

INFORMATION ABOUT THE INSTITUTION AS PER RTI ACT, SECTION 4 (1) (B)

(i) The particulars of its organisation, functions and duties;

Name of the Organization- Shri Murli Manohar Town Post Graduate College, Ballia, Uttar Pradesh

Affiliating University- Jananayak Chandrashekhar University, Ballia

Type of the Institution- Government Aided

Year of Establishment- 1955

Streams Being Run in the Campus-

1. Faculty of Agriculture
2. Faculty of Arts, Humanities and Social Sciences
3. Faculty of Commerce
4. Faculty of Fine Arts and Performing Arts
5. Faculty of Language
6. Faculty of Science
7. Faculty of Teacher Education

Courses being run under Self-Financed Scheme- MA (Geography), MA (Defence and Strategic Studies), MA (Political Science), M.Com., M. Sc. (Biotechnology), M.Sc (Chemistry), B.Sc (Biotechnology)

Number of Sanctioned Teaching Posts (Aided)- 126

Number of Sanctioned Teaching Posts (Self-financed)- 15

Number of Sanctioned Ministerial Staff- 44

Number of Students in 2022-23- 8289

(ii) The powers and duties of its officers and employees;

Principal- Heads and monitors all the academic and administrative activities of the college.

Deans- Monitor the academic activities of their faculties

Teaching faculties- Teaching and mentoring the students and help in administration of the college in various capacities.

Chief Proctor and Proctorial Board- Monitors the discipline in the campus

NCC Officer- Conducts the activities of NCC cadets (90 Battalion)

NSS Officer- Conducts the activities of NSS

Office Superintendent- Monitors the activities of administrative office

Accountant- Monitors accounts of the college

Ministerial staff- Perform various functions related to students and teachers

(iii) The procedure followed in the decision making process, including channels of supervision and accountability- The decisions regarding the development of the college are collectively taken in the meetings of managing committee and IQAC.

(iv) The norms set by it for the discharge of its functions- All the functions of the college are performed as per the norms of UGC, State Government and the affiliating university.

(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 college runs as per the rules and regulations set by UGC, State Government and the affiliating university.

(vi) A statement of the categories of documents that are held by it or under its control- The documents related to the functioning of the college are public documents and are held by the College administration.

(vii) The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof- Our IQAC incorporates two members from the society.

(viii) A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards,

councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;

- (ix) A directory of its officers and employees- The details of our officers and employees are available on our website.
- (x) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations- The college is on Grant-in-Aid. The employees receive salary by State government as per UGC and State Government norms.
- (xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made-
- (xii) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes- Reimbursement of fee to eligible candidates is made by the State Government and the amount is directly transferred to their accounts
- (xiii) Particulars of recipients of concessions, permits or authorisations granted by it- As per the rules of State Government- Reimbursement of fee to eligible candidates is made by the State Government and the amount is directly transferred to their accounts
- (xiv) Details in respect of the information, available to or held by it, reduced in an electronic form- All the details of information regarding college are available in college records.
- (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 working hours of the library are 10 am to 4 pm.
- (xvi) The names, designations and other particulars of the Public Information Officers- Prof. Ram Naresh Yadav, Professor, Department of Sociology.
- (xvii) Such other information as may be prescribed; and thereafter update these publications every year;