

RIGHT TO INFORMATION ACT, 2005

MANUAL u/s 4(1) (B) OF ACT

DADA RAMCHAND BAKHRU SINDHU MAHAVIDYALAYA

Kaka Tilokchand Rughwani Marg, Panchpaoli, Nagpur – 440017

Email: principalsmvnagpur@yahoo.in

Website: www.drbsmvnagpur.ac.in

INDEX

- A. The particular of its organisation, functions & duties
- B. The powers and duties of its officers and employees
- C. The procedure followed in the decision-making process, including Channels of Supervision and accountability
- D. The norms set by it for the discharge of its functions
- E. The rules, regulations, instructions, manuals and records, held by it or its control or used by its employees for discharging its functions
- F. A statement of categories and documents that are held by it or under its control
- G. The particulars of any arrangement that exists for consultations with, or representation by, the members of the public in relation to formulation of its policy or implementation thereof:
- H. A statement of the boards, councils, committees and bodies consisting of two or more persons constituted as its part for the purpose of its advice, and as to whether meeting of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public
- I. a directory of its officers and employees
- J. The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.

K. The budget allocated to each of its agency, indicating the particulars of all Plans, proposed expenditure and reports of disbursements made.

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

M. Particulars of recipient of concessions, permits of authorization granted by it

N. Details in respect of the information, available to or held by it, reduced in an electronic form.

O. 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.

P. The names, designation and other particulars of the Public Information Officers

Q. Such other information as may be prescribed

Pro-active Disclosure

A. The particular of its organisation, functions & duties:

Dada Ramchand Bakhru Sindhu Mahavidyalaya (formerly known as Sindhu Mahavidyalaya) is a 55 year old premier higher education institution of Nagpur imparting quality education to students in the faculties of Science , Commerce and Management.

The institute was established in July 1971 with the vision & dedication of Sindhi Hindi Vidya Samiti. Rooted & grown in the panchpaoli area of North Nagpur, the institute has a dominant role in uplifting the socioeconomically backward community. It has given a commendable realization of a dream to first-generation graduates & functions as a

source of hope for many. Samiti works selflessly for the minorities/weaker sections through imparting education as a national responsibility.

The institute has a permanent affiliation with the Rashtrasant Tukadoji Maharaj Nagpur University. University Grants Commission has granted 2(F) & 12(B) status, and the management program (BBA) is recognized by AICTE.

On quality aspects, the institute has taken up four cycles of quality assessment and accreditation process, proudly stands as an A-grade institute with a CGPA of 3.09 on a scale of 4. The institute has consistent compliance with the All India Survey on Higher Education, National Institutional Ranking Framework, and AQAR for NAAC.

Currently, the institute provides UG programs in Science, Commerce & Management, PG programs in Science & Commerce. The institute is recognized as a place for higher learning & research in Commerce, Chemistry, Botany, and Zoology. The ecosystem for research & award of Ph.D. degree has been developed & successfully executed. In-house Induction program for the students & the faculty has a positive and progressive impact.

The institute has successfully implemented NEP 2020 in PG & UG programs. The students have benefited from the implementation of NEP2020 by providing a B.Sc. degree with a choice of 10 Majors, a B. Com degree with a choice of 3 Majors with multifacility Minors/ Electives. The institute has an NPTEL local chapter to manifest high-quality online resources for the students, especially research scholars, as well as faculty members. A special task force has been set up to implement CEP/FP/ OJT & Internship Modules to extract the benefits of NEP2020.

The institute has participated in the Atal Ranking of Institutions on Innovation Achievements and initiated Innovation / Entrepreneurship development activity among students and faculty.

The institute also has junior college(+2 level) in Science, Commerce and MCVV.

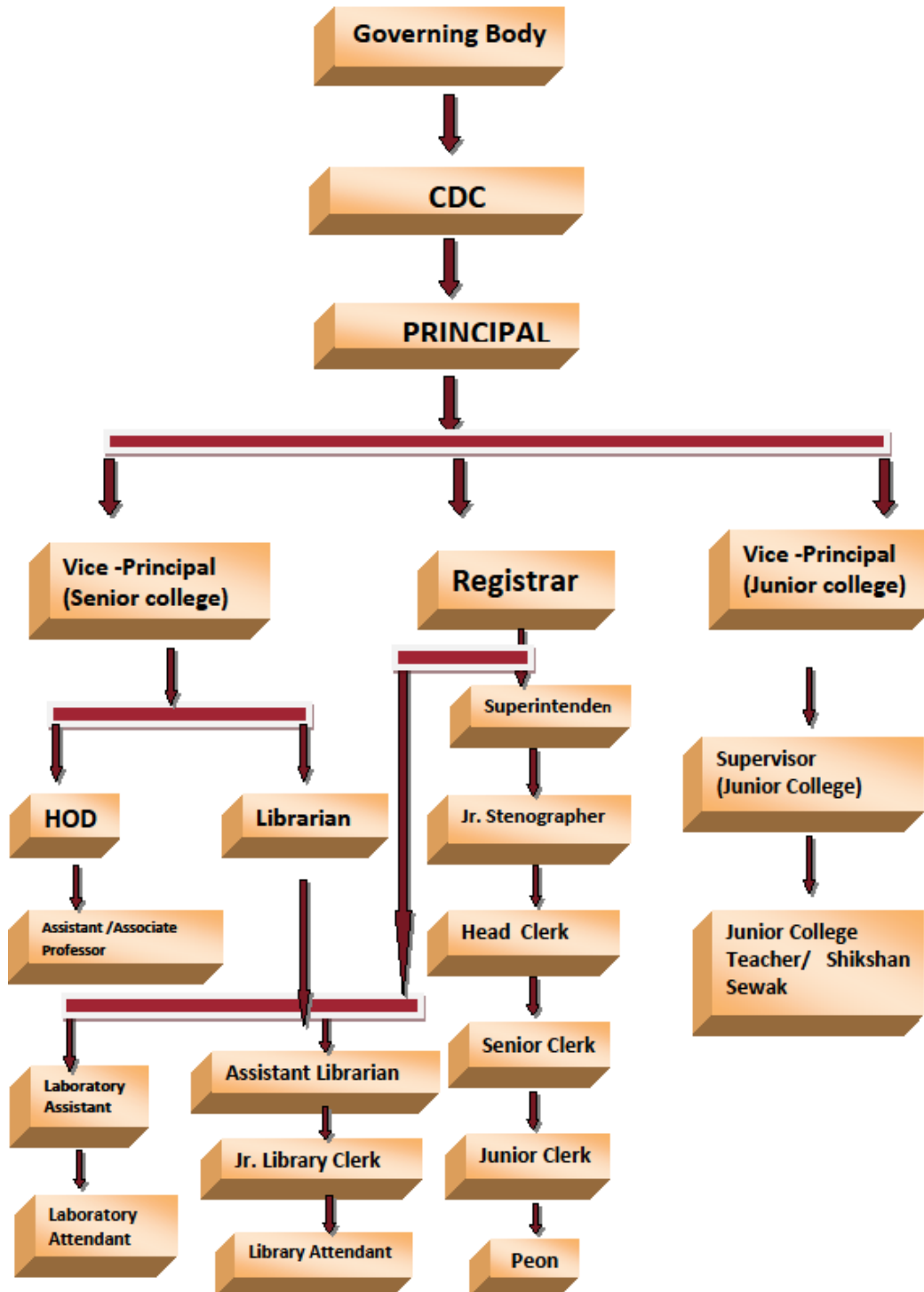
The college has UGC network resource centre, Equal Opportunity Cell, NCC unit, NSS and Adult Education, Infilibnet, library facilities and computer centre with internet.

Vision : " To be a leader in fulfilling the contemporary need of the society by providing quality centric higher education with holistic development. "

Mission : The institution is located in the midst of socio-economically weaker society. The priority of the institution is to bring academic excellence along with personality development to compete with rest of world. It also entrust improvement in health care, environmental and social awareness.

Organization, Functions and Duties:

The Principal of the College is the Administrative and Academic Head of Dada Ramchand Bakhru Sindhu Mahavidyalaya and he exercises control and supervision over all aspects of admission, teaching and conduct of internal and University examinations, with the assistance of the teaching, clerical or administrative and other staff under his control.



B. The Powers & Duties of Officers & Employees

Principal

Subject to the supervision and general control of the Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur and the Government of Maharashtra, the Principal as Executive, administrative and academic Head of the College shall be responsible for:

1. The Academic growth of the College.
2. Participation in research and extension programmes of the College
3. Planning and implementation of academic programmes such as refresher/Orientation courses, seminars etc. for enhancing the academic competence of the faculty members
4. Student's admission and maintenance of discipline in the College
5. Maintenance of true and correct accounts with receipts and vouchers
6. The observance of the provision of the Accounts Code
8. The correspondence relating to the administration of the College
9. The administration and supervision of curricular, co-curricular/extra-curricular students welfare activities of the college and maintenance of records.
10. The observance of Maharashtra Universities Act, Statutes, Ordinances, Regulations, Rules and other orders issued by the RTM Nagpur University from time to time.
11. The Supervision of College and University examinations.
12. The Assessing of reports of Staff and maintenance of service books and of other records of the College.
13. Any other work relating to the College as may be assigned to him by the competent Authority from time to time.

TEACHERS AND THEIR RESPONSIBILITIES

1. Adhere to a responsible pattern of conduct and demeanor expected of them by the community.
2. Manage their private affairs in a manner consistent with the dignity of

the profession.

3. Make professional growth continuous through study and research.
4. Express free and frank opinion by participation at professional meetings, seminar, conferences etc. towards the contribution of knowledge.
5. Maintain active membership of professional organizations and strive to improve education.
6. Perform their duties in the form of teaching, tutorial, practical, seminar and research work conscientiously with dedication.
7. Co-operate and assist in carrying out functions relating to the educational responsibilities of the college and the University.
8. Participate in extension, co-curricular/ extra-curricular activities including community service.

With the Students

1. Respect the right and dignity of the student in expressing his/her opinion
2. Deal justly and impartially with students regardless of their religion, caste, political economic, social and physical characteristics
3. Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs
4. Encourage students to improve their attainments, develop their Personalities and at the same time contribute to community welfare
5. Inculcate among students a scientific outlook and respect for Physical labour and the ideals of democracy, patriotism and peace.
6. To be affectionate to the students and not behave in a vindictive manner towards any of them for any reason
7. Make themselves available to the students even beyond their class hours

and help and guide students without any remuneration or reward.

8. Aid students to develop an understanding of our national heritage and national goals and refrain from inciting students against other students, colleagues or administration.

With the Colleagues:

1. Treat other members of the profession in the same manner as they themselves wish to be treated.
2. Assist others for professional betterment.
3. Refrain from unsubstantiated or mala fide allegations against colleagues to higher authorities; and
4. Refrain from allowing considerations of caste, creed, religion, race or gender in their professional endeavor.

With the Authorities:

1. Discharge professional responsibilities according to the existing rules and refrain from undertaking any other employment and commitment including private tuitions and coaching classes.
 2. Co-operate in the formulation of policies of the institution.
 3. Perform to the best of their ability to ensure there is no breach of contract.
 4. Refrain from availing them leave except on unavoidable grounds without prior intimation keeping in view their particular responsibility for completion of the academic schedule.
- With the Society

1. Recognize that education is a public service and strive to keep the Public informed of the educational programmes which are being provided.
2. Work to improve education in the community and strengthen the community's moral and intellectual life.

3. Be aware of social problems and take part in such activities as are conducive to the progress of society and by extension, the country as a whole.

4. Refrain from taking part in or subscribing to or assisting in any way activities which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for National Integration.

Non-teaching Employees

(Code 1984 of Maharashtra Government and Maharashtra Civil Service Rules.)

Registrar (Head of the Non-teaching Staff):

1. The Registrar shall regulate the work and conduct of the staff in accordance with the Act, Statutes, Ordinances, Rules and Regulations. It shall be the duty of the Registrar to assess and evaluate the performance of Non-Teaching employees and Sections and take such measures as he deems fit to regularize and to improve the working of the College.
2. The Registrar shall have the power to issue warnings, reprimands, and memos to the non-teaching employees subject to the approval of the Principal.
3. The Registrar shall be the custodian of the records, the common seal and such other property of the College as the Principal may commit to his charge.
4. The Registrar shall keep the Minutes of all the meetings, and records of such meetings attended by him as ex-officio member-secretary.
5. The Registrar shall coordinate the work in the College amongst the teaching and non-teaching staff.
6. The Registrar shall bring to the notice of the Principal any of the acts of the staff or the students, if prejudicial to the College and/or are not in the interest of the Institution/College.

7. The Registrar shall maintain an enquiry service for students, staff and also for visitors to the College, regarding courses being conducted, examination and admission rules and such other allied matters of importance nature.
8. The Registrar shall sign letters issued from the College office of a routine nature.
9. The Registrar shall watch over the work of the College affiliation, staff recognition and follow procedures for appointments. He shall also watch over the Accounts, Audit assessment work of Maintenance and other Grants and keep a check on Accounts of the College.
10. The Registrar shall look after the Examination work (College/Board/University) and shall ensure the smooth conduct of the examinations and prepare the necessary work distribution chart in this connection.
11. The Registrar shall exercise such other powers and perform such other duties as are prescribed or are required from time to time by the Principal of the College and Management of the Society.

Superintendent:

1. The Superintendent shall be in-charge of the. College office and shall be personally responsible for the smooth conduct and working, for the allotment of work to his subordinates who shall be directly responsible to him with the prior approval of the Registrar.
2. He shall convene regular meetings of the office staff and laboratory Assistants and shall determine the time dimensions of each of the tasks assigned and supervise the overall working as per the prescribed norms if any.
3. He shall issue Memos and reprimands of erring employees. He shall inspect the attendance register of the non-teaching staff and take such action as he may deem fit in case of habitual late comers or those who habitually remain absent,

by issuing warnings in writing and recommending to the Registrar/Principal to take disciplinary action, in case the same employee shows no improvement.

4. It shall be the duty of the Superintendent to maintain cordial public relations and to attend to the queries of the members of the public and students and supply information through the Registrar/Principal to Government authorities as per requirements. It shall also be the duty to help the members of the public to solve their difficulties concerning office to entertain complaints, if any, against the staff subordinate to him, in the College.
5. He shall carry out the duties and responsibilities in a just manner without any discrimination and motivate his staff to take their work seriously and willingly and shall pay personal attention to their welfare.
6. He shall be responsible for the work of a highly confidential nature that may be undertaken by his section. He shall be responsible for preserving of the documents, etc. concerning his section.
7. The Superintendent shall personally look into the court cases concerning the College and obtain orders/instructions from the Registrar/Principal wherever necessary. The Superintendent shall mark and distribute letters in the name of assistants or to the Heads of the Departments in the College. He shall exercise a check on and follow up of letters received from the Government, University Grant Commission, University, Management etc.
8. He shall draft notes and deal independently the cases which are of a routine nature. He shall also draft notes essentially with reference to relevant rules, regulations, precedence and implications etc. or special cases and submit to the higher authority i.e. Registrar or the Principal and give interim replies.
9. The Superintendent shall point out mistakes or mis-statements, if any, and draw attention wherever necessary to the statutory or customary practice and point out rules where they are concerned.

10. The Superintendent shall scrutinize or cases submitted by the lower staff, put his own remarks or suggestions, if any, and submit the same to the Registrar or the Principal.
11. The Superintendent shall be responsible of examination work pertaining to the Degree College in the overall supervision of the Registrar or the Principal.
12. Any other work assigned to the Superintendent by the Principal or Registrar from time to time.

Accountant:

1. The Accountant shall inform periodically on the financial position of the College to the Principal of the College and examine and ensure that the code and financial norms are followed by the section or department. He shall prepare and present budget estimates, with the help of Heads of Departments in the College. Prepare the budget and income and expenditure statements, maintain all accounts and get them audited.
2. He shall attend to all the Government scrutiny, inspections and audit.
3. He shall be responsible for the proper implementation of the financial transactions as per rules, Accounts Code, Statutes, Ordinances, Rules and Regulations made in that behalf and monitor the finances of the College as per directions of the Registrar and place before the College Finance Committee the financial position of the College such as its receipts, payments Government grants and balance from time to time.
4. He shall scrutinize all bills of expenditure before recommending for payment, and maintain the cash-book, ledger, bank pass-books. He shall watch over the progress of the expenditure and receipt of fees and Government grants in time.

5. If there is no post of Superintendent in the College or if the Superintendent proceeds on leave the Accountant shall carry out the duties of the Superintendent in addition to his own duties.
6. The Accountant shall carry out any other work entrusted to him by the Principal or Registrar from time to time.

Head Clerk or Deputy Accountant:

1. Head Clerk shall perform the duties as may be assigned to him from time to time, by the Principal, the Registrar or the Superintendent.
2. He shall be in charge of the unit or section and shall be responsible for its normal and smooth working. He shall assist the Superintendent in the disposal of his duties and shall look after the day to day work in the office of which he is in charge as per the instructions received from the higher authorities from time to time.
3. He shall ensure and maintain proper co-ordination and follow up with the other departments or section of the College.
4. He shall be responsible for the smooth, efficient and effective working of the office and timely disposal of cases, letters, bills, reports, returns etc. and decide and maintain proper filing procedure. He shall also ensure that the cases or letters requiring immediate and urgent disposal are dealt with immediately.
5. He shall train the members of his department and provide guidance to all.
6. He shall dispose of important cases where relevant regulations are clearly applicable and forward otherwise the same to the Superintendent or the Registrar with clear and specific comments.

7. He shall keep exhaustive and self-contained notes of important papers passed down and facilitate their movement till final disposal and also consider the proceeding of the work.
8. He shall exercise constant vigilance on expenditure, quantitative disposal of work, safety of the records, furniture, fittings of the College, regular and orderly behavior of the staff under him. He shall record verbal discussions, orders and instructions which shall be attested by the superior officials present.
9. He shall attend meetings, issue notice of meetings, prepare agenda and draft minutes of the meetings and take follow up actions.
10. He shall inspect the racks and tables of assistants working under him and satisfy himself that no paper or files have been overlooked and that there are no old receipts or bills lying un-disposed off.
11. He shall submit notes or drafts for approval of the authorities through the Superintendent.
12. He shall attend to audit queries and reply to report, and also submit necessary statement of accounts.
13. He shall recover grants due from the Government etc. and shall prepare the requirement of furniture, other equipment, stationery etc. with the consultation of the Higher Authority.
14. He shall be responsible for the examination work of Junior College unit with overall supervision of the Registrar.
15. If the post of Accountant does not exist in the College the Head Clerk or Deputy Accountant shall also perform the duties of the Superintendent or the Accountant as the case maybe.
16. He shall attend to any other work assigned to him from time to time by the Higher Authorities.

□All other non-teaching staff:

The Principal shall also assign duties as per the needs or requirements of the concerned College from time to time in respect of any other non-teaching staff. Notwithstanding anything contained above, the Vice-Chancellor shall direct the Principals to assign duties to the employees in respect of conduct of University examinations / admissions etc. during the time of exigencies and the work related to Seminars, conferences etc. undertaken at the University level.

Librarian:

1. Planning new services for the Library.
2. Making rules for the Library
3. Acquisitions and Gift books selection
4. Classification
5. Catalogue entries - checking & keywords
6. Software for Library
7. Library Committee
8. Correspondence
9. Signatory for all bills, correspondence notices.
10. HRD special issues
11. Maintaining Discipline in Library
12. Replacement of Library books lost
13. Assigning work to the Library Staff
14. Weeding out
15. Reference to teachers, students, visitors
16. Reports to be submitted to Auditors, UGC/IQAC, Principal
17. Library Annual Report
18. Library Orientation Lectures & Tours
19. Honours in Library Science
20. Training Staff

Assistant Librarian:

The Job responsibilities of an Assistant Librarian are as follows:

- a. Gift Book Processing
- b. Catalogue - Data entry
- c. Library Notices - Drafting, putting up notices on the Library Notice board
- d. Displays
- e. Binding of Books & Journals
- f. Journals - General supervision
- g. Discipline in the Library
- h. Solar System & Panel
- i. Library Clearance
- j. Correspondence - Print & Dispatch
- k. Library Maintenance - Liaison with Administrator
- l. Hardware & Network - Liaison with Knowledge Centre
- m. HRD day to day
- n. Library Statistics
- o. Library Membership
- p. Summer cleaning administration
- q. Weeding out
- r. Reference
- s. Printing of Spine / Book/ Barcode Labels
- t. Library Orientation Tours
- u. Any other work assigned by the Librarian from time to time.

Library Clerks:

- a. Journal subscription, renewal, receipt of current issues, reminders Journal binding, Journal accessioning & data entry

- b. Display of recent arrivals of books, binding of old books
- c. Plastic binding of new books, printing of Journal Labels
- d. Library Shelf / Stack guides
- e. Library Membership
- f. Printing of Spine / Book / Barcode Labels
- g. Stationery – Purchase & Distribution
- h. Printing of Stationery & circulation
- i. Liaison with Administrator
- j. Liaison with Knowledge Centre
- k. Circulation – overdue books – Phone reminders
- l. Multimedia Management
- m. Assisting Librarian in acquisition work
- n. Typing & Other Assistance to Librarian
- o. Any other work assigned by the Librarian from time to time

Library Attendants:

- a. Issue / Return of books
- b. Writing statistics of issue / return
- c. Label pasting (Spine, Book & Barcode)
- d. Shelving of Books & dusting
- e. Shelving of Journals
- f. Summer cleaning
- g. Physical Verification of Books
- h. Any other work assigned by the Librarian from time to time

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

- Policy Decisions: Every major policy, financial, and developmental decision is taken through the College Development Committee (CDC) (constituted under the Maharashtra Public Universities Act, 2016) and the Governing Body of the parent society (Sindhi Hindi Vidya Samiti).
- Day-to-Day Administration: All daily administrative and academic decisions are taken by the Principal, assisted by the Registrar, Vice-Principals, and Heads of Departments.
- Academic Decisions: Planned and implemented through the Internal Quality Assurance Cell (IQAC) in consultation with the HODs.
- Specialized Committees: Various statutory and non-statutory committees (e.g., Admission Committee, Library Committee, Grievance Redressal Cell, Internal Complaints Committee/Women's Development Cell, Anti-Ragging Cell, Discipline Committee) are constituted under senior teachers and administrative staff for smooth functioning.

D) The norms set by it for the discharge of its functions:

- Academic Standards: Set by Rashtrasant Tukadoji Maharaj Nagpur University, the UGC, and the Department of Higher Education, Government of Maharashtra.
- Institutional Standards: Monitored internally by the College Development Committee (CDC) and IQAC.
- Time-Bound Services: Norms for student services (such as issuing Transfer Certificates, Marksheets, and Bonafide Certificates) are executed within designated timelines.
- Financial Management: Regulated as per the State Government's standard account code and budget allotment guidelines.

E) The rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions:

The administrative and academic operations of the College are guided by the following:

1. The Maharashtra Public Universities Act, 2016 and the Statutes, Ordinances, and Regulations framed by RTM Nagpur University from time to time.
2. The Maharashtra Private School Employees (Conditions of Service) Regulation Act, 1977 (applicable to the Junior College teachers).

3. Maharashtra Non-Agricultural Universities and Affiliated Colleges Standard Code (Terms and Conditions of Service of Non-Teaching Employees) Rules, 1984 (applicable to non-teaching staff).
4. Maharashtra Civil Services Rules (MCSR) as adopted by the Government of Maharashtra.
5. UGC Regulations on Minimum Qualifications for Appointment of Teachers and Measures for the Maintenance of Standards in Higher Education.

F) A statement of the categories of documents that are held by it or under its control:

The college office maintains records under the following broad categories:

1. Administrative Records: Trust Registration documents, affiliation letters, CDC meeting minutes, outward-inward registers, and approvals.
2. Student Records: Admission forms, enrollment details, eligibility documents, scholarship databases, and TC registers.
3. Establishment/Service Records: Service books, personal files, approval letters, leave accounts, and performance appraisals.
4. Financial Records: Cashbooks, ledgers, fee receipts, audited balance sheets, utilization certificates, and salary bills.
5. Academic & Examination Records: RTMNU exam schedules, internal evaluation sheets, and result ledgers.

G) The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formation of its policy or implementation thereof:

- College Development Committee (CDC): Includes representatives from education, industry, research, and social service representing the community.
- Parent-Teacher Association (PTA): Regular meetings are conducted to seek feedback from parents regarding college administration and developmental policies.
- Alumni Association: Engaging registered alumni to contribute suggestions for policy execution and student mentoring.
- Feedback Mechanism: Suggestion boxes and online feedback portals are active for students, parents, and the public.

H) A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its patron for the purpose of its advice and as to whether meetings of those boards, councils committee and other bodies, or minutes of such meetings are accessible for public:

The college operates various committees for advice and execution.

Name of the Committee/Body	Purpose	Are meetings open to the	Are minutes accessible to the
-------------------------------	---------	-----------------------------	----------------------------------

		public?	public?
College Development Committee (CDC)	Overall college planning and budget approval	No	No
Internal Quality Assurance Cell (IQAC)	Academic quality planning and monitoring	No	Yes, published on the college website
Internal Complaints Committee (ICC)	Redressal of sexual harassment complaints	No	Confidential (protected under Sec 8(1)(j))
Student Council	Coordination of student activities	No	Only for internal student representation

l) Directory of its officers and employees:

(The complete list of teaching and non-teaching staff is dynamically updated and maintained on the College Website)

Link: <https://drbsmvnagpur.ac.in/rti/>

J) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations:

- Remuneration of the approved teaching and non-teaching staff is drawn as per the pay scales prescribed by the UGC/State Government of Maharashtra.
- Salaries are disbursed directly through the Government Sevaarth Payroll system.
- Details: The category-wise pay bands and designations are available on the website at <https://drbsmvnagpur.ac.in/rti/>

K) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursements made:

Link:

L) The manner of execution of subsidy programmes including the amounts allocated and the details of beneficiaries of such programmes:

- Direct Subsidies: Not Applicable (The college does not run direct commercial subsidy programs).
- Scholarships/Freeships: Facilitates the online execution of Government Scholarships (GOI, EBC, Minority Scholarships) directly transferred to students' bank accounts through the DBT portal.

M) Particulars of recipients of concessions, permits or authorizations granted by it:

- Reservation Policy: Strict compliance with the Reservation Policy of the Government of India and the Government of Maharashtra for student admissions.
- Fee Concessions: Concessions in fees are granted to needy, deserving, or sports-category students by the college management upon verification.
- Travel Concessions: Railway and State Transport (ST) bus concession passes are authorized for all eligible regular students.

N) Details in respect of the information, available to or held by it, reduced in an electronic form:

Documents available in electronic form are published through the college website.

O) 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:

- Website: Public disclosures are maintained on the college website.
- Notice Boards: Information boards are installed at different points in the campus.
- Library/Reading Room: Access to the library and reading room is reserved for registered students and staff.

- Office Hours: Information can be sought from the college office during working hours: 10:30 AM to 5:30 PM on all working days.

P) The names, designations and other particulars of the Public Information Officers:

1. First Appellate Authority (FAA)

- Name: Dr. V. M. Pendsey
- Designation: Principal
- Address: Dada Ramchand Bakhru Sindhu Mahavidyalaya, Panchpaoli, Nagpur - 440017
- Email: principalsmvnagpur@yahoo.in

2. Public Information Officer (PIO)

- Name: Dr. Leena B. Chandnani
- Designation: Vice-Principal
- Address: Dada Ramchand Bakhru Sindhu Mahavidyalaya, Panchpaoli, Nagpur - 440017

3. Assistant Public Information Officer (APIO)

- Name: Dr. Shyamkumar G. Shende
- Designation: Junior Stenographer
- Address: Dada Ramchand Bakhru Sindhu Mahavidyalaya, Panchpaoli, Nagpur - 440017

Q) Such other information as may be prescribed -NIL