

October 15, 2018

OFFICE ORDER NO. DIR/2018/ 111

Sub: **Reconstitution of Apex Co-ordination Committee, Standing Committees and Other Committees of HBNI Constituent Institution at IGCAR (HBNI-IGCAR)**

In suppression of all earlier orders, the Apex Co-ordination Committee, Standing Committees and Other Committees of HBNI-IGCAR for facilitating the conduct of academic programmes is reconstituted with immediate effect, with the members as given in Annex - 1 to Annex - 6. The roles and responsibilities of all the committees are given in Annex - 7.

Academic Programmes


HBNI has already formulated rules and regulations governing the academic programmes to be offered by it. The following academic programmes are being offered at HBNI-IGCAR under the aegis of HBNI from 2006.

1. Ph.D. in Physical Sciences, Chemical Sciences, Engineering Sciences
2. M.Sc. (Engg.) in Engineering Sciences
3. M.Phil. in Physical Sciences and Chemical Sciences
4. M.Tech. in Engineering Sciences
5. P.G. Diploma for Trainee Scientific officers in Training School

Deans & Coordinator

For conducting the above academic programmes at HBNI-IGCAR, the following function as Deans / Coordinator of HBNI-IGCAR:

Dean (Academic) Engineering Sciences	Prof. Anish Kumar Head, UMS,NDED,MMG
Dean (Academic) Physical Sciences	Prof. R. Rajaraman, Head, MPS,MPD,MSG
Dean (Academic) Chemical Sciences	Prof. N. Sivaraman Head, FChD, MC&MFCG
Dean (Student Affairs)	Prof. T. S. Lakshmi Narasimhan AD, RMG, RM&PAG
Coordinator (Academic Courses)	Dr. Vidya Sundararajan Head, P&HRMD, RMG, RM&PAG


15/10/2018
(Arun Kumar Bhaduri)
Director, IGCAR

- Annex – 1: Apex Coordination Committee
- Annex – 2: Standing Committee in Engineering Sciences
- Annex – 3: Standing Committee in Physical Sciences
- Annex – 4: Standing Committee in Chemical Sciences
- Annex – 5: Committee for dealing matters relating to Scheduled Castes & Scheduled Tribes
- Annex – 6: Anti-Ragging Committee
- Annex – 7: Roles & Responsibilities of the Committees of HBNI-IGCAR

To

1. Chairman, Council of Management, HBNI & Chairman, AEC
2. Vice Chancellor, HBNI
3. Director, HBNI
3. Dean, HBNI
4. Director, BARC
5. Director, RRCAT
6. Director, VECC
7. CE, NFC
8. Members of the Coordination Committee, Standing Committees & Other committees of HBNI-IGCAR
9. All IGCSC members

Apex Co-ordination Committee of HBNI-IGCAR

1.	Prof. G. Amarendra Director, MSG & MMG & Chairman, Standing Committee of Physical Sciences	Chairman
2.	Prof. B. Venkatraman, Director, HSEG & RMPAG	Co-Chairman
3.	Prof. K. Ananthasivan, AD, MFCG, MC&MFCG & Chairman, Standing Committee of Chemical Sciences	
4.	Prof. K. Velusamy AD, NSAG, RDG & Chairman, Standing Committee of Engineering Sciences	
5.	Prof. Anish Kumar Head, UMS, NDED, MMG & Dean (Academic) Engineering Sciences	
6.	Prof. R.Rajaraman, Head, MPS, MPD, MSG & Dean (Academic) Physical Sciences	
7.	Prof. N. Sivaraman Head, FChD, MC&MFCG & Dean (Academic) Chemical Sciences	
8.	Dr. Vidya Sundararajan, Head, P&HRMD, RMG, RM&PAG	
9.	Prof. T. S. Lakshmi Narasimhan AD, RMG, RM&PAG & Dean (Student Affairs)	Convener

Standing Committee of HBNI-IGCAR for Engineering Sciences

1.	Prof. K. Velusamy Associate Director, NSAG, RDG	Chairman
2.	Prof. B. K. Panigrahi Director, EIG & MC&MFCG	Co-Chairman
3.	Prof. Shaju K. Albert AD, MEG, MMG	
4.	Prof. B.P.C. Rao Chief Project Engineer(C) & Head, QAD, HSEG	
5.	Prof. S. Murugan AD, CD&HG, FRTG	
6.	Prof. V. Jayaraman Head, MCD, MC&MFCG	
7.	Prof. R. Divakar Head, PIED, MMG	
8.	Prof. T. S. Lakshmi Narasimhan AD, RMG, RM&PAG & Dean (Student Affairs)	
9.	Prof. G. Sasikala Head, MDTD, MMG	
10.	Prof. Anish Kumar Head, UMS, NDED, MMG & Dean (Academic) Engineering Sciences	Convener

Standing Committee of HBNI-IGCAR for Physical Sciences

1.	Prof. G. Amarendra Director, MSG & MMG	Chairman
2.	Prof. B. Venkatraman Director, HSEG & RM&PAG	Co-Chairman
3.	Prof. M. Kamruddin AD, ANG,MSG	
4.	Prof. K. Devan Head, RND, RDG	
5.	Prof. T. R. Ravindran Head, LSSS, CMPD, MSG	
6.	Prof. John Philip Head, CSTD, MMG	
7.	Prof. Sandip Kumar Dhara Head, SND, MSG	
8.	Prof. M.T. Jose Head, HISD, HSEG	
9.	Prof. Awadhesh Mani Head, LTSS, CMPD, MSG	
10.	Prof. T. S. Lakshmi Narasimhan AD, RMG, RM&PAG & Dean (Student Affairs)	
11.	Prof. N. V. Chandra Shekar Head, CMPD, MSG	
12.	Prof R.Rajaraman, Head, MPS, MPD, MSG & Dean (Academic) Physical Sciences	Convener

Standing Committee of HBNI-IGCAR for Chemical Sciences

1.	Prof. K. Ananthasivan AD, MFCG, MC&MFCG	Chairman
2.	Prof. M. Kamruddin AD, ANG, MSG	Co-Chairman
3.	Prof. B. Prabhakara Reddy Head, MFRG, MC&MFCG	
4.	Prof. V. Jayaraman Head, MCD, MC&MFCG	
5.	Prof. S. Ningshen Head, ACPS, CSTD, MMG	
6.	Prof. K. I. Gnanasekar Head, NCSS, MCD, MC&MFCG	
7.	Prof. T. S. Lakshmi Narasimhan AD, RMG, RM&PAG & Dean (Student Affairs)	
8.	Prof. Rajesh Ganesan, Head, LMCS, MCD, MC&MFCG	
9.	Prof. N. Sivaraman Head, FChD, MC&MFCG & Dean (Academic) Chemical Sciences	Convener

**Committee of HBNI-IGCAR for dealing with matters relating to
Students belonging to Scheduled Castes & Scheduled Tribes**

1.	Prof. S. Ningshen Head, ACPS, CSTD, MMG	Convener
2.	Prof. S. Thirunavukkarasu SO/F, NDED, MMG	Member
3.	Prof. S. Ravi SO/F, PIED, MMG	Member
4.	Dr. M. Suba SO/D, RRDD, RpG	Member
5.	Shri Vankadoth Shiva Research Scholar	Student Member
6.	Ms. K. Bharathi Manjula Research Scholar	Student Member

Anti-Ragging Committee of HBNI-IGCAR

1.	Prof. Arun Kumar Bhaduri Director IGCAR & Director HBNI-IGCAR	Chairman
2.	Prof. Anish Kumar, Head, UMS,NDED,MMG & Dean (Academic) Engineering Sciences	
3.	Prof. R. Rajaraman, Head, MPS, MPD, MSG & Dean (Academic) Physical Sciences	
4.	Prof. N. Sivaraman Head, FChD, MC&MFCG & Dean (Academic) Chemical Sciences	
5.	Ms. Aditi Chandrasekar Research Scholar	
6.	Shri P. Rohith Research Scholar	
7.	Prof. T. S. Lakshmi Narasimhan AD, RMG, RM&PAG & Dean (Student Affairs)	Convener

Roles & Responsibilities of the Committees of HBNI-IGCAR

1. Apex Co-ordination Committee

The Apex Co-ordination Committee shall be the principal executive body for implementing all the HBNI-IGCAR related matters. It will be responsible for all policy matters relating to administrative, academic and other related issues concerning HBNI-IGCAR. The committee shall ensure maintenance of highest quality in all programmes being pursued at HBNI-IGCAR. The committee shall:

- i. Recommend the procedures to be followed and monitor the implementation of the same as per HBNI guidelines
- ii. Recommend to HBNI for recognizing the scientific staff of IGCAR as faculty members of HBNI
- iii. Consider issues relating to IGCAR collaboration with other research/academic institutions under HBNI scheme
- iv. To interface with the Academic Council, the Board of Studies and the Deans of HBNI for quality and effective implementation of programmes of HBNI.

All the proposals and recommendations of the Apex Co-ordination Committee would be put up to Director HBNI-IGCAR for approval.

2. Standing Committees

(1) Ph.D. (for Employees)

1. To interview employees to ascertain their suitability for research leading to Ph.D.
2. To assist selected Ph.D. candidates in the choice of guide and topic of research.
3. To advise Dean (Academic) on the composition of doctoral committees for the selected Ph.D. candidates.

Employees will be admitted to HBNI-IGCAR for pursuing Ph.D. as per approved process by selection interview. For employees who have joined directly, i.e. not through BARC Training School, the selection process would consist of a screening test followed by selection interview.

(2) Ph.D. (for Students)

1. To advise Dean (Academic) on the composition of Monitoring Committee for the selected Student, till a Doctoral Committee is appointed.
2. To assist the student in the choice of guide and topic for research.
3. To advise Dean (Academic) on the composition of Doctoral Committee.

Students will be admitted to HBNI-IGCAR for pursuing Ph.D. as per approved process consisting of a screening test followed by selection interview. The students will report to Dean (Student Affairs). After the allotment process is completed, the students would report to the assigned guides.

The following procedure would be adopted in identifying the research topics for the students and assigning them.

1. The requirement of Research Scholars, discipline-wise from each group would be sought from the Group Directors. A consolidated report based on the inputs received from Group Directors would be put up to Director, IGCAR.
2. The number of Research Scholars recruited each year would be decided based on the overall requirements and available infrastructure.
3. The recruitment process will be carried out by the Committee constituted for each discipline.
4. A committee constituted by Director, IGCAR would oversee the allotment of the research projects to the JRFs selected.
5. The overall co-ordination for recruitment will be carried out by Dean (Student Affairs) along with the Administration.

(3) M.Sc. (Engg.) [Only for Employees]

1. To interview applicants to judge their suitability for research leading to M.Sc. (Engg.)
2. To assist selected candidates in the choice of guide and topic for research.
3. To advise Dean (Academic) on the composition of the M.Sc. (Engg.) Committee.

Employees will be admitted to HBNI-IGCAR for pursuing M.Sc. (Engg.) as per approved process by selection interview. For the employees who have joined directly, i.e. not through the BARC Training School, the selection process would consist of a screening test followed by selection interview.

(4) M.Tech. (For Fresh Training School Graduates)

1. To assign project guide and topic of project within a month of receipt of application for enrolment. While the domain of the project will be selected in consultation with Head of Division, where the BARC Training School Graduate is placed, the Standing Committee will help the candidate in selecting the exact topic and the guide.
2. To advise Dean (Academic) on the constitution of an M.Tech. Committee for the students.

3. Dean (Academic)

The Academic Deans would be responsible for all the academic matters pertaining to their respective disciplines (Engineering, Physical and Chemical Sciences).

4. Dean (Student Affairs)

Dean (Student Affairs) will be responsible for:

- i. Coordination with the Academic Deans and Coordinator (Academic Courses)
- ii. Admission and placement of HBNI scholars, ensuring timely payment of scholarships and contingency allowances, infrastructure and logistic requirements
- iii. Management of hostels, alumni affairs and placement cell.
- iv. Matters relating to discipline including anti-ragging as well as addressing grievances.

5. Coordinator (Academic Courses)

Coordinator (Academic Courses) will coordinate between the Academic Deans and Dean (Student Affairs) for the smooth functioning of the academic programmes of the HBNI courses at the BARC Training School at IGCAR.

January 1, 2020

OFFICE ORDER NO. DIR/2020/ 01

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Coordinator (Academic Courses)	Dr. Vidya Sundararajan Head, P&HRMD, RMG, SQRMG


01/1/2020
(Arun Kumar Bhaduri)
Director, IGCAR

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4.	Prof. R. Rajaraman Head, MPS, MPD, MSG & Dean (Academic) Physical Sciences	
5.	Ms. S. Abhirami Research Scholar	
6.	Shri M. Harish Research Scholar	
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(3) M.Sc. (Engg.) [Only for Employees]

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2. To advise Dean (Academic) on the constitution of an M.Tech. Committee for the students.

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5. Coordinator (Academic Courses)

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भारत सरकार/Government of India
परमाणु ऊर्जा विभाग /Department of Atomic Energy
इंदिरा गांधी परमाणु अनुसंधान केंद्र /Indira Gandhi Centre for Atomic Research
कल्पाक्कम/Kalpakkam 603 102

No.IGC/22/2(40)/2019/Vig/188

अप्रैल/April 12, 2019

कार्यालय आदेश /Office Order

- विषय : कार्यस्थल पर महिला कर्मचारियों के साथ यौन उत्पीड़न मामले से संबंधित आंतरिक शिकायत समिति (आईसीसी) पुनर्गठित करने के संबंध में।
Sub : Sexual harassment of women at work place – Reconstitution of Internal Complaints Committee (ICC) - Regarding.

उपरोक्त विषय के संबंध में दिनांक 08.03.2018 के कार्यालय आदेश संख्या IGC/22/2(40)/2016/Vig/2478 के आंशिक संशोधन में, तत्काल प्रभाव से निदेशक, इंगांपअके ने इंगांपअके की महिला कर्मचारियों के साथ कार्य स्थल पर होने वाले यौन उत्पीड़न की शिकायतों के निपटान हेतु समिति का पुनर्गठन किया है जो निम्नानुसार है :-

In partial modification of this Centre's Office order No. IGC/22/2(40)/2018/Vig/2478 dated 08.03.2018 on the above subject, Director, IGCAR has reconstituted the Committee for dealing with complaints of sexual harassment at work place of the women employees of IGCAR as under.

सं. No	नाम /Name	पदनाम /Designation	ईमेल आईडी/Email ID	इंटरकॉम नं. Intercom No.	हैसियत Position
1.	डॉ (श्रीमती) किथेरी जोसेफ Dr.(Smt). Kitheri Joseph	प्रधान, एमएफसीएंडपीएस, एफएफएफडी, एमएफआरजी, एमसीएंडएमएफसीजी, इंगांपअके Head, MFC&PS, MFFD, MFRG, MC&MFCG, IGCAR	joskit@igcar.gov.in	24195	अध्यक्षा Chairperson
2.	डॉ. (श्रीमती)वी, सरोजा देवी Dr.(Smt). V. Saroja Devi	मुख्य स्त्री रोग विशेषज्ञ, पऊवि अस्पताल, सासेसं Chief Gynaecologist, DAE Hospital, GSO	vsaroja@igcar.gov.in	84812	सदस्या Member
3.	श्री आर. मथियारासु Shri R. Mathiyarasu	प्रधान, आरबीडीएस, आरईएसजी, एचएसईजी, इंगांपअके Head, RBDS, RESG, HSEG, IGCAR	rnr@igcar.gov.in	23471	सदस्य Member
4.	डॉ. वी. कार्तिक Dr. V. Karthik	प्रधान, एसएमएससी, पीआईडी, एमएमजी, इंगांपअके Head, SMSC, PIED, MMG, IGCAR	karthik@igcar.gov.in	26479	सदस्य Member
5.	डॉ. (श्रीमती) विद्या सुंदरराजन Dr.(Smt). Vidhya Sundararajan	प्रधान, पीएंडएचआरएमडी, आरएमजी, एसक्यूएंडआरएमजी, इंगांपअके Head, P&HRMD, RMG, SQ&RMG, IGCAR	vidya@igcar.gov.in	22474	सदस्या Member
6.	डॉ. (श्रीमती) बी. शशि Dr. (Smt). B. Sasi	वैअ/एफ, ईएमएसआईएस, एनडीईडी, एमईजी, एमएमजी, इंगांपअके SO/F, EMSIS, NDED, MEG, MMG, IGCAR	sasib@igcar.gov.in	23611	सदस्या Member
7.	सुश्री जी. कलावती Mrs G. Kalavathy	समन्वयक - ग्रामीण महिला सामाजिक शिक्षण केंद्र (आरयूडब्ल्यूएसईसी), तिरुक्कलकुड्रम Co-ordinator-Rural	researchbalu@gmail.com	9952990637	सदस्या Member

		Women Social Education Centre (RUWSEC), Thirukkalukundram			
8.	प्रशासन अधिकारी-III (आर एंड वी), इंगांपअकें Administrative Officer –III(R&V), IGCAR		aor@igcar.gov.in	22485	सदस्य Member
9.	श्रीमती जी. महेश्वरी Smt. G. Maheswari	तकनीशियन/डी, आरपीओडी, आरपीजी, इंगांपअकें Tech/D, RPOD, RPG, IGCAR	mahes14rdl@gmail.com	26811	सदस्या Member

समिति दिनांक 7 अगस्त, 2009 एवं 27 नवंबर, 2014 के DoPT OM No. 11013/3/2009-Estt(A) में निहित निर्देशों और समय-समय पर जारी संशोधन के अनुसार कार्य करेगी।

The Committee shall function in accordance with the instructions contained in DoPT OM No. 11013/3/2009-Estt(A) dated 7th August 2009 & 27th November, 2014 and as amended from time to time.

किसी भी प्रकार का प्रकरण न रहने की स्थिति में भी समिति हर तिमाही में एक बार मिलेगी। समिति अपनी रिपोर्ट निर्धारित प्रपत्र में भरकर प्रत्येक वर्ष (31 मार्च तक के अनुसार) 10 अप्रैल तक भेज देगी।

The Committee may meet once in a quarter, even if there is no live case. The Committee may send their report (as on 31st March) by 10th April of every year in the prescribed format.

(ओ.टी. जी. नायर/O.T.G. Nair)

निदेशक (का&प्र)/Director(P&A)

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वितरण/Distribution

समिति के अध्यक्ष एवं सदस्य/Chairperson & Members of the Committee

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2. डॉ (श्रीमती) जी. शशिकला, प्रधान, एमएमएस, इंगांपअकें/ Dr. (Smt). G. Sasikala, Head, MMS, IGCAR