



Office of International Relations  
Indian Institute of Technology  
Kharagpur-721302



ANNEXURE I (to 1833/2023/OIR)


As advised, here presented are the 2 proposals for the revised rates in **response to point c)**, the information to be provided in Article IV, Point 4b. in annex that IIT covers following for the German scientists:

SR NO	POSITION	REMUNERATION OFFERED (IN USD)
1	ASSISTANT PROFESSOR	\$100 per day
2	ASSOCIATE PROFESSOR	\$125 per day
3	PROFESSOR	\$150 per day

Along with the above remuneration, following facilities will also be provided to the visitor:

- Free accommodation in TGH
- OPD facilities in BCRTH
- Reimbursement of medical insurance (to be arranged by the visitors)

Submitted for the consideration and approval please.


  
Associate Dean IR & Ranking

  
Dean Outreach & AA

  
Deputy Director

  
Director

( Since the visit duration may not exceed one month  
The suggested scheme will differ from the one given in SPDRC )

Please put up as discussed in the MOC committee today.  




Office of International Relations  
Indian Institute of Technology  
Kharagpur-721302



Ref. No. **1833/2023/OIR**

Date: **17.04.2023**

**Sub: Request to approve the information requested by 'DAAD IIT Faculty Exchange Programme'**

The joint 'DAAD IIT Faculty Exchange programme' has been running successfully since 1997 (MoU from 1997 attached with then 5 IITs is enclosed). Even though the programme has been extended to other IITs with due course in time, the same needs to be renewed now separately with all the 23 IITs.

DAAD had contacted the IITs in 2020 to be a part of this MoU. DAAD would now like to renew the contract. As the DAAD runs such a programme also with other countries the DAAD has a standard contract in place. The legal department of DAAD in Bonn has renewed the MoU based on the standard contract and the older agreement (signed in 1997) and would like to have IITKGP's final consent about participation in the co-funded scheme by 15.04.2023.

If IITKGP agrees to participate, DAAD requests us to provide the following:

- a) Official logo of IITKGP
- b) Name of the signatory from IITKGP
- c) Duly filled in annex (attachment MoU draft): Article IV: Financial Terms of Exchange: Point 4 b. which states that IIT covers for the German scientists

Also, a letter from DAAD has been received where the response received from other IITs are disclosed (**Flag-1**)

In response to the above queries, the following suggestions are made

- Response to a) Official IITKGP logo may kindly be shared
- Response to b) Dean, Outreach and Alumni Affairs
- Response to c) Information to be provided in Article IV, Point 4 b. in annex that IIT covers following for the German scientists:

- I. INR 80000 per month for Post-Doctoral Research
- II. INR 120000 per month for Assistant Professor
- III. INR 140000 per month for Associate Professor
- IV. INR 150000 per month for Professor

The accommodation may be arranged in TGH or IGH with subsidized rates. The cost may be borne by the Institute Fund. However, for two years, the fund available in IoE project (Flag-2; 8ii) may be used.

In view of the above and based on review of the document, it is now being placed for the approval. Once approved, the above listed information will be shared with DAAD which will prepare the final MoU for signature.


Enclosures:

1. Draft MoU for renewal along with the annex on Article IV
2. Previously signed MoU copy
3. A copy of all the email correspondence on the matter
4. Budget copy under the IoE scheme to cover the financial terms of exchange under Article IV (Flag-2, 8ii)

Submitted for the consideration and approval.

  
19/4/23  
Associate Dean IR & Ranking

  
20/4/23  
Dean Outreach & AA

  
21/4/23  
Deputy Director

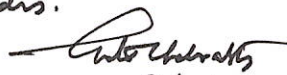
For short visits, spanning upto a week, a different and more attractive rate may be proposed for (A). For (B), normal guest rates may be retained, which is already quite reasonable.

  
Director

What is the ~~duration~~ duration of such visits?

  
24/04/2023

The duration of visit is not specified in the draft MoU. It may be for a few days to months depending upon the interest shown by both sides.

  
3/5/23

Dear Prof. Virendra Kumar Tewari,

Further to our email of 14. March, this is just a gentle reminder for sending us your consent by **15.04.2023**.

As a clarification regarding **financial contribution** from IIT Kharagpur (point 4b.), we would like to mention that the amount can be per day or per month basis.

**Just as examples, two of the IITs mention:**

IIT covers for the German scientists:

- i) Honorarium INR 6000/- per day for Assistant Professor
- ii) Honorarium INR 7000/- per day for Associate Professor
- iii) Honorarium INR 8000/- per day for Professor

+ Free accommodation (in the visiting faculty apartment) + along with office (subject to availability) + available medical facilities.

IIT covers for the German scientists: Remuneration in Range of Rs. 1,00,000 to Rs. 1,20,000 per month along with free boarding and lodging.

Further, we would like to inform you that DAAD President from Bonn will be visiting New Delhi in the later part of the year. During his visit, we plan to invite you for a meeting with him and also to physically sign the MoU.

We are looking forward to hear from you.

*With best regards,*

**Shikha Sinha**

**Senior Advisor – International Cooperation**

German Academic Exchange Service- DAAD India Regional Office

1, Africa Avenue, R.K. Khanna Stadium

New Delhi 110029, India

+91 11 6646 5510 | <https://www.daad.in/> | I Connect with us on [LinkedIn](#)



Deutscher Akademischer Austauschdienst  
German Academic Exchange Service

**From:** Shikha Sinha <sinha@daad.de>

**Sent:** Wednesday, March 15, 2023 11:44 AM

**To:** vktfeb@agfe.iitkgp.ac.in; director@iitkgp.ac.in

**Cc:** ir-office@adm.iitkgp.ac.in; adeanir@adm.iitkgp.ac.in; tamal@adm.iitkgp.ac.in

**Subject:** DAAD IIT MoU; Faculty Exchange Programme

Dear Prof. Virendra Kumar Tewari,

Greetings from DAAD New Delhi!

The joint 'DAAD IIT Faculty Exchange programme' has been running successfully since 1997 (MoU from 1997 attached with the 5 IITs). Even though the programme has been extended to other IITs with due course in time, the same needs to be renewed now separately with all the 23 IITs.

We contacted all the IITs in 2020 just before the pandemic and received a consent from your institute to be a part of this MoU. We now would like to pick up the renewal of the contract. As the DAAD runs such a programme also with other countries the DAAD has a standard contract in place. The legal department of DAAD in Bonn has renewed the MoU based on the standard contract and the older agreement (signed in 1997). Please note that any further changes in the MoU will unfortunately not be possible.

We are attaching the renewed draft MoU herewith. Please let us have your final consent about participation of **IIT Kharagpur** in the co-funded scheme by **15.04.2023**.

<https://iitkgpmail.iitkgp.ac.in/h/printmessage?id=C:118783&tz=Asia/Kolkata>  
If you agree to participate, please provide the following:

Dear Prof. Virendra Kumar Tewari,

Greetings from DAAD New Delhi!

The joint 'DAAD IIT Faculty Exchange programme' has been running successfully since 1997 (from 1997 attached with then 5 IITs). Even though the programme has been extended to 2023 with due course in time, the same needs to be renewed now separately with all the 23 IITs.

We contacted all the IITs in 2020 just before the pandemic and received a consent from you to be a part of this MoU. We now would like to pick up the renewal of the contract. As there is such a programme also with other countries the DAAD has a standard contract in place. The department of DAAD in Bonn has renewed the MoU based on the standard contract and the agreement (signed in 1997). Please note that any further changes in the MoU will unfortunately not be possible.

We are attaching the renewed draft MoU herewith. Please let us have your final consent at the participation of **IIT Kharagpur** in the co-funded scheme by **15.04.2023**.

If you agree to participate, please provide the following:

- Official logo of your institution
- Name of the signatory from your institution
- Duly filled in annex (attachment MoU draft): Article IV: Financial Terms of Exchange 4 b.:

*IIT covers for the German scientists:*  
\_\_\_\_\_XY\_\_\_\_\_

Once we receive the above from you, we will send you the signed MoU between DAAD (by President of DAAD in Bonn, Germany) and your institution for your subsequent signatures. Hardcopy of the same shall follow thereafter.

We are looking forward to a continued closer cooperation between DAAD and IIT Kharagpur.

*With best regards/ Mit besten Grüßen,*

**Dr. Katja Lasch**  
**Director**

-----  
**Ms/Frau Shikha Sinha**  
Senior Advisor- International Cooperation

German Academic Exchange Service (DAAD)  
+91 11 6646 5510 | <https://www.daad.in>





## **In order to enhance the scope of the present Agreement of Cooperation**

Between

Deutscher Akademischer Austauschdienst (DAAD) e.V., Kennedyallee 50,  
53175 Bonn, represented by the President, Prof. Dr. Joybrato Mukherjee,

and

IIT \_\_\_\_\_

The German Academic Exchange Service (DAAD) and the above mentioned IIT  
respectively would like to co-operate under this agreement as follows:

### Article 1: Objectives

The DAAD and the IIT \_\_\_\_\_ are recognizing the reciprocal benefit of academic  
and scientific cooperation between scientists of both countries in areas of mutual scientific  
interests and are aiming to promote friendly relations between the two parties. The aim of the  
bilateral exchange programme between the DAAD and the IIT \_\_\_\_\_ is to  
promote collaboration between them and German universities or research institutions.

Under the agreement faculty from the one of the above-mentioned IIT can be invited to  
Germany and faculty from German universities to India for a research stay which also may  
include lecturing activities to a certain extent.

Visits should be on a reciprocal basis; Applications from Indian faculty can only be accepted  
when German faculty also apply for a research fellowship at the same time.

### Article II: Activities and instruments

(1) The two parties will annually support the exchange of up to 3 faculty (PhD  
degree holders) from the IIT and German Academic and Research Institutes subject to the  
availability of funds from both sides. The number of German and Indian faculty must be  
equal.

(2) This exchange is open to all subject areas available for study/research at the participating  
IIT.

ANNEX

**Agreement of Cooperation between the Deutscher Akademischer Austauschdienst (DAAD) e.V. and the IIT \_\_\_\_\_, Date \_\_\_\_\_**

**On Article IV: Financial Terms of Exchange**

- (1) Travel costs:
- (2) Each party will bear the round-trip travel costs of their participants to the host Institution and back.
- (3) D: Towards the travel costs DAAD will pay a flat-rate allowance. The flat-rate allowance cover all costs from and in connection with the travel. The travel allowances are reviewed regularly and adjusted if necessary.
- (4) Accommodation costs: Both parties will ensure an adequate budget to cover the costs for the visiting scientists.
  - a. The DAAD covers for the Indian scientists<sup>1</sup>:
    - i. 2.000 EUR per month for junior researchers, lecturers, assistant professors
    - ii. 2.150 EUR per month for full professors payable via the German host institution
  - b. IIT covers for the German scientists:  
\_\_\_\_\_XY\_\_\_\_\_
  - c. Working place shall be provided at the host institution.
  - d. Registration fees for attending conferences and other national and international events will not be covered by DAAD.
  - e. The Indian scientists will be automatically included in the DAAD Health Insurance. The monthly insurance costs will be deducted from the monthly instalment.

<sup>1</sup> Please note: The monthly instalments refer to the current year and may differ from year to year.

MoU signed in 1997.

**Memorandum of Understanding**  
between  
the German Academic Exchange Service (DAAD)  
and  
the Indian Institutes of Technology (IIT)

In order to promote co-operation between the Indian Institutes of Technology (IIT) and Universities of the Federal Republic of Germany, the DAAD and the IIT agree as follows

- (1) Both sides will annually support the exchange of up to a maximum of five faculty members of the IIT and German Universities, subject to the availability of funds.
- (2) In principle this exchange is open to all subject areas. They must, however, be mutually acceptable.
- (3) Each side will bear the two-way travel costs of their participants to the host institution and the local hospitality costs of their guest scientists.
- (4) The home country will propose scientists for the programme. The host country will invite the scientists. Priority will be given to scientists who wish to develop academic co-operation projects with their counterparts in the host country.
- (5) Specific details for the implementation of these activities (duration of stay, financial arrangements etc.) will be laid down in annual correspondence.





Dear Ms Mukherjee,

It was just a consent by email from most of the IITs that they agree to continue with this MoU.

Best,  
Shikha Sinha

**From:** Koushiki Mukherjee <koushiki@adm.iitkgp.ac.in>  
**Sent:** Tuesday, March 21, 2023 3:13 PM  
**To:** Shikha Sinha <sinha@daad.de>  
**Cc:** goutam <goutam@mech.iitkgp.ac.in>; Associate Dean International Relation <adeanir@adm.iitkgp.ac.in>; Shruti Singh <shruti@adm.iitkgp.ac.in>  
**Subject:** Re: DAAD IIT MoU; Faculty Exchange Programme

Dear Ms. Sinha,

This is not the document I was requesting.  
You had mentioned in your email that in 2020 the IITs had given consent to renewal of the MoU.  
If any MoU was signed between 1997 and 2023, where IITKGP has not been a signatory but other IITs were, then kindly share that document.

I am in receipt of the MoU which was signed in 1997.

Best Wishes,  
Koushiki Mukherjee (*She/Her*)  
International Relations Executive  
IIT Kharagpur.  
Office: +91 3222-281064

**From:** "Shikha Sinha" <sinha@daad.de>  
**To:** "Koushiki Mukherjee" <koushiki@adm.iitkgp.ac.in>  
**Cc:** "goutam" <goutam@mech.iitkgp.ac.in>, "Associate Dean International Relation" <adeanir@adm.iitkgp.ac.in>, "Shruti Singh" <shruti@adm.iitkgp.ac.in>  
**Sent:** Tuesday, March 21, 2023 3:05:12 PM  
**Subject:** RE: DAAD IIT MoU; Faculty Exchange Programme

Dear Ms Mukherjee,

I attached it in my last email. PFA once again.

*With best regards/ Mit besten Grüßen,*

**Shikha Sinha**

Senior Advisor – International Cooperation  
German Academic Exchange Service- DAAD India Regional Office  
1, Africa Avenue, R.K. Khanna Stadium, New Delhi 110029, India  
<https://www.daad.in/> I Connect with us on [LinkedIn](#)



**From:** Koushiki Mukherjee <koushiki@adm.iitkgp.ac.in>  
**Sent:** Tuesday, March 21, 2023 2:42 PM  
**To:** Shikha Sinha <sinha@daad.de>  
**Cc:** goutam <goutam@mech.iitkgp.ac.in>; Associate Dean International Relation <adeanir@adm.iitkgp.ac.in>; Shruti Singh <shruti@adm.iitkgp.ac.in>  
**Subject:** Re: DAAD IIT MoU; Faculty Exchange Programme

You don't often get email from [koushiki@adm.iitkgp.ac.in](mailto:koushiki@adm.iitkgp.ac.in). [Learn why this is important](#)

Dear Shikha,

Thank you for your email.

We were wondering if you could perhaps share the last MoU that was signed by all IIT's. We do not have a copy of it and would need one to get the MoU renewal permission going at our end.

Thanking you in advance.

Best Wishes,  
 Koushiki Mukherjee (*She/Her*)  
 International Relations Executive  
 IIT Kharagpur.  
 Office: +91 3222-281064

---

**From:** "Associate Dean International Relation" <adeanir@adm.iitkgp.ac.in>  
**To:** "Koushiki Mukherjee" <koushiki@adm.iitkgp.ac.in>  
**Cc:** "goutam" <goutam@mech.iitkgp.ac.in>  
**Sent:** Wednesday, March 15, 2023 5:04:09 PM  
**Subject:** Fwd: DAAD IIT MoU; Faculty Exchange Programme

---

**From:** "Shikha Sinha" <sinha@daad.de>  
**To:** "vktfeb" <vktfeb@agfe.iitkgp.ac.in>, "Director IITKGP" <director@iitkgp.ac.in>  
**Cc:** "IITKGP OIR" <ir-office@adm.iitkgp.ac.in>, "Associate Dean International Relation" <adeanir@adm.iitkgp.ac.in>, "tamal" <tamal@adm.iitkgp.ac.in>  
**Sent:** Wednesday, March 15, 2023 11:43:37 AM  
**Subject:** DAAD IIT MoU; Faculty Exchange Programme

Dear Prof. Virendra Kumar Tewari,

Greetings from DAAD New Delhi!

The joint 'DAAD IIT Faculty Exchange programme' has been running successfully since 1997 (MoU from 1997 attached with then 5 IITs). Even though the programme has been extended to other IITs with due course in time, the same needs to be renewed now separately with all the 23 IITs.

We contacted all the IITs in 2020 just before the pandemic and received a consent from your institute to be a part of this MoU. We now would like to pick up the renewal of the contract. As the DAAD runs such a programme also with other countries the DAAD has a standard contract in place. The legal department of DAAD in Bonn has renewed the MoU based on the standard contract and the older agreement (signed in 1997). Please note that any further changes in the

**In order to enhance the scope of the present  
Memorandum of Understanding**

Commented [HS1]: Logo beider Vertragspartner einfügen

Between

Deutscher Akademischer Austauschdienst (DAAD) e.V.,  
Kennedyallee 50,  
53175 Bonn, represented by the President, Prof. Dr. Joybrato  
Mukherjee,

and

the IITs: IIT Madras, IIT Delhi, IIT Bombay, IIT Kharagpur, IIT  
Kanpur, IIT Roorkee, IIT Guwahati, IIT Hyderabad, IIT (BHU)  
Varanasi, IIT Indore, IIT Dhanbad, IIT Bhubaneswar, IIT Mandi,  
IIT Patna, IIT Gandhinagar, IIT Ropar, IIT Jodhpur, IIT Tirupati,  
IIT Bhilai, IIT Goa, IIT Jammu, IIT Dharwad, IIT Palakkad

Commented [HS2]: Wer soll das MoU unterzeichnen?  
Wenn das alle sein sollen, dann müssen die jeweils  
Unterzeichnenden hier genannt  
werden: represented by XY, auch bei der  
Unterschrift. Oder gibt es einen Chair oder so was  
Ähnliches, der alle IITs vertritt?

The German Academic Exchange Service (DAAD) and the  
above mentioned IITs  
respectively would like to co-operate under this agreement as  
follows:

**Article 1: Objectives**

The DAAD and the IITs are recognizing the reciprocal benefit of  
academic and scientific cooperation between scientists of both  
countries in areas of mutual scientific interests, and  
are aiming to promote friendly relations between the two  
parties. The aim of the bilateral  
exchange programme between the DAAD and the IITs is to  
promote collaboration  
between them and German universities or research institutions.

Under the agreement faculty from the one of the above-mentioned IITs can be invited to Germany for a research stay which also may include lecturing activities to a certain extent.

Visits should be on a reciprocal basis; Applications from Indian faculty can only be accepted when German faculty also apply for a research fellowship at the same time.

#### Article II: Activities and instruments

(1) The two parties will annually support the exchange of up to 15 faculty (PhD degree holders) from the IITs and German universities and research Institutes subject to the availability of funds from both sides. The number of German and Indian faculty must be equal.

(2) This exchange is open to all subject areas provided by the IITs.

#### Article III: Procedures of Exchange visits

The application procedure for the Indian and German Faculty is online via the DAAD portal.

#### Article IV: Financial Terms of Exchange

(1) In accordance with the existing agreement, each side will bear the round-trip travel costs of their participants to the host Institution and back.

(2) Each side will bear the local hospitality costs of their guest faculty.

(3) The duration of the exchange stay will not be less than fourteen days and not more than

three months. The length of the grant is decided by a selection committee and depends on the project in question and the applicant's work schedule.

This agreement will come into effect once signed by both parties. It is valid for a period of three (3) years. The duration of the agreement will be automatically extended at the end of this period for one additional year, unless one of the parties give notice to end this agreement six months prior to the end of the current period.

Place, Date

Place, Date

Signature on behalf of  
DAAD

Signature on behalf of

Commented [HS3]: Siehe Seite 1, Aufzählung Vertragspartner

First and last name in capitals  
capitals

First and last name in

Position

Position

Zimbra

koushiki@adm.iitkgp.ac.in

---

**Fwd: [Fwd: MoU between DAAD (Germany) and IITs]**

---

**From :** Associate Dean International Relation  
<adeanir@adm.iitkgp.ac.in>

Thu, Mar 16, 2023 11:50 AM

 1 attachment

**Subject :** Fwd: [Fwd: MoU between DAAD (Germany) and IITs]

**To :** Ms. Koushiki Mukherjee <koushiki@adm.iitkgp.ac.in>

**Cc :** goutam <goutam@mech.iitkgp.ac.in>

FYI

----- Forwarded Message -----

From: "Dean IR" <dean.ir@iitb.ac.in>

To: "Prof. Baidurya Bhattacharya International Relation" <deanir@adm.iitkgp.ac.in>, "Associate Dean International Relation" <adeanir@adm.iitkgp.ac.in>, "doaaer" <doaaer@iitg.ac.in>, "adoaaer" <adoaaer@iitg.ac.in>, "deanaa" <deanaa@iitbbs.ac.in>, "res office" <res\_office@iitp.ac.in>

Cc: "rkpanda" <rkpanda@iitbbs.ac.in>, "pic isa" <pic\_isa@iitp.ac.in>, "Tanvi Mehta" <tanvi.mehta@iitb.ac.in>

Sent: Tuesday, June 30, 2020 9:53:26 PM

Subject: [Fwd: MoU between DAAD (Germany) and IITs]

Dear Colleagues,

This is to follow up with you about the DAAD-IIT MoU. As we need to revert to the team at DAAD, I request you to let us know by tomorrow if you are interested in signing the MoU. If we do not hear back from you, we will go ahead with the next steps by the end of the week. If you are not interested do let us know that also.

Best wishes and stay safe,  
Swati

----- Original Message -----

Subject: [Fwd: MoU between DAAD (Germany) and IITs]

From: "Tanvi Mehta" <tanvi.mehta@iitb.ac.in>

Date: Thu, June 18, 2020 5:00 pm

To: deanir@adm.iitkgp.ac.in  
adeanir@adm.iitkgp.ac.in  
doaaer@iitg.ac.in  
deanaa@iitbbs.ac.in  
res\_office@iitp.ac.in

Cc: "Dean IR" <dean.ir@iitb.ac.in>  
sinha@daaddelhi.org

Dear Professors,

Request you to send your response for the attached MOU between DAAD (Germany) and IITs latest by Monday, 22nd June, 2020. Pl. note we will not be able to extend beyond this deadline.

Thanking You.

Date: Wed, May 27, 2020 6:42 pm  
To: deanir@adm.iitkgp.ac.in  
adeanir@adm.iitkgp.ac.in  
deaniar@iitm.ac.in  
doir@iitk.ac.in  
deanaaip@admin.iitd.ac.in  
doaaer@iitg.ac.in  
deanir@iitrpr.ac.in  
deanaa@iitbbs.ac.in  
neeldhara.m@iitgn.ac.in  
deaniar@iith.ac.in  
ad\_iro@iitj.ac.in  
res\_office@iitp.ac.in  
doia@iiti.ac.in  
adintrel@iitmandi.ac.in  
dora@iitbhu.ac.in  
dean\_iraa@iitism.ac.in  
skkoul@care.iitd.ernet.in  
director@iitgoa.ac.in  
bk@iitgoa.ac.in  
director@iitdh.ac.in  
satyakn@iitm.ac.in  
director@iitbhilai.ac.in  
sunil@iitm.ac.in  
sunil.kumarpb@gmail.com  
oir@iitk.ac.in  
dora.office@iitr.ac.in  
oia@iittp.ac.in  
director@iitjammu.ac.in  
gaurms@gmail.com  
vijayan.pallippattu@iitjammu.ac.in  
Cc: dean.ir@iitb.ac.in  
tejaswi.kamath@iitb.ac.in  
tanvi.mehta@iitb.ac.in

---

Dear Colleagues,

Fast on the heels of the IIT-FGL French MoU, comes another one with DAAD Germany! We have been approached by DAAD with the draft MoU that is attached with this email. It is primarily for faculty exchange. I request you to take a look at it and give (1) your consent for your institute to be part of this MoU and also (2) suggestions for any changes to Tanvi Mehta, who will be handling this MoU.

Also, point number (3): I have been asked to check with all of you whether you would be alright with IITB signing on your behalf, or whether each participating IIT needs to sign individually. I have an idea of your responses to this query, but do respond anyway.

I have been requested by the DAAD office in New Delhi to let them know about the consent of the various IITs by next week. So please consider a deadline of one week, Wednesday 3rd June 2020 to revert to Tanvi and myself.

Look forward to hearing from you and stay safe,  
Swati

-----  
Swati Patankar,  
Dean - International Relations  
Professor