GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY


## Sector-16 C, Dwarka, Delhi-110078

**Mandatory Disclosure**

1. Name and Address of the : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Website Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 E-Mail : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Name and Address of the Society/Trust \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 & Chairman of the Society/Trust \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Registration No. of Society / Trust \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Website Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 E-Mail : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Name and Address of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Director/Principal of the Institute \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 E-Mail : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Affiliated with GGSIP University; Since\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Details of the existing programmes

|  |  |  |
| --- | --- | --- |
| **S.** **No.** | **Existing programmes** | **Detail of Intake & Students Admitted during the last two Academic Years** |
| **Academic Session 2012 – 2013** | **Academic Session 2013 – 2014** |
| **Intake** | **Admitted** | **Intake** | **Admitted** |
| 1. |  |  |  |  |  |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |
| 4. |  |  |  |  |  |
| 5. |  |  |  |  |  |
| 6. |  |  |  |  |  |
| 7. |  |  |  |  |  |

**6. Status of Land**

|  |  |
| --- | --- |
| A | Land  |
| (i) | Area of Land |  |
| (ii) | Ownership of land (Whether rented/leased/ freehold) |  |
| (iii) | Prescribed Land use (whether conforming / non-conforming to Master Plan) |  |
| (iv) | Land use Certificate with Registration No., Date & Authority |  |
| B | Building |  |
| (i) | Whether Permanent/Temporary |  |
| (ii) | Total Built-up area (in Sq Meters) |  |
| (iii) | FAR Achieved (Built up area available per student as against prescribed by the University/Govt. Statutory Body |  |
| (iv) | Total Built up area required as per norms for all programmes  |  |
| (v) | Sanctioned Building Plan from DDA / MCD / Govt. body |  |
| C | Specifications of Accommodation  | No. Size (in Sq Mtrs) |
| (i) | Number of class/tutorial rooms |  |
| (ii) | Drawing Halls/Conference Room |  |
| (iii) | Laboratories (give details) |  |
| (iv) | Audio Visual Laboratories |  |
| (v) | Library |  |
| (vi) | Administrative Block |  |
| (vii) | Workshop |  |
| (viii) | Computer Centre |  |
| (ix) | Toilets |  |
| (x) | Common Rooms |  |
| (xi) | Sports facilities (Indoor & Outdoor) |  |
| (xii) | Playground |  |
| (xiii) | Students Canteen |  |
| (xiv) | Hostel (Total Area/rooms/Number of seats etc.) |  |
| (xv) | Any other facilities |  |
| **D** | **Safety Measures**   |
| **Parameters** | **Yes** | **No** |
| Structural Safety Certificate of building of the Institute/College issued by Registered Architect |  |  |
| Whether Certificate indicating that the building is earthquake resistant has been obtained from local body (S. No. / Dated / Issuing Authority) |  |  |
| Availability of fire fighting devices at the institute and Fire Safety Certificate by Delhi Fire Service or concerned department of the state (NCR) where the Institute is located |  |  |
| Use of basement for other than approved purpose, if any in the Institute |  |  |

|  |  |
| --- | --- |
| **Whether the NOC from the concerned department of Govt. of NCT, Delhi required (Yes / No)** |  |

**7. Status of Director / Faculty / Employee:**

|  |  |  |
| --- | --- | --- |
| **Criteria** |  |  |
| Is the Director, as per norms of Statutory Body/ UGC / University, is in position.* Name
* Educational Qualifications.
* Experience
* Gross Salary
 |  |  |
| Total No. of Faculty (Programme-wise) |  |  |
| No. of Professors (Programme-wise) |  |  |
| No. of Associate Professors (Programme-wise) |  |  |
| No. of Assistant Professors (Programme-wise) |  |  |
| No. of Technical Staff (Programme-wise) |  |  |
| No. of Non-Teaching / Administrative Staff |  |  |

**8. Status of Cadre Ratio & Teacher Student Ratio for all programmes:**

|  |  |  |
| --- | --- | --- |
| **Programme / Course** | **Cadre Ratio** | **Teacher Student Ratio** |
|  |  |  |
|  |  |  |

9. Teaching Staff (programme wise as per list attached as Annexure ‘A’)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name** | **Designation** | **Qualification** | **Experience** | **Date of joining** | **Regular(R)/ Adhoc (A)/****Contract (C)/****Visiting (V)/****Guest (G)** | **Approved/ recognized by University****(Yes/No)** | **Scale of pay, other allowances/remuneration paid** | **Gross Salary** | **Mode of Payment** |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

Append duly attested details if required. Annexure No.\_\_\_\_\_\_\_\_\_\_\_\_\_.

10. Non - Teaching Staff & Technical Supporting Staff

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name** | **Designation** | **Experience** | **Date of joining** | **Regular/ Adhoc/****Contract/** | **Scale of pay, other allowances / remuneration paid** | **Gross Salary** | **Mode of Payment** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

Append duly attested details if required. Annexure No.\_\_\_\_\_\_\_\_\_\_\_\_\_.

11. Details of Library:

|  |  |  |
| --- | --- | --- |
| **A** | **Details of Books**  | **Programmes wise** |
| (i) | No. of Titles |
| (ii) | No. of Volumes |
| (iii) | Total number of books |
| (iv) | No. of Journals/Foreign Journals |
| **B** | **Details of Digital Facilities** |
| (i) | Whether library operations computerized, internet facility, Reading room facilities, Photocopying facilities available, If yes, give details. |  |
| (ii) | Inter library linkage facilities |  |
| **C** | Reading Room and Reprographic facilities (photocopier and book binding)  |  |

Note: The institutes may indicate information as per their own programmes using the above as a sample and append duly attested details if required. (Annexure No.\_\_\_\_\_\_\_\_\_\_)

**12. Status of Labs / Workshops (to be mentioned programme-wise):**

|  |  |
| --- | --- |
| **Parameters** |  |
| Availability of equipments / instruments, work table / work stations shall be as per the requirement  |  |
| Minimum Technical Lab staff shall be: One Lab Assistant & One Lab Attendant for each labs & for Central/Mechanical workshop: One workshop Superintendent, One Sr. Mechanic & One Junior Mechanic. |  |
| Size of the lab as per norms of statutory body  |  |

**13. Conferencing / Instructional Facilities:**

|  |  |
| --- | --- |
| **Parameters** |  |
| Availability of:* NKN Link
* Edusat
* Conferencing facility
* Video multimedia
* LCD
* Overhead Projector with screens
* Interactive boards
* Wi-Fi connectivity
 |  |

**14. Ancillary and Other Essential Facilities:**

|  |  |
| --- | --- |
| **Parameters** |  |
| Medical / First –Aid facility with Medical Room and availability of Doctors |  |
| Sports and games (indoor / outdoor)  |  |
| Computer and Internet facility for the faculty members  |  |
| Facilities for physically handicapped  |  |
| Separate common rooms for boys and girls  |  |
| Students canteen  |  |
| Availability of generator  |  |
| Potable water and water coolers for summer season  |  |
| Faculty cubicles |  |

15. Details of other Facilities Available (Yes / No):

|  |  |  |
| --- | --- | --- |
| (i) | Drinking Water |  |
| (ii) | Generator |  |
| (iii) | Bank facility  |  |
| (iv) | Facilities provided for physically Handicapped |  |
| (v) | Transport facilities |  |
| (vi) | Medical facilities |  |

**16. Details of the Labs/Workshops/Work stations available:**

|  |  |  |
| --- | --- | --- |
| **Name of Laboratory** | Major Equipment | **List of equipment added during previous year** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Append duly attested details if required. Annexure No.\_\_\_\_\_\_\_\_\_\_\_\_\_.

**17. Details of Computer Centre**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Laboratory** | No of Computers with configuration (programme wise) | **Other Equipment (LAN/ Servers/ Printers/ Firewall etc.** | **Legal Software (System & Application)** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Append duly attested details if required. Annexure No.\_\_\_\_\_\_\_\_\_\_\_\_\_.

18. Any new initiatives/achievements:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_