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By Speed Post



राष्ट्रीय प्रौद्योगिकी संस्थान श्रीनगर
NATIONAL INSTITUTE OF TECHNOLOGY SRINAGAR
(An autonomous Institute of National Importance under the aegis of Ministry of HRD, Govt. of India)
हजरतबल, श्रीनगर जम्मू और कश्मीर, 190006, भारत
Hazratbal, Srinagar Jammu and Kashmir, 190006, INDIA

{OFFICE OF REGISTRAR}

No. NIT Srinagar/RJ/19/632

Dated: 24th December, 2019

To

Ms. Asmat Ali
D/O Mr. Ali Mohammad Chaloo
Shaheed Gunj Srinagar, Behind New Secretariat Road,
Near Milad Educational Institute, Srinagar- 190001 (J&K)

Subject: Offer of appointment as 'Deputy Librarian' in NIT Srinagar (J&K)

Dear Applicant,

This is in reference to your application, participation in selection process against the advertisement No. 2(NF), dated 11.07.2019, and approval of the Board of Governors; I am pleased to inform you that you are offered an appointment as Deputy Librarian under UR category in the pre-revised pay scale of Rs. 15600-39100 with Grade Pay of Rs.7600/- (Level 12 of the Seventh CPC Pay Matrix). Your basic pay has been provisionally fixed at ₹ 78,800/- pm i.e. Pay Level-12, Cell No.-1 of the Seventh CPC Pay Matrix. You will also be entitled for other admissible allowances as per the Institute Rules which may vary from time to time.

Your appointment is subject to the following terms and conditions:

1. Your appointment is against a regular post and you would be entitled to draw allowances admissible to your cadre.
2. (a) You shall be required to produce a Certificate of Medical Fitness from a Medical Board as required under Rule-SR-3 and SR-4 [1] [2]. In case of female candidates, the Medical Board will be consisting of at least one woman doctor possessing medical qualifications included in one of the schedules to the Indian Medical Council Act, 1956, as one of its member.
Format for certificate of Medical Fitness is enclosed [Format - I]
- (b) You shall not be entitled to any T.A. for joining the post or for relinquishing the appointment.
- (c) You shall be required to produce a latest passport size photograph and a set of the attested copies of your certificates/degrees relating to your educational and

10. You shall be required to devote your whole time to your duties and perform such duties as may be assigned to you by the Director/Registrar. Such duties may include any kind of administrative responsibility. You will also be required to perform such other duties of the Institute as may be entrusted to you by the Director/Registrar, including the management and protection of the Institute property and funds, and submit to the orders of the authorities to whom you may be subordinate. You shall not abstain yourself from your duties without obtaining prior permission except in the case of an emergency involving accident/acute illness/hospitalization certified by an authorised Medical officer.
11. Without prior sanction of the Director, you are not supposed to accept any other job, or get involved in any trade or business or accept remuneration from outside agency which fall outside the scope of your normal duties in the Institute. You should not accept any assignment inside and outside the Institute, in case there is any conflict of interest.
12. Your services will be governed by the service conditions/rules and regulations of similar category of employees [such as Central Civil Services (Conduct) Rules, 1964; NIT Act 2007; First Statutes of the NITs]; as modified from time to time.
13. On appointment against a regular post, you are required to join the New Pension Scheme [NPS 2004] as per Government of India, Ministry of Human Resource Development, Department of Secondary & Higher Education OM No.F.20-46/2003-TS-III dated 30.08.2004. For the purpose for joining the New Pension Scheme you are required to submit your application in the prescribed format for the same [Format – VII].
14. You shall be eligible for leave and leave salary according to the rules of the Institute but the grant of leave shall always be at the discretion of the Director or the sanctioning authority.
15. You will have to make your own arrangement for your accommodation for which the Institute will pay House Rent Allowance [HRA] as per existing norms. You may, however, be provided suitable accommodation by the Institute, if available, on payment of license fee as fixed by the Institute from time to time. You will be required to abide by the rules governing such accommodation.
16. While accepting the appointment, you must inform in writing and furnish full details of applications already submitted by you for posts in Institute/other organization and details of any examinations you have appeared. You will have to abide by the decision of the Director concerning them and will have to cancel your commitments, if so instructed.
17. During the period of service with the Institute, you and your dependents shall be governed by the Central Civil Services [Medical Attendance] Rules-1944 for treatment in the Institute empanelled hospitals.
18. During the period of service with the Institute, you and your dependents shall be entitled to the Leave Travel Concession [LTC] and other facilities as per Government of India rules as applicable to the employees of the Institute. For the purpose, you shall be required to submit a Home Town declaration as per enclosed format [Format – VIII].
19. You are expected to exhibit high moral and ethical value in the Institute and outside.
20. Your general services conditions and other rules shall be governed as per Central Civil Services (Conduct) Rules, 1964, NIT Act 2007, First Statutes of the NITs.



professional qualifications together with the certificate in support of your date of birth, at the time of joining the post, for keeping the same as a record in your Personal File/Service Book.

3. (a) You shall be on **probation** for a period of one year from the date of joining. The period of probation may be extended further depending on your performance and as per decision of the competent authority.
 - (b) During the initial or extended period of probation, your services may be terminated by the competent authority at any point of time without assigning any reason by giving **one month's notice or one month's pay** in lieu thereof.
 - (c) You may also leave the service of the Institute by serving **three calendar months notice** to the Institute in writing, provided that with the consent of the authorities concerned **three months' pay** in lieu of notice period may be accepted.
 - (d) You shall not be allowed to apply for appointments outside the Institute during
 - the probation period
 - first one year of your appointment in the Institute against a regular post or
 - within one year of your re-appointment to a higher selection post.Thereafter, you may be permitted to apply for posts outside the Institute as per the provisions contained in the Institute Act and or the Statutes.
 - (e) After satisfactory completion of your probation period your services will be confirmed as a **Deputy Librarian** of the Institute.
4. Your services after confirmation may be terminated by the Institute for any infringement of the Central Civil Services [Conduct] Rules-1964, with or without notice as provided for in the aforesaid rules and regulations in the Institute Act and Statutes. However, you will be given every reasonable opportunity to meet the grounds of the charges according to the rules and regulations. The decision of the competent authority shall be final and binding.
 5. You shall be required to submit a declaration of your **Marital Status** and give information about the dependants [Format-II & Format-III], if any.
 6. You are also required to submit Information regarding assets & liabilities in the prescribed format [Format-IV] owned by you at the time of joining the post.
 - Form-IVa : Statement of immovable property on First Appointment
[e.g., Lands, House, Shops, Other Buildings, etc.]
 - Form-IVb : Statement of liquid assets on first appointment
 - Form-IVc : Statement of movable property on first appointment
 - Form-IVd : Statement of Provident Fund and Life Insurance Policy on First Appointment
 - Form-IVe : Statement of Debts and Other Liabilities on First Appointment
 7. You are required to undertake an oath of **allegiance/faithfulness to the Constitution of India** at the time of joining the post as per the enclosed format [Format-V].
 8. You shall be required to submit a certificate about your **Character** from a Gazetted Officer [not related to you] /Head of the Institution, to whom you are known for at least last two years [Format-VI].
 9. The offer is subject to the verification of **Character & Antecedents** from the District Magistrate, for which you have to fill up prescribed form immediately after joining the post.



21. You shall be required to send your formal acceptance within a fortnight of the date of this letter and join the post latest by January 23, 2020, failing which the offer of appointment will stand withdrawn and the offer may be given to next candidate in the panel, if any.

This letter is issued with the approval of the competent authority.

Copy to:

1. Director, NIT Srinagar (J&K).
2. Asstl. Registrar (Admn. & Estt.), NIT Srinagar (J&K).
3. Sr. Supt. (Accounts & Audit), NIT Srinagar (J&K).


24/12/19
REGISTRAR
NIT SRINAGAR (J&K)


24/12/19
REGISTRAR
NIT SRINAGAR (J&K)



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Hazratbal, Srinagar Jammu and Kashmir, 190006, INDIA

No. NITS/PD/NT-R/21/1640

Date: 14-12-2021

Appointment Offer Letter

Mr. Showkat Ahmad Wani
S/o Abdul Rashid Wani
Kachan Ganderbal Jammu & Kashmir-191131

Subject: Offer of appointment as Assistant Librarian

Mr. Wani,

This has reference to your Application, participation in the selection process against Advertisement No. NIT/Non-Teaching-Recruitment/2020/5(NT) Date: 22nd October, 2020 for non-teaching recruitment. Based on the recommendations of the Selection Committee and approval of the Board of Governors (BOG) of NIT Srinagar on 08.12.2021, the Institute offers you appointment to the post of Assistant Librarian under UR category in the Pay Level 10 of the 7th CPC Pay Matrix i.e. Rs. 56,100/- pm to Rs. 1,77,500/- pm along with admissible allowances. Your salary will be fixed as per the rules in vogue in the Institute.

Following documents shall form the part and parcel of this appointment offer letter:

1. Non-Teaching advertisement referred above along with all the annexures.
2. The provisions of the Act and the Statutes and non-teaching Cadre Recruitment Rules (CRR) applicable to the NITs.

Terms and Conditions:

1. Your appointment is against a regular post and you would be entitled to draw allowances admissible to your cadre.
2. You shall be required to produce a Certificate of Medical Fitness from a Medical Board as required under Rule-SR-3 and SR-4 [1] [2]. In case of female candidates the Medical Board will be consisting of at least one women doctor possessing medical qualifications included in one of the schedules to the Indian Medical Council Act. 1956 as one of its member. Format for certificate of Medical Fitness is enclosed [Format-I]
3. You shall not be entitled to any T.A. for joining the post or for relinquishing the appointment.
4. You shall be required to produce 4 latest passport size photographs, a copy of the Aadhaar card and a set of the attested copies of your certificates/degrees relating to your educational and professional qualifications together with the certificate in support of your date of birth at the time of joining the post for keeping the same as a record in your Personal File/Service Book. Also, you shall be required to produce all certificates/degrees in original for verification.
5. You shall be on probation for a period of One year from the date of joining. During the period of probation, you will be subject to continuous evaluation and assessment in terms of training

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- and its assessment/evaluation. Confirmation of the appointee on completion of probation shall strictly be based on the results of such assessment/evaluation. The period of probation may be extended further depending on your performance and as per decision of the competent authority, if required.
6. During the initial or extended period of probation your services may be terminated by the competent authority at any point of time without assigning any reason by giving one month's notice or one month's pay in lieu thereof.
 7. You may also leave the service of the Institute by serving one month notice during probation period and three calendar months' notice after confirmation to the Institute in writing, provided that with the consent of the authorities concerned three months' pay in lieu of notice period may be accepted. Any other service terms and conditions during probation period shall be governed as per the Institute rules.
 8. After satisfactory completion of your probation period your services will be confirmed as **Assistant Librarian** of the Institute.
 9. Your services after confirmation may be terminated by the Institute for any infringement of the Central Civil Services (Conduct) Rules-1964 with or without notice as provided for in the aforesaid rules and regulations in the Institute Act and Statutes. However, you will be given every reasonable opportunity to meet the grounds of the charges according to the rules and regulations. The decision of the competent authority shall be final and binding.
 10. You shall not be allowed to apply for appointments outside the Institute during:
 - a. The probation period;
 - b. First one year of your appointment in the Institute against a regular post or
 - c. Within one year of your re-appointment to a higher selection post.Thereafter, you may be permitted to apply for posts outside the Institute as per the provisions contained in the Institute Act and or the Statutes or other rules notified by the Ministry of Education from time to time.
 11. You shall be required to submit a declaration of your Marital Status and give information about the dependents [Format-II. & Format-III], if any.
 12. You are also required to submit information regarding assets & liabilities in the prescribed format [Format-IV] owned by you at the time of joining the post.

Form-IVa: Statement of immovable property on First Appointment [e.g., Lands House, Shops, Other Buildings, etc.]

Form-IVb: Statement of liquid assets on first appointment

Form-IVc: Statement of movable property on first appointment

Form-IVd: Statement of Provident Fund and Life Insurance Policy on First Appointment

Form-IVe: Statement of Debts and Other Liabilities on First Appointment
 13. You are required to undertake an oath of allegiance/faithfulness to the Constitution of India at the time of joining the post as per the enclosed format [Format-V].
 14. You shall be required to submit a certificate about your Character from a Gazetted Officer [not related to you] / Head of the Institution, to whom you are known for at least last two years [Format-VI].

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15. The offer is subject to the verification of Character & Antecedents from the District Magistrate for which you have to fill up prescribed form immediately after joining the post.
16. [This clause is applicable to Reserved Category Candidates only] The appointment of the category candidates is provisional and is subject to the submission of the valid Certificate of belonging to OBC [Non Creamy Layer] / Schedule Caste / Schedule Tribes / EWS / PwD category, as the case may be in the format applicable for employment under Central Government, to be verified through the proper channel, and if on verification it is revealed that the claim of belonging to OBC [Non Creamy Layer]/SC/ST/EWS/PwD, as the case may be, is false, the appointment offer to the reserved category candidates will be cancelled and the services of such candidates will be terminated forthwith without assigning any further reasons and without prejudice to such action as may be taken under the provisions of the Indian Penal code for production of false certificates.
17. You shall be required to devote your whole time to your duties and perform such duties as may be assigned to you by the Director / Registrar / Head of the Office / section. Such duties may include any other kind of responsibility including the duties / responsibilities beyond the scope of normal duties of the post on which you are appointed. You shall also be required to perform such other duties of the Institute as may be entrusted to you by the Director / Registrar, including the management and protection of the Institute property and funds, and submit to the orders of the authorities to whom you may be subordinate. You shall not abstain yourself from your duties without obtaining prior permission except in the case of an emergency involving accident / acute illness / hospitalization certified by an authorized Medical officer.
18. Without prior sanction of the Director, you are not supposed to accept any other job, or get involved in any trade or business or accept remuneration from outside agency which falls outside the scope of your normal duties in the Institute. You should not accept any assignment inside and outside the Institute, in case there is any conflict of interest.
19. Your services will be governed by the service conditions/rules and regulations of similar category of employees [such as Central Civil Services (Conduct) Rules, 1964; NIT Act 2007; First Statutes of the NITs etc.]; or any other rule notified/modified by the Ministry of Education from time to time.
20. On appointment against a regular post, you are required to join the New Pension Scheme [NPS 2004] as per Government of India, Ministry of Human Resource Development, now Ministry of Education, Department of Secondary & Higher Education OM No F 20-46/2003-TS-III dated 30.08.2004. For the purpose of joining the New Pension Scheme you are required to submit your application in the prescribed format [Format-VII].
21. You shall be eligible for leave and leave salary according to the rules of the Institute but the grant of leave shall always be at the discretion of the Director or the sanctioning authority.
22. You will have to make your own arrangement for your accommodation for which the Institute will pay House Rent Allowance [HRA] as per existing norms. You may, however, be provided suitable accommodation by the Institute, if available, on payment of license fee as fixed by the Institute from time to time. You will be required to abide by the rules governing

[Signature]
14-12-21

[Signature]
14-12-21

[Signature]



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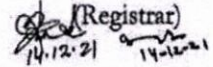
such accommodation.

23. While accepting the appointment, you must inform in writing and furnish full details of applications already submitted by you for posts in Institute / other organization and details of any examinations you have appeared. You will have to abide by the decision of the Director concerning them and will have to cancel your commitments, if so instructed.
24. During the period of service with the Institute, you and your dependents shall be governed by the Central Civil Services [Medical Attendance] Rules-1944 for treatment in the Institute empaneled hospitals.
25. During the period of service with the Institute, you and your dependents shall be entitled to the Leave Travel Concession [LTC] and other facilities as per Government of India rules as applicable to the employees of the Institute. For the purpose, you shall be required to submit a Home Town declaration as per enclosed format [Format - VIII].
26. You are expected to exhibit high moral and ethical value in the Institute and outside.
27. Your general service conditions and other rules shall be governed as per Central Civil Services (Conduct) Rules, 1964, CCS (CCA) Rules 1965, NIT Act 2007, First Statutes of the NITs and other rules notified by the Ministry of Education from time to time.
28. You shall be required to send your formal acceptance within a fortnight of the date of this letter and join the post latest by January 13th, 2022, failing which the offer of appointment will stand withdrawn and the offer may be given to next candidate in the panel, if any.

This letter is issued with the approval of the Competent Authority.


14/12/2021

Prof. Kaiser Bukhari


(Registrar)
14.12.21 14.12.21

Copy to:

1. Chairman, Library Information & Resource Center
2. Deputy Registrar (Administration)
3. Deputy Registrar (Accounts)
4. Deputy Librarian
5. P A to Director for kind information of the Director