

# Institute of Life Sciences

Nalco Square, Bhubaneswar 751023

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(Information provided as per the Section 4 (I) (b) of the RTI Act – 2005)

## 1) Particulars of the organization, it's functions and duties:

- **Institute of Life Sciences (ILS)** was established as a society on February 11<sup>th</sup>, 1987 under Society's Registration Act, XXI of 1860 (document # 1379-275 of 1986-87, Registrar of Societies, Bhubaneswar).
- The mandate "*basic and translational research in frontier areas of life sciences.*" The research interests of the faculty are in three major areas: (a) Infectious Disease Biology, (b) Gene Function and Regulation and (c) Translation Research and Technology Development. In addition, new collaborations with industry have been established to tap commercial potential of laboratory science.
- The objectives of the Institute are:
  - a) To conduct and promote basis and applied researches in the frontier areas of Life Sciences.
  - b) To foster interaction amongst Scientists of various disciplines and to encourage them to carryout research in areas that interface between physical and biological sciences.
  - c) To carry out inter-disciplinary research in collaboration with other Research Institutions, various Science Departments of Universities, Medical Colleges and Agriculture Colleges.
  - d) To provide expert advice to various agencies for the application of the new findings.
  - e) To organize Symposia, Workshops, Conferences and Summer Schools in frontier areas of Life Sciences for the advancement of knowledge.
  - f) To collaborate with teaching Institutions for raising the level of teaching and research in Life Sciences.
  - g) To provide advanced training to post – M.Sc. students leading to Ph.D. degree.
  - h) To conduct refresher programmes.
  - i) To accept grants, scholarships, donations, subscriptions and endowments and administer the same in fulfillment of the objectives of the Institute.
  - j) To do all such other acts and take all such steps as may further all or any of the aforesaid objectives.

## 2) **The powers and duties of it's officers and employees:**

Procedures followed in decision making are taken by the following:-

### **(A) Society of Institute of Life Sciences**

1. Union Minister, Science & Technology	-	PRESIDENT
2. Chief Minister, Odisha	-	VICE-PRESIDENT
3. Minister, Science & Technology, Govt. of Odisha	-	Member
4. Secretary, Dept. of Biotechnology, GOI, N. Delhi	-	Member
5. Vice Chancellor, Utkal University, Bhubaneswar	-	Member
6. Secretary, Science & Technology Dept, Govt. of Odisha	-	Member
7. Joint Secretary & FA, Dept. of Biotechnology, GOI, N. Delhi	-	Member
8. Nominee, Dept. of Biotechnology, GOI, N. Delhi	-	Member
9. DG/Nominee, Indian Council of Agricultural Research	-	Member
10. DG/Nominee, Indian Council of Medical Research	-	Member
11. Chairman, Scientific Advisory Committee, ILS	-	Member
12. Eminent Expert, area of Life Sciences	-	Member
13. Eminent Expert, area of Life Sciences	-	Member
14. 02 state level Experts to be nominated by CM, Odisha	-	Members
15. 01 Faculty of the Institute	-	Member
16. 02 representatives of NGOs/Industry	-	Members
17. Director, Institute of Life Sciences, Bhubaneswar	-	Member Secretary

### **(B) Governing Body of Institute of Life Sciences**

1. Secretary, Department of Biotechnology, GOI, N. Delhi	-	Chairperson
2. Vice Chancellor, Utkal University, Bhubaneswar	-	Member
3. Secretary, Science & Technology Dept, Govt. of Odisha	-	Member
4. Joint Secretary & FA, DBT, N. Delhi	-	Member
5. Nominee, DBT, N. Delhi	-	Member
6. Nominee, ICAR, N. Delhi	-	Member
7. Scientist nominated by DG, ICMR, N. Delhi	-	Member
8. Chairman, Scientific Advisory Committee, ILS	-	Member
9. Eminent Expert, area of Life Sciences	-	Member
10. Eminent Expert, area of Life Sciences	-	Member
11. 02 state level Experts, nominated by CM, Odisha	-	Members
12. 01 Faculty of the Institute	-	Member
13. 02 representative of NGOs/Industry	-	Members
14. Director, Institute of Life Sciences, Bhubaneswar	-	Member Secretary

**(C) Scientific Advisory Committee (16 members)**

**Scientific Advisory Committee**

<b><u>Sl.</u></b>	<b><u>Chairman</u></b>
1	Prof. G. Padmanaban Emeritus Scientist & Honorary Professor Department of Biochemistry Indian Institute of Sciences Bangalore - 560 012.
	<b><u>Members</u></b>
2	Prof. Akhilesh Kumar Tyagi Director National Institute for Plant Genome Research (NIPGR) Aruna Asaf Ali Marg, JNU Campus, Post Box No.- 10531, NEW DELHI – 110 067.
3	Dr. G.C. Mishra Emeritus Scientist, National Centre for Cell Science (NCCS) NCCS Complex, University of Pune Campus Ganeshkhind, Pune – 411 007
4	Prof. Narinder Mehra Professor and Head Department of Transplant Immunology & Immunogenetics All India Institute of Medical Sciences Ansari Nagar New Delhi - 110029,
5	Dr. Satyajit Rath National Institute of Immunology Aruna Asaf Ali Road, New Delhi – 110 067
6	Prof. Shobhona Sharma, Department of Biological Sciences, Tata Institute of Fundamental Research (TIFR) Homi Bhabha Road Mumbai – 400 005
7	Dr. Kanury Venkata Subba Rao Senior Scientist & Head Immunology Group, International Centre for Genetic Engineering and Biotechnology (ICGEB), ICGEB Campus, New Delhi Component, Aruna Asaf Ali Marg, New Delhi – 110 067
8	Dr. Sudhir Krishna National Centre for Biological Sciences Tata Institute of Fundamental Research GKVK, Bellary Road Bangalore – 560 065

9	Dr. G. Balakrish Nair, Executive Director Translational Health Science and Technology Institute (THSTI) Plot No. 496, Phase-III, Udyog Vihar Gurgaon - 122016, Haryana
10	Dr. Meenakshi Munshi Adviser, Department of Biotechnology, Government of India, Block-2, 7th Floor, CGO Complex, Lodhi Road, New Delhi – 110 003.
11	Dr. N. Tuteja, Senior Scientist, International Centre for Genetic Engineering and Biotechnology, Aruna Asaf Ali Marg, New Delhi - 110 067 narendra@icgeb.res.in
12	Dr. Soumitra Das, Associate Professor, Deptt. Of Microbiology & Cell Biology, Indian Institute of Sciences, Sir C.V. Raman Avenue, Bangalore - 560 012. sdas@mcbl.iisc.ernet.in
13	Dr. T. Raj Kumar, Scientific Director, Molecular Oncology Department, Adyar Cancer Institute No.18, Sadar Patel Road, IIT Post, Chennai - 600 036. rajkumart@yahoo.com
14	Prof. Jayesh Bellare, Room No.131, Chemical Engineering, Indian Institute of Technology, Bombay, Powai, Mumbai - 400 076. jb@iitb.ac.in
15	Prof. Judith Allen, Professor of Immunobiology University of Edinburgh, United Kingdom.
16	Prof. Pramoda Srivastava, Professor of Cancer Biology University of Connecticut Health Center, Farmington, U.S.A.

(D) Finance Committee (06 members)

1. Secretary, Department of Biotechnology, GOI, N. Delhi - Chairperson
2. Joint Secretary & FA, DBT, N. Delhi - Ex-Officio Member
3. Nodal Officer, DBT for ILS, New Delhi - Ex-Officio Member
4. 01 Scientist of the Institute on rotation - Member
5. Director, Institute of Life Sciences, Bhubaneswar - Ex-Officio Member
6. Finance & Accounts Officer, ILS, Bhubaneswar - Member Secretary

(E) Civil Construction and Building Repair Committee (07 members)

1. Dr. J. Gowrishankar, Director, CDFD, Hyderabad - Chairperson
2. Director, ILS, Bhubaneswar - Ex-Officio Member
3. Director (Finance), DBT, New Delhi - Ex-Officio Member
4. Nodal Officer for ILS, DBT, N.Delhi - Ex-Officio Member
5. Er. D.N. Tripathy. Ex-Chief Engineer, CPWD - Member
6. Mr. B. Bose, Management Consultant, NII, N.Delhi - Member
7. Dr. B.P. Shaw, Scientist – F, ILS, Bhubaneswar - Member Secretary

The Director, ILS performs or coordinates all the duties as the Principal Executive on behalf of the aforementioned committees and is the communicating authority on behalf of the Governing Body/Scientific Advisory Committee (SAC).

3) **Procedures followed in decision making process including channels of supervision and accountability.**

In regard to all matters concerning service conditions of employees of the society, the fundamental and supplementary rules framed by the Govt. of India and such other rules and orders issued by the Govt. of India from time to time shall apply to the extent applicable to the employees of the society. Notwithstanding anything contained in the bye-law, the Governing Council shall have the power to relax the requirement of any rule to such extent and subject to such conditions as it may consider necessary.

The Director shall be assisted by Administrative Officer, Finance and Accounts Officer, and Stores and Purchase Officer who shall advise the Director on all administrative and financial matters and be responsible for providing support services to all the staff scientists and other staff. The Director shall have the power to over-rule the advice of aforesaid functionaries after recording reasons thereof.

4) **Norms set for discharge of functions**

**Director**

The Director shall be the Principal Executive of the Institute. The Director shall perform the following duties:

- a) He/she will be responsible to the Governing Body for realizing the objectives of the Institute as approved by the said body;
- b) It shall be the duty of the Director to carry on the work of the Institute in accordance with the Rules and Bye-Laws for the administration and management of the Institute;

- c) Director shall have powers to issue standing orders relating to the business of the Institute subject to the provisions of the rules/Bye-Laws of the Institute;
- d) He/She shall allocate duties to the officers and staff of the Institute and shall exercise such supervision, control and discipline as may be necessary;
- e) He/she may also delegate his/her powers to officers as per such limitations or conditions as may be imposed by him/her;
- f) In case of emergency, he/she may take such action as may be deemed necessary and report it to the Governing Body through the Chairman.
- g) All members of the staff of the Institute shall be under the administrative control of the Director.

### **Duties of Principal Investigators/ Scientists**

The principal investigators/ Scientists shall supervise and direct the work in their respective subjects (research/ administration) under the general direction of the Director.

#### ▪ **Seminars, lectures**

The staff scientists and research scholars shall hold or take part in seminars besides giving lectures.

#### ▪ **Sanction for Research Projects**

All new research projects to be undertaken at the Institute, which may involve any expenditure, shall be submitted to the Director for sanction and subsequently to the SAC members.

### **Duties of the Administrative Officer**

- Coordinates work for the Director
- In all matters concerning the Institute he/she shall act under the general control and orders of the Director.
- In all matters concerning the Academic activities of the Institute
- Will look after the maintenance and security of the institute premises.
- All other work not assigned to other officers.

### **Duties of Finance and Accounts Officer**

- The Finance & Accounts Officer (FAO) of the Institute shall prepare, in consultation with the Director, the Annual Budget of the Institute for submission to the Governing Body.
- Disbursement of salaries and other financial expenses under the signatures of a designated Scientist.

### **Duties of Stores and Purchase Officer**

- The Stores and Purchase Officer (SPO) of the Institute shall manage the purchase matters of the Institute in consultation with the Director.
- Maintain required records pertaining to Stores & Purchase matters.

### **Duties of Information Officer (I.O)**

- The I.O. shall be responsible for various information relating to the Institute and look after the computer related works of the institute.

- 5) **Rules, regulations, manuals, records held by ILS**  
Bye-Laws, Recruitment & Promotion Rules, Purchase Rules, Take Over by DBT, New Delhi, etc.
- 6) **Categories of documents held**  
Audit register ,Cash book, Bank book for cheque payments and receipts, Stock Register, Fixed Asset Register, Cheque book register, Financial statements (Receipts & Payments, Income & expenditure and Balance Sheet), Inward & Outward file movement register, Cheque issue register, DD & FDD register, TDS register, etc.
- 7) **Any arrangement for consultation or representation by members of Public in matter of formulation/ implementation of policy**  
No such arrangement.
- 8) **Statement of the boards, council, committees etc., whether their meetings are open to public**
- SAC/ Governing body and other committees meet to take stock of progress of research, financial and other matters of the institute, and the minutes of the meetings are recorded.

Standing Purchase Committee – II

1	Prof. R. Nayak (NISER) Prof. L.C. Padhy Dr. Sandip K. Mishra Dr. Subrat K. Das Dr. Rajeeb Swain Finance & Accounts Officer Stores & Purchase Officer	Chairman Co-Chairman Member Member Member Member Member Secretary
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Standing Purchase Committee – I

2	Dr. B.P. Shaw Dr. N. Dey Finance & Accounts Officer Stores & Purchase Officer	Chairman Member Member Member Secretary
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Equipment Maintenance Committee

3	Dr. S.K. Das Dr. Narottam Acharya Dr. Anshuman Dixit Dr. Soma Chattopadhyay Dr. Dileep Vasudevan Stores & Purchase Officer Sh. A. Routray	Chairman Member Member Member Member Member Member Secretary
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General Maintenance Committee

4	Administrative Officer Stores & Purchase Officer Sh. Chakradhar Parhi Sh. Sourajit Das Sh. P.K. Das	Chairman Member Member Member Member Secretary
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#### Library & Information Science Committee

5	Dr. Narottam Acharya Dr. P.V. Ramchander Dr. Sarita Jena Mrs. D.N. Kanungo	Chairman Member Member Member Secretary
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#### Website Maintenance Committee

6	Dr. Satish Devdas Dr. Soumen Chakraborty Dr. Anshuman Dixit Dr. Sunil Kumar Sh. D. Pradhan Sh. S.S. Mohanty	Chairman Member Member Member Member Member Secretary
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#### Tender Opening Committee \*

7	Dr. Shanti B. Senapati Dr. Sarita Jena Finance & Accounts Officer Stores & Purchase Officer Administrative Officer Sh. P.K. Das	Member Member Member Member Member Member Secretary
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\* Any three members can open the tender. SPO and FAO are mandatory members to open the tender.

#### Institutional Bio-safety Committee

8	Dr. B. Ravindran Dr. Abdur Rahaman, Reader-F, NISER Prof. G.B.N. Chainy, IMGINEX Dr. J.S. Mohapatra, Hi-tech Medical Dr. Sandip K. Mishra Dr. Rajeeb Swain Dr. Nrisingha Dey	Chairman DBT Nominee External Experts Biosafety Officer Member Member Member Secretary
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#### Institutional Radio Activity Facilities Committee

9	Dr. D.V. Singh Dr. Sanjeeb K. Sahoo Dr. Amol R. Suryawanshi	Chairman Member Member Secretary
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#### Institutional Animal Ethical Committee

10	Dr. S.K. Ray Dr. R.C. Patra, OUAT Dr. Dwarikanath Mohanty Sh. Biswajit Lahiri Dr. S. Devadas Dr. Amol R. Suryawanshi Dr. Sarita Jena	Chairman Member Member Member Member Member Member Secretary
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#### Institutional Human Ethical Committee

11	Dr. B.S. Das Dr.(Mrs.) Bijoya Mishra, MAMATA Dr. Siddharth Padhi, Prof. M.C. Das, Nayapalli, Dr. Samir Sahu, Apollo Hospital Prof. GBN Chainy, Utkal University Sh. Damodar Mohanty, Advocate Prof. N.K. Debata, Sum Hospital, Dr. Soumen Chakraborty	Chairman Member Member Member Member Member Member Member Member Secretary
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#### Annual Report Committee

12	Dr. Soma Chattopadhyay Dr. Amol R. Suryawanshi Administrative Officer Sh. Kinshuk Nayak	Chairperson Member Member Member Secretary
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#### Academic Committee

13	Dr. Sandip K. Mishra Dr. Nrisingha Dey Dr. Narottam Acharya Dr. Sunil Raghav Dr. Shanti B. Senapati	Chairman Member Member Member Member Secretary
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#### Management Committee

14	Director Dr. B.P. Shaw Sh. B.P. Samal Sh. D.N. Pradhan	Chairman Member Member Member
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#### Accommodation Committee

15	Dr. D.V. Singh Dr. P.V. Ramchander Dr. Tushar K. Beuria Dr. N. Dey	Chairman Member Member Member
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#### Hostel Wardens

16	Dr. Rupesh Dash ( For Gents) Dr. Soma Chattopadhyay (For Ladies)	
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#### Ph.D. Admissions Committee

17	Dr. Soumen Chakraborty Dr. Narottam Acharya Dr. Anshuman Dixit Dr. Soma Chattopadhyay Dr. Rajeeb Swain Dr. Dileep Vasudevan	- - - - - -	Chairman Member Member Member Member Member
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#### Sexual Harassment Committee

18	Mrs. Sneha Mishra Dr. Soma Chattopadhyay Dr. Sarita Jena, Scientist Dr. Tushar Kant Beuria Mr. B.M. Mishra, Accountant Dr. Fahima Dilnawaz, WOS Mrs. D.N. Kanungo, Asst. Librn.	- - - - - - -	Chairperson Member Member Member Member Member Member Convener
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#### Maintenance of Animal House Committee

19	Dr. Satish Devadas Dr. Shantibhusan Senapati Dr. Soma Chattopadhyay Dr. Amol R. Suryawanshi Dr. Sarita Jena Mr. Amitav Routray	- - - - - -	Chairman Member Member Member Member Secretary Non-Member Secretary
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#### Official Language Implementation Committee

20	Dr. Anshuman Dixit Mr. B.P. Samal Mr. D. Pradhan Mr. P.K. Sahoo Mr. D.S. Negi	- - - - -	Chairman Member Member Member Member Secretary
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Alumni Association Committee

21	Dr. Sandip K. Mishra Mr. D. Pradhan	- Chairman - Member
<p>Student representative (from present JRF/SRF/RA) – to be nominated by the students – 01 no. as Member</p> <p>Student representative (from former students of ILS) – to be nominated by the Committee – 01 no. as Member</p>		

• Meetings are not open to public

9) *Directory of Officers and employees:*

<b>Scientists</b>				
Name	Designation	Office Extn.	Telephone No.	Email
Dr. B. Ravindran	Director	204	2301900	balaravi [at] ils [dot] res [dot] in
Dr. Birendra Prasad Shaw	Scientist - F	213	2302611	bpshaw [at] ils [dot] res [dot] in
Dr. Durg Vijai Singh	Scientist - F	206	2302754	singhdv [at] ils [dot] res [dot] in
Dr. Sandip K. Mishra	Scientist - E	234	2300702	sandipkmishra [at] ils [dot] res [dot] in
Dr. Satish Devadas	Scientist - D	236	2300701	satdevs [at] ils [dot] res [dot] in
Dr. Sanjeeb K. Sahoo	Scientist - D	221	2302094	sanjeeb [at] ils [dot] res [dot] in
Dr. Subrat K. Das	Scientist - D	208	2303342	subrata [at] ils [dot] res [dot] in
Dr. Nrisingha Dey	Scientist - D	201	2300598	dey [at] ils [dot] res [dot] in
Dr. Soumen Chakraborty	Scientist - D	207	2302420	soumen [at] ils [dot] res [dot] in
Dr. Narottam Acharya	Scientist - D	278		narottam1 [at] yahoo [dot] com
Dr. Tathagata Choudhuri [on lien]	Scientist - C	229		tatha [at] ils [dot] res [dot] in
Dr. Soma Chattopadhyay	Scientist - C	235	2301676	soma [at] ils [dot] res [dot] in
Dr. P.V. Ramchander	Scientist - C	217	2303631	pvr [at] ils [dot] res [dot] in
Dr. Anshuman Dixit	Scientist - C	281		anshumandixit [at] gmail [dot] com
Dr. Dileep Vasudevan	Scientist - C	291		dileepvasudevan [at] gmail [dot] com
Dr. Sarita Jena	Scientist - C	243	2301214	saritajena [at] ils [dot] res [dot] in
Dr. Amol Ratnakar Suryawanshi	Scientist - C	209	2302783	amol [at] ils [dot] res [dot] in
Dr. Sunil K. Raghav	Scientist D & Ramalingaswami Fellow	310		sunilraghav [at] ils [dot] res [dot] in
Dr. Tushar Kanti Beuria	Ramalingaswami Fellow	280		tkbeuria [at] ils [dot] res [dot] in
Dr. Rajeeb Swain	Ramalingaswami Fellow	287		swain1900 [at] gmail [dot] com
Dr. Rupesh Dash	Ramalingaswami Fellow	285		rupesh [dot] dash [at] gmail [dot] com
Dr. Shantibhusan Senapati	Ramalingaswami Fellow	286		drsantibhusan [at] yahoo [dot] com
Dr. Vivek Rai	Ramalingaswami Fellow	296		vivek [dot] rai [at] ils [dot] res [dot] in
<b>Staff Members (Regular)</b>				
Vacant	Finance & Accounts Officer	205	2302609	Mr. Dayanidhi Pradhan, A.O. is I/C of FAO position
Mr. Biraja Prasad Samal	Stores & Purchase	219	2303863	bpsamal[at]ils[dot]res[dot]in mannu [underscore] samal [at] yahoo

	Officer			[dot] co[dot] in
Mr. Dayanidhi Pradhan	Administrative Officer	228	2301652	dpradhan [at] ils [dot] res [dot] in
Mr. Biswa Mohan Mishra	Accountant	220		bmmishra [at] ils [dot] res [dot] in
Ms. Durgesh Nandini Kanungo	Assistant Librarian	224		kanungodn [at] ils [dot] res [dot] in
Mr. Amitav Routray	Technical Officer-I	230		amitavroutray [at] ils [dot] res [dot] in
Mr. Sourajit Das	Jr. Instr. Engineer	251		sourajit [at] ils [dot] res [dot] in
Mr. Prana Krushna Das	Technician	225		pkdas [at] ils [dot] res [dot] in
Mr. Prakash K. Sahoo	P.A. to Director	200		prakash [at] ils [dot] res [dot] in
Mr. Krushna Ch. Sahoo	Lab. Technician	220		kcsahooils [at] gmail [dot] com
Mr. Paritosh Nath	Lab. Technician	299		paritosh [at] ils [dot] res [res] in
Mr. Bhabani Sankar Sahoo	Lab. Technician			bhabani [at] ils [dot] res [dot] in
Mr. Satya S. Mohanty	Lab. Technician	247		satya [at] ils [dot] res [dot] in
Mr. Kinshuk C. Nayak	Lab. Technician	279		kinshuk [at] ils [dot] res [dot] in
Mr. Debendra Kumar Kar	Jr. Asst. cum Typist	248		
Mr. Niranjana Parida	Driver (Spl. Grade)			
Mr. Manudhar Behera	Office Assistant	241		manuilsbbsr [at] gmail.com
Mr. Ramesh Chandra Sha	Tradesman			
Mr. Bijay Kumar Rout	Tradesman	242		
Mr. Sudhir Kumar Rout	Tradesman			
Mr. Abhimanyu Biswal	Tradesman	218		abhibiswal9 [at] outlook.com
Mr. Arikhsita Barik	Tradesman			
Mr. Jatadhari Mallick	Tradesman	218		
Mr. Madhusudan Nayak	Tradesman	224		
<b>Staff Members (Contractual)</b>				
Mr. Chakradhar Parhi	Asst. Engg (Elect.)	246		cparhi [dot] ils [at] gmail [dot] com
Mr. Narottam Nayak	Asst., Engg. (Civil)	246		narottam [underscore] manu [at] yahoo [dot] co [dot] in
Mr. Gouranga Parida	Technical Asst.	246		gcp [dot] anju [at] gmail [dot] com
Mr. Kamal Kanta Bhuyan	Multiskill Office Asst.	248		kamalbhuyan [dot] ils [at] gmail [dot] com
Mr. Debendra Nath Sahoo	Multiskill Office Asst.	242		debendranathsahoo [at] gmail [dot] com
Mr. Dipti Ranjan Das	Multiskill Office Asst.	241		
Mr. Chitta Ranjan Jagadev	Multiskill Office Asst	249		
Mr. Akshaya Kumar Mohanty	Lab. Technician			
Mr. Prabodha Ku. Behera	Electrician	289		

- 10) **Monthly remuneration received by officers and employees, including system of compensation**
- a. ILS is an autonomous organization of the Government of India and most of the funds for its working come from the Government of India through the Department of Biotechnology, which is our nodal ministry. *The salary and allowances are as per rules laid down by the Government of India.*
- b. A category wise list of staff members and their designations are available in the Institute website.
- 11) **Budget allocation including particulars of all plans, proposed expenditure reports on disbursements**

Year	Grant received (Rs. in lakhs) (Core grant)	Expenditure made (Rs. in lakhs) (Core grant)
2002-03	249.99	235.05
2003-04	440.00	444.53
2004-05	500.00	481.48
2005-06	1089.64	721.21
2006-07	940.14	1280.19
2007-08	968.00	906.22
2008-09	1190.00	1294.64
2009-10	1300.00	1402.45
2010-11	2450.00	2454.36
2011-12	3500.00	3350.42
2012-13	2849.95	2484.20
2013-14	2210.00	2925.35

- 12) **Manner of execution of subsidy programs**  
 ILS has no subsidy programs.
- 13) **Concessions, permits, authorization granted**  
 None. ILS is a research organization. Granting permissions and concessions etc to members of the Public does not fall within the overall purview of its activities.
- 14) **Details of information reduced to electronic form**  
 The Institute is in the process of computerizing its records. As of now, the following records are available in electronic format:
- i. Pay details of staff
  - ii. Budgetary allocations under various Plan and non-Plan heads
  - iii. Purchase Orders and Material Receipts
  - iv. Details pertaining to deputation of staff – both internal and external
  - v. Departmental circulars and Standing Orders issued from time to time
  - vi. Rules and Bye Laws of the Institute
  - vii. Details of staff

- viii. Stock Register
- ix. Fixed Asset Register

15) *Names, designations etc. of the RTI Officer(s)*

<b>Appellate Authority :</b>	<b>Public Information Officer :</b>
<b>Dr. Birendra Prasad Shaw</b> Scientist - F Institute of Life Sciences Nalco Square, Chandrasekharpur Bhubaneswar-751 023 Ph-0674-2302611 Mob-09437488362 Email: bpsils@yahoo.com bpshaw@ils.res.in	<b>Mr. B.P. Samal</b> Stores & Purchase Officer Institute of Life Sciences Nalco Square, Chandrasekharpur Bhubaneswar-751 023 Phone: 91-0674-2303863 Fax: (0674) 2300728 Emal: mannu_samal@yahoo.co.in

16) *Other information*

- 1) Our website ( [www.ils.res.in](http://www.ils.res.in)) gives a detailed overview of all our Academic Programmes, Faculty, Infrastructure, Research Reports, Publications, Career Opportunities (if available), list of Patents, contact address, display of tenders etc.
- 2) The ILS library is generally for the exclusive use of our staff and research scholars, but scholars from other academic institutions are allowed to use the library subject to proof of identification.
- 3) We also allow limited visits by school, college and university students from India and abroad to a few of our laboratories in order to encourage aptitude for research in their future lives.
- 4) The Institute has signed a MOU with the following organisations:
  - a. National Institute of Science Education and Research (NISER) for establishment of research and educational programmes, collaboration, exchange and complement facilities between NISER and ILS
  - b. IMGINEX : with respect to the establishment of a research programmes for development of a cell separation kit using magnetic nano-particles.
  - c. Ispat General Hospital (IGH), Rourkela : For furtherance of research projects that can be carried out and executed with special emphasis on genetic susceptibility to infectious disease amongst the residents population.
  - d. Institute of Dental Science, SOA : to carry out research projects with special emphasis on Oral Cancer amongst the patient population
  - e. Institute of Medical Sciences & Sum Hospital : to carry out research projects with special emphasis on viral infections amongst the patient population
  - f. Centre for DNA Finger Printing and Diagnostics(CDFD) : to provide DNA fingerprinting services free of cost to the law enforcement and crime investigating agencies of Government of Orissa.
  - g. Manipal University (MU) : MU will recognize the regular PhD programme offered at ILS and award PhD Degrees to successful candidates in accordance with the procedures set out in memorandum of understanding.

- 5) The Institute has opened a IBD unit at IGH, Rourkela for research projects that can be carried out and executed with special emphasis on genetic susceptibility to infectious disease amongst the residents population.

**Annexure**

**Details of Monthly Emoluments.**

Sl. No.	Name of the Employees	Designation	Basic Pay
1	Dr. B. Ravindran	Director	71630.00
2	Dr. B. P. Shaw	Scientist – F	65930.00
3	Dr. D. V. Singh	Scientist – F	64010.00
4	Dr. S. K. Mishra	Scientist – E	47490.00
5	Dr. S. Devadas	Scientist – D	38530.00
6	Dr. S. K. Sahoo	Scientist – D	34230.00
7	Dr. N. Acharay	Scientist – D	34220.00
8	Dr. S. K. Das	Scientist – D	35890.00
9	Dr. N. Dey	Scientist – D	35890.00
10	Dr. S. Chakraborty	Scientist – D	33200.00
11	Dr. S. K. Ragav	Scientist – D (Ramalingaswami Fellow)	75000.00
12	Dr. Soma Chattapodhyay	Scientist – C	31220.00
13	Dr. P. V Ramachaner	Scientist – C	32060.00
14	Dr. A. Dixit	Scientist – C	30300.00
15	Dr. D. Vasudevan	Scientist – C	30300.00
16	Dr. S. Jena	Scientist – C	33938.00
17	Dr. A. R. Suryanwanshi	Scientist – C	35930.00
18	Dr. T. K. Beuria	Ramalingaswami Fellow	75000.00
19	Dr. R Swain	Ramalingaswami Fellow	85000.00
20	Dr. R. Dash	Ramalingaswami Fellow	85000.00
21	Dr. S. B. Senapati	Ramalingaswami Fellow	85000.00
22	Dr. V. Rai	Ramalingaswami Fellow	75000.00
23		Finance and Accounts Officer	
24	Mr. B. P Samal	Stores & Purchase Officer	29100.00
25	Mr. D. Pradhan	Administrative Officer	26110.00
26	Mr. B. M. Mishra	Accountant	26450.00
27	Mrs. D. N. Kanungo	Asst. Librarian	22980.00
28	Mr. A. Routray	Technical Officer-I	19310.00
29	Mr. P. K. Das	Technician	21710.00
30	Mr. K. C. Sahoo	Lab. Technician	16630.00
31	Mr. P. Nath	Lab. Technician	16630.00
32	Mr. B. S. Sahoo	Lab. Technician	16630.00
33	Mr. S. S. Mohanty	Lab. Technician	17650.00
34	Mr. K. C. Nayak	Lab. Technician	17650.00

35	Mr. P. K. Sahoo	PA to Director	17650.00
36	Mr. S. Das	Jr. Instrumentation Engineer	16140.00
37	Mr. N. Parida	Driver (Special Grade)	16550.00
38	Mr. D. K. Kar	Jr. Asst.-cum-Typist	16880.00
39	Mr. M. Behera	Office Assistant	12220.00
40	Mr. R. C. Sha	Tradesman	12240.00
41	Mr. B. K. Rout	Tradesman	12060.00
42	Mr. S. K. Rout	Tradesman	11660.00
43	Mr. A. Biswal	Tradesman	10270.00
44	Mr. A. Barik	Tradesman	10500.00
45	Mr. J. D. Mallick	Tradesman	11260.00
46	Mr. M. S. Nayak	Tradesman	11680.00

**Contractual Employees:**

SL. No.	Name of the Employees	Designation	Total Emoluments
1	Mr. C. Parhi	Assistant Engineer (Elect.)	44414.00
2	Mr. N. Nayak	Assistant Engineer (Civil)	43110.00
3	Mr. D. N. Sahoo	Multiskill office Assistant	33962.00
4	Mr. K. K. Bhuyan	Multiskill office Assistant	33962.00
5	Mr. D. R. Das	Multiskill office Assistant	33962.00
6	Mr. C. Jagdav	Multiskill office Assistant	31995.00
7	Mr. A. K. Mohanty	Lab. Technician	33962.00
8	Mr. P. K. Behera	Electrician	16590.00
9	Mr. G. C. Parida	Technical Assistant	32967.00