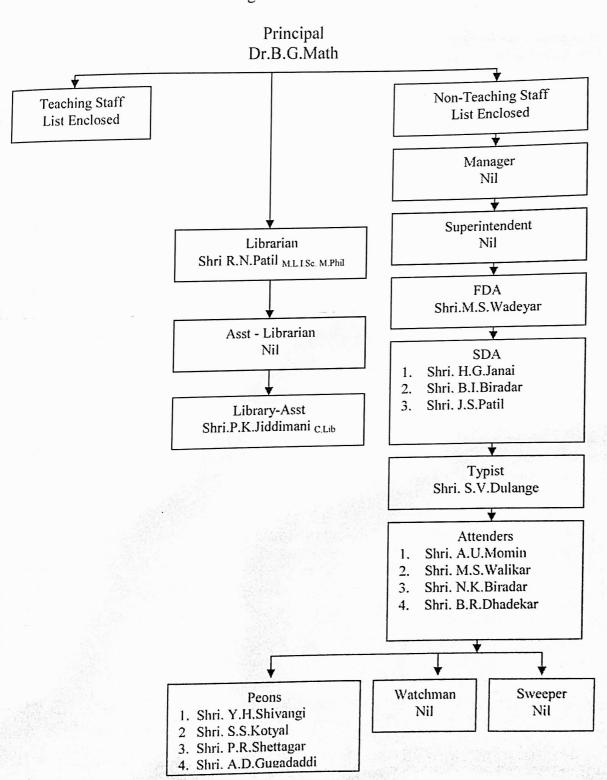
FORMAT – 1 PARTICULARS OF ITS ORGANIZATION FUNCTIONS ITS DUTIES AS PER CLAUSE 4(B) (1) OF THE RIGHT TO INFORMATION ACT 2005.

B.L.D.E.A's S.B.Arts & K.C.P.Science College, Bijapur

Organisation Chart



POWERS AND DUTIES OF ITS OFFICERS EMPLOYEES AS PER CALUSE 4 (b) (2) OF THE RIGHT TO INFORMATION ACT 2005.

SI.No	Designation	Powers and Duties of Officers/Employees	
1	Principals Grade I or II	 The Principals shall exercise such administrative powers as are delegated under various acts, rules, regulations orders and instructions of the Govt. Dept. of Collegiate Education and other competent authorities. He shall be both administrative and academic head of the college. He shall take all steps for smooth and efficient functioning of the college. To ensure that the scholarship applications of the concerned students are sent to sanctions Dept.s viz Social Welfare Department and Department of Collegiate Education etc. To ensure that the proposal for renewal of affiliation accordal of permanent affiliation is sent to the concerned university well in time. To ensure that the accreditation from the NAAC obtained and to ensure if already accorded is upgraded after 5 years. To take necessary action to bring the college under 2(f) and 12(b) of the UGC Act. 1956. This can be done by sending the proposal to the UGC, New Delhi. The Principal shall handle 6 hours of teaching work- 	
2	Selection Grade Lecturers / Senior Grade Lecturers / Lectures.	load in a week in the relevant subject etc. 1) He conducted the classes as per the time-table. 2) Complete the syllabus prescribed by the concerned university well in time. 3) Extend their full co-operation to the heads of the departments in completing the syllabus before commencement of the university examinations. 4) To co-operate with the Principal in smooth function of mid-term, supplementary and annual examination. 5) To teach the workload prescribed by the UGC and to maintain dairies and shall be available for students at least 7 hours daily and for 5 hours on Saturdays in the college. 6) To maintain the attendance of the students of the respective classes. 7) He/She shall conduct the practical classes as prescribed by the university and attend valuation work of the university examination which is mandatory. 8) To conduct tutorial classes as per the UGC norms etc.	
3	Librarian	 To conduct tutorial classes as per the UGC norms etc. To issue books to the teaching, non-teaching staff and students and collect it back. Maintain necessary records / register in the library etc. To arrange for annual stock verification of the library books and to send annual stock verification report to the concerned officer etc 	

3007		
4	Library Assistant	 To assist the librarian in discharging the duties of the library. To discharge the work of the Librarian, when the librarian is on leave. To discharge the duties assigned by the Principals / Librarian.
5	Physical Culture Instructor	 To coach, guide, train and supervise students in general, adopt a selective basis in major games and athletics, give training daily in the morning hours and in consultation with the principal. To assist the principal in the maintenance of discipline and healthy atmosphere in the college etc.
6	Gazetted Manager	1) Is primarily responsible for the efficiency of his section and for the efficient and expeditious of business at all stages. He shall be well acquainted with government orders, rules and procedures, and shall guide the sections and advise his superior officer in accordance with rules. He shall perform any action as may be assigned by the supervisory officer / government.
7	Accounts Superintendent (SAD)	The Accounts Superintendent assist the Accounts Officer in preparing the budget and revenue receipt of department and releasing of grants to aided college through regional joint directors, watching of expenditure and reconciliation of expenditure. The accounts superintendent to take up audit of all college coming under the jurisdiction. The accounts superintendent should keep update rules and regulations and assist accounts officer in keeping update departmental accounts sanctioning of pension papers and processing.
8	Superintendent	The Superintendent shall be primarily responsible for the efficiency of his section or accurate and confirm to the rules and procedures. He shall scrutinize all the papers / files before they are submitted to the higher officers. The superintendent shall personally handle all important and complicated cases. He shall guide his subordinates in aklkl respects and make them putup the cases in accordance with the rules. He shall maintain his section neat and clean. He shall take all steps to maintain order and discipline in the section. He shall control the movement of the case workers in consolation with the concerned shall ensure that all registers, diaries and files are maintained properly by the case workers of sections. He shall mark the tappals to the concerned case workers. He shall supervise his section and submit reports to his immediate officers. He shall sign and issue acknowledgement letters.

	First Division	To:
9	Assistants (FDA)	First Division Assistant
	Assistants (1 DA)	First Division Assistant to prepare the budget and its correspondence reconciliation of departmental figures.
		That Division 4. The departmental figures.
	12	Superintendami Assistant should assist Accounts
		Superintendent in keeping update of departmental functions. He should keep files intest
10	First Division	functions. He should keep files intact. First Division Assistant (1888)
10	Assistants / Second	
	Division Assistants	works under the guidance of the Superintendent. He is responsible for the work entrusted to be a superintendent.
	Division Assistants	responsible for the work ontweet the Superintendent. He is
	,	responsible for the work entrusted to him. Each assistant will be allotted certain subjects to him.
		will be allotted certain subjects to deal with. His duty mainly are as follows:
		1) To maintain at
		1) To maintain the case dairy.
		2) To examine the put-up notes and drafts promptly to the
		i and the fernance and the fernance in day
		of maintain the various registers prescribed under the
		rules of office procedures.
		4) To ensure that the notes submitted in the files are neat
		and tidy and as per rules.
11	Stenographer	In charge of the
11	J. Company	In charge of receipts of tappals / files by officer, typing
		including computer typing and stenography work
	-	entrusted by officer.
12	Typist	The typists duties and responsibilities are as follows:
		1) To type both on computer and type writer neatly and
		accurately all letters marked to him.
		2) To take out number of copies required.
		3) Stenciling when the number of copies required are
		more the 10.
	128	
		4) Typists shall compare fair copies before they are
		returned to the case worker.
		5) To maintain the work dairy in the prescribed Performa.
		6) Draft shall be typed giving wide margin for effecting
	30 T T T T T T T T T T T T T T T T T T T	necessary corrections.
13	Attender / Peon	The duties of Attender / Peon are as follows:
13	Attender / Teon	1) Carrying the files from one section to another or from
		one case worker to another etc,.
		one case worker to another etc.
		2) Stitching the files / exam bundles.
		3) Carrying and distribution of stationary and making
		envelopes whenever necessary.
		4) Arranging of furniture.
		as we have affice premises clean.
4		the Hall worth quard see and ensure that articles
14	Watchman	the department / Office including the
		thoir department charges are said and
		vehicles kept in their department entrages without proper authority.
		not tampered with or taken out without proper authority.
5	Swaanar	
	Sweeper	They shall sweep or wipe with wet crossly just before room, verandas steps etc., allotted to the well before in the steps of the step of the steps of the step of the s
		room, verandas steps etc., anotted to the west starting of the office and also during office timings if starting of the learny the waste rubbish for disposal
	100	starting of the office and also during office and also during of the starting of the starting of the supervision of the
		needed. They shall carry the waste rubbish for dispersion of the outside the department under the supervision of the
		outside the department and
		superintendent.
3.5		
37		

PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS INCLUDING CHANNELS OF SPUERVISION AND ACCOUNTABILITY AS PER CALUSE 4 (b) (3) OF THE RIGHT TO INFORMATION ACT 2005.

SI.No	Designation	Powers and Duties of Officers/Employees 1) The Principals of Officers/Employees	
1	Principals Grade I or	1) The Principals about	
	II	1) The Principals shall exercise such administrative powers as are delegated	
		1 The property of the contract	
		1 Sept of 1	
		Collegiate Education and other competent authorities.	
		1 Share of both administrative and academic bend of t	
		the college. He shall take all steps for smooth and	
		efficient functioning of the college. 2) To ensure that the galactership and factors of the	
effect the second		inative scholarship applications of the	
		concerned students are sent to sanctions Dept.s viz	
The state of the s		Social Welfare Department and Department of	
	n v 2	Collegiate Education etc. 3) To ensure that the proposal for renewal of affiliation	
Ş		The the proposal for tenevial of armation	
		accordal of permanent affiliation is sent to the	
4		concerned university well in time. 4) To ensure that the accreditation from the NAAC	
and the second		obtained and to ensure if already accorded is upgraded	
		after 5 years. 5) To take necessary action to bring the college under 2(f)	
		5) To take necessary action to bring the college under 2(f) and 12(b) of the UGC Act. 1956. This can be done by	
2	1	sending the proposal to the UGC, New Delhi.	
Section 1		6) The Principal shall handle 6 hours of teaching work-	
		load in a week in the relevant subject etc.	
2	Salastian Grada		
2	Selection Grade	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
	Lecturers / Senior	2) Complete the syllabus prescribed by the concerned university well in time.	
	Grade Lecturers /	3) Extend their full co-operation to the heads of the	
	Lectures.	departments in completing the syllabus before	
18		commencement of the university examinations.	
		1 A) To co-operate with the Principal in smooth function of	
		Legistations, cumplementary and annual examination.	
		as the workload prescribed by the UCC and to	
		the delete and shall be available for students at teast 1	
		1. the and for 5 hours on Saturdays in the conege.	
		the aftendance of the students of the	
		1. 8.21.7	
		the university and attend valuation work of the timestally	
		examination which is mandatory.	
		examination which is mandatory. 8) To conduct tutorial classes as per the UGC norms etc. 8) To conduct tutorial classes as per the UGC norms etc.	
3	1:1	the inque books to the teaching, here	
	Librarian	students and collect it back.	
		students and collect it back. 2) Maintain necessary records / register in the library etc. 2) Maintain necessary records / register in the library etc.	
		2) Maintain necessary records / register in the distance of the library 3) To arrange for annual stock verification report to	
		the and to sell amount	
		the concerned officer etc	
		111V	

I ilianere Annies	
	1) To assist the librarian in discharging the desire of the library. 2) To discharge the work of the Librarian, when the librarian is on leave. 3) To discharge the duties assigned by the Principals / Librarian.
Physical Culture Instructor	general, adopt a selective hasis in major games and in consultation with the principal. 2) To assist the principal in the avenue of the first and in consultation with the principal.
Manager	and healthy atmosphere in the college etc. 1) Is primarily responsible for the efficiency of his section and for the efficient and expeditions of business at all stages. He shall be well acquainted with government orders, rules and procedures, and shall guide the sections and advise his superior officer in accordance with rules. He shall perform any action as may be assigned by the supervisory officer / government.
Superintendent	The Superintendent shall be primarily responsible for the efficiency of his section or accurate and confirm to the rules and procedures. He shall scrutinize all the papers / files before they are submitted to the higher officers. The superintendent shall personally handle all important and complicated cases. He shall guide his subordinates in aklkl respects and make them putup the cases in accordance with the rules. He shall maintain his section neat and clean. He shall take all steps to maintain order and discipline in the section. He shall control the movement of the case workers in consolation with the concerned shall ensure that all registers, diaries and files are maintained properly by the case workers of sections. He shall mark the tappals to the concerned case workers. He shall supervise his section and submit reports to his immediate officers. He shall sign and issue acknowledgement letters.
First Division Assistants	First Division Assistant to prepare the budget and its correspondence reconciliation of departmental figures. First Division Assistant should assist Accounts Superintendent in keeping update of departmental functions. He should keep files intact.
Second Division Assistants	Second Division Assistants works under the guidance of the Superintendent. He is responsible for the work entrusted to him. Each assistant will be allotted certain subjects to deal with. His duty mainly are as follows: 1) To maintain the case dairy. 2) To examine the put-up notes and drafts promptly to the superintendent after recording paging index. 3) To maintain the various registers prescribed under the rules of office procedures. 4) To ensure that the notes submitted in the files are next and tidy and as per rules.
	Manager Superintendent First Division Assistants Second Division

10	Typist	 The typists duties and responsibilities are as follows: To type both on computer and type writer neatly and accurately all letters marked to him. To take out number of copies required. Stenciling when the number of copies required are more the 10. Typists shall compare fair copies before they are returned to the case worker. To maintain the work dairy in the prescribed Performa. Draft shall be typed giving wide margin for effecting necessary corrections.
3	Attender / Peon	 The duties of Attender / Peon are as follows. Carrying the files from one section to another or from one case worker to another etc,. Stitching the files / exam bundles. Carrying and distribution of stationary and making envelopes whenever necessary. Arranging of furniture.
4	Watchman	They shall watch guard see and charles belonging to the department / office including the vehicles kept in their department charges are safe and not tampered with or taken out without proper authority.
5	Sweeper	They shall sweep or wipe with wet cloth years aroom, verandas steps etc., allotted to the well before starting of the office and also during office timings if needed. They shall carry the waste rubbish for disposal outside the department under the supervision of the superintendent.

NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS AS PER CALUSE 4 (b) (4) OF THE RIGHT TO INFORMATION ACT 2005.

	Darlangtion	ACT 2005.
21/10	Designation Designation	1 Towers and Duties of the second
	1 difficilities continue to	Powers and Duties of Officers/Employees 1) The Principals shall exercise such administrative regulations on the control of the powers as are delegated under various and the control of the powers as are delegated under various and the powers as a power of the power
	11	powers as are delegated under various acts, rules,
9	500	regulations and delegated under various and
		The state in the state of the viole in the state of the s
	Park and a second secon	1 STRUCTURE TO DATE OF THE STRUCTURE STRUCTURE
		the contege. He about a mind deadernic head of
1000	NOT THE RESERVE OF THE PERSON	t strictent functioning and
	Table and the state of the stat	to ensure that the actual
	Catalan	2) To ensure that the scholarship applications of the concerned students are sent to capacitons.
		Social Welfare Danaster to sanctions Dept.s viz
	The state of the s	Collegiate Education etc.
	7	3) To ensure that the proposal c
		3) To ensure that the proposal for renewal of affiliation accordal of permanent affiliation is
		accordal of permanent affiliation is sent to the concerned university well in time.
and the second	3	
		I THE UNIT THE RECEPTION OF THE ALARA
		obtained and to ensure if already accorded is upgraded after 5 years.
	TIA.	week of Jenia,
		1 Print the cool y action to bring the college under 2/6
		1 and (20) of the UGC Act, 1956. This can be done by
	SP	sending the proposal to the UGC. New Delhi
		and handle o hours of leaching work-
2	Selection Grade	toad in a week in the relevant subject etc.
	Lecturers / Senior	1) He conducted the classes as per the time-table.
		2) Complete the syllabus prescribed by the concerned
	Grade Lecturers /	university well in time.
	Lectures,	3) Extend their full co-operation to the heads of the
		departments in completing the syllabus before
		commencement of the university examinations.
		4) To co-operate with the Principal in smooth function of
gillestille.		mid-term, supplementary and annual examination.
200		5) To teach the workload prescribed by the UGC and to
		maintain dairies and shall be available for students at
	20 12 (1) (2) (1) (2) (2) (2) (2) (2) (2) (2) (2) (2) (2	least 7 hours daily and for 5 hours on Saturdays in the
		college.
		6) To maintain the attendance of the students of the
		respective classes.
		7) He/She shall conduct the practical classes as prescribed
		by the university and attend valuation work of the
		university examination which is mandatory.
3		8) To conduct tutorial classes as per the occ norms etc. 1) To issue books to the teaching, non-teaching staff and
der, re	Librarian	1) To issue books to the teaching, non-teaching start and
		students and collect it back.
		2) Maintain necessary records / register in the library etc.
		Emprovide Control of the Vertication of the notary
		books and to send annual stock verification report to
		the concerned officer etc
		The second secon
	The same and the s	Nachmir Control of the State (Inches of the Inches of the

	Library Assistant	 To assist the librarian in discharging the duties of the To discharge the
4		library.
		2) To discharge the work of the Librarian, when the 3) To discharge the work of the Librarian, when the
		librarian is on leave the Librarian, when the
		3) To discharge the duties are:
	1 1 Cultum	3) To discharge the duties assigned by the Principals /
5	Physical Culture	1) 10 coach, guide to:
	Instructor	general, adopt a selective basis in major games and athletics, give training daily in the marries land
		athletics, give training distribution in major games and
		in consultation with the principal.
		To assist the principal in the maint
		and healthy atmosphere in the college etc.
6	Manager	of the printally responsible for the efficiency of the
		and children and expeditions of business at all
		stages. The shall be well acquainted with government
		fully and procedures, and shall guide the
		sections and advise his superior officer in accordance
		with rules. He shall perform any action as may be
1		assigned by the supervisory officer / government.
7	Superintendent	The Superintendent shall be primarily responsible for the
		efficiency of his section or accurate and confirm to the rules
		and procedures. He shall scrutinize all the papers / files before
		they are submitted to the higher officers. The superintendent
		shall personally handle all important and complicated cases.
	1	He shall guide his subordinates in aklkl respects and make them
L		putup the cases in accordance with the rules. He shall maintain
		his section neat and clean. He shall take all steps to maintain
		order and discipline in the section. He shall control the
		movement of the case workers in consolation with the
		concerned shall ensure that all registers, diaries and files are maintained properly by the case workers of sections. He shall
		mark the tappals to the concerned case workers. He shall
		his section and submit reports to his infinediate
		and issue acknowledgement letters.
8		to prepare the find the find the find the
0	First Division	
	Assistants	Correspondence reconciliation of departmental against a linear special functions. He should keep files
		Division Assistant should assist Accounts Superintended Repartmental functions. He should keep files
		keeping update of department
9	0- 151	intact. Second Division Assistants works under the guidance of the Second Division Assistants works under the work entrusted to
d and	Second Division	Second Division Assistants works under the guidance of an Superintendent. He is responsible for the work entrusted to Superintendent. He allotted certain subjects to deal
	Assistants	
		with. His duty mainty are the put-up notes and drafts promptly to the
		as on aromine indicate the day
		2) To examine the put-up notes and discontinuous and examine the put-up notes and discontinuous and di
1.0		intoin the various b
1		 To maintain the values of office procedures. To ensure that the notes submitted in the files are neat To ensure that the notes submitted in the files are neat
		and tidy and as per rules.
		and way
DOMESTIC STREET		

是一个人,我们就是一个人,我们就是一个人,我们就是一个人,我们就是一个人,我们就是一个人,我们就是一个人,我们就是一个人,我们就是一个人,我们就是一个人,我们就
The typists duties and responsibilities are as follows: 1) To type both on computer and type writer neatly and accurately all letters marked to him. 2) To take out number of copies required. 3) Stenciling when the number of copies required are more the 10. 4) Typists shall compare fair copies before they are returned to the case worker. 5) To maintain the work dairy in the prescribed Performa. 6) Draft shall be typed giving wide margin for effecting necessary corrections. The duties of Attender / Peon are as follows: 1) Carrying the files from one section to another or from one case worker to another etc,. 2) Stitching the files / exam bundles. 3) Carrying and distribution of stationary and making envelopes whenever necessary. 4) Arranging of furniture. 5) Keeping the office premises clean. They shall watch guard see and ensure that articles belonging to
the department / office metading
without proper authority. They shall sweep or wipe with wet cloth / jute cloth the room, verandas steps etc., allotted to the well before starting of the office and also during office timings if needed. They shall carry the waste rubbish for disposal outside the department under the supervision of the superintendent.

RULES REGULATIONS INSTRUCTIONS MANUALS AND RECORDS HELD BY IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS AS PER CALUSE 4(B) (5) OF THE RIGHT TO INFORMATION ACT 2005.

_	Rules, Regulations, Instructions, Manuals and Records Used
SI.No	1-1/0 CIVII SCIVICOS 10103 1750
1	taka Financial Code – 1936
2	Karnataka Treasury Code – 1958
3	1 not Manual - 1938
4	1 - Coontingency expenditure - 1908
5	Manual of Contingency experience 1996 Karnataka civil services rules (classification control and appeal) 1957
6	That mulas 1966
7	
8	Karnataka educational institutions (Collegiate Education) rules 1977
9	a did Code
10	V-metaka civil services (General recruitment) rules 1977
11	in the simil convices probationary fulls 1907
12	Karnataka civil services produterialy Karnataka government servants seniority rules 1957
13	Triple benefits scheme rules 1976
14	University grants commission guidelines
15 16	Karnataka state transferency act 2000
17	Relevant government notifications and orders Relevant government notification of promotion pay and pension act, 1973 and
10	I' I I I I I I I I I I I I I I I I I I
10	rules 1978 rules general recruitment rules 1977) (Confidential reports) rules 1985
19	rules 1978 rules general recruitment rules 1979, Karnataka civil services (Confidential reports) rules 1985
19 20 21 22	Karnataka state university act 2000 Jurisdictional, university regulations, by laws and examination manual Varnataka education department services (collegiate education department) Karnataka education department services (collegiate education department) (Special respective entire entire 1993 and other rules as amended)
22	Karneteles education department services (collegiale cultural services)
	Karnataka education department services (content of the content of
	apecial recruitment fules 1999 etc

OR UNDER CONTROL AS PER CALUSE 4(B) (6) OF THE RIGHT TO INFORMATION ACT 2005.

Categories of documents that are held by it or under cont	rol
Silve Landance Registers	Maintained
1 Augment Registers	Maintained
Grand Leave Registers	Maintained
1 tates Inward Registers	Maintained
Postal Stamps Account Registers	
Latters Outward Registers	Maintained
Tappal Issue Acknowledgement Registers	Maintained
Muddam Registers	Maintained
Files Sending Registers (Signal Files System)	Maintained
Case Worker Personal Dairy / Case Registers	Maintained
Cash Books	Maintained
Day Books	Maintained
3 Grant Release Registers	Maintained
Salary Disbursement Registers	Maintained
Advance Sanctioned Registers	Maintained
	Maintained
Stock Registers A.G.Audit Observation Compliance Report Registers	Maintained
- Popular State Gazettees	
National Loan Scholarship Recovery Registers	

PARTICUALRS OF ANY ARRAGEMENT THAT EXISTS FOR CONSUTATAION WITH OR REPRESENTATION BY THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF ITS POLISY OR ADMINSTRATION HEREOF AS PER CALUSE 4(B)(3) OF THE RIGHT TO INFORMATION ACT 2005

9No Committees	Headed by
Dresident and critical	Shri. M.B.Patil M.L.A.
Vice - President	Shri. B.R.Patil
Vice - President	Shri. M.A.Patil
Congral Secretary and Treasurer	Shri. G.K.Patil M.L.C.
Management Committee Members	Shri. K.D.Patil
Management Committee Members	Shri. S.V.Hakkapaki
Management Committee Members	Shri. V.V.Nimbal
Management Committee Members	Shri. M.K.Patil
Management Committee Members	Shri. Nijalingappa Allolli
Management Committee Members	Shri. A.G. Warad
Management Committee Members	Shri. H.R.Biradar
Management Committee Members	Shri. A.B.Patil
Management Committee Members	Shri. R.B.Patil
Survivior Survivior	Shri. K.K.Patil
The second secon	Shri. A.C.Desai
Management Committee Members	

STATEMENT OF BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS ITS PART OF CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS ITS PART OF FOR THE PURPOSE OF ITS ADVISE AND AS TO WHET THE MEETINGS OF THOSE BOARDS, COUNCILS, COMMITTEES AND TOHER BODIES ARE OPEN TO THE PUBLIC OF THE MINUTES OF SUCH MEETINGS ARE ACCESSIBLE TO THE PUBLIC AS PER CALUSE 4 (B) (S) OF THE RIGHT TO INFORMATION ACT 2005

attender to the short of	Committees	Headed by
Sl.No	Students Consumer Cooperative Society.	Prof. S.J. Pawar /Prof. G.R. Ambal
and the second second	Open University Study Centre	Prof. S.B.Managuli
2		Prof. K.G.Pujari
}	UGC Con Buston	Prof. S.R. Yadrami
	Add-on-Course Coordinator	Prof. C.N.Chougala
	Remedial Course	Prof. P.D. Needagi
	Attestation for Zerox copy	Dr. B.G.Math & Prof.
	Signature for leave application for part-times and daily wages and maintenance of	S.R. Yadrami
	eonsolidated list	Prof. B.M.Jumanal
}	Attendance for arts	Prof. S.M.Karekal
,	Attendance for science	Prof. B.G.Math
)	Transcrable committee	Prof. S.R. Yadrami
10	1 Call the classes	Prof. S.R. Yadrami
11	Results analysis of an the classes Bus pass signature, study certificate, passing certificate, scholarship, and other certificates	Prof. S.B.Managuli
	except T.C.	HOD's of various Departments
12	except T.C. Lab Journals of all the classes PUC and Degree	Prof. B.G.Math
13	FIP Property Depotated work including claim	
	e asketinte statt saary com	Prof. G.L.Kakhandaki
14	Discipline Commune	Prof. S.J.Pawar
15	I pure and Publicity	Prof. G.R.Ambali
16	Doorge Examination	Prof. S.S.Satihal
17	enidents grievances	
18	Deize distribution	Prof. S.S.Kori
10	A) Academic	Shri, S.B,Patil
CONTRACTOR OF THE PARTY OF THE	Carolina Car	Shri.R.N.Patil /Prof. S.B.Pattadka
19	west feet to be a second of the second of th	Prof. P.D.Needagi /Shri. S.B.Patil
$\frac{19}{20}$	Library Commune Flag Hosting Ceremony	

Pre University

SI.No	Committees	Headed by
1	Incharge Principal for PUC I and II both Arts	Prof. A.S.Pujari
	and Science	CARE!
2	Discipline committee	Prof. G.M. Meti
3	Press and Publicity	Prof. S.J.Pawar
4	PUC 1st and IInd year Exams.	Prof. U.S.Pujari
5	Students grievances	Prof. S.S.Satihal
6	Library Committee	Sri R.N.Patil /
O		Prof. S.B.Pattadakal
7	Remedial Courses	Prof. C.N.Chougale
		Prof. A.B.Patil
8	Attendance	Prof. S.S.Kori / Shri. S.B.Patil
9	Prizes academic and sports	Proi. 5.5. Noil / 5iiii. 5.D.1 dei

DIRECTORY OF ITS OFFICERS AND EMPLOYEES AND EMPLOYEES AS PER CALUSE 4 (B) (9) OF THE RIGHT TO INFORMATION ACT 2005

Sl.No.	Name	Designation	Telephone No's
	Teaching Staff		The state of the s
1	Shri. B.G.Math	Principal	08352- 262770 Extn-2224,
		,	260665, 9448947339
2	Smt. N.G.Kulkarni	SGL	256510, 2481189, 9448092253
3	Shri. S.R. Yadrami	SGL	254595, 980748992
4 5	Shri. B.M.Jumanal	SGL	9448897069
	Shri. K.R.Biradar	SGL	261889, 9448862940
6	Shri. M.M.Patil	SGL	9901992512
7	Shri. D.N.Nadageri.	SGL	9036576830
8	Shri. A.S.Kyadi	SSL	208489, 9449726738
9	Shri. S.B.Pattadkal	SGL	260592, 9449137547
10	Shri. R.N.Dindur	SGL	264375, 8123168004
11	Shri. K.G.Pujari	SGL	593107, 9448817051
12	Shri. G.L.Kakhandaki	SGL	263740, 9742498462
13	Shri. S.M.Karekal	SGL	260159, 9886948280
14	Smt. S.S.Biradar	SGL	9731042202
15	Smt. B.M.Sankannavar	SGL	271402, 9611789632
16	Smt. P.H.Hugar	SGL	9341424610
17	Shri. M.I.Kumbar	SGL	9448789254
18	Shri. S.C.Hiremath	SGL	261542, 9448646386
19	Shri. R.H.Bidari	SGL	591474, 9731064064
20	Smt. D.M.Hiremath	SGL	265348, 9448218965
21	Shri. Paramanna. D	SGL	265507, 9448822618
22	Smt. V.S.Patil	SGL	9980250040
23	Smt. L.R.Sindagi	SGL	263262, 9448821600
24	Shri. M.B.Mulimani	SGL	9986079978
25	Shri. P.M.Biradar	SGL	9901665250
26	Shri. P.S.Koradi	SGL	9481982342
27	Shri. S.S.Kori	SGL	9480263727
28	Shri. M.S.Yadawe	SGL	262169, 9880946249
29	Smt. J.M.Sajjan	SSL	264034, 9449626384
30	Shri. M.G.Yankanchi	SSL	261227, 9900860330
31	Shri. S.Y.Achakanalli	SGL	260315, 9449932025
32	Shri. S.R.Magadhum	SGL	260315, 9986291865
33	Smt. G.R.Mulimani	SGL	260940, 9740345447
34	Shri. S.B.Managuli	SGL	655104, 9900836571
35	Shri. C.N.Chougala	SGL	9481082041
36	Shri. B.G.Zalaki	SGL	9448947322

37	Shri. S.S.Satihal	SGL	223878, 9886084696
38	Shri. G.M.Nesur	SGL	257031, 9448947382
39	Shri. S.K.Kalakannavar	SGL	265221, 9449138068
40	Smt. S.A.Malawade	SGL	264977. 9886027797
41	Shri. S.S.Patil	SGL	263514, 9448218334
42	Shri. N.D.Adigonde	SGL	9611788680
43	Shri. A.S.Pujari	SGL	622211, 9242910975
44	Shri. B.H.Hadapad	SGL	9449316290
45	Smt. S.C.Kalmath	SGL	9986695113
46	Shri. G.M.Meti	SGL	261586, 9448917320
47	Shri. B.S.Bagali	SGL	264468, 9448897545
48	Shri. R.R.Utagi	SGL	9902384355
49	Shri. G.R.Ambli	SGL	9480310603, 9448646371
50	Shri. B.B.Bagali	SGL	9743157451
51	Shri. M.S. Veerganthimath	SSL	9901112951
52	Smt. S.Varadarajan	SGL	9945308022
53	Shri. M.S.Yadagiri	SGL	9449190513
54	Shri. A.B.Patil	SGL	272168,
55	Shri. U.S.Pujari	SGL	220570, 9448418452
56	Shri. S.J.Pawar	SGL	259484, 9449741813
57	Smt. L.L.Malaghan	SGL	261721, 9481571657
58	Smt. R.M.Mirdhe	SGL	323747, 9449859436
59	Shri. S.B.Savalagi	Lect.	9448947318
60	Shri. P.B.Patil	Lect.	9986724827
61	Smt. Suma. S	Lect	9980291852
62	Shri. R.N.Patil	Librarian	9342998938
63	Shri. S.B.Patil	Physical	9845114788, 9448959680
		Director	at g
	Administrative Staff		
	Name	Designation	
15	Shri. M.S. Wadiyar	FDA	9481881087
2	Shri. H.G.Janai	SDA	9880772860
3	Shri. B.I.Biradar	SDA	9945145768
4	Shri. J.S.Patil	SDA	9448021971
5	Shri. S.V.Dulange	Typist	244795, 9845916272
6	Shri. P.K.Jiddimani	Lib. Asst.	8147102241
7	Shri. A.U.Momin	Attender	9972387729
8	Shri. M.S.Walikar	Attender	
9	Shri. N.K.Biradar	Attender	9980449682
10	Shri. B.R.Dhadekar	Attender	9242948748
111	Shri Y.H.Shivangi	Peon	239579, 9972894403
12	Shri. S.S.Kotyal	Peon	9341286020
13	Shri. P.R.Shetagar	Peon	8105007717
14	Shri. A.D.Gugadaddi	Peon	- 1 Table 1 Control of the Control o
E William		The second secon	

MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS AND EMPLOYEES INCLUDING THE SYSTEM OF COMPENSATIONS AS PROVIDED IN ITS REGULATIONS AS PER CALUSE 4 (B) (10) OF THE RIGHT TO INFORMATION ACT 2005

Sl.No.	Name	Designation	Gross Salary (Rs.)
	Teaching Staff		
1	Shri. B.G.Math	Principal	42631
2	Smt. N.G.Kulkarni	SGL	42456
3	Shri. S.R.Yadrami	SGL	39533
4	Shri. B.M.Jumanal	SGL	40507
5	Shri. K.R.Biradar	SGL	38559
6	Shri. M.M.Patil	SGL	37584
7	Shri. D.N.Nadageri.	SGL	37709
8	Shri. A.S.Kyadi	SSL	33002
9	Shri. S.B.Pattadkal	SGL	37584
10	Shri. R.N.Dindur	SGL	40507
11	Shri, K.G.Pujari	SGL	37584
12	Shri. G.L.Kakhandaki	SGL	37584
13	Shri, S.M.Karekal	SGL	38979
14	Smt. S.S.Biradar	SGL	37584
15	Smt. B.M.Sankannavar	SGL	37584
16	Smt. P.H.Hugar	SGL	37584
17	Shri. M.I.Kumbar	SGL	37584
18	Shri. S.C.Hiremath	SGL	37584
19	Shri, R.H.Bidari	SGL	37584
20	Smt. D.M.Hiremath	SGL	37584
21	Shri, Paramanna, D	SGL	39533
22	Shri. M.B.Mulimani	SGL	39533
23	Smt. L.R.Sindagi	SGL	39533
24	Smt. V.S.Patil	SGL	32712
25	Shri, P.M.Biradar	SGL	37584
26	Shri. P.S.Koraddi	SGL	37684
27	Shri, S.S.Kori	SGL	32712
28	Shri, M.S.Yadawe	SGL	35635
29	Smt. J.M.Sajjan	SGL	37584
30	Shri. M.G.Yankanchi	SSL	34510
31	Shri, S.Y.Achakanalli	SGL	36609
32	Shri. S.R.Magadhum	SSL	39533
31 32 33 34	Smt. G.R.Mulimani	SGL	34661
34	Shri. S.B.Managuli	SSL	32712

75	Shri. N.D.Adigonde	SGL	30741
35	Shri. C.N.Chougala	SGL	33687
36	Shri. B.G.Zalaki	SSL	30741
37 38	Shri. S.S.Satihal	SSL	32712
39	Shri. G.M.Nesur	SSL	32712
40	Shri. S.K.Kalakannavar	SSL	33037
41	Smt. S.A.Malawade	SSL	31916
42	Shri. S.S.Patil	SSL	32712
43	Shri. A.S.Pujari	SSL	32712
44	Shri. B.H.Hadapad	SGL	37584
45	Smt. S.C.Kalmath	SGL	37584
46	Shri. G.M.Meti	SGL	33687
47	Shri. B.S.Bagali	SSL	32712
48	Shri. R.R.Utagi	SSL	32712
49	Shri. G.R.Ambli	SSL	32787
50	Shri. B.B.Bagali	SSL	32712
51	Shri. M.S. Veerganthimath	SSL	30741
52	Smt. S. Varadarajan	SGL	32712
53	Shri. M.S. Yadagiri	SSL	32712
54	Shri. A.B.Patil	SSL	31737
55	Shri. U.S.Pujari	SSL	31737
56	Shri. S.J.Pawar	SSL	32712
57	Smt. L.L.Malaghan	SGL	38004
58	Smt. R.M.Mirdhe	SGL	30064
59	Shri. S.B.Savalagi	Lect.	25578
60	Shri. P.B.Patil	Lect.	17199
61	Smt. Suma. S	Lect	16758
62	Shri. R.N.Patil	Librarian	37584
63	Shri. S.B.Patil	Physical Director	38559
	Administrative Staff		
	Name	Designation	
1	Shri. M.S.Wadiyar	FDA	17640
2	Shri. H.G.Janai	SDA	15976
3	Shri. B.I.Biradar	SDA	13965
4	Shri. J.S.Patil	SDA	9996
5	Shri. S.V.Dulange	Typist	14468
6	Shri. P.K.Jiddimani	Lib. Asst.	14775
7	Shri. A.U.Momin	Attender	14333
8	Shri. M.S. Walikar	Attender	11466
9	Shri. N.K.Biradar	Attender	11002
10	Shri. B.R.Dhadekar	Attender	9776
118	Shri Y.H.Shivangi	Peon	10695
12	Shri. S.S.Kotyal	Peon	10695
13	Shri. P.R.Shetagar	Peon	8526
14	Shri. A.D.Gugadaddi	Peon	8526

BUDGET ALLOCATED TO EACH ITS AGENCY, INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURE AND REPORTS ON DISBUREMENTS MADE AS PER CALUSE 4 (B) (11) OF THE RIGHT TO INFORMATION ACT 2005

Sl.No	Head of	Particulars of	Expenditure	Balance
31.10	Account	Budget allocated		
		(Plans and Non-		
		Plan)		
1	Library Books	1,10,000	1,10,000	95,782
2	Gymkhana	1,80,000	1,80,000	1,14,604
2	Activities			
3	Medical	15,000	15,000	
4	College Exam	77,343	76,615	
5	Departmental	1,32,000	72,069	47.00
	Expenditure	10" :	A	
6	Non-	1,00,000	50.372	
	Consumables		10	
7	Computer	1,80,000	1,83,760	
	Equipments	5,8%+		
8	Maintenance	80,000	99,347	, , , , , , , , , , , , , , , , , , , ,
	of Soft wares&			
	Equipments		22.250	
9	Furniture	50,000	22,250	
10	Building	3,00,000	3,14,000	N - N
	Maintenance		77.04.600	
114	Salary Grant	2,55,04,699	2,55,04,699	
12	Unaided staff	9,55,736	9,55,736	
	Salary	- And the		
	The second secon			

BUDGET ALLOCATED TO EACH ITS AGENCY, INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURE AND REPORTS ON DISBUREMENTS MADE AS PER CALUSE 4 (B) (11) OF THE RIGHT TO INFORMATION ACT 2005

As per Karnatak Educational Institutions (Collegiate Education) Rules 2003 / Chapter – IV Rule 7 to 18, 63 and 64

SL	Head of	Particulars of Budget allo	cated	Expenditure	Balance
No	Account	(Plans and Non-Plan)			
1	Joint A/c No 72	-		-	-
2		-		-	12 14 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
3	The state of the s	-		-	
3	and company of the co	-		-	2000 - 2000 -
4		-		-	- -
5	recognition of the control of the co	-	£ 3	-	
6				-	-
7		-		- 7	<u> </u>
8		-		-	
9			Andrew Ed	-	2 , 4 + <u>-</u> 22-
10		-		-	
11	\$ T	-			-
12		-	Appendix A	-	- 10 3 3 ALS
		-	1 75 9 1 27 10 9 37 10 1	-	

MANNER OF EXECUTION OF SUBSIDY PROGRAMMERS, INCLUDING THE AOUNTS ALLOCATED AND THE DETAILS OF BENEFICIATIES OF SUCH PROGRAMMERS AS PER CALUSE 4 (B) (10) OF THE RIGHT TO INFORMATION ACT 2005

SI.No	Particulars	No. of Students	Sanction Amount
1	GOI Scholarship		
2	GOI Hostelers	07	8,000.00
3	Fees Concession	603	6,16,193.00
4	Gr.I Fees Concession	41	41,299.00
5	Ex-Servicemen Scholarship	10	7,000.00
BERT I	Physical Handicapped Scholarship	01	2,000.00
6		58	17,400.00
7	S.P.M.S. Scholarship	01	1,000.00
8	E.B.L. Scholarship		10,000.00
9	Other Scholarship	20	
	Sanchi Honnamma		
10	C.V.Raman	01	4,500.00
11	Nijalingappa Niddi		12,000.00
12	Matiya Alpa Sankyataru	03	·
Billion is	SC/ST Merit Scholarship	05	3,500.00
13		12	
14	Hindi Scholarship	ent et a	

MANNER OF EXECUTION OF SUBSIDY PROGRAMMERS, INCLUDING THE AOUNTS ALLOCATED AND THE DETAILS OF BENEFICIATIES OF SUCH PROGRAMMERS AS PER CALUSE 4 (B) (10) OF THE RIGHT TO INFORMATION ACT 2005

PUC Section

SI.No	Particulars	No. of Students	Sanction Amount
1	GOI Scholarship	77	1,03,350.00
2	GOI Hostelers	12	10,440.00
3	Fees Concession	376	1.40,800.00
4	Gr.I Fees Concession	34	13,600.00
5	Ex-Servicemen Scholarship	-	
6	Physical Handicapped Scholarship	-	_
7	S.P.M.S. Scholarship	PUC - I = 108 PUC - II = 42	32,400.00 12,600.00
3	E.B.L. Scholarship	-	
	Other Scholarship Sanchi Honnamma	-	
0	C.V.Raman	-	
1	Nijalingappa Niddi	-	
2	Matiya Alpa Sankyataru		
3	SC/ST Merit Scholarship	-	
4	GOI post metric school matiya Alpa Sankyataru 2008-09		
5	Hindi Scholarship		

PARTICULARS OF RECIPIENTS OF CONCESSIONS. PERMITS OR AUTHORIZATIONS GRANTED BY IT AS PER CALUSE 4 (B) (10) OF THE RIGHT TO INFORMATION ACT 2005

SI.No	Particulars	Authorizations
1	GOI Scholarship	Social Welfare Office, Bijapur
2	GOI Hostelers	Social Welfare Office, Bijapur
3	Fees Concession	Joint Director, Collegiate Education, Dharwad (BCM)
4	Gr.I Fees Concession	Joint Director, Collegiate Education, Dharwad (BCM)
5	Ex-Servicement Scholarship	Joint Director, Dept. of Sanik Welfare & Re-settlement, Bijapur
6	Physical Handicapped Scholarship	 Asst. Director, Women & Child Development Dept (Physical Handicapped), Bijapur Director, Student Welfare Department, K.U Dharwad
7	S.P.M.S. Scholarship	Asst. Director, Taluka Panchyat, Bijapur
8	E.B.L. Scholarship	Asst. Director, Taluka Panchyat, Bijapur
9	Other Scholarship Sanchi Honnamma	Director of Collegiate Education. Bangalore.
10	Nijalingappa Nidhi Scholarship	K.U.D Scholarship

FORMAT - 14

DETAILS IN RESPECT OF INFORMATION AVAILABLE TO OR HELD BY IT REDUCED IN AN ELECTRONIC FORM AS PER CLAUSE 4 (B) (13) OF THE RIGHT TO INFORMATION ACT 2005

NIL

PARTICULARS OF FACILITEIS AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION INCLUDING THE WORKING HOURS OF A LIBRARY OR READING ROOM. IF MAINTAINED FOR PUBLIC USE AS PER CLAUSE 4 (B) (13) OF THE RIGHT TO INFORMATION ACT 2005

Library Facility is provided to Citizens during working hours.

Library Working Hours : 7.30 am to 06.00 pm

Reading room for students: 07.00 am to 06.00 pm

Exam Time: 08.00 am to 08.00 pm

Reading room will be opened on Sunday, Local and National Holidays.

Office Working Hoours : 10:00 am to 06:00 pm

FORMAT - 16

NAMES, DESIGNATION AND OTHER PARTICULARS OF THE PUBLIC INFORAMTION OFFICERS AS PER CALUSE 4 (B) (16) OF THE RIGHT TO INFORMATION ACT 2005

SL No	Name of the Public Authority	Name & designation of the Public Information Officer	Name & designation of the Assistant Information Officer	Appellate Authority
I	S.B.Arts & K.C.P.Science College, Bijapur	Dr. B.G.Math Principal	Shri S.R.Yadrami Vice-Principal	Joint. Director College Education Dhawad

FORMAT - 17

SUCH OTHER INFORMATION AS MADE BE PRESCRIBED AS PER CLAUSE 4 (B) (13) OF THE RIGHT TO INFORMATION ACT 2005

This is to certify that this information is displayed on the Notice Board of the College.

Principal,

R. B. Arts & K.C.P. St. College.

BLIAPLIE

ENCLOSRE I

Sl.No.	Name	Designation
Jinite	Teaching Staff	
Ì	Shri. B.G.Math	Principal
2	Smt. N.G.Kulkarni	SGL
3	Shri. S.R.Yadrami	SGL
2 3 4	Shri. B.M.Jumanal	SGL
5	Shri. K.R.Biradar	SGL
5 6	Shri. M.M.Patil	SGL
7	Shri. D.N.Nadageri.	SGL
9.7	Shri. A.S.Kyadi	SSL
9	Shri. S.B.Pattadkal	SGL
10	Shri. R.N.Dindur	SGL
11	Shri. K.G.Pujari	SGL
12	Shri. G.L.Kakhandaki	SGL
13	Shri. Ş.M.Karekal	SGL
14	Smt. S.S.Biradar	SGL
15	Smt. B.M.Sankannavar	SGL
16	Smt. P.H.Hugar	SGL
17	Shri. M.I.Kumbar	SGL
18	Shri. S.C.Hiremath	SGL
19	Shri. R.H.Bidari	SGL
20	Smt. D.M.Hiremath	SGL
21	Shri. Paramanna. D	SGL
22	Smt. V.S.Patil	SGL
23	Smt. L.R.Sindagi	SGL
24	Shri. M.B.Mulimani	SGL
25	Shri. P.M.Biradar	SGL
26	Shri. S.S.Kori	SGL
27	Shri. P.S.Koraddi	SGL
28	Shri. M.S.Yadawe	SGL
29	Smt. J.M.Sajjan	SGL
30	Shri. M.G.Yankanchi	SSL
31	Shri. S.Y.Achakanalli	SGL
32	Shri. S.R.Magadhum	SGL
33	Smt. G.R.Mulimani	SGL
34	Shri. S.B.Managuli	SGL
35	Shri. C.N.Chougala	SGL
36	Shri. B.G.Zalaki	SGL
37	Shri, S.S.Satihal	SGL
38	Shri. G.M.Nesur	SGL
39	Shri. S.K.Kalakannavar	SGL
40	Smt. S.A.Malawade	
41	Shri, S.S.Patil	SGL
42	Shri. N.D.Adigonde	SGL
43	Shri. A.S.Pujari	SGL SGL

	Chri D II Undoned	
44	Shri. B.H.Hadapad	SGL
45	Smt. S.C.Kalmath	SGL
46	Shri. G.M.Meti	SGL
47	Shri. B.S.Bagali	SGL
48	Shri. R.R.Utagi	SGL
49	Shri. G.R.Ambli	SGL
50	Shri. B.B.Bagali	SGL
51	Shri. M.S.Veerganthimath	SSL
52	Smt. S.Varadarajan	SGL
53	Shri. M.S. Yadagiri	SGL
54	Shri. A.B.Patil	SGL
55	Shri. U.S.Pujari	SGL
56	Shri. S.J.Pawar	SGL
57	Smt. L.L.Malaghan	SGL
58	Smt. R.M.Mirdhe	SGL
59	Shri. S.B.Savalagi	Lect.
60	Shri. P.B.Patil	Lect.
61	Smt. Suma. S	Lect
62	Shri. R.N.Patil	Librarian
63	Shri. S.B.Patil	Physical Director
1.5	Section 4	
	The state of the s	
	and a second sec	
	Administrative Staff	
	Name	Designation
I	Shri. M.S.Wadiyar	FDA
2	Shri. H.G.Janai	SDA
3	Shri. B.I.Biradar	SDA
4	Shri. J.S.Patil	SDA
5	Shri. S.V.Dulange	Typist
6	Shri. P.K.Jiddimani	Lib. Asst.
7	Shri. A.U.Momin	Attender
8	Shri. M.S.Walikar	Attender
9	Shri. N.K.Biradar	Attender
10	Shri. B.R.Dhadekar	Attender
11	Shri Y.H.Shiyangi	Peon
12	Shri. S.S.Kotyal	Peon
13	Shri. P.R.Shetagar	Peon
14		

G. B. Aris & KC P. Sa. College,
BLIAPIR