Office Order

Sub: Computer Management Committee (CMC)

The following Committee is constituted to periodically review and recommend various aspects of the computer requirements including internet bandwidth, fire-walls, software and hardware requirements and system related matters for computers on all the campuses of the Institute.

1) Prof. D. Banerjee  Chairman
2) Mr. Anish Parwage  Convenor
3) Dr. Rekhshe Mohan  Member
4) Dr. C.S. Stalin    Member
5) Dr. Subinoy Das    Member
6) Dr. M. Sampoorna  Member

The Annexure-1 contains the organizational structure of the Computer Division and a brief description of job assignments/responsibilities to individuals.

The Head of Computer Systems is authorized to approve procurement of computer-related peripherals and supply items costing up to a maximum of Rs 5,000/- Items exceeding an expenditure of Rs 5,000/- will be processed through the Chair-CMC.

The Chair, CMC is authorized to approve computer-related peripherals and supply items up to and including Rs 10,000/-.

The Chair-CMC will be the Reporting Officer for Mr. Anish Parwage and Sanjiv Gorka. The CMC may submit its recommendations to the Director through the Dean.

This Order is effective from today until further orders.

[Signature]
P. Sreekumar

Encl: a/a
Computer Systems Management At IIA

Kodak Digital Archive (KSO)

ITM/ULIT/ADITL/CADES

Kaspersky, Firewalls, Cyren

Hydra 2.0 Node Cluster

Cybervan UM (Firewall)

ERP Server

DNS/Directory Server/VPN/Logs/PSAN

Library Services - Libsys/PrinusCom

Computer Centre

Data Centre (PAC, UPS, BMS)

ISP (SLIP and NKN)

Computer Services (Local)

Annexeure-1

Organizational Structure
NOTE: System administration includes day-to-day operations, security, software updates, and hardware maintenance.

- In-charge of the project servers - TMT, UVT, Aitsya, Kodakarna data archive and CADS

Rekheesh

The Chair: Computer Management Committee will be the Reporting Officer for the above staff.

- Management of the storage servers (IP SAN)
- Management of the cybertool, UTM, and firewall
- System administration for the library services - library, prints and Kopia
- System administration for the project servers - TMT, UVT-POC, Aitsya, Kodakarna data archive and CADS
- System administration for web, mail, ERP, FTP, ssh, cloud storage, DNS, Vpn, Login and directory servers

Fayaz

- In-charge of the institute computer center
- Operations and maintenance of institute data-center and sub-systems - PAC, UPS, and BMS.
- Technical support for all aspects related to ISP
- To ensure quality of service and uptime
- Liaisons with the Internet service providers (ISP) - NKN and Siya
- Technical support for all aspects of IT support services
- Liaisons for the Internet service provider - LUCZ
- Liaisons with the IT support service providers - LUCZ
- To ensure security, operation, and uptime of institute facilities such as the DHCP server, print server, antivirus server, printers and

Sanjay

- HP: System administration and user assistance
- Head of computer systems. Responsible for day-to-day operations and maintenance

Annexure-1