INFORMATION UNDER RTI

Right to Information Act 2005

1. About Act

Name & Title of the Act	**Right to Information Act, 2005 (English)** **Right to Information Act, 2005 (Hindi)**
Definition	Right to Information means the right to 1. inspection of work, documents, records 2. taking notes, extracts or, certified copies of documents or records; 3. taking certified samples of material; 4. obtaining information in the form of diskettes, floppies, tapes, video cassettes or in any other electronic mode or through printouts where such information is stored in a computer or in any other device subject to relevant provisions in this regard
Objective/purpose of the Act	To provide available information of the Institute as enshrined in RTI ACT to the Indian citizen on payment of prescribed fees.
Users	Citizens of India.

2. Particulars of the Organization, its Functions and Duties

As per Memorandum of Association & Rules of the Institute

3. Powers and Duties of officers and employees of the IUAC

As per Memorandum of Association & Rules of the Institute

4. Procedure followed in the decisionmaking process, including channels of supervision and accountability.

As per Memorandum of Association & Rules of the Institute

5. Norms set by IUAC for the discharge of its functions

As per Memorandum of Association & Rules of the Institute

6. The Rules, Regulations, Instructions, Manuals and Records held by IUAC or under its control, or used by its employees, for discharging its functions

As per Memorandum of Association & Rules of the Institute

7. Statement of the categories of documents that are held by IUAC or under its control

A statement of the categories of documents that are held by it or under its control.

i. Memorandum of Association
ii. Bye Laws & Recruitment Rules
iii. Annual Accounts
iv. Annual reports
v. News letters
vi. Office Order / Circulars issued by GOI would be implemented
vii. All records relating to the operations of the organization

8. The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of IUAC's policy or implementation thereof

The following shall be the authorities and Officers of the Centre.

(i) The Council
(ii) The Governing Board
(iii) The President
(iv) The Chairperson
(v) The Director
(vi) Such other authorities and Officers as may be constituted / appointed by the GB

9. A 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.

Following are the Main Committees / Governing body of the Institute:

IUAC

IUAC was established by the University Grants Commission under Section 12 (ccc) of its Act (No.3 of 1956) and Regulations (establishment and maintenance of institutions) 1985. Director, IUAC is the nominated Member Secretary of the Society.

Governing Board

As detailed in the Annual Report.

The Board of Governors of the Institute is the principal authority responsible for academic, financial and administrative matters of the Institute. Besides, it also has the ultimate responsibility for all the long term policy formulation, planning and development for overall growth and governance of the Institute. The Board has the power to constitute other subordinate and subsidiary groups/committees, as felt necessary by it, to ensure free and fair discharge of its functions, as entrusted to it by Govt. Of India, in the overall interest of the nation.

Current Governing Board Chairman is Dr. Anil Kakodkar

Accelerator User Committee

Accelerator Users' Committee (AUC) will examine and allot machine time requests on the basis of priorities. It shall submit a report every year on the operation and utilization of the machine along with its recommendations on (a) improvements for better machine utilization (b) upgrading the accelerator facility (c) augmentation of experimental facilities. AUC will have the responsibility of devising methods for obtaining feedback from the Users.

Director, IUAC is the Exofficio Member of AUC.

Scientific Advisory Committee

The Scientific Advisory Committee (SAC) will consists of seven active Scientists four from Universities, one from IIT, one from other institution and one from the Centre. SAC will continuously monitor, review, evaluate the programmes and activities of the Centre, where necessary by associating peer groups and submit its report annually to the Governing Board. It would develop appropriate instrument and modalities for this purpose.

Finance Committee

The Finance Committee of the Institute has the responsibility to look after resource mobilization, control of expenditure, etc.

Chairman of the Board of Governors is the Chairman of Finance Committee while Director, IUAC is the Exofficio Member.

Grievance Redressal Committee

The Grievance Redressal Committee of the Institute looks after all grievances of employees. All such grievances shall be examined expeditiously as per procedures laid down for this purpose by the Governing Board from time to time.

Academic Committee

The Academic Committee of the Centre shall exercise the powers and duties as exercised by the Centre of Studies in School as well as the Board of Studies of the School of Jawaharlal Nehru University in relation to Ph.D. Programme except that the courses of study along with detailed syllabi will be submitted to the Academic Council of Jawaharlal Nehru University for its consideration and approval.

10. Directory of its officers and employees:

IUAC Annual Report

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

Pay Structure of IUAC Personnel

S. No.	Description	Pay Scale + Grade pay (6th Pay Commission)
1.	Director	Rs. 75,000/- (Fixed)
2.	Scientist - H	Rs. 37400 - 67000 + 10,000/-
3.	Scientist - G / Engineer - G	Rs. 37400 - 67000 + 8,900/-
4.	Scientist - F/ Engineer - F	Rs. 37400 - 67000 + 8,700/-
5.	Scientist - E / Engineer - E	Rs. 15600 – 39100 + 7600/-
6.	Scientist - D / Engineer - D	Rs. 15600 – 39100 + 6600/-
7.	Scientist - C / Engineer - C	Rs. 15600 – 39100 + 5400/-
8.	Junior Engineer – F	Rs. 15600 – 39100 + 6600/-
9.	Junior Engineer – E	Rs. 9300 – 34800 + 5400/-
10.	Junior Engineer – D	Rs. 9300 – 34800 + 4600/-
11.	Junior Engineer – C	Rs. 9300 – 34800 + 4200/-
12.	Library Assistant - F	Rs. 15600 – 39100 + 6600/-
13.	Library Assistant - E	Rs. 9300 – 34800 + 5400/-
14.	Library Assistant - D	Rs. 9300 – 34800 + 4600/-
15.	Library Assistant - C	Rs. 9300 – 34800 + 4200/-
16.	Technician - I	Rs. 15600 – 39100 + 6600/-
17.	Technician - H	Rs. 9300 – 34800 + 5400/-
18.	Technician - G	Rs. 9300 – 34800 + 4600/-
19.	Technician - F	Rs. 9300 – 34800 + 4200/-
20.	Technician - E	Rs. 5200 – 20200 + 2800/-
21.	Technician - D	Rs. 5200 – 20200 + 2400/-
22.	Senior Administrative Officer	Rs. 15600 – 39100 + 7600/-
23.	Admn. Officer (Senior Scale)	Rs. 15600 – 39100 + 6600/-
24.	Admn. Officer (Grade I)	Rs. 15600 – 39100 + 5400/-
25.	Section Officer / P.S.	Rs. 9300 – 34800 + 4600/-
26.	Personal Assistant	Rs. 9300 – 34800 + 4200/-
27.	Senior Assistant	Rs. 9300 – 34800 + 4200/-
28.	Stenographer	Rs. 5200 – 20200 + 2400/-
29.	Assistant	Rs. 5200 – 20200 + 2400/-
30.	Special Grade for Driver	Rs. 9300 – 34800 + 4200/-

31.	Driver Grade I	Rs. 5200 – 20200 + 2800/-
32.	Driver Grade II	Rs. 5200 – 20200 + 2400/-
33.	Driver (Entrant Grade)	Rs. 5200 – 20200 + 1900/-
34.	Lower Division Clerk	Rs. 5200 – 20200 + 1900/-
35.	MTS	Rs. 5200 – 20200 + 1800/-

12. Budget allocated to each of agencies, indicating the particulars of all plans, proposed expenditure and reports on disbursements made;

The Annual Budget and Annual Accounts are finalized with the approval of Finance Committee.

Financial Year	Plan Budget (Rs. In Lacs)	Non Plan Budget (Rs. In Lacs)
2015 - 16	**4415.50**	**3970.28**

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

Prior approval of Director IUAC is to be obtained by the students intending to participate in the Lecture series. Selection will be made on the basis of BioData recommended by the Guide. Students pursuing Research leading to Ph.D., are the beneficiaries of this subsidy program – **Selection procedure Annex - 1,**

14. Particulars of recipients of concessions, permits or authorizations granted by the IUAC.

15. Details in respect of the information available to or held by the IUAC reduced in an electronic form

Important information about functions and activities being performed is available in electronic form on the IUAC website: www.iuac.res.in However, remaining is stored in the related files and documents.

16. 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.

Citizens have the facility to obtain information from the PIO. IUAC monitor five working days a week from Monday to Friday with provision exists for adjustment of some holidays as per the local importance. However, the Library, Accelerator and Associated facilities are available for User community round the clock. IUAC working hours are from 09.00 a.m. to 05.30 p.m.

Library is maintained for employees, students, Scientists and faculty members visiting IUAC for conducting Research by using IUAC facilities. It is not for public use.

17. The names, designations and other particulars of the Public Information Officers and the Appellate authorities

In terms of Section 5(1) of the Right to Information Act, 2005, the following officers of the IUAC have been designated as the Public Information Officers and the Appellate Authority :

1) Appellate Authority

Dr. S. Chopra
Scientist - H
Inter University Accelerator Centre
Aruna Asaf Ali Marg, New Delhi110 067.
Tel No. 26899233 / 26892601 (Ext - 203)
Email chopra@iuac.res.in

2) Public Information Officer

Mr. Bishwambhar Datt
Senior Administrative Officer
Inter University Accelerator Centre
Aruna Asaf Ali Marg, New Delhi110 067.
EMail: datt@iuac.res.in
Tel No. 65153064

3) Deputy Public Information Officer

Mrs. Ranju Rishi Administrative
Officer (Personnel) Inter
University Accelerator Centre
Aruna Asaf Ali Marg, New Delhi110 067.
EMail: ranju@iuac.res.in
Tel No. 26899233 / 26892601 (Ext - 207)

18. Such other information as may be prescribed information related to student admission procedures, academic programmes, examination schedules, results etc.

All such information is updated periodically and available on the website of IUAC
www.iuac.res.in

19. The rates of fees payable for obtaining information under RTI Act 2005 are as under:

1. A request for obtaining information under subsection (1) of section 6 shall be accompanied by an application fee of rupees ten by way of cash to be deposited between 09:00 hrs to 17:00 hrs except during lunch break of 13:00 hours to 13:30 hours on all working days, against proper receipt or by demand draft or bankers cheque or IPO payable to the Director, IUAC, New Delhi.

2. For providing the information under subsection (1) of section 7, the fee shall be charged by way of cash to be deposited with RTI Section against proper receipt or by demand draft or bankers cheque payable to the IUAC New Delhi at the following rates:
   (i) Rupees two for each page (in A4 or A3 size paper) created or copied:
   (ii) Actual cost or price for samples or models; and
   (iii) For inspection of records, no fee for the first hour; and a fee of rupees five for each fifteen minutes or fraction thereof on each occasion for the same case.

3. For providing the information under subsection (5) of section 7, the fee shall be charged by way of cash to be deposited between 09:00 hrs to 17:00 hrs except during lunch break of 13:00 hours to 13:30 hours on all working days, with RTI Section against proper receipt or by demand draft or bankers cheque payable to the Director, IUAC New Delhi at the following rates:

   (i) For information provided in diskette or floppy, if available, rupees fifty per diskette or floppy: 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.

20. Format of the Application (Annex - 2)

Format of application for seeking information under the Right to Information Act, 2005

Annex - 2

To,
The Public Information Officer
Inter University Accelerator Centre
P.B. No.10502, Aruna Asaf Ali
Marg New Delhi - 110 067.
Tel : 65153064
Email : datt@iuac.res.in / ranju@iuac.res.in

PARTI

1. Name of the Applicant :

2. Address for correspondence with PIN Code

3. Whether belonging to the Below Poverty Line Category? [If yes, please attach proof) YES / NO

4. Whether Citizen of India: YES / NO
(Certified copy of citizenship issued under Citizenship Act required)

PARTII

5. Information sought:

6. To the best of my knowledge, the information sought above pertains to IUAC, New Delhi

7. Whether IUAC, New Delhi website : www.iuac.res.in has been visited by you? YES / NO
(If so, whether the information desired by you is not available on the website?)

8. Whether application fee of Rs.10/ is being paid by cash (please enclose copy of receipt) or Money Order or Demand Draft or Banker's cheque or Postal Order payable in favour of Director, IUAC, New Delhi under RTI Rules 2005?

PLACE : Signature of the Applicant

DATED : Telephone No. _____

Annex - 1

Guidelines for Ph.D Programme at IUAC

Research Fellows:

IUAC recruits a few JRFS as and when needed. An advertisement for walk-in interview is published in Employment News and in leading Newspapers. Advertisement also available in the website of the Centre. Candidates who have qualified UGCCSIR conducted NET (JRF) are eligible for appearing in the interview. Interview is conducted by a committee formed by Director,IUAC which consists of senior scientists of IUAC and one or two external faculty members from neighbouring institutes/universities. Candidates selected in the interview go through one year training programme conducted by IUAC. Candidates are registered with JNU under the supervision of scientists of IUAC. Research activities are in Experimental Nuclear Physics, Material Science, Atomic Physics, Radio biology, Accelerator Physics, Radiation Physics.

Ph.D Teaching programme:

IUAC conducts specialised lecture courses for Ph.D program at the centre. This is divided into two semesters: January to May and August to December. During January - May two courses on Experimental Physics and Accelerator Physics are taught. Each course consists of five modules. Each module has 12hours contact program and carries 1 credit. During August to December three courses are taught on Material Science with heavy ions, Nuclear Physics and computer control and data acquisition. Performance of the students are assessed by examination,seminar etc., and are graded in 10 point grading system. This program though meant for centre's JRFs and scientist trainees is open to all students doing Ph.D / M.Phil / M.Tech in any university in India. Students from other universities are selected based on their bio - data, research interest and recommendation from guide/ HOD. Programmes are put into our web site and also sent to physics department of universities for display in notice board.

Postdoctoral Research Program:

Besides JRFs centre recruits research associates. Those who have completed their Ph.D work can join in this program. Research Associates are taken through advertisement in leading news paper or sometimes individual can send their bio-data in advance to the Director. Candidates having good academic record and publications in reputed journal are called for presentation of their work. A committee formed by the director selects the suitable candidates.