)(b)(vii)</i>	Particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof.	19
<i>Section-4(1)(b)(viii)</i>	Statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.	7
<i>Section-4(1)(b)(ix)</i>	Directory of its officers and employees.	40
<i>Section-4(1)(b)(x)</i>	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.	18
<i>Section-4(1)(b)(xi)</i>	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.	18
<i>Section-4(1)(b)(xii)</i>	Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;	19
<i>Section-4(1)(b)(xiii)</i>	Particulars of recipients of concessions, permits or authorisations granted by it.	19
<i>Section-4(1)(b)(xiv)</i>	Details in respect of the information, available to or held by it, reduced in an electronic form.	21
<i>Section-4(1)(b)(xv)</i>	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.	21
<i>Section-4(1)(b)(xvi)</i>	The names, designations and other particulars of the Public Information Officers.	18
Other Information under Suo Motu Disclosure		
S. No.	Particulars	Page No
1.	Information relating to procurement	26
2.	Public Private Partnerships	20
3.	Transfer Policy and Transfer Orders	7
4.	RTI Applications	26
5.	CAG & PAC Paras	19
6.	Citizens Charter	26
7.	Discretionary and Non-discretionary grants	19
8.	Foreign Tours of PM/Ministers and senior officers	19

This Handbook has been compiled by;

1. Mr. Mohammed Iqbal Dar, (Assistant Registrar, Administration)
Email: miqbaldar@nitsri.ac.in
2. Mr. Mohamad Hazik, (Assistant Registrar, Director's Office/Legal)
Email: hazik@nitsri.ac.in
3. Mr. Faisal Showkat Shah, (Junior Assistant, Administration)
Email: shahfaisal@nitsri.ac.in

National Institute of Technology Srinagar

Last updated on 20/06/2023

1. Particulars of NIT Srinagar, functions and duties;

- **Name & Address of the Institute.**

National Institute of Technology Srinagar
Hazratbal, Srinagar, Jammu & Kashmir.
India | Pin- 190006

Telephone: 0194-2422032 | Fax: 0194-2420475
www.nitsri.ac.in

- **Director:** *Prof. (Dr.) Sudhakar Yedla*
- **Registrar:** *Prof. (Dr.) Syed Kaiser Bukhari*

Institute Working Hours

- *Teaching & Administration:* 8.45 AM to 5.15 PM (Monday to Friday)
- *Library:* 8:45 AM to 12 PM (Working Days) | 10 AM to 5 PM (Weekends & Holidays).
- Research activities and essential services are open round the clock throughout the year.

- **Introduction**

National Institute of Technology Srinagar is a Centrally Funded Technical Institute under the aegis of Ministry of Education (previously Ministry of Human Resource Development) Government of India.

National Institute of Technology Srinagar (formerly Regional Engineering College) was established in July of 1960, by a joint venture between the Government of India & the erstwhile State Government of J&K during the Second (Five Year) Plan. It was among the first batch of 8 such Institutes that were set up across the country. The other seven Institutes were located at Allahabad, Bhopal, Durgapur, Jamshedpur, Nagpur, Surathkal & Warangal.

The Institute initially functioned at the historical Chinar Garden of Naseem Bagh, Srinagar; adjacent to the campus of the University of Kashmir on the North side. The Institute eventually shifted to its present campus in the year 1966 & has functioned here ever since.

The Institute was elevated in the year 2003, to function as one of the 30 National Institutes of Technology across the country & was granted with 'Deemed to be University' status by the Ministry of Human Resource Development (MHRD), Government of India & University Grants Commission (UGC).

- **Vision**

To establish a unique identity of a pioneer technical Institute by developing high quality technical manpower & technological resources that aim at economic & social development of the nation as a whole & the region, in particular, keeping in view the global challenges.

- **Mission**

To create a strong & transformative technical educational environment in which fresh ideas, moral principles, research & excellence nurture with international standards.

To prepare technically educated & broadly talented engineers, future innovators & entrepreneur graduates with understanding of the needs & problems of the industry, society, state & the nation.

To produce engineers who possess the highest degree of confidence, professionalism, academic excellence & engineering ethics.

- **Objectives**

- I. To provide the best educational infrastructure for imparting high-class education in science & technology & a creative atmosphere for inter-disciplinary research both by the students & the faculty.
- II. To enhance the quality of teaching by strengthening the teachers' professional capabilities to meet the growing educational aspirations of students.
- III. To upgrade the syllabus & re-frame the course curriculum periodically in order to produce creative & capable engineers who meet effectively the growing job requirements.
- IV. To inculcate amongst the students the highest standards of honesty, accountability, moral integrity, tolerance for diversity, & respect for ethnic & religious differences so as to make them good human beings.
- V. To develop amongst the students a strong personal commitment, as a member of the engineering professional, towards social outreach activities.
- VI. To produce engineers having ethics of engineering profession, complete confidence in decision making & a good social outlook in all their activities so that they perform their duty to the best satisfaction of the organization & to the society.

- **Duties of the Institute**

Teaching and Research.

- **Main activities/functions of the Institute**

- Imparting technical education at undergraduate and postgraduate levels. Carrying out of Research by faculty and students leading to Masters and doctoral degrees, sponsored research, industrial consultancy and continuing education.

- **Academic Departments at the Institute**

The Institute has eight Engineering Departments, four Allied Departments & Six Centres.

Engineering		Allied	Centres
Department of Civil Engineering	Department of Metallurgy & Material Sciences	Department of Chemistry	Water Resources Management Centre
Department of Mechanical Engineering	Department of Information Technology	Department of Physics	Computer Services Centre
Department of Chemical Engineering	Department of Computer Science Engineering	Department of Mathematics	Central Research Facilities Centre
Department of Electrical Engineering	Department of Electronics & Communication Engineering	Department of Humanities, Social Sciences & Management.	Innovation, Incubation & Entrepreneurship Development Centre
			Library & Information Resources Centre
			iDream Centre

- **Academic Courses offered by NIT Srinagar**

S.No.	Programmes	No of disciplines
1.	Bachelor of Technology	8
2.	Master of Technology	12
3.	Master of Science	2
4.	Master of Business Administration	1
5.	Master of Technology, Innovation, and Entrepreneurial Management	1
6.	Ph.D	12

- **Student enrolment statistics**

S.No.	Programme	Total Strength
1.	B. Tech	3175
2.	M. Tech	323
3.	M. Sc.	86
4.	MBA	11
5.	M.TIEM	8
6.	Ph.D	527

- **Staff Statistics**

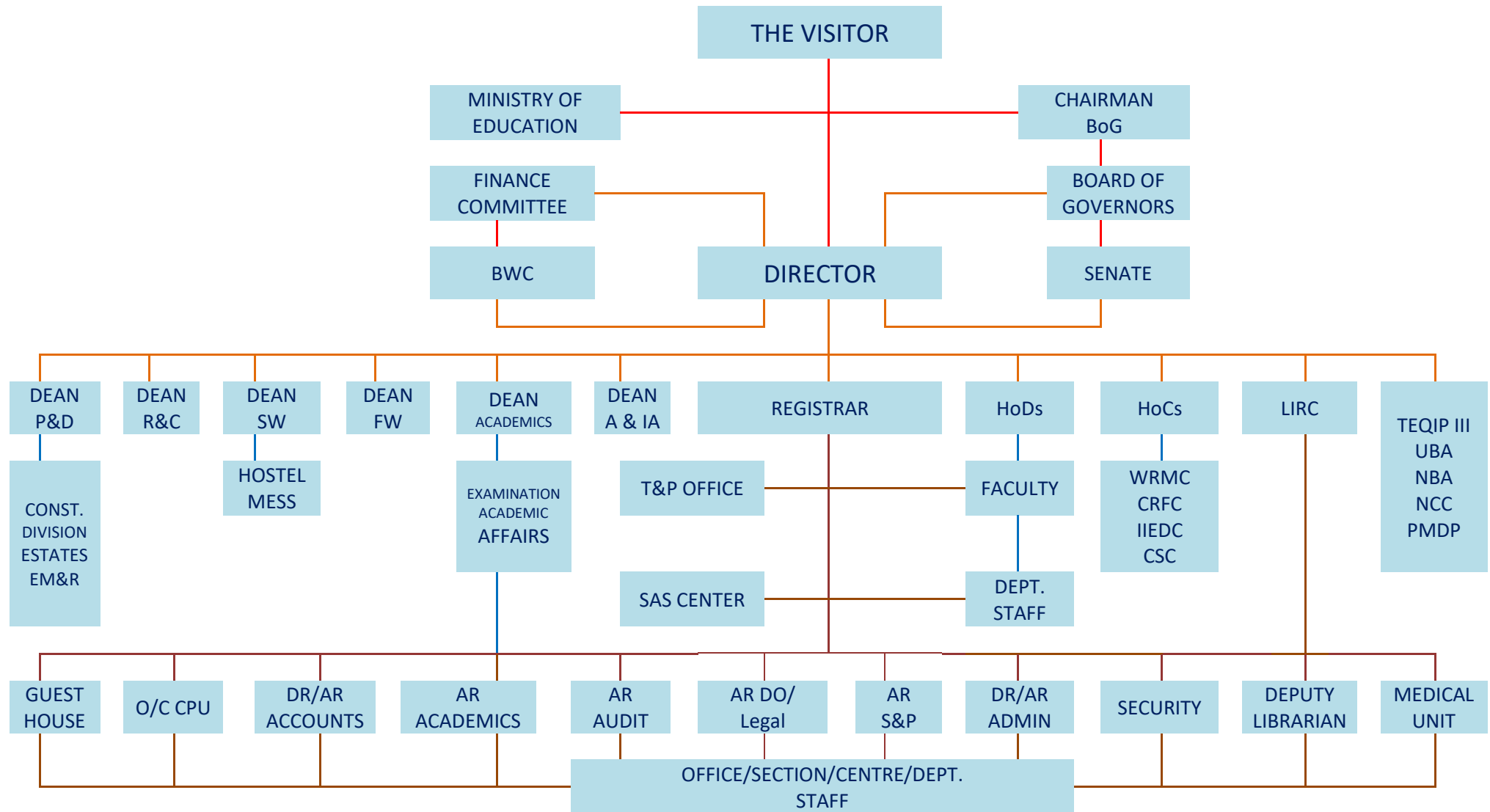
S.No.	Category	Total Strength
1.	Teaching/Faculty (Permanent)	162
2.	Teaching (Temporary/Guest Faculty)	19
3.	Non-Teaching (Permanent)	185
4.	Non-Teaching (On contractual basis)	36
5.	Non-Teaching (Outsourced Staff)	268

Sanctioned Strength: 198 (Teaching) & 218 (Non-Teaching)

- **Services provided by the Institute**

- Teaching at UG and PG levels in Engineering, Allied Science, Humanities & Management. *(Details of teaching programs available on the website).*
- State-of-the-art research in frontier areas of science and technology.
- Carrying out sponsored research and consultancy projects.
- Providing continuing education to personnel from Academia, Industry and Government.
- Organizing conferences, seminars and short term courses.

ORGANISATION STRUCTURE



Note: All Deans are supported by Associate Deans to carry out their duties.

BWC: Building & Works Committee
 A&IA: Alumni & International Affairs
 IIEDC: Innovation Incubation & Entrepreneurship Development Centre
 PMDP: Prime Minister's Development Package

P&D: Planning & Development
 EM&R: Electrical Maintenance & Repair
 WRMC: Water Resources Management Centre
 LIRC: Library Information Resources Centre
 NCC: National Cadet Corps

R&C: Research & Consultancy
 T&P: Training & Placement
 CRFC: Central Research Facility Centre
 SAS: Students Activity & Sports Centre
 UBA: Unnat Bharat Abhiyan

SW: Student Welfare
 FW: Faculty Welfare
 CSC: Computer Services Centre
 CPU: Central Purchases Unit
 NBA: National Board of Accreditation

1.2. The powers and duties of Institute officers and employees.

Director is the Principal Academic and Executive Officer of the Institute. The Director shall be responsible for the proper administration of the Institute, for the imparting of instruction and for maintaining discipline therein. The Director has the power to incur expenditure in accordance with the procedure laid down by the Board and the MHRD from time to time.

The Registrar is the custodian of records, funds of Institute and such other properties of the Institute.

Other officers and staff of the Institute assume powers, responsibilities and duties as assigned to them time to time by the Director.

The powers and duty of officers and employees are derived from NIT Acts and Statutes.

For more details on Power and duties of officers at NITs please click on the link.

1.3. The procedure followed in the decision-making process, including channels of supervision and accountability.

- **Decision making process & related provisions, acts, rules:** The Institute has a Director, a Registrar, 6 Deans, 12 Heads of the Departments, more than 160 Faculty members, 2 Deputy Registrars and 6 Assistant Registrars who are in turn supported by technical, ministerial & office staff to carry out the various functions of the Institute as per procedures laid down in the NITSER Act, NIT Statutes and by the BoG from time to time. Each controlling officer listed above is primarily responsible for taking decisions pertaining to the office/department he/she is in charge of.

For more on Key Decision Making Points please click on this link;

- **Final decision making authority:** The Director of the Institute takes decision regarding students' affairs, staff affairs, facilities of the Institute and the infrastructure on the campus. The final authority to vet and decision lies with the Board of Governors. The decisions are communicated to public by notices, announcements and are published on Institute website and Newspaper advertisements.
- **Time Limit:** There is no defined time limit; however each decision is expected to be taken within the shortest possible timeframe to avoid inordinate delay in work.
- **Channels of supervision and accountability:** All staff Members are held accountable for the work he or she is assigned by their controlling officer. Overall performance of each staff member is assessed & reviewed every year based on the system of Performance Appraisals.

For more on channels of supervision and accountability please refer to the Organogram given on page 4;

1.4. The norms set by it for the discharge of its functions.

Academic Programmes: Norms and standards for various academic programmes of the Institute are set by the Senate, which also monitors progress and achievements of students undertaking various academic programs.

Administrative Activities: Norms and standards for administrative activities are set and monitored by the BOG in line with the Acts, Statutes and other rules of the Institute.

These services can be accessed on the basis of norms / standards for functions / service delivery given in Citizen Charter.

- ***Process to redress grievances***

Process to redress public grievances: NIT Srinagar follows the instructions issued by DARPG to redress the public grievances. The Grievance Cell at the Institute receives & redresses all public grievances in a maximum Turn-Around-Time of 30 Days.

Moreover, NIT Srinagar has identified processes/tasks whereupon decisions are to undertaken routinely. As such, in order to streamline the processes, a maximum Turn-Around-Time is assigned to each such process or policy decision to reduce the instances of grievances.

For more on Maximum Turn-Around-Time assigned to each task/process/decision, please click on this link;

Process to redress internal grievances: The Institute also has a dedicated Grievance Committee; constituted for receiving complaints/grievances of Students, Faculty & Non-Teaching Staff. The committee headed by a Chairman independently verifies the veracity of the grievance and strives to redress the same to the satisfaction of the aggrieved in the shortest possible timeframe.

Click on this Link for the Composition of the Grievance Committee.

1.5. The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.

1. NITSER Act 2007
2. NITSER (Amendment) Act 2012
3. NITSER (Amendment) Act 2014
4. First Statutes of NIT (2009)
5. First Statutes of NIT (Amendment) Statutes; 2017
6. Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013.
7. Rules for Research & Consultancy
8. Rules for Sponsored Projects
9. Rules for Student Internship Program
10. Intellectual Property Rights Policy
11. Ph.D Statutes
12. Courses of studies (UG/PG)
13. Rules for purchase and works; GFR 2017
14. Recruitment Rules (Teaching & Non-Teaching)
15. Resolutions of the Senate and Board of Governors.
16. Government of India Reservation Rules
17. CCS Conduct Rules
18. CCS Leave Rules
19. CCS CCA Rules
20. Government of India Fundamental Rules/ Supplementary Rules

21. Government of India Guidelines/Norms/Orders/Procedures issued from time to time.
 22. Scheme for compassionate appointment — Point Based Merit System
 23. Employee Benevolent Fund Rules
- **Transfer Policy and Transfer Orders:** The staff & officials of the Institute are liable to be posted in any of the departments, sections or Centres within the Institute.

For Transfer Orders, please follow this Link for details.

1.6 Categories of documents that are held by the Authority under its control.

In addition to the list mentioned under Section 1.5 above, following additional documents are available for reference in their respective offices.

S. No.	Subject/Type	Type of Document/ File/ Muster/ Register/ Voucher etc	Custodian of Record
1.	Minutes of the Board of Governors	Physical Files/Electronic Files	Registrar
2.	Minutes of the Institute Senate	Physical Files/Electronic Files	Dean AA
3.	Minutes of the FC	Physical Files/Electronic Files	Registrar
4.	Minutes of BWC	Physical Files/Electronic Files	Registrar
5.	Minutes of the meeting of the Committee of Deans & HoDs	Physical Files/Electronic Files	Registrar/HoDs
6.	Institute Annual Reports	Physical Files/Electronic Files	Registrar
7.	Audited Annual Account Reports	Physical Files/Electronic Files	Registrar
8.	Employee Service Books & Personal Files	Physical Service Books & Files	Registrar
9.	Accounts Files & Vouchers	Physical Files & Vouchers	Registrar
10.	Student Academic & Personal Records	Physical Files & Folders	Dean, Academic Affairs/Registrar
11.	Various Administrative Files	Physical Files & Folders	Registrar
12.	General/ Miscellaneous	Physical Files & Folders	Registrar
13.	Complaints & Grievances Received	Physical Files/Electronic Files	Registrar
14.	RTI Applications/Appeals & Responses	Physical Files/Electronic Files	Registrar
15.	Legal Case files	Physical Files/Electronic Files	Registrar
16.	Library: Books & Periodicals	Physical Books & Periodicals	Deputy Librarian

Please note the list is not exhaustive in nature.

1.7. Boards, councils, committees and other bodies constituted as part of this Public Authority.

S. No.	Name of the Body
1.	NIT Council
2.	Board of Governors
3.	Senate
4.	Finance Committee
5.	Building & Works Committee
6.	Internal Complaints Committee
7.	SC/ST/PWD/OBC Cell
8.	Grievance Committee
9.	ACoFAR

A detailed description of the aforementioned bodies consisting of two or more persons constituted as its part or for the purpose of its advice, complete with composition, dates of constitution, tenure along with powers & functions are given below.

Board of Governors

Powers & Functions: The Board of Governors consists of 10 members and has the power and responsibility for General superintendence, direction and control of the affairs of the Institute. As per NIT Act, 2007 & Statutes, Chairman of BOG shall preside over the meeting of the Board and has the duty to ensure the implementation of the decisions of the Board. Registrar is the ex-officio secretary of the BOG.

In addition to the powers provided under sub-section (1) of section 13 of the NITSER Act the Board is empowered:

- i. to abolish, re-designate or change the nomenclature of any post in the institute;
- ii. to make, modify or cancel the statutes with the approval of the visitor from time to time; Provided that the new Statute, additions or amendments of existing Statutes shall be applicable only after the assent of the visitor; and
- iii. to make, modify and cancel all or any ordinances on recommendation of the Finance Committee or Senate of the institute subject to the condition that making, modification and cancellation shall not be in contravention of the Act and (or) Statutes.

Authentication of Orders of the Board

All orders and decisions of the Board shall be authenticated by the signature of the Director. In absence of Director, the Registrar or any person-authorised by the Board in this behalf.

Powers of the Chairperson, Board of Governors

In addition to the powers provided in the NITSER Act, the Chairperson of the Board of Governors shall have the following powers, namely:

- i. he shall have the power to fix, on the recommendations of the Selection Committee, the initial pay of an incumbent at a stage higher than the minimum of the scale in respect of posts to which the appointments can be made by the Board under the provisions of the Act;
- ii. he shall have the power to send members of the staff, except the Director, of the Institute for training or for a course of instruction, outside India subject to such terms and conditions as may be laid down by the Board from time to time and the visit abroad by the Director shall be approved by the Chairman, National Institutes of Technology Council;
- iii. he shall execute the contract of service between the Institute and the Director on behalf of the Central Government, but he shall not be personally liable of anything under such contract; and
- iv. In emergent cases the Chairperson may exercise the powers of the Board and inform the Board of the action taken by him for confirmation and ratification.

Term/Tenure: 3 years from the date of nomination (except in case of ex-officio members)

Minutes of Meetings: Please Follow the Link.

Composition: Please refer to details on next page.

Chairman	Nomination* (a)	Prof. (Dr.) Sudhakar Yedla Director, National Institute of Technology Srinagar Hazratbal, Kashmir-190006
Ex-Officio	(b)	Prof. (Dr.) Sudhakar Yedla Director, National Institute of Technology Srinagar Hazratbal, Kashmir-190006
Two persons not below the rank of the Joint Secretary to the Government of India to be nominated by the Central Government from amongst persons dealing with technical education and finance.	(c)	Smt. Saumya Gupta, IAS Joint Secretary, Ministry of Education, Department of Higher Education, Government of India, New Delhi Mr. Sanjog Kapoor Joint Secretary & Financial Advisor Ministry of Education, Department of Higher Education, Government of India, New Delhi
Two persons to be nominated by the Government of the State in which the Institute is situated, from amongst persons, who, in the opinion of that Government are technologists or industrialists of repute	(d)	Shri Alok Kumar, IRS Principal Secretary to Government Department of Higher Education, Government of Jammu & Kashmir, Civil Secretariat, Srinagar/Jammu 2nd Member awaited
Two persons, at least one of whom shall be a woman, having special knowledge or practical experience in respect of education, engineering, or science to be nominated by the Council	(e)	Awaited.
One Professor and one Assistant Professor or a Lecturer of the Institute to be nominated by the Senate	(f)	Prof. Ghulam Ashraful Harmain, Professor (HAG)/Dean, Faculty Welfare, Mechanical Engineering Department, National Institute of Technology Srinagar Dr. Hamida-Tun-Nisa Chishti, Professor & HoD, Department of Chemistry National Institute of Technology Srinagar
The Director of the IIT in whose zone the Institute is located or his nominee, not below the rank of a professor	Clause (g)	Prof. Manoj Singh Gaur, Director, Indian Institute of Technology Jammu, Jammu
Member-Secretary	Section 18 Clause (2)	Prof. S. K. Bukhari, Registrar, NIT Srinagar.

Building & Works Committee

Powers & Functions: The Building & Works Committee under the directions of the board is responsible for carrying out of all major/minor construction works at the Institute. The Building and Works Committee shall,

- i. under the directions of the Board shall carry on construction of all major works, after the necessary administrative approval and expenditure sanction from the Board;
- ii. have the power to give the necessary administrative approval and expenditure sanction for minor works and works pertaining to repair and maintenance, within the approved budgetary provision of the Institute and the Board will define the minor work and minor repair and maintenance in terms of quantum or expenditure;
- iii. cause to prepare estimates of cost of buildings and other capital works, minor works, repairs, maintenance and the like. The Building and Works Committee shall approve the cost estimates for minor works, minor repairs and maintenance.
- iv. be responsible for making technical scrutiny of the design, estimates and specifications of the material as may be considered necessary:
- v. be responsible for enlistment of suitable contractors and acceptance of tenders and shall have the power to give directions for departmental works where necessary duly recommended by the Dean (P&D) of the Institute.
- vi. have the power to settle rates not covered by tender and settle claims and disputes with contractors:

If in the opinion of the Chairman of the Building and Works Committee, any emergency has arisen which requires immediate action to be taken, he shall take such action and report the same to the Building and Works Committee and the Board at their next meeting.

The Building and Works Committee shall also perform such function and exercise such powers as may be entrusted by the Board from time to time.

Term/Tenure: As specified in the NITSER Act & NIT Statutes.

Minutes of Meetings: Please Follow the Link.

Composition: Please refer to details on next page.

Chairman	1	Prof. (Dr.) Sudhakar Yedla Director, National Institute of Technology Srinagar Hazratbal, Kashmir-190006
Members: Nominated by MHRD and IFD New Delhi	1	Director OR Deputy Secretary (NITs), Ministry of Education, Department of Higher Education, Government of India, New Delhi – 110 001.
	2	Director OR Deputy Secretary (Finance), Integrated Finance Division (IFD) Ministry of Education, Department of Higher Education, Government of India, New Delhi – 110 001.
One person nominated by the Board of Governors	1	Er. Gulzar Ahmad Town Planner Kashmir
Dean, Planning & Development	1	Prof. Javed Ahmad Bhat, Dean, Planning & Development, National Institute of Technology Srinagar.
Nominee of the CPWD / State PWD	1	Superintending Engineer (Civil), CPWD, Srinagar.
	2	Er. Farooq Ahmad Executive Engineer, J&K Government, PDD Srinagar.
	3	Er. Saleem Ali Mir, <i>Special Invitee</i> Executive Engineer, Electric Division 4 th , J&K Government, PDD Srinagar.
	4	Er. Hemveer Singh, <i>Special Invitee</i> Executive Engineer (CPWD), Srinagar Project Division, CPWD, NIT Srinagar.
Secretary	1	Prof. S. K. Bukhari, Registrar, National Institute of Technology Srinagar.

Finance Committee

Powers & Functions: The Finance Committee has the power to:-

- (i) examine and scrutinize the annual budget of the Institute prepared by the Director and make recommendations to the Board; and
- (ii) give its views and make its recommendations on any financial proposals or issues affecting the Institute to the Board either on the initiative of the Board or of the Director, or on its own motion.

Term/Tenure: As specified in the NITSER Act & NIT Statutes.

Minutes of Meetings: Please Follow the Link.

Composition

Chairman	1	Prof. (Dr.) Sudhakar Yedla Director, National Institute of Technology Srinagar Hazratbal, Kashmir-190006
Members: Two persons nominated by the Central Government	1	Smt. Saumya Gupta, IAS Joint Secretary, Ministry of Education, Department of Higher Education, Government of India, Shastri Bhawan, New Delhi.
	2	Mr. Sanjog Kapoor Joint Secretary & Financial Advisor, Ministry of Education, Department of Higher Education, Government of India, Shastri Bhawan, New Delhi.
Two persons nominated by the BOG from amongst its members	1	Dr. Manoj Singh Gaur, Director, Indian Institute of Technology Jammu, Jammu.
	2	Prof. Ghulam Ashraf Harmein, Professor (HAG)/Dean, Faculty Welfare, Mechanical Engineering Department, National Institute of Technology Srinagar
Director (Ex-officio)	1	Prof. (Dr.) Sudhakar Yedla Director, National Institute of Technology Srinagar (J&K).
Secretary	1	Prof. S. K. Bukhari, Registrar, National Institute of Technology Srinagar (J&K).

Senate

Powers & Functions: The Senate has control over and is responsible for the maintenance of standards of instruction, education & examination at the Institute.

Subject to the provisions of the NITSER Act, the Senate has the powers to:

- i. frame and revise curricula and syllabi for the courses of studies for the various Departments and Centres;
- ii. make arrangements for the conduct of examinations; appointment of examiners, moderators, tabulators and other matters relating to the examinations;
- iii. declare the results of the examinations or to appoint Committees or Officers to do so and to make recommendations to the – Board regarding conferment or grant of degrees, diplomas and other academic distinctions or titles;
- iv. appoint Advisory Committees or Expert Committees or both for the Departments or Centres of the institute to make recommendations on academic matters connected with the working of the Departments or Centres;
- v. appoint Committees from amongst the members of the Senate. other teachers of the Institute and experts from outside to advise on such specific and important academic matters as may be referred to any such Committee by the Senate;
- vi. consider the recommendations of the Advisory Committees attached to various Departments or Centres and that of Expert and other Committees and take such action (including the making of recommendations to the Board) as warranted by each case;
- vii. make periodical review of the activities of the Departments or Centres and take appropriate action (including the making of recommendations to the Board); supervise the working of the Library of the Institute;
- viii. promote research and academic development or activity within the Institute and seek reports on such research or academic development or activity from the persons engaged therein;
- ix. provide for the inspection of the class rooms, Laboratories, Library and the Residential Hostels;
- x. plan co-curricular activities of the students of the Institute;
- xi. award stipends, scholarships, medals and prizes and makes other awards if accordance with such conditions as may be attached to the awards;
- xii. make recommendations to the Board with regard to the creation or restructuring of Departments or Programmes or Centres and the abolition of existing Departments or Centres thereof;
- xiii. make recommendations to the Board to disseminate knowledge through distance learning mode to various parts of the State or country or abroad and in the cases of signing of agreement with the foreign agency, agreement may be signed with the approval of the Ministry;
- xiv. invite up to two student representatives during discussion of general nature not involving policy disciplinary matters in the Senate meetings.

Chairman of the Senate to Exercise Powers in Emergency

If, in the opinion of the Chairman of the Senate, any emergency has arisen which requires immediate action, he may take such action as he deems necessary and shall report the same for approval to the Senate in its next meeting.

Term/Tenure: As specified in the NITSER Act & NIT Statutes.

Composition

Chairman	1	Prof. (Dr.) Sudhakar Yedla Director, National Institute of Technology Srinagar Hazratbal, Kashmir-190006
Three persons, one of whom shall be a woman, not being employees of the Institute to be nominated by the Chairperson in consultation with the Director, from amongst educationists of repute, one each from the field of Science, Engineering and Humanities	1	Prof. N. N. Sharma, Pro President, Manipal University, Jaipur
	2	Prof. Nahida Tabasum, Head, Department of Pharmaceutical Sciences, Dean, School of Applied Sciences and Technology, University of Kashmir
	3	Prof. Pirzada M. Amin, Department of Sociology, University of Kashmir.
One person to be nominated from the industry	1	Shri Baldev Singh, Chairman, MD & CEO of Peaks Auto Limited, Jammu & Kashmir
Institute alumnus	1	Er. Mufti Musharib Gul (<i>Special Invitee</i>) Dy. General Manager, BSNL Srinagar
The Professors appointed or recognized as such by the Institute for the purpose of imparting instructions in the Institute.	1	Prof. Aijaz Hussain Mir, Department of ECE
	2	Prof. Mohammad Farooq Wani, Department of Mechanical Engineering
	3	Prof. A. R. Dar, Department of Civil Engineering
	4	Prof. G. M. Rather, Head, ECE Department
	5	Prof. M. D. Mufti, Department of Electrical Engineering
	6	Prof. Aijaz Ahmed Zargar, Department of Electrical Engineering

	7	Prof. G. A. Harmain, Mechanical Engineering Department
	8	Prof. Mohammad Noor Salam Khan, Head, Chemical Engineering Department
	9	Prof. Shagufta Rasool, Civil Engineering Department
	10	Prof. Najeeb ud-din, Electronics & Comm. Engg. Department
	11	Prof. J. A. Bhat, Civil Engineering Department
	12	Prof. Sheikh Nazir Ahmad, Mechanical Engineering Department
	13	Prof. M. M. Wani, Mechanical Engineering Department
	14	Prof. Shamim Ahmad Lone, Electrical Engineering Department
	15	Prof. Abdul Qayoom Dar, Head, Civil Engineering Department
	16	Prof. Roohie Naaz, Computer Science & Engineering Department
	17	Prof. Manzoor Ahmad Ahangar, Civil Engineering Department
	18	Prof. Adnan Qayoom, Head, Department of Mechanical Engineering
	19	Prof. Babar Ahmad, Mechanical Engineering Department
	20	Prof. Manzoor Ahmad Tantray, Civil Engineering Department
	21	Prof. M. S. Mir, Civil Engineering Department
	22	Prof. Bashir Ahmad. Mir, Civil Engineering Department
	23	Prof. Abdul Hamid Bhat, Electrical Engineering Department
	24	Prof. Kowsar Majid, Department of Chemistry
	25	Prof. Tabasum Ara, Department of Chemistry
	26	Prof. Abdul Liman, Mathematics Department
	27	Prof. Niyaz Ahmad, Department of Mathematics & I/C HSS&M
	28	Prof. Mohmmad Ikram, Department of Physics

	29	Prof. Tanveer Jalal Head, Department of Mathematics
	30	Prof. M.A. Shah Head, Department of Physics
	31	Prof. Shakeel Ahmad Shah Department of Chemistry
	32	Prof. Javaid Ahmad Bandy Department of Chemistry
	33	Prof. Hamida tun Nisa Chishti Head, Department of Chemistry
	34	Prof. M.Y. Shah Department of Civil Engineering
	35	Prof. Mohammad Abid Bazaz Department of Electrical Engineering
	36	Prof. Seemin Rubab Department of Physics
	37	Prof. Prince Gania Department of Physics
	38	Prof. Atikur Rahman Department of Metallurgical & Materials Engineering
Such other members of the staff as may be laid down in the Statutes	1	Dr. Sheikh Shahid Saleem Chairman, CPU / Head, Training and Placement
	2	Dr. Saad Parvez Head, Innovation, Incubation Entrepreneurship Development Centre
	3	Dr. Sheikh Javed Iqbal, Head, Department of Electrical Engineering
	4	Dr. Gausia Qazi Chairperson, LIRC
	5	Dr. M.S Charoo Associate Dean Academic Affairs
	6	Dr. Mohammad Ahsan Chishti Head, Department of Computer Science & Engineering
	7	Dr. Muhammad Mursaleen Associate Dean Examination
	8	Er. Aijaz Masoodi, Associate Dean P&D
	9	Dr. Shabir Ahmad Sofi Head, Department of Information Technology

	10	Dr. Tanveer Rasool Dar Coordinator 1 st & 2 nd Semester
	11	Dr. Syed Irshad Ahmad Qadri, I/C Superintendent Workshop
Secretary	1	Prof. S. K. Bukhari, Registrar, National Institute of Technology Srinagar.

1.8. Directory of its officers and employees.

Please follow this link for Institute Directory.

1.9 The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.

System of Compensation: NIT Srinagar follows the System of compensation recommended by the 7th Central Pay Commission (CPC) in terms of the Ministry of Education Order No.F.No.15-4/2017-TC dated 27th October 2017. Besides, the officers and employees receive the benefits of DA, HRA, TA, LTC, Earned Leave, Child Care Leave etc. as provided under rules and regulation governing employees of the Institute.

For Pay Structure details please follow this link.

1.10. The names, designations and other particulars of the Public Information Officers.

Chief Public Information Officer (CPIO)	First Appellate Authority (FAA)
Name: Prof. Syed Kaiser Bukhari Designation: Registrar, NIT Srinagar Email: registrar@nitsri.ac.in Phone: 0194-2421347	Name: Prof. Ghulam Ashraful Harmain Designation: Dean, Faculty Welfare Email: gharmain@nitsri.ac.in Phone: 9419018804
Public Information Officer (PIO)	
Name: Mr. Mohammed Iqbal Dar Designation: Assistant Registrar Email: miqbaldar@nitsri.ac.in Phone: 9596032446	

1.11. Employees against whom Disciplinary action has been proposed/taken.

Number of employees against whom disciplinary action has been:		
i.	Pending for Minor penalty or major penalty proceedings	0
ii.	Finalized for Minor penalty or major penalty proceedings	2

1.12. Programmes to advance understanding of RTI.

i.	Educational programmes	NIT Srinagar conducted workshop which was attended by newly inducted non-Faculty employees of this Institution. Institute also, notify and encourage its stakeholders to attend/participate in the educational programmes conducted by the Central Information Commission and other Government Institutions.
ii.	Efforts to encourage public authority to participate in these programmes	For encouraging participation in these programmes, the circulars and emails received from Central Information Commission regarding RTI Act are circulated among the employees of the Institute
iii.	Training of CPIO/APIO	Mr. Mohamad Hazik (Former PIO) & Mr. Mohammed Iqbal Dar (Current PIO) attended 2 nd RTI Conference in New Delhi
iv.	Update & publish guidelines on RTI by the Public Authorities concerned	RTI guidelines are updated on regular basis and last it was updated on 20-06-2023 <i>Please click on this link for RTI Guidelines</i>

2. Budget & Programme

2.1. The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.

The tentative allocation of budget for the financial year 2022-23 of NIT Srinagar is as under:
(Rupees; in crore)

NIT	OH-31	OH-36	OH-35	Total (Grand)
NIT Srinagar	64.91	70.18	19.83	154.92

For more detailed information on Budget for each agency and plan & programmes please click on this link for NIT Srinagar Annual Account Reports.

2.2 Foreign & Domestic Tours of senior officers.

(For Period 2022-2023)

Senior Officer	Places Visited	Expenditure on Travel
Director	Nil	Nil
Registrar	Nil	Nil
Professor	Kingdom of Saudi Arabia, Maldives, Thailand, Roorkee, Rajasthan, Guwahati, Jaipur, Goa, Assam	₹5.25 lacs

Information Related to Procurement:

The Institute also undertakes all procurement related activities as per the GFR 2017 guidelines notified by the Government of India. Publication of all Notices/tender enquires; corrigenda thereon are duly made on Central Public Procurement portal along with Institute website.

For more details related to tenders please follow this link.

For more details on works contracts awarded please follow this link.

2.3. Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes

NIT Srinagar does not operate any subsidy program.

2.4. Discretionary and Non-discretionary grants

-

2.5. Particulars of recipients of concessions, permits or authorisations granted.

NIT Srinagar extends the benefits of various Scholarship Schemes to eligible Students as per the applicable guidelines.

For more details on Scholarships please follow this link.

2.6. CAG & PAC paras

Please follow the Link for details.

3. Publicity Band Public Interface.

3.1 Particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof;

The public involvement in functioning of the Institute is through Board of Governors, Finance and Building & Works Committee which have members representing Industry, academics and Government. The Institute welcomes dialogue with citizens' forums in matters affecting the general interest of the community.

- **Relevant Acts, Rules, Forms & other documents which are normally accessed by Citizens;** Please click on the following links;

Rules & Regulations	NITSER Act & Statutes
Downloads (Forms & Applications)	Major Equipment available at NIT Srinagar
Annual Reports	Audited Annual Accounts
Digital Library	Memorandum of Understandings
Board of Governors Meeting Minutes	Building & Works Committee Meeting Minutes
Finance Committee Meeting Minutes	Telephone Directory
Tenders	Anti-Ragging Policy
Academic Notifications	Placement Notifications

- **Arrangements for consultation with or representation by Members of the public in policy formulation/policy implementation:**

•

All Deans, respective Heads of the departments, CPIO & Registrar are authorized to receive visitors/representations by public regarding policy formulation/implementation.

Day & time allotted for visitors

3.00 PM to 5.30 PM (Monday to Friday) excluding public holidays.

Contact details of Information & Facilitation Counter (IFC)

Mr. Mohammed Iqbal Dar, (AR, Administration)
Email: miqbaldar@nitsri.ac.in
Phone: 9596032446

Ms. Asmat Ali (Deputy Librarian)
Email: deputylibrarian@nitsri.ac.in
Phone: 9797847219

Public Private Partnerships.

-

3.2. Particulars of policies/decisions, which affect public, informed to them.

The Institute takes decision regarding students' affairs, staff affairs, facilities of the Institute and the infrastructure on the campus. The final authority to vet and decision lies with the Board of Governors.

Public consultation process: The Institute ensures public representation in its decision making and policy formulation by inducting members from Industry & Special Invitees from the related fields on the panels of its statutory bodies.

Announcing decisions which affect public: The decisions are communicated to public by notices, announcements and are published on Institute website and Newspaper advertisements.

3.3. Dissemination of information widely and easy access to the public

All relevant information about Institute activities are made available on the website www.nitsri.ac.in

3.4. Details in respect of the information, available to or held by it, reduced in an electronic form.

In addition to the information made available on the website & this Handbook, the remaining is stored in the related files & documents. A list of which is provided at Sections 1.5 & 1.6 above.

3.5. Material available Free of Cost

The information Handbook along with Annual Reports, Audited Annual Reports, Institute Magazines, Acts and Statutes and other rules and regulations are available free of cost.

Material available at Reasonable Cost: a fee may be charged for providing all such information that requires replication; at the following rates:

- Rupees two for each page (in A-4 or A-3 size paper) created or copied.
- Actual cost or price for samples or models;
- For inspection of records, no fee for the first hour; and a fee of rupees five for each subsequent hours or fraction thereof on each occasion for the same case.
- For information provided in CD/DVD, if available, rupees fifty per CD/DVD: and
- For providing information in printed form at the price for such publication or rupees two per page of photocopy for extracts from the publication.

4. E-Governance

4.1. Language in which Information Manual/Handbook Available: This RTI Manual/Handbook Available in English & Hindi Language.

4.2. Date when this Handbook was last updated: 20/06/2023

4.3. Details of information available in electronic form: Please refer to Sections 1.5, 1.6 & 1.7 above.

4.4. The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.

Library: 8:45 AM to 12 PM (Working Days) | 10 AM to 5 PM (Weekends & Holidays).

The Institute Library, however, being highly technical in nature is not available for public use.

- **Contact Person & Details:**

Library	Medical Unit
Name: Ms. Asmat Ali Designation: Deputy Librarian Email: deputylibrarian@nitsri.ac.in Phone: 9797847219	Name: Dr. Gowher Majid Tantray Designation: Medical Officer Email: doctor@nitsri.ac.in Phone: 6005621154

4.5. Schemes/Projects/Programmes

S. No	NAME OF THE PROJECT	DATE OF START	SPONSORING AGENCY	STATUS
1.	Synthesis and Characterisation of Graphene and metal oxide based non composites	28-12-2015	CSIR	COMPLETED
2.	NPDF (SERB Project)	24-01-2018	DST-SERB	COMPLETED
3.	DST-Inspire Project	04-09-2018	DST-INSA	IN PROGRESS
4.	Effect of Synchrotron Radiation on the Photoemission Spectroscopy (PES) Studies of Double perovskite	00-01-1900	UGC-DAE (CSR)	COMPLETED
5.	Information Security Education Awareness Project Phase II	07-08-2015	ISEA Phase-II-	COMPLETED
6.	Briquetting of Dal Lake weeds to be used as Fuel Source (SAP Project)	17-01-2018	IC &SR, IIT Madras	COMPLETED
7.	Unnat Bharat Abhiyan (UBA)	19-01-2017	IIT Delhi	IN PROGRESS
8.	Grassroots Innovations Design Studio (GRIDS)	30-04-2015	National Innovation Foundation	IN PROGRESS
9.	Special Manpower Development programme (SMDP- C2S)	11-05-2016	Media Lab Asia	IN PROGRESS
10.	Nano Mission	25-09-2014	DST (Nano Mission)	IN PROGRESS
11.	Visvesvaraya PhD Scheme for Electronics and IT	21-01-2016	Media Lab Asia	IN PROGRESS
12.	Development of Nano composite sensors for Heavy Metal ions	09-11-2017	SERB	IN PROGRESS
13.	Development an Tribological Characterization of Self-Lubricating Nano Silicon Nitride and Nano Sialon Ceramic Composites. (Indo – Tunisia Joint project)	19-06-2017	DST	COMPLETED
14.	Structural Magnetic Oxides (CSIR)	20-06-2017	CSIR	COMPLETED
15.	Sheikh-UI-Aalam Chair	09-11-2012	Ministry of Water Resource (CWC), New Delhi	IN PROGRESS
16.	Ramanujan Fellowship	03-05-2019	SERB	IN PROGRESS
17.	Design of Optical Transmitter Using Optimized DFB Laser EDFA (DST SERB)	25-05-2019	SERB	IN PROGRESS
18.	Model Order Reduction for Simulation Acceleration in Power Electronics (MORSA) (CPRI)	02-06-2019	Central Power Research Institute	COMPLETED
19.	Development an Augmentation of the Industry Standard ASM-Gan-HEMT Model for state-of-the-art integrated Circuit Design (SERB Project)	23-12-2019	SERB	COMPLETED
20.	Post Doctorial Fellowship (NBHM)	01-08-2019	Department of Atomic Energy Mumbai	COMPLETED
21.	Remediation of Contaminated sites containing hydrophobic Organic Compounds DST-WOS(A)	16-11-2020	DST- WOS(A)	IN PROGRESS
22.	TARE (SERB Project)	12-12-2021	SERB	IN PROGRESS
23.	Application of Variable Frequency Transformer for integration of Solar Photo Voltaic and Wind Energy system using Typhoon HIL	18-12-2019	QUARBZ	IN PROGRESS
24.	DST (Indo –Uzbek)	09-02-2021	DST (IBCD)	IN PROGRESS
25.	Design and Development of Switched Reluctance Motor Drives (SERB-CRG)	26-03-2021	SERB	IN PROGRESS

26.	Exploring Natural Triterpenoids & their Derivatives (CSIR)	08-06-2021	CSIR	IN PROGRESS
27.	MSME (Design Expertise)	24-02-2021	Ministry of MSME, New Delhi	COMPLETED
28.	MSME (Incubation Scheme)	22-02-2021	Ministry of MSME, New Delhi	COMPLETED
29.	Investigation of Non-Identity Factors for a P3HT:PCMB (SERB Project)	19-07-2021	SERB	IN PROGRESS
30.	EPPSON (SERB Project)	24-01-2022	SERB	IN PROGRESS
31.	TARE (SERB Project)	19-12-2020	SERB	IN PROGRESS
32.	Crop Disease prediction using IOT Data Analytical Machine Learning Approaches (JKST & ICSP)	29-09-2021	JKST&IC	IN PROGRESS
33.	Conversation of Bio-oils cultivated in J&K to lubricants by enhancing tribological characteristics	29-09-2021	JKST&IC	IN PROGRESS
34.	Risk analysis of post Covid-19 symptoms using Artificial Intelligence	29-09-2021	JKST&IC	IN PROGRESS
35.	Synthesis characterisation and Development of Nanocomposite sensors for heavy metal ions	29-09-2021	JKST&IC	IN PROGRESS
36.	Synthesis of natural products-based polymer composite as potent anti-microbial entities	29-09-2021	JKST&IC	IN PROGRESS
37.	Co-pyrolysis of Bio mass waste and Municipal Waste, Products evaluation and Kinetic study	29-09-2021	JKST&IC	IN PROGRESS
38.	Development & Tribological Testing of Non lubricants for automotive Applications	29-09-2021	JKST&IC	IN PROGRESS
39.	Identification and Ergonomic Design Interventions, of Musculoskeletal disorder in carpet industrial workers of Kashmir.	29-09-2021	JKST&IC	IN PROGRESS
40.	Recognition of identical Twins Using fusion of Multi-Biometric Traits	29-09-2021	JKST&IC	IN PROGRESS
41.	Transition towards clean, affordable and reliable electricity from the Renewable Energy based Distributed Generation resources for residential building electrification.	29-09-2021	JKST&IC	IN PROGRESS
42.	Towards Prevention of counterfeiting saffron quality By Smart Conduct	29-09-2021	JKST&IC	IN PROGRESS
43.	Reduction of open Smoke Emission in Traditional Earthen Cook Stove in rural areas of Kashmir.	29-09-2021	JKST&IC	IN PROGRESS
44.	Performance evaluation of advanced dielectric materials in transformers (DSIR)	29-09-2021	JKST&IC	IN PROGRESS
45.	Indo Russian Project (DST SERB)	01-01-2022	SERB	IN PROGRESS
46.	Innovation Challenges and patent Filing project	29-09-2021	JKST&IC	IN PROGRESS
47.	Modelling and oscillation in superconducting transition (DST SERB)	21-02-2022	SERB	IN PROGRESS
48.	Design and development of Low Memory Discrete Transform for Low Cost IoMT Devices	30-11-2021	JKST&IC	IN PROGRESS
49.	Molecular Engineering on porphyrin Skeleton to develop Noval nanotweesers	07-03-2022	SERB	IN PROGRESS
50.	Seismic Wave based tools for characterization of small strain Stiffness DST SERB	14-03-2022	SERB	IN PROGRESS
51.	NPDF (SERB Project)	11-02-2022	SERB	IN PROGRESS
52.	NPDF (SERB Project)	21-02-2022	SERB	IN PROGRESS
53.	Effect of IoT	22-02-2022	JKST&IC	IN PROGRESS
54.	Value Added Products from Invasive Plant species	25-03-2022	Bio Tech	IN PROGRESS
55.	NPDF (SERB Project)	06-06-2022	SERB	IN PROGRESS
56.	DST Inspire- Aaqib Rashid	09-07-2022	DST-INSPIRE	IN PROGRESS
57.	UGC- DAE CSR	30-03-2023	UGC-DAE (CSR)	IN PROGRESS
58.	PMSSS AICTE Prime Minister's special scholarship scheme	01-02-2020	PMSS	IN PROGRESS
59.	Move Beyond IIED Centre	18-11-2022	UNICEF	IN PROGRESS

60.	N-PDF	16-11-2022	SERB	IN PROGRESS
61.	(Vritika) Low cost and sustainable approaches for solid and liquid	13-06-2022	SERB	IN PROGRESS
62.	3-G Super Cetane Diesel Production From 3-G Algal Biomass	26-12-2022	SERB	IN PROGRESS
63.	TIFAC Scheme (IIED Centre)	07-11-2022	TIFAC	IN PROGRESS
64.	NPDF	16-11-2022	SERB	IN PROGRESS
65.	Development of Self-healing cartilages based on polysaccharide-based biomaterials and Zno Tetrapods	01-11-2022	SERB	IN PROGRESS
66.	Investigations on selective Proliferation and Transport of Antibiotic Resistant Bacteria by microplastics	03-01-2023	IIT Ropar	IN PROGRESS
67.	Multiscale model for simulation of magnetic and superconducting properties of transition metal based bulk and nanomaterials	10-12-2022	SERB	IN PROGRESS
68.	Design and development of Agriculture-Artificial Intelligence Based Techniques of Saffron Production	04-07-2022	AWADH Spine	IN PROGRESS
69.	A Cost-effective and reusable hydrogel-based Superabsorbent for Water Filtration	05-07-2022	Serb	IN PROGRESS
70.	Support for Innovation and Patent Filing Release of SEED money	02-02-2023	JKST&IC	IN PROGRESS
71.	Aijaz Ahmad Dar Inspire Fellowship Bank of Maharashtra	22-02-2023	DST/INSPIRE	IN PROGRESS
72.	Muntha Majeed Shah Inspire Fellowship Bank of Maharashtra	15-03-2023	DST/INSPIRE	IN PROGRESS
73.	Saima Bashir Inspire Fellowship Bank of Maharashtra	15-03-2023	DST/INSPIRE	IN PROGRESS
74.	Shahnaz Bashir Inspire Fellowship Bank of Maharashtra	16-03-2023	DST/INSPIRE	IN PROGRESS
75.	Sana Zahoor Shah Inspire Fellowship Bank of Maharashtra	16-03-2023	DST/INSPIRE	IN PROGRESS
76.	Misba Jan Inspire Fellowship Bank of Maharashtra	15-03-2023	DST/INSPIRE	IN PROGRESS
77.	Mohsina Mushtaq Inspire Fellowship Bank of Maharashtra	15-03-2023	DST/INSPIRE	IN PROGRESS

S. NO	PARTICULARS OF NEW WORKS/PROJECTS UNDERTAKEN BY THE P&D WING FY 2022-2023	TENDERED COST	ALLOTTED COST
1.	Construction of Small Laboratory for the Research Activities for Chemical Engineering Department.	19.41 lacs	5,23,491.00
2.	P/F poly-coated corrugated sheets including removing of existing damaged CGI sheet roofing of Gymnasium room in Common Hall at NIT, Srinagar.	9.00 lacs	7,60,500.00
3.	Construction of Three (03 No's) of Shops (Relocation of Xerox and other Facility near canteen at NIT, Srinagar.	11.33 lacs	8,32,642.00
4.	Face-lifting of Indus Hostel Including Allied Works.	17.87 lacs	10,09,476.00
5.	Face-lifting of Jhelum Hostel Including Allied Works.	30.98 lacs	17,81,040.00
6.	Construction of Lavatory Block near Chenab Hostel at NIT, Srinagar	49.67 lacs	44,07,219.00
7.	Renovation of Various Laboratory in Metallurgical and Material Engineering Department.	22.56 lacs	16,35,374.00
8.	Renovation of Electrical Engineering Department by way of Replacing old /Leakage of C.G.I Sheets by New C.G.I Roofing.	36.10 lacs	28,07,858.00
9.	Up-gradation of High Voltage Engineering Laboratory of Electrical Engineering Department by Way of Raising Whole Floor, Fixing of Roofing and Allied Works.	43.20 lacs	35,65,296.00
10.	Renovation of Maintenance Centre / IT Block by way of Replacing C.G.I Sheets at NIT, Srinagar.	24.68 lacs	18,58,898.00
11.	Replacement of Existing G.I Roofing by Poly Coated Corrugated Sheet of Workshop Block at NIT, Srinagar.	17.42 lacs	15,24,250.00
12.	P/F of poly-coated corrugated sheet roofing over steel trusses to gutter of Gymnasium, Extension of Common Hall roofing & open space between Gym & common hall at NIT Srinagar.	37.24 lacs	34,16,408.00

13.	Providing/Fixing corrugated roofing over steel trusses to Walkway from Administration to Civil block & from Civil block to Accounts Section	15.91 lacs	14,10,262.00
14.	Construction of Rooms for Material Development Lab in Mechanical Engineering Department.	32.36 lacs	23,94,640.00
15.	Renovation /Modification of the faculty Room's HOD's Chamber and Cad Lab. Etc.(To Accommodate Newly Appointed Teaching Staff in Chemical Engineering Department.	10.83 lacs	7,85,067.00
16.	Construction of Additional Security Posts at Various places at NIT Sgr.	26.92 lacs	20,45,920.00
17.	Construction of Room required for keeping UPS with batteries for smart cum virtual class room at NIT Srinagar.	7.53 lacs	6,28,981.00
18.	P/F of tin roofing over steel trusses to 750 KVA (D.G. Set) & approach RCC road including allied works.	18.81 lacs	13,76,892.00
19.	Replacement of tile profile sheet roofing of LIRC by poly-coated CGI sheets	20.87 lacs	15,10,988.00
20.	P/F Computer tables & faculty cabins in the CSC & IT department	19.92 lacs	14,79,857.00
21.	Replacement of old CGI roofing of main faculty block by new poly coated CGI roofing	48.49 lacs	33,21,565.00
22.	Replacement of existing door & window shutters in Indus hostel.	27.46 lacs	21,55,610.00
23.	P/F of poly-coated corrugated sheeting for covering of the Estates store incl. allied works	44.20 lacs	29,83,500.00
24.	Construction of Security barrack incl. washrooms facilities near main gate.	11.21 lacs	8,46,375.00
S. NO	PARTICULARS OF RENOVATION WORKS/PROJECTS UNDERTAKEN BY THE P&D WING FY 2022-2023	TENDERED COST	ALLOTTED COST
1.	Up-gradation of the soil erosion turbine lab in Mechanical Engineering Department.	7.61 lacs	7.61 lacs
2.	Repairing & Renovation of existing damaged ceiling in Mansar & Manasbal hostels & also doors & window shutters in Indus hostel.	2.81 lacs	2.81 lacs
3.	P/F of Corrugated sheets & steel trusses for canopy over doors on the drawing hall side in the Electrical Engineering Department.	3.00 lacs	3.00 lacs
4.	Minor renovation of L-type quarters.	7.05 lacs	7.05 lacs
5.	Construction of store room for guest house.	4.43 lacs	4.43 lacs
6.	Renovation of thin film laboratory in ECE department & HOD'S room in CSE department.	2.28 lacs	2.28 lacs
7.	Renovation of Registrar's office including washroom facilities & other allied works.	7.05 lacs	7.05 lacs
8.	Renovation of Electric maintenance sub-div incl. P/F of poly coated corrugated sheets.	9.00 lacs	9.00 lacs
9.	P/F of plywood Almira's in the Estate office & face lifting of P&D wing	3.75 lacs	3.75 lacs
10.	Construction of Rooms for field staff on the backside of the P&D wing incl. Scooter parking & allied works	10.00 lacs	10.00 lacs
11.	Renovation of Rock Mechanics Lab	8.00 lacs	8.00 lacs
12.	Renovation of Library washrooms & other allied works incl. aluminium cabins etc.	5.00 lacs	5.00 lacs
13.	Renovation of Health centre by way of distempering. Painting & P/L of tiles.	2.51 lacs	2.51 lacs
14.	Renovation of Sustainable lab in MED.	4.00 lacs	4.00 lacs
15.	Renovation of Research Scholar rooms & faculty rooms in Physics department.	7.00 lacs	7.00 lacs
16.	Renovation of office of the Dean Students welfare & other allied works	4.00 lacs	4.00 lacs

• **Details of Contracts entered into.**

S. No	Particulars of Contract	Contract Awarded to	Amount of Contract	Period
1.	Contract Agreement for Providing Manpower Services	G.A Digital Web World Private Limited	Service Charge of Rs.498/person/Month	2 years and extended for 1 year (WEF 01/07/20)
2.	Supply of Stationery & Printing	M/S Asian Associates M/S Gasha Traders M/S Banday Traders	Various stationery items on lowest quoted prices	1 Year (2022-23)
5.	Supply of Sanitation	M/S Gasha Traders M/S I.R. Traders	Various sanitation items on lowest quoted prices	1 Year (2022-23)

7.	Supply of Books	M/S TV Enterprises M/S Books & E Book	Books/Journals (Indian/Foreign) on highest discount offered	1 Year (Up to 22-02-2023)
10.	Supply of Medicines	M/S Hilal-e-Ahmer Enterprises M/S Caps Scalpels	Medicines of different brands on highest discount offered on MRP	1 Year (2022-23)
11.	Supply of Chemicals/ Glassware/ Reagents/ Plastic ware	M/S Ahmad Scientific M/S Khan Labcare M/S Chemi-Health M/S Supreme Syndicate M/S Laboratory Sales M/S Jain Laboratory M/S Vensil M/S Cambridge Scientific	Chemicals of various companies on highest discount offered on company' price list	1 Year (Up to 31-03-2023)

Information Related to Procurement: The Institute also undertakes all procurement related activities as per the GFR 2017 guidelines notified by the Government of India. Publication of all Notices/tender enquires; corrigenda thereon are duly made on Central Public Procurement portal along with Institute website.

For more details related to procurement please follow this link.

- **Annual Reports.**

Please follow this link for NIT Srinagar Annual Reports.

- **FAQs**

Please follow this link for RTI FAQs.

Please follow this link for NIT FAQs

- **Citizens Charter**

Please follow this link for the NIT Srinagar Citizens' Charter.

Please follow this Link for Ministry of Education; Citizens' Charter.

- **Result Framework Document**

Please follow this Link for Ministry of Education; Result Framework Document.

4.6. Details of applications received under RTI and information provided

Please follow this Link for details.

4.7. Replies to questions asked in the parliament.

Please follow this Link for details.

5. Information as may be prescribed.

5.1. Names & Details of Nodal Officers; Current & Earlier CPIOs & FAAs

- **Nodal Officer:** Mr. Mohammed Iqbal Dar
Designation: Assistant Registrar, NIT Srinagar
Email: miqbaldar@nitsri.ac.in **Phone No.:** 9596032446

- **Names & Contact Details of CPIO.**

Current CPIO	Earlier CPIOs
Name: Prof. S Kaiser Bukhari (<i>since 2019</i>) Designation: Registrar, NIT Srinagar Email: registrar@nitsri.ac.in Phone: 0194-2421347	Name: Dr. Nisar Ahmad Mir (<i>2017-2019</i>) Designation: Ex Registrar, NIT Srinagar Email: registrar@nitsri.ac.in Phone: 0194-2421347 Name: Er. Fayaz Ahmad Mir (<i>2015-2017</i>) Designation: Ex Registrar, NIT Srinagar Email: registrar@nitsri.ac.in Phone: 0194-2421347

- **Names & Contact Details of FAA.**

Current FAA	Earlier CPIOs
Name: Prof. Ghulam Ashraful Harmain (Since 28-10-2022) Designation: Dean, Faculty Welfare Email: gharmain@nitsri.ac.in Phone: 9419018804	Name: Prof. Shameem A Lone (<i>2020-2022</i>) Designation: Dean, Faculty Welfare Email: salone@nitsri.ac.in Phone: 9419501253 Name: Prof. M.F Wani (<i>2018-2020</i>) Designation: Professor (HAG) Email: mfwani@nitsri.ac.in Phone: 8803824243 Name: Prof. A.H Mir (<i>2016-2018</i>) Designation: Professor (HAG) Email: ahmir@nitsri.ac.in Phone: 9419010409

- ***Consultancy committee of key stake holders for advice on suo-motu disclosure.***

Please follow this Link for details.

- ***Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI.***

Please follow this Link for details.

6. Guidelines for Indian Government Websites (GIGW)

- *STQC Certification:* Report No: STQC-IT(Kol)/ES/ NIOT/181901/1085

The powers of Institute officers and employees.

The Director and his/her Powers

Appointment: The Director of the Institute is appointed by the Visitor on contract basis on the recommendations of a Search – cum – Selection Committee constituted by him consisting of at least five members. The Chairperson of the Council shall be its Chairperson and the Secretary of the Department of Higher Education or his representative shall be one of its members besides three other experts in the field of technical education with experience at national and international level.

Tenure: The Director is appointed for a period of five years and is governed by the terms and conditions of the Contract of Service entered into between the Institute and the Director in form specified in Schedule-A of the First Statutes of National Institutes of Technology.

Powers:

- i. Subject to the budget provisions made for the specific purpose, the Director has the power to incur expenditure in accordance with the procedure as may be laid down in the ordinances.
- ii. The Director has the power to appropriate funds with respect to different items constituting the recurring budget up to a limit specified for the Head of Department in the Central Government for each item:
- iii. Provided that such appropriation shall not involve any increase in the budget and any liability in future years:
- iv. Provided further that every such appropriation shall as soon as possible, be reported to the Board.
- v. The Director has the power to write off irrecoverable losses up to a limit of ten thousand rupees and of irrecoverable value of store items lost or rendered unserviceable, due to normal wear and tear or obsolete up to a limit of twenty-five thousand rupees subject to such stipulations as may be made by the Board from time to time.
- vi. The Director has the power to donate obsolete equipment or store items, as identified by a Committee constituted for this purpose by the Director, to any educational institution in the vicinity of the Institute up to such limits as may be decided by the Board from time to time.
- vii. The Director, where he is the appointing authority, has the power to fix, on the recommendations of the Selection Committee, the initial pay of an incumbent at a stage higher than the minimum, of the scale, but not involving more than five increments, in respect of posts to which appointment than be made by him under the powers vested in him by the provision of the Act or these statutes,
- viii. The Director has the power to employ Teaching Supporting Staff in the Laboratories, Technicians or Technical Instructors and Skilled Workmen, paid from contingencies from time to time, for not more than one year on such remuneration as may be decided by the Board.
- ix. The Director has the power to send members of the staff for training or to attend course of instruction inside India subject to such terms and conditions as may be specified by the ordinances.
- x. The Director has the power to sanction temporary allocation of any building for any purpose other than that for which it was constructed.
- xi. If for any reason the Registrar is temporarily absent for a period not exceeding one month; the Director may take over or assign to any faculty member or member of staff of the Institute, any of the functions of the Registrar as he deems fit:
- xii. Provided that if at any time the temporary absence; of the Registrar exceeds one month, the Board may, if it thinks fit, authorize the Director to take over or assign the function of the Registrar, for a period exceeding one month.

- xiii. All contracts for and on behalf of the Institute except the one between the Institute and the Director shall when authorised by a resolution of the Board passed in that behalf be in writing and be expressed to be made in the name of the Institute and every such contract shall be executed on behalf of the Institute by the Director, but the Director shall not be personally liable in respect of anything under such contract.
- xiv. The Director may, during his absence from headquarters, specifically authorise in writing the Deputy Director or in his absence, one of the Deans or the Senior most Professor present to sanction advances for travelling allowance, contingencies and medical treatment of the staff and sign and counter-sign bills on his behalf.
- xv. The Director may, at his discretion constitute such committees, as he may consider appropriate for smooth functioning of the Institute.
- xvi. In the event of the occurrence of any vacancy in the office of the Chairperson by reason of his death, resignation or otherwise or in the event of the Chairperson being unable to discharge his functions owing to absence, illness or any other cause, the Director may discharge the functions assigned to the Chairperson under section 16 of the Act.
- xvii. The Director may, with the approval of the Board delegate any of his powers, authorities or responsibilities vested in him by virtue of the Act and Statutes to one or more members of Academic or Administrative Staff of the Institute.
- xviii. The disciplinary powers for Director of the Institute shall be decided by the Board of Governors of the respective National Institute of Technology from time to time.

The Deputy Director

Appointment: The appointment of the Deputy Director is made by the Board on the recommendations of the Selection Committee constituted in terms of provisions under Statutes 23 (5) (a) of the First Statutes of National Institutes of Technology.

Tenure: The appointment shall be for a period of three years initially which may be extended by two times for one year each on recommendation of the Board. The Deputy Director is governed by the terms and conditions of the Contract of Service entered into between the Institute and the Deputy Director in the form specified in Schedule-B of the First Statutes of National Institutes of Technology.

Powers:

- i. The Deputy Director has all the powers of the Director during the vacancy in the post of Director of the Institute.
- ii. The Deputy Director assists the Director in academic and administrative work and in maintaining liaison with other institutions of higher learning and research, and also with industrial undertakings and other employers.

Registrar

Appointment: The Registrar is appointed on such terms & conditions as laid down in the Statutes of NIT.

Tenure: The appointment is for a fixed term of not exceeding five years on deputation or contract basis.

Powers & Functions: The Registrar is the custodian of records, the common seal, the funds of Institute and such other properties of the Institute as the Board shall commit to his charge. The Registrar acts as Secretary of the Board, Senate and such other Committees to which he may be

required by the Statutes to act as such. The review of performance of the Registrar upon completion of one years of service may be carried out by the Committee to be constituted by the Board.

Deans

Appointment: The Director shall appoint the Deans with intimation to the Chairperson, Board of Governors. The Institute shall establish not more than six Deanships. Only Professors or Associate Professors shall be eligible for becoming Deans.

Tenure: The Dean shall hold his post for two years extendable by one more year.

Powers & Functions: Deanship is a functional Position & not an administrative one. A dean shall advise the Director on matters pertaining to their areas of Deanship. Broad functions of Deans are enumerated in the Schedule 'C' of the First Statutes of National Institutes of Technology.

Head of the Department or Centre

Appointment: Each Department and Centre of the Institute is placed in charge of a Head who is selected by the Director from amongst the Professors and Associate Professors of that Department or Centre; provided that if a Department or Centre has no Professor or Associate Professor, the Director may appoint an Assistant Professor of that Department or Centre to head the Department or Centre.

When appointment to the post of Head of Department or Centre becomes due, the Director shall ascertain the willingness of the persons eligible to be appointed as Head, for being so appointed, and shall generally select a person by rotation from among eligible and willing persons. Whenever it is proposed to deviate from the principle of rotation, such appointment shall be made only with the prior approval of the Chairperson, Board of Governors and for reasons to be recorded in writing and shall also be reported to the Senate and the Board, along with reasons for deviation in their next meetings.

Tenure: The Head of a Department or Centre shall hold his post for a term of two years. Provided that after the expiry of his term of office, he shall continue to hold office till the appointment of his successor; Provided further that no person shall head a Department or Centre continuously for a period exceeding three years unless he is specially appointed at least for a second term.

The Director may himself take temporary charge of a Department or place it under the charge of the Deputy Director or a Professor from another Department for a period not exceeding six months.

Powers & Functions: The Head of Department is responsible for the entire working of the Department subject to the general control and supervision of the Director. The Head of Department is duty bound to see that the decisions of the authorities of the Institute and of Director are faithfully carried out. He shall perform such other duties as may be assigned to him by the Director or Senate.

The duties of Institute Officers

S. No.	Group	Designation	Department/ Cadre	Nature of work performed
1.	Group A	Assistant Professor, Associate Professor, Professor	Academic Departments	<ul style="list-style-type: none"> To carry out Teaching and Practical assignment as per departmental needs for UG and PG programs and conduct course work for Ph.D. students. To carry out Research in the technical areas of individual expertise. To guide post graduate and Ph.D. students. To carry out academic outreach activities. To contribute in a Technical Project on-going in the departments. Supervise B.Tech / M.Tech / M.Sc / Ph.D. projects of students studying in the department. Any other duties as per the need of institute and as informed by head of department / Director. To holder administrative responsibilities along with normal teaching assignment.
2.	Group A	Registrar	Administration	<ul style="list-style-type: none"> The Registrar is responsible to the Director for the proper discharge of his functions. He is the custodian of record and common seal of the Institute and such other property of the Institute as the Board of Governors commit to his charge. He deals with legal matters pertaining to administration. He is the Chief Administrative Officer of the Institute and Reporting Officer to all the Administrative officers' viz. Dy. Registrar (Accounts), Assistant Registrar (Accounts), Dy. Registrar (Academic), Dy. Registrar (Administration & Establishment), Assistant Registrar (Administration) Dy. Registrar (Stores), Ex. Engineer (Estate Main.), Internal Audit Officer, Assistant Registrar (Audit), Librarian, Assistant Librarian, SAS Officer, Senior Medical officer, Medical officer and Security Officer etc. Any other duties assigned by Director NIT Srinagar.
3.	Group A	Deputy Registrar/Joint Registrar	Academic	<ul style="list-style-type: none"> Deals with all academic matters such as admission (UG, PG and Ph.D.), enrolment, issuing of identity cards, maintaining personal record of students admitted, assisting the Dean (Academic) Assists the Director in preparation and maintenance of academic calendar, conduct of examinations, conduct of convocation, award of degrees, awards, medals, issuing transfer certificate, migration certificate, bonafide certificate, degrees, and maintaining the record of legal cases arising out of academic matters. Any other duties assigned by Registrar / Director NIT Srinagar.
4.	Group A	Deputy Registrar/Joint Registrar	Accounts	<ul style="list-style-type: none"> Preparation of Annual budget, revised budget estimates, maintaining every financial transaction, dealing with Income Tax of the employees, Professional Tax and other taxes, disbursement of salary, pension, scholarships, remunerations, contractual amounts, payment against bills. Liaising with banks having Institute accounts. Coordinating with CAG, maintaining financial record and to carry out any other duties assigned by the Director. The Dy. Registrar is also carry out the activities such as Supervising, monitoring and providing guidance to the subordinates working in Accounts Section. Any other duties assigned by Registrar/Director.
5.	Group A	Deputy Registrar/Joint Registrar	Stores	<ul style="list-style-type: none"> Procurement of material such as, stationary, liveries, equipment, etc. as per the sanction / approval from the appropriate authority. Maintain updated record of all the purchases and their settlement and to Supervise, monitor and guide the sub-

				<p>ordinates working under him, in performance of their duties.</p> <ul style="list-style-type: none"> • Holding charges of the stores furniture, fixtures and fittings of the dept. excepting that in the laboratories & giving all assistance checking & audit staff. • Upkeep of the dept. including class-rooms, staff rooms, drawing halls, sanitary blocks, entrance lobbies, balconies, terraces etc. • Holding charge of all stock books. • Ledgers leave registers, files, stationery etc. • Receipt & issue of materials including, making entries in the various registers. • Handling departmental correspondence including that the bills, their passing. • Indenting stationery & other materials, handling correspondence reg., quotation etc. • Any other duties assigned by Registrar/Director.
6.	Group A	Deputy Registrar/Joint Registrar	Administration	<ul style="list-style-type: none"> • To assist the Registrar in carrying out the duties as Administrator of the institute. • To ensure smooth conduct of meetings of committees like BoG, FC, Senate, BWC etc. • Work towards ensuring professional, efficient and speedy services provided by the Registrar office. • Interpret and implement rules and regulations of the institute that are directly related with the functions of the office of the Registrar. • Liaising with Ministry -Reply to queries and submit information pertaining to the institute. • Any other duties assigned by Registrar / Director.
7.	Group A	Assistant Registrar	Exam	<ul style="list-style-type: none"> • Overall coordination to conduct the examinations, planning, preparation, induction, arrangement of exam superintendence etc. • Appointment of paper setter, practical examiner, moderator, evaluator, tabulator to maintain each & every data with paper noting. • To prepare and provide the examiner code program wise. • To procure the question paper program wise of annual & semester examination to receive award list from Departments. • Any other duties assigned by Registrar / Director / Deputy Registrar (Exam).
8.	Group A	Assistant Registrar	Hostel	<ul style="list-style-type: none"> • To receive the hostel admission charges. • To handle the cash received from all the hostels & remittance to bank daily. • Preparation of refund vouchers of all the hostellers as well as the payment of refund to the students. • To maintain the register of individual accountant of each students living in the hostels containing a) Room rent b) Hostel Deposit c) Mess Deposit d) Crockery e) Recreation f) Water & Electricity charges. • Adjustment of dues mess, water & electricity against the hostel deposit of students residing in all hostels. • Preparation of advance voucher against the names of hostel wardens and to maintain their record. • To maintain record of rent, electricity & other dues payable to college account by the hostellers. • Finalization of advance given to the wardens at the end of every session. • To maintain the ledger showing all monetary transactions of hostels. • Correspondence with the different depts./ sections of college. • Maintaining the record of all hostels pertaining to all matters such as mess- bill copies, defaulter lists, electricity and water charges, student's deposits, recreation, crockery etc. • Maintenance of D. F. R. as well as cash Book in Central Office. • Any other duties assigned by Registrar/Director.

9.	Group A	Assistant Registrar	Accounts	<ul style="list-style-type: none"> • To receive tuition and other fees and all other receipts of the college. • To arrange payment of salary and other bills. • To maintain the connected records • To Pre audit bills of works and suppliers and maintain ledger accounts. • To draw annual final accounts i.e. trial balance, income & expenditure accounts, balance sheet. • To attain all duties given by Dy. Register (Accounts) and other competent authorities.
10.	Group A	Assistant Registrar	Audit	<ul style="list-style-type: none"> • Inspect, examine and audit every bill received by the Accounts Section. Examine the cases having financial implications, received from Administration / Establishment Section. • Maintain liaison with CAG. Assist the authorities in interpretation of Service Rules especially where public money is involved. • To Pre audit all bills before they are passed for payment. • To deal with all important matters in which interpretation of rules is necessary and tender, agreements, bills etc. for all building work. • Any other duties assigned by Registrar / Director/Deputy Registrar (Accounts).
11.	Group A	Assistant Registrar	Administration	<ul style="list-style-type: none"> • To deal with all the matters pertaining to personal management / establishment of the staff appointed on regular, temporary, ad-hoc or contractual engagement. Maintain record of every individual on the strength of the NIT Srinagar whether permanent or temporary. • Maintain Service Book record and process the matters pertaining to appointment, engagement, promotion, service conditions, disciplinary matters, leave, Leave Travel Concession, Police Verification, deputation of staff on official duties, preparation of salary bills, pension bills and any other matter assigned by the authorities and to supervise, monitor and guide the sub-ordinates working under him, in performance of their duties. • To attain all other official establishment related matter as per guidance of Dean (Faculty Welfare) / Register and other competent authorities.
12.	Group A	Librarian	Library and Information Centre	<ul style="list-style-type: none"> • Responsible for maintaining proper record in the library. • Catalogue of books & bound volumes of periodicals • Indexing of catalogue cards. • Upkeep of Catalogue cabinets. • To prepare list of additions.
13.	Group A	Deputy Librarian	Library and Information Centre	<ul style="list-style-type: none"> • To prepare book cards, date labels & all processing work. • Preparation of bibliographies, abstracting & documentation of project reports. • To attain all duties given by other competent authorities.
14.	Group A	Assistant Librarian	Library and Information Centre	<ul style="list-style-type: none"> • Responsible for all the renewal work of journals received annually and non- receipt of issues. • To look after the newspaper and general supervision of the reading room. • Supervision & maintenance of the reference Section • Compilation of bound volumes and its building. • Rebinding work of books. • To look after the microfilms & photo copies of the Libraries and to make them available for the researchers. • To attain all the official Library work. • Any other duties assigned by Registrar / Director/Librarian.
15.	Group A	Principle SAS Officer	Physical Education (Sports)	<ul style="list-style-type: none"> • Coordination with the Student Sports Secretary : • Keeping stock of previous and current years' sports goods. • Ordering sports goods in consultation with the Director. • Arranging the venues for sports events in consultation with the Director. • Drawing lots for various sports.

16.	Group A	Senior SAS Officer	Physical Education (Sports)	<ul style="list-style-type: none"> • Coordination with the Director: • Obtaining permission to hold sports events in the institute campus. • To recommend students for permission to participate in the intra-or inter college events. • To recommend attendance to students who have taken part in sports events. • Sort out any issues taking place during matches (team selections, objections, quarrels etc.). • Maintaining discipline in all events happening in and outside the college. • Holding sports events for staff members. • Maintaining records of sports events attended by students outside the institute, within the institute. • Any other duties assigned by Section Head/Director/Registrar.
17.	Group A	SAS Officer	Physical Education (Sports)	<ul style="list-style-type: none"> • The Principal Scientific /Technical Officer is responsible for overall planning and management of the academic and administrative activities of the institute including optimal utilization of resources.
18.	Group A	Lecturer	Physical Education (Sports)	<ul style="list-style-type: none"> • For the proper administration and the academic management in accordance with the policies determined by the Board. • For the proper enforcement of regulations; and • For the welfare and discipline of the staff and students. • Providing academic and administrative leadership. • Promotion of industry-institution collaboration and industry-oriented Research and Development. • Monitoring and evaluation of academic activities in the Institute. • Public relations and interaction with the community. • Promoting and coordinating education related activities. • Any other duties assigned by Section Head/Director/Registrar.
19.	Group A	Principle Technical Officer	Network/ Computer Centre	<ul style="list-style-type: none"> • The scientific officer is responsible for devising research proposals. • Scientific officers also supervise the implementation of programs and coordinate the work between different labs and phases of the research for maximum efficiency and progress. • They may also meet with clients or regulators to discuss report or explain projects. Scientific officers also work with other departments on tasks related to policymaking, intellectual property or management of lab sites
20.	Group A	Senior Technical Officer	Network/ Computer Centre	<ul style="list-style-type: none"> • Integral secondary job duties include hiring personnel, training them for the specific research projects and supervising their research. • Additionally, they develop acceptable work policies and procedures that meet government or industry regulatory standards. • Any other duties assigned by Section Head/Director/Registrar.
21.	Group A	Technical Officer	Network/ Computer Centre	<ul style="list-style-type: none"> • To see the general upkeep of the laboratories of the Dept. With the help of other laboratory staff. • To maintain the audio visual equipment such as Film-Projector etc. after it is issued to and received from other departments. • To see that the equipment in all the laboratories in working in order. • To get repaired the instruments from the instrument re paired or from outside agency & to make correspondence in this respect. • To arrange for assistance from other dept. For the project work of the students. • To do any other special work assigned by the teaching staff. • Any other duties assigned by Section Head/Director/Registrar.

22.	Group A	Superintendent Engineer	Estate Maintenance	<ul style="list-style-type: none"> • Holding charge of drawing office & instruments & stationery, tracings, drawing & blue prints & their upkeep. • Preparation of Estimates & Draft tender papers. • Preparation of bills of the contractors. • Supervise construction work & College campus maintenance work. • Preparation of muster rolls & progress reports. • To prepare comparative statements for the contractors. • Other technical Office work & Building maintenance etc. • Any other duties assigned by Director/Registrar.
23.	Group A	Senior Executive Engineer	Estate Maintenance	
24.	Group A	Executive Engineer	Estate Maintenance	
25.	Group A	Senior Medical Officer	Health Centre	
26.	Group A	Medical Officer	Health Centre	<ul style="list-style-type: none"> • Senior Medical Officer has the primary responsibility of managing the health centre on campus, organizing doctors to provide safe, effective medical services to the students. • Senior Medical Officer get work done from staff medical staff & inform them the up-to-date on changing health regulations. • His daily duties could include offering clinical guidance to physicians, innovating policy changes, starting quality improvement efforts, evaluating quality of services, developing a budget, assisting in resident funding, and coordinating community relationships. • Senior Medical Officer apart from extending health care to students & staff will also attend meetings to speak with Chairman, Director and department heads about the facility's performance. • Any other duties assigned by Director/Registrar.
				<ul style="list-style-type: none"> • Medical officer apart from extending health care services to students & staff, he has to get medical records organized. • Prepare reports and assist physicians / Sr. Medical Officer with various presentations or articles. Using their knowledge of medical procedures, record medical histories and schedule patients for hospitalization or other procedures. • His duties include bookkeeping tasks, such as billing patients, preparing financial and tax reports and processing invoices. • Any other duties assigned by Director/Registrar/Senior Medical Officer.

The powers & duties of other employees at the Institute

S. No.	Group	Designation	Department/ Cadre	Nature of work performed
1.	Group C	Technician	Cadre-4 Lower Technical	<ul style="list-style-type: none"> Repairing of water supply lines, flush tanks, and water cooler lines of college bldgs. Hostels, staff qrs. Well pipe lines, water taps, valve A. C. pipe lines, sewed line, sanitary. To attend the water supply work of the college campus. To test & certify the new equipment reaching the Dept. To undertake repairs of damage equipment.
2.	Group C	Senior Technician	Cadre-4 Lower Technical	<ul style="list-style-type: none"> To help the students/ staff in fabrication work of their projects & research. To set up new experiments, prepare demonstration apparatus as directed by teachers. Holding complete charge of the laboratories assigned to him including all equipment, materials instruments etc. in it.
3.	Group C	Technician SG-II	Cadre-4 Lower Technical	<ul style="list-style-type: none"> Upkeep of the laboratories in his charge including all fixtures and fittings therein. Assisting the Faculty member in conducting the experiment set ups & properly keeping all equipment & instruments. Routine maintenance of all equipment & instrument in his charge.
4.	Group C	Technician SG-I	Cadre-4 Lower Technical	<ul style="list-style-type: none"> Maintenance of all ledgers in his charge. Collecting & Holding charge of student's journals, practical note books, test answer books, drawing sheets & keeping their accounts. Any other work assigned by Faculty/HoD's.
5.	Group B	Technical Assistant	Cadre-5 Higher Technical	<ul style="list-style-type: none"> Receiving Journals, checking of jobs prepared by the students. Recording the dimensions in registers. Supervising the practical classes of the students. Maintenance of machinery & equipment. Arranging of practical classes of students. Maintaining cleanliness & discipline of the shops.
6.	Group B	Senior Technical Assistant	Cadre-5 Higher Technical	<ul style="list-style-type: none"> Preparation for jobs & material for student's sessional work in advance. Conducting practical classes during leave period. Any other work as assigned by the workshop superintendent. To conduct practical classes of Engineering Students under guidance of his superiors) To preserve semi- finished jobs, issue material to students, take attendance of students & maintain records pertaining to above as directed by his superiors.
7.	Group B	Technical Assistant SG-II	Cadre-5 Higher Technical	<ul style="list-style-type: none"> To keep material & Tools ready for practical classes & practical exams. To prepare work order jobs pertaining to various dept. of the college as directed by superiors.
8.	Group B	Technical Assistant SG-I	Cadre-5 Higher Technical	<ul style="list-style-type: none"> Repair, maintenance & erection of college equipment as and when required. Do any other works which he may be asked to do by his superiors such as reporting of breakage of tools, break down of machinery, submission of finished jobs, etc.
9.	Group B	Junior Engineer	Cadre-5 Higher Technical	<ul style="list-style-type: none"> Attending to all break downs on HV/LV overload & transformers, switch gear. Execution of new overload & underground installations. Routine checking of installations as above & workshop. Keeping record of loads etc. Attending to all emergency calls outside the normal duties hours. To look after the duties of Jr. Electrician during leave period. Any other work assigned by Section Head / Head.

10.	Group B	Assistant Engineer	Cadre-5 Higher Technical	<ul style="list-style-type: none"> • Attending to all breakdowns on internal installations on all blocks on the campus. • Execution of new internal installations. • Routine checking of all internal installations. • To look after the duties of Executive Engineer during leave period. • Any other work assigned by Section Head/Head.
11.	Group B	Assistant Engineer SG-II	Cadre-5 Higher Technical	
12.	Group B	Assistant Engineer SG-I	Cadre-5 Higher Technical	
13.	Group B	SAS Assistant	Cadre-5 Higher Technical	<ul style="list-style-type: none"> • Manage events (Event Management) of students and institute related activities like sports, drama, music, films, painting, photography, journalism, seminars, conferences, convocation, student festivals etc. • Any other work assigned by Section Head/Head.
14.	Group B	Senior SAS Assistant	Cadre-5 Higher Technical	
15.	Group B	SAS Assistant SG-II	Cadre-5 Higher Technical	
16.	Group B	SAS Assistant SG-I	Cadre-5 Higher Technical	
17.	Group B	Library and Information Assistant	Cadre-5 Higher Technical	<ul style="list-style-type: none"> • Lend and collect books, periodicals, videotapes, and other materials at circulation desks. • Enter and update student/employee records on computers. • Process new materials including books, audio-visual materials and computer software. • Sort books, publications, and other items according to established procedure and return them to shelves, files, or other designated storage areas. • Locate library materials for students/employee, including books, periodicals, tape cassettes, Braille volumes, and pictures. • Instruct students on how to use reference sources, card catalogues, and automated information systems. • Inspect returned books for condition and due-date status, and compute any applicable fines. • Answer routine inquiries, and refer students in need of professional assistance to librarians. • Any other work assigned by Section Head / Register /Director
18.	Group B	Senior Library and Information Assistant	Cadre-5 Higher Technical	
19.	Group B	Library and Information Assistant SG-II	Cadre-5 Higher Technical	
20.	Group B	Library and Information Assistant SG-I	Cadre-5 Higher Technical	
21.	Group C	Pharmacist	Cadre-6 Pharmacist	<ul style="list-style-type: none"> • Dispensing medicines to the patients. • Preparation of mixtures & ointments. • Preparation of bills & procurement of medicines. • Keeping records of medical bills & procurements. • Any other work assigned by Sr. Medical Officer & Medical Officer.
22.	Group C	Senior Pharmacist	Cadre-6 Pharmacist	
23.	Group B	Pharmacist SG-II	Cadre-6 Pharmacist	
24.	Group B	Pharmacist SG-I	Cadre-6 Pharmacist	
25.	Group C	Assistant SG-I	Cadre -2 Lower Ministerial	<ul style="list-style-type: none"> • To deal with routine work and maintain subsidiary records. • To attend to typing work on computers, prepare Excel Sheets & Reports. • Handling leave (C.L. & Optional leave) Correspondence & entering in the leave registers, maintenance of the leave records. • Maintain computerised record. • Any other work assigned by Section Head/ Head.
26.	Group C	Assistant SG-II	Cadre -2 Lower Ministerial	
27.	Group C	Sr. Assistant	Cadre -2 Lower Ministerial	
28.	Group C	Jr. Assistant	Cadre -2 Lower Ministerial	
29.	Group B	Superintendent SG-I	Cadre -3 Higher Ministerial	<ul style="list-style-type: none"> • Supervision over the working of the Section and to deal with important files. • To attend to important work involving greater responsibility and to conduct certain checks on the work done by Assistants in the section concerned. • Any other work assigned by Section-Head/ Registrar/ Director
30.	Group B	Superintendent SG-II	Cadre -3 Higher Ministerial	
31.	Group B	Sr. Superintendent	Cadre -3 Higher Ministerial	
32.	Group B	Superintendent	Cadre -3 Higher Ministerial	
33.	Group C	Stenographer	Cadre -2 Lower Ministerial	<ul style="list-style-type: none"> • To attend to dictation work of the officers and to attend to important/ confidential typing work. • To maintain computerized record. • Any other work assigned by Section Head/ Head.
34.	Group C	Senior Stenographer	Cadre -2 Lower Ministerial	
35.	Group B	Stenographer SG-II	Cadre -2 Lower Ministerial	
36.	Group B	Stenographer SG-I	Cadre -2 Lower Ministerial	
37.	Group B	Personal Assistant	Cadre -3 Higher Ministerial	<ul style="list-style-type: none"> • Coordinating functions between the Department Heads

				<ul style="list-style-type: none"> • Arranging meetings and managing the Calendar of the Director • Drafting Letters and other documents • To Handle International and domestic travel • Phone and email correspondence for the Director • Attending and taking minutes for all the meetings • Assisting the Director in MS office • To provide general office support or assistance • Support on any additional responsibility given by the Director
38.	Group B	Senior Personal Assistant	Cadre -3 Higher Ministerial	
39.	Group B	Private Secretary	Cadre -3 Higher Ministerial	
40.	Group C	Office Attendant	Cadre-1 Support Cadre	<ul style="list-style-type: none"> • Any work allotted by section Head / HOD's / Departmental Staff / competent authority as per institute need.
41.	Group C	Senior Office Attendant	Cadre-1 Support Cadre	
42.	Group C	Office Attendant SG-II	Cadre-1 Support Cadre	
43.	Group C	Office Attendant SG-I	Cadre-1 Support Cadre	
44.	Group C	Lab Attendant	Cadre-1 Support Cadre	
45.	Group C	Senior Lab Attendant	Cadre-1 Support Cadre	
46.	Group C	Lab Attendant SG-II	Cadre-1 Support Cadre	
47.	Group C	Lab Attendant SG-I	Cadre-1 Support Cadre	
48.	Group B	Security Officer	Security Section	<ul style="list-style-type: none"> • He is required to supervise control and guide the security staff in the performance of their duties. • To guard the property of the college estate. • He has to take cognizance of any untoward happening in the college campus leading to indiscipline & nuisance. • He is required to be vigilant throughout day & night. • Any other duties assigned by Director/Registrar.

Pay Structure of Staff at NIT Srinagar as per 7th CPC

S. No	Designation	Pay Level in Pay Matrix
1.	Director	Level 17
2.	Registrar	Level 14
3.	Professor	Level 14
4.	Associate Professor	Level 14A
5.	Assistant Professor	Level 13A1
6.	Deputy Registrar	Level 12
7.	Assistant Registrar	Level 10
8.	Librarian	Level 14
9.	Deputy Librarian	Level 12
10.	Assistant Librarian	Level 10
11.	Sr. Scientific Officer/ Technical Officer	Level 12
12.	Scientific Officer	Level 10
13.	Principal SAS Officer	Level 14
14.	Senior Students Activity & Sports (SAS) Officer	Level 12
15.	Students Activity & Sports (SAS) Officer	Level 10
16.	Superintending Engineer	Level 13
17.	Executive Engineer	Level 11
18.	Senior Medical Officer	Level 11
19.	Medical Officer	Level 10
20.	Junior Assistant	Level 3
21.	Senior Assistant	Level 4
22.	Assistant (Selection Grade-II)	Level 5
23.	Assistant (Selection Grade-I)	Level 6
24.	Stenographer	Level 4
25.	Senior Stenographer	Level 5
26.	Stenographer SG-II	Level 6
27.	Stenographer SG-I	Level 7
28.	Technician, Laboratory Assistant, Work Assistant	Level 3
29.	Senior Technician, Senior Laboratory Assistant, Senior Work Assistant	Level 4
30.	Technician (Selection Grade-II), Laboratory Assistant (Selection-Grade-II), Work Assistant (Selection Grade-II)	Level 5
31.	Technician (Selection Grade-I), Laboratory Assistant (Selection Grade-I), Work Assistant (Selection Grade-I)	Level 6
32.	Superintendent	Level 6
33.	Senior Superintendent	Level 7
34.	Superintendent (Selection Grade-II)	Level 8
35.	Superintendent (Selection Grade-I)	Level 9
36.	Personal Assistant	Level 6
37.	Senior Personal Assistant	Level 7
38.	Private Secretary	Level 8
39.	Technical Assistant	Level 6
40.	Senior Technical Assistant	Level 7
41.	Technical Assistant (Selection Grade-II)	Level 8
42.	Technical Assistant (Selection Grade-I)	Level 9
43.	Junior Engineer/ SAS Assistant/ & Information Assistant	Level 6
44.	Assistant Engineer/ Senior SAS Assistant /Sr. Library & Information Assistant	Level 7
45.	Assistant Engineer/ SAS Assistant (Selection Grade-II)/ Library & information Assistant (Selection Grade-II)	Level 8
46.	Assistant Engineer/ SAS Assistant (Selection Grade-I)/ Library & information Assistant (Selection Grade-I)	Level 9
47.	Pharmacist	Level 5
48.	Pharmacist (Selection Grade-II)	Level 7
49.	Pharmacist (Selection Grade-I)	Level 8
50.	Multi-Tasking Staff (Attendant/ Driver/ Mali etc)	Level 1

The "Level" here means the Level corresponding to the existing Pay Band and Grade Pay or scale in the Pay Matrix specified in Part A of the Schedule notified under Central Civil Services (Revised Pay) Rules, 2016.

Directory of Officers & Employees of the Institute

a

Office of the Director					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Director	Prof. (Dr.) Sudhakar Yedla	2101 L: 2422032 Fax: 2420475 Resi: 3501 L: 2427426		director@nitsri.ac.in
2.	A.R (Director's Office)	Mr. Mohamad Hazik	2102	9906655934	hazik@nitsri.ac.in
3.	P.A To Director	Mr. Imtiyaz Hussain	2103	9086666749	patodirector@nitsri.ac.in
4.	Stenographer to DO	Mr. Mohammad Asif Malik	2103	7006920212	mohammadaasifmalik94@nitsri.ac.in
5.	Committee Room		2104		

Office of the Registrar					
1.	Registrar	Prof. S Kaiser Bukhari	2105/ 2421347		registrar@nitsri.ac.in
2.	Stenographer to RO	Mr. Farhan Bashir	2105	7889568587	farhanbhat@nitsri.ac.in
3.	Junior Assistant to RO	Mr. Adil Rasool Bhat	2105	9622222125	aadilrasool@nitsri.ac.in
4.	D.R (Accounts)	Mrs. Nazia Nazir	2106	9419977678	nazia.qadri@nitsri.ac.in
5.	D.R (Administration)	Mr. Faisal Irshad Ganai	2120	9906693991	faisal.ganai@nitsri.ac.in
6.	A.R (Audit)	Mr. Mubashir Ahmad Wani	2144	9858498580	mubashir.wani@nitsri.ac.in
7.	A.R (Legal)	Mr. Mohamad Hazik	2102	9906655934	hazik@nitsri.ac.in
8.	A.R (Accounts)	Mr. Shahid Hamid Najar	2133	9858701701	shahid.hamid@nitsri.ac.in
9.	A.R (Academics)	Mr. Sheikh Fayaz Ahmad	2121	9419058172	assistantregistraracademic@nitsri.ac.in
10.	A.R (Administration)	Mr. Mohammed Iqbal Dar	2132	9596032446	miqbaldar@nitsri.ac.in
11.	A.R (S&P)	Mr. Hakim Mohammad Amin	2114	9419018862	aregistrarsp@nitsri.ac.in
12.	Central Purchase Unit	Dr. Sheikh Shahid Saleem	2107	9622481576	shahid@nitsri.ac.in

Administrative
Offices

Administrative Sections					
S No:	Office/Section	Name/Designation	Ext/Phone(s)	Mobile	Email
	Personnel Department				personnel.department@nitsri.ac.in
1.	D.R (Administration)	Mr. Faisal Irshad Ganai	2120	9906693991	faisal.ganai@nitsri.ac.in
2.	A.R (Administration)	Mr. Mohammed Iqbal Dar	2132	9596032446	miqbaldar@nitsri.ac.in
3.	Faculty Matters	Mr. M Muzaffar Wani Superintendent SG-II	2112	7051588148	
4.		Mr. Faisal Showkat Shah Junior Assistant	2112	7006555243	shahfaisal@nitsri.ac.in

5.	Non-Faculty Matters	Mr. Mohammad Ashraf Sofi Senior Superintendent	2112	9906460344	
6.		Mr. Naresh Kumar Junior Assistant	2112	9906314458	naresh@nitsri.ac.in
7.		Mr. Akbar Ali Junior Assistant	2112	7006506940	akbarali@nitsri.ac.in
8.	Outsource matters	Mr. Suhail Hassan (OS)	2113	7889711963	hassan.sohail1303@gmail.com
Academic Affairs					
1.	Dean Academic Affairs	Prof. Shamim A Lone	2606	9419501253	salone@nitsri.ac.in
2.	Associate Dean, Academic Affairs	Dr. M Shafi Charoo	2813	9797793483	shaficharoo123@nitsri.ac.in
3.	Associate Dean, Examination	Dr. Mohammad Mursaleen	2815	9697985483	mursaleen@nitsri.ac.in
4.	A.R (Academics)	Mr. Sheikh Fayaz Ahmad	2121	9419058172	assistantregistraracademic@nitsri.ac.in
5.	PS to Dean AA	Mr. Rouf Ahmed Dhobi (OS)	2111	7006859803	
6.	Academic	Mrs. Nighat Shaheen	2119	9682179677	
7.		Mrs. Shaheen Ali	2119	9906503327	
8.		Mrs. Mahjabeen	2119	7006429958	
9.	Examination	Mrs. Jawaharia Bano	2115	9906415119	coe@nitsri.ac.in
10.		Mr. Tanveer Hussain Bhat	2115		
11.		Mr. Dharmendra Kumar Sharma	2115	9610710770	dharmendra.sharma@nitsri.ac.in
12.	Ph.D. / (Scholarship)	Mr. Mudasir Qadir Ahanager	2142	7006089593	mudasir_qasir@nitsri.ac.in
13.	Dealing Assistant (Educational Verification)	Mr. Junaid Ahmad (OS)		9797234599	educationverification@nitsri.ac.in
Finance & Accounts					
1.	D.R (Accounts)	Mrs. Nazia Nazir	2106	9419977678	nazia.qadri@nitsri.ac.in
2.	A.R (Accounts)	Mr. Shahid Hamid Najar	2133	9858701701	shahid.hamid@nitsri.ac.in
3.		Mr. Habibullah Rather	2122 2123	9622415359	ratherhabibullah@gmail.com
4.		Mrs. Neelofar Jan		9906924097	neelofar@nitsri.ac.in
5.		Mrs. Nuzhat Ara		9596311977	
6.		Mr. Reyaz Ahmed Bhat		7006415017	riyazbhat37@gmail.com
7.		Mr. Zaiser Farooq		7006677466	zaiser_ja@nitsri.ac.in
8.		Mr. Aaqib Jan		9596150286	aaqibjan@nitsri.ac.in
9.		Mr. Shahnawaz Aziz		7889655022	shahnawazaziz@nitsri.ac.in
10.		Mr. Mushraf Farooq		8491040582	mushraf_ja@nitsri.ac.in
1.	RTI/Grievances	Mr. Mohammed Iqbal Dar A.R (Administration) / PIO	2132	9596032446	miqbaldar@nitsri.ac.in
2.		Mr. Ovais Nazir	2108	7889987286	nazirovais@nitsri.ac.in

**Administrative
Sections**

1.	Legal	Mr. Mohamad Hazik AR DO / Legal	2102	9906655934	hazik@nitsri.ac.in
2.		Mr. Basarat Bashir	2108	8491068600	basarat_ja@nitsri.ac.in
1.	Stationery & Printing	Mr. Hakim Mohammad Amin A.R (S&P)	2114	9419018862	aregistrarsp@nitsri.ac.in
2.		Mr. D.L Verma	2140	9596948242	
<u>Rajbhasha Cell</u>					
1.	Hindi Officer I/c	Dr. Rajesh Prasad Shukla		7987485662	rpshukla@nitsri.ac.in
2.	Member	Mr. Mohamad Hazik	2102	9906655934	hazik@nitsri.ac.in
3.	Member	Mr. Mohammed Iqbal Dar	2132	9596032446	miqbaldar@nitsri.ac.in
4.	Member	Dr. Sabzar Gani (OS)	2108	9596193687	sabzargani@gmail.com
	Board Section	Mr. Imtiyaz Hussain	2103	9086666749	patodirector@nitsri.ac.in
<u>eGovernance</u>					
					egovernance@nitsri.ac.in
1.	Coordinator	Dr. Janibul Bashir	3738	8825099229	janibbashir@nitsri.ac.in
2.	Technical Assistant	Ms. Insha Shafi		7006752609	inshas_ta@nitsri.ac.in
	Public Relations	Mr. Mohammad Irfan(OS)	2103	6006423237	irfan.pro@nitsri.ac.in

**Deans
& Associate
Deans**

Offices of Deans & Associate Deans					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Dean Faculty Welfare	Prof. Ghulam Ashraf Harmain	2804	9419018804	gharmain@nitsri.ac.in
2.	Dean Research & Consultancy	Prof. M Farooq Wani		8803824243	mfwani@nitsri.ac.in
3.	Dean Planning & Development	Prof. Javid Ahmad Bhat	2207	9419520381	bhat_javed@nitsri.ac.in
4.	Dean Students Welfare	Prof. Abdul Liman	2304	9419536775	aliman@nitsri.ac.in
5.	Dean Academic Affairs	Prof. Shamim A Lone	2606	9419501253	salone@nitsri.ac.in
6.	Dean Alumni & International Affairs	Prof. Nazir A. Sheikh	2818	9797985602	nazir@nitsri.ac.in
7.	Associate Dean, Examination	Dr. Mohammad Mursaleen	2815	9697985483	mursaleen@nitsri.ac.in
8.	Associate Dean, P&D	Er. Aijaz Ahmad Masoodi	2145	7006446020	aijaz@nitsri.ac.in
9.	Associate Dean, Academic Affairs	Dr. M Shafi Charoo	2813	9797793483	shaficharoo123@nitsri.ac.in
10.	Associate Dean, R&C	Dr. Javid Ahmad Banday	2508	9906626635	javid@nitsri.ac.in
11.	Associate Dean, Students Welfare	Dr. Tanveer Rasool Dar	3104	9419013120 7006899026	tanveer@nitsri.ac.in

**Department of
Chemical
Engineering**

Department of Chemical Engineering					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Head of Department	Prof. Mohd Noor Salaam Khan	3101	9906884364	dkhan3363@gmail.com
2.	Department Office	Mrs. Fouzia Ali	2102	9469674319	
3.	Professor	Prof. Mohd Noor Salaam Khan	3101	9906884364	dkhan3363@gmail.com
4.	Associate Professor	Dr. Fasil Qayoom Mir		9149707313	mirfasil@nitsri.ac.in
5.	Associate Professor	Dr. Mushtaq Ahmad Rather	3106	8803970037	marather@nitsri.ac.in
6.	Assistant Professor	Dr. Tanveer Rasool	3104	9419013120 7006899026	tanveer@nitsri.ac.in
7.	Assistant Professor	Dr. Leela Manohar Aeshala		8351988928	leela.manohar@nitsri.ac.in
8.	Assistant Professor	Dr. Malik Parvez	3105	9797792168	pkash123@yahoo.com
9.	Assistant Professor	Dr. B. Krishna Srihari		6005143233	sriharibonasi@nitsri.ac.in
10.	Assistant Professor	Dr. Kurella Swami		6305824790	kurellaswamy@nitsri.ac.in
11.	Assistant Professor	Dr. Shashikant Kumar		8986948677	shashikantkumar@nitsri.ac.in
12.	Assistant Professor	Dr. Fatima Jalid		9990795522	fatima@nitsri.ac.in
13.	Assistant Professor	Dr. Asma Iqbal		6006233204	asma.iqbal@nitsri.ac.in
14.	Assistant Professor	Dr. Brajesh Kumar		9410292260	brajesh@nitsri.ac.in
15.	Assistant Professor	Dr. Mohammad Moiz Khan		7506831990	moiz@nitsri.ac.in
16.	Technical Assistant	Mr. Ishfaq Ahmad Najar		7006687158	ishfaqN_ta@nitsri.ac.in

**Department of
Chemistry**

Department of Chemistry					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Head of Department	Prof. Hamida-Tun-Nisa Chisti	2505	7006114565	hamida@nitsri.ac.in
2.	Department Office	Mr. Fayaz Ahmad Lone	2502		
3.	Professor	Prof. Tabasum Ara	2504	8825092581	tabassum@nitsri.ac.in
4.	Professor	Prof. Kowsar Majid	2503	9469804701 7006473015	kowsar@nitsri.ac.in
5.	Professor	Prof. Shakeel Ahmad Shah	2502	9622795570	shakeel@nitsri.ac.in
6.	Professor	Prof. Javid Ahmad Banday	2508	9906626635	javid@nitsri.ac.in
7.	Professor	Prof. Hamida-Tun-Nisa Chisti	2505	7006114565	hamida@nitsri.ac.in
8.	Assistant Professor	Dr. Mohammad Aslam		9541026327	maslam@nitsri.ac.in
9.	Assistant Professor	Dr. Maktedar Shrikant Shivaji	2506	9978500944	shrikant@nitsri.ac.in
10.	Assistant Professor	Dr. Ravi Kumar	2509	9419211688	ravikumar@nitsri.ac.in
11.	Assistant Professor	Dr. Jigneshkumar V Rohit	2511	9909500225	jignesh@nitsri.ac.in
12.	Technical Assistant	Mr. Khalid Jibrán		9682618485	khalidj_ta@nitsri.ac.in

**Department of
Civil
Engineering**

**Department of
Civil
Engineering**

Department of Civil Engineering					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Head of Department	Prof. Abdul Qayoom Dar	2201	9419001914	aqayoom@nitsri.ac.in
2.	Department Office	Mr. Qumail Hussain Jaffri	2202	9070838383	
3.	Professor	Prof. Abdul Rashid Dar	2203	9419003412	ardar@nitsri.ac.in
4.	Professor	Prof. Abdul Qayoom Dar	2208	9419001914	aqayoom@nitsri.ac.in
5.	Professor	Prof. Manzoor A Ahanger	2220	9419404659	manzoorahanger@nitsri.ac.in
6.	Professor	Prof. Javid Ahmad Bhat	2207	9419520381	bhat_javed@nitsri.ac.in
7.	Professor	Prof. Mohammad Shafi Mir	2232	9469425113	shafi@nitsri.ac.in
8.	Professor	Prof. Bashir A Mir	2216	9419002500	p7mir@nitsri.ac.in
9.	Professor	Prof. Shagufta Rasool	2212	9797795597	shagoofa2002@yahoo.com
10.	Professor	Prof. Manzoor Ahmad Tantray	2225	9419428095	matantray@nitsri.ac.in
11.	Professor	Prof. S Kaiser Bukhari	2213	8716836789	kaiserbukhari@nitsri.ac.in
12.	Professor	Prof. M. Yousuf Shah	2231	9622584841	yousuf@nitsri.ac.in
13.	Associate Professor	Er. Fayaz Ahmed Mir	2205	9906523922	fayaz@nitsri.ac.in
14.	Associate Professor	Er. Danish Ahmad	2219	9906569193	danish@nitsri.ac.in
15.	Associate Professor	Er. Aijaz A Masoodi	2214	9906577830	aijaz@nitsri.ac.in
16.	Associate Professor	Dr. Jan Mohammad Banday	2206	9419091767	javidbanday@nitsri.ac.in
17.	Associate Professor	Mrs. Rubina Rashid Mir	2204	9906443164	rubina@nitsri.ac.in
18.	Assistant Professor	Dr. Munir Ahmad Nayak		9993815818	munir.ahmad@nitsri.ac.in
19.	Assistant Professor	Dr. Shakeel A Waseem		9758461370	shakeelahmad@nitsri.ac.in
20.	Assistant Professor	Dr. Fayaz Ahmad Sofi	2236	9797205130	sofifayaz@nitsri.ac.in
21.	Assistant Professor	Dr. Vivek		8439253267	vivek@nitsri.ac.in
22.	Assistant Professor	Dr. Abdullah Ahmad		8439253267	abdullah.ahmad@nitsri.ac.in
23.	Assistant Professor	Dr. Khalid Muzamil Gani		7006348023	khalid.m@nitsri.ac.in
24.	Assistant Professor	Dr. Jitendra Gurjar		8082581295	jitendra.gurjar@nitsri.ac.in
25.	Assistant Professor	Dr. Majid Hussain		9998547248	majid.h@nitsri.ac.in
26.	Assistant Professor	Dr. Parmeshwar		9149566751	parameshwar.n@nitsri.ac.in
27.	Assistant Professor	Dr. Rajesh Prasad Shukla		7987485662	rpshukla@nitsri.ac.in
28.	Assistant Professor	Dr. Dasari Karthik		9966415606	dasari.karthik@nitsri.ac.in
29.	Assistant Professor	Dr. Ritesh Shankarrao Ingale		9881888686	ritesh.ingale@nitsri.ac.in
30.	Assistant Professor	Dr. Sagadevan R		9103011414	sagadevan@nitsri.ac.in
31.	Assistant Professor	Dr.Sandeep Samantaray		9583322304	sandeep@nitsri.ac.in
32.	Assistant Professor	Dr. Janani L		9446915902	janani@nitsri.ac.in
33.	Assistant Professor	Dr. Valliboina Venkateswarlu		7006424056	venki@nitsri.ac.in
34.	Assistant Professor	Ms Falak Zahoor		9018945366	falak@nitsri.ac.in

**Department of
Computer
Science &
Engineering**

Department of Computer Science & Engineering					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Head of Department	Dr. Mohammad Ahsan Chishti	3739	9419013039	ahsan@nitsri.ac.in
2.	Department Office	Mr. Fayaz Ahmad	3744	9469408617	
3.	Professor (HAG)	Prof. Roohie Naaz Mir	3737	9419035358 7006687815	naaz310@nitsri.ac.in
4.	Associate Professor	Dr. Mohammad Ahsan Chishti	3739	9419013039	ahsan@nitsri.ac.in
5.	Assistant Professor	Dr. Shaima Qureshi	3741	9419024540	shaima@nitsri.ac.in
6.	Assistant Professor	Dr. Ranjeet Kumar Rout		8895125180	ranjeetkumarrou@nitsri.ac.in
7.	Assistant Professor	Dr. Sparsh Sharma		7006232933	sparsh.sharma@nitsri.ac.in
8.	Assistant Professor	Dr. Veningston K		9790278826	veningstonk@nitsri.ac.in
9.	Assistant Professor	Dr. Pramod Kumar Yadav		9411407432	pramod.kumar@nitsri.ac.in
10.	Assistant Professor	Dr. Tawseef Ayoub Sheikh		9622513326	tawseef.shaikh@nitsri.ac.in
11.	Assistant Professor	Dr. Lavanya Madhuri Bollipo		9989685689	lavanyasandeeep@gmail.com



**Department of
Electrical
Engineering**

Department of Electrical Engineering					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Head of Department	Dr. Sh Javed Iqbal	2607	9419984644	jvd@nitsri.ac.in
2.	Department Office	Mrs. Sapna Raina	2602	7889333705	
3.	Professor	Prof. Aijaz Ahmad Zargar	2604/ 2102155	9419015843	aijaz54@nitsri.ac.in
4.	Professor (HAG)	Prof. Mufti Miraj-Ud-Din	2605	9419523894	mdmufti@nitsri.ac.in
5.	Professor	Prof. Shamim A Lone	2606	9419501253	salone@nitsri.ac.in
6.	Professor	Prof. Abdul Hamid Bhat	2614	9419077713	bhatdee@nitsri.ac.in
7.	Professor	Prof. Mohammad Abid Bazaz	2615	6005103740	abid@nitsri.ac.in
8.	Associate Professor	Dr. Sh Javed Iqbal	2607	9419984644	jvd@nitsri.ac.in
9.	Assistant Professor	Dr. Chilaka Ranga		9882444187	chilakaranga@nitsri.ac.in
10.	Assistant Professor	Dr. Jagtap Kushal M Rao		6005352412	jagtapkushal@nitsri.ac.in
11.	Assistant Professor	Dr. Neeraj Gupta		7087434648	neerajgupta@nitsri.ac.in
12.	Assistant Professor	Dr. Ikhlaq Hussain		8588831924	ikhlaq@nitsri.ac.in
13.	Assistant Professor	Dr. Asadur Rahman		9957497127	asadur@nitsri.ac.in
14.	Assistant Professor	Dr. Farhad Ilahi Bakhsh		9045300569	farhad@nitsri.ac.in
15.	Assistant Professor	Dr. Shoeb Hussain		9419023511	shoeb.hussain@nitsri.ac.in
16.	Assistant Professor	Dr. Hareesh Myneni		8333976309	hareesh.myneni@nitsri.ac.in
17.	Assistant Professor	Dr. Pankaj Kumar		8290297038	pankaj@nitsri.ac.in
18.	Technical Assistant	Mr. Mohammad Sibgat ullah		8825077920	sibgatullah_ta@nitsri.ac.in

**Department of
Electronics &
Communication**

Department of Electronics & Communication					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Head of Department	Prof. G.M Rather	2701	9419076741	gmrather@nitsri.ac.in
2.	Department Office	Mr. Riyaz Ahmad Rather	2702	9541221053	
3.	Professor (HAG)	Prof. Ajaz Hussain Mir	2705	9419010409	ahmir@nitsri.ac.in
4.	Professor	Prof. G.M Rather	2701 2786	9419076741 8493908131	gmrather@nitsri.ac.in
5.	Professor	Prof. Najeeb Ud-Din	2706	9906666033	najeeb@nitsri.ac.in
6.	Associate Professor	Er. Ajaz A Mir	2707	9419091127	aamir@nitsri.ac.in
7.	Associate Professor	Dr. Gousia Qazi	2708	9419015436	gousia.qazi@nitsri.ac.in
8.	Associate Professor	Er. Ab Gaffar Mir	2711	9858351776	agaffar@nitsri.ac.in
9.	Associate Professor	Dr. Gh Rasool Beigh	2709	9906577743	grbegh@nitsri.ac.in
10.	Associate Professor	Dr. Farida Khursheed	2712	9906540293	fklone@nitsri.ac.in
11.	Assistant Professor	Dr. Shiekh Aamir Ahsan		6005059743	sheikhaamirahsan@nitsri.ac.in
12.	Assistant Professor	Dr. Shahid Mehraj Shah		9535145886	shahidshah@nitsri.ac.in
13.	Assistant Professor	Dr. Omkar Singh		9419279382	omkar.parihar@nitsri.ac.in
14.	Assistant Professor	Dr. Amandeep Singh Rehal		7508250907	amansingh@nitsri.ac.in
15.	Assistant Professor	Dr. Burhan Kurshid		7006762059	burhan@nitsri.ac.in
16.	Assistant Professor	Dr. Brajendra Singh Sengar		9179615146	brajendra.singh@nitsri.ac.in
17.	Assistant Professor	Dr. Ashok Kumar		8102350942	ashok.kumar@nitsri.ac.in
18.	Assistant Professor	Dr. Amit Kumar		8010377545	amit.kumar@nitsri.ac.in
19.	Trainee Teacher	Ms. Uferah Maqbool		8825083358	uferah@nitsri.ac.in
20.	Technical Assistant	Mr. Zubair Yousuf Khan		7006777851	zubairy_ta@nitsri.ac.in

h
**Department of
Humanities,
Social Sciences
&
Management**

Department of Humanities, Social Sciences & Management					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Head of Department	Prof. Neyaz A Sheikh	3301	9796123426	neyaz@nitsri.ac.in
2.	Department Office	Mr. Mudasis Shafi	3302	7006721548	mudasirs_ta@nitsri.ac.in
3.	Assistant Professor	Dr. Tahir Ahmad Wani	3303	9070548823	tahirwani@nitsri.ac.in
4.	Assistant Professor	Dr. Jaya Shrivastava		7006937535	jayashrivastava@nitsri.ac.in
5.	Assistant Professor	Dr. Nasir Faried Butt		9018123458	nasir.faried@nitsri.ac.in
6.	Assistant Professor	Dr. Sumaira Jan		9971043801	sumairajan@nitsri.ac.in
7.	Assistant Professor	Dr. Nufazil Altaf		9086666846	nufazil.ahangar@nitsri.ac.in
8.	Assistant Professor	Dr. Mohd Rafiq Teli		9797177846	m.rafiq@nitsri.ac.in
9.	Assistant Professor	Dr. Ajaz-ul-Islam		9419070276	ajazul.islam@nitsri.ac.in
10.	Assistant Professor	Dr. Shahnawaz		7006736360	shahnawaz.ahmed@nitsri.ac.in
11.	Assistant Professor	Dr. Anil Singhal		9289206212	anil.singhal@nitsri.ac.in
12.	Technical Assistant	Mr. Mudasis Shafi		7006721548	mudasirs_ta@nitsri.ac.in

Technology

Department of Information Technology					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Head of Department	Dr. Shabir Ahmad Sofi	3740	9419009971	shabir@nitsri.ac.in
2.	Department Office	Mr. Shahid Malik	3744	9797976722	
3.	Associate Professor	Dr. Shabir Ahmad Sofi	3740	9419009971	shabir@nitsri.ac.in
4.	Assistant Professor	Mrs. Arooj Nissar		9018853344	arooj@nitsri.ac.in
5.	Assistant Professor	Dr. Janibul Bashir	3738	8825099229	janibbashir@nitsri.ac.in
6.	Assistant Professor	Dr. Iqra Altaf Gillani		7889871231	iqraaltaf@nitsri.ac.in
7.	Assistant Professor	Dr. Prabal Verma		9419223663	prabal.verma@nitsri.ac.in
8.	Technical Assistant	Ms. Insha Shafi		7006752609	inshaS_ta@nitsri.ac.in
9.	Technical Assistant	Er. Kaleem Dar		9906481650	kaleem@nitsri.ac.in

Library

Library					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Chairman Library Committee	Dr. Gausia Qazi	2708	9419015436	chairmanlibrarycommittee@nitsri.ac.in
2.	Deputy Librarian	Mrs. Asmat Ali	2127	9797847219	deputylibrarian@nitsri.ac.in
3.	Assistant Librarian	Mr. Showkat Ahmad Wani		9149507396	assistantlibrarian@nitsri.ac.in
4.	Central Library Office	Mrs. Dilshada Akhtar	2126	9796564599	office_library@nitsri.ac.in
5.	Technical Assistant	Ms. Sami	2126	9682133676	
6.	Technical Assistant	Mr. Yousuf Rather	2137	9797060578	

Department of Mathematics

Department of Mathematics					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Head of Department	Prof. Hakim Tanveer Jalal	2303	9419032480	tjalal@nitsri.ac.in
2.	Department Office	Ms. Shaziahs Shafi	2302	6006612639	shaziahs_ta@nitsri.ac.in
3.	Professor	Prof. Abdul Liman	2304	9419536775	aliman@nitsri.ac.in
4.	Professor	Prof. Neyaz A Sheikh	2301	9796123426	neyaz@nitsri.ac.in
5.	Professor	Prof. Hakim Tanveer Jalal	2303	9419032480	tjalal@nitsri.ac.in
6.	Associate Professor	Dr. Zamrooda Jabeen		9622355003	zjabeen19@nitsri.ac.in
7.	Assistant Professor	Dr. Mehraj Ahmad Lone		7780830973	mehrajlone@nitsri.ac.in
8.	Assistant Professor	Dr. Ujwal Suresh R Warbhe	2306	8087794291	ujwalwarbhe@nitsri.ac.in
9.	Assistant Professor	Dr. Rameez Raja		7006898985	rameeznaqash@nitsri.ac.in
10.	Assistant Professor	Dr. Idrees Qasim		6005731633	idreesf3@nitsri.ac.in
11.	Assistant Professor	Dr. Owais Ahmad		7006981752	siawoahmad@nitsri.ac.in
12.	Assistant Professor	Dr. Atendra Kumar		9805671165	atendra@nitsri.ac.in
13.	Assistant Professor	Dr. Bilal Ahmad Wani		8825076250	bilalwani@nitsri.ac.in
14.	Assistant Professor	Dr. Saleem Yousuf		7006151904	saleemyousuf@nitsri.ac.in
15.	Assistant Professor	Dr. Siva Rama Krishna C		7708193108	sivaramakrishnan@nitsri.ac.in

16.	Assistant Professor	Dr. Mushtaq Ahmad Bhat		9906856689	mushtaqab@nitsri.ac.in
17.	Technical Assistant	Ms. Shazia Shafi		6006612639	shaziahs_ta@nitsri.ac.in

**Department of
Mechanical
Engineering**



Department of Mechanical Engineering					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Head of Department	Prof. Adnan Qayoom	2803 2817	9419016328 7006587715	adnan@nitsri.ac.in
2.	Department Office	Mr. Sheikh Iftikhar Ahmad	2802	9419775752	
3.	Professor (HAG)	Prof. M Farooq Wani		8803824243	mfwani@nitsri.ac.in
4.	Professor (HAG)	Prof. Gh Ashraf Harmein	2804	9419018804	gharmein@nitsri.ac.in
5.	Professor	Prof. Nazir A. Sheikh	2818	9797985602	nazir@nitsri.ac.in
6.	Professor	Prof. Adnan Qayoom	2817	9419016328 7006587715	adnan@nitsri.ac.in
7.	Professor	Prof. M. Marouf Wani	2809	9906674366	maroufwani@nitsri.ac.in
8.	Professor	Prof. Babar Ahmed	2801	9149413497	babar@nitsri.ac.in
9.	Associate Professor	Dr. Mohammad Hanief	2805	7006161837 9906763424	hanief@nitsri.ac.in
10.	Associate Professor	Dr. M Shafi Charoo	2813	9797793483	shaficharoo123@nitsri.ac.in
11.	Associate Professor	Dr. Saad Parvez	2810	9797757234	saadparvez@nitsri.ac.in
12.	Associate Professor	Dr. Sheikh Shahid Saleem	2806	9622481576	shahid@nitsri.ac.in
13.	Associate Professor	Dr. Mohammad Mursaleen	2815	9697985483	mursaleen@nitsri.ac.in
14.	Assistant Professor	Dr. Mukund Dutt Sharma		9882241895	mukund.sharma@nitsri.ac.in
15.	Assistant Professor	Dr. Noor Zaman Khan		9891674435 8920418554	noorzaman@nitsri.ac.in
16.	Assistant Professor	Dr. M Mohsin Khan		6265750295	mohsinkhan@nitsri.ac.in
17.	Assistant Professor	Dr. Harveer S Pali		8076729852	hspali@nitsri.ac.in
18.	Assistant Professor	Dr. Abhijit Dey		8899778875	abhijitdey@nitsri.ac.in
19.	Assistant Professor	Dr. Manoj Kumar		8899778876	manojkumar@nitsri.ac.in
20.	Assistant Professor	Dr. Sandeep Rathee		8076036082	sandeep.rathee@nitsri.ac.in
21.	Assistant Professor	Dr. Azhar Jameel		8715028970	jameelazher@nitsri.ac.in
22.	Assistant Professor	Dr. Deepak Kumar Naik		9776964252	deepak.kumar@nitsri.ac.in
23.	Assistant Professor	Dr. Dinesh Kumar R		9865138376	rdinesh@nitsri.ac.in
24.	Assistant Professor	Mr. Ved Prakash Sharma		7292003792	vedprakash@nitsri.ac.in

**Department of
Metallurgical &
Material Engineering**

Department of Metallurgical & Material Engineering					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Head of Department	Prof. Atikur Rehman	2901	8082169335	atikurrhmn@nitsri.ac.in
2.	Department Office	Mr. Parvez Ahmad	2902		
3.	Professor	Prof. Atikur Rehman	2901	8082169335	atikurrhmn@nitsri.ac.in

**Material
Engineering**

4.	Associate Professor	Dr. Yashwant Mehta	2904	9419056500	ymehta@nitsri.ac.in
5.	Assistant Professor	Dr. Irfan Samad Wani		8179340114	irfansamad@nitsri.ac.in
6.	Assistant Professor	Dr. Srinibash Mishra		6203587029	srinibash@nitsri.ac.in
7.	Assistant Professor	Dr. Anshul Gupta		7523830157	anshul.gupta@nitsri.ac.in
8.	Assistant Professor	Dr. Pravan Kumar Katiyar		7652029017	prvan.kumar@nitsri.ac.in
9.	Assistant Professor	Dr. Niktika Kundan		6006191446	nitika.kundan@nitsri.ac.in
10.	Assistant Professor	Ms. Aravi Muzaffar		9596538854	aravi@nitsri.ac.in

p

**Department of
Physics**

Department of Physics					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Head of Department	Dr. Mohammad Ashraf Shah	2401 2402	9419018195	shah@nitsri.ac.in
2.	Department Office	Mr. Naresh Dubey	2401	7006687820	
3.	Professor	Prof. Mohammad Ikram	2403	8717000375	ikram@nitsri.ac.in
4.	Professor	Dr. Seemin Rubab	2408	9419015637	rubab@nitsri.ac.in
5.	Professor	Prof. Prince Ahmad Ganai	2406	9596379055	princeganai@nitsri.ac.in
6.	Professor	Prof. Mohammad Ashraf Shah	2405	9419018195	shah@nitsri.ac.in
7.	Assistant Professor	Dr. Vijay Kumar		6005495506	vijaykumar@nitsri.ac.in
8.	Assistant Professor	Dr. Mohammad Zubair Ansari		8882629888	mohdzubair@nitsri.ac.in
9.	Assistant Professor	Dr. Harkirat Singh		9797048025	harkirat@nitsri.ac.in
10.	Technical Assistant	Mr. Tasaduq Hussain Mir		9149619529	tasaduqm_ta@nitsri.ac.in

t

**Department of
T&P**

Department of Training & Placement					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Head of Department	Dr. Sheikh Shahid Saleem	2130 2424809	9622481576	shahid@nitsri.ac.in
2.	Associate T&P Officer	Dr. Tahir Ahmad Wani	3303	9070548823	tahirwani@nitsri.ac.in
3.	T&P Office	Mr Nazir Ahmad	2131	7006111140	placements@nitsri.ac.in

**Central
Research
Facility
Centre**

Centres					
Central Research Facility Centre					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Chairman	Prof. M. Farooq Wani	2109	8803824243	mfwani@nitsri.ac.in
2.	Member	Prof. Abdul Qayoom Dar	2141	9419001914	aqayoom@nitsri.ac.in
3.	Member	Prof. Najeeb Ud-Din	2706	9906666033	najeeb@nitsri.ac.in
4.	Member	Dr. Shakeel Ahmad Shah	2502	9622795570	shakeel@nitsri.ac.in
5.	Member	Dr. Atikur Rehman	2901	8082169335	atikurrhmn@nitsri.ac.in
6.	Member	Dr. Mohammad Ashraf Shah	2405	9419018195	shah@nitsri.ac.in
7.	Member	Dr. Mushtaq Ahmad Rather	3106	8803970037	marather@nitsri.ac.in
8.	Member	Dr. Mohammad Abid Bazaz	2615	6005103740	abid@nitsri.ac.in

9.	Member	Dr. Vijay Kumar		6005495506	vijaykumar@nitsri.ac.in
10.	Scientific Technical Officer	Mr. Mohd Nadeem Bhat		7051520078	nadeembhat@nitsri.ac.in
11.	Junior Assistant	Mr. Nayeem Zahoor		8493008900	nayeemzahoor@nitsri.ac.in

Computer Service Centre

Computer Service Centre					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Chairperson	Prof. Abdul Hamid Bhat	2614	9419077713	bhatdee@nitsri.ac.in
2.	Scientific Technical Officer	Mr. Ghulam Mustafa Zargar		9419027207	mustafa@nitsri.ac.in
3.	Technical Assistant	Ms. Ravesa Akther		7006820273	ravesa_ta@nitsri.ac.in
4.	Web Programmer	Mr. Shabir Mustafa		8899028328	mshabir@nitsri.ac.in
5.	Computer Operator	Mr. Umar Majid		9906757363	umar@nitsri.ac.in

IIED Centre

Innovation Incubation Entrepreneurship Development Centre					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Coordinator/Convener	Dr. Saad Parvez	2810	9797757234	saadparvez@nitsri.ac.in

iDREAM

Interdisciplinary Division for Renewable Energy & Advanced Materials Centre					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Coordinator/Convener	Prof. Kowsar Majid	2503	9469804701	kowsar@nitsri.ac.in

SAS Centre

Student Activity & Sports Centre					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Coordinator - SAS	Dr. Srinibash Mishra		6203587029	srinibash@nitsri.ac.in
2.	SAS Officer	Ms. Kowsar Ali Mir	3307	7889348991	kowsaralimir@nitsri.ac.in
3.	SAS Assistant	Mr. Sohail Ahmad		7006022322	sohail@nitsri.ac.in

WRMC

Water Resources Management Centre					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Chairman WRMC	Prof. Shagufta Rasool	2212	9797795597	shagoofta2002@yahoo.com

Other Offices					
Central Workshop					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Superintendent Workshop	Dr. Syed. I. A. Qadri	3201	9149492755	irshad@nitsri.ac.in
2.	CW Office (Sr Tech)	Mr. Muneer Ahmad	3202	9682173109	
3.	CW Store Keeper	Mr. Lateef Ahmad Ganaie	3203	9149922458	
4.	Technical Assistant	Mr. Ranjeet Prajapati		9462408654	

Central Workshop

Shops					
4.	Carpentry & Patterning	Mr. Showkat Ahmad Darzie		6006243366	
5.	Foundry Shop	Mr. Ghulam Rasool Teli	3205	9086949468	
6.	Fitting Shop	Mr. Mohd Ramzan Bhat		7006620132	
7.	Machine Shop	Mr. Firdous Ahmad Wani	3208	7780863987	
8.	Sheet Metal Shop	Mr. M Shaaban Rather		9149842029	
9.	Smithy Shop	Mr. M Ismail Kumar		7006510790	
10.	Welding Shop	Mr. Zahoor Ahmad		9906516258	
Transport Section					
11.	Driver	Mr. Budh Bahadur	3206	7006271627	
12.	Driver	Mr. Mohd Ayub Zoji		9419859539	
13.	Driver	Mr. Riyaz Ahmad		9149525894	
14.	Driver	Mr. Showkat Ahmad Shah		9541271985	
15.	Driver	Mr. Sheeraz Ahmad		7780839052	
16.	Driver	Mr. Imityaz Ahmad		7006177062	
18.	Driver	Mr. Peerzada M Afzal		9906939169	
19.	Driver	Mr. Feroz Ahmad		9797917036	
20.	Driver	Mr. M Yaseen Sheikh		9018424789	

Planning & Development Wing

Planning & Development Wing					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Dean P&D	Prof. Javid Ahmad Bhat	2207	9419520381	bhat_javed@nitsri.ac.in
2.	Associate Dean P&D	Er. Aijaz Ahmad Masoodi	2145	7006446020	aijaz@nitsri.ac.in
3.	Executive Engineer (Civil)	Er. Syed Mohsin Shabir	2138	9797130405	xen_pd@nitsri.ac.in
4.	Junior Engineer (Civil)	Er. Manzoor Shafi Bhat	2138	9419418809	manzoor.bhatt08@gmail.com
Electrical Maintenance & Repair Division					
1.	Executive Engineer	Er. Parvez Ahmad Dar	3322	9419006957	er.parvezdar@nitsri.ac.in
2.	Power Station	Mr. Rayees	3323	7006818931	
3.	Power Station	Mr. Irshad	3323	7006814087	
4.	Junior Engineer (Elect.)	Er. Junaid ul Islam	3313	7006259287	junaid@nitsri.ac.in
5.	Junior Engineer	Er. Mohsin Farooq	3313	7780923441	
6.	Telephone Operator	Mr. Khursheed Ahmad		9906079524	
7.	Store Keeper	Mr. Ghulam Nabi		9906079528	
Estates Section					
1.	Estates Officer	Er. Syed Mohsin Shabir		9797130405	xen_pd@nitsri.ac.in
2.	Water Pump	Mr. Riyaz Ahmad	3319	9906776471	

Estates

Guest House

Guest House					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Guest House	Dr. Vivek	L: 2427426 F: 2420475	9805624478	guesthouse@nitsri.ac.in
2.	Cook	Mr. Munshi Ram	3507	6005564813	
3.	Cook	Mr. Kanshi Ram	3550	9906413847	
4.	Cook	Mr. M Shamsudin Khan		8899889513	
5.	Assistant Cook	Mr. Deepak Kumar		9469548907	

Hostels

Hostel & Mess Offices					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	DSW & CSM	Prof. Abdul Liman	2304	9419536775	aliman@nitsri.ac.in
2.	Associate Dean, Students Welfare	Dr. Tanveer Rasool Dar	3104	9419013120 7006899026	tanveer@nitsri.ac.in
Hostels					
1.	Warden Girls Hostel	Dr. Jaya Shrivastava	3315	7006937535	jayashrivastava@nitsri.ac.in
2.	Warden Chenab Hostel	Dr. Pramod Kumar Yadav		9411407432	pramod.kumar@nitsri.ac.in
3.	Warden Chenab Hostel	Dr. Shakeel A Waseem		9758461370	shakeelahmad@nitsri.ac.in
4.	Warden Chenab Hostel	Dr. Amit Kumar		8010377545	amit.kumar@nitsri.ac.in
5.	Warden Indus Hostel	Dr. Saleem Yousuf		7006151904	saleemyousuf@nitsri.ac.in
6.	Warden Indus Hostel	Dr. Dasari Karthik		9966415606	dasari.karthik@nitsri.ac.in
7.	Warden Jhelum Hostel	Dr. Janibul Bashir	3738	8825099229	janibbashir@nitsri.ac.in
8.	Warden Jhelum Hostel	Dr. Vivek		8439253267	vivek@nitsri.ac.in
9.	Warden PG & Jhelum Extension Hostel	Dr. Ravi Kumar		9419211688	ravikumar@nitsri.ac.in
10.	Warden Tawi Hostel	Dr. Shashikant Kumar		8986948677	shashikantkumar@nitsri.ac.in
11.	Warden Manasbal, Mansar (Pre-fab) Hostel	Dr. Ujwal Suresh R Warbhe	2306	8087794291	ujwalwarbhe@nitsri.ac.in
12.	Warden Manasbal, Mansar (Pre-fab) Hostel	Dr. Majid Hussain		9998547248	majid.h@nitsri.ac.in
13.	Hostel Office	Mr. Tawheed Hussain Hajam	3311	7006214389	managerhostel1@gmail.com
14.	Hostel Office	Mr. Tabeeb Bashir	3311		managerhostel1@gmail.com
Mess					
1.	Warden Girls Mess	Dr. Jaya Shrivastava	3315	7006937535	jayashrivastava@nitsri.ac.in
2.	Warden Chenab Mess	Dr. Pramod Kumar Yadav		9411407432	pramod.kumar@nitsri.ac.in
3.	Warden Chenab Mess	Dr. Shakeel A Waseem		9758461370	shakeelahmad@nitsri.ac.in
4.	Warden Chenab Mess	Dr. Amit Kumar		8010377545	amit.kumar@nitsri.ac.in
5.	Warden Indus Mess	Dr. Saleem Yousuf		7006151904	saleemyousuf@nitsri.ac.in
6.	Warden Indus Mess	Dr. Dasari Karthik		9966415606	dasari.karthik@nitsri.ac.in

Mess

7.	Warden Jhelum Mess	Dr. Janibul Bashir	3738	8825099229	janibbashir@nitsri.ac.in
8.	Warden Jhelum Mess	Dr. Vivek		8439253267	vivek@nitsri.ac.in
9.	Warden PG & Jhelum Extension Mess	Dr. Ravi Kumar		9419211688	ravikumar@nitsri.ac.in
10.	Warden Tawi Mess	Dr. Shashikant Kumar		8986948677	shashikantkumar@nitsri.ac.in
11.	Warden Manasbal, Mansar (Pre-fab) Mess	Dr. Ujwal Suresh R Warbhe	2306	8087794291	ujwalwarbhe@nitsri.ac.in
12.	Warden Manasbal, Mansar (Pre-fab) Mess	Dr. Majid Hussain		9998547248	majid.h@nitsri.ac.in
13.	Mess Manager	Mr. Fayaz Ahmad Bhat	3308	9596075847	
14.	Caretaker (Mess)	Mr. Shazan Raja	3316	7889868648	
15.	In-charge, Central Store	Dr. Shashikant Kumar		8986948677	shashikantkumar@nitsri.ac.in

J&K Bank

J&K Bank (Campus Branch Office)					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	J&K Bank Branch	Branch Manager	2125/ 2425770	9906676164	recsgr@jkbmail.com

Medical Unit +

Medical Unit					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Medical Officer	Dr. Gowhar Nabi Tantray	3320	6005621154	doctor@nitsri.ac.in
2.	Senior Technician	Mr. Syed Mumtaz Shah	3309	9906046953	
3.	Pharmacist	Mr. Mohd Abrar Khan		7889671076	
4.	Psy Counsellor	Mr. Fairoze Malla		9596195546	
5.	Staff Nurse	Mrs. Gincy Paul		9797910720	
6.	X Ray Technician	Mr. Irfan Rashid		7006428525	
7.	Lab Technician	Mr. Nisar Ahmad		6005626220	
8.	Pharmacist	Mr. Shah Khalid		9596596880	
9.	Pharmacist	Mr. Rouf Ahmad		6006076371	
10.	Ambulance Driver	Mr. Shabir Ahmad	9622827668	9541493480	
11.	Ambulance Driver	Mr. Javed Ahmad		9622850362	
12.	Ambulance Driver	Mr. Farooq Ahmad		6006051310	
13.	Ambulance Driver	Mr. Mohammad Aslam		7006345529	
14.	Ambulance Driver	Mr. M Yousuf Shah		9906856756	

Security

Security Office					
S No:	Office/Designation	Name	Ext/Phone(s)	Mobile	Email
1.	Assist. Security Officer	Mr. Mushtaq Ahmad Bhat	3401	9419531610 8494063034	
2.	Security Main Gate		3403		
3.	Watch & Ward Staff	Mr. M. Ismail Akhoun		6005243638	
4.	Watch & Ward Staff	Mr. Mohammad Amin Mir		7006143147	
5.	Watch & Ward Staff	Mr. Zahoor Ahmad Lone		9682610627	
6.	Sanitation Supervisor	Mr. Bashir Ahmad		9419531611	



एक कदम स्वच्छता की ओर

www.nitsri.ac.in

© 2023
