

Maharaja Ranjit Singh Punjab Technical University Bathinda, Punjab
Estb. by Govt. of Punjab vide Act No. 5 of 2015 and recognized u/s 2(f) and 12 B of the UGC Act, 1956.

RTI Information Manual under RTI Section - 4 Suo Moto Disclosures:

Sr. No.	Contents	Details of Disclosures (MRSPTU)	Related Links to the Disclosures
1	Particulars of organization functions, duties & Regulations	<p>This manual contains the organizational structure, objectives and major functional areas of the Institute as spelt out in the act and statutes.</p> <p>Maharaja Ranjit Singh Punjab Technical University is located in Bathinda. It was established by Govt. of Punjab vide Act No. 5 of 2015 and is recognized u/s 2(f) and 12 B of the UGC Act, 1956.</p>	https://mrsptu.ac.in/images/Files/Others/downloads/MRS%20Act.pdf
2	Powers and duties of officers and employees	<p>This manual includes the Powers and duties of the Chairman of the Board of Governors, Building & Works Committee, Finance Committee, Registrar, Deans, Heads of the Schools/Departments, Academic Staff, Technical Staff, Administrative Staff and other office bearers are listed in the Act of the University and is available on the University website link.</p>	https://mrsptu.ac.in/images/Files/Others/downloads/MRS%20Act.pdf
3	Procedure followed in the decision making process, including channels of supervision and accountability	<p>The decisions are made at different levels mainly at BoG/Finance Committee/BWC/Academic Council/Research Board etc.</p>	https://www.mrsptu.ac.in/bog_meeting.php https://www.mrsptu.ac.in/finance_committee.php
4	The rules regulations, instructions, manuals, and records, held by it or under its control or used by its employees for discharging functions.	<p>The manual contains the rules regulations specified in Act & Statutes, Fundamental Rules & Service Rules, General Financial Rules, Recruitment and Service Rules & House Allotment Rules and other such rules. The University follows PCSR rules for administrative matter as per decision/amendment by the BoG from time to time</p>	https://www.mrsptu.ac.in/uploads2021/Regulation/Regulations.zip
5	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 of the minutes of such meetings are accessible for public	<p>This manual lists the constitution and names of incumbents of the following committees: Board of Governors, Finance Committee, Building works Committee.</p>	https://www.mrsptu.ac.in/BoG.php

6	A directory of its officers & employees	The names, designations, department/offices, email address, contact numbers, of all officers and employees of the Institute are uploaded on the institute website.	https://www.mrsptu.ac.in/uploads2022/RTI/directory for website.xlsx
7	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations	This manual includes the remuneration received by each of its officer and employees. The salary benefits as per UGC/AICTE are given to the faculty and Punjab Govt. rules are applied for the staff of non-teaching employees	https://www.mrsptu.ac.in/uploads2022/RTI/Dec Salary 2022 RTI work.xlsx
8	Particulars of recipients of concessions, permits or authorizations granted by the Institute. Scholarship Scheme	The University extends the benefits as per the approved policy. 1. The SC/ST/PH students shall get complete tuition fee waiver.	https://www.mrsptu.ac.in/pmss.php
9	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading rooms, if maintained for public use.	The detail of academic programmes, B.Tech. M.Tech, M.Sc., MBA, MCA, BSc, BCA, M.Pharma, B, Pharma, PhD including resources are available on the University website which is periodically updated. The Library of the University is open from 9.00 a.m. to 5.00 p.m. on all working days and reading room opens from 9.00 AM to 11.00 PM. (Moday to Saturday) and from 2.00 PM to 11.00 PM on Sunday. In addition, e-journals/e-books are available for 24 x 7 days	https://library.mrsptu.ac.in/

10	The names, designations and other particulars of public information officers.	<p>The name, designation and other particulars of the Public Information office bearers:-</p> <p>Dr. Gurinder Pal Singh Brar, Registrar & First Appellate Authority Maharaja Ranjit Singh Punjab Technical University Bathinda, Punjab Contact:- 0164-2284297 E-mail:- reg@mrsptu.ac.in</p> <p>Dr. Agyapal Singh, Dy. Registrar (Admn.) & Public Information Officer Maharaja Ranjit Singh Punjab Technical University Bathinda, Punjab Contact:- 0164-2284297 E-mail:- publicinformation@mrsptu.ac.in</p> <p>Sh. Arshinder Singh, Sr. Assistant (Legal) & Assistant Public Information Officer Maharaja Ranjit Singh Punjab Technical University Bathinda, Punjab Contact:- 0164-2284297 E-mail:- publicinformation@mrsptu.ac.in</p>	https://www.mrsptu.ac.in/RTI.php
11	Such other information as may be prescribed	The University Website may be seen for all the information	https://www.mrsptu.ac.in/

Proforma-B (ਪ੍ਰਫਾਰਮਾ-ਬੀ)

Department (ਦਫਤਰ) Maharaja Ranjit Singh Punjab Technical University Bathinda & Giani Zail Singh Campus College of Engg. & Technology, Bathinda

Period From: (ਅਵੱਧੀ) 01-01-2022 To 31-12-2022

Proforma for Annual Return of the 1st Appeals decided by 1st appellate authorities to the State Information Commission Punjab – Right to Information Act, 2005 (ਪਹਿਲੀ ਐਪੀਲੇਟ ਆਥਾਰਟੀ ਦੇ ਤੌਰ ਤੇ ਪਹਿਲੀ ਅਪੀਲਾਂ ਫੈਸਲਾ ਕਰਨ ਲਈ ਪ੍ਰਫਾਰਮਾ – ਰਾਇਟ ਟੂ ਇਨਫਾਰਮੇਸ਼ਨ ਐਕਟ, 2005)

1	2	3	4	5	6				7	8	9	10
Sr. No. (ਲੜੀ ਨੰ:)	Designation of Public Authority (ਲੋਕ ਅਥਾਰਟੀ ਦਾ ਆਹੁਦਾ)	Designation of First Appellate Authority (ਪਹਿਲੀ ਐਪੀਲੇਟ ਆਥਾਰਟੀ ਦਾ ਆਹੁਦਾ)	Previous Balance (ਪਿਛਲਾ ਬਕਾਇਆ)	Total No. of 1 st Appeals Instituted (ਪਹਿਲੀ ਅਪੀਲ ਦਾਖਲ ਹੋਣ ਦੀ ਕੁਲ ਗਿਣਤੀ)	No. of 1 st Appeals decided (ਪਹਿਲੀ ਅਪੀਲਾਂ ਤੇ ਫੈਸਲੇ ਹੋਈਆਂ ਅਪੀਲਾਂ ਦੀ ਗਿਣਤੀ)				Number of appeals pending (ਪੈਂਡਿੰਗ ਅਪੀਲਾਂ ਦੀ ਗਿਣਤੀ)	Number of appeals rejectd (ਖਾਰਜ ਅਪੀਲਾਂ ਦੀ ਗਿਣਤੀ)	Number of appeals accepted (ਸਵੀਕਾਰ ਕੀਤੀਆਂ ਗਈਆਂ ਅਪੀਲਾਂ ਦੀ ਗਿਣਤੀ)	Reasons, if the appeals were not decided within time (ਜੇਕਰ ਅਪੀਲਾਂ ਦਾ ਫੈਸਲਾ ਸਮੇਂ ਸਿਰ ਨਹੀਂ ਕੀਤਾ ਗਿਆ ਤਾਂ ਉਸ ਦੇ ਕਾਰਨ)
					Within 30 days (30 ਦਿਨਾਂ ਦੇ ਵਿੱਚ)	Within 45 days (45 ਦਿਨਾਂ ਦੇ ਵਿੱਚ)	More than 45 days (45 ਦਿਨਾਂ ਤੋਂ ਵੱਧ ਸਮੇਂ ਵਿੱਚ)	Total (ਕੁੱਲ)				
1.	Deputy Registrar (Admn.) Maharaja Ranjit Singh Punjab Technical University, Bathinda	Registrar, Maharaja Ranjit Singh Punjab Technical University, Bathinda	Nil	3	3	-	-	3	Nil	Nil	Nil	Nil

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 7/12/23
 P.I.O.
 Public Information Officer
 M.R.S.P.T.U., Bathinda (Pb.)
 7/12/23

FORM-2 (ਫਾਰਮ-2)

ANNUAL REPORT FOR THE YEAR 2022 FOR EACH ADMINISTRATIVE DEPARTMENT (PUBLIC AUTHORITY WISE)
(ਹਰੇਕ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਦੁਆਰਾ ਸਾਲ 2022 ਦੀ ਸਾਲਾਨਾ ਰਿਪੋਰਟ)

To be submitted by every Administrative Department to SICP (ਹਰੇਕ ਪ੍ਰਬੰਧਕੀ ਵਿਭਾਗ ਦੁਆਰਾ ਰਾਜ ਸੂਚਨਾ ਕਮਿਸ਼ਨ ਨੂੰ ਭੇਜਣ ਲਈ)
Department (ਦਫਤਰ) Maharaja Ranjit Singh Punjab Technical University Bathinda & Giani Zail Singh Campus College of Engg. & Technology, Bathinda

Period From: (ਅਵੱਧੀ) 01-01-2022 To 31-12-2022
DD-MM-YYYY DD-MM-YYYY

Sr. No. (ਲੜੀ ਨੰ:)	Name of Public Authorities with the Department (ਜਨਤਕ ਅਥਾਰਟੀ ਦਾ ਨਾਂ)	Public authorities who have filed annual returns (Yes/No) (ਉਹ ਪਬਲਿਕ ਅਥਾਰਟੀ ਜਿਹਨਾਂ ਨੇ ਸਾਲਾਨਾ ਰਿਪੋਰਟ ਭੇਜੀ ਹੈ (ਹਾਂ/ਨਹੀਂ))	Number of requests received (ਪ੍ਰਾਪਤ ਬਿਨੈ ਪੱਤਰ ਦੀ ਗਿਣਤੀ)	Decisions where application s for information rejected (ਫੈਸਲੇ ਜਿਹਨਾਂ ਅਧੀਨ ਬੇਨਤੀਆਂ ਖਾਰਜ ਕੀਤੀਆਂ ਗਈਆਂ)	Number of cases where disciplinary action taken against any officer in respect of administrati on of RTI Act (ਅਨੁਸ਼ਾਸਨੀ ਕਾਰਵਾਈ ਕੀਤੇ ਗਏ ਕੇਸਾਂ ਦਾ ਨੰਬਰ)	Number of times various provisions were invoked while rejecting requests (ਕਿੰਨੀ ਵਾਰੀ ਕਾਰਵਾਈ, ਸੂਚਨਾ ਅਧਿਕਾਰ ਐਕਟ ਦੀ ਧਾਰਾਵਾਂ ਨੂੰ ਬੇਨਤੀ ਖਾਰਜ ਕਰਨ ਲਈ ਵਰਤੋਂ ਕੀਤੀ ਗਈ)													Total registration fee collected (Rs.) (ਕੁੱਲ ਰਜਿਸਟਰੇਸ਼ਨ ਫੀਸ)	Total additional fee collected (Rs.) (ਕੁੱਲ ਅਤਿਰਿਕਤ ਫੀਸ)	Total penalty levied & collected (Rs.) (ਕੁੱਲ ਜੁਰਮਾਨਾ)					
						Relevant Sections of RTI Act 2005 (ਸੂਚਨਾ ਅਧਿਕਾਰ ਐਕਟ 2005 ਦੀ ਸਬੰਧਤ ਧਾਰਾਵਾਂ)																				
						Section 8 (1) (ਧਾਰਾਵਾਂ 8(1))											Others Sections (ਹੋਰ ਧਾਰਾਵਾਂ)									
						a)	b)	c)	d)	e)	f)	g)	h)	i)	j)	9	11	24	Others							
1		2		3		4		5		6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
1.	Dr.Agyapal Singh, Dy. Registrar (Admn.) (Public Information Officer)	Yes	50	Nil	Nil	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	490	2998	Nil	

W.
 2/2/23
 Public Information Officer
 M.R.S.P.T.U., Bathinda (Pb.)
 21/2/23