

Proactive Disclosure under the RTI Act, 2005 by NIFTEM

Name of Public Authority being Audited

National Institute of Food Technology Entrepreneurship & Management (NIFTEM)

Website :

<http://niftem.ac.in>

Sr.No.	Parameter	Information Disclosed
Information to be disclosed under Section 4 (1) (b) of RTI Act		
1.	Particulars of its organization, functions and duties [Section 4(1) (b) (i)]	<p>(A) Organisation: National Institute of Food Technology Entrepreneurship and Management (NIFTEM) National Institute of Food Technology Entrepreneurship and Management (NIFTEM) has been set up by Ministry of Food Processing Industries at Kundli, Distt. Sonapat , Haryana as an apex world class institute to promote cooperation and networking among existing institutions both within the country and International bodies and bring in International best practices for improving Food Processing Sector , provide industry-friendly short term courses including regular degrees and management courses with equal and complementary emphasis on research and education. NIFTEM would be a pioneer in creating a centre for integrated research, education, enterprise incubation and outreach in the area of food science and food technology.</p> <p>Mandate: NIFTEM has a mandate to work as Sector Promotion Organisation/Business Promotion Organisation of the Food Processing Sector. The major objectives of NIFTEM are:</p> <ol style="list-style-type: none"> I. To work as "One Stop Solution Provider" to all the problems of the sector. II. To work for "Skill Development and Entrepreneurship Development" for the sector. III. To facilitate "Business Incubation Services". IV. To conduct Frontier Area Research and foster Innovation for development of the sector. V. To develop World Class Managerial Talent coupled with advanced knowledge in Food Science and Technology. VI. To function as a Knowledge Repository. VII. To working for up-gradation of SME food processing clusters VIII. To provide intellectual backing for regulations, governing Food Quality and Safety

		<p>IX. To promote cooperation and networking among existing institutions within India and Abroad</p> <p>Vision: The Vision for NIFTEM is to set up an International centre of excellence which integrates technological, managerial and behavioural aspects of the Indian Food Processing industry with the clear objective of catapulting the sector to the Numero Uno position in the world. Unlike the existing food science institutes in India, NIFTEM will function as a centre for integrated education, research, enterprise incubation and outreach in the area of food science, technology and business. Experts believe that there will be significant economic gains from incubation and enterprise development, which can in turn catalyze the growth of the Food Processing Sector in the national and international spheres by nurturing world class entrepreneurs.</p> <p>"To be an International Centre of Excellence which integrates all facets of food technology, entrepreneurship and management and be recognized as the focal point for catalyzing the growth of the food processing industry in India in the global context."</p> <p>Mission:</p> <ol style="list-style-type: none"> i. To produce world-class business leaders, develop globally competitive processes and technologies and international best practices in the area of food technology, entrepreneurship and management. ii. To carry out R&D in frontier areas, develop world-class technologies and assist the government in policy making on food processing. iii. To be a prime academic institution in the areas of food technology, entrepreneurship and management, NIFTEM would offer courses and training programmes of global standards with optimal mix of inputs on food technology, management and entrepreneurship. iv. To offer continual training to the industry to enhance their skill and be updated on global trends in food research and technology by consultation with the stakeholders.
2.	Powers & duties of its officers & employees [Section 4 (1) (b) (iii)]	<p>I. Chancellor:</p> <p>The Institution Deemed to be University under De Novo category shall have a Chancellor who shall, when present, preside over the convocations of the institution deemed to be University but shall be the Chief Executive Officer. The Chancellor shall be appointed by the sponsoring Society or trust, shall hold office for a period of 5 years and shall be eligible for one more terms. The Chancellor shall neither be a member of the society or the Trust nor a close relative of the President of the Society or the Trust.</p> <p>Where power is conferred upon the Chancellor to nominate persons to authorities, he/she shall to the extent necessary,</p>

nominate persons to represent the various interests for the furtherance of the objectives of the institutions deemed to be university.

II. Vice Chancellor:

a) The Vice Chancellor shall be the Principle executive officer of the Institution Deemed to be University and shall exercise general supervision and control over the affairs of the Institution Deemed to be University and shall be mainly responsible for implementation of the decisions of all the authorities of the Institution Deemed to be University.

b) The Vice Chancellor shall be the Chairman of the Board of Management & Chairman of the Academic Council, the Finance Committee, the planning & Monitoring Board and Selection Committees.

c) The Vice Chancellor shall have the power to convene or cause to be convened meeting of the various authorities of the Institution Deemed to be University.

d) The Vice Chancellor may, if he/she is of the opinion that immediate action is called for on any matter, he/she shall exercise any power conferred upon any authority of the Institution Deemed to be University under its Rules and Regulations and take such action or proceed to take such action and shall report to the authority concerned on the action taken by him/her on such matters.

Provided that if the authority concerned as mentioned in clause (b) above is of the opinion that such action ought not to have been taken, it may refer the matter to the Chancellor whose decision thereon shall be final.

Provided further that if any person in the service of the Institution Deemed to be University is aggrieved by the action taken by the Vice Chancellor under the said clause , he/she shall have the right to appeal against such decision to the Board of Management within 30 days from the date on which such action is communicated to him/her and thereupon the Board of Management shall call the meeting in a subsequent meeting and may confirm , modify or reserve the action taken by the Vice Chancellor.

It shall be the duty of the Vice Chancellor to ensure that the rules and regulations of the Institution Deemed to be University are duly observed and implemented and he/she shall have all the necessary powers in this regard.

6. All powers relating to the proper maintenance and discipline of the Institution Deemed to be University shall be vested in the Vice Chancellor.

7. The Vice Chancellor shall have the power to re-delegate some of his powers to any of his/her subordinate officers with the concurrence and approval of the Board of Management.

8. The Vice Chancellor shall exercise all other powers as may be delegated to him/her by the Board of Management.

9. The Vice Chancellor shall exercise such powers and perform such functions as may be prescribed by the Rules and Bye-Laws.

III) Registrar:

1. The Registrar shall be ex-officio Secretary of the Board of Management, the Academic Council and the Planning and Monitoring Board, but shall not be deemed to be a member of any of these authorities.

2. The Registrar shall be directly responsible to the Vice Chancellor and shall work under his direction.

3. The following shall be the duties of the Registrar :

- i. To be the custodian of the records and the funds and other property of the Institution Deemed to be University as the Board of Management may commit to his/her charge.
- ii. To conduct the official correspondence on behalf of the authorities of the Institution Deemed to be University.
- iii. To issue notices convening meetings of the authorities of the Institution Deemed to be University and all committees and subcommittees appointed by any of these authorities.
- iv. To maintain the minutes of meetings of all the authorities of the Institution Deemed to be University and of all the Committees and sub-committees appointed by any of these authorities.
- v. To represent the Institution Deemed to be University in suits or proceedings by or by against the Institution Deemed to be University , sign powers of attorney and perform pleadings or depute his/her representatives for this purpose.
- vi. To enter into agreement, sign documents and authenticate records on behalf of the Institution Deemed to be University.
- vii. To make arrangements to safeguard and maintain the buildings, gardens , office, canteen, cars and other vehicles , laboratories , libraries , reading rooms, equipments and other properties of the Institution Deemed to be University.
- viii. To perform such duties as may be specified in the Rules or as may be assigned by the Board of Management or the Vice Chancellor from time to time.

IV) Finance Officer:

- i. The Finance Officer shall be a whole time salaried officer of the Institution Deemed to be University and shall be appointed by the Board of Management.
- ii. The emoluments and other terms and conditions of service of the Finance Officer shall be as may be prescribed by the rules of the Institutions Deemed to be University.
- iii. The Finance Officer shall work under the direction of the Vice Chancellor and shall be responsible to the Board of Management through the Vice Chancellor.
- iv. He/She shall be responsible for the preparation of annual budget, estimates and statements of account for submission to the Finance Committee and the Board of Management.
- v. He/She shall be responsible for the management of funds and investments of the Institution Deemed to be University, subject to the control of Board of Management.

V) Controller of Examination:

- i. The Controller of Examination shall be appointed by the Board of Management.
- ii. The Controller of Examination shall ensure that all the specific directions of the Board of Management, Academic Council and Vice Chancellor in respect of examination and evaluation are complied with.
- iii. The Controller of Examination shall be a permanent invitee to the Board of Management.
- iv. To make arrangements for and supervise the examinations conducted by the Institution Deemed to be University.

VI) Dean:

- i. Dean (Academics)
- ii. Dean (Research)
- iii. Dean (Student Welfare)
- iv. Dean (Post Graduate Studies)

VII) Head of Department:

The power and functions of the Head of the Department shall be prescribed by the Rules of the institution Deemed to be University.

3.	Procedure followed in decision making process [section 4(1) (b) (iii)]	- Details mentioned as above -
4.	Norms for discharge of functions [Section 4 (1) (b) (iv)]	The norms prescribed by the Govt. of India for discharge of functions (Sec 4(1)(b)(iv) are followed by NIFTEM.
5.	Rules, regulations, instructions, manuals and records, held by it or under its control used by its employees for discharging functions [Section 4 (1) (b) (iv)]	All the Rules, Regulations, Instructions, Manual issued by Govt of India are followed by NIFTEM.
6.	Categories of documents held by the authority under its control [Section 4 (1) (b) (vi)]	The documents held by the NIFTEM are mostly unclassified. However, certain records relating to Examination matters to classify and accordance the Institute.
7.	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation	<p>A) NIFTEM Industry Forum (NIF):</p> <ul style="list-style-type: none"> • With a view to have an industrial advisory body, NIFTEM Industry Forum (NIF) consisting of representatives from micro, small, medium and large industries in food processing sector have been set up for building partnership with the industry. • 03 meetings of NIF have been held so far which have helped to understand the problems & requirements of industry. <p>B) NIFTEM Research Development Council (NRDC):</p> <ul style="list-style-type: none"> • Research Development Council consisting of about 50 members drawn from industry and academia has been set up to chalk

	thereof [Section 4 (1) (b) (vii)]	<p>out the future research agenda of NIFTEM. Experts from ICAR/ CFTRI/ CIPHET/ DFRL/ DRDO/ IIT Kharagpur, HBTI Kanpur have been included in the council.</p> <ul style="list-style-type: none"> • Two meetings of NRDC held. <p>C) Village Adoption Programme (VAP):-</p> <ul style="list-style-type: none"> • The performance of the student in the Village Adoption Programme will be evaluated at the end of the semester. In first two semesters of M.Tech, the village adoption evaluation shall be based on a village visits and presentation of the activities done in the village by the concerned student group. The grades of village adoption shall be awarded by the ‘Mentor’ of the concerned student group. • Conceptualization of Village Adoption Programme for the students with a view to make them aware of rural India and sensitize them about overall agricultural practices and food crops. • The aim is to help the Indian food processing sector to accomplish its objective of all inclusive growth and integrating with rural and under-privileged sections of our population. • Eight rounds of Village Adoption Programmes have been completed. <p>D) Centre for Entrepreneurship Development(CED):-</p> <p>The Centre for Entrepreneurship Development (CED) aims at promoting a spirit of entrepreneurship and an innovative acumen among the students. Started in 2013 as a student-run organization under the Department of food and agri-business management, it is now recognized as an important organ to create an Ecosystem for Fostering Entrepreneurship at NIFTEM CED is a consortium dedicated to finding and bringing out the entrepreneur in the students of the NIFTEM. CED connects students in the campus, to form a close knit network, working together to spread the word of entrepreneurship. We promote openness of knowledge, network, contacts and opportunities.</p>
8.	Boards, Councils, Committees stand other Bodies constituted as part of the Public Authority or for its advice, whether its meeting are open to public or the	The Meetings of the Board of Management and other Statutory Bodies are not open to public but its minutes are accessible to public.

	minutes are accessible to public [Section 4 (1) (b) (viii)]																																																																																					
9.	Directory of Officers and employees section 4 (1) (b) (ix)]	Directory of Officers and Employees are available at our official website i.e. www.niftem.ac.in																																																																																				
10.	Monthly Remuneration received by officers & employees including system of compensation [Section 4 (1) (b) (x)]	<table border="1"> <thead> <tr> <th>S.No.</th> <th>Post name</th> <th>Designation</th> <th>Joining date</th> <th>Pay Band</th> <th>Basic</th> <th>level</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Dr. Vasudevappa C.</td> <td>ViceChancellor</td> <td>03/07/2017</td> <td>As per 7th pay commission</td> <td>210000 (less pension)</td> <td>As per 7th pay commission</td> </tr> <tr> <td>2.</td> <td>Dr. Joginder Singh Rana</td> <td>Registrar</td> <td>01/01/2019</td> <td>37400-67000</td> <td>162300</td> <td>Level 14</td> </tr> <tr> <td>3.</td> <td>Prof(Dr.) Manjeet Aggarwal</td> <td>Professor</td> <td>24/01/2013</td> <td>37400-67000</td> <td>162300</td> <td>Level 14</td> </tr> <tr> <td>4.</td> <td>Prof(Dr.) Ashutosh Upadhyay</td> <td>Professor</td> <td>23/03/2017</td> <td>37400-67000</td> <td>148500</td> <td>Level 14</td> </tr> <tr> <td>5.</td> <td>Dr. Narendr Hooda</td> <td>Controller of Examination</td> <td>March 2019</td> <td>37400-6700</td> <td>143600</td> <td>Level 14</td> </tr> <tr> <td>6.</td> <td>Prof(Dr.) Prabhat Kr. Nema</td> <td>Professor</td> <td>29./06/2011</td> <td>37400-67000</td> <td>147900</td> <td>Level 14</td> </tr> <tr> <td>7.</td> <td>Prof(Dr.) Vijendra Mishra</td> <td>Professor</td> <td>29/12/2011</td> <td>37400-67000</td> <td>147900</td> <td>Level 14</td> </tr> <tr> <td>8.</td> <td>Prof(Dr.) Kalyan Das</td> <td>Professor</td> <td>21/05/2012</td> <td>37400-67000</td> <td>143600</td> <td>Level 14</td> </tr> <tr> <td>9.</td> <td>Prof(Dr.) Sanjay Bhayana</td> <td>Professor</td> <td>02/08/2012</td> <td>37400-67000</td> <td>143600</td> <td>Level 14</td> </tr> <tr> <td>10.</td> <td>Dr. Neela Emanuel</td> <td>Associate Professor</td> <td>21/08/2012</td> <td>37400-67000</td> <td>143600</td> <td>Level 13A</td> </tr> <tr> <td>11.</td> <td>Dr. Vikas Saxena</td> <td>Associate Professor</td> <td>12/08/2013</td> <td>37400-67000</td> <td>143600</td> <td>Level 13A</td> </tr> </tbody> </table>	S.No.	Post name	Designation	Joining date	Pay Band	Basic	level	1.	Dr. Vasudevappa C.	ViceChancellor	03/07/2017	As per 7 th pay commission	210000 (less pension)	As per 7 th pay commission	2.	Dr. Joginder Singh Rana	Registrar	01/01/2019	37400-67000	162300	Level 14	3.	Prof(Dr.) Manjeet Aggarwal	Professor	24/01/2013	37400-67000	162300	Level 14	4.	Prof(Dr.) Ashutosh Upadhyay	Professor	23/03/2017	37400-67000	148500	Level 14	5.	Dr. Narendr Hooda	Controller of Examination	March 2019	37400-6700	143600	Level 14	6.	Prof(Dr.) Prabhat Kr. Nema	Professor	29./06/2011	37400-67000	147900	Level 14	7.	Prof(Dr.) Vijendra Mishra	Professor	29/12/2011	37400-67000	147900	Level 14	8.	Prof(Dr.) Kalyan Das	Professor	21/05/2012	37400-67000	143600	Level 14	9.	Prof(Dr.) Sanjay Bhayana	Professor	02/08/2012	37400-67000	143600	Level 14	10.	Dr. Neela Emanuel	Associate Professor	21/08/2012	37400-67000	143600	Level 13A	11.	Dr. Vikas Saxena	Associate Professor	12/08/2013	37400-67000	143600	Level 13A
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		12.	Dr. Sunil Pareek	Associate Professor	08/09/2015	37400-67000	143600	Level 13A
		13.	Dr. Vimal Pant	Associate Professor	10/09/2015	37400-67000	143600	Level 13A
		14.	Dr. Neeraj	Associate Professor	23/03/2017	37400-67000	135300	Level 13A
		15.	Sh. Surender Singh Rathi	Dy. Controller of Finance & Accounts	15/01/2019	37400-67000	143600	Level 12
		16.	Dr. Bhaswati Bhattacharya	Assistant Professor	01/02/2012	15600-39100	77500	Level 10
		17.	Dr. Chakkarvarthy Sarvanan	Assistant Professor	29/02/2012	15600-39100	77500	Level 10
		18.	Dr. Anupama Panghal	Assistant Professor	14/09/2012	15600-39100	77500	Level 10
		19.	Mrs. S.Thanga Lakshmi	Assistant Professor	30/07/2012	15600-39100	70900	Level 10
		20.	Dr. Komal Chauhan	Assistant Professor	26/04/2012	15600-39100	77500	Level 10
		21.	Er. Kumar Rahul	Assistant Professor	03/04/2012	15600-39100	70900	Level 10
		22.	Dr. Vijay Kumar	Assistant Professor	04/04/2012	15600-39100	77500	Level 10
		23.	Dr. Neetu Kumra Taneja	Assistant Professor	21/05/2012	15600-39100	77500	Level 10
		24.	Dr. Tripti Agarwal	Assistant Professor	30/03/2012	15600-39100	77500	Level 10
		25.	Dr. Rakhi Singh	Assistant Professor	26/06/2012	15600-39100	82200	Level 10
		26.	Dr. Pragya Krishna Murali	Assistant Professor	15/11/2011	15600-39100	79800	Level 10
		27.	Dr. Prarabdh Badgujar	Assistant	21/04/2012	15600-	75200	Level 10

			Professor		39100		
28.	Er. Vinkel Arora	Assistant Professor	01/05/2013	15600-39100	68800	Lev el 10	
29.	Dr. Sapna Arora	Assistant Professor	15/03/2013	15600-39100	75200	Lev el 10	
30.	Dr. Anurag Singh	Assistant Professor	09/07/2014	15600-39100	73000	Lev el 10	
31.	Er. Nitin Kumar	Assistant Professor	11/08/2014	15600-39100	73000	Lev el 10	
32.	Dr. Prasantha Kumar R	Assistant Professor	28/07/2014	15600-39100	73000	Lev el 10	
33.	Er. Vijay Singh Sharanagat	Assistant Professor	30/04/2014	15600-39100	66800	Lev el 10	
34.	Dr. Sarika Yadav	Assistant Professor	30/07/2014	15600-39100	68800	Lev el 10	
35.	Dr. Barjinder Pal Kaur	Assistant Professor	11/03/2015	15600-39100	64900	Lev el 10	
36.	Er. Anand Kishore	Assistant Professor	23/03/2015	15600-39100	64900	Lev el 10	
37.	Dr. Ankur Ojha	Assistant Professor	08/09/2015	15600-39100	70900	Lev el 10	
38.	Dr. Murlidhar Meghwal	Assistant Professor	27/03/2017	15600-39100	59400	Lev el 10	
39.	Sh. Pramod Kumar Prabhakar	Assistant Professor	06/04/2017	15600-39100	59400	Lev el 10	
40.	Dr. Tribhuvan Nath	Assistant Professor	23/03/2017	15600-39100	59400	Level 10	
41.	Er. Arun Sharma	Assistant Professor	23/03/2017	15600-39100	59400	Level 10	
42.	Sh. Suneel Kumar Singh Chandel	AR (Admin) & AR (Academics)	30/05/2011	15600-39100	67000	Level 10	

		43.	Sh. Gaurav Gautam	AR (GA & Exam)	23/01/2017	15600-39100	57800	Level 10	
		44.	Sh. Aditya Kumar	Asstt.General Manager	30/10/2019	15600-39100	56100	Level 10	
		45.	Sh. Sandeep Kr. Yogi	Junior Engineer (Civil)	22/12/2011	9300-34800	43600	Level 6	
		46.	Sh. Vikash Kadiyan	Junior Engineer (Electrical)	15/12/2015	9300-34800	38700	Level 6	
		47.	Ms. Jyoti	Executive Assistant	01/08/2012	9300-34800	42300	Level 6	
		48.	Ms. Komal Kumari	Accountant	16/03/2012	9300-34800	42300	Level 6	
		49.	Ms. Poonam Gautam	Executive Assistant	30/07/2012	9300-34800	38700	Level 6	
		50.	Mr. Umesh Kr. Agarwal	Accountant/AO (Deputation)	22/07/2011 AO from 11/09/2018	9300-34800	47800	Level 8	
		51.	Mr. Vinod Rawat	Cashier	27/06/2011	9300-34800	43600	Level 6	
		52.	Ms. Kuljinder Kaur	Lab Incharge	06/06/2011	9300-34800	43600	Level 6	
		53.	Sh. Ankur Kumar	Lab Incharge	01/10/2014	9300-34800	39900	Level 6	
		54.	Sh. Narender Sinhmar	Lab Incharge	16/09/2014	9300-34800	39900	Level 6	
		55.	Sh. Naveen Kumar	Lab Incharge	01/10/2014	9300-34800	39900	Level 6	
		56.	Sh. Mayank Nigam	Lab Incharge	31/08/2015	9300-34800	38700	Level 6	
		57.	Sh. Satish Chandra Kushwaha	Lab Incharge	11/07/2011	9300-34800	38700	Level 6	

		58.	Sh. Narender Bisht	Assistant	23/03/2015	9300-34800	46200	Level 6
		59.	Sh. Mukesh Kumar	Assistant	24/04/2015	9300-34800	38700	Level 6
		60.	Sh. Deepak Kr. Jha	Assistant	20/04/2015	9300-34800	38700	Level 6
		61.	Sh. Narender Sharma	Assistant	10/01/2017	9300-34800	36500	Level 6
		62.	Ms. Navita	Assistant	30/01/2017	9300-34800	36500	Level 6
		63.	Md. Zober Alam Khan	Junior Analyst	28/03/2017	9300-34800	36500	Level 6
		64.	Sh. Rishi Bhatia	Lab Technician	01/06/2011	5200-20200	37000	Level 5
		65.	Sh. Rajesh Kumar	Lab Technician	08/10/2014	5200-20200	32900	Level 5
		66.	Sh. Jai Shankar Prasad	Lab Technician	30/07/2015	5200-20200	31900	Level 5
		67.	Sh. Sarvanan	Lab Technician	05/08/2015	5200-20200	31900	Level 5
11.	Budget allocated to each agency including all plans , proposed expenditure and reports on disbursement made etc. [Section 4 (1) (b) (xi)]	Heads	B.E. 2018-19	R.E. 2018-19	B.E. 2019-20			
		Capital	15.00	59.00	45.00			
		Revenue – Salaries	12.00	12.00	19.30			
		Revenue – General	10.00	10.00	9.70			
12.	Manner of execution of subsidy	Not Applicable						

	programmers (Section 4 (1) (b) (xii)]			
13.	Particulars of recipients of concessions, permits or authorizations granted by the Public Authority [Section 4 (1) (b) (xiii)]	Not Applicable		
14.	Information available in electronic form (Section 4 (1) (b) (xiv)]	All information is available in electronic form. Refer website www.niftem.ac.in		
15.	Particulars of facilities available to citizens for obtaining information [Section 4 (1) (b) (xv)]	Information facilitation Centre is available at the NIFTEM Reception to provide required information besides information available on the website www.niftem.ac.in .		
16.	The names, designation and other particulars of the PIOs Section 4 (1) (b) (xvi)	S.No.	Designation/Officers	Contact Person and Address
		1.	Appellate Authority	Registrar, NIFTEM Contact:-0130-2281000,2281072.E-mail: registrar[at]niftem[dot]ac[dot]in
		2.	CPIO	Sh. Surender Singh Rathi (Dept.Controller of Finance & Accounts, NIFTEM) Contact:-0130-2281000,2281047. E-mail: dcfa[at]gmail[dot]com ssrathi[at]niftem[dot]ac[dot]in

		3.	PIO	Sh. Aditya Kumar (Asst.Gen. Manager, NIFTEM) Contact:-0130- 2281000, 2281032. E-mail: aditya.kumar[at]niftem[dot]ac[dot]in	
17.	Such other information as may be prescribed under Section 4 (1) (b) (xvii)	Not applicable			
18.	Information related to procurement	All procurement is made in accordance with General Financial Rule 2017. All tender documents including limited tender are uploaded on:- i. NIFTEM's Website. ii. GeM. iii. CPPP Portal. Result/outcome of all tenders awarded and criteria adopted is being uploaded on website time to time.			
19.	Public Private Partnership	Not Applicable			
20.	Transfer Policy and transfer orders	Internal posting orders are being uploaded with approval time to time.			
21.	RTI applications	RTI applications are attended within the time frame given in RTI Act.			
22.	CAG & PAC paras	There are no PAC Para's, CAG Audit Para's are replied to as & when received			
23.	Citizen's charter	Being Prepared.			
24.	Discretionary & Non discretionary grants	Not Applicable			
25.	Foreign/ Domestic tour of Ministers/ Officials	Not Applicable, if any on appropriate approval.			
26.	Form of accessibility of information Manual/ Handbook u/s 4 (1) (b)	Offline as well as Online			

27.	Language in which information Manual/ Handbook available	English/Hindi
28.	When was the information Manual/ Handbook last updated?	Updated
29.	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4 (3)]	As per provision
Notre :- Remaining information may be explored over Website : www.niftem.ac.in		