

[Print](#)

**Government of India
Indian Institute of Technology, Guwahati
Indian Institute of Technology Guwahati
Guwahati**

Dated: 08/05/2020

To

Shri Sujeet Swami
H.N. 1-L-1 Mahaveer Nagar Ext. Kota
ditrict: Kota state- Rajasthan
324009

Registration Number : IITGW/R/E/20/00026

Dear Sir/Madam

I am to refer to your Request for Information under RTI Act 2005, received vide letter dated 09/03/2020 and to say that 1. *Attached at Annexure A* 2. *Attached at Annexure A* 3. *Attached at Annexure A* 4. *Attached at Annexure B* 5. *Attached at Annexure A* 6. *Attached at Annexure A* 7. *Attached at Annexure A*.
Due to COVID 19 Lock Down response is delayed. Inconvenience cause is regretted.

.

In case, you want to go for an appeal in connection with the information provided, you may appeal to the Appellate Authority indicated below within ***thirty days*** from the date of receipt of this letter.

Dr. Suresh S.M.

FAA & Registrar

Address: Indian Institute of Technology GuwahatiGuwahati

Phone No.: 0361-2690761

Yours faithfully

(Dilip Boro)
CPIO & Joint Registrar
Phone No.: 0361-2582985
Email : pio@iitg.ac.in

Details of Travel Expenses of Prof. T. G Sitharam from Official Travel Head								
							Annexure 'A'	
Sl. No	Place of Journey	Start Date	Return Date	Purpose of journey	Detail of Expenditure		Airline	Amount
1	Delhi	20-08-2019	22-08-2019	Attended two meetings (Executive Committee & Council Meeting) of AICTE on 21/8/19	Air fare	supported by AICTE		NIL
					local travel			NIL
					hotel cost			15,000.00
					DA			2,400.00
					Total cost			17,400.00
2	Delhi	26-09-2019	27-09-2019	To attend IIT Council Meeting at IIT Delhi on 27/9/19	Air fare	Ghy-Del	Air India	5,461.00
						Del-Ghy	Air Asia	5,859.00
					local travel			4,683.00
					hotel cost			NIL
					DA			2,040.00
Total cost			18,043.00					
3	Delhi	19-10-2019	22-10-2019	To attend the QS Summit 2019 at Goa dring 20-22/10/19	Air fare	supported by NIT Surathkhal		NIL
					local travel			1,300.00
					hotel cost			13,999.00
					DA			3,600.00
					Total cost			18,899.00
4	Delhi	18-11-2019	19-11-2019	To attend the Visitor's Conference on 19/11/19 at Rashtrapati Bhawan	Air fare	Blr-Del	Air India	7,805.00
						Del-Ghy	Air India	6,124.00
					local travel			5,586.00
					hotel cost			NIL
					DA			2,040.00
Total cost			21,555.00					
5	Bangalore	06-02-2020	10-02-2020	To attend the IIT Industry Conclave organized by IIT Alumni Centre, Bengaluru held during 7-8/2/20	Air fare	Ghy- Blr	Air India	7,011.00
						Blr-Ghy	Indigo	7,495.00
					local travel			NIL
					hotel cost			NIL
					DA			4,080.00
Total cost			18,586.00					



Annexure 'B'

भारतीय प्रौद्योगिकी संस्थान गुवाहाटी
INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI
प्रशासन / ADMINISTRATION

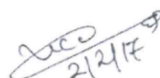
संदर्भ / Ref.: AD/32/98/Vol.20/260
दिनांक / Date: 02.02.2017

कार्यालय आदेश / OFFICE ORDER

It is for information of all concerned that in continuation to the Office order earlier circulated vide ref no AD/32/98/Vol 19-II/4950 dated 30.09.2016 regarding delegation of Powers of the Board and of the Director to different functionaries of the Institute, the Board in its 87th Meeting held on 27.12.2016, further approved to delegate the following powers of the Director to the Deputy Director of the Institute.

- a. Travel by private Airlines (both official and LTC)
- b. Accepting Officer of the Annual Performance Appraisal Report (APAR) in respect of Group B and Group C employees.

This will be effective from the date of issue of this Office Order.


21/2/17
कुलसचिव /Registrar

प्रति सूचना एवं आवश्यक कार्यवाही के लिए प्रस्तुत /
Copy for information and necessary action to:

1. All Deans/Assoc. Deans
2. All HODs/ HOCs/ HOSs
3. Director's Office /Dy. Director's Office/ Registrar's Office
4. JR(F&A)/DR(S&P): for information and needful , please
5. Intranet
6. Circular file

Item No. 4

Qualifying period of Transfer of service of employees who leave the Institute

R 59/04/2009: The Board **RESOLVED** that the scheme for transfer of service of "only those employees who renders not less than 7 years of qualifying services on quitting this Institute will be transferred" be withdrawn.

Item No. 5

Air Travel on official account – both domestic and international

The Board discussed the guidelines received from the GOI, Ministry of Finance, vide Office Memorandum F. No. 19024/1/2009-E-IV dated 13.07.2009 regarding air travel, both domestic and international.

The Board **NOTED** the poor connectivity of flights of the National Airlines from Guwahati to many places in the country. In many cases, using the National Airline only will entail overnight halts or travel many hours earlier, as compared to other alternatives.

R 59/05/2009: The Board **RESOLVED** that the proposal for permitting employees to travel by private airlines on their official duty within India and while availing LTC, be **APPROVED**, subject to proper justifications for not travelling by the National Airline. Every attempt must be made to use the National Airline. The Institute may put in place appropriate mechanisms to ensure this. However, in respect of international air travel, GOI norms issued vide the OM referred to above will be applicable. Exceptional cases will be permitted by the Director.