

Institute of Life Sciences

Nalco Square, Bhubaneswar 751023

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Website: www.ils.res.in

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

1) Particulars of the organization, its functions and duties:

- **Institute of Life Sciences (ILS)** was established as a society on February 11th, 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) Cancer Biology (c) Genetic & Autoimmune Diseases and (d) Plant & Microbial Biotechnology. In addition, new collaborations with industry will be established to tap commercial potential of laboratory research.
- 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 its 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, GOI	-	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. Nodal Officer, DBT for ILS, New 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. Nodal Officer, DBT for ILS, New 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 (19 members)**

Sl.	Name of the SAC Members	
1	Dr. Satyajit Rath Agharkar Research Institute Agarkar Road, Pune – 411 004	Chairman
2.	Prof. Akhilesh Tyagi Professor Department of Plant Molecular Biology House V-B/1, University of Delhi, South Campus, Benito Juarez Road New Delhi – 110 021.	Member
3.	Prof. Shobhona Sharma, Department of Biological Sciences, Tata Institute of Fundamental Research (TIFR) Homi Bhabha Road Mumbai – 400 005.	Member
4.	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.	Member
5.	Prof. Sudhir Krishna National Centre for Biological Sciences Tata Institute of Fundamental Research GKVK, Bellary Road Bangalore – 560 065	Member
6.	Prof. G. Balakrish Nair, Ag Regional Advisor Research Policy Cooperation Unit Communicable Diseases Department World Health Organization Mahatma Gandhi Marg, Indraprastha Estate New Delhi - 110 002	Member
7.	Prof. T. Raj Kumar, Scientific Director, Molecular Oncology Department, Adyar Cancer Institute No.18, Sadar Patel Road, IIT Post, Chennai - 600 036.	Member
8.	Prof. Judith Allen, Professor of Immunobiology University of Edinburgh, United Kingdom.	Member
9.	Prof. Pramoda Srivastava, Professor of Cancer Biology University of Connecticut Health Center, Farmington, U.S.A.	Member

10..	Prof. Dinakar M Salunke Director, ICGEB ICGEB Campus Aruna Asaf Ali Marg New Delhi- 110 067.	Member
11.	Prof. Alok R. Ray Head, Centre for Biomedical Engineering, Indian Institute of Technology, New Delhi – 110 016.	Member
12.	Prof. Sudeep Gupta, Professor of Medical Oncology & Convener, Gynecologic Oncology Working Group & Immediate Past Convener, Breast Cancer Working Group, Tata Memorial Centre / Hospital, Mumbai – 400 012.	Member
13.	Prof. Uday Kumar Ranga Professor, Jawaharlal Nehru Centre for Advanced Scientific Research, Jakkur (PO), Bangalore – 560064.	Member
14.	Dr. V. Siva Reddy, Group Leader Plant Transformation, ICGEB, Aruna Asaf Ali Marg, New Delhi – 110 06	Member
15.	Prof. D.N. Rao, Department of Biochemistry, Indian Institute of Sciences, Bangalore – 560 012.	Member
16.	Prof. Usha VijayRaghavan, Department of Microbiology & Cell Biology Indian Institute of Science, Bangalore – 560 012.	Member
17.	Dr. Sahid Jameel, C.E.O., Wellcome Trust DBT India Alliance, H. No. 8-2-684/3/K/19, 1st Floor Road No. 12, Banjara Hills, Hyderabad Andhra Pradesh, India - 500 034	Member
18.	Nodal Officer of ILS Department of Biotechnology, Government of India, Block-2, 7th Floor, CGO Complex, Lodhi Road, New Delhi – 110 003.	Member
19	Director, ILS.	Member Secretary

- (D) Finance Committee (06 members)
- | | | |
|--|---|------------------|
| 1. Director, Institute of Life Sciences, Bhubaneswar | - | Chairperson |
| 2. Addl. Secretary & FA, DBT, N. Delhi | - | Member |
| 3. Nodal Officer, DBT for ILS, New Delhi | - | Member |
| 4. 01 Scientist of the Institute on rotation | - | Member |
| 5. JS (Admin), DBT, N. Delhi | - | Member |
| 6. Finance & Accounts Officer, ILS, Bhubaneswar | - | Member Secretary |
- (E) Civil Construction and Building Repair Committee (07 members)
- | | | |
|--|---|-------------------|
| 1. Dr. Shekhar C. Mande, Director, NCCS, Pune | - | Chairperson |
| 2. Director, ILS, Bhubaneswar | - | Member |
| 3. JS (Admin), DBT, New Delhi | - | Ex-Officio Member |
| 4. Nodal Officer for ILS, DBT, N.Delhi | - | Ex-Officio Member |
| 5. Dr. Dinabandhu Sahoo, Director, IBSD, Imphal | - | Member |
| 6. Mr. D.K. Roy, N-2/63, IRC Village, Bhubaneswar | - | Member |
| 7. Dr. Sandip K. Mishra, Scientist – E, 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.
- Prepare different Financial Reports and maintain required records pertaining to Finance and Accounts

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.

1. Purchase, Financial Management and compliances:

(To deal with all matters relating to tender & purchases requirements of the Institute and financial management, review of budget, compliances to regulatory/statutory requirements)

Dr. Amaresh Panda	Member
Dr. Soumen Chakraborty	Member
Dr. Anshuman Dixit	Member
Dr. Santosh Chauhan	Convener
Finance & Accounts Officer	Member
Stores & Purchase Officer	Member
Technical Officer	Member

2. Infrastructure and Maintenance:

(To deal with all matters relating to infrastructure & equipment maintenance and maintenance of Central Instrumentation facilities and their effective & careful use)

Dr. Gulam H. Syed	Member
Dr. Sanjeev Sahoo	Member
Dr. S.K. Das	Member
Dr. Satish Devadas	Member
Dr. Rupesh Das	Convener
Administrative Officer	Member
AE (Civil)	Member
AE (Electrical)	Member
Jr. Instrumentation Engineer	Member

3. Academic Committee:

(To deal with all matters relating to academic activities, Pre-Ph.D/ Ph.D. Programme, EM Project matters, Staff matters and Library, Seminars, Journal Club)

Dr. Dileep Vasudevan	Member
Dr. D. V. Singh	Member
Dr. Sandip Mishra	Member
Dr. A.R. Suryawanshi	Member
Dr. N. Dey	Member
Dr. Amol Suryawanshi	Member
Dr. P. V. Ramchander	Member
Dr. Arun Nagaraj	Convener
Administrative Officer	Member
Sh. Prakash Sahoo	Member
Sh. Dipti R. Das	Member

4. Outreach and Event:

(To deal with all matters relating to outreach programmes of the Institute. The committee will also deal with matters relating to computers, office equipment, website maintenance and related items, including engagement with social media)

Dr. T.K. Beuria	Member
Dr. Rajiv Swain	Member
Dr. Sunil K. Raghav	Member
Dr. Mamoni Das	Convener
Dr. Sarita Jena	Member
Administrative Officer	Member
Mrs. D. N. Kanungo	Member
Sh. Prakash Sahoo	Member
Sh. Samir K. Kar	Member
Sh. S. S. Mohanty	Member
Sh. A. Routray	Member

5. Research Focus and Strategy:

(To deal with identifying and prioritizing on going and future research focus of ILS, forging intra and inter-institutional partnerships, identifying collaborative research programs, scientific reporting, Annual Reports, Students training needs, research programs & advisory)

Dr. Ajay Parida	Member
Dr. Narottam Acharya	Member
Dr. Soma Chattopadhyay	Member
Dr. B. P. Shaw	Member
Dr. Puneet Prasad	Member
Dr. Santi B. Senapati	Convener
Other faculty member to be invited based on expertise and requirement	

6. Compliances and Follow up:

(To monitor progress in implementation of various decisions taken by the committees/ FCM and monitor progress and timely follow ups)

Director	Member
Administrative Officer	Member
Finance and Accounts Officer	Member
Stores and Purchase Officer	Member
Mr. Prakash Sahoo	Convener
Mr. Amitabh Routray	Member

7. Other Statutory committees

Institutional Animal Ethical Committee

Dr. Ajay Parida	Chairman
Dr. S. Chawla, Scientific Officer, NISER	Member
Mr. N.K. Parida, Bhubaneswar	Member
Mr. S. S. Mishra, Asst. Professor, Sambalpur	Member
Mr. N.R. Mansingh, Puri	Member
Dr. Arun Nagaraj	Member
Dr. Rupesh Dash	Member
Dr. Shanti B. Senapati	Member
Dr. Sarita Jena	Member Secretary

Institutional Human Ethical Committee

Dr. B.S. Das	Chairman
Dr.(Mrs.) Bijoya Mishra, MAMATA	Member
Prof. M.C. Das, Nayapalli,	Member
Dr. Samir Sahu, AMRI Hospital	Member
Sh. U. Patnaik, Advocate	Member
Prof. N.K. Debata, Sum Hospital,	Member
Dr. Shivram P. Singh, SCB Medical, CTC.	Member
Dr. J. Dandapat, Deptt of Biotech, UU	Member
Dr. P. K. Mohapatra, Kalinga Vihar	Member
Dr. Rupesh Dash	Member Secretary

Sexual Harassment Committee

Mrs. Sneha Mishra	Chairperson
Dr. Soma Chattopadhyay	Member
Dr. Sarita Jena, Scientist	Member
Dr. Tushar Kant Beuria	Member
Mr. B.M. Mishra, Accountant	Member
Mrs. D.N. Kanungo, Asst. Librn.	Member Convener

9) *Directory of Officers and employees:*

Scientists				
Name	Designation	Office Extn.	Telephone No.	Email
Dr. Ajay Parida	Director	204	2301900	drajayparida[at]gmail[dot]com director[at]ils[dot]res[dot]in
Dr. Birendra Prasad Shaw	Scientist - F	309	2304309	bpshaw [at] ils [dot] res [dot] in
Dr. Durg Vijai Singh	Scientist - F	326	2304326	singhdv [at] ils [dot] res [dot] in
Dr. Sandip K. Mishra	Scientist - E	234	2304234	sandipkmishra [at] ils [dot] res [dot] in
Dr. Subrat K. Das	Scientist - E	328	2304328	subrata [at] ils [dot] res [dot] in
Dr. Nrisingha Dey	Scientist - E	321	2304321	dey [at] ils [dot] res [dot] in
Dr. Soumen Chakraborty	Scientist - E	327	2304327	soumen [at] ils [dot] res [dot] in
Dr. Sanjeeb K. Sahoo	Scientist - E	341	2304341	sanjeeb [at] ils [dot] res [dot] in
Dr. Narottam Acharya	Scientist - E	278	2304278	narottam1 [at] yahoo [dot] com
Dr. Satish Devadas	Scientist - E	236	2304236	satdevs [at] ils [dot] res [dot] in
Dr. P.V. Ramchander	Scientist - E	337	2304337	pvram [at] ils [dot] res [dot] in
Dr. Soma Chattopadhyay	Scientist - E	235	2304235	soma [at] ils [dot] res [dot] in
Dr. Sunil K. Raghav	Scientist - E & Ramalingaswami Fellow	310	2304310	sunilraghav [at] ils [dot] res [dot] in
Dr. Tushar Kanti Beuria	Scientist - D	280	2304280	tkbeuria [at] ils [dot] res [dot] in
Dr. Rajeeb Swain	Scientist - D	301	2304301	swain1900 [at] gmail [dot] com
Dr. Rupesh Dash	Scientist - D	285	2304285	rupesh [dot] dash [at] gmail [dot] com
Dr. Shantibhusan Senapati	Scientist - D	294	2304294	drsantibhusan [at] yahoo [dot] com
Dr. Dileep Vasudevan	Scientist - D	291	2304291	dileepvasudevan [at] gmail [dot] com
Dr. Vivek Rai	Scientist - D & Ramalingaswami Fellow	296	2304296	vivek [dot] rai [at] ils [dot]res[dot] in
Dr. Santosh Chauhan	Scientist - D	316	2304316	schauhan [at] ils [dot] res [dot] in
Dr. Gulam H. Syed	Scientist - D	287	2304287	gulamsyed [at] ils [dot] res [dot] in
Dr. Anshuman Dixit	Scientist - D	281	2304281	anshumandixit [at] gmail [dot] com
Dr. Sarita Jena	Scientist - D	243	2304243	saritajena [at] ils [dot] res [dot] in
Dr. Amol Ratnakar Suryawanshi	Scientist - D	329	2304329	amol [at] ils [dot] res [dot] in
Dr. V. Arun Nagraj	Scientist - D	317	2304317	arun [at] ils [dot] res [dot] in
Dr. Punit Prasad	Scientist - D	319	2304319	punitprasad [at] gmail [dot] com
Dr. B. Ravindran	Emeritus Professor	250	2304250	balaravi [at] ils [dot] res [dot] in
Dr. A.C.Panda	Ramanujan Fellow	314	2304314	amaresh[dot]panda[at]ils[dot]res[dot]i n
Dr. Mamoni Dash	Ramalingaswami Fellow	333	2304333	mamoni[dot]dash[at]ils[dot]res[dot]in
Staff Members (Regular)				
Mr. Biraja Prasad Samal	Stores & Purchase Office h 3 r	339	2304339	bpsamal@ils[dot]res[dot]in mannu [underscrol] samal [at] yahoo [dot] co[dot] in
Mr. Dayanidhi Pradhan	Administrative Officer	348	2304348	dpradhan [at] ils [dot] res [dot] in
Mr. Rajendra K. Behera	FAO	325	2304325	Fao[dot]ilsbbsr[at]gmail.com
Mr. Biswa Mohan Mishra	Accountant	340	2304340	bmmishra [at] ils [dot] res [dot] in
Ms. Durgesh Nandini Kanungo	Assistant Librarian	344	2304344	kanungodn [at] ils [dot] res [dot] in
Mr. Amitav Routray	Technical Officer-I	230	2304350	amitavroutray [at] ils [dot] res [dot] in
Mr. Sourajit Das	Jr. Instr. Engineer	251	2304251	sourajit [at] ils [dot] res [dot] in
Mr. Prana Krushna Das	Technician	345	2304345	pkdas [at] ils [dot] res [dot] in

Mr. Prakash K. Sahoo	P.A. to Director	320	2304320	prakash [at] ils [dot] res [dot] in
Mr. Krushna Ch. Sahoo	Lab. Technician	340	2304340	kcsahooils [at] gmail [dot] com
Mr. Paritosh Nath	Lab. Technician	299	2304299	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	2304247	satya [at] ils [dot] res [dot] in
Mr. Kinshuk C. Nayak	Lab. Technician	279	2304279	kinshuk [at] ils [dot] res [dot] in
Mr. Debabrata Goswami	Sr. Steno	240	2304240	debratagoswami [at] yahoo [dot] com
Mr. Debendra Kumar Kar	Jr. Asst. cum Typist	306	2304306	
Mr. Niranjan Parida	Driver (Spl. Grade)			
Mr. Manudhar Behera	Office Assistant	241	2304241	manuilsbbsr [at] gmail.com
Mr. Ramesh Chandra Sha	Tradesman			
Mr. Bijay Kumar Rout	Tradesman			
Mr. Sudhir Kumar Rout	Tradesman			
Mr. Abhimanyu Biswal	Tradesman	338	2304338	abhibiswal9 [at] outlook.com
Mr. Arikhsita Barik	Tradesman			
Mr. Jatadhari Mallick	Tradesman			
Mr. Madhusudan Nayak	Tradesman			
Staff Members (Contractual)				
Mr. Chakradhar Parhi	Asst. Engg (Elect.)	246	2304246	cparhi [dot] ils [at] gmail [dot] com
Mr. Narottam Nayak	Asst., Engg. (Civil)	246	2304246	narottam [underscore] manu [at] yahoo [dot] co [dot] in
Mr. Gouranga Parida	Technical Asst.			gcp [dot] anju [at] gmail [dot] com
Mr. Kamal Kanta Bhuyan	Multiskill Office Asst.	248	2304248	kamalbhuyan [dot] ils [at] gmail [dot] com
Mr. Samir Kar	Inf. Officer	342	2304342	samir[at] ils [dot] res [dot] in
Dr. Naga J. Kothakota	Technical Officer	284	2304284	knjbiotech [at] gmail [dot] com
Mr. B. K. Mangaraj	Project Professional-Finance & Accounts	242	2304242	bijayaketan1979[at]gmail[dot]com
Mr. Dipti Ranjan Das	Multiskill Office Asst.	253	2304253	das_diptiranjan[at]yahoo[dot]com
Mr. Chitta Ranjan Jagadev	Multiskill Office Asst	249	2304249	chita[dot]rj[at]gmail[dot]com
Ms. A. Patro	Project Professional-Academic & Administration	240	2304240	ambikapatro[dot]ils[at]gmail[dot]com
Mr. S. Pradhan	Project Professional-Finance & Accounts			sikandar[dot]p[at]ils[dot]res[dot]in
Mr. A. Swain	Project Professional-Stores & Purchase			arabinda[dot]s[at]ils[dot]res[dot]in
Mr. P. K. Mohanty	Genomics Facility Manager			pulakmohanty [at] gmail[dot]com
Mr. R. K. Reddy	Proteomics Facility Manager			reddy[dot]rrajendra [at]gmail[dot]com
Mr. Akshaya Kumar Mohanty	Lab. Technician. RKL.			
Mr. Prabodha Ku. Behera	Electrician	289	2304289	

Available in the Institute website at www.ils.res.in

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
2014-15	3403.20	3549.19
2015-16	3588.76	3626.70
2016-17	3800.00	3703.72

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)*

Appellate Authority :	Public Information Officer :	Asst. Public Information Officer :
Dr. Subrata K. Das Scientist - E Institute of Life Sciences Nalco Square, Chandrasekharpur Bhubaneswar-751 023 Ph-0674-2304328 Fax: (0674) 2300728 Email: subratkdas[at]hotmail.com subrata [at] ils[dot] res[dot]in	Mr. Samir K. Kar Information Officer Institute of Life Sciences Nalco Square, Chandrasekharpur Bhubaneswar-751 023 Phone: 91-0674-2304342 Fax: (0674) 2300728 Emai: samir [at] ils[dot] res[dot]in	Mr. S. S. Mohanty Lab. Technician Institute of Life Sciences Nalco Square, Chandrasekharpur Bhubaneswar-751 023 Phone: 91-0674-2300137 Fax: (0674) 2300728 Emai:mohanty[dot]satya[at]gmail[dot]com

16) *Other information*

- 1) Our website (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. ABGENEX : ILS desires to have the rights used to promote the public interest by granting a license which has represented to ILS that it has the capabilities and/or experience to develop and use the technology to develop, produce, market and sell resultant products and has the financial capacity and the strategic commitment to facilitate the transfer of the technology for the public interest
 - 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. 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.
 - g. NRRI : field application of the transgenic rice plant having high capacity for scavenging hydrogen peroxide in rice plants towards stress adaptation.
 - h. IMGENEX : research programmes for development of a cell separation kit using magnetic nano-particles
 - i. KIIT : KIIT will recognize ILS for Ph.D. programme for award of degree by KIIT and undertake research activities in relevant areas of mutual interest.
 - j. IBSD : The MOU signed between ILS & IBSD to establish a IBSD-ILS Partnership Centre at ILS, Bhubaneswar for undertaking collaborative research in the area of sustainable management of bioresources using advanced biotechnological approaches.

Annexure**Details of Monthly Emoluments.**

Sl. No.	Name of the Employees	Designation	Basic Pay
1	Dr. A. K. Parida	Director	188200
2	Dr. B. P. Shaw	Scientist – F	181500
3	Dr. D. V. Singh	Scientist – F	181500
4	Dr. S. K. Mishra	Scientist – E	134500
5	Dr. S. K. Das	Scientist – E	130600
6	Dr. N. Dey	Scientist – E	130600
7	Dr. S. Chakraborty	Scientist – E	130600
8	Dr. S. K. Sahoo	Scientist – E	130600
9	Dr. N. Acharay	Scientist – E	130600
10	Dr. S. Devadas	Scientist – E	126800
11	Dr. P. V. Ramchander	Scientist – E	123100
12	Dr. Soma Chattapodhyay	Scientist – E	123100
13	Dr. S. K. Raghav	Scientist – E & Ramalingaswami Fellow	123100
14	Dr. T. K. Beuria	Scientist – D	94100
15	Dr. R Swain	Scientist – D	91400
16	Dr. R. Dash	Scientist – D	94100
17	Dr. S. B. Senapati	Scientist – D	91400
18	Dr. D. Vasudevan	Scientist – D	88700
19	Dr. V. Rai	Scientist – D & Ramalingaswami Fellow	85000
20	Dr. S. Chauhan	Scientist – D	88700
21	Dr. Gulam H. Syed	Scientist – D	91400
22	Dr. A. Dixit	Scientist – D	91400
23	Dr. S. Jena	Scientist – D	91400
24	Dr. A. R. Suryanwanshi	Scientist – D	86100
25	Dr. V. Arun Nagaraj	Scientist – D	91400
26	Dr. P. Prasad	Scientist – D	83600
27	Dr. A. C. Panda	Ramanujan Fellow	85000
28	Dr. Mamoni Dash	Ramalingaswami Fellow	85000
29	Mr. B. P Samal	Stores & Purchase Officer	88400
30	Mr. D. Pradhan	Administrative Officer	74000
31	Mr. R. K. Behera	Finance & Accounts Officer	71800
32	Mrs. D. N. Kanungo	Asst. Librarian	68000
33	Mr. A. Routray	Technical Officer-I	62200
34	Mr. B. M. Mishra	Accountant	78800
35	Mr. P. K. Das	Technician	68000
36	Mr. K. C. Sahoo	Lab. Technician	50500
37	Mr. P. Nath	Lab. Technician	53600
38	Mr. B. S. Sahoo	Lab. Technician	50500
39	Mr. S. S. Mohanty	Lab. Technician	52000
40	Mr. K. C. Nayak	Lab. Technician	52000
41	Mr. P. K. Sahoo	PA to Director	53600
42	Mr. S. Das	Jr. Instrumentation Engineer	46200

43	Mr. N. Parida	Driver (Special Grade)	47600
44	Mr. D. K. Kar	Jr. Asst.-cum-Typist	47600
45	Mr. D. Goswami	Senior Stenographer	37600
46	Mr. M. Behera	Office Assistant	37000
47	Mr. R. C. Sha	Tradesman	36100
48	Mr. B. K. Rout	Tradesman	35000
49	Mr. S. K. Rout	Tradesman	34000
50	Mr. A. Biswal	Tradesman	32400
51	Mr. A. Barik	Tradesman	32400
52	Mr. J. D. Mallick	Tradesman	32400
53	Mr. M. S. Nayak	Tradesman	33400

Contractual Employees:

1	Mr. C. Parhi	Assistant Engineer (Elect.)	65000
2	Mr. N. Nayak	Assistant Engineer (Civil)	62000
3	Mr. S. K. Kar	Information Officer	74500
4	Dr. Naga J. Kothakota	Technical Officer	63000
5	Mr. A. K. Mohanty	Lab. Technician	51000
6	Mr. K. K. Bhuyan	Multiskill office Assistant	51500
7	Mr. D. R. Das	Multiskill office Assistant	51500
8	Mr. C. Jagdav	Multiskill office Assistant	51500
9	Mr. G. C. Parida	Technical Assistant	50000
10	Mr. P. K. Behera	Electrician	31000
11	Ms. A. Patro	Project Professional-Academic & Administration	28000
12	Mr. B. K. Mangaraj	Project Professional-Finance & Accounts	35000
13	Mr. S. Pradhan	Project Professional-Finance & Accounts	28000
14	Mr. A. Swain	Project Professional-Stores & Purchase	28000
15	Mr. P. K. Mohanty	Genomics Facility Manager	30000
16	Mr. R. K. Reddy	Proteomics Facility Manager	27000