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** |
|  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |

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** |
|  |  |  |  |  |  |  |  |
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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:

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