



Indraprastha Institute of Information Technology, Delhi

(A State University, established by Government of NCT Delhi)

Okhla Phase-III, New Delhi-110020

Website: <http://www.iiitd.ac.in>

IIITD/HR/Office Order/34/2013/.1763

October 04, 2023

OFFICE ORDER NO. 123/2023

OVERSIGHT COMMITTEE

Apropos to the approval of the Competent Authority, the following Oversight Committee has been constituted at the Institute:

1. Prof. Sanjit K. Kaul, Chairperson
2. Prof. Anubha Gupta, Member
3. Prof. Mukesh Mohania, Member
4. Senior Admin, Member (If matter relates to Admin Staff)
5. Mr. Rajendra Singh, Member-Convener

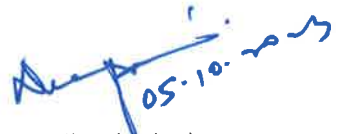
Tenure: One year (from the date of notification)

The Committee will have the following terms of reference:

1. The Oversight Committee will consider and examine the representations/complaints/grievances by faculty or staff (Manager and above level) on matters raised related to official functioning.
2. The Oversight Committee will submit its report with suitable recommendations to the Director for final decision and disposal preferably within three weeks.
3. The proceedings will be held in a transparent manner giving fair opportunity to those involved and ensuring that the principles of natural justice are adhered to.
4. If the representation/complaint/grievance are found to be false by the Oversight Committee, then a suitable disciplinary action can also be recommended by the Committee.
5. The administration will extend necessary support to the Oversight Committee for verification of administrative facts/documents etc., as required.
6. The representation/grievance may be sent to the Director/Registrar.
7. The employees may be requested to resolve any institutional matter first at the institute level.
8. Direct representation to the Board of Governors/any government functionary including DTTE may be avoided.
9. The Committee is not a Fact-Finding Committee for conducting a preliminary investigation. If it is observed that a grievance alleges misconduct, in terms of applicable conduct rules and even an amicable solution would not solve the official of that misconduct, if proved, the Committee may recommend to the Competent Authority to refer it to Fact-Finding and Inquiry thereafter, as required, as per the relevant conduct rules.

Frequency of Meetings: As and when required, a minimum of one meeting in every three months.

Annual Report: The Committee will submit its annual report by 30th June every year.


05.10.2023

(Dr. Deepika Bhaskar)
Registrar

Copy for information to (through email):

1. Committee Members;
2. All faculty and Staff
3. Director's Office;
4. Web-Admin, IIIT-Delhi