

FUNCTIONS AND POWERS OF VARIOUS AUTHORITIES:

3.1 President of the Society: shall be in accordance with *Rule 11-13, Rule 15, Rule 16, Rule 19 and Rule 23* of the Rules and Regulations of IASST Society.

3.2. Governing Council:

3.2.1. To recommend appointments to various posts of the Institute against the sanctioned strength to achieve the objectives of the Institute in accordance with the Recruitment Rules or as recommended by Government of India.

3.2.2. The functions and powers of the Governing Council shall be in accordance with *Rule 32 to Rule 34* of the Rules and Regulations of the IASST Society subject to the provisions of Government of India as indicated below:

3.2.2.1. Ministry of Finance, Department of Expenditure OM No F. No 8(4)E-Coord./84 dated 15.10.1984. Copy of the OM is annexed as Appendix-4.

3.2.2.2. Fundamental Rules and Supplementary Rules.

3.2.2.3. General Financial Rules, 2017.

3.2.2.4. Any other rules/instructions issued by Government of India from time to time applicable on Autonomous Institutions funded through government grants.

FUNCTIONS AND POWERS OF THE GOVERNING COUNCIL

32. The Governing Council shall generally carry out and pursue the objectives of the Society, as set forth in the Memorandum of its Association. The management of all the affairs and funds of the Society shall, for this purpose, vest in the Governing Council.
33. The Governing Council shall exercise all the powers of the Society, subject, nevertheless, to such limitations as the Government of India may from time to time, impose in respect of the expenditure from the funds of the Society and of grants made by the Government of India.
34. In particular and without prejudice to the generality of the foregoing provisions, the Governing Council shall have the power, subject to the provision of these rules and the bye-laws to:
 - i. Consider the annual and supplementary budgets placed before it by the Director from time to time, and pass them with such modifications as the Governing Council may think fit.
 - ii. To recommend to create and abolish posts in accordance with the relevant Bye-laws of the Institute & with due approval of the Central Government.
 - iii. Appoint various scientific, technical, administrative and other officers and staff of the Society, fix their remuneration and define their duties and terms of employment - in accordance with the extant instructions issued by the Central Government from time to time.
 - iv. Enter into arrangements with the Government of India and with the State Government and other public or private organizations or individuals within the country for securing and accepting grants-in-aid, endowments, donations or gifts to the Society, on mutually agreed terms and conditions; provided that such terms and conditions, if any, shall not be contrary to, inconsistent or in conflict with the objectives of the Society; provided, for any such arrangement with foreign and/ or international agencies or organizations the prior approval of the Government of India has been obtained.
 - v. Takeover, acquire by purchase, gifts, exchange, lease or hire or otherwise from Government of India, the State Governments and other public or private bodies or individuals, institutions, libraries, laboratories, immovable properties, endowments or other funds together with any

- attendant obligations and engagements not inconsistent with the objectives of the Society; provided for any such activity involving a foreign and/ or international agency or organization, the prior approval of the Government of India has been obtained.
- vi. Appoint Committees and Sub-Committees for such purposes and with such powers and for such periods and on such terms as it may deem fit, and dissolve any of them.
 - vii. Delegate such administrative and financial powers as it may think proper, to the Chairman, the Director, Group Leaders and such other officers of the Society as may be considered necessary;
however, within the limits and in consonance with the instructions of the Central Government; and
 - viii. To frame, amend or repeal Bye-laws, for the administration and management of the affairs of the Society and in particular to provide for the following matters:
 - a. Preparation and sanction of budget estimates, sanctioning of expenditure, entering into and execution of contracts, investment of the funds of the Society, sale or alteration of such investments and maintenance of accounts and their audit;
 - b. Procedure for recruitment of scientists and officers in the service of the Society;
 - c. Terms and tenures of appointments, emoluments, allowances, rules of discipline and other conditions of service of the establishments of the Society;
 - d. Terms and conditions governing the grant of scholarships, fellowships, awards and grants-in-aid for research schemes and projects.
 - e. Such other matters as may be necessary for the administration of the affairs and funds of the society.

3.3. Chairperson of Governing Council:

3.3.1 shall be in accordance with *Rule 46-47* of the Rules and Regulations of IASST Society subject to Clause 3.2.2 of these BYE-LAWS.

3.3.2. Financial powers shall be exercised in accordance with Delegation of Financial Powers annexed as **ANNEXURE-1** to these Bye-Laws.

3.3.3. In the event of indisposition of the Director, IASST for a period not exceeding 90 days due to emergent/urgent/medical/personal/other reasons, Chairman, through Administrative Department shall make interim arrangement for the entire duration of indisposition of the Director, IASST. Such in-charge Directors shall be responsible for overseeing only day to day functions of the Institute and shall not have any powers in matters of appointment/promotion/finalization of tenders or any policy decision. All important financial decisions involving expenditure **above Rs 1.0 Crores** including policy decisions shall be executed only with the prior approval of Chairperson, Governing Council. For the period of indisposition of the Director exceeding 90 days, approval of President of the Society shall be obtained by the Chairperson, Governing Council to continue with the temporary charge arrangement through administrative department.

FUNCTIONS AND POWERS OF THE CHAIRMAN

- 46. The Chairman shall exercise such powers for the conduct of the business of the Society as may be delegated to him by the Governing Council.
- 47. The Chairman may, in writing, delegate such of his powers as he may think necessary to the Director.

3.4. Director of IASST: shall be in accordance with *Rule 50 to Rule 53* of Rules and Regulations of IASST Society, Recruitment Rules of IASST, powers delegated to him by the Governing Council subject to Clause 3.2.2 of these BYE LAWS. Financial powers shall be exercised in accordance with Delegation of Financial Powers annexed as **ANNEXURE-1** to these Bye-Laws.

FUNCTIONS AND POWERS OF THE DIRECTOR

50. Subject to any order that may be passed by the Chairman in exercise of the powers delegated to him by the Governing Council, the Director shall be responsible for the proper administration of the affairs and funds of the Society under the direction and guidance of the Governing Council. He shall be vested with such executive and administrative powers of the Society as may be necessary or incidental for the purpose, subject to these rules and Bye-laws.
51. The Director shall, subject to the provisions of these rules and Bye-laws and decisions of the Governing Council and Chairman, exercise general supervision and disciplinary control over the officers and the staff of the Society, and prescribe their duties and functions through the respective Group Leaders of the institute.
52. The Director of the Institute shall be the Secretary of the Society. For the purposes of the Societies Registration Act, the Secretary shall be considered the Principal Secretary of the Society and the Society may sue or be sued in the name of the Secretary of the Society.
53. The Director shall be responsible for designing and maintaining the unified integrity of perspective for IASST, and ensuring that any other centres of the Institute that are established function co-ordinately in the framework of this perspective. Further, the Director will conduct the administration and financial business of the society and the institute through the 'Apex Committee' (AC) chaired by him and with all the Group Leaders of the institute as members. The AC will prepare the institute budget which shall be submitted to Department of Science and Technology, Govt. of India or other funding sources by the Director. The other major responsibilities of the AC include the constitution of the Technical Advisory Committees and Management committees of the various departments, allocation of budgets to various departments and the general administration of the institute and to develop an ecosystem for creativity and innovation. The broad approach would be one of nurturing and employing collective wisdom in governance and also in identifying new initiatives. Where the departments are developed in partnership with outside agencies, the terms of agreement for governance shall be adhered to, within the overall spirit of collaborative management.

3.5. Registrar: shall be Head of Administration and Financial matters and shall exercise such powers and discharge such functions as delegated to him by the Governing Council/Director subject to Recruitment Rules of IASST and clause 3.2.2 of the Bye-Laws.

3.5.1. He shall directly report to Director for all non-scientific matters.

3.5.2. He shall be responsible for conduct of meetings of the Society, Governing Council, and placement of Annual Reports, before them as per schedule in accordance with Rules and Regulations of IASST Society.

3.5.3. He shall on behalf of the Institute and as authorized by the Governing Council/Director of the Institute enter into agreements, sign all such documents and authenticate records as may be delegated by Governing Council/Director and shall exercise such powers and perform such duties as may be specified by the Governing Council/Director of the Institute. He shall also be

responsible for settling all the audit paras pertaining to the administrative matters of the Institute.

3.5.4. He/she shall exercise financial powers in accordance with Delegation of Financial Powers annexed as ANNEXURE -1 to these Bye-Laws.

3.6 Group Leaders of the Institute:

3.6.1 They shall be Discipline/Mission Heads of the groups

3.6.2 Where new Departments/partnerships are developed with outside agencies (*public/private national/ international*), they shall execute their roles within the parameters of the agreement executed by the Institute with these agencies and duly approved by the Governing Council. In case of international collaborations/MoUs/partnerships, etc. due clearance from Ministry of External Affairs (through DST) and FCRA clearance (if required) shall be obtained.

FUNCTIONS AND POWERS OF GROUP LEADERS

54. The IASST will have divisions related to research and development activities of the Institute. The Group Leaders will be the heads of the divisions. They will have administrative and financial powers for the day-to-day functioning of their areas within the allocated budget, in consultation with the Apex Committee. The administrative and financial powers of the Group Leader will be as determined by the Governing Council. The Group Leaders will primarily lead their respective domains, nurture scientists in the group and their scientific endeavours, facilitate collaboration with other domains and help develop lateral linkages. The endeavour would be to evolve a non-silo approach to R&D and Management.

ADJUNCT FACULTY:

Eminent, National and International Scientists:

55. Scientists in Science and Technology and experts in allied fields working in other organizations, including eminent national and international scientists, may be invited to be associated with the Institute as Adjunct Faculty to participate in its academic or other work. They may lead collaborating groups in their own organizations or lead or be part of a team within the Institute for a short period of a few months to longer periods.

CLASSIFICATION OF STAFF:

56. The members of the staff of the Institute other than the Director shall be classified as follows

- a. **Scientific/Engineer Staff:** Members of the staff engaged in research work/ academic Work who shall include the Director, Group Leaders and scientists/engineers with Different designations and classifications (such as Scientist/engineers-B,C,D,E,F and G), Visiting Professors/ Visiting scientists, Visiting Fellows, etc., and such other staff as may be included by the Governing Council from time to time in this category;

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- b. **Technical Staff:** Under this category shall be engineering/scientific associates and assistants, technical officer/ Assistants, Business Development Officer, System Administrators, Library staff, and other members of supporting staff doing technical work and generally with degrees/ diplomas/training in engineering, science, medicine or allied areas, or technical areas including library science;
- c. **Administrative Staff:** Members of staff engaged in the administration of the Institute such as Registrar, Deputy Registrar, Assistant Registrar, Administrative Officer, Finance/ Accounts Officer, Purchase Officer, Stores Officer, Management Assistants, Clerical and such other staff doing administrative work.
- d. **Auxiliary Staff:** Staff appointed for Guest House, Canteen, Hostel, Security & Reception, maintenance, etc. and such staff generally assisting or helping in various auxiliary activities of the Institute.

4. DELEGATIONS OF FINANCIAL & ADMINISTRATIVE POWERS: for various Authorities of the Institute shall be governed by **ANNEXURE-1** of these Bye-Laws.

