

Statutory Declaration under section 4 (1) (b) of the R T I Act 2005

*** Particulars of the Organization function & Duties ***

Name of the Society: Jijamata Education Society's, Arts, Science & Commerce College,
Nandurbar

Name of the Institution: Jijamata Education Society.

Address: Waghoda Road, Shikshak Colony, Nandurbar 425412 Maharashtra.

Section 4 (1) (b) of RTI Act 2005 covers the statutory declaration on the website on the Jijamata Education Society's Arts, Science & Commerce College, Nandurbar. Dist. Nandurbar (M.S.). It covers all the rules & regulation which are implemented by Govt. of Maharashtra.

Our college is affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon, since 1992 & Establishment of College since 1989.

The College has Governing Body which is approved by the authority appointed by the Govt. of Maharashtra. The College discharges its a function in accordance with the rules & regulation established by KBC NMU Jalgaon and amended from time to time & instructions, orders issued by Directorate of Higher Education, Govt. of Maharashtra.

❖ Major Activities :

- The Major Activities are in accordance with the mission of the college i.e. to provide opportunities for the rural & tribal students and hence each family in and around Nandurbar tribal zone may have graduates and post graduates in education field.
- Higher Education up to the level of Post Graduation is provided from our college to the students of all section of the community without any discrimination.
- Employment opportunities are provided to the U.G. & P.G students through campus interview.
- Employment oriented vocational courses and training programs are offered.
- Technology enabled courses are offered to the students through SWAYAM.
- Communal harmony is established through NSS, sports and value education and Cultural Programs and Association Meetings and Extension Activity and Student's Development Programs.
- The skill training and awareness building programs, uplifting of socially and economically suppressed students, parents from tribal zones are being insured through quality education.

❖ Profile of the Institutions :

Our college comes under “Grant in Aid” category under 2 (f) & 12 (B) schedule of UGC since 2004 & 2006 respectively.

Head of the Institution

The Principal
Jijamata Education Society’s
Arts, Science & Commerce College,
Waghoda Road, Shikshak Colony,
Nandurbar, 425412 (M.S.)
Contact No. : 9422235957
Land Line: 02564 232832
E-mail: jesascc@yahoo.com
Web Site: www.jijamataeducation.org

Working Hours

College Office Time: 08:30 am To 12:30 pm
03:00 pm To 06:00 pm
Class Time: i] Arts & Commerce Faculty
07:30 am To 12:30 pm
ii) Science Faculty
11:00 am To 04:00 pm

Visiting Hours for the Public:

Library Hours: It remains open except Sunday
From 08:30 am to 06:00 pm
Holidays: The College remains closed on all public holidays.

❖ Courses Offered

- **Junior College**
Arts Faculty – Marathi, Hindi, English, Geography, Economics, Defense Studies, History.
- **Para-medical Courses**
 - i) CMLT (Medical Lab Technician)
 - ii) X-ray (Radiology Technician)
 - iii) Opth (Ophthalmology Technician)
- **Under Graduate Programs :**
 - 1) B.A. – Marathi
 - 2) B.A. – Hindi
 - 3) B.A. – English
 - 4) B.A. – History
 - 5) B.A. – Geography
 - 6) B.A. – Political Science
 - 7) B.A. – Economics
 - 8) B.A. – Psychology
 - 9) B.A. – Defense Studies
 - 10) B.Com – Accountancy

- 11) B.Sc. – Chemistry
- 12) B.Sc. – Physics
- 13) B.Sc. – Botany
- 14) B.Sc. – Zoology
- 15) B.Sc. – Computer (Non Aided Basis)
- 16) B.Sc. – Micro-Biology (Non Aided)

- **Post Graduates Programs :**

- 1) M.A. – English (Non Aided Basis)
- 2) M.A. – Marathi (Non Aided Basis)
- 3) M.A. – History (Non Aided Basis)
- 4) M.A. – Geography (Non Aided Basis)
- 5) M.A. – Political Science (Non Aided Basis)
- 6) M.A. – Economics (Non Aided Basis)
- 7) M.A. – Psychology (Non Aided Basis)
- 8) M.Com –
- 9) M.Sc. – Chemistry
- 10) M.Sc. – Botany
- 11) M.Sc. – Zoology
- 12) M.Sc. – Computer
- 13) M.Sc. – Micro-Biology

- **Open University Nashik Study Center**

- **Courses Offered**

- **Under Graduate Courses**

1. B.A. – Marathi
2. B.A. – Hindi
3. B.A. – English
4. B.A. – History
5. B.A. – Geography
6. B.A. – Political Science
7. B.A. – Psychology
8. B.A. – Economics

- **Post Graduate Courses**

1. M.A. – Marathi
2. M.A. – English
3. M.A. – Hindi
4. M.Com – Accountancy, Banking, Business Marketing, Office Management
5. M.B.A. – Marketing / Finance
6. M.Sc. – Chemistry
7. M.Sc. – Botany
8. M.Sc. – Zoology
9. M.Sc. – Environment Studies

RTI Disclosure Under Section 4(1)(b)

Jijamata Education Society's Arts Science & Commerce College Nandurbar was founded in 1989 by Honorable Late Bhausaheb Diliprao Mothabhau More. It is affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University Jalgaon (MS) & is governed by the governing body of the Jijamata Education Society, Nandurbar. The college imparts education & life skills to mould generations responsible to humanity.

Our institutions is one of the reputed institutions in the remote & tribal part of the rural areas of North Maharashtra. It is the matter of great pride that the college has made consistent progress throughout the years under the able guidance of Hon. Chairman of institution Smt. Shobatai Diliprao More Her foresighted personality lay the stepping stone for motivation and upliftment of rural and tribal students by providing quality education facilities.

The Principal, JES'S Arts Science & Commerce College is the Academic & Administrative Head of the College Professors, Associate Professors & Assistant Professors in various department work under the able guidance of the Hon. Principal.

An excellent academic team from various faculties (including 22 Ph.D. & 5 M.Phil. degree holders) heads the academic activities. The college has well equipped centralized library, science laboratories & also creative and socially committed campus having NSS, Indoor Activities etc.

This prestigious institution which have made their mark in various fields was awarded the B grade by the National Assessment & Accreditation Council in 2015 -2016 for its meritorious performances & contributions.

❖ The Power & Duties of Officers & Employees

The Principal of the college is the Academic and Administrative Head of the college. Administrative office is headed by Office Superintendent and supported by Senior & Junior Clerks who supports the Principal in financials matters.

Professors, Associate Professors & Assistant Professors of various department's under the supervision of senior teacher and Head in-charge of the Department supports the Principal in academic matters.

❖ The Procedures of Decision-Making including Supervision & Accountability

The Principal in consultation with governing body forms the various committees in college & makes suitable decisions for the proper conduct of the college with support of office staff under the control of the Chairman & Co-ordinator, Academics & Administration. In this regards the rules of Maharashtra State & Subordinate Service Rules, Maharashtra Education Act & Rules and Statues of the affiliated universities are also strictly followed.

❖ The Norms Setting by the College to Discharge the Functions

The functions of Jijamata Education Society's Arts Science & Commerce College are discharged in accordance with the various rules and regulations constituted for the purposes. All the functions are discharged under the supervision & control of UGC, State Government/ University/Management/Principal as the assignment of functions issues are dealt with on priority basis and various instructions issued from time to time.

❖ The Rules & Regulations to follow by Employees for Discharging its function

- The Constitution Of India
- Maharashtra State Service Rules
- Laws Relating to Civil Services
- Maharashtra Education Act & Rules
- Statues of the Kavayitri Bahinabai Chaudhari North Maharashtra Univesity, Jalgaon as amended from time to time.
- Rules for the conduct of classes/library/labs/committees & cells of the college as amended from time to time.

Statement of categories of documents that are held by it or under its control

Sr. No.	Category of the Document	Name of the Document & its Introduction in 1 line	Procedure to obtain the Document	Held by/under the Control of
1	Non-Confidential	College by-Laws	To Approach the Information Officer	Principal
2	Non-Confidential	Memorandum of understanding & Rules & Regulations	-do-	-do-
3	Non-Confidential	Notes on Agenda placed in Governing Body	-do-	-do-
4	Non-Confidential	Minutes of various meetings like Governing body/Academic committee/Building Committee	-do-	-do-
5	Confidential	Employees Confidential Report(CR)	Cannot be Obtained	-do-

❖ **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 there of :**

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here is no arrangement to solicit the views of the members of the public in relation to the formation of policies or implementation thereof in the college.

❖ **Statement of Boards Councils Committees & Other bodies consisting of two or more persons constituted as its parts or for the purpose of its advice & as to whether meeting of those Boards, Councils, Committees and other Bodies are open to the public or the minutes of such meeting are accessible for public.**

The following Committees & Cells have been constituted by the Principal for its functioning. Meetings of these committees are not open to the public. Minutes of the meetings will be made available to the public or request subject to the provisions of the RTI Act, 2005.

- RTI
- Anti-Ragging Cell
- Anti-Sexual Harassment Cell
- Career Guidance & Placement Cell
- Counseling Committee
- Discipline Committee
- Extension Activities Cell
- NAAC Committee
- Remedial Coaching
- Research Cell
- Sports & Cultural Cell
- Student Grievance Redress Cell

- Website Committee
- Women's Cell

❖ **Directory/Details of Officers**

1. Principal Dr. S.V.Deore
(1st Appellate Authority)
Phone No. 02564-232832
Mobile No. 9422235957
Email- jesacc@yahoo.com
2. Shri Y.N. Ahirrao
(Public Information Officer)
Mobile No. 9175781595
Email-

❖ **Monthly Remuneration received by officer and employees**

It is not feasible to publish on web as the monthly remuneration by each of its officers and employees because of large number of employees in the college.

Moreover the monthly remuneration is likely to change depending on the grant of increments of variation in the clearness allowance sanctioned by the Govt time to time.

❖ **Budget allocated to each of its agency including the particular of all plans proposed expenditures and disbursements mode.**

Statement of budget allocated for the financial year 2021-22 to college from the agencies of the Govt of India & Govt of Maharashtra under the heads of accounts operated and control by the college is accountable and available to public on request under RTI Act.

❖ **Manner of execution of subsidy programs including the amount allocated and detail of beneficiaries of such programs**

No subsidy programs are executed by the college and no amount has been allocated for the same.

❖ **Particulars of recipients of concessions permits or authorizations granted by the college**

Details of the students receiving fee concession under different schemes of the government are available in the offices upon request.

❖ **Information held by/available to the college reduced in an electronic form:-**

- Statutes of the affiliating University as amended from time to time.
- Rules for the conduct of classes/library/laboratories.
- Manual of office procedure.

❖ **Facilities available to citizens for obtaining information including the working hours of a library or reading room, if maintained for public use.**

Public can directly access the information from the office/Principle & the concerned departments during working hours of the college. Information on other matter can be obtained from the public information offices as per provisions of the RTI Act 2005. Library is not available for public use.

❖ **Name, designation & other particulars of Appellate Authority & Public Information Officer**

Appellate Authority:- Prof. Dr. S.V.Deore, Principal

Public Information Officer:- Shri. Y.N. Ahirrao

J.E.S.S Arts,Science & Commerce, College,Waghoda Road, Nandurbar.