

PROACTIVE DISCLOSURE AS PER SECTION 4 (I) (B) OF THE RTI ACT, 2005

(i) Rajdhani College/Rajdhani Junior College, Bhubaneswar is located at Baramunda, Bhubaneswar – 751003. It started in the year 1973 with provision for Intermediate teaching. The Degree courses started in 1975. Both Rajdhani College & Rajdhani Junior College are co-educational Government Colleges. This College is affiliated to Utkal University, Bhubaneswar and comes under the administrative jurisdiction of the Deptt. of Higher Education, Govt. of Odisha. Rajdhani Junior College is attached to CHSE, Odisha and comes under the administrative jurisdiction of the Deptt. of School & Mass Education, Govt. of Odisha. Both the Colleges offer courses in the streams of Arts, Science and Commerce. From the session 2016-17, Rajdhani College is following CBCS pattern of Examination at +3 level. The College has also the facilities for M.A (Education & Odia) and B.Ed courses. The SAMS monitored admission pattern as per the rules and regulations of the Govt. of Odisha is adhered to by the College. The functions and duties of the College are those as decided by the Govt. and implemented by the Principal of the College which include teaching, laboratory work, office work, co-curricular and extra curricular activities among others. Rajdhani College has been accredited 'A' Grade by NAAC in the year 2016. It gets financial assistance, help, grants and support from Govt. of Odisha, UGC & RUSA. The annually published College calendar contains details about the College. The Annual College Magazine is titled "IRA". The College is ragging free and has prescribed dress code.

Dr. Jahan Ara Begum is the Principal-cum-D.D.O of the College at present.

- (ii) The powers and duties of its officers and employees are those as hinted against (i).
- (iii) Decisions at the College levels are taken by the Head of the Institution taking into account the rules and regulations and directions of the Govt., Deptt. of Higher Education, R.D.E, CHSE, Utkal University, UGC, RUSA & NAAC.
- (iv) The norms are those set by the above organizations and agencies.
- (v) These include Circulars, Guidelines, Communications, Memos, Letters, Advisories, Manuals and Service code.
- (vi) The categories of document relate to files, records, cash books, DCR, Vouchers, Acquaintances, Registers, Guard Files in the custody of Head Clerk, Accountant, Cashier, Dealing Assistants, Asst. Librarians, Store Keepers and various departments etc.
- (vii) The College has a Governing Body with the Dist. Collector of Khurdha as the President and Principal as the Secretary with 07 nos. of members.
- (viii) IQAC Alumni Association and Parents Body are open to public if they are eligible for such bodies. The College has also in house committees like Development committee, Discipline committee, Purchase committee, Library committee, UGC Planning Board, Examination committee etc.

(ix) The College has total number of 73 employees out of which 41 are officers including Principal.

- ❖ Principal – 1
- ❖ Reader – 25
- ❖ Lecturer – 12
- ❖ Junior Lecturer – 03

Guest Faculties engaged for the year 2016-17 are 49. List of employees is attached.

(x) The Scale of pay of the following members of Staff.

a) Principal	:	Rs. 37400-67400/- with AGP 10000/-
b) Sr. Reader	:	Rs. 37400-67400/- with AGP 9000/-
c) Reader	:	Rs. 15600-39100/- with AGP 8000/-
d) Reader (S.S)	:	Rs. 15600-39100/- with AGP 6600/-
e) Sr. Lecturer	:	Rs. 15600-39100/- with AGP 7000/-
f) Lecturer (CB)	:	Rs. 15600-39100/- with AGP 6000/-
g) Lecturer (S.S)	:	Rs. 9300-34800/- with AGP 5400/-
h) Jr. Lecturer	:	Rs. 9300-34800/- with GP 4600/-
i) Demonstrator	:	Rs. 9300-34800/- with GP 4200/-
j) Head Clerk	:	Rs. 9300-34800/- with GP 4200/-
k) Asst. Librarian	:	Rs. 9300-34800/- with GP 4200/-
l) Artist-cum-Photographer	:	Rs. 9300-34800/- with GP 4200/-
m) Senior Clerk	:	Rs. 5200-20200/- with GP 2400/-
n) Junior Clerk	:	Rs. 5200-20200/- with GP 1900/-
o) Asst. Store Keeper	:	Rs. 5200-20200/- with GP 2400/-
p) Mechanic	:	Rs. 5200-20200/- with GP 1800/-
q) Lab Attendant	:	Rs.4975-14680/- with GP 1750/-
r) Lib. Attendant	:	Rs.4975-14680/- with GP 1750/-

Class – IV

a) Peon	:	Rs. 4440-14680/- with GP 1700/-
b) Watchman	:	Rs. 4440-14680/- with GP 1700/-
c) Sweeper-cum-Watchman	:	Rs. 4440-14680/- with GP 1700/-

Salaries increase subject to release of annual increments.

(xi) During the financial year 2016-17, the College has received the following amount and allocated the following budget.

RECEIPTS	ALLOCATION
Govt. of Odisha <i>Rs. 7,16,98,700/-</i>	Under P.L – <i>Rs. 23,70,168/-</i>
UGC & IQAC – NIL	UGC & IQAC – <i>Rs. 1,84,068/-</i>
RUSA – <i>Rs. 1,50,00,000/-</i>	RUSA – <i>Rs. 44,99,370/-</i>

(xv) Citizens can obtain information provided they apply as per the provisions of R.T.I Act, 2005 and R.T.I Rules.

The College Library remains open from 10 a.m to 5 p.m on all working days.

Members of the Staff and Students of the College can use the library. Other persons specially permitted by the Principal can also use the Library.

(xvi) The names of the officers with designation and other particulars in charge of the R.T.I Cell are : -

- | | |
|---------------------------------------|---|
| <i>(a) Head of Public Authority</i> | Dr. Jahan Ara Begum, Principal
Mob No. 9437095663 |
| <i>(b) First appellate authority</i> | Smt. Minati Manjari Sahoo,
Reader in Physics
Mob No. 9337018824 |
| <i>(c) Public Information Officer</i> | Shri Abhiram Biswal ,
Reader in Pol.Sc
Mob No. 9437307079 |
| <i>(d) Assistant PIO</i> | Smt. Yogamaya Behera,
Lect. in Zoology
Mob No. 9937307845 |

(Subject to revision)

LIST OF GAZETTED STAFF OF RAJDHANI COLLEGE, BHUBANESWAR

PRINCIPAL: DR. JAHAN ARA BEGUM

(NOT IN ORDER OF SENIORITY)

BOTANY

1. DR. MANAS RANJAN SATPATHY : LECT. DEPLOYED FROM DHENKANAL (A) COLLEGE, DHENKANAL
2. DR. SAGARIKA SAMANTRAY : LECTURER
3. MISS SABITRI MARANDI : JR. LECTURER

CHEMISTRY

1. DR. USHA NALINI MOHANTY : READER

COMMERCE

1. DR. SUNIL KUMAR JENA : LECT. DEPLOYED FROM BJB (A) COLLEGE, BBSR

ECONOMICS

1. SMT RAJASHREE PATI : READER
2. SMT. MITRANANDA RAY : READER
3. SMT BAIJAYANTI ROUT : READER
4. DR. ANURAG MOHANTY : LECTURER

EDUCATION

1. DR. SMT. NIBEDITA MOHANTY : READER
2. DR. JHARANA DAS MOHAPATRA : READER
3. DR. SOUDAMINI MOHAPATRA : READER
4. DR. JAYANTI SATRUSALYA : READER

ENGLISH

1. SMT. CHARUBALA DAS : READER
2. DR. MADHUCHHANDA PATRA : READER
3. SMT TAMAL KUMARI BRAHMA : READER
4. SMT. SANGHAMITRA DAS : READER

GEOLOGY

1. NIL

HISTORY

1. DR. SARMISTHA KAR : READER
2. DR. KALYANI MISHRA : READER
3. DR. SASMITA TRIPATHY : READER
4. SMT. SUJATA DAS : READER

LOGIC & PHILOSOPHY

1. DR. TILLOTTAMA SAHU : READER

MATHEMATICS

1. DR. MANAS KUMAR BHUYAN : LECTURER DEPLOYED FROM BJB (A) COLLEGE, BHUBANESWAR
2. SRI SAROJ KANTA PRADHAN : LECTURER

ODIA

1. DR. NARAYAN SETHI : READER
2. DR. SUSMITA ROUT : READER
3. DR. DEBASISH PATRA : LECTURER
4. SRI SUBHRANSHU KUMAR BEHERA : LECTURER
5. DR. GEETARANI NAYAK : LECTURER

PHYSICS

1. SMT. MINATI MANJARI SAHOO : READER
2. SRI. ASHOK KUMAR MISHRA : READER

POLITICAL SCIENCE

1. DR. PRANAB MANGARAJ : READER
2. SRI ABHIRAM BISWAL : READER
3. DR. BIMBADHAR ROUT : LECTURER
4. DR. JAYANTA PARIDA : READER

SANSKRIT

1. DR. SASHI BHUSAN BEHERA : READER DEPLOYED FROM NC (A) COLLEGE, JAJPUR
2. DR. BIBHUTI BHUSAN MOHAPATRA : JR. LECTURER

SOCIOLOGY

1. SMT. SANGHAMITRA JENA : READER

ZOOLOGY

1. SMT. YOGAMAYA BEHERA : LECTURER
2. SMT. PRIYADARSHINI ROUTRAY : JR. LECTURER

LIST OF NON-TEACHING STAFF

NAME OF POSTS	NO. OF POSTS SANCTIONED POSTS	NO. OF POSTS VACANT	NO. OF POSTS EXISTING	NAME OF EMPLOYEES IN POSITION	REMARKS
HEAD CLERK	01	-	01	Smt. Nirupama Mishra	
SENIOR CLERK	02	01	01+01	Sri Prabir Ku. Senapati	
				Sri Dharendra Ku. Sahoo	Deployment from DD College, Keonjhar
JUNIOR CLERK	08	04	04	Sri M.R Rath	Deployed to R.D Women's College, BBSR
				Sri Samaj Nayak Sri P.K Parida Sri Jajati Keshari Behera	
DEMONSTRATOR	06	01 (Edn)	05	Minati Mohapatra, Edn B.K Pattnaik, Phy S. Satapathy, Chem Mamata Mohapatra, Bot V.N Parichha, Zool	
LIBRARIAN	01	01	NIL	-	Not Filled up
LIBRARY ATTENDANT	02	01	01	Premananda Mohanty	
ASST. LIBRARIAN	01	-	01	Sri Somnath Rath	
LABORATORY ATTENDANT (PHY,CHEM, BOT,ZOO,EDN)	05	03	02	Sri Bansidhar Das, Zool Sri S.N Panda, Bot	Physics – Vacant Chemistry – Vacant Education - Vacant
ASST. STORE KEEPER	03	-	03	Sri K.K Mishra, Chem Sri B. Pradhan, Bot & Zool Sri N. Dei, Phy	
ARTIST-CUM-PHOTOGRAPHER	01	-	01	Sri R.K Mohapatra	
MECHANIC	01	-	01	Sri Kamnath Behera	
P.E.T	01	01	-	-	Not Filled up
PEON	12	03	09	Narayan Sahoo	Engaged in Physics Lab
				Prafulla Ku. Swain	Library
				Nityananda Samal	Engaged in Chem. Lab
				Basanti Pradhan	Education Lab Deptt.
				Umesh Ch. Mohanty	Dak Bearer
				Rabi Ch. Sahoo	Try. Sarkar
				Gopa Mohapatra	Exam Section
				Om Prakash Pattnaik	Library
Smt. R.S Das	Office				
WATCHMAN	01	01	-	-	Vacant
SWEERPER-CUM-WATCHMAN	03	01	02	Deba Gochhayat Rabindra Nayak	
SPECIMEN COLLECTOR	01	01	-	-	Vacant
TOTAL	49	18	31+01		