



Shetkari Shikshan Prasarak Mandal's
Jaywant College of Engineering and Polytechnic

(Approved by AICTE, New Delhi, DTE, Govt. of Maharashtra, Affiliated to &BATU, Lonere & MSBTE, Mumbai)

Ref./SSPM/JCEM/

Date: 28/06/2024

Office order

Sub: Appointment of Right To Information Cell

Sir/Madam,

I am pleased to inform that, following is the Right To Information officer, Appeal officer Committee appointed, from 28/06/2024 for the period of two year or until their service in the JCEP, whichever is earlier. The frequency of meeting will be one or two meetings in a semester or when required. The information regarding date of meeting, the agenda of the meeting will be communicated by presiding Officer/Chairman of the committee from time to time.

SR.No.	Name of the Staff	Member	Role	Mobile No.	Sign
1	Dr. A.J.Gujar	Appellate Authority	Principal	8412834040	
2	Mr. Amol Patil	Public Information Officer	Office Superintendent	9970163003	
3	Mr. Sangram Jadhav	Asst. Public Information Officer	Office Superintendent	9766586523	

You are requested to perform the duties as a member of committee and co-operate with presiding Officer/Chairman for best performance of the committee work.

Received

Dr. A.J.Gujar
Principal



Right To Information Cell




Right To Information officer, Appeal officer Committee

Functions

- 1) The Particulars of its organization. Functions and Duties.
- 2) The Powers and Duties of its officers and employees.
- 3) The Procedure followed in the decision-making process, including channels of supervision and accountability.
- 4) The norms set by it for the discharge of its functions.
- 5) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.
- 6) A statement of the categories of documents that are held by it or under its control.
- 7) The particulars of any arrangement that exists consultation with, or representation by, the members of the Public in relation to the formulation of its policy or implementation thereof
- 8) 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,
- 9) A directory of its officers and employees.
- 10) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.
- 11) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made
- 12) The manner of execution of subsidy programmers, including the amounts allocated and the details of beneficiaries of such programmers.
- 13) Particulars of recipients of concessions, permits or authorizations gran

Right To Information Cell

In Pursuance of Act No 22 of the right to information Act 2005 Published by Ministry of law and Justice New Delhi dated 21st June 2005 and subsequently endorsed by law and judiciary department Mantralaya, Mumbai 400 032 dated 8th July 2005 published in the Maharashtra state Gazette dated 21st July 2005 Information Cell of Shetkari Shikshan Prasarak Mandal's Jaywant college of Engineering and Polytechnic Killemachindragad, has been constituted as below.

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Prof.R.V. Pethkar
IQAC Co-ordinator



Dr. A.J.Gujar
Principal