

ANNEXURE-I

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005.

(The particulars of the organization, functions and duties)

<b>Sr. No.</b>	<b>Name of the Organisation/ Department/Board/ Corporation/ Institution</b>	<b>Function and duties (in brief)</b>
1.	Govt. College of Art, Sector 10-C, Chandigarh.	Govt. College of Art is an institution for advance training in Visual Arts (Creative and Applied) leading to the degrees of Bachelor of Fine Arts and Master of Fine Arts and Special Diploma in Fine Art and Post Diploma in Fine Art (for deaf and dumb and mentally challenged students) of the Panjab University. The objective of the teaching programme and training in the college is to achieve overall refinement of the students perception not confined to the skills of the profession alone but also to create the right kind of intellect as well as emotional cultivation to arrive at a level of composite creativity and thought.

Principal,  
Govt. College of Art,  
Chandigarh.

## ANNEXURE-2

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005  
(The powers and duties of the officers and employees)

Name of the Department/Board/Corporation/Institution/Office: Govt. College of Art, Chandigarh.

Sr.No.	Name of the posts	Powers and duties (in brief)
<b>Group 'A'</b>		
1.	Principal (Group-A)	Controlling Officer.
2.	Associate Professor (Group-A)	To impart training to MFA/BFA/Special Diploma classes for hearing and speech impaired mentally challenged persons.
3	Assistant Professor (Group-A)	-do-
4	Director in Physical Education	Duties: To provide training in sports/games/youth activities to students.
5	Librarian	Duties: To make purchase and to maintain Art Books in the College Library.
<b>Group 'B'</b>		
6.	Superintendent (Grade-II)	Duties (i) to aid and advise the Principal and HOD. (ii) To supervise all the work of office staff and the work of non ministerial employees working in the Establishment.
7.	Senior Assistant	Duties: To deal with official Dak/Correspondence and other matters related to the office.
8.	Senior Scale Stenographer	Duties: To take dictation from HOD and to deal with officer matters.
9.	Studio Assistant	Duties: To assist teachers in day to day matters.
<b>Group 'C'</b>		
10	Steno-typist	Duties: To take dictation from Principal and to deal with officer matters.
11.	Junior Assistant/Cashier	Duties: To deal with office matters and to maintain record.
12.	Clerk	Duties: Record Keeper to maintain the record.
13.	Library Restorer	Duties: To assist Librarian in maintaining and smooth running of Library.
<b>Group 'D'</b>		
14.	Attendant	Duties: To assist the students work in the classes.
15.	Workshop Attendant	Duties: To assist the students work in the classes.
16	Peon	Duties: Attach with various Officers/Sections.
17.	Chowkidar	Duties: To guard all the College Campus including International Boys Hostel, Sector 15-A, Chandigarh.
18.	Sweeper	Duties: To maintain cleanliness in the building.

Principal,  
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Chandigarh.

ANNEXURE-3

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005

(The procedure followed in the decision making process, including channels of supervision and accountability)

Name of the Department/Board/Corporation/Institution/Office : Govt. College of Art, Chandigarh.

Sr. No.	Nature/Type of work	Level at which the case is initiated. (Name of the post)	Name of the post which deal with the case before the decision making authority.	Level at which decision is made (Name of the post)
1.	Clerical	Clerk/Junior Assistant	Junior Assistant/Senior Assistant/Superintendent	Principal/Head of the Department/Secretary Technical Education

Principal,  
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Chandigarh.

ANNEXURE-4

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4  
(1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005

(The norms set for the discharge of its functions)

Name of the Department/Board/Corporation/Institution/Office : Govt. College of Art,  
Chandigarh.

Sr. No.	Item of work	Norms set by the department (number of days taken for decision making)
1.	Clerical work	<b>As per norms fixed by the Chandigarh Administration, a PUC is disposed off in 03 days of its receipt.</b>

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Govt. College of Art,  
Chandigarh.

## ANNEXURE-5

## PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005

(The rules, regulations, instructions, manuals and record, held by it or under control or used by employees for discharging functions)

Name of the Department/Board/Corporation/Institution/Office : Govt. College of Art, Chandigarh.

Sr. NO.	Name of the Act.	Name of the Rules.	Name of the Manuals.	Instructions (write circular No./date)	Any other Record/Document.
1.	<u>Administrative matters</u> Punjab Civil Services Rules and the instructions issued from time to time by the Govt. of Punjab and adopted by the Chandigarh Administration are followed.				
2.	<u>Financial matters</u> General Financial Rules, Delegation of Financial Power Rules and the instructions issued from time to time by the Govt. of India are followed.				
3.	<u>Academic matters</u> Panjab University Calendar and instructions issued from time to time by the University.				

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ANNEXURE-6

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005

(Statement of the categories of documents that are held or under control)

Name of the Department/Board/Corporation/Institution/Office: Govt. College of Art, Chandigarh.

Sr.No.	Category of documents
1.	Property Return of Group C & D
2.	ACRs of Group C & D
3.	Service Record of Group A, B,C & D
4.	Legal case files of employees.

Principal,  
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Chandigarh.

ANNEXURE-7

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005

(The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof.)

Name of the Department/Board/corporation/Institution/Office: Govt. College of Art, Chandigarh.

<b>Sr.No.</b>	<b>Details/type of arrangements made</b>
1.	No policy or rule is formulated at the level of the College.

Principal,  
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Chandigarh.

## ANNEXURE-8

## PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4 (1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005.

(Statement of the boards, councils, committees and other bodies)

Name of the Department/Board/corporation/Institution/Office: Govt. College of Art, Chandigarh.

Sr. No.	Name of the Board(s)	Name of Council(s)	Name of Committee(s)	Name of other bodies(s) constituted by the deptt.	Whether meetings of these bodies are open to the public (yes/No)	Whether the minutes of such meetings are accessible for public (Yes/No)
1.	-	-	Recruitment Committee for making appointments on contract basis to Group-A posts of Assistant Professor.	-	No	Yes
2.	-	-	Recruitment Committee for making appointments to Group C & D posts.	-	No	Yes
3.	-	-	Departmental Promotion Committee for Group-A posts	-	No	Yes
4.	-	-	Departmental Promotion Committee for Group C & D posts.	-	No	Yes
5.	-	-	Purchase Committee	-	No	Yes
6.	-	-	Disposal Committee	-	No	Yes
7.	-	-	Library Committee	-	No	Yes
8.	-	-	Book Selection Committee	-	No	Yes
9.	-	Advisory Council	-	-	No	Yes
10.	-	-	College Annual Art Exhibition Committee	-	No	Yes
11.	-	-	NSS Committee	-	No	Yes
12.	-	-	Cultural committee	-	No	Yes
13.	-	-	Discipline Committee	-	No	Yes
14.	-	-	College Magazine Committee	-	No	Yes
15.	-	-	Sports Committee	-	No	Yes
16.	-	-	Hostel Committee	-	No	Yes
17.	-	-	Campus Environment Committee and students welfare committee	-	No	Yes
18.	-	-	Sexual Harassment Committee	-	Yes	No

Principal,  
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## ANNEXURE-9

## PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005

(Directory of the officers and employees)

Name of the Department/Board/Corporation/Institution/Office: Govt. College of Art, Chandigarh.

Sr. No.	Name of the officer/employer	Designation	Mobile NO.
1.	Mrs. Purnima Nanda	Associate Professor	9815722444
2.	Mrs. Anita Gupta	Associate Professor	9417139760
3.	Mrs. Alka Jain	Associate Professor	9216527184
4.	Sh. Nirmal Parkash	Associate Professor	9888177121
5.	Dr. Rajesh Sharma	Assistant Professor	9872045650
6.	Sh. Parmod Kumar Arya	Associate Professor	9872217333
7.	Dr. Sanjeev Kumar	Associate Professor	9872002900
8.	Dr. Anand Chander Shende	Assistant Professor	9872277117
9.	Dr. Anand Kumar Sharma	Assistant Professor	8146422211
10.	Dr. Mahesh Chand Rai Prajapati	Assistant Professor	9872270900
11.	Sh. M.M. Rao	Assistant Professor	9888327145
12.	Dr. Amit Sharma	Assistant Professor	9463496331
13.	Sh. Pawan Kumar	Assistant Professor	9855151843
14.	Smt. Shobha	Assistant Professor	9915140338
15.	Dr. J.P. Singh	Assistant Professor	9872290400
16.	Sh. K.S. Sahi	DPE	9988822567
17.	Dr. Manisha Gupta	Librarian	9872098574
18.	Mrs. Anjali S. Aggarwal	<b>Assistant Professor on contract</b>	8146133322
19.	Sh. Pankaj Saroj	-do-	9888316327
20.	Smt. Navneet Dhillon	-do-	9915523345
21.	Mr. Charanjeet Singh	-do-	9723929146
22.	Ms. Gurpreet Dhiman	-do-	9779477117
23.	Ms. Neeti Joshi	-do-	9464122726
24.	Ms. Pritpal Saini	-do-	9878861463 9878861690
25.	Ms. Varsha Kaul	-do-	9876259374
26.	Sh. Pritpal Singh	-do-	9781125629
27.	Mrs. Nutan Dhiman	-do-	9729334997
28.	Sh. Amarbir Singh	-do-	9463955698
29.	Sh. Amrit Singh	-do-	9592614640
30.	Sh. Lakhwinder Singh	-do-	9988154097
31.	Sh. Gurudev Singh	Section Officer	8360381327
32.	Sh. Pawan Kumar	Superintendent Grade-II	9855487774
33.	Mrs. Paramjit Kaur	Superintendent Grade-II	9888870567
34.	Sh. Sunil Kumar	Senior Assistant	9988701463

35.	Smt. Satwant Kaur	-do-	9888691340
36.	Mrs. Rajinder Kaur	-do-	9779935177
37.	Mrs. Parminder Kaur	Sr. Scale Stenographer	9855617889 8968193662
38.	Mrs. Kiranjit Kaur	Steno-typist	9814808395
39.	Mrs. Neeru Ghavri	-do-	9878245474
40.	Sh. Rishu Pruthi	-do-	9991050456
41.	Sh. Kumar	Junior Assistant	9888971711
42.	Sh. Vinod Kumar	-do-	9646033559 8360916979
43.	Sh. Ram Singh	-do-	9646997175 8968419998
44.	Sh. Dharam Vir	-do-	9780313959
45.	Mrs. Manjeet Kaur	Clerk	9855287034
46.	Sh. Raju Khan	-do-	9988450786
47.	Sh. Dinesh Kumar	-do-	7404218095
48.	Sh. Devta Deen	Attendant	9876145149
49.	Sh. Badlu Ram	-do-	9501698047
50.	Sh. Harphool Singh	Workshop Attendant	9988065011 9888125741
51.	Sh. Rakesh Kumar	Peon	9417850837
52.	Sh. Mehar Chand	-do-	8146237338
53.	Sh. Mohinder Singh	-do-	9501350994
54.	Sh. Sunil Kumar	-do-	9256420264
55.	Sh. Radhey Shyam	-do-	9501350994
56.	Mrs. Kala Devi	-do-	9217842311
57.	Sh. Duni Chand	Chowkidar	9780305870
58.	Sh. Ajit Singh	-do-	9646909169
59.	Sh. Gopal	-do-	9888002865
60.	Sh. Som Nath	-do-	9815862577
61.	Sh. Lokesh	Sweeper	9988722143
62.	Shri Raju	-do-	9876914648
63.	Shri Rajesh	-do-	9780684382

Principal,  
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## ANNEXURE-10

## PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b(i) OF THE RIGHT TO INFORMATION ACT, 2005

(Monthly remuneration received by the officers and employees)

Name of the Department/Board/Corporation/Institution/Office: Govt. College of Art, Chandigarh:-

Sr.No.	Name of the officer/employee	Monthly emoluments (Rupees)
1.	Mrs. Purnima Nanda	1,78,616/-
2.	Mrs. Anita Gupta	1,83,950/-
3.	Mrs. Alka Jain	1,83,950/-
4.	Sh. Nirmal Parkash	1,58,784/-
5.	Dr. Rajesh Sharma	1,000,68/-
6.	Sh. Parmod Kumar Arya	1,73,324/-
7.	Dr. Sanjeev Kumar	1,26,906/-
8.	Dr. Anand Chander Shende	1,02,998/-
9.	Dr. Anand Kumar Sharma	1,00,221/-
10.	Dr. Mahesh Chand Rai Prajapati	97,245/-
11.	Sh. M.M. Rao	85,217/-
12.	Dr. Amit Sharma	87,573/-
13.	Sh. Pawan Kumar	90,053/-
14.	Smt. Shobha	89,135/-
15.	Dr. J.P. Singh	87,002/-
16.	Sh. K.S. Sahi	1,83,950/-
17.	Dr. Manisha Gupta	1,30,700/-
18.	Mrs. Anjali S. Aggarwal	53,568/-
19.	Sh. Pankaj Saroj	53,568/-
20.	Smt. Navneet Dhillon	53,568/-
21.	Mr. Charanjeet Singh	53,568/-
22.	Ms. Gurpreet Dhiman	53,568/-
23.	Ms. Neeti Joshi	53,568/-
24.	Ms. Pritpal Saini	53,568/-
25.	Ms. Varsha Kaul	53,568/-
26.	Sh. Pritpal Singh	53,568/-
27.	Mrs. Nutan Dhiman	53,568/-
28.	Sh. Amarbir Singh	53,568/-
29.	Sh. Amrit Singh	53,568/-
30.	Sh. Lakhwinder Singh	53,568/-
31.	Sh. Gurudev Singh	62,918/-
32.	Sh. Pawan Kumar	97,826/-
33.	Mrs. Paramjit Kaur	69,233/-
34.	Sh. Sunil Kumar	70,492/-
35.	Smt. Satwant Kaur	69,281/-
36.	Mrs. Rajinder Kaur	52,742/-
37.	Mrs. Parminder Kaur	67,837/-
38.	Mrs. Kiranjit Kaur	64,558/-
39.	Mrs. Neeru Ghavri	59,493/-
40.	Sh. Rishu Pruthi	40,414/-
41.	Sh. Kumar	49,075/-
42.	Sh. Vinod Kumar	43,270/-
43.	Sh. Ram Singh	48,124/-
44.	Sh. Dharam Vir	47,044/-

Updated on 16/05/2019

45.	Mrs. Manjeet Kaur	20390/-
46.	Sh. Raju Khan	39,259/-
47.	Sh. Dinesh Kumar	20390/-
48.	Sh. Devta Deen	45,994/-
49.	Sh. Badlu Ram	47,556/-
50.	Sh. Harphool Singh	42,348/-
51.	Sh. Rakesh Kumar	47,015/-
52.	Sh. Mehar Chand	36,801/-
53.	Sh. Mohinder Singh	41,725/-
54.	Sh. Sunil Kumar	43,598/-
55.	Sh. Radhey Shyam	47,015/-
56.	Mrs. Kala Devi	43,675/-
57.	Sh. Duni Chand	43,598/-
58.	Sh. Ajit Singh	47,015/-
59.	Sh. Gopal	33,623/-
60.	Sh. Som Nath	26,105/-
61.	Sh. Lokesh	43,598/-
62.	Shri Raju	40,048/-
63.	Shri Rajesh	35,279/-

Principal,  
Govt. College of Art,  
Chandigarh

## ANNEXURE-11

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4(1)(B)(i) OF THE RIGHT TO INFORMATION ACT, 2005(Budget allocated to each of its agency, indicating the particulars of the plans,  
proposed expenditures and reports on disbursements made)Name of the Department/Board/Corporation/Institution/Office: Govt. College  
of Art, Chandigarh.

<b>Head of Account</b>	<b>BE 2019-20</b>
<b>(Amount in Thousands)</b>	
<b>DEPARTMENT: 180-COLLEGE OF ART</b>	
<b>2205-Art and Culture.</b>	
101-Fine Arts Education.	
01-Government College of Arts.	
01 00 01- Salaries	73000
01 00 02- Wages	6700
01 00 06- Medical Treatment	1000
01 00 11- Domestic Travel Expenses	395
01 00 13- Office Expenses	4120
01 00 21- Supplies and Material	1500
01 00 26- Advertising and Publicity	375
01 00 34- Scholarships\ Stipends	10
Total: 01	87100
<b>TOTAL: 2205</b>	<b>87100</b>
<b>4202-Capital Outlay on Education, Sports, Arts and Culture.</b>	
04- Art and Culture	
101- Fine Art Education	
01- Other Schemes	
01 00 53 – Major Works	2400
<b>TOTAL: 4202</b>	<b>2400</b>
<b>TOTAL: 180- COLLEGE OF ART</b>	<b>89500</b>

Principal,  
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Art,  
Chandigarh.

ANNEXURE-12

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4 (1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005

(The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes).

Name of the Department/Board/Corporation/Institution/Office : Govt. College of Art, Chandigarh.

Sr.No.	Scheme under subsidy given	Manner of execution of subsidy programme.	Amount allocated (Rs.)	Details of beneficiaries.
1.	Not applicable as no subsidy scheme is in existence.			

Principal,  
Govt. College of Art,  
Chandigarh.

ANNEXURE-13

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4 (1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005

(Particulars of recipients of concessions, permits or authorizations granted)

Name of the Department/Board/Corporation/Institution/Office : Govt. College  
of Art, Chandigarh.

Sr.No.	Concessions/Permits/Authorization grant	Name of the recipient	Address of the recipient
	Not applicable as no concessions, permit or authorization is granted		

Principal,  
Govt. College of Art,  
Chandigarh.

ANNEXURE-14

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4(1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005

(Details in respect of the information, available, reduced in an electronic form.)

Name of the Department/Board/corporation/Institution/Office : Govt. College of Art, Chandigarh.

Sr.No.	Type of information
1.	Nil

Principal,  
Govt. College of Art,  
Chandigarh.

ANNEXURE-15

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4(1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005

(Particulars of facilities available to citizens for obtaining information)

Name of the Department/Board/Corporation/Institution/Office: Govt. College  
of Art, Chandigarh.

Sr. No.	Facilities available	Remarks (No. of days in a week/Timings etc.
1.	Admission facilities	From Monday to Friday between 9.00 A.M to 5.00 P.M (except Saturdays and Sundays and Gazetted Holidays)

Principal,  
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Chandigarh.

ANNEXURE-16

PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4(1)(b)(i) OF THE RIGHT TO INFORMATION ACT, 2005.

(Names, designation and other particulars of the Public Information Officers)

Name of the Department/Board/Corporation/Institution/Office: Govt. College of  
Art, Chandigarh.

Sr. No.	Name of the Central Publication Information Officer.	Designation	Telephone No. (office/ Residence)	Residential Address	Assistant Central Publication Information Officer	Telephone No. (Office/ Residence)	Residential address.
1.	Sh. K.S. Sahi	Director in Physical Education	0172-2740309/9988822567	5707/A, Sector 38 (West), Chandigarh	-	-	-

Principal,  
Govt. College of Art,  
Chandigarh.