Right to Information

1.0. About the Act

Please visit website   rti.gov.in

2.0. About Organization

2.1. Name:

Indian Institute of Information Technology Design & Manufacturing (IIITD&M) Kancheepuram

2.2. Particulars of Organization:

Indian Institute of Information Technology Design & Manufacturing (IIITD&M) Kancheepuram was established in 2007 as a Centre of Excellence in Design & Manufacturing Education.

2.3. Vision:

To become a premier institution of excellence in Design and Manufacturing that would create and develop a new generation of engineers and technologists with the ability and mindset to lead Indian industries in globally competitive economic environment.

2.4. Mission:

To be a world class apex centre of excellence in education, research, development and training in Design and Manufacturing.

2.5. Charter:

To develop highly qualified outstanding engineers and technologists through education and training, at both undergraduate and postgraduate levels, who would be capable of understanding and addressing a demanding array of competing design and manufacturing technologies, standards, innovations and business issues and opportunities with awareness of environmental and societal implications of technologies.

To conduct advanced cutting edge research and development in design and manufacturing technologies, on its own, in partnership with industries and in networking with academic and research institutions across the globe for sustainable growth of the country. To provide distance learning and continuing education programs for faculty and research scholars from other institutions and practicing engineers in industries. To organize conferences, symposia, workshops, seminars, user oriented training programs, etc. for the dissemination of knowledge to industry

2.6. Organizational Structure:

The Director is the principal academic and executive officer of the Institute. He reports to the Board of Governors. The Chairman of the Board executes the contract between the Director and the Institute. The Registrar is the administrative in-charge of the institute.

2.7. Service being provided by the Institute:

(i) Teaching UG, PG and Research Levels

The various academic departments in the Institute offer course based degree programmes and also degree programmes that are inclined towards research. The following course based degree programmes are offered by the departments.

Bachelor of Technology (B.Tech.) in

Mechanical Engineering (Design & Manufacturing)

Electrical Engineering (Design & Manufacturing)

Computer Engineering

Dual Degree Courses in

B. Tech - Computer Engineering + M. Tech - Computer Engineering

B. Tech - Electronics Engineering (D & M) + M. Tech - VLSI & Electronic System Design

B. Tech - Electronics Engineering (D & M) + M. Tech - Signal Processing & Communication System Design

B. Tech - Mechanical Engineering (D & M) + M. Tech - Product Design

B. Tech - Mechanical Engineering (D & M) + M. Tech - Advanced Manufacturing

The following are the Research oriented degrees offered by the departments

Master of Design (M.Des) in

Electronic Systems

Mechanical Systems

Communication Systems

Doctor of Philosophy (Ph.D.) in

Computer Engineering

Electronics Engineering

Mechanical Engineering

Physics

Mathematics

For more details please see Institute website.

(ii) To conduct state-of-the-art research in technological and fundamental areas of Science and Technology

(iii) To undertake sponsored research and consultancy

(iv) To cater to continuing education program of the Government of India.

(v) To organize conferences, seminars and short term courses.

2.8. Address of the Institute:

Indian Institute of Information Technology Design & Manufacturing (IIITD&M) Kancheepuram

Melakottaiyur, Chennai-600127

2.9. Institute working Hours:

Academic Departments: 8.00 AM to 04.45 PM (Lunch break 12.00 Noon to 12.45 PM)

Administration: 9.00 AM to 05.30 PM (Lunch break 1.00 pm to 1.30 pm)

2.10. Council, Board, Committees and other Bodies:

Following are the Main Committees / Governing Body of the Institute

Board of Governors
Finance Committee
Building and Works Committee
Academic Affairs Committee

3.0.Functions

3.1. Power and Duties of Officers and Employees:

Director is the Principal Academic and Executive Officer of the Institute. The Director shall be responsible for the proper administration of the Institute and for the imparting of the instruction and maintenance of discipline therein. The Director has the power toincur expenditure in accordance with the procedure laid by the Board / MHRD from time to time.

Registrar is the custodian of records, funds of the Institute and such other properties of the Institute.

Other Officers and Staff of the Institute assume powers, responsibilities and duties as assigned to them from time to time by the Director.

3.2. Rules, Regulations, Instructions, Manuals and Records held by it for discharge of functions:

1. Fundamental Rules

2. Supplementary Rules

3. General Financial Rules

4. Ordinances & Regulations for all courses

5. Further Government of India Guidelines / Norms / Orders / Procedures issued from time to time

3.3. Statement of the categories of documents held by the organization or under its control:

Administrative Office Orders / Decisions and Guidelines as approved by Institutes' Governing Body i.e. Board of Governors (BoG).

3.4. Directory (Telephone Numbers and Email Addresses) of officers and Employees:

[Please click here](#)

3.5. Monthly Remuneration of Officers and Employees:

Position	Payband	Grade Pay
Director	Rs.75,000/- (Fixed)	
Professor	PB4: 37400-67000	10000
Associate Professor	PB3: 15600-39100	9000
Assistant Professor	PB3: 15600-39100	8000 / 7000 / 6000
Assistant Professor	PB3: 15600-39100	6000
Registrar	PB4: 37400-67000	10000
Deputy Registrar	PB3: 15600-39100	7600
Deputy Registrar (Admn.)	PB3: 15600-39100	7600
Executive Engineer	PB3: 15600-39100	6600
Assistant Executive Engineer	PB3: 15600-39100	5400
Assistant Registrar	PB3: 15600-39100	5400
Chief Security Officer	PB3: 15600-39100	5400
Technical Officer Gr. I	PB3: 15600-39100	5400
Junior Engineer	PB2: 9300-34800	4200
Junior Superintendent	PB2: 9300-34800	4200
Junior Technical Superintendent	PB2: 9300-34800	4200
Physical Training Instructor	PB2: 9300-34800	4200
Sr. Library Information Assistant	PB2: 9300-34800	4200
Junior Accountant	PB1: 5200-20200	2400
Junior Assistant	PB1: 5200-20200	2000
Junior Technician	PB1: 5200-20200	2000
Junior Technician (Library)	PB1: 5200-20200	2000
Junior Attendant	PB1: 5200-20200	1800

3.6. Budget allocated to each agency indicating the particulars of all plans, proposed expenditure and reports on disbursements made:

Budget for Financial Year. (Rs. in Crores)

2009-10 :	5
2010-11 :	20
2011-12 :	75
2012-13 :	80
2013-14 :	77

3.7. Execution of subsidy program and details of beneficiaries of such programmes:

No subsidy.

3.8. Particulars of any arrangements that exists for consultation with or representation by the members of public in relation to formulation of policy and implementation thereof:

Interested persons may write to the Public Information Officer of the Institute.

3.9. Details in respect of the information available to or held by it, reduced in an electronic form:

All relevant information about Institute activities are made available on our website.

3.10. Facilities available for obtaining information including working hours of a library or reading room, if maintained for public use:

Library is only for registered users (Students / Faculty / Staff) and not general public use.

4.0.Application

4.1. Application Form:

(i) Name:

(ii) Address:

(iii) Citizenship: (*Self certification regarding bonafide citizenship of India be

enclosed; *Certification regarding below poverty line issued by competent

authority if applicable be enclosed.)

(iv) Information required:

4.2. Fee:

Rs.10/- by Demand Draft / Banker Cheque / Postal Order in favour of Registrar, Indian

Institute of Information Technology Design & Manufacturing (IIITD&M) Kancheepuram

payable at Chennai to be deposited for each information.

4.3. Application is to be sent directly to:

Public Information Officer

Indian Institute of Information Technology Design &

Manufacturing (IIITD&M) Kancheepuram

Melakottaiyur

Chennai-600127

Name and Address of Public Information Officers

Appellate Authority The Director Indian Institute of Information Technology Design & Manufacturing (IIITD&M) Kancheepuram Melakottaiyur Chennai-600127	All matters relating to IIITD&M Kancheepuram
Public Information Officer The Deputy Registrar (Admin) Indian Institute of Information Technology Design & Manufacturing (IIITD&M) Kancheepuram Melakottaiyur Chennai-600127	All matters relating to IIITD&M Kancheepuram