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REPORT ON CADRE RESTRUCTURING AND PROMOTION RULES

Vide Office Order No. SLIET/639 dated the 1st May, 2017 (**Annexure I**), the following Committee was constituted for finalization of (a) Cadre Restructuring (b) Promotion Rules of non-teaching employees and (c) MACP Mapping of those Punjab Scale employees who switched over to central pay scales:

1. Sh. Arun Gaur, Retd. Joint Secretary
2. Sh. Ravindra Kumar, Retd. Director
3. Dr. A.S. Arora, Dean (SFW)
4. Representative of non-teaching staff (non-beneficiary)

2. The nomination of Shri Jwala Singh as Representative of non-teaching staff was made subsequently vide Office Order No. SLIET/647 dated the 15th May, 2017 (**Annexure II**). The full Committee held various meetings at the Institute in addition to a meeting for two days at Delhi. The Committee first arrived at the tentative cadre strength of the non-teaching staff at 373 based on the documents so far made available as per the following details.

4. In the initial document for establishment of the SLIET, which at that time was envisaged to be handed over to the Government of Punjab, a strength of 550 and odd was projected when the Institute would be fully functional (**Annexure III**). For some time, the Institute worked with the sanctioned strength of 313 for non-teaching staff which was reduced to 272 in 2002 (**Annexure IV**).

5. The Educational institutions cannot be compared with normal offices/Ministries/Departments whether of the Centre or of the State. Thus in 2008, the Ministry of Finance (Department of Expenditure) approved the ratio of teaching staff vis-à-vis non-teaching staff as 1:1.1 (**Annexure V**). In 2014, the Ministry of HRD decided that the strength of teaching as well as non-teaching staff should be computed with reference to the student strength and accordingly invited proposals from SLIET for creation of posts on the basis of its student strength then standing at 3860 (**Annexure VI**). It is learnt that the SLIET has not so far finalised any such proposals, which could now be finalised after a decision on the cadre restructuring proposed by the present Committee is taken. The Committee was

informed about the present student strength at 4778, as per which the non-teaching strength comes to 373(**Annexure VII**).

6. Having arrived at total cadre strength of 373, the next issue to be decided by the Committee was to distribute it amongst various streams. There cannot be any hard and fast formula for this. The Committee deliberated upon the issue and also invited comments about the requirements of various streams from the officers in charge of these streams (**Annexure VIII**). Very little additionality was sought in whatever requests were received by the Committee (**Annexure IX**). Keeping all this in view, the Committee made the distribution as proportionately as possible duly taking into account the requirements of various streams as intimated by the officers in charge of various streams.

7. After distribution of the strength in different streams, the next job was to arrange the different streams in a pyramidal hierarchy, in such a manner that the promotional aspirations of the employees, many of whom are stated to be stagnating for long are duly met without deviating from the guidelines of the Department of Personnel & Training. The final distribution of the strength in different streams and hierarchies is at **Annexure X**.

8. The next item of work was to tentatively decide the method of recruitment to various posts. This has been done on the basis of the guidelines of the DOPT on recruitment rules. Since the guidelines of DOPT do not strictly apply to some posts which are peculiar to the University type institutions, the Committee studied the UGC guidelines. The recruitment rules of some central university also were adopted in its wisdom. For some cases like Coaches, the stipulations by the nodal Ministries/Bodies such as National Institute of Sports, Patiala have been adopted.

9. With regard to filling up of the posts by promotion, combined service in the lower grades (somewhere two and somewhere three) has been prescribed to take care of the long-standing stagnation. However, the service prescribed in the lower grade or combined in the lower grades is as per the guidelines of the DOPT.

10. In the SLIET, there is a considerable number of ad-hoc/contract employees who have been working for a number of years and have also crossed the normal age limit for appointment against non-technical/quasi-technical/technical posts. The relaxation in age by the years equal to the service rendered by them in the SLIET on ad-hoc/contract basis can

be appropriately proposed and considered. No relaxation in the eligibility criterion on account of educational qualification will, however, be permitted to the aforesaid ad-hoc/contract employees.

11. The regular employees of the SLIET shall be eligible through direct recruitment, without age restriction in case they are otherwise academically and professionally eligible as per the provisions in the recruitment rules.

12. The vacancies in posts (meant for recruitment through DR) caused by the incumbent being away on deputation or due to long illness or study leave or in any other circumstances for a duration of one year or more, may be filled up on deputation from the officials of the Central Government / State Govt. /UT Administration/Semi-Govt./PSU/Autonomous/recognized research organizations holding analogous posts on regular basis or with requisite service in the lower posts as per the guidelines of the DOPT and possessing the qualifications and experience as prescribed for direct recruits.

13. There shall be a Career Advancement Scheme (CAS) for such officers who are covered under the Scheme of the UGC. Under this Schemes an Officer will be entitled to assessment for higher GP/AGP after rendering prescribed length of service in any position.

14. When it is not possible for fill up a post by open advertisement, and the competent authority is satisfied that no purpose will be served by repeated advertisements, the post may be filled by temporary down-gradation.

15. The sanctioned strength of Drivers has been fixed taking into account the requirement of three Drivers for Ambulance which presently is being operated by deputing existing Drivers on rotation basis in shifts.

16. Based on above, the Committee has formulated draft recruitment rules for various posts (**Annexure XI**), which may be uploaded on the website of the SLIET as decided during discussion of the Committee with the Director and Registrar on 5.8.2017 to invite the views of the stake holders before these are finalized.