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**SUO MUTO DISCLOSURE UNDER SECTION 4(1) (b) of RIGHT TO INFORMATION ACT,
2005**

SECTION 4(1)(b)(i)

THE PARTICULARS OF ITS ORGANIZATION, FUNCTIONS AND DUTIES:-

Name of organization	Jawaharlal Nehru Government Engineer College, Sundernagar (H.P.)
Establishment and Address	Tehsil & Post Office Sundernagar , District Mandi, Himachal Pradesh , Pin-175018
Email-id	jngechp@yahoo.co.in
Contact No.	01907-267199
Web Site	www.jngec.ac.in

ABOUT THE INSTITUTION:-

The Jawaharlal Nehru Govt. Engineering College Sundernagar (H.P.) is the first State Engineering College of Himachal Pradesh and was established in the year 2006 with the vision to bloom into centre of excellence and become pace setter by opting quality processes interwoven with freedom of flexibility and to mould professionals of superior quality dedicated to the progress and development of humanity. Our aim is to create and disseminate knowledge and skills in core and frontier disciplines through innovative educational programmes, industrial training, research & consultancy and develop a new cadre of professionals with a high level of competence, deep sense of social commitment and ethics. JNGEC is a leading institute offering multidisciplinary five undergraduate Bachelor of Technology programmes in Engineering. After being established in the year 2006, Jawaharlal Nehru Govt. Engineering College has grown in its stature and number of courses. Today we are having 5 under graduate B. Tech. courses namely Mechanical Engineering, Civil Engineering, Textile Engineering, Electronics and Communication Engineering & Computer Science & Engineering (AIML). Total intake capacity in our engineering college is 300 seats in B. Tech. At present there is M.Tech. classes in the discipline of Civil Engg.(Construction Engineering & Management) with the sanctioned intake of 15 seats in this Institution. We have around 1323 students studying in our beautiful campus today. There are Four under Graduate Programmes viz. Civil Engg., Mechanical Engg., Textile Engg. & Electronics and Communication Engg. has been granted NBA accreditation for two years i.e upto 30-06-2025. JNGEC is approved by AICTE and affiliated to HPTU, Hamirpur. The JNGEC has established a good brand image for its outstanding infrastructure, excellent teaching, and a very

good blend of highly qualified, experienced and talented faculty. With students from different parts of Himachal Pradesh, JNGEC has become a preferred destination for admission.



This institute has highly impressive campus encompassing all the modern educational and training facilities such as modern class rooms, equipped laboratories, workshops, computer labs. The library of JNGEC is having the membership of National Digital Library (NDL). Students and faculty members are registered with NDL, having a wide range of national and international journals, books and e-books. This institute is running under the dynamic leadership of Prof. Rajeev Khanduja.

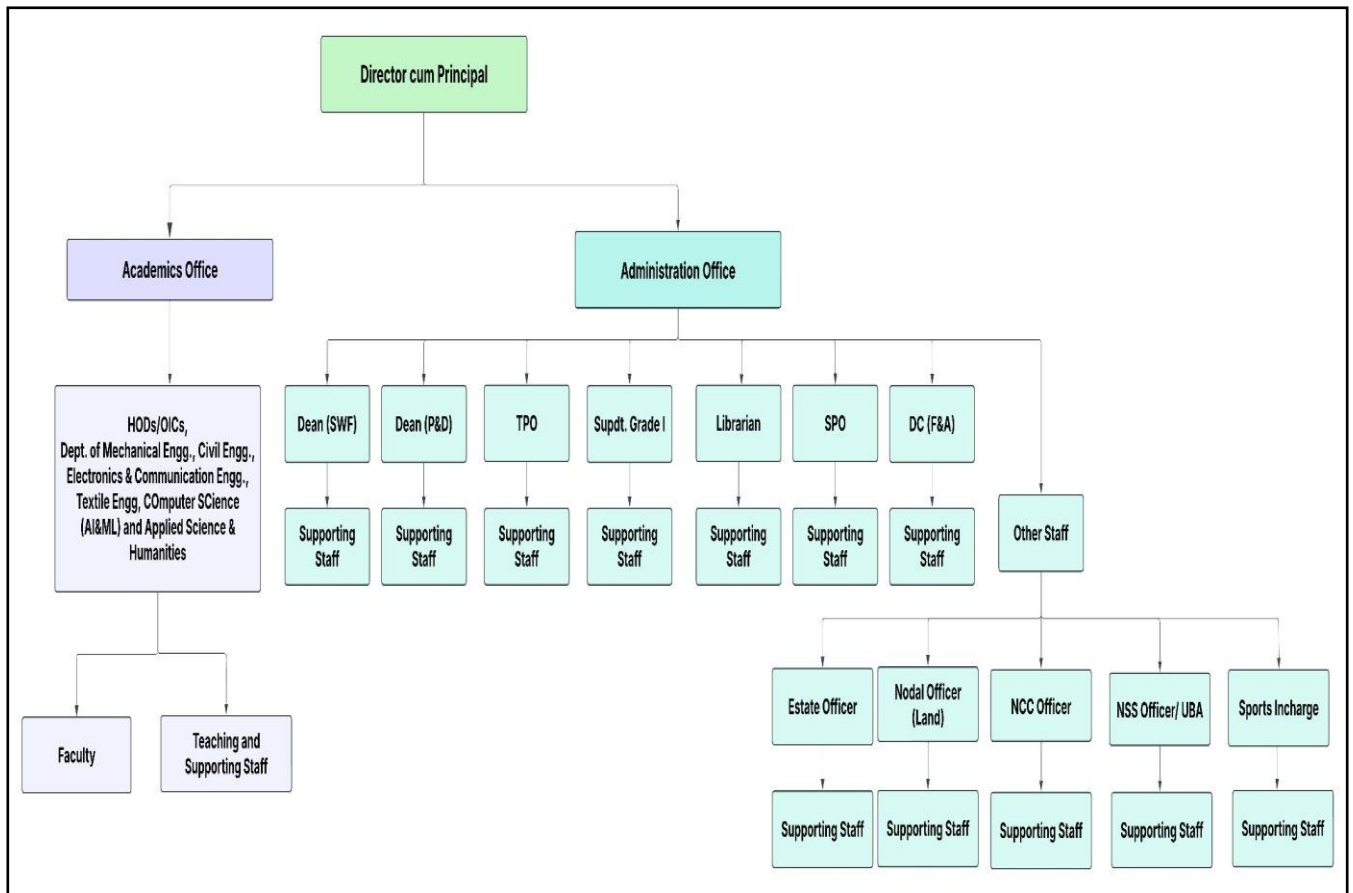
VISION OF THE INSTITUTE

"To be a premier institution imparting valuebased education enabling innovation in frontier areas of technology that propels development of society at national and global arena "

MISSION OF THE INSTITUTE

- To create an environment that enables creativity, research and innovation in engineering and technology.
- To impart value based education that created leaders in engineering for upliftment of society at large.
- To strive for continuous improvement in imparting technical education.
- To have a liaison with lead institutions and industries.

ORGANIZATION STRUCTURE
JAWAHARLAL NEHRU GOVERNMENT ENGINEERING COLLEGE SUNDERNAGAR



S. No.	Sections	Function	Duties
1	2	3	4
1	Office of the Director-cum-Principal, Jawaharlal Nehru Government Engineer College, Sundernagar (H.P.)	Implementing all the decisions in respect of admission, Education & Finance as per H.P Govt. directions.	Imparting instructions on administration, Academic & financial Matters.
2	Applied Science & Humanities Department	To teach Applied Science, Humanities & other related subjects to B.Tech. students.	Teaching, conducting examination, evaluation of papers. Conducting seminars. Continuation evaluation of the students throughout the academic year.
3	Civil Engg. Department	Teaching Civil Engg. Subjects to Engineering students (UG&PG).	-do-
4	Electronics & Communication Engineering Department	Teaching Electronics & Communication subject to Engineering Students.	-do-

5	Mechanical Engg. Department	Teaching Mechanical Engineering subjects to Engineering Students.	-do-
6	Textile Engg. Department	Teaching Textile Engineering subjects to Engineering Students	-do-
7	Computer Engg. (AI&ML) Department	Teaching Computer Engg. Subjects (AI&ML) to Engineering Students.	-do-
8	Workshop	Imparting skill training to Engineering students	Taking Practical Classes of Engineering students.
9	Library	Issuing Books to Students and the Faculty, Book keeping & Maintenance and maintain the all the record related to books.	Book keeping & purchasing new books and Maintaining of the Records.

SECTION 4(1)(b)(ii)
POWERS & DUTIES OF OFFICERS AND EMPLOYEES

Name	Prof. (Dr.) Rajeev Khanduja
Designation	Principal
Powers	1.To administer the Institution 2. To take decisions in Administrative, Academic & Financial matters.
Duties	1. Academic & administrative management of the institution. 2.Providing academic and administrative leadership 3. Monitoring and evaluation of academic activities in the institution. 4. Ensure that the colleges assets are managed efficiently and responsibly 5. Campus discipline and maintenance. 6. Ensure the college has the necessary infrastructure, such as a library and laboratories. 7. Public relations and interaction with the community. 8. Participating in policy and system planning at State Regional and National levels for development of Technician education. 9. Promoting and coordinating continuing education activities 10. Organizing and coordination consult services.

Name	Er. Anil Kanwar
Designation	Training and Placement Officer
Duties	<p>Training and Placement Officer in an Engineering institution is responsible for the following:</p> <ol style="list-style-type: none"> 1. Training and placement of the students in the industry/ other user system. 2. Industry Institute Interaction. 3. Arranging Industrial visit of students. 4. To arrange for the placement of the students through campus interviews during their course of study as well as after their passing out. 5. To arrange for expert lecturers to update the students and the staff regarding recent developments in industry. 6. To handle alumni affairs, including maintenance of all relevant details of pass out students and alumni association. 7. To monitor the working of the alumni association and to arrange their meetings. 8. To sponsor students for various paper presentations and technical exhibitions. 9. To arrange in service training program of the teachers according to update their knowledge and skill to teach the updated/ revised curriculum. 10. To arrange entrepreneurship camps and to motivate the students for self-employment. 11. To arrange programmes for guidance and counselling of the students regarding various sources of finance, men and material for self-employment. 12. To engage classes for teaching as well as for personality development of students. 13. Any other duty assigned by the Director cum Principal.

Designation	Professor /Head of Department
Duties	<ol style="list-style-type: none"> 1. Design and develop the course and curriculum. 2. Prepare lectures, syllabi, and labs. 3. Teach Engineering courses 4. Grade assignment, exams, papers and projects. 5. To assist the maintenance of Equipment in the laboratories 6. Development of Resource Materials 7. Participation in Co-Curricular and Extra Curricular Activities. 8. Student guidance and counseling and helping their character development 9. Innovation in technician education and evaluation 10. Providing leadership in teaching Engineering course 11. Promotion and Coordinating Continuing Education Activities. 12. Self development through up-gradation of knowledge and skills. 13. Provide academic guidance and support. 14. Help students with their educational and career paths. 15. Advise students on their research projects. 16. Provide feedback and support on research projects. Collaborate with other faculty members on research projects, and Publish papers. 17. Encourage students to participate in innovation and entrepreneurship projects. 18. Collaborate with industries and institution to improve the institute 19. Conduct workshops, seminars , and special lectures 20. Other duties Participate in departmental meetings and committees and maintain records. 21. Any other duty assigned by the Director cum Principal.
Designation	Associate Professor
Duties	<ol style="list-style-type: none"> 1. Develop and Deliver lectures. 2. Create lesson plans and syllabus. 3. Suggest new course topics 4. Mentor students. 5. Evaluate students performance. 6. Supervise teaching assistants. 7. Conduct research, publish papers, attend conferences, and Write proposal to secure research funding. 8. Participate in departmental and college activities. 9. Contribute to departmental administrative duties. 10. Assist with the training of new Assistant Professors. 11. Organize guest seminars and faculty events. 12. Assist HoD /Professors in their day-to-day tasks. 13. Develop professional logistics to improve student performance. 14. Create career-enhancement programs and activities. 15. Any other duty assigned by the Director cum Principal / Head/OIC of the Department.

Designation	Assistant Professor
Duties	<ol style="list-style-type: none"> 1. Create assignments for classes. 2. Teach classes and administer tests. 3. To work in charge of the laboratory in the concerned discipline.

	<ol style="list-style-type: none"> 4. Review student progress and development. 5. Provide guidance on course choices and academic requirements. 6. Organize lectures and workshops. 7. Conduct of Practicals in the laboratory. 8. Conduct research and write articles for academic journals. 9. Publish studies, papers and reports. 10. Prepare proposals and apply for research funding. 11. Represent the institute at conferences and give presentations. 12. Mentor students through academic challenges. 13. Provide insights into students educational and career paths. 14. Supervise graduate research projects and provide feedback. 15. Mentor teaching assistants and other junior personnel. 16. Attend faculty meetings and contribute suggestions. 17. Participate in faculty governance and professional activities. 18. Help with department responsibilities, and Assist in organizing recruitment programs. 19. Assist HoD / Professors /Associate Professor in their day-to-day tasks. 20. Any other duty assigned by the Director cum Principal.
Designation	Workshop Superintendent/ Foreman
Duties	<ol style="list-style-type: none"> 1. To Monitor the training of student in various workshop of the institution. 2. To Monitor the academic record of student in the workshop. 3. To ensure the availability of various machines and equipment required in the workshop as per the curriculum. 4. To ensure that all the machines and equipment in the workshop are kept in working order. 5. To arrange for the training of workshop staff as per requirement of the curriculum. 6. To plan the future development of the workshop in the institution. 7. Repair and maintenance of building, electrical appliances, furniture etc. of the institute. 8. To engage classes for theory and practical training of the student. 9. Any other duty assigned by the Director cum Principal / Head/OIC of the Department.

Designation	Workshop Instructor
Duties	<ol style="list-style-type: none"> 1. To arrange the various machinery and equipment for the students training as per the curriculum. 2. To train the students as per the curriculum. 3. To develop the training skill amongst the students. 4. To maintain the machinery and equipment in working order. 5. To arrange the raw material required for the training well in time. 6. To keep himself updated about the various development in the related industry. 7. Any other duty assigned by the Director cum Principal / Head/OIC of the Department.
Designation	Lab Technician
Duties	<ol style="list-style-type: none"> 1. Maintain and upkeep all laboratory equipment. 2. To maintain equipment logbook and keep the equipment in working order. 3. To maintain dead stock register.

	<ol style="list-style-type: none"> 4. Managing daily routine work of the labs. 5. Maintain in entry/exit register in the lab. 6. Help the UG/PG students in conduct of lab experiments. 7. To other duty assigned by lab Incharge /HOD. 8. To keep himself updated about the various development in the related industry. 9. Any other duty assigned by the Director cum Principal / Head/OIC of the Department.
Designation	Librarian
Duties	<ol style="list-style-type: none"> 1. Maintaining the stock and store record of the library. 2. Issuing the books to student and faculty. 3. General administration. 4. Books selection & acquisition. 5. Planning & developing the library. 6. Orienting the users towards effective utilization of library services. 7. Supervising and cataloguing indexing. 8. Any other duty assigned by the Director cum Principal.

SECTION 4(1)(b)(iii)

THE PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS, INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY:

The procedure followed in the decision making process is as per the State Government guidelines from time to time and the decision taken in the governing body meeting & supervised by the DTE & Himachal Pradesh Technical University, Hamirpur, Himachal Pradesh (HPTU) and accountability as fixed by the government from time to time.

SECTION 4(1)(b)(iv)

THE NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS:-

The norms set by Govt. from time to time by Govt. Gazette notification/ order and broadly in consent with AICTE norms and DTE & Himachal Pradesh Technical University, Hamirpur, Himachal Pradesh (HPTU) regulations.

SECTION 4(1)(b)(v)

THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS, HELD BY IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS:

The rules, regulations, instructions, manuals and records are followed by the employees for discharging its functions by using Government of Himachal Pradesh Civil Service manual, code, administrative procedures and instructions issued by DTE and Himachal Pradesh Technical University, Hamirpur, Himachal Pradesh (HPTU) from time to time and also instruction available in their website i.e (techedu.hp.gov.in & www.himtu.ac.in)

SECTION 4(1)(b)(vi)

A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL :

Sl. No.	Category of the document	Procedure to obtain the documents
1	2	3
1	Bank Pass Books	The Documents can be obtained from concerned officer in charges
2	Service Book	
3	Personal files	
4	Diary and Issue register	
5	Acquaintance	
6	Bill Register	
7	Book of Drawl register	
8	DCR	
9	Cash. Books	
10	Admission registers	
11	Placement Record	
12	Students Result	
13	Vehicle logbook	
14	Duty attendance	
15	Stock Registers, Indent books	
16	Files related to budget, correspondence, RTI.	
17	Files & documents related to building works.	
18	Files related to Procurement /Tender	
19	Files related to student counseling	
20	Files related to Hostel, etc	
21	Files related to university correspondence	
22	Student's academic record ledgers.	
23	Student admissions	
24	File related to academic, examinations.	
25	Files related to DTE correspondence.	
26	Vehicle Record file	
27	Consultancy Record	
28	Files related to outsource staff.	

SECTION 4(1)(b)(vii)

PARTICULARS OF ARRANGEMENT IN FORMULATION OF POLICY

H.P Govt.

SECTION 4(1)(b)(viii)

BOARDS, COUNCILS, COMMITTEES & OTHER BODIES CONSTITUTED

1. Internal Committees of the Institution.
2. Hostel Management Committee.
3. Anti ragging Committee.
4. Disciplinary Committee.

5. Sexual Harassment Committee / Women cell
6. Student Grievance Redressal Committee (SGRC).
7. Institutional Industry Cell(IIC)
8. Internal Complaint Committee(ICC)
9. Prevision of Atrocities in SC/ST Student and faculty and staff.
10. Internal Quality Assurance Cell (IQAC).
11. Intellectual Property Right Cell (IPRC)
12. Student Counselors/Faculty Advisor.
13. Media Cell.
14. Institutional Purchase committee.

SECTION 4(1)(b)(ix)

DIRECTORY OF OFFICERS AND EMPLOYEES

Sr No	NAME OF THE STAFF MEMBER (SH./SMT.)	DESIGNATION	Land Line Number
1	Dr. Rajeev Khanduja	Director-cum-Principal	01907267199
2	Dr. Ritesh Kaundal	Professor, Mech. Engg.	01907267199
3	Dr. Mridul Sharma	Assistant Professor, Mech. Engg.	01907267199
4	Sh.Rohit Bhardwaj	Assistant Professor, Mech. Engg.	01907267199
5	Sh. Sachin Kumar	Assistant Professor, Mech. Engg.	01907267199
6	Sh. Ankush Sharma	Assistant Professor, Mech. Engg.	01907267199
7	Sh. Chetan Sharma	Assistant Professor, Mech. Engg.	01907267199
8	Sh. Sahil	Assistant Professor, Mech. Engg.	01907267199
9	Sh. Aman Sharma	Assistant Professor, Mech. Engg.	01907267199
10	Sh. Navdeep Sharma	Lecturer, Mech. Engg.	01907267199
11	Sh. Parveen Kumar	Assistant Professor, Textile Engg.	01907267199
12	Dr.Priya Jaswal	Assistant Professor, Textile Engg.	01907267199
13	Ms. Urvashi Malhotra	Assistant Professor, Textile Engg.	01907267199
14	Dr. Amit Kumar	Assistant Professor, Textile Engg.	01907267199
15	Ms. Preeti Gautam	Assistant Professor, Textile Engg.	01907267199
16	Sh. Vivek Sharma	Assistant Professor, Textile Engg.	01907267199
17	Dr. Ankush Sharma	Assistant Professor, Textile Engg.	01907267199
18	Dr. Dinesh Bhatia	Assistant Professor, Textile Engg.	01907267199
19	Sh. Ajay Kumar	Lecturer, Textile Engg.	01907267199
20	Sh. Akashy Sharma	Lecturer, Textile Engg.	01907267199
21	Dr. Champa Verma (Chem.)	Associate Professor , (AS&H),Chemistry	01907267199
22	Dr. Neelam Guleria (Physics)	Assistant Professor, (AS&H), Physics	01907267199
23	Dr. Parul Chauhan (English)	Assistant Professor, (AS&H),English	01907267199
24	Dr. Kiran Devi (Math)	Assistant Professor, (AS&H), Maths	01907267199
25	Sh. Sandeep Chaudhary (Management)	Assistant Professor, (AS&H),Management	01907267199
26	Smt. Rita Rana,(Maths)	Assistant Professor, (AS&H), Maths	01907267199
27	Dr. Nitasha Bisht	Assistant Professor, ECE	01907267199
28	Mrs. Pooja Sharma	Assistant Professor, ECE	01907267199
29	Sh. Sanjeev Kumar	Assistant Professor, ECE	01907267199

30	Sh. Akshay Kanwar	Assistant Professor, ECE	01907267199
31	Smt. Rita Devi	Assistant Professor, ECE	01907267199
32	Dr. Madhu Sharma	Associate Professor, Civil Engg.	01907267199
33	Smt. Bedatrayee Saha	Assistant Professor, Civil Engg.	01907267199
34	Miss Surabhi	Assistant Professor, Civil Engg.	01907267199
35	Smt. Shalini Chauhan	Assistant Professor, Civil Engg.	01907267199
36	Er. Prashant Thakur	Assistant Professor, Civil Engg.	01907267199
37	Dr. Meenakshi Shruti Pal	Associate Professor, CSE	01907267199
38	Smt. Aditi	Assistant Professor, CSE	01907267199
39	Sh. Rahul Pal Singh	Assistant Professor, CSE	01907267199
40	Smt. Manvi Sharma	Assistant Professor, EE	01907267199
41	Smt. Anita Kumari	Librarian	01907267199
42	Sh. Anil Kumar Kanwar	TPO	01907267199
43	Sh. Nag Singh	DC(F&A)	01907267199
44	Smt. Chander Kanta	Office Supdt. Grade-1	01907267199
45	Sh. Som Nath Sharma	Personal Assistant	01907267199
46	Smt. Priksha Devi	Sr. Assistant	01907267199
47	Sh. Pawan Kumar-I	Sr. Assistant	01907267199
48	Smt. Anita Sharma	Sr. Assistant	01907267199
49	Sh Gopal Singh	Jr. Auditor	01907267199
50	Sh. Amarjeet Singh, Instr.	Workshop Instructor (Machinist)	01907267199
51	Sh. Kashmir Singh, Instr.	Workshop Instructor (Fittings)	01907267199
52	Sh. Karun Singh, Lab Tech, ME	Lab Technician	01907267199
53	Sh. Tijender, Lab Tech, ME	Lab Technician	01907267199
54	Sh. Mukesh Kumar, Lab Tech TE	Lab Technician	01907267199
55	Ms Cheena Chadda, Lab Tech. Civil	Lab Technician	01907267199
56	Pankaj Kumar, Lab Tech (AS & H)	Lab Technician	01907267199
57	Mr Rasna Thakur, Lab Tech. (ECE)	Lab Technician	01907267199
58	Sh. Vikram Ram	Driver	01907267199
59	Sh. Sant Ram	Driver	01907267199
60	Sh. Hem Raj	Clerk/Jr. Asstt.	01907267199
61	Sh. Manoj kumar	Clerk/Jr. Asstt.	01907267199
62	Sh Pawan Kumar-II	Clerk/Jr. Asstt.	01907267199
63	Smt Kiren Sharma	Clerk/Jr. Asstt.	01907267199
64	Sh. Ajay Kumar	Clerk/Jr. Asstt.	01907267199
65	Sh. Mast Ram	Clerk/Jr. Asstt.	01907267199
66	Mr. Abhishek	Junior Office Assistant	01907267199
67	Smt. Rakshita Sen	Junior Office Assistant	01907267199
68	Sh. Ishan Dhalaria	Junior Office Assistant	01907267199
69	Smt. Sweta Thakur	Junior Office Assistant	01907267199
70	Sh. Ram Lal, Peon	Peon/Lab Att.	01907267199
71	Sh. Baldev Singh, Peon	Peon/Lab Att.	01907267199
72	Sh. Mohan Singh, Lab Attendent.	Peon/Lab Att.	01907267199
73	Sh. Inder Singh, Lab Attendent	Peon/Lab Att.	01907267199
74	Smt. Manghari Devi, Peon	Peon/Lab Att.	01907267199

75	Miss.Sarika Devi, Peon	Peon/Lab Att.	01907267199
76	Sh. Rakesh Chauhan	Peon/Lab Att.	01907267199
77	Sh. Bhikham Ram	Chowkidar	01907267199
78	Sh. Het Ram	Chowkidar	01907267199
79	Sh. Munish Kumar	Chowkidar	01907267199
80	Smt. Rama Devi	Gardener	01907267199
81	Smt. Pooja Sharma	Sweeper	01907267199

SECTION 4(1)(b)(x)

MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS AND EMPLOYEES, INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATIONS:

Sr.No.	Designation	Pay Scale
1	Principal	(Level-14) (Rs. 144200-218200)
2	DC(Finance & Accounts)	15600-39100+6600 Pre-revised
3	TPO	(Level-14) (Rs. 144200-218200)
4	Professor	(Level-14) (Rs. 144200-218200)
5	Associate Professor	(Level-13A) (Rs. 131400-217100)
6	Assistant Professor	(Level-10) (Rs. 57700-182400)
7	Workshop Instructor	(Level-11) (Rs. 38500-122700)
8	Lab Technician	(Level-9) (Rs. 35600-112800)
9	Librarian	(Level-10) (Rs. 57700-182400)
10	Office Supdt. Grdae-1	(Level-16) (Rs. 48700-154300)
11	Personal Assistant	(Level-12) (Rs. 43000-136000)
12	Sr. Asstt.	(Level-11) (Rs. 38500-122700)
13	Jr. Auditor	(Level-11) (Rs. 38500-122700)
14	Clerk/Jr. Asstt.	(Level-3) (Rs. 20200-64000)
15	JOA	(Level-4) (Rs. 20600-65500)
16	Driver	(Level-8) (Rs. 29700-94100)
17	Peon/Lab Asstt. /Chowkidar/Gardener/ Sweeper	(Level-1) (Rs. 18000-56900)

SECTION 4(1)(b)(xi)

THE BUDGET ALLOCATED TO EACH OF ITS AGENCY, INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURES AND REPORTS ON DISBURSEMENTS MADE:-

Budget Availability Report

Financial year 2023-2024

Sr. No.	Object Code Description	Amount allocated
1	Salaries & DA	71661581
2	Wages	262075
3	Travel Expense	80000
4	Office Expense	1658535
5	Scholarship/Stiphend	-
6	Machinery & Equipments	1284000
7	Motor Vehicle	624000
8	Material & Supplies	165000

9	Other Charges	613529
10	Medical Reimbursement	240000
11	Transfer expenses	1266
12	Remuneration to outsource employee	863217
13	Honorarium	3388351

SECTION 4(1)(b)(xii)

Manner of Execution of Subsidy Programmes

Does not arise

SECTION 4(1)(b)(xiii)

Particulars of Recipients of Concessions, Permits or Authorizations Granted

As per H.P Govt. Policy

SECTION 4(1)(b)(xiv)

DETAILS IN RESPECT OF THE INFORMATION, AVAILABLE TO OR HELD BY IT, REDUCED IN AN ELECTRONIC FORM:-

All the relevant details including the procurement, tender, faculty, academic, syllabus, fee structure, NBA,NAAC,NIRF & other facilities such as scholarship, sports, hostel, canteen etc. have been available through computer based interface on the Institution website i.e www.jngec.ac.in

SECTION 4(1)(b)(xv)

THE PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION, INCLUDING THE WORKING HOURS OF A LIBRARY OR READING ROOM, IF MAINTAINED FOR PUBLIC USE:-

The institute has maintained its library restricted only to its students and staff. The library is not open to the general public.

SECTION 4(1)(b)(xvi)

For the implementation of Right To Information Act. 2005, following Officers have been nominated as Public Information Officer & Appellate Authority:

A. Public Information Officers (PIOs):-

Sr. No.	Designation of Officer	Contact Number	E-mail	Area of Jurisdiction

1	Director-cum-Principal, Jawaharlal Nehru Government Engineer College , Sundernagar	01907-267199	jngechp@yahoo. co.in	Jawaharlal Nehru Government Engineer College , Sundernagar
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B. Appellate Authorities Information :-

Sr. No.	Designation of Officer	Contact Number	E-mail	Area of Jurisdiction
1.	Joint Director, Technical Education, Vocational & Industrial Training, HP Sundernagar, Distt. Mandi.	01907266572	techedu- hp@nic.in	With respect to PIOs of all Govt. Engineering Colleges, Pharmacy Colleges and Polytechnics of the State.

SECTION 4(1)(b)(xvii)

MORE INFORMATION PRESCRIBED: -

1.1 Information related to procurement:

All procurements in the institution are done according to procedure laid down in HPFR 2009 and instructions issued by the government from time to time. Broadly, following modes are adopted for the procurement:

- For procurement upto Rs. 10,000/-: Direct purchase from local market/GeM without inviting quotations.
- For procurement upto the value of 1,00,000/-: Through local purchase committee duly constituted by the HOD/Rate Contract existing/GeM.
- For procurement upto 10 lakhs: Through Rate Contract existing/GeM/by floating Limited Tender/e-tender. Information is also uploaded on institute website under the tab “Tenders”.
- For procurement above Rs. 10 lakhs: Through Rate Contract existing/ GeM/ by floating Open Tender ether through offline or e-tender. The information is published in newspapers and also uploaded on institute website under the tab “Tenders”.

1.2 Public Private Partnerships:

Institute has entered into MoU with many private organisations and firms for training and placement of students. At presentation, institute is having MoUs with the following private organisations/firm:

- UltraTech Cement Ltd.
- NIT Utrakhand, Srinagar (Garhwal) Utrakhand
- Phytec Embedded Pvt. Ltd. Bangalore

- d) Bhutti Weavers Cooperative Society Ltd. Bhutti Colony , Tehsil Bhunter Distt Kullu (H.P)
- e) University of Texas at Arlington (U.S.A).
- f) NIT Srinagar J&K.
- g) Dr. B. R. Ambedkar NIT Jalandhar Punjab.
- h) NIT Hamirputr (H.P).
- i) IIT Mandi, (H.P)

1.3 Transfer Policy and Transfer Orders:

Employees of the institution are transferred as per transfer policy of H.P. state government. Further, all transfer orders are uploaded on Directorate of Technical Education website www.techedu.hp.gov.in under the tabs Latest Notifications and Latest Office Orders.

1.4 RTI Applications and responses:

The institute is maintaining RTI/Inspection register as per mandate of H.P. RTI Act 2006. Further, all the recent applications received under RTI act and their responses have been attached in sub-tab under main tab RTI on institute website www.jngec.ac.in any citizen may also submit RTI application in online mode by visiting <https://onlinerti.hp.gov.in/>

1.5 CAG & PAC Paras:

Not applicable for the time being.

1.6 Citizen Charter:

As per Department of Technical Education, Govt. of H.P.

1.7 Discretionary and Non-Discretionary Grants:N.A.

1.8 Tours of Head of Office/Delegation: N.A.