

RIGHT TO INFORMATION ACT

Information published as per the Section 4(l) (b) of the Act

Suo Moto Disclosure:

1. Organisation and Function

1.1. Particulars of Organisation, Function and Duties [Section 4(1)(b)(i)]

1.1.1. Name and Address of the Organisation

- Website: www.bose.res.in

1.1.2 Head of the Organisation

- Name: Prof. Tanusri Saha Dasgupta, Director SBNBCBS.
- Email: director@bose.res.in
- Contact No.: 033 2335 1313 (extn. 407/408).
- Date of joining: 28-10-2021.
- Director's Profile: https://people.bose.res.in/faculty/fac_new/tanusrisahadasgupta.html

1.1.3 Vision, Mission and Key Objectives:

- Vision-The Centre continuously strives to become a major player in the contemporary areas of research and human resource development devoted to the benefit of society and nation.
- Mission-Established in the year 1986 to honor the life and works of Satyendra Nath Bose with the objectives of undertaking cutting edge basic research in chosen areas of sciences including areas of application potentials, to train young persons in advanced areas of basic science research and to network with advanced research groups around the world to strengthen basic research and expand R&D base-human capacity.
- Objectives- The mandate of the institute are:
 - a. To foster, encourage and promote the growth of advanced studies in selected branches of basic sciences.
 - b. To conduct original research in theoretical and mathematical sciences and other basic sciences in frontier areas, including challenging theoretical studies for future applications.
 - c. To provide a forum for personal contacts and intellectual interaction among scientists within the country and also between them and scientists abroad.
 - d. To train young scientists for research in basic sciences.

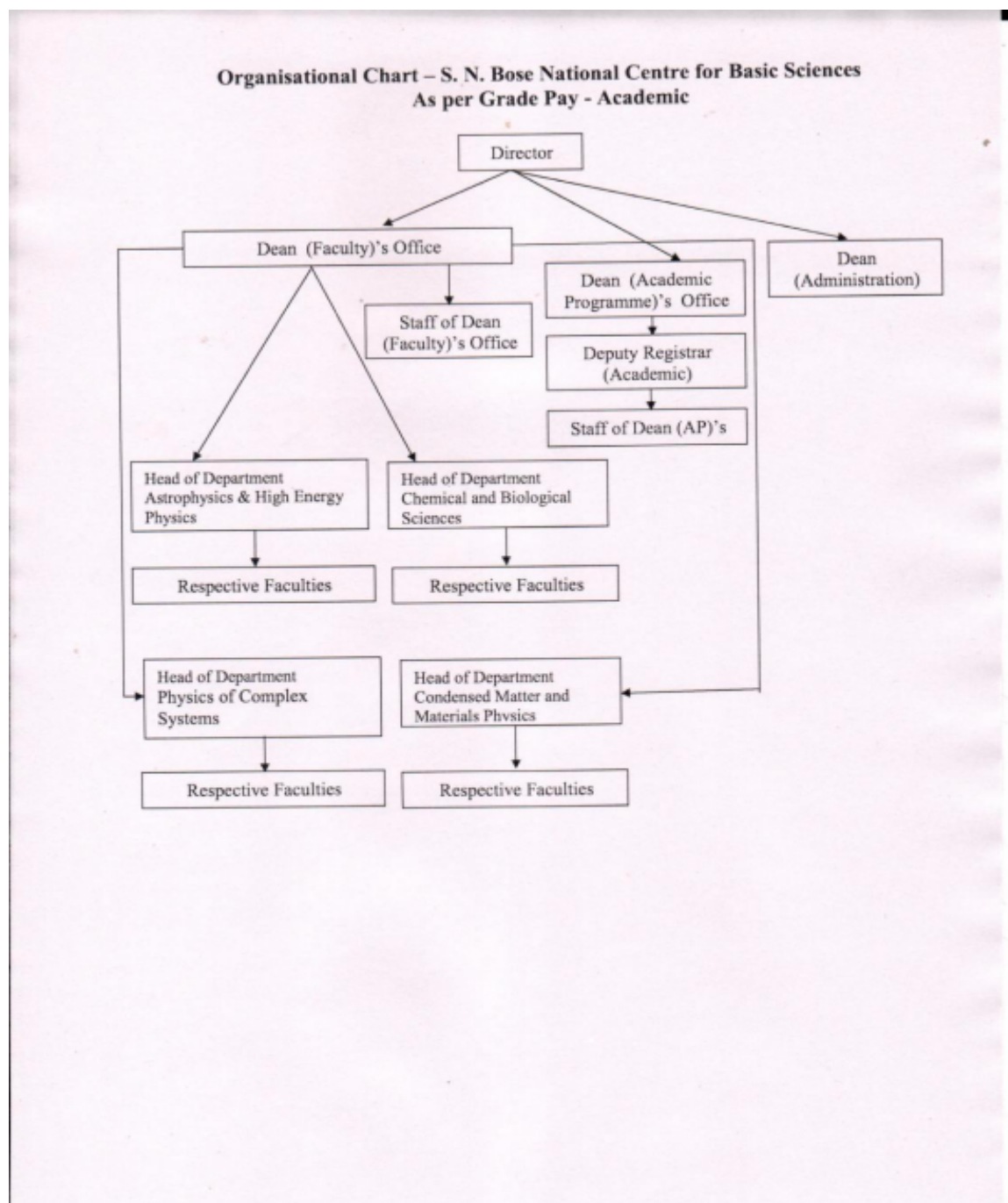
Now, In exercise of the powers conferred under Rule 45 of the Memorandum of Association of **S.N. Bose National Centre for Basic Sciences**, the Governing Body in supersession of the earlier Bye-Laws of the Institute hereby frames these revised Bye-Laws with the approval of the Central Government.

1.1.4 Function and Duties

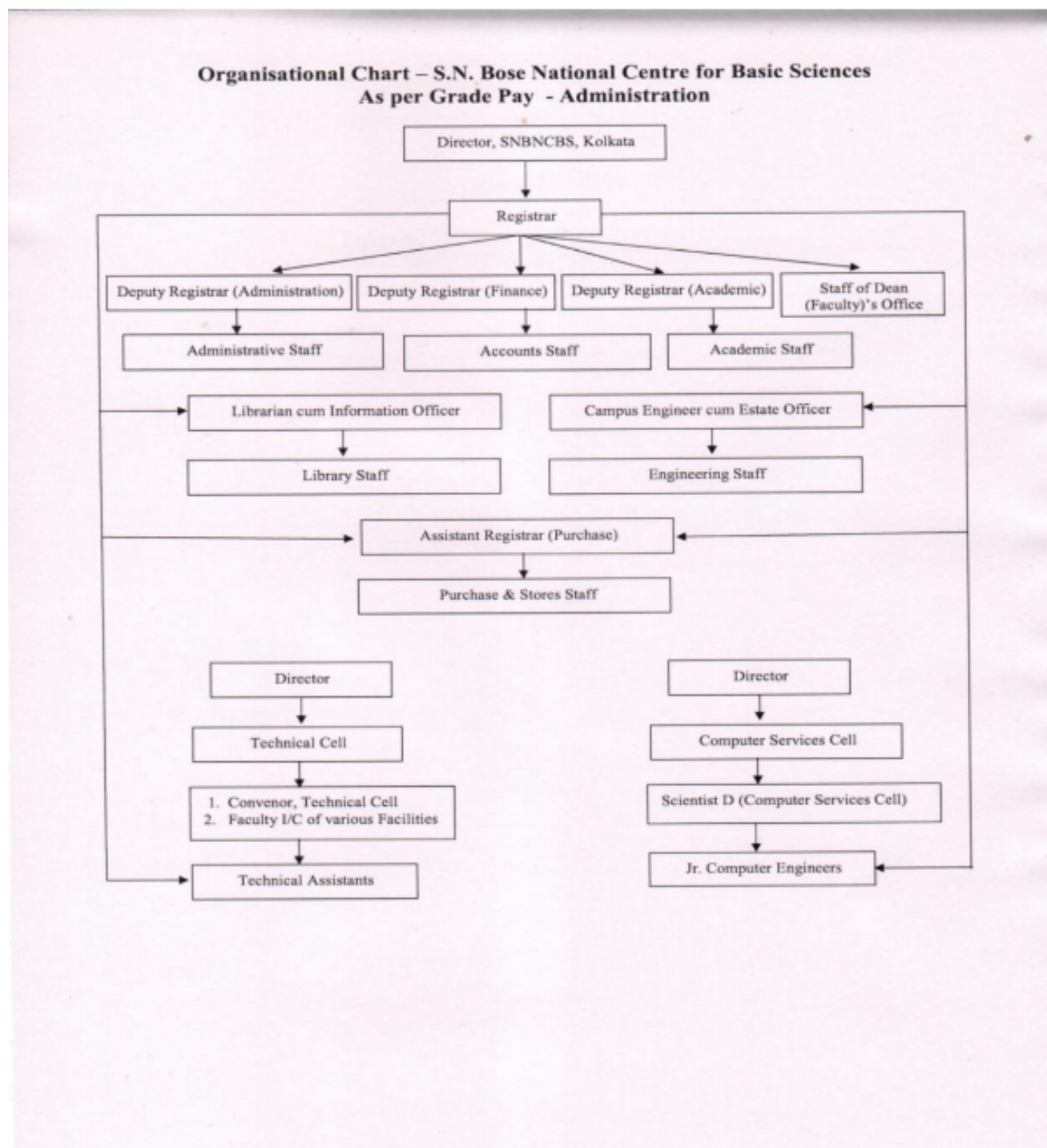
1.1.5 As per Bye Laws of the Centre

<https://newweb.bose.res.in/InfoAnnouncements/RTI/Bye%20Laws%202025.pdf>

Organisational Chart - Academic



Organisational Chart - Administration



1.1.6 Any other details- the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions consulted from time to time have been dealt

- Statutory Bodies:

- Governing Body- <https://www.bose.res.in/GoverningBody.jsp>
- Finance Committee- <https://www.bose.res.in/FinanceCommittee.jsp>
- Building Committee- <https://www.bose.res.in/BuildingCommittee.jsp>
- Academic & Research Programme Advisory Committee (ARPAC)-
<https://www.bose.res.in/ARPAC.jsp>

- Other Committees:

- Internal Complaints Committee-
<https://www.bose.res.in/InfoAnnouncements/ComplaintsCommittee.jsp>
- Reservation Cell
<https://www.bose.res.in/InfoAnnouncements/Reservationcell.jsp>
- Grievance Redressal Committee- <https://www.bose.res.in/InfoAnnouncements/GRC.jsp>

1.2 Power and Duties of its Officers and Employees [Section 4(1)(b)(ii)]

The powers and duties of the officers and employees are derived from the Bye-Laws of the Centre. <https://newweb.bose.res.in/InfoAnnouncements/RTI/Bye%20Laws%202025.pdf>

1.2.1 Powers and Duties of Officers (administrative, financial and judicial)

- Powers and duties of Director / Registrar / Group Leaders. Bye-Laws link
- Other Employees [Bye-Laws](https://newweb.bose.res.in/InfoAnnouncements/RTI/Bye%20Laws%202025.pdf) link
<https://newweb.bose.res.in/InfoAnnouncements/RTI/Bye%20Laws%202025.pdf>

1.2.2 Power and Duties of other Employees

- Bye- Laws (Terms and Conditions of service)-
<https://newweb.bose.res.in/InfoAnnouncements/RTI/Bye%20Laws%202025.pdf>

1.2.3 Rules/ orders under which powers and duty are derived and

- Government Financial Rules (GFR)-
https://doe.gov.in/files/circulars_document/GFR2017_0_11zon_1.pdf
- Purchase Document Policy- <https://intranet.bose.res.in/purchase.html>
- Works Committee- Please visit the link.
- Financial Rules/ Service Rules-[Fundamental Rules & Supplementary Rules](#)
- [General Financial Rules 2017](#)

1.2.4 Exercised

- Guidelines/ Norms/ Orders/ Procedures issued from time to time by Government of India.
- Administrative Procedures are as per CCS Conduct Rules.

1.2.5 Work allocation

- As per 1.2.1 and 1.2.2 and Internal Office memo(s) issued from time to time.

1.3 Procedure followed in decision- making process [Section 4(1)(b)(iii)]

- Decisions are taken in accordance with the provisions of the Act/ Statutes/ Ordinances/ Academic Rules & Regulations/ Policies, rules etc. of the Centre as received from DST and as per decisions taken by the Governing Body from time to time and procedures/ practices of the Centre. Policy matters are decided at the level of the Governing Body/ Director.

1.3.1 Process of decision making Identify key decision-making points

- The Director, Registrar and other offices of the Centre have been authorized by the Bye-Laws of the Centre and other GOI rules and regulations including delegation of financial powers.

The Centre follows a decentralized administrative system, thereby enabling the Departments and the Sections to take decisions in conformity with rules of the Centre and within the delegate powers.

1.3.2 Final decision-making authority

- The Director (in most cases) and the Governing Body in specific cases as per Bye-Laws of the Centre.

1.3.3 Related provisions, acts, rules etc.

- Relevant limits: Bye- Laws, Memorandum of Association.

1.3.4 Time limit for taking decisions, if any

The final decision taking authority is the Registrar or the Director. The time limit for processing is as below:

- [Finance & Accounts](#) (Turn Around Time)

Details of the Service	Requirement from the stake holders	Maximum processing time for the office	Authorized Signatory
Processing of TA/DA Bills	Submission of completed application in all respects	10 working days from receipt of completed documents	Deputy Registrar (Finance)
Processing of Bills	Submission of bills and supporting documents by the Contractor/Supplier	10 working days from receipt of the completed documents	Deputy Registrar (Finance)
Payment to outsourcing agencies	Submission of processed documents by administration, engineering sections	10 working days from receipt of the complete documents	Deputy Registrar (Finance)
Processing of Fellowship/Stipend	Submission from Finance Section to the Competent Authority	3 working days	Deputy Registrar (Finance)
Salary/Wage payment	Submission from Finance Section to the Competent Authority	2 working days	Deputy Registrar (Finance)
Tax Returns	Payment of applicable taxes	Within the time limits prescribed as per rules	Deputy Registrar (Finance)
NPS/CPF	Preparation of list of Eligible/Entitled Employees	Within the time limits	Deputy Registrar (Finance)
Leave Travel Concession	Sanction Order, Advance amount, EL encashment if required	Preferably within 7 working days but not later than 10 working days	Deputy Registrar (Finance)

- [Stores and Purchase](#) (Turn Around Time)

Details of the Service	Requirement from the stake holders	Maximum processing time for the office	Authorized Signatory
Enquiry for inviting quotations	Indent, Budget Approval, Financial Concurrence & Administrative Approval from Competent Authority	7 working days from receipt of completed documents	Assistant Registrar (Purchase)
Publishing of Tender	Tender document and BOQ	2 days from the date of TD and BOQ approval	Assistant Registrar (Purchase)
Return of Bank Guarantee	BG Return Request Letter	7 working days	Assistant Registrar (Purchase)
Issuance of Custom Duty Exemption Certificate	Invoice and Shipping Documents	10 working days	Assistant Registrar (Purchase)
Establishment of LC	Invoice and LC draft	10 working days from the date of receipt of vetted LC	Assistant Registrar (Purchase)

- [Administration](#) (Turn Around Time)

Details of the Service	Requirement from the stake holders	Maximum processing time for the office	Authorized Signatory
Leaves (CL, EL and other kinds of Leaves)	Submission of completed application in all respects by the applicant	EL/CL within 2 days. Other kinds of leave within 5 days	Deputy Registrar (Administration)
Medical Reimbursement Claim Submission	Submission of completed application attached with prescription and bills	10 days for completion of the whole process	Deputy Registrar (Administration)

Grievance Redressal through CPGRAMS portal	As received directly or forwarded through Deptt. of Science and Technology and other Ministries	Within 15 days	Deputy Registrar (Administration)
Annual Property Return Submission	Submission in prescribed format	15 days for completion of the whole process	Deputy Registrar (Administration)

1.3.5 Channel of supervision and accountability

- As per Organisational Chart of the Centre (Ref. 1.1.5)

1.4 Norms for Discharge of Functions [Section 4(1)(b)(1v)]

1.4.1 Nature of functions/ services offered

- Centre's research is focused on Black Hole, Cosmology, Observational Astrophysics, Gravity, Quantum Field Theory, Statistical Physics, Complex Molecular & Biological systems using simulation & spectroscopy, Physics of Materials from nano to bulk. Over the years, Centre has transformed itself from an institution with most activities in theoretical sciences to an institution with a balance of theory, computer simulation and modern experimentation. The Centre has developed its unique expertise on Computational Material Science, Ultrafast & Time resolved Spectroscopy, Nanodevice fabrication including clean room facility, Healthcare & medical diagnostics, and Theoretical/Observational Astrophysics and High Energy Physics. The Centre foresees implementation of future plans on Multi-institutional network projects for Super Computing, Centre of Excellence on Quantum Science and Technology, setting up of Astronomical observational facility in the Eastern India, strengthening national and international collaboration, connecting to Indian Diaspora, networking with neighboring Institutes/Universities in terms of joint PhD programme and course work, and promoting Women in Science programme.

1.4.2 Norms/ standards for functions/ service delivery

- Norms and standard for various activities of the Centre are laid down by the Competent Authority. The Annual Report is prepared by the Centre and approved by the Governing Body along with audited accounts of the Centre. The Annual Report of the Centre along with Audited Annual Accounts are placed on the table of both the Houses of the Parliament.

S. N. Bose National Centre for Basic Sciences is an autonomous research centre and is a single campus entity. All its offices including administrative offices, laboratories, central facilities, library, hostel etc. are located within the campus which facilitates quick communication to and fro. The motto is to deliver work on day-to-day basis, keeping in view the requirement and urgency of each case.

1.4.3 Process by which these services can be accessed

- Services provided by central facilities at S. N. Bose National Centre for Basic Sciences are open to general public. The details of equipment and central facilities can be accessed through I-STEM. A glimpse of the facilities can be accessed at Centre's website: <https://www.bose.res.in/facilities/>.

1.4.4 Time-limit for achieving the targets

- As per Serial No. 1.3.4

1.4.5 Process of redressal of grievances

1. Internal Grievance Redressal Committee

The Internal Grievance Redressal Committee shall consider all grievances submitted in writing by an individual member of the Centre regarding employment/association, working conditions and any other alleged injustice done to an employee/student while discharging his/her duties at the Centre. The constitution of the committee, scope, procedure of submitting grievances can be accessed through the link <https://www.bose.res.in/InfoAnnouncements/GRC.jsp>

2. Internal Complaints Committee

A committee has been constituted to look into and recommend necessary steps with regard to complaints on sexual harassment and to address issues related to Prevention, Prohibition and Redressal of such complaints. The details can be accessed through link <https://www.bose.res.in/InfoAnnouncements/ComplaintsCommittee.jsp>

3. Vigilance

To deal with complaints in the matters of corruption and irregular acts having vigilance angles, Centre constituted a Vigilance Wing. A part-time Chief Vigilance Officer is looking into all affairs of the Vigilance Wing. The details can be accessed through link <https://www.bose.res.in/InfoAnnouncements/Vigilance.jsp>

4. Please click the link to go to the Central Public Grievance Portal <https://pgportal.gov.in/Signin>

1.5 Rules, Regulations, Instruction Manual and Records for Discharging Functions [Section 4(1)(b)(v)]

1.5.1 Title and nature of the record/ manual/ instruction

- The admission of students to post B.Sc, I.Ph.D & post M.Sc, Ph.D Program is based on guidelines framed for admission to these courses. Please click following links for details:
 - Delegation of financial powers : Registrar and Director
 - Courses of studies on UG/PG at www.bose.res.in/academicprogramme

□ GFR at https://doe.gov.in/files/circulars_document/GFR2017_0_11zon_1.pdf

□ Guidelines/ Norms/ Orders/ Procedures issued from time to time from GOI.

□ Admin procedures as per CCS Conduct Rules.

1.5.2 List of Rules, regulations, instruction manuals and records.

- Academic programme work & Curriculum (<https://intranet.bose.res.in/Academic/>)
- Purchase Procedure (<https://intranet.bose.res.in/purchase.html>)

1.5.3 Act/ Rules manuals etc.

- Bye-Laws (<https://newweb.bose.res.in/InfoAnnouncements/RTI/Bye%20Laws%202025.pdf>)

1.5.4 Transfer Policy and Transfer Orders

- There is no transfer policy of the Centre.

1.6 Categories of Document held by the Authority under its Control [Section 4(1)(b)(vi)]

1.6.1 Categories of documents

- S. N. Bose National Centre for Basic Sciences is an autonomous institute fully funded by the Department of Science & Technology, Government of India and registered under West Bengal Societies Registration Act, XXVI of 1961.

- The following are the documents held under its control:

□ Bye-Laws

□ Memorandum of Association

□ Certificate of GST Registration

□ DSIR/ Customs Duty Exemption Certificate

□ PAN Card

□ Importer-Exporter Certificate

□ Record of Degrees Awarded

□ MoU(s)

1.6.2 Custodian of documents/ categories

The following are the documents held under S.N. Bose National Centre for Basic Science's control:

Sl.No.	Type of Document	Custodian
01	Statutory Documents of S.N. Bose National Centre for Basic Sciences	Registrar, SNBNCBS
02	Certificate of GST Registration	Deputy Registrar (Finance), SNBNCBS
03	DSIR Certificate	Registrar, SNBNCBS
04	Documents pertaining to Land Records	Campus Engineer cum Estate Officer, SNBNCBS
05	PAN Card issued to the Centre	Deputy Registrar (Finance), SNBNCBS
06	Record of Degrees Awarded	Dean (Academic Programme), SNBNCBS
07	MoU	Registrar, SNBNCBS
08	Custom Duty Exemption Certificate	Assistant Registrar (Purchase), SNBNCBS

1.7 Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]

1.7.1 Name of Boards, Council, Committee etc.

- Governing Body
- Finance Committee
- Building Committee
- Academic & Research Programme Advisory Committee (ARPAC)

1.7.2 Composition (Present)

GOVERNING BODY

Prof. B.N. Jagatap, Professor, Department of Physics, IIT Bombay, Mumbai	Chairperson	Tenure (3 years)
Prof. Abhay Karandikar, Secretary, Department of Science and Technology, New Delhi or his nominee not below the rank of Deputy Secretary	Member	Ex-officio

Shri Vishvajit Sahay, Financial Adviser, Department of Science and Technology, New Delhi or his nominee not below the rank of Deputy Secretary	Member	Ex-officio
Four eminent scientists to be nominated by DST: 1) Prof. Prasanta K. Panigrahi, Professor, Department of Physical Sciences, Indian Institute of Science Education and Research, Kolkata. 2) Prof. Pallab Banerjee, Professor, Materials Science Centre, IIT Kharagpur, West Bengal 3) Dr. D.S. Ramesh, Former Director, Indian Institute of Geomagnetism, Navi Mumbai, Mumbai 4) Prof. Manoj Kumar Harbola, Professor, Department of Physics, IIT Kanpur, Uttar Pradesh	Members	Tenure (3 years)
Dr. Manoj Pant, IAS, Chief Secretary, Govt. of West Bengal, Nabanna, Howrah, West Bengal or his nominee not be low the rank of Deputy Secretary	Member	Ex-officio
Prof. Kalobaran Maiti, Director, IACS, Kolkata	Member	Ex-officio
Prof. Kaustuv Sanyal, Director, Bose Institute, Kolkata	Member	Ex-officio
Prof. Tanusri Saha-Dasgupta, Director, S.N. Bose National Centre for Basic Sciences, Kolkata	Member	Ex-officio
Ms. Shohini Majumder, Registrar, S.N. Bose National Centre for Basic Sciences, Kolkata	Non-Member Secretary	Ex-officio

FINANCE COMMITTEE

Prof. Tanusri Saha-Dasgupta, Director, S.N. Bose National Centre for Basic Sciences, Kolkata	Chairman	Ex-officio
Shri Vishvajit Sahay, Financial Adviser, Department of Science and Technology, New Delhi or his nominee not below the rank of Deputy Secretary	Member	Ex-officio
One Nominee of the Academic Research Programme Advisory Committee	Member	Tenure (3 years)

Prof. Somak Raychaudhury, Vice-Chancellor, Ashoka University		
One Nominee of the Governing Body Prof. Pallab Banerjee, Professor, Materials Science Centre, IIT Kharagpur, West Bengal	Member	Tenure (3 years)
Ms. Shohini Majumder, Registrar, S.N. Bose National Centre for Basic Sciences, Kolkata	Member-Secretary	Ex-officio

BUILDING COMMITTEE

Prof. Tanusri Saha-Dasgupta, Director, S.N. Bose National Centre for Basic Sciences, Kolkata	Chairperson
The Chief Engineer CPWD or his nominee, Mr. Asim Sinha, Chief Engineer (Retired), Electrical, CPWD, Kolkata	Member
A nominee of the Department of Science & Technology, Dr. R.K. Joshi, Scientist 'F', AI Division, Department of Science & Technology, New Delhi	Member
An Architect or a Civil Engineer of repute, Dr. Tapash Kr. Roy, Associate Professor, Deptt. of Civil Engineering and Superintending Engineer (Actg.), Indian Institute of Engineering Science & Technology, Shibpur, Howrah, Kolkata	Member
Ms. Shohini Majumder, Registrar, S.N. Bose National Centre for Basic Sciences, Kolkata	Member-Secretary

ACADEMIC & RESEARCH PROGRAMME ADVISORY COMMITTEE (ARPAC)

Prof. Praveen Chaddah, Former Director, UGC-DAE Consortium for Scientific Research, Indore	Chairman
Prof. Somak Raychaudhury, Vice-Chancellor, Ashoka University, Haryana Prof. Sanjay Puri, Professor, JNU, New Delhi Prof. Amitabha Raychaudhuri, Professor Emeritus, Calcutta University, Kolkata Prof. Satrajit Adhikari, Professor, IACS, Kolkata	Member

Prof. Gautam Basu, Former Senior Professor, Bose Institute, Kolkata Prof. S.M. Yusuf, Scientific Officer (H*), BARC, Mumbai	
Prof. Tanusri Saha Dasgupta, Director, S.N. Bose National Centre for Basic Sciences, Kolkata	Member
Prof. Anjan Barman, Dean (Faculty), S.N. Bose National Centre for Basic Sciences, Kolkata	Member
Prof. Amitabha Lahiri, Dean (Academic Programme), S.N. Bose National Centre for Basic Sciences, Kolkata	Member
Ms. Shohini Majumder, Registrar, S.N. Bose National Centre for Basic Sciences, Kolkata	Non-Member Secretary

1.7.3 Date from which constituted : 2021 (Governing Body)

1.7.4 Term/ Tenure

- The Governing Body/ Committees are perpetual in nature and are constituted as per the terms of the Centre under Memorandum of Association.

1.7.5 Powers and Functions

- As mentioned in Bye-Laws & Memorandum of Association
- [Click here to view the functions of the Internal Committee.](#)

1.7.6 Whether their meetings are open to the Public?

- No

1.7.7 Whether the minutes of the meeting if open to the public are available?

- No

1.7.8 Place where the minutes if open to the public are available?

- Not Applicable

1.8 Directory of Officers and Employees [Section 4(1)(b)(ix)]

1.8.1 Name and designation

- Please click here for the details:

□ <https://www.bose.res.in/people/AdminStaff.jsp>

□ <https://www.bose.res.in/people/FacultyMembers.jsp>

1.8.2 Telephone, fax and Email

- Please click here for the details:

□ <https://www.bose.res.in/people/AdminStaff.jsp>

□ <https://www.bose.res.in/people/FacultyMembers.jsp>

1.9 Monthly Remuneration received by Officers and Employees including system of compensation [Section 4(1)(b)(x)]

1.9.1 List of employees with Gross monthly remuneration

The list of present permanent administrative and academic employees of the Centre with gross monthly remuneration is as below:

EMPLOYEES IN THE ADMINISTRATIVE CADRE:

Administrative

S No.	Group	Sanctioned Post (with Designation and Scale of Pay)	Filled up posts (with name, Designation and present scale of pay)	Gross monthly remuneration as on 31.03.2025
1	A	Registrar 15600-39100 + 7600 (Pay Level 12)	Shohini Majumder, Registrar, Pay Level 13 (123100-215900)	Rs.2,43,060/-
2	A	DR (Finance)	Suman Saha, DR (Finance) Pay Level 11 (67700-208700)	Rs.1,50,462/-

		15600-39100 + 6600 (Pay Level 11)		
3	A	DR (Academic) 15600-39100 + 6600 (Pay Level 11)	Nibedita Konar, DR (Academic) , Pay Level 12 (78800-209200)	Rs.1,83,219/-
4	A	DR (Administration) 15600-39100 + 6600 (Pay Level 11)	Debashish Bhattacharjee, DR (Administration) , Pay Level 11 (67700-208700)	Rs.1,68,030/-
5	A	Librarian cum Information Officer 15600-39100 + 6600 (Pay Level 11)	Saumen Adhikari , Librarian cum Information Officer Pay Level 12 (78800-209200)	Rs.1,93,650/-
6	A	Campus Engineer cum Estate Officer 15600-39100 + 6600	Mithilesh Kumar Pande, Campus Engineer cum Estate Officer 15600-39100 + 6600	Rs.1,54,065/-
7	A	Assistant Registrar (Purchase) 15600-39100 + 5400 (Pay Level 10)	Santosh K Singh, Assistant Registrar (Purchase) Pay Level 11 (67700-208700)	Rs. 1,68,030/-
8	B	Assistant (General) 9300-34800 +4200 (Pay Level 6)	Sanchari Dasgupta, Assistant (General) Pay Level 6 (35400-112400)	Rs.80,721/-
9	B	Sr. Stenographer 9300-34800 +4600 (Pay Level 7)	Sirsendu Ghosh, Sr. Stenographer Pay Level 8 (47600-151100)	Rs. 1,58,496/-
10	B	PA to Director 9300-34800 +4200 (Pay Level 6)	Achyut Saha, PA to Director Pay Level 7 (44900-142400)	Rs. 95,178/-
11	B	Stenographer 9300-34800 +4200 (Pay Level 6)	Swapnamoy Datta, Stenographer Pay Level 6 (35400-112400)	Rs. 82,917/-

12	C	Upper Division Clerk 5200-20200 + 2400 (Pay Level 4)	Siddhartha Chatterjee , Upper Division Clerk Pay Level 4 (25500-81100)	Rs. 61,323/-
13	C	Junior Assistant (LDC) 5200-20200 + 1900 (Pay Level 2)	Jaydeep Kar, Junior Assistant (LDC) Pay Level 6 (35400-112400)	Rs.1,09,635/-
14	C	Junior Assistant (LDC) 5200-20200 + 1900 (Pay Level 2)	Prosenjit Talukdar Junior Assistant (LDC) Pay Level 6 (35400-112400)	Rs. 1,12,746/-
15	C	Pump Operator 5200-20200 + 1900 (Pay Level 2)	Subham Paul, Pump Operator Pay Level 2 (19900-63200)	Rs. 35,267/-
16	C	Project Assistant 5200-20200 + 1900 (Pay Level 2)	Swarup Dutta, Project Assistant Pay Level 2 (19900-63200)	Rs. 45,620/-
17	C	Driver 5200-20200 + 1900 (Pay Level 2)	Tufan Maitra, Driver Pay Level 2 (19900-63200)	Rs. 39,581/-
18	C	Library Stack Assistant 5200-20200 + 1900 (Pay Level 2)	Bhupati Naskar, Library Stack Assistant Pay Level 4 (25500-81100)	Rs. 82,734/-
19	C	Attendant 5200-20200 + 1800 (Pay level 1)	Suprobhat Naskar Attendant Pay Level 1 (18000-56900)	Rs. 37,019/-
20	C	Attendant 5200-20200 + 1800 (Pay level 1)	Swapan K. Ghosh, Attendant Pay level 3 (21700-69100)	Rs. 79,806/-

21	C	Attendant 5200-20200 + 1800 (Pay level 1)	Amit Ghosh Attendant Pay level 1 (18000-56900)	Rs. 38,117/-
22	C	Attendant 5200-20200 + 1800 (Pay level 1)	Rajarshi Barman, Attendant Pay level 1 (18000-56900)	Rs. 40,313/-
23	C	Attendant 5200-20200 + 1800 (Pay level 1)	Anirban Bhattacharya Attendant Pay level 1 (18000-56900)	Rs. 35,921/-
24	C	Guest House Assistant 5200-20200 + 1900 (Pay level 2)	Arpan Roy Guest House Assistant Pay Level 2 (19900-63200) (joined on 04.06.2025)	Rs.38,908/-

EMPLOYEES IN THE ACADEMIC CADRE:

Academic

S No.	Group	Sanctioned Post (with Designation and Scale of Pay)	Filled up posts (with name, Date of Birth, Designation and scale of pay	Gross monthly remuneration as on 31.03.2025
1	A	Director Rs.37400-67000 + Rs.10000/- (Pay Level 17)	Tanusri Saha Dasgupta, Director, Pay Level 17 (225000)	Rs. 4,26,750/-
2	A	Senior Professor Rs.37400-67000 + Rs.10000/- (Pay Level 14)	Archan S Majumdar, SeniorProfessor Pay Level 14 (144200-218200)	Rs. 4,11,692/-

3	A	Senior Professor Rs.37400-67000 + Rs.10000/- (Pay Level 14)	Priya Mahadevan, Senior Professor Pay Level 14(144200-218200)	Rs. 4,00,346/-
4	A	Senior Professor Rs.37400-67000 + Rs.10000/- (Pay Level 14)	Samir K Pal, Senior Professor Pay Level 14 (144200-218200)	Rs. 4,00,346/-
5	A	Senior Professor Rs.37400-67000 + Rs.10000/- (Pay Level 14)	Anjan Barman, Senior Professor Pay Level 14 (144200-218200)	Rs. 4,23,404/-
6	A	Senior Professor Rs.37400-67000 + Rs.10000/- (Pay Level 14)	Ranjit Biswas, Senior Professor Pay Level 14 (144200-218200)	Rs.3,89,366/-
7	A	Senior Professor Rs.37400-67000 + Rs.10000/- (Pay Level 14)	Jaydeb Chakrabarti, Senior Professor Pay Level 14 (144200-218200)	Rs. 4,11,692/-
8	A	Senior Professor Rs.37400-67000 + Rs.10000/- (Pay Level 14)	Rajib Kr. Mitra, Senior Professor Pay Level 14 (144200-218200)	Rs. 3,48,740/-
9	A	Professor Rs.37400-67000 + Rs.8900/- (Pay Level 13A)	Prosenjit Singha Deo, Professor	Rs. 4,07,394/-

			Pay Level 13A (131100-216600)	
10	A	Professor Rs.37400-67000 + Rs.8900/- (Pay Level 13A)	Soumen Mondal, Professor Pay Level 13A (131100-216600)	Rs. 3,14,979/-
11	A	Professor Rs.37400-67000 + Rs.8900/- (Pay Level 13A)	Punyabrata Pradhan, Professor Pay Level 13A (131100-216600)	Rs. 2,65,149/-
12	A	Professor Rs.37400-67000 + Rs.8900/- (Pay Level 13A)	Manik Pradhan, Professor, Pay Level 13A (131100-216600)	Rs. 3,24,129/-
13	A	Professor Rs.37400-67000 + Rs.8900/- (Pay Level 13A)	Manoranjan Kumar Professor, Pay Level 13A (131100-216600)	Rs. 2,97,594/-
14	A	Professor Rs.37400-67000 + Rs.8900/- (Pay Level 13A)	Sakuntala, Chatterjee, Professor, Pay Level 13A (131100-216600)	Rs. 3,06,195/-
15	A	Professor Rs.37400-67000 + Rs.8900/- (Pay Level 13A)	Sunandan Gangopadhyay, Professor, Pay Level 13A (131100-216600)	Rs. 2,81,124/-
16	A	Associate Professor, Rs.37400-67000 + Rs.8700/- (Pay Level 13)	Ramkrishna Das, Associate Professor, Pay Level 13 (123100-215900)	Rs. 2,64,471/-

17	A	Associate Professor, Rs.37400-67000 + Rs.8700/- (Pay Level 13)	Suman Chakrabarty, Associate Professor, Pay Level 13 (123100-215900)	Rs. 2,64,471/-
18	A	Associate Professor, Rs.37400-67000 + Rs.8700/- (Pay Level 13)	Atindra Nath Pal Associate Professor, Pay Level 13 (123100-215900)	Rs. 2,57,151/-
19	A	Associate Professor, Rs.37400-67000 + Rs.8700/- (Pay Level 13)	Manik Banik, Associate Professor, Pay Level 13 (123100-215900)	Rs. 2,57,151/-
20	A	Associate Professor, Rs.37400-67000 + Rs.8700/- (Pay Level 13)	Thirupathaiah Setti, Associate Professor, Pay Level 13 (123100-215900)	Rs. 2,57,151/-
21	A	Associate Professor, Rs.37400-67000 + Rs.8700/- (Pay Level 13)	Shubhasis Halder, Associate Professor, Pay Level 13 (123100-215900)	Rs. 2,50,014/-
22	A	Associate Professor, Rs.37400-67000 + Rs.8700/- (Pay Level 13)	Urna Basu, Associate Professor, Pay Level 13 (123100-215900)	Rs. 2,43,060/-

23	A	Associate Professor, Rs.37400-67000 + Rs.8700/- (Pay Level 13)	Tapas Baug, Associate Professor, Pay Level 13 (123100-215900)	Rs. 2,43,060/-
24	A	Assistant Professor, Rs. 15600-39100 + 7600/- (Pay Level 12)	Nitesh Kumar, Assistant Professor Pay Level 12 (78800-209200)	Rs. 1,46,727/-
25	A	Associate Professor, Rs.37400-67000 + Rs.8700/- (Pay Level 13)	Avijit Chowdhury, Associate Professor, Pay Level 13 (123100-215900)	Rs. 2,61,030/-
26	A	Associate Professor, Rs.37400-67000 + Rs.8700/- (Pay Level 13)	Pradip S Pachfule, Associate Professor, Pay Level 13 (123100-215900)	Rs. 2,36,289/-
27	A	Assistant Professor, Rs. 15600-39100 + 7600/- (Pay Level 12)	Arijit Halder, Assistant Professor Pay Level 12 (78800-209200)	Rs. 1,64,004/-
28	A	Assistant Professor, Rs. 15600-39100 + 7600/- (Pay Level 12)	Saquib Shamim, Assistant Professor Pay Level 12 (78800-209200)	Rs. 1,64,004/-
29	A	Assistant Professor, Rs. 15600-39100 + 7600/- (Pay Level 12)	Parijat Dey, Assistant Professor Pay Level 12 (78800-209200)	Rs. 1,59,612/-
30	A	Assistant Professor, Rs. 15600-39100 + 7600/-	Barun Ghosh, Assistant Professor	Rs.1,31,580/-

		(Pay Level 12)	Pay Level 12 (78800-209200)	
31	A	Scientist 'C' – Computer Services Cell, Rs.15,600-39,100 + Rs.6600/ (Pay Level 11)	Sanjoy Choudhury, Scientist 'E' – Computer Services Cell, Pay Level 13(123100-215900)	Rs. 2,50,014/-

1.9.2 System of compensation as provided in its regulations

As per 7th CPC guidelines.

1.10 Name, Designation and other particulars of Public Information Officer [Section 4(1)(b)(xvi)]

- Deemed Public Information Officers are Heads of the Sections and Deans

1.10.1 Name and designation of the Central Public Information Officer (CPIO), Assistant Public Information Officer (APIO) and Appellate Authority

- Ms. Shohini Majumder, Registrar and Appellate Authority, S.N. Bose National Centre for Basic Sciences, Block-JD, Sector-III, Salt Lake, Kolkata – 700 106
- Mr. Debashish Bhattacharjee, Deputy Registrar (Administration) and CPIO, S.N. Bose National Centre for Basic Sciences, Block-JD, Sector-III, Salt Lake, Kolkata – 700 106

1.10.2 Address, telephone numbers and email of each designated official

- Ms. Shohini Majumder, Registrar and Appellate Authority, S.N. Bose National Centre for Basic Sciences, Block-JD, Sector-III, Salt Lake, Kolkata – 700 106. Telephone No. 033-2335 1313/0312/3057, Extn. No. 111, E-mail id: registrar@bose.res.in / shohini@bose.res.in
- Mr. Debashish Bhattacharjee, Deputy Registrar (Administration) and CPIO, S.N. Bose National Centre for Basic Sciences, Block-JD, Sector-III, Salt Lake, Kolkata – 700 106. Telephone No. 033-23350312/23351313, Extn. 409, E-mail id: dradmin@bose.res.in / debashish@bose.res.in

1.11 No. of employees against whom Disciplinary Action has been proposed/ taken [Section 4(2)]

- Nil

1.11.1 No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings

- Nil

1.11.2 (ii) Finalised for Minor Penalty or major penalty proceedings

- Nil

1.12 Programmes to Advance Understandings of RTI [Section 26]

1.12.1 Educational Programmes

- 2 (two).

1.12.2 Efforts to encourage public authority to participate in these programmes

- Webinars & Internal discussions.
- Observation of Vigilance Awareness week.
- Integrity Pledge/ Unity Day Pledge is administered to the employees.

1.12.3 Training of CPIO/FAA

- Ms. Shohini Majumder, Registrar and FAA and Mr. Debashish Bhattacharjee, Deputy Registrar (Administration) and CPIO participated in an online training programme on “RTI Act-2005 and Preventive Vigilance” organized by National Productivity Council, Regional Directorate, Jaipur during 13th to 17th September, 2021.
- Ms. Shohini Majumder, Registrar and FAA and Mr. Debashish Bhattacharjee, Deputy Registrar (Administration) and CPIO participated in a training programme on “Transparency Audit with respect of Compliance under Section-4 of RTI Act, 2005” held at Indian Rubber Manufacturers Research Association (IRMRA), Pune during 14th to 15th December, 2023.

1.12.4 Update & publish guidelines on RTI by the Public Authorities concerned

- Please click https://newweb.bose.res.in/InfoAnnouncements/RTI/Suo%20Moto%20Disclosure%20as%20on%2002.06.2025_2.pdf for viewing the Suo Moto Disclosure in the Centre’s Website.

1.13 Transfer Policy and Transfer Orders [F No. 1/6/2011- IR dt. 15.4.2013]

1.13.1 Transfer Policy and Transfer Orders [F No. 1/6/2011- IR dt. 15.4.2013]

- There is no Transfer Policy for the Staff of the Centre.

BUDGET AND PROGRAMMES 2023-24

2. Budget and Programmes

2.1 Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]

2.1.1 Total Budget for the public authority : The quarterly budget allocations under the heads Salary Component, Capital Component and General Component, are provided in the [link here](#)

2.1.2 Budget for each agency and plan & programmes: The Budget Estimate is provided in the [link](#)

2.1.3 Proposed Expenditures : Please visit the [link](#)

2.1.4 Revised budget for each agency, if any : [Please visit the link](#)

2.1.5 Report on disbursements made and place where the related reports are available

<https://www.bose.res.in/AnnualReports/AnnualReports-2024.jsp>

2.2 Foreign and Domestic Tours [F.No. 1/8/2012-IR dt.11.9.2012]

2.2.1 Budget

2.2.2 Foreign and domestic tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the Heads of Department (a) places visited (b) the period of visit (c) the number of members in the official delegation (d) expenditure on the visit

The details provided in the link: <https://www.bose.res.in/AnnualReports/AnnualReports-2024.jsp>

2.2.3 Information related to procurements (a) Notice/tender enquiries, and corrigenda if any thereon, (b) details of the bids awarded comprising the names of the suppliers of goods/service being procured, - (c) the works contracts concluded – in any such combination of the above and, (d) the rate / rates and the total amount at which such procurement or works contract is to be executed.

Please visit the link https://www.bose.res.in/InfoAnnouncements/Tender.jsp?type=LIMITED_TENDER

2.3 Manner of Execution of Subsidy Programme [Section 4(i)(b)(xii)]

2.3.1 Name of the programme or activity : Nil

2.3.2 Objective of the programme : Nil

2.3.3 Procedure to avail benefits : Nil

2.3.4 Duration of the programme / scheme : Nil

2.3.5 Physical and financial targets of the programme : Nil

2.3.6 Nature / scale of subsidy / amount allotted : Nil

2.3.7 Eligibility criteria for grant of subsidy : Nil

2.3.8 Details of beneficiaries of subsidy programme (number, profile etc.) : Nil

2.4. Discretionary and Non-discretionary Grants [F.No.1/6/2011-IR dt. 15.04.2013]

2.4.1 Discretionary and non-discretionary grants/allocations to State Govt./NGOs/other institutions : Nil

2.4.2 Annual accounts of all legal entities who are provided grants by public authorities : Nil

2.5 Particulars of Recipients of Concessions, Permits of Authorizations granted by the Public Authority [Section 4(1) (b) (xiii)]

2.5.1 Concessions, permits or authorizations granted by public authority : Nil

2.5.2 For each concession, permit or authorization granted – (a) Eligibility criteria (b) Procedure for getting the concession / grant and/or permits of authorizations, (c) Name and address of the recipients given concessions/permits or authorizations, (d) Date of award of concessions / permits of authorizations : Nil

2.6 CAG & PAC Paras [F.No.1/6/2011-IR dt. 15.4.2013]

2.6.1 CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the Parliament :

Annual Accounts for the FY 2023-24 was sent to the Ministry after the CAG audit and has been placed before the Parliament. No PAC paras have been raised yet.

PUBLICITY AND PUBLIC INTERFACE

3. Publicity and Public Interface

3.1 Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)][F No.1/6/2011-IR dt. 15.04.2013] : Nil

3.1.1 Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens : Please visit the link <https://www.bose.res.in/>

3.1.2 Arrangements for consultation with or representation by – (a) Members of the public in policy formulation / policy implementation, (b) Day & time allotted for visitors, (c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants :

Nil

3.1.3 Public – private partnership (PPP) – Details of Special Purpose Vehicle (SPV), if any : Not applicable.

3.1.4 Public – private partnership (PPP) – Detailed project reports (DPRs) – (1) J.K. College, Purulia, West Bengal ([link1](#), [link2](#)) (2) Midnapore College, Centre for Scientific Culture, Midnapore, West Bengal ([link](#))

3.1.5 Public – private partnership (PPP) – Concession Agreements : Not applicable.

3.1.6 Public – private partnership (PPP) – Operation and maintenance manuals :

Strategic Alliance and Knowledge Centers with Industrial Partners

This programme is a project based programme to utilize both experimental as well as computational sciences expertise of the Centre to make a long term strategic partnership with industrial partners on resource (both manpower and facility) sharing basis. These alliances will be made in cutting edge of basic sciences that can be utilized by the industrial partners with advanced R&D capabilities. Offers from advanced equipment manufacturers to open knowledge Centre are also there which will allow the Centre to undertake advanced research as well as network with such knowledge centers existing internationally.

Guidelines for Undertaking Consultancy Projects at the Centre

Please visit the link

[https://bose.res.in/linked-objects/Administration/Guidelines for Undertaking Consultancy Projects at the Centre.pdf](https://bose.res.in/linked-objects/Administration/Guidelines%20for%20Undertaking%20Consultancy%20Projects%20at%20the%20Centre.pdf)

3.1.7 Public – private partnership (PPP) – Other documents generated as per the implementation of PPP

3.1.8 Public-private partnership (PPP) – Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorization from the government : Please visit the link [https://bose.res.in/linked-objects/Administration/Guidelines for Undertaking Consultancy Projects at the Centre.pdf](https://bose.res.in/linked-objects/Administration/Guidelines%20for%20Undertaking%20Consultancy%20Projects%20at%20the%20Centre.pdf)

3.1.9 Public – private partnership (PPP) – Information relating to outputs and outcomes : J.K. College, Purulia, West Bengal (Please visit Sl. No.3.1.4).

3.1.10 Public – private partnership (PPP) – The process of the selection of the private sector party (concessionaire etc.) – Please visit the link

[https://bose.res.in/linked-objects/Administration/Guidelines for Undertaking Consultancy Projects at the Centre.pdf](https://bose.res.in/linked-objects/Administration/Guidelines%20for%20Undertaking%20Consultancy%20Projects%20at%20the%20Centre.pdf)

3.1.11 Public – private partnership (PPP) – All payment made under the PPP project – Please visit the link [https://bose.res.in/linked-objects/Administration/Guidelines for Undertaking Consultancy Projects at the Centre.pdf](https://bose.res.in/linked-objects/Administration/Guidelines%20for%20Undertaking%20Consultancy%20Projects%20at%20the%20Centre.pdf)

3.2 Are the details of Policies / Decisions, which affect the public, informed to them ? [Section 4(1)(c)]

3.2.1 Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive – Policy decisions / legislations taken in the previous one year

All course details, guidelines etc. are available on public domain. Please click <https://www.bose.res.in/> for details.

3.2.2 Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive - Outline the Public consultation process

Not applicable.

3.2.3 Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive-Outline the arrangement for consultation before formulation of policy

Not applicable.

3.3 Dissemination of Information widely and in such form and manner which is easily accessible to the public [Section 4(3)]

3.3.1 Use of the most effective means of communication - Internet (website)

The information dissemination primarily happens through the Institute's Website/ Facebook/Twitter. Please click <https://www.bose.res.in/> to visit the Institute's Website and to access Institute's Facebook/Twitter etc .

3.4 Form of accessibility of Information Manual/ Handbook [Section 4(1)(b)]

3.4.1 Information manual / handbook available in electronic format

Annual Reports with Annual Accounts from the year 1986-1987 to 2023-2024 can be visited through the link <https://www.bose.res.in/AnnualReports/>

3.4.2 Information manual / handbook available in Printed format

Annual Reports from the year 1986-1987 to 2023-2024

3.5 Whether information manual/ handbook available free of cost or not [Section 4(1)(b)]

3.5.1 List of materials available Free of cost

The data available in the Centre's website are free of cost. Please visit the link <https://www.bose.res.in/>

3.5.2 List of materials available at a reasonable cost of the medium :

Man & His Work : Vol I & II (Centre's own publication)

E-Governance

4. E-Governance

4.1 Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]

4.1.1 English : <https://www.bose.res.in/AnnualReports/>

4.1.2 Vernacular / Local Language : <https://www.bose.res.in/AnnualReports/>

4.2 When was the Information Manual / Handbook last updated ? [F No. 1/6/2011-IR dt 15.4.2013]

4.2.1 Last date of annual updating : 2023

4.3 Information available in Electronic Form [Section 4(1)(b)(xiv)]

Please click the link for details <https://www.bose.res.in/>

4.3.1 Details of information available in electronic form

Info & Announcements (<https://www.bose.res.in/InfoAnnouncements/>)

Facilities (<https://www.bose.res.in/facilities>)

Visitor and Linkage Programmes (<https://www.bose.res.in/LinkageProgrammes/>)

Academic Programmes (<https://www.bose.res.in/AcademicProgrammes/>)

4.3.2 Name / title of the document /record/other information

Research Publication Status (<https://www.bose.res.in/linked-objects/library/RPS/ResearchPublicationStatus.pdf>)

Research Highlights (<https://www.bose.res.in/ResearchHighlight.jsp>)

Annual Reports (<https://www.bose.res.in/AnnualReports/>)

Newsletter (<https://www.bose.res.in/Newsletter.jsp>)

Magazine – Sutra (<https://www.bose.res.in/Magazine/>)

Prof. S.N. Bose Archive (<https://www.bose.res.in/Prof.S.N.Bose-Archive/>)

Outreach Programme (<https://www.bose.res.in/sevents/tpsc-oa/>)

Swachhata Pakhwada (<https://www.bose.res.in/Swachhata%20Pakhwada.jsp>)

SNBNCBS : A JOURNEY TOWARDS EXCELLENCE (https://www.bose.res.in/linked-objects/SNBNCBS%20_A%20JOURNEY%20TOWARDS%20EXCELLENCE.pdf)

4.3.3 Name/ title of the document/record/ other information

Please refer 4.3.2

4.3.4 Location where available

<https://www.bose.res.in/>

4.4 Particulars of Facilities available to Citizens for obtaining information [Section 4(1)(b)(xv)]

4.4.1 Name and location of the facilities

The following are the facilities under Technical Cell of the Centre

<https://www.bose.res.in/facilities/TechnicalCell/>

- [X-ray Diffractometer \(XRD\)](#)
- [Mini X-ray Diffractometer \(Mini XRD\)](#)
- [Environmental Scanning Electron Microscope \(ESEM\)](#)
- [Field Emission Scanning Electron Microscopy \(FESEM\)](#)
- [Energy Dispersive X-Ray Analysis \(EDAX\)](#)
- [High Resolution Transmission Electron Microscope \(HRTEM\)](#)
- [Atomic Force Microscopy \(AFM\)](#)
- [Vibrating Sample Magnetometer \(VSM\)](#)
- [Thermo Gravimetry/Differential Thermal Analyzer \(TG/DTA\)](#)
- [Dynamic Light Scattering \(DLS\)](#)
- [Spectroscopic Ellipsometer](#)
- [Pulsed Laser Deposition \(PLD\) Unit](#)
- [DSC / Modulated DSC](#)
- Helium Leak Detector

Computational Facilities for External Users –

<https://www.bose.res.in/facilities/ComputerServicesCell/ForExternalUsers.jsp>

Guest House Facilities for External Users – <https://www.bose.res.in/facilities/GuestHouse/>

4.4.2 Details of information made available

Please click the above mentioned facilities at 4.4.1 for detailed information.

4.4.3 Working hours of the facility

Monday – Friday (10 am to 5 pm) on prior appointment basis

4.4.4 Contact person & contact details (Phone, fax email)

Please visit the link <https://www.bose.res.in/facilities/TechnicalCell/Contacts.jsp>

Computational Facilities for External Users -

<https://www.bose.res.in/facilities/ComputerServicesCell/ForExternalUsers.jsp>

Guest House Facilities : <https://www.bose.res.in/facilities/GuestHouse/>

4.5 Such other information as may be prescribed under Section 4(i) (b)(xvii)

4.5.1 Grievance Redressal Mechanism

Please click the link <https://www.bose.res.in/InfoAnnouncements/ComplaintsCommittee.jsp> to view the details of the Internal Complaints Committee (ICC) on the Sexual Harassment of Women at Workplace

Please click the link <https://www.bose.res.in/InfoAnnouncements/GRC.jsp> regarding the details of the Internal Grievance Redressal Committee

Please click the link <https://www.bose.res.in/InfoAnnouncements/Reservationcell.jsp> regarding Reservation Cell for SC, ST, OBC & PWD

4.5.2 Details of applications received under RTI and information provided

The details of the RTI applications received and information provided for the year 2024-25 (1st Quarter, 2nd Quarter, 3rd Quarter and 4th Quarter) is provided in the link

<https://newweb.bose.res.in/InfoAnnouncements/RTI/1ST-QTR-2025.pdf>

<https://newweb.bose.res.in/InfoAnnouncements/RTI/2ND-QTR-2025.pdf>

<https://newweb.bose.res.in/InfoAnnouncements/RTI/3RD-QTR-2025.pdf>

<https://newweb.bose.res.in/InfoAnnouncements/RTI/4TH-QTR-2025.pdf>

4.5.3 List of completed schemes/ projects/ Programmes

Please click the [link](#)

4.5.4 List of schemes/ projects/ programme underway

Please click the [link](#)

4.5.5 Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract

Please visit the link <https://www.bose.res.in/>

4.5.6 Annual Report

Please visit the link <https://www.bose.res.in/AnnualReports/>

4.5.7 Frequently Asked Question (FAQs)

Not Applicable

4.5.8 Any other information such as (a) Citizen's Charter, (b) Result Framework Document (RFD), (c) Six monthly reports on the (d) Performance against the benchmarks set in the Citizen's Charter

Citizen's Charter <https://www.bose.res.in/linked-objects/CitizenCharter.pdf>

4.6 Receipt & Disposal of RTI Applications and Appeals [F. No. 1/6/2011-IR dt. 15.04.2013]

4.6.1 Details of applications received and disposed

The details of the RTI applications received and information provided for the year 2020-21, 2021-22, 2022-23 and 2023-24 (1st Quarter, 2nd Quarter, 3rd Quarter and 4th Quarter) is provided in the link.....

4.6.2 Details of appeals received, and orders issued

The details of appeals received and information provided for the year 2020-21, 2021-22, 2022-23 and 2023-24 (1st Quarter, 2nd Quarter, 3rd Quarter and 4th Quarter) is provided in the link.....

4.7 Replies to Questions asked in the Parliament [Section 4(1)(d)(2)]

4.7.1 Details of questions asked and replies given

The Parliament Questions received by the Centre from Department of Science and Technology and answers provided for the year 2024-25 are as below:

Sl. No.	Question No. (Rajya Sabha / Lok Sabha)	Subject	Question	Answer
1.	Rajya Sabha Questionnaire Part-II pertaining to Department of Science & Technology (received on 20.01.2025)	Rajya Sabha Questionnaire Part-II pertaining to Department of Science & Technology	1. Kindly provide the category-wise details of sanctioned strength, in-position strength and vacancies in the institute along with PSUs/CPSEs/Autonomous Bodies under the Department. When was the last recruitment exercise conducted? 2. Date of Last Recruitment Exercise Conducted 3. What is the impact of manpower shortage, if any, on the functioning of the institute? How the institute is planning to overcome this issue.	1. a) Scientific Sanctioned Strength = 34 Men-in-Position = 32 (as on date) Vacancy as on date = 02. b)Administrative Sanctioned Strength = 24 Men-In -Position – 23 (as on date) Vacancy as on date = 01. c) Last Scientific Candidate joined on 04.11.2024. d) Last Administrative Candidate joined on 19.06.2024

				2. a) Last Scientific Candidate joined on 04.11.2024. b) Last Administrative Candidate joined on 19.06.2024. 3. There is no sanctioned position in the Centre for implementing the use of Hindi for official works. The Centre is fulfilling the annual target set by Department of Official Languages through a part-time manpower hired through outsourced services.
2.	Rajya Sabha provisionally admitted unstarred Parliament Question Diary No. U4441 due for answer on 20.03.2025	Rajya Sabha provisionally admitted unstarred Question Diary No. U4441	1. How many seats are vacant ? 2. How many recruitments have been done in the last 4 years ? 3. How many new posts have been created in the last 4 years ?	1. 04 Nos. 2. 16 Nos. 3. Nil.
3.	Lok Sabha Starred Question with Dy. No.8070 regarding “Filling up of vacancies through outsourcing”	Lok Sabha Starred Question with Dy. No.8070 regarding “Filling up of vacancies through outsourcing”	1. Whether the Government is filling regular posts through outsourcing in Ministries/Departments/Quasi-Government and PSUs; 2. If so, the details thereof along with the reasons therefor;	1. The S.N. Bose National Centre for Basic Sciences is not filling regular posts through outsourcing. 2. Not Applicable.

	for answer on 19.03.2025	for answer on 19.03.2025	3. Whether there is a shortage of required candidates to fill up the vacancies on regular basis in Ministries/Departments/Semi-Government Offices and PSUs across the country; 4. If not, the reasons for filling up the said posts through outsourcing; 5. Whether the Government filling up the posts through outsourcing to discontinue reservation policy; 6. If not, whether the existing reservation policy is also applicable to employees appointed in Government, Semi-Government Offices and PSUs through outsourcing in the country; and 7. If not, the reason therefor and the steps taken to implement the reservation policy on made through outsourcing appointment?	3. No. 4. Not applicable. 5. Not known. 6. Not known. 7. Not applicable.
--	-----------------------------	-----------------------------	--	---

5. Information as may be prescribed

5.1 Such other Information as may be Prescribed [F. No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]

5.1.1 Name and details of (a) Current CPIO and FAAs, (b) Earlier CPIO and FAAs from 1.1.2015

a) Current CPIO: Mr. Debashish Bhattacharjee, Deputy Registrar (Administration) and Central Public Information Officer, Ph: 033-2335-0312/23351313 (Extn.409), E-mail: dradmin@bose.res.in, debashish@bose.res.in

b) Current FAA: Ms. Shohini Majumder, Registrar and First Appellate Authority, Ph: 033-23350312/23351313 (Extn.111), E-mail: registrar@bose.res.in , shohini@bose.res.in

c) Former CPIO: Dr. Saumen Adhikari, Librarian cum Information Officer and Central Public Information Officer, Ph: 033-23350312/23351313 (Extn.109), E-mail: librarian@bose.res.in

d) Former FAA: Ms. Shohini Majumder, Registrar and First Appellate Authority, Ph: 033-23350312/23351313 (Extn.111), E-mail: registrar@bose.res.in , shohini@bose.res.in

5.1.2 Details of third-party audit of voluntary disclosure (a) Dates of audit carried out (b) Report of the audit carried out

Nil

5.1.3 Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD (a) Date of appointment, (b) Name and Designation of the officers

<https://newweb.bose.res.in/InfoAnnouncements/RTI/Nodal-Officer-RTI.pdf>

5.1.4 Consultancy committee of key stake holders for advice on Suo Moto Disclosure (a) Dates from which constituted, (b) Name and Designation of the officers

Nil

5.1.5 Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI (a) Dates from which constituted, (b) Name and Designation of the Officers

a) Mr. Debashish Bhattacharjee, Deputy Registrar (Administration) and Central Public Information Officer, Ph: 033-2335-0312/23351313 (Extn.409), E-mail: dradmin@bose.res.in, debashish@bose.res.in

b) Ms. Shohini Majumder, Registrar and First Appellate Authority, Ph: 033-23350312/23351313 (Extn.111), E-mail: registrar@bose.res.in , shohini@bose.res.in

Information Disclosed on Own Initiative

6. Information Disclosed on Own Initiative

6.1 Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information

6.1.1 Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information

Please visit the link <https://www.bose.res.in/>

6.2 Guidelines for Indian Government Websites (GIGW) is followed (released in February 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievances and Pension

6.2.1 Whether STQC certification obtained and its validity

→ Yes, STQC certification has been obtained. It is valid up to **23rd September, 2028**.

6.2.2 Does the website show the certificate on the Website?

→ Yes, the STQC certificate is displayed on the website for public reference at:
<https://www.bose.res.in/stqc-certificate>