

KARNAL INSTITUTE OF POLYTECHNIC

Village – KUNJPURA, KARNAL 132001

Tel. – 0184-2385549-50

E-mail- info@karnalinstitutions.org

COMPLIANCE REPORT

SESSION 2010-11

1 i) Name and Address of the Institution

Name	KARNAL INSTITUTE OF POLYTECHNIC	
Address	Permanent Location as approved by AICTE	Temporary Location (if applicable)
Village	KUNJPURA	
Taluk		
District	KARNAL	
Pin Code		
State	Haryana	
STD Code	0184	Phone No: 2385549-50, 9215800250
Fax No.		E-Mail: inf@karnalinstitutions.org
Nearest Rly Station	KARNAL	
Nearest Airport	Delhi	
Web site	WWW.karnalinstitutions.org	
File No with date of first approval :		

1 ii) Information regarding Mandatory Disclosure:

a) Whether the Mandatory Disclosure is hoisted on the institutional website: Yes No

b) If yes, web-site address on which Mandatory Disclosure is available:
www.karnalinstitutions.org

c) Whether the faculty information provided in the Mandatory Disclosure is same as being submitted in the Compliance Report. Yes No

d) Whether the information provided in the Mandatory Disclosure is being regularly updated.
Yes No , Date on which the Mandatory Disclosure was last updated:

1 iii) Whether the institution is operating at temporary location (if so provide details of permanent location along with survey no.)?No

--

--	--

2 i) Name and Address of the Society / Trust

Name	MAHAVIR SHIKSHA SAMITI		
Address	29, WAZIR CHAND COLONY		
Pin Code	132001	STD Code	0184
Phone No.	2385549	Fax No.	
E-Mail	info@karnalinstitutions.org	Web site	www.karnalinstitutions.org

2 ii) Brief details regarding background of the Trust/Society, Governing body members, etc.

S.No.	Name of the Member	Qualification	Experience	Total Year	Remarks
1	Sh. Atter Singh Sandhu	B.A, B.Ed, Radar Engg.	-----	-----	
2	Sh. Amarjeet Singh Sandhu	B.A, L.L.B	-----	-----	
3	Sh Bansi Lal Lather	M.A., M.Ed, M.Phil	-----	-----	
4	Sh. Vinod Sangwan	Post Graduate	-----	-----	
5	Smt Krishna :Lather	M.A., M.Ed	-----	-----	
6	Smt Neelam Sangwan	Graduate	-----	-----	
7	Smt. Inderjeet Kaur	M.A., M.Ed, M.Phil	-----	-----	
8	Sh. Gopal Krishan	Ph.D Math	-----	-----	
9	Sh. Brij Mohan Singla	Graduate	-----	-----	
10	Sh. Vinod Bhatia	Post Graduate	-----	-----	
11	Dr. Vimal Dhawan	M.D Homothetic	-----	-----	
12	Dr. S Malik	M.B.B.S	-----	-----	
13	Er. Surinder Singh	B.E.	-----	-----	

3 Name and Designation of the Head of the Institution (Principal / Director)

Name	Sh. Surinder Singh				
Designation	Principal	Qualification : B.Tech Experience : 42 Years	Highest Degree	Specialization Comp. Sc.	Total Experience
		Date of Birth: 15/3/1950	B.Tech	Electrical	42 Years

STD Code	0184	Phone No. (O) 2385549	Fax No.	
STD Code	0184	Phone No. (R)	Fax No.	
E-Mail	principal@karnalinstitutions.org	Mobile No. As above	Date of joining the institution: 1/04/10	

4. **Type of Technical Institution (Tick whichever is applicable)**

- i) University Dept./Constituent College of University/Deemed to be University
- ii) Central / State Government
- iii) Government Aided
- iv) Self-Financing (Minority)
- v) Self-Financing (Non-Minority)
- vi) Any other (Please specify)

5. **Information on Establishment of the Institution**

- i) Year of Establishment : 2010
- ii) Date on which first approval was accorded by the Council 21/7/2010
- iii) Year of Commencement of the first batch 2010
- iv) Details of Last extension letter with year of approval 21-7-2010

6. **Whether there is any change of Name of the Institution, Society / Trust and Location of the Institution after AICTE approval? If yes, enclose details**

- i) Whether the name of the Society has been changed Yes No
If yes, give details
 - ii) Whether the composition of the Society has been changed Yes No
If yes, give details
 - iii) Whether the name of the Institution has been changed Yes No
If yes, give details
-

iv) Whether the Institution is functioning at temporary site Yes
No
If yes, give details

v) Whether the Institution has changed its permanent location Yes No
If yes, give details

7. i) **Whether there is any Court Case filed by the Institution against AICTE which is in progress?** (Please tick (✓) appropriate box)

Yes No

If yes, then give details with name of the Court, Writ Petition No. Subject Matter and Latest Status.

7. ii) **Whether there is any case of Malpractices / Complaints/ or being penalized on account of non- submission of compliance within the cut-off-date, making excess admissions etc. against the Institution ? if yes, provide details**

8. **Name and Address of the Affiliating University**

Name	Directorate of Technical Education, Haryana
Address	Sector-17, Chandigarh.

Pin Code		Period of Affiliation	Awaited
STD Code	0172	Phone No.	
Fax No.		E-Mail/ Web site	

9. i) AICTE approved existing course(s) of study during academic year 2010-11

			AICTE Approved Intake during last 4 years								
	Courses	1 st Year of approval by AICTE (give approval ref. no. & date)	2010-11		2009-2010		2008-2009		2007-2008		Status of Accreditation (Validity period)
			Sanctioned intake	Actual admissions	Sanctioned intake	Actual admissions	Sanctioned intake	Actual admissions	Sanctioned intake	Actual admissions	
Three Year Engg. Diploma(FT)	Mech. Engg.		60		Nil		Nil		Nil		
	Computer Engg.		60		Nil		Nil		Nil		
	Electronics & Com. Engg.		60		Nil		Nil		Nil		
	Civil Engg.		60		Nil		Nil		Nil		
	Electrical Engg.		60		Nil		Nil		Nil		
UG(PT)			N.A								
PG(FT)			N.A								
PG(PT)			N.A								

FT: Full Time, PT: Part Time

Signature of Authorized Signatory with date

10. i) Whether the Institution is sharing its facilities / premises with any other Institution or running any unapproved Programmes? If yes, give details. Yes No

A. Name of the other Institutions, which are sharing the facilities

No

B. Unapproved course(s) functioning in the college premises, its duration and intake: No

S. No.	Courses	Approving Authority	Affiliating Body	Degree / Diploma / Certificate	Duration (Years)	Sanctioned Intake	Actual Admissions during 2008-09
			NIL				
TOTAL							

10 ii) Whether admissions under PIO / Foreign Nationals quota has been approved for your institution by the AICTE? If yes, give details. No

S. No.	Courses	Sanctioned Intake 2008-2009	Actual Admissions
		-N.A-	

11. Status of Compliance of Specific Conditions / Deficiencies Communicated in the Last Approval/Extension of Approval by AICTE. No Deficiency Communicated

S.No.	Deficiencies Communicated / Specific Conditions	Compliance Report
	NIL	

12.

Name : Sh.Surinder Singh

Date of Birth:

Academic qualifications (with field of specialization) :B.Tech (Electrical)

Details of Experience (Academic / Industrial) :42 Years

As Above

Date of the appointment in the present institution :1/04/2010

12 ii) (b) Details of the Full Time Teaching Faculty exclusively appointed and working for the AICTE approved programme with designation, date of birth, qualification alongwith class / division obtained, experience, date of joining and pay scale (Programme wise).

S. No.	Name of Faculty	Designation	Qualification	Experience	Date of Joining	Past Teaching/ Professional Experience	Signature
1	Mr. Sandeep Kaushik	Sr. Lecturer	B.Tech	4.5	1/4/2010		
2	Mr. Arun Bansal	Lecturer	B.Tech	1	1/7/2010		
3	Ms. Shweta Sachdeva	Lecturer	B.Tech		1/7/2010		
4	Mr. Pankaj Saini	Lecturer	B.Tech		1/7/2010		
5	Ms. Nishu	Lecturer	B.Tech		1/7/2010		
6	Mr. Puneet Goyal	Lecturer	B.Tech		1/7/2010		
7	Mr. Karan Gambhir	Lecturer	B.Tech		1/7/2010		
8	Ms. Swati Agarwal	Lecturer	B.Tech		1/7/2010		
9	Ms. Deepti (Physics)	Lecturer	M.Sc	1	1/4/2010		
10	Mrs. Avantika (Physics)	Lecturer	M.Sc		1/7/2010		
11	Ms. Chhavi Bhatia (Chemistry)	Lecturer	M.Sc		1/7/2010		
12	Ms. Anita Bhatia (Chemistry)	Lecturer	M.Sc		1/7/2010		
13	Mr. Sanjeev Kumar(Maths)	Lecturer	M.Sc		1/7/2010		
14	Ms. Neha Sood(Maths)	Lecturer	M.Sc		1/7/2010		
15	Ms. Priyanka (English)	Lecturer	M.A	1	1/7/2010		

12 ii) (c) Information about stability of the Faculty (separately for each Programme).

S. No.	Programme	Category	Period of appointment				Total
			Less than 6 Months	Between 6 Months to 1 year	Between 2 to 3 years	More than 3 years	
		Professors					
		Assistant Prof.					
		Lecturers	15	15			
		Others	1	1			

12 ii) (d) Mode of selection of faculty and staff: Through Advertisement in newspapers & through a duly constituted Selection Committee.

Name of the newspapers in which advertisements are placed and their circulation status
The Tribune, Dainik Jagaran
Constitution of the selection committee: As per AICTE & Haryana Govt. Norms.

Whether University representative is invited in the selection committee meeting. Yes No

**12 ii) Details of Technical / Administrative / supporting Staff
(e)**

S.No	Category Staff	Number
1	Technical Supporting Staff a) Workshop Instructor b) Laboratory Assistant c) Librarian d) Assistant Librarian e) Programmer f) System Analyst g) Others (Computer Lab in-charge, Lab Attendant etc)	 4 3 1 2 1 1 3
2	Administrative Staff a) Administrative Officer b) Accounts Officer/Assistant Account Officer c) Clerks d) Others	 1 2 1 4

13. Strengths & Weaknesses of the institution in terms of Teaching Methodology/Transaction of Syllabus /Innovations /best practices (if any)/ industrial project / Industrial consultancy / research taken up for industry and amount granted thereby: (ANNEXURE 13)

NA

18. Details of laboratories and workshops

(LIST ATTACHED)

19. Computer Facilities for the existing programme(s)

S.No	Particulars	Requirements as per Norms (1:4 all undergraduate UG Programmes and 1:2 for MBA/MCA/ PGDM/ PGDBM)		Availability	
1.	No of Computer terminals	75		75	
2.	Hardware Specification	P-IV		Dual core	
3.	No of terminals of LAN/WAN	Half		75	
4.	Relevant Legal Software	Application 04	System 02	Application	SYSTEM
				04	02
5.	Peripheral(s)/ Printers	08		08	
6.	Internet Accessibility (in kbps & hrs)	Internet Connection		2 M BPS	

Whether the computer facilities are suitable for the existing programmes ? Yes
No

20. Building

1. Available Built up area per student

Total Built up Area for the existing programme-(s)

Particulars	Area required as per norms (Sq.M)	Building with RCC Roof (Sq.M)	Building with Sheet Roof (if suitable for Educational Institution) (Sq.M)	Total sanctioned intake (last 4 yrs. for Engg./Pharmacy/HMCT/ Arch. etc. 2 yrs. MBA/ PGDBM and 3 yrs. for MCA)	Built up area per student	Total Area Available (Sq.M)
Instructional Area (Carpet Area)	1500		1928.46	300	6.5	
Administrative Area (Carpet Area) + Circulation & Others	1200-1500		1255.43	300	4.2	
Amenities (Carpet Area)	300		300	300	1	
Total			3483.89		11.7	

21. **Instructional Area for the existing programme(s)**

Particulars	Number of rooms		Carpet area of each room	
	Requirement as per norms	Available in the institution	Requirement as per norms	Available in the Institution (Sq.M)
Class Rooms	4	5	240	343
Tutorial Hall	2	5	66	166.6
Drawing Hall (*)	1	1	120	140.6
Computer Centre	1	2	120	140
Library	1	1	150	145
Laboratories & workshops	4+1	4+3	750	887.24
Total				

- ❖ Whether any academic activity is being carried out in the basement No
If yes, give details.
- ❖ Whether a barrier free environment has been created in the building for Physically challenged persons.
Yes No
- ❖ Whether the Classrooms, Tutorial hall, Drawing hall, Computer centre, Library, Laboratory and workshops are well equipped for the existing courses.
Yes No

22. **Land Availability**

Land Category (Rural/ District Head Quarter/ State Capital/ Metropolitan city/ Mega City)	Area required as per Land Category (Acres)	Total Area available (Acres)
Rural	5	5

- (a) Whether the said land is demarcated by fencing/ boundary wall for the institution (Tick ✓ appropriate box) Yes No
 - (b) Whether the land is contiguous (Tick ✓ appropriate box) Yes No
- If Not**, Number of plots Distance between the plots (Sq.M)
- (c) Whether the surroundings of the institution are suitable for educational purpose.
Yes No

23. Availability of other facilities:

S.No.	Parameter	Availability	
1	All Weather Approach Road (cemented / kuchha)	Metalled Road	
2	Potable Water Supply System (own bore well / municipal corporation)	Own Bore Well	
3	Electrical Generator (5kv, 5-10 kv, 10-15 kv, more than 20 kv)	25 kVA	
4	Students' Canteen	Available	
5	Students' Common Room (Boys / Girls)	Available	
6	Hostel	Boys	YES
		Girls	YES
	If no hostel facility is available, whether arrangements have been made for boarding and lodging of students near to the institution, if yes mode of travel from the place of stay to the institution		
7	Principal's Quarters	Under Construction	
8	Digital Library	Under Process	
9	Quarters for Faculty	NA	
10	Guest House	NA	
11	Parking facilities	Available	
12	Medical facilities (full time / part time doctor / dispensary)	Part Time Doctor	
13	Insurance facilities	Will be done shortly	
14	Telephone booth	N.A.	
15	Gymnasium /indoor / outdoor stadium	Available	
16	Rainwater-harvesting facilities are available	Available	
17	Post office facility	No	
18	Bank facility	No	
19	Transport facility for day scholars	Available	
20.	Reprographic facilities in the Institutions.	Available	
21.	Barrier free environment for physically challenged.	Available	

4. Fee Structure of the Institution

S.No.	Category	CET quota		Management quota	
		Fixed by the State Fee Committee	Being charged by the Institution	Fixed by the State Fee Committee	Being charged by the Institution
1.	Admission Fee				
2.	Tuition Fee	20000		20000	20000
3.	University fee (Examination fee, Registration fee etc.)				
4.	Hostel fee (Rent etc.)				
5.	Laboratory fee				
6.	Library fee				
7.	Any other				
Total Fee					

25. Financial Position

(i) Whether applicant has opened a bank account in the name of the Society/ Trust for the existing institution

Yes

√	No
---	----

(ii) Source of income & expenditure during the last year: **NA**

S.No.	Source of Income	Rs. (in lakhs)	Expenditure during the last year	Rs. (in lakhs)
1.	Central Government		Salary of Full-Time Faculty	
2.	State Government		Salary for Visiting/Adjunct faculty	
3.	University Grants Commission		Salary of Non-Teaching Staff	
4.	Other Central/State Govt. Bodies		Library	
5.	Private Trust		Computer Centre	
6.	Donations		Equipments Labs and Workshops	
7.	Student Fees		Building	
8.	Internal Revenue Generation		Others (please specify)	
9.	Others (<i>please specify</i>)			
Total				

(iii) Details of Operational funds

S.No.	Name of Bank With Branch & Full Address	Account No.	Cash Balance (in lakhs)	FDR, if any (Excluding joint FDR submitted to AICTE)	Total Amount (in lakhs)
1	PNB	4001002100004086	2.15	15	17.15

Declaration:

It is certified that:

- a) Existing Courses are being conducted as per norms, standards and guidelines of the AICTE.
- b) All the physical deficiencies stated in the last approval letter have been complied with.
- c) The AICTE pay scales are being paid to the faculty members.
- d) The admissions are made on merit and no capitation fee or donation of any kind is charged for admission.
- e) The teaching faculty has been recruited as per qualifications and experience laid down by AICTE.
- f) The tuition and the other fee is being charged as prescribed by the Competent Authority.

- g) No new course has been started (since the last approval by AICTE) without prior approval of AICTE.
- h) The institution is not running any courses not approved by AICTE in the premises of the AICTE approved institution.
- h) The intake in any of the AICTE approved course has not been increased beyond the sanctioned intake, without prior approval of AICTE.

I/We solemnly declare that no information has been withheld and all the information provided in this Compliance Report is correct. If any information is found to be incorrect or false, I/We understand that proposal shall be liable for rejection.

Date:

**Name and Signature of the
Authorized Signatory of the
institution with seal**

Place:.....

**List of Annexure's to be submitted along with the Compliance Report
(Annexures should be strictly submitted in the following order along with index and page numbers and signed by the authorized signatory).**

Annexure 1 Copy of Mandatory Disclosure.

Annexure 2 Faculty & Staff

(A) Existing faculty:

The following documents should be submitted for each of the existing faculty members in the serial order as mentioned **in the section 12. ii b)** of the compliance report.

- 1) One page biodata alongwith attested passport size photographs (with details covering number of papers published, books written, summer winter schools attended, R&D projects undertaken etc.).
- 2) Copies of appointment letters with terms and conditions of appointment and joining report.
- 3) Acquittance roll of Faculty / Non-teaching staff for the current and previous year.
- 4) Salary register of faculty/proof of salary paid to the staff along with TDS records.

(B) Additional faculty appointed.

The following documents should be submitted for the additional faculty members appointed.

- 1) Copy of the advertisement.
- 2) Details of the number of candidates applied and called for interview.
- 3) Selection Committee minutes and recommendations.
- 4) Approval by the Governing body or board of governors.
- 5) One page biodata of the appointed candidates.
- 6) Appointment letter and joining letters of the appointed faculty.

(C) The institution is required to submit a statement signed by each faculty member stating that he / she has been appointed and is working exclusively for the AICTE approved programme in the institution.

(D) An affidavit from the Chairman of the Trust / Director / Principal of the institution stating that faculty members mentioned in the section 12 of the compliance report are exclusively teaching for the AICTE approved programme / institution is required to be submitted by the institution.

Annexure 3 Details of the Built-up Area.

- Details of instructional area, administrative area, amenities area & circulation area (excluding play grounds, residential area, parking space and open air theater) duly certified by Registered Architect.
- Approved building plan with total area of built-up space.
- Building completion certificate from competent authority.
- Details of proposed/under construction area. (if any)

Annexure 4 Photographs and Video CD

- The Institution is required to submit a group photograph with name underneath of all the faculty members and staff (Technical and Non-Technical, etc. separately) along with the head of the Institution.
- Photograph (color) of the building attested by the Chairman/Secretary of the Trust/Society.

Annexure 5 Correspondence related to AICTE Approval.

- Copy of the first approval of AICTE
- Copies of subsequent extension of approval letters of AICTE
- Latest Affiliation of University
- Details of reduction in intake last year, if any.
- Documents related to penal action against the Institution by the University/State/AICTE last year, if any.

Annexure 6 Details regarding workshop, laboratories, library and computers– Course-wise

- Stock Register of Library Books (copies of last five pages to be submitted)
- Usage register of books (copies of last five pages),
- Stock registers of Computers, equipment
- Internet facility, (Type and bandwidth details)
- Copies of Cover page of all journals (last six months) Cover Page of all Journals to bear the stamp of the institution.
- List of laboratories available with area of each lab and major equipments.

Annexure 7 Students data.

- Course-wise number of Students admitted in the previous year.
- Percentage of Pass in each course for the last three years. (A copy of the affiliating University Results of the last three years to be provided.)
- No. of students admitted under PIO / Foreign Nationals (with passport details and account and currency in which fees have been paid).

Annexure 8 Land details.

- A copy of original Land documents.

Annexure 9 Financial details

- Audited Statement of accounts of the institution
- Latest bank statement, funds available in the FDR and Saving Account/Current Account
- A copy of fee receipts with details of the fee being charged from the students.
- TDS Certificate in respect of the Income Tax deducted from salary of faculty members.