

INDIAN INSTITUTE OF SCIENCE EDUCATIONAND RESEARCH (IISER) MOHALI

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OF

THE RIGHT TO INFORMATION ACT, 2005

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INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH (IISER) MOHALI

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RTI ACT Section 4 (i) (b)

(i) Organisation and Function

The particulars of IISER Mohali, functions and duties;

Brief History

IISER Mohali started its academic programme in 2007, with a batch of 25 students in the five year BS - MS Dual Degree Program. The PhD Program was started in 2008 and the Integrated PhD program was started in 2012.IISER Mohali's fully residential campus is located in 125 acres of land given by the Punjab Government, in the Knowledge City at Sector 81, Mohali**.**

VISION

Indian Institute of Science Education and Research Mohali envisions a new generation of scientists dedicated to the pursuit of knowledge in frontier areas of basic sciences. In an intellectually vibrant academic environment, IISER Mohali nurtures the basic tenets of science education and research at undergraduate and postgraduate levels. In so doing, the institute aims to emerge as a global centre of learning, academic excellence, and innovative research.

MISSION

As a centre of academic excellence, IISER Mohali has as its mission the imparting of quality science education and the inculcating of the spirit of research through innovative teaching and research methodologies. It is this unique combination that renders IISER Mohali one of the premier science research institutes in the country. It fosters a group of young aspiring minds driven by curiosity and a potential for cutting-edge research. For spearheading robust scientific research, academic freedom is of utmost importance, and IISER Mohali is the fitting place in this regard. Promoting diversity, IISER Mohali welcomes a wide spectrum of disciplines, cutting across disciplinary boundaries. The institute provides students with a platform for interdisciplinary research which not only gives them a well-rounded perspective but also helps them keep in view the sociological relevance of science education and research**.**

Broad Objectives of the Institute

- **IISER Mohali's broad objectives are to foster excellence in science education and research, nurture a new generation of scientists, and emerge as a global center of learning. This is achieved through innovative teaching and research methodologies, promoting interdisciplinary research, and encouraging the spirit of scientific inquiry. Ultimately, IISER Mohali aims to contribute to nation-building by enabling students to develop sustainable solutions for societal problems through scientific research.**

Operational Objectives

i. To impart quality education and research in basic sciences, technology, arts and humanities and social sciences, through flexible borderless curriculum by adapting to the best global practices in this regard.

ii. To build a high-quality academic faculty capable of synergising quality research with education, teaching and mentoring, especially in emerging frontier areas of sciences.

iii. To actively forge strong relationships with existing universities, colleges, laboratories and institutions in India or abroad in order to network and complement infrastructural and faculty resources.

iv. To generate significant intellectual properties through sponsored research programmes in areas of basic sciences that have potential in evolving as applied sciences.

v. To develop and establish campus/campuses in pursuance to the above objects, anywhere in India.

vi. To establish, administer, and manage the Institute and to provide facilities for its efficient functioning.

vii. To prescribe rules and regulations for the management and administration of the Institute.

viii. To establish, administer and build infrastructural facilities as may be required by the Institute.

ix. To select, educate and train young talent for career in education and research in basic sciences, technology, arts and humanities and social sciences.

x. To conduct examinations for the award of degrees, diplomas, certificates and other distinctions to the candidates so trained and having attained set standards of proficiency before the award of such degrees, diplomas, certificates and other distinctions.

xi. To Institute and award fellowships, scholarships, prizes and medals in accordance with the Regulations and bye laws drawn thereof.

xii. To confer honorary awards and other distinctions.

xiii. To fix such fees and other charges as may be laid down in the Bye-laws made under the Regulations of the Society.

xiv. To establish, maintain and manage the land and buildings and the other assets of the Institute.

xv. To create administrative, technical, ministerial and other posts under the society other than the post of the Director of the Institute and to make appointments thereof, provided that the posts so created are in the cadre and scales of pay as approved by the Central Government from time to time. The appointment to the post of the Director shall be made according to such procedures and on such terms and conditions as may be decided by the Central Government.

xvi. To establish research and consultancy cells for effective linkages with the user system.

xvii. To establish library, computer, workshop and resource centres for support function to the learning process and dissemination of information.

xviii. To network with other institutions, in India and abroad, for exchange of information, documentation and publications.

xix. To develop and operate continuing education programmes, distance education, multi-media,internet-based and other technology-based education programmes.

xx. To receive grants, gifts and donations, in cash or otherwise or of movable or immovable property, of all descriptions for the promotion of the objects of the Society.

xxi. To construct, maintain, alter any structure, building or works owned by it, deemed necessaryor desirable to the Society in furtherance of its objects.

xxii. With prior permission of the Central Government, to dispose of immovable properties or demolish any structure, building or works owned by the Society deemed necessary or desirable.

xxiii. To praise loans and advances whether secured or unsecured, with the concurrence of the Central Government.

xxiv. To file for patents and intellectual property and to take decisions about commercialization ofthe same in pursuance of its objects.

xxv. To print, publish and sell, circulate or distribute gratuitously or otherwise, journals, periodicals, books or leaflets that the Society may consider desirable and necessary for the promotion of its objects.

xxvi. To maintain a Fund to which shall be credited:

(a) All moneys provided by the Central and the State Governments;

(b) All fees and other charges received by the Society;

(c) All moneys received by the Society by way of grants, gifts, donations, benefactions,bequests or transfers; and

(d) All moneys received by the Society in any other manner or from any other sources.

xxvii. To maintain a Fund to which shall be credited: To deposit all moneys credited to the Fund insuch Banks or to invest them in such manner as the society may, with the approval of the Central Government, decide.

xxviii. To meet the expenses of the Society including expenses incurred in the exercise of its powers and discharge of its functions out of the Fund.

xxix. To prepare and maintain accounts and other relevant records and to prepare an annual statement of accounts including the balance sheet of the Society in such forms as may be prescribed by the Central Government.

xxx. To forward annually to the Central Government the accounts of the Society as certified by the Auditor General of India or any other authority as may be decided by the Central Government.

xxxi. To do all such things as may be necessary, incidental or conductive to the attainment of all or any of the objects of the Society.

Functions & Duties

i. To impart education (integrated 5 years BS-MS Course) in the area of Science-Physics, Chemistry, Mathematics & Biology.

- https://www.iisermohali.ac.in/academics

ii. To conduct research and award Ph.D. Degrees.

Available on the institute website: -

- https://www.iisermohali.ac.in/research
- https://www.iisermohali.ac.in/institute

Organizational Chart/Structure of the Institute:

Available on the institute website on following link:

https://www.iisermohali.ac.in/files/pdf/rti/Final_Organisation_Chart.pdf

https://www.iisermohali.ac.in/institute

Name of Director: -

S.N	Name	Tenure	

o.		From	To	
1.	Prof. N. Sathyamurthi	18.06.2007	17.09.2017	The said detail is available at (https://www.iisermohali.ac.in/directorate#FormerDirectors)
2.	Prof. Debi P Sarkar	18.09.2017	21.02.2019	
3.	Prof. Arvind (Officiating)	28.02.2019	03.09.2019	
4.	Prof. Siva Umapathy (Additional Charge)	04.09.2019	10.12.2019	
5.	Prof. J. Gowrishankar	11.12.2019	01.03.2024	
6.	Prof. Purnananda Guptasarma	02.03.2024	29.04.2024(A/N)	
7.	Prof. Anil Kumar Tripathi	29.04.2024(A/N)	Till date	

Name of Registrar

S.No.	Name	Tenure		
		From	To	
1.	Shri J. P. Singh	03.07.2007	31.12.2010	The latest update refers following link https://www.iisermohali.ac.in/institute#BOG https://www.iisermohali.ac.in/registrar-office
2.	Dr. Jagdeep Singh (Additional Charge)	31.12.2010	17.03.2011	
3.	Dr. P. Bapaiah	18.03.2011	30.09.2019	
4.	Shri K V Satya Murty (Additional Charge)	01.10.2019	02.12.2019	
5.	Prof. Sanjay Mandal (Acting)	02.12.2019	19.12.2019	
6.	Shri B. Nagarajan (Additional Charge)	20.12.2019	31.05.2020	
7.	Dr. Jagdeep Singh	01.06.2020	20.05.2025	
8.	Prof. Sanjeev Kumar (Acting Registrar)	21.05.2025	Till date	

Name of Head of Departments: Available on the institute website (https://www.iisermohali.ac.in/institute)

DEPARTMENT HEADS

Prof. Lolitika Mandal

Head, Biological Sciences

headbiology@iisermohali.ac.in

Prof. Sripada S. V. Rama Sastry

Head, Chemical Sciences

headchemistry@iisermohali.ac.in

Dr. Anoop Ambili

Head, Earth & Environment Sciences

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Dr. Parth R. Chauhan

Head, Humanities & Social Sciences

headhss@iisermohali.ac.in

Dr. Varadharaj Ravi Srinivasan

Head, Mathematical Sciences

headmathematics@iisermohali.ac.in

Dr. Abhishek Chaudhuri

Head, Physical Sciences

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Name of Deans/Associate Deans:

Available on the institute website (https://www.iisermohali.ac.in/institute)

DEANS

Prof. Purnananda Guptasarma

Dean Faculty

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Prof. S. Arulananda Babu
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Dr. Indranil Banerjee

Associate Dean International Relations

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Name of Faculty and their respective Departments

Available on the institute website: -(https://www.iisermohali.ac.in/people)

Name of staffs and their respective Departments/Offices

Available on the institute website on following link:
https://legacy.iisermohali.ac.in/staff/uncategorised/people/staff

(ii) The powers and duties of IISER Mohali's officers and employees;

As per NITSER Act and Statutes of IISER Mohali:

1. Director and Deputy Director

1. The ***Director*** of an Institute shall be appointed, the Director of an Institute shall be appointed by the Visitor, on such terms and conditions of service and on the recommendations of a Selection Committee constituted by him in such manner, as may be prescribed by the Statutes
2. The Director shall be the principal academic and executive officer of the Institute and shall be responsible for the proper administration of the Institute and for the imparting of instruction and maintenance of discipline therein.
3. The Director shall submit annual reports and accounts to the Board.
4. The Director shall exercise such other powers and perform such other duties as may be assigned to him by this Act or the Statutes or Ordinances.
5. ***The Deputy Director of every Institute shall be appointed in such manner and on such terms and conditions as may be laid down by the Statutes and shall exercise such powers and perform such duties as may be assigned to him by this Act or the Statutes or by the Director.***

2. Registrar

Powers and Functions of the Registrar

(i) The Registrar of every Institute shall be appointed on such terms and conditions as may be laid down by the Statutes and shall be the custodian of records, the common seal, the funds of the Institute and such other property of the Institute as the Board shall commit to his charge.

(ii) The Registrar shall act as the Secretary of the Board; Senate and such committees as may be prescribed by the Statutes.

(iii) The Registrar shall be responsible to the Director for the proper discharge of his functions.

(iv) The Registrar shall exercise such other powers and perform such other duties as may be assigned to him by this Act or the Statutes or by the Director.

3. The Deans

(i). The Institute may have the positions of Deans with the approval of the Board of Governors, in the areas of Academic Affairs, Students' Affairs, Faculty Affairs, Research and Development, International Relations and Outreach etc.

(ii). The Director may appoint Deans and Associate Deans to assist him in discharging his duties and responsibilities, in consultation with the Chairperson, Board of Governors from amongst the faculty members with sufficient seniority for a period not exceeding three years. They shall hold their offices at the pleasure of the Director.

(iii). The Deans and the Associate Deans shall be deemed to be the officers of the Institute and will enjoy such powers and perform such duties as may be delegated to them by the Director with the prior approval of the Board. The Associate Deans shall normally assist the respective Deans in the performance of their duties.

(iii) The procedure followed in the decision-making process, including channels of supervision and accountability:

1) With regard to the recruitment under activities related to the faculty, Dean Faculty is assigned with the responsibilities.
2) With regard to the academic matters, Dean Academic has been assigned the responsibility.
3) With regard to the student's affairs Dean Students has been assigned the responsibility.
4) Research and Development activities will be looked after by the Dean Research and Development.
5) All approvals/sanctions accorded by the Director will reach the concerned Deans or Registrar. Deans will implement, Registrar arranges payments

Time limit for taking Decisions, if any

Time limit as per the Academic calendar issued by the institute, the routine Correspondence, etc. received from different departments are of time bound nature and disposed of within the given time limit by the institute. Likewise, the time limit for dispose of RTI letters and appeals is as per RTI Act, 2005.

Channel of Supervision and Accountability: Please refer to the Organizational Chart/structure at link: https://www.iisermohali.ac.in/files/pdf/rti/Final_Organisation_Chart.pdf

And as per the act and statues of IISER Mohali available on institute website at link https://www.iisermohali.ac.in/institute#Act

https://www.iisermohali.ac.in/files/pdf/Directorate/NITSER_Acts/9-First-Statutes-of-IISERs.pdf

(iv) The norms set by it for the discharge of its functions;

Normal procedure as per norms laid by the BoGs/MoE is followed by the institute while executing various activities/ programmes i.e. proposal received from the faculty, departments and student asking for permission for financial assistance/sanction under various schemes, etc. are submitted to the Director for administrative approval and decisions/sanctions/approvals are implemented.

The routine correspondence, etc. received from different departments are of time bound nature and disposed of within the given time limit by the institute. The time limit for conduct of Academic Programmes BS-MS/ Integrated PhD program/PhD are detailed in the academic calendar. Government of India rules mutatis mutandis applied and all papers are dealt accordingly.

https://www.iisermohali.ac.in/institute#Act

Process of Redress of Grievances: A Grievance Redressal Committee for Student, Faculty, and non-teaching staff has been constituted in the institute

See following link: - https://www.iisermohali.ac.in/grievance-committee

(v) Act, Rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.

Admission rules, regulations set by the academic Senate on academic matters. Students discipline and administrative matters as per Government of India norms.

Title and Nature of the Record/Manual/Instruction

The institute holds records pertaining to Academic, Administrative, Establishment, Accounts, Research & Development, Library, Media, Estate, Maintenance, etc.

(vi) Statement of the categories of documents that are held by the Department or under its control

1. Replies to Parliament Questions.
2. Annual Report of the Department.
3. Annual Reports and Audited Statements of Accounts of Autonomous Organizations, which are required to be tabled in Parliament by the Department.
4. Utilization Certificates for the grants-in-aid received.
5. Audit Reports.
6. Students results/grade cards etc.
7. Research and Development activities.
8. Orders regarding appointments in respect of officers/faculty.
9. Memoranda of Understanding/Contracts/Agreements executed with various agencies.

(vii) The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of the Institute's policy or

implementation thereof.

The Institute's Website (https://www.iisermohali.ac.in) provides a channel for interactive communication for consultation with the members of the public in relation to the formulation of its policy and its implementation. In the Board of the Governors of the Institute due representation is given to representatives of educational experts and nominees of State Governments.

(viii) a statement of 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;

Minutes of the Board meetings are available on Institute website.
Boards/Committees are as follows

1. Board of Governors

(a) ***The Board of every Institute mentioned in the Second Schedule and the Third Schedule shall consist of the following members, namely: -***

(a) the Chairperson to be nominated by the Visitor;

(b) Secretary, Department of Higher Education, Government of India, or his nominee not below the rank of the Joint Secretary to the Government of India, ex officio;

(c) Director of the Institute, ex officio;

(d) Director of Indian Institute of Science, Bangalore, ex officio;

(e) Director of one of the Indian Institutes of Technology, to be nominated by the Central Government;

(f) two Secretaries to the Government of India, to be nominated by the Central Government representing its Scientific or Industrial Ministries;

(g) Chief Secretary of the State in which the Institute is located, or his nominee not below the rank of the Joint Secretary to the Government of India, ex officio;

(h) two professors of the Institute to be nominated by the Senate;

(i) two eminent scientists, to be nominated by the Council, having special knowledge or practical experience in respect of education, engineering or science, one of whom shall be a woman; and

(j) Financial Advisor, Ministry of Human Resource Development, ex officio;

(b) **Term of office of, vacancies among, and allowances payable to, members of Board**

(a) the term of office of the Chairperson or other members of the Board shall be three years from the date of his nomination;

(b) the term of office of an ex officio member shall continue so long as he holds the office by virtue of which he is a member;

(c) the term of office of a member nominated under clause of section 11 and clause (h) of section 11A shall be two years from the date of his nomination;

(d) A casual vacancy shall be filled up in accordance with the provisions of section 11or section 11A, as the case may be;

(e) the term of office of a member nominated to fill a casual vacancy shall continue for the remainder of the term of the member in whose place he has been nominated;

(f) the member of the Board shall be entitled to such allowances, if any, from the Institute as may be provided for in the Statutes but no member other than the members referred to in clauses (b) and (f) of section 11 and clauses (c) and (h) of section 11A shall be entitled to any salary by reason of this clause.

(c) Powers and Functions of the Board of Governors

1. Subject to the provisions of this Act, the Board of every Institute shall be responsible for the general superintendence, direction and control of the affairs of the Institute and shall exercise all the powers of the Institute not otherwise provided for by this Act, the Statutes and the Ordinances, and shall have the power to review the acts of the Senate.
2. Without prejudice to the provisions of sub-section (i), the Board of the Institute shall have the following powers: -

a) take decisions on questions of policy relating to the administration and working of the Institute;

b) institute courses of study at the Institute;

c) make Statutes;

d) institute and appoint persons to academic as well as other posts in the Institute;

e) consider and modify or cancel Ordinances;

f) consider and pass resolutions on the annual report, the annual accounts and the budget estimates of the Institute for the next financial year as it thinks fit and submit them to the Council together with a statement of its development plans;

g) exercise such other powers and perform such other duties as may be conferred or imposed upon it by this Act or the Statutes;

3. The Board shall have the power to appoint such committees, as it considers necessary for the exercise of its powers and the performance of its duties under this Act.

2. Senate

The Senate of every Institute shall consist of the following persons, namely;

a. the Director, ex officio, who shall be the Chairman of the Senate;

b. the Deputy Director, ex officio;

c. the Professors appointed or recognized as such by the Institute for the purpose of imparting instructions in the Institute;

d. 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; and

e. such other members of the staff as may be laid down in the Statutes.

2.1 Functions of Senate

2.2 Subject to the provisions of this Act, the Statutes and the Ordinances, the Senate of an Institute shall have the control and general regulation, and be responsible for the maintenance of standards of instruction, education and examination in the Institute and shall exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Statutes.

3. Finance Committee

1. There shall be a Finance Committee for each Institute consisting of the following members namely**: -**

a) the Chairperson of Board of Governors, ex officio - Chairperson;

b) two persons nominated by the Central Government - members

c) two persons nominated by the Board - members; and

d) the Director, ex officio; member

2. The term of office of a member nominated under Serial number (3) of clause (1) shall be two years from the date he or she is nominated.

3. The Finance Committee shall perform the following functions, namely: -

(a) to examine and scrutinize the annual budget of the Institute prepared by the Director and make recommendations to the Board;

(b) to give its views and make its recommendations to the Board either on the initiative of the Board or of the Director, or on its own initiative on any financial question affecting the Institute;

(c) to consider and make its recommendations to the Board on all such matters connected with the Institute that have financial implications.

4. The Finance Committee shall meet as often as may be necessary but at least thrice a year.

5. Four members of the Finance Committee shall form a quorum for a meeting of the Finance Committee.

6. The Chairperson, if present, shall preside over the meeting of the Finance Committee. In his absence, the members present shall elect one from amongst themselves but Director and ex-officio members, to preside over the meeting.

7. The provisions in the above Statutes regarding notices of the meeting, inclusion of items in the agenda and confirmation of the minutes applicable to the meetings of the Board shall, so far as may be, be applicable in connection with the meetings of the Finance

Committee.

8. A copy of the minutes of every meeting of the Finance Committee shall be sent to the Board.

9. In emergent cases, the Chairperson may exercise the powers of the Finance Committee and report the action taken by him at the next meeting of the Finance Committee for its ratification.

4. Building & Work Committee

1. There shall be a Building and Works Committee for each Institute consisting of the following members, namely: -

(a) the Director, ex-officio, Chairperson;

(b) the Deputy Director, ex officio, member;

(c) a reputed architect [other than the one hired by the institute for any ongoing work] nominated by the Chairperson; Board of Governors, member;

(d) one person nominated by the Board of Governors from amongst its members, member;

(e) one Civil Engineer, not below the rank of Superintending Engineer, nominated by the Board from a Government Department or Agency or Autonomous Body, member;

(f) one Electrical Engineer, nominated by the Board from a Government Department or Agency or Autonomous Body, member;

(g) the Registrar, Ex-officio, member.

(h) the Institute Engineer or the Officer In-charge of Estate of the Institute, as the case may be, Ex-officio, member;

(i) the Institute Engineer or the officer In-charge of Estate of the Institute, as the case may be, shall be the Member Secretary;

(j) In the absence of Institute Engineer, the Registrar shall be the Ex-officio Member Secretary.

(k) The Member Secretary shall not have the right to vote.

2. The term of office of an ex-officio member shall continue so long as he holds the office by virtue of which he or she is a member.

(a) The term of office of the other members nominated as above shall be two years from the date he or she is nominated.

3. The Building and Works Committee shall have the following powers and shall perform the following functions, namely: -

(a) It shall be responsible under the direction of the Board for construction of all major capital works after securing from the Board the necessary administrative approval and expenditure sanction; It shall have the power to give the necessary administrative approval and expenditure sanction for minor works and works pertaining to maintenance and repairs, within the expenditure limit approved by the Board and within the grant placed at the disposal of the Institute for the purpose;

(b) It shall cause to be prepared estimates of the cost of buildings and other capital

works, minor works, repairs, maintenance and the like;

(c) It shall be responsible for making technical scrutiny, as may be considered necessary by it;

(d) It shall be responsible for enlistment of suitable contractors and acceptance of tenders and shall have the power to give direction for departmental works wherever necessary;

(e) It shall have the powers to settle rates not covered by tender and settle claims and disputes with contractors.

(f) It shall be responsible to make procurement or processing of work order, as far as possible, through e- procurement, as per approved procurement manual of the Institute, in absence of procurement manual, guidelines issued in the General Financial Rules (GFR) of the Government of India shall be followed and in case of any contradiction, GFR shall prevail.

4. The Building and Works Committee shall perform such other functions in the matter of construction of buildings and development of land for the Institute as the Board may entrust to it from time to time.

5. In emergent cases, the Chairperson of the Building and Works Committee may exercise the powers of the Building and Works Committee. Such cases shall be reported by him to the Building and Works Committee at its next meeting.

6. The Building and Works Committee shall meet as often as is necessary, but not less than twice a year.

7. One-half (1/2) of total members shall form a quorum for a meeting of the Building and Works Committee of which at least one should be external member.

8. The provisions regarding notices of meeting, inclusion of items in the agenda and confirmation of the minutes applicable to the meetings of the Building and Works Committee shall be similar to Board of Governors meetings.

9. A copy of the minutes of every meeting of the Building and Works Committee shall be sent to the Board for necessary concurrences and approval.

Information available on institute website under governing bodies with following link: -

https://www.iisermohali.ac.in/institute

https://www.iisermohali.ac.in/institute#Act

https://www.iisermohali.ac.in/files/pdf/Directorate/NITSER_Acts/9-First-Statutes-of-IISERs.pdf

(ix) A directory of its officers and employees.

Available on the institute website: - https://www.iisermohali.ac.in/people#Faculty

https://www.iisermohali.ac.in/people#Staff

https://www.iisermohali.ac.in/reach-us

(x) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations:

Available on the institute website on following link:

https://web.iisermohali.ac.in:8080/noticeportal/rti-applications/list-of-employees-with-remuneration

System of compensation as provided in its regulations

All employees of the institute are entitled for Compensatory Leave, Child Care Leave, Earned Leave, Extra Ordinary Leave & Commuted Leave on Medical grounds, medical care etc. as per (CCS, 1972 Rules) Govt. of India Rules and Regulations available at: https://doppw.gov.in/en/rulesregulations/central-civil-services-pension-rules-1972. In addition, the faculty of the institute is granted Academic Leave as per institute norms.

(xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made:

Every year, Ministry of Human Resource Development sanctioned grant-in-aid depending upon the requirements. Based on the utilization certificate submission on grants released by the MHRD.

https://www.iisermohali.ac.in/index.php?option=com_sppagebuilder&view=page&id=532#Reports

https://www.iisermohali.ac.in/index.php?option=com_sppagebuilder&view=page&id=532#AccountStatement

(xii) The manner of execution of subsidy programmers, including the amounts allocated and the details of beneficiaries of such programmers;

Not applicable.

(xiii) Particulars of recipients of concessions, permits or authorizations granted by it;

Not applicable.

(xiv) Details in respect of the information, available to or held by it, reduced in an electronic form;

Information manual/handbook available in electronic format: Yes

Information manual/handbook available in Printed format: Yes, available with CPIO

Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]

List of Materials available at Free of Cost:

The Softcopy of Annual Report, Finance Report, RTI Information Manual, Institute Publications/documents, Journal Abstracts, Newsletter, Admission Rules & Regulations, Important Notifications, e-print resources and other manuals can be downloaded free of cost from the institute's website.

List of information available at reasonable cost:

All the information accessible (except exempted material under provision of RTI) as per RTI Act 2005, can be accessible from CPIO Office as per the provisions of RTI Act and its rules.

Information available in electronic form [Section 4(1)(b)(xiv)]:

As mentioned in sub clause SUB-CLAUSEOF SECTION4(1)(b) (vi)

(xv) 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,

Generally, office time is 9.00 a.m. to 5.30 p.m.

Available on institute website on following links

https://web.iisermohali.ac.in:8080/noticeportal/rti-applications

https://www.iisermohali.ac.in/reach-us

http://library.iisermohali.ac.in

(xvi) The names, designations and other particulars of the Public Information Officers;

Shri S. Ahlawat, Assistant Registrar.

Available on the institute website: -

https://www.iisermohali.ac.in/rti

(xvii) Programmes to advance understanding of RTI (Section 26)

(i). Educational programmes

The institute included one session of 1 hour on RTI Act, 2005 in many of the short term and long-term training programmes. Nodal Officer and CPIO of the institute have delivered expert talks on RTI Act, 2005 in various STCs in the institute. In addition, expert sessions (online mode) are also arranged.

(ii). Efforts to encourage public authority to participate in these programmes

Faculty, staff and students are encouraged to participate in the programmes through emails/circulars. In addition, circulars/notifications received from CIC are forwarded to employees of the institute.

(iii). Training of CPIO/APIO

Two day's training programs conducted by India Institute of Secretariat Training & Development (IISTD) from 3-4 March, 2022.

(iv). Update & publish guidelines on RTI by the Public Authorities concerned

The institute updates and publishes guidelines on regular intervals and it is last updated as on 16.07.2025

(xviii) Transfer policy and transfer orders (F No. 1/6/2011-IR Dt. 15.04.2013)

Transfer of faculty and staff is done as per requirement. Since IISER Mohali, is a Institution of National Importance under the Department of Higher Education, Ministry of Education, Govt. of India, as such there is no provision for transfer from one Autonomous Body to other Autonomous Body. There is no transfer policy for faculty and staff of the Institute. However, internal transfers of the employees of Institute have been made from time to time for internal management. The Competent Authority (CA) constitutes committees consisting of administrative & academic authorities, on whose recommendations and acceptance by the CA, the decision for handling of additional charge to employees are taken in addition to their existing duties. On transfer of a staff from one section to another, he/she has to handover the charge to another person and take charge of his/her respective section. In case of additional charge is assigned to an employee, he/she has to perform additional duties of additional charge assigned in addition to his/her existing duties.