

Proactive Disclosure



SINCE 1983

Shantilal Shah Engineering College

Bhavnagar

**Public Information Officer
Shantilal Shah Engineering College
Bhavnagar**

**Principal
Shantilal Shah Engineering College
Bhavnagar**

Year 2026

1. Particulars of Organization, Functions and Duties

Shantilal Shah Engineering College, Bhavnagar is a government institute under the Commissionerate of Technical Education, Government of Gujarat. The institute started functioning in the academic year 1983-84. The Shantilal Shah Engineering College (SSEC) is affiliated to the Gujarat Technological University. It is approved by the All-India Council for Technical Education (AICTE), New Delhi, and the Government of Gujarat.

The 80.10-acre academic commune of the institute has a built-up area of approximately 39,000 square meters. These comprise building blocks for various branches of engineering. The campus includes Boys' hostel facilities with basic amenities.

VISION

To become a leading engineering institute in the state, by developing excellent engineers capable of fulfilling needs of industry, society and nation at large.

MISSION

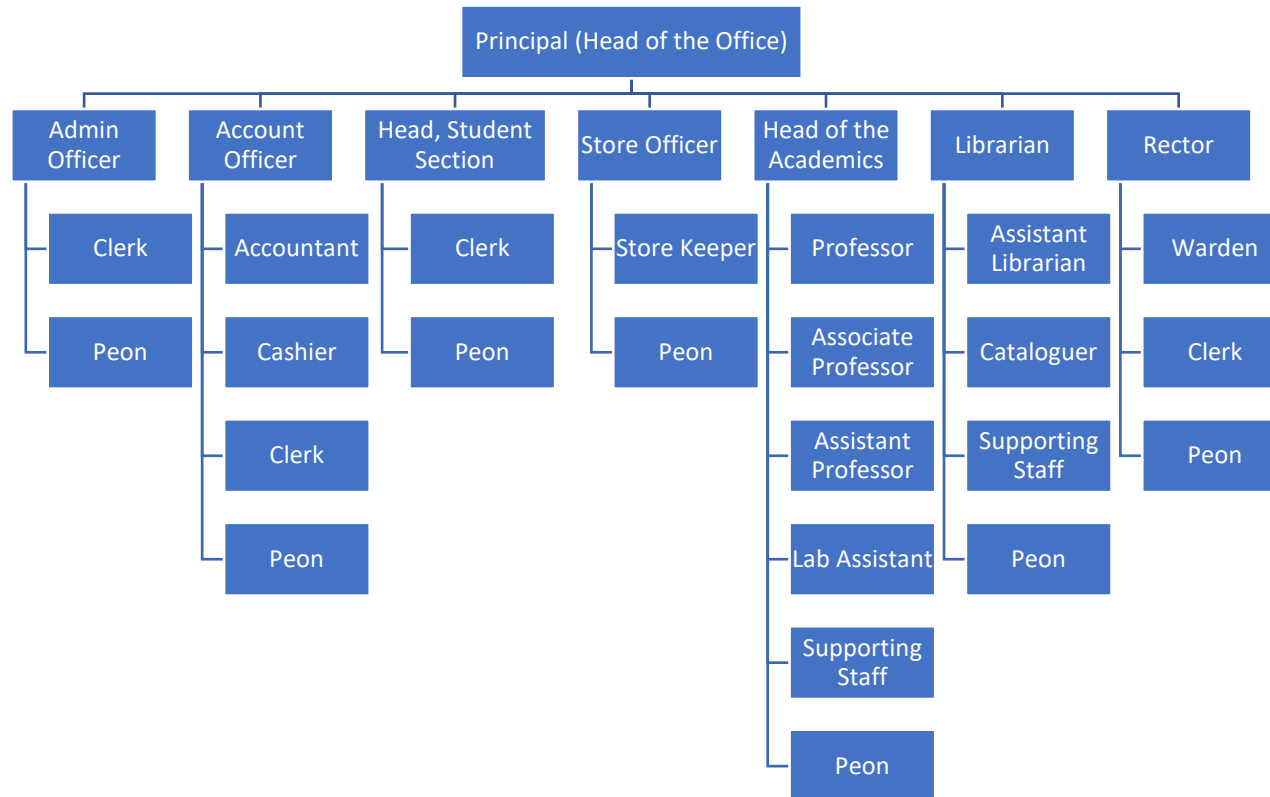
- To provide conducive academic environment motivating the aspiring engineers to achieve excellence.
- To impart ethics and core values in graduates.
- To promote contemporary infrastructure and external linkages

● Duties

The primary duty of any academic organization is to give the best academic framework. The institute has been aspiring to plan, develop, execute, and monitor technical education. The institution offers programs as per the needs of society as a whole to create skilled human

resources. Teaching, relevant administration, and developmental activities of engineering students of various branches as per the GTU teaching scheme. Additionally, the college offers training, research, and development opportunities for students, teachers, and industries.

- **Structure of Governance**



• Function

To impart education in the area of engineering and Technology from undergraduate to Ph.D. in the following programs are run by the institute

Academic Programs					
Sr.	Name Of Course	Year Started	Level UG/ PG	Type Full Time/ Part-Time	Sanctioned Intake
1	B.E. Civil	1983	UG	FT	120
2	B.E. Mech.	1983	UG	FT	90
3	B.E. IC	1986	UG	FT	30
4	B.E. I.T.	2000	UG	FT	120
5	B.E. Elect.	2001	UG	FT	90
6	M.E. Civil	2009	PG	FT	18
7	M.E. Elec.	2009	PG	FT	18
8	M.E. I.T.	2010	PG	FT	18

● Address & Contact Details

1.	Name of College :	Shantilal Shah Engineering College, Bhavnagar
2.	Address :	Sidsar Campus, Sidsar-Budhel Road, P.O. Vartej Bhavnagar-364 060
3.	Website:	www.ssgec.ac.in , www.dte.gujarat.gov.in
4.	Mail ID:	sssec-bhav-dte@gujarat.gov.in
5.	Working Days and Timings:	Monday to Saturday (except 2 nd & 4 th Saturday) from 10.30 am to 6.10 pm.

2. Powers and Duties of its Officers and Employees

- **Principal:**
 - As Head of office all administrative and financial powers delegated by Govt. of Gujarat.
 - Academic administration is performed guided by the rules and regulations laid down by the University, AICTE, UGC, and State government.
 - Financial: As per the GFR, contingency rules delegation of financial power laid by Govt. of Gujarat.
 - Purchase: as per procedure power delegated by the the government of Gujarat.
- **Administrative Officer:** To assist in all administrative duties, to control different organizational coordination mechanisms as per instruction from the Head office.
- **Accounts Officer:** To manage all financial matters of payment & receipt as per the govt. rules.
- **Store Officer:** To carry the purchase of material and equipment as per the requirements and indent from the various departments and other units of the college and take work from subordinate staff for effective execution of the assigned task.
- **Librarian:**
 - To acquire and collect books, manuscripts, Journals, and other reading materials and organize them.
 - To make available the resources to students and teaching as well as non-teaching communities.
- **Student Section In-charge:** Managing student records and carry, liaising with the university in academic and other student-related activities with the help of subordinate staff.
- **TPO:** Arranging industrial visits and placement drives for students.
- **Rector:**
 - Overall administration of all the hostels and mess.
 - Provide necessary accommodation and other Necessary facilities for the students.
 - To maintain the coordination of wardens of various hostels for the smooth running of Hostels.
 - To ensure discipline in the hostels

- Implementation of decisions taken by the Institute authorities and communication with the parents/guardians of the inmates as and when needed
- **Professor:** Managing the respective academic program as well as looking for the development of a culture of research and consultancy in coordination with other faculties of the department.
- **Associate & Assistant Professor:** To carry out the academics and all allied duties assigned by the competent authorities.
- **Lab Assistant & Instructional Staff:** To maintain the laboratory and assist in performing experiments.
- **Head clerk:** Administration operations pertaining to audit, Vikashlakshi, roster register, overload, charge allowance, increment, pension, and service-related matters as well as supervise and guide subordinate staff.
- **Senior Clerk:** Statistical information, register of resolutions, probation and CR, details of temporary posts, TADA bills, Contingency bills, PDDC and overload bills, preparing estimates.
- **Junior Clerk:** Vacation detention, GPF, inward/outward file, salary bills, arrear bills, IT forms
- **Peon:** Work assigned by the principal, head of the department, or officers

3. Procedure Follows in the decision-making process

- The establishment comprising of administrative officer, Accounts officer, and Store officer follows the rules of the Government of Gujarat for service, finance, and disciplinary power delegated.
- University rules are followed for academics, examinations, and declaration of results of the students.
- For academic matters, Head of the department's opinion is considered in an absolutely fair and neutral way.

4. The norms set for the discharge of its functions

- Norms are framed by Govt. of Gujarat and Commissionerate of Technical Education for administration.
- For academic matters, Gujarat Technological University and AICTE guidelines are followed.
- The rules, regulations, and guidelines of AICTE are also followed.
- For student admission, ACPC guidelines are followed.

5. The rules, regulations, instructions, manuals, and records used by employees for discharging their functions are under

Sr	Detail	Rules & Regulation	Monitoring body
1	Student Admission	Admission Rules	ACPC (Admission Committee)
2	Hostel Admission	Hostel admission Govt. guidelines	CTE, Gandhinagar
3	Academic	University rules	GTU, Ahmedabad
4	Transfer of employee	Transfer Rules	CTE, Gandhinagar, Education Dept. Gandhinagar
5	Promotion of employee	Promotion Rules	CTE, Gandhinagar, Education Dept. Gandhinagar
6	Workload	Workload Rules	AICTE, CTE- Gandhinagar
7	Payment	Payment Rules	AICTE, CTE- Gandhinagar
8	Testing & Consultancy	Testing & consultancy guidelines	CTE- Gandhinagar
9	Store and purchase	Store purchase Govt. Rules	Govt. guidelines
10	Housekeeping	Purchase rules of Govt., GEM	Govt. guidelines, CTE- Gandhinagar

6. A Statement of the categories of the document held

Sr	Category of Document	Detail of Document	Procedure to Obtain Document	Held by /Under the Control of
1	Academic	Syllabus	Personally	Head of Department
2	Admission	Admission details	Personally	O/I, Student Section
3	Hostel Administration	Hostel Admission Rule	Personally	Rector, Hostel Office
4	Store and purchase	Store Purchase Rules & Regulations	Personally	Store Officer
5	Finance	Financial Rules & Resolution and rules by Govt	Personally	Account Officer
6	Administration	Administration rules	Personally	Admin officer

7. The particulars of any arrangement that exists for consultation with or representation by the members of the public, in relation to the formulation of policy or implementation thereof.

Academic and administrative norms or reform or policies are being formulated by statutory authorities at the central level and at the level of the Government of Gujarat and are being implemented by the college as per the given guidelines. The college does not have independent authority to formulate the policies or norms.

8. A statement of the boards, councils, committees, and other bodies consisting of two or more persons constituted by it additional information as to whether the meetings of these are open to the public, or the minutes of such meetings are accessible to the public.

Not Applicable, only implement the policy

9. A directory of its officers and employees

Sr	Name	Department	Designation
1	Dr. G. P. Vadodaria	OFFICE	Principal
2	Ms. H. B. Jani	ESTABLISHMENT	Head Clerk
3	Mr. H. D. Raval		Senior Clerk
4	Mr. S. B. Gohil		Senior Clerk
5	Ms. A. B. Dave	ACCOUNT	Head Clerk
6	Mr. K. V. Gohil		Senior Clerk
7	Mr. S. M. Chauhan		Senior Clerk
8	Ms. Y. A. Kureshi	STUDENT SECTION	Senior Clerk
9	Mr. P. H. Gohil		Junior Clerk
10	Mr. R. R. Pandya	STORE	Storekeeper
11	Mr. N. R. Pandya		Instructor Grade C
12	Mr. R. N. Mobarasa	LIBRARY	Laboratory Assistant
13	Mr. M. M. Punani	ON DEPUTATION (G.E.C.)	Junior Clerk
14	Prof. V. M. Patel	CIVIL ENGINEERING	Professor
15	Prof. P. S. Ramanuj		Associate Professor
16	Prof. M. K. Chudasama		Assistant Professor
17	Prof. K. B. Gohil		Assistant Professor
18	Prof. N. P. Soni		Assistant Professor
19	Prof. N. D. Acharya		Assistant Professor
20	Prof. K. R. Mayani		Assistant Professor
21	Prof. N. M. Joshipura		Assistant Professor (Ad hoc)
22	Prof. M. H. Rathod		Assistant Professor (Contractual)
23	Mr. V. P. Parmar		Laboratory Assistant
24	Prof. A. A. Pandya	APPLIED MECHANICS	Associate Professor
25	Prof. D. H. Solanki		Assistant Professor
26	Prof. K. A. Mehta		Assistant Professor
27	Prof. D. P. Advani		Assistant Professor
28	Prof. H. K. Sarvaiya		Assistant Professor
29	Prof. B. H. Solanki		Assistant Professor

Sr	Name	Department	Designation
30	Prof. G. J. Chauhan	MECHANICAL ENGINEERING	Associate Professor
31	Prof. B. D. Upadhyay		Associate Professor
32	Prof. R. A. Mehta		Assistant Professor
33	Prof. N. D. Jogadiya		Assistant Professor
34	Prof. V. J. Pandya		Assistant Professor
35	Prof. J. G. Parmar		Assistant Professor
36	Prof. B. M. Trivedi		Assistant Professor (Ad hoc)
37	Prof. J. S. Dixit		Assistant Professor (Ad hoc)
38	Prof. S. G. Harsora		Assistant Professor (Ad hoc)
39	Prof. U. A. Patel		Assistant Professor (Contractual)
40	Prof. N. Y. Parghi		Assistant Professor (Contractual)
41	Prof. V. S. Chaudhari		Assistant Professor (Contractual)
42	Prof. K. D. Dodiya		Assistant Professor (Contractual)
43	Mr. J. M. Chudasama		Laboratory Assistant
44	Prof. B. N. Vaidya	ELECTRICAL ENGINEERING	Associate Professor
45	Prof. V. N. Modi		Associate Professor
46	Prof. A. B. Parmar		Associate Professor
47	Prof. M. D. Solanki		Assistant Professor
48	Prof. J. B. Sarvaiya		Assistant Professor
49	Prof. V. B. Pandya		Assistant Professor

Sr	Name	Department	Designation
50	Prof. T. B. Maniar	ELECTRICAL ENGINEERING	Assistant Professor
51	Prof. S. K. Patel		Assistant Professor
52	Prof. A. K. Dhandhiya		Assistant Professor
53	Prof. M. V. Gojiya		Assistant Professor
54	Prof. M. K. Bhatt		Assistant Professor
55	Prof. M. U. Ghanchi		Assistant Professor
56	Prof. A. A. Rathod		Assistant Professor
57	Prof. M. S. Shah	ELECTRONICS & COMMUNICATION ENGINEERING	Professor
58	Prof. A. U. Chhaya		Assistant Professor
59	Prof. B. S. Joshi		Assistant Professor
60	Prof. M. K. Vala		Assistant Professor
61	Prof. K. D. Chavda		Assistant Professor
62	Mr. Alpesh Parmar		Laboratory Assistant
63	Prof. B. M. Daxini	INSTRUMENTATION & CONTROL ENGINEERING	Assistant Professor
64	Prof. A. G. Gajjar		Assistant Professor
65	Prof. M. R. Dave		Assistant Professor
66	Prof. D. J. Varia	INFORMATION TECHNOLOGY	Associate Professor
67	Prof. M. N. Panchal		Associate Professor
68	Prof. N. S. Sanghani		Assistant Professor
69	Prof. D. B. Vaghela		Assistant Professor
70	Prof. S. S. Chauhan		Assistant Professor
71	Prof. B. K. Borisaniya		Assistant Professor
72	Prof. S. J. Agravat		Assistant Professor
73	Prof. H. H. Maheta		Assistant Professor
74	Prof. K. V. Patel		Assistant Professor
75	Prof. P. M. Chauhan		Assistant Professor
76	Prof. C. H. Makwana		Assistant Professor
77	Prof. N. B. Nayak		Assistant Professor
78	Prof. D. D. Modi		Assistant Professor
79	Prof. A. D. Meniya		Assistant Professor (Contractual)
80	Prof. D. D. Sanghani		Assistant Professor (Contractual)

Sr	Name	Department	Designation
81	Prof. U. K. Chhaya	PRODUCTION ENGINEERING	Assistant Professor
82	Prof. A. B. Jagani		Assistant Professor
83	Prof. N. P. Nirmal		Assistant Professor
84	Prof. D. J. Desai		Assistant Professor
85	Prof. K. P. Patel		Assistant Professor
86	Prof. B. J. Chudasama		Assistant Professor
87	Prof. T. S. Vala		Assistant Professor
88	Prof. P. B. Trivedi	GENERAL DEPARTMENT	Associate Professor
89	Prof. K. G. Khatsuriya		Assistant Professor
90	Prof. H. N. Bhatt		Assistant Professor
91	Prof. P. H. Lakhani		Assistant Professor
92	Prof. D. B. Rangani		Assistant Professor
93	Prof. D. K. Katariya		Assistant Professor
94	Prof. D. N. Vaishnav		Assistant Professor
95	Prof. D. H. Parmar		Assistant Professor (Contractual)
96	Prof. P. B. Adalja		Assistant Professor (Contractual)
97	Prof. S. J. Vora		Assistant Professor (Contractual)

- **Work Assignments To faculties and related portfolios.**

	शांतिलाल शाह इंजनेरी महाविद्यालय (गुजरात राज्य संस्थान) सिवसर कैम्पस, पोस्ट वरतेज, भावनगर - ३६४ ०६० गुजरात, भारत Shantilal Shah Engineering College (Gujarat Government Institution) Sidsar Campus, Post Vartej, Bhavnagar - 364 060 Gujarat, India		
Phone : (+91) 63519 63332	Website : www.ssec.cteguj.in	Email : ssec-bhav-dte@gujarat.gov.in	
Ref. No. SSEC/ESTA/ 787		Date: 24/07/2026	
<u>Office Order for Work Distribution: Year 2026</u>			
With effect from 01/08/2026 and until further orders, for the smooth functioning of the college, the following staff members are assigned the work mentioned below. This Office Order supersedes all previous work distribution orders. All outgoing officers/officials shall hand over the charge of all relevant files, documents, records, passwords, and other related items to the concerned incoming officers/officials and extend full cooperation for the smooth transfer of work. In case of any future change in work distribution or transfer, the concerned officer/official shall hand over the charge to the newly assigned officer or the supporting officer under intimation to the undersigned.			
a	Work assigned	Officer In-Charge	Supporting Staff
(A) Overall Coordinator of Administrative Sections – Prof. Alpesh A. Pandya			
01	Student Section - Purchase, AMC and other machine related matters student section and GTU - Design portal and PMSS portal - Exam form, emergency student form submission and elective entries - Student enrollment BE/ME - Transcript and PDDC related matters - Induction Programme - APAR ID related work	Prof. D. N. Vaishnav	- Prof. A. D. Meniya, Prof. J. G. Parmar - Prof. H. H. Maheta, Prof. N. B. Nayak - Prof. M. K. Bhatt, Prof. N. D. Acharya, - Shri P. H. Gohil - Prof. D. N. Vaishnav - Prof. M. K. Bhatt - Prof. M. V. Gojiya
02	GTU Coordinator - GTU a/c management - GTU Exam - block arrangement - Exam duty order - Exam stationary - Remuneration and billing of (Theory exams, practical	Prof. K. G. Khatsuriya GTU Coordinator Prof. N. S. Sanghani GTU Co-Coordinator	- Prof. H. K. Sarvaiya - Prof. D. P. Advani - Prof. S. J. Agravat - Prof. U. A. Patel, Prof. V. S. Chaudhari - Prof. T. B. Maniar, Prof. A. D. Meniya, Shri P. H. Gohil, Shri K. V. Gohil

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		exams) and expenditure file submission of GTU exams • Manual and E-assessment • Marks entry and Project based Learning		• Prof. D. K. Katariya • Prof. B. M. Daxini, Prof. D. D. Sanghani
03	Administration	• Administrative work • Pay fixation and IFMS	Prof. H. N. Bhatt	• Prof. N. D. Jogadiya • Prof. K. A. Mehta • Prof. S. J. Agravat • Prof. V. J. Pandya, Prof. M. U. Ghanchi
04	Account Officer		Prof. D. B. Rangani	• Prof. B. M. Daxini • Prof. H. K. Sarvaiya • Prof. N. D. Acharya • Prof. D. P. Advani
05	Store	• Store Committee • Purchase Committee • Write off	Prof. B. M. Trivedi	• Prof. M. K. Bhatt • Prof. J. G. Parmar • Prof. S. J. Vora
(B) Student centric and academics				
06	Internal Quality Assurance Cell (IQAC)/CAS	• Monitoring academic activities • results analysis • DTE / GTU Academic Inspection • Academic Calendar • Student's feedback	Prof. A. B. Parmar	• Prof. B. K. Borisaniya • Prof. V. B. Pandya
07	Time Table/Overload Coordinator	• Central Time-Table Committee • Overload • First year PAT/RPAT	Prof. P. B. Trivedi	• Prof. D. K. Katariya • Prof. B. M. Trivedi
08	Hostel		Prof. B. N. Vaidya	• Prof. R. A. Mehta
09	ACPC	• BE Admission • ME Admission • Maintaining admission related details	Prof. N. P. Nirmal	• Prof. A. A. Rathod • Prof. N. B. Nayak • Prof. M. H. Rathod
(C) Scholarship Related Work Distribution				
10	Scholarship	• All Scholarship of Digital Gujarat & PMSSS • Railway & Other trust • Building Construction & Labour Welfare Board • MYSY Nodal Officer (Help Centre), MYSY SSO • SC & ST	Prof. B. D. Upadhyay	• Prof. N. Y. Parghi • Prof. M. H. Rathod • Prof. M. H. Rathod • Prof. M. R. Dave • Prof. S. S. Chauhan • Prof. B. H. Solanki

		- National Scholarship Portal - GATE Scholarship for M.E. Students (AICTE) - PM - USPY (PMSSS)		- Prof. N. M. Joshipura - Prof. J. S. Dixit
11	Training and Placement Cell	- Training & Placement Cell and GTU Internship - Integrated Module of Placement Apprenticeship cum Training (IMPACT)	Prof. D. J. Variya	Dept representative
12	Industry Linkage/MOU	- Entrepreneurship Cell (EDI) - Industry Institute Linkage - MoU with industries	Prof. A. K. Dhandhia	
13	Institute Survey	- AICTE - NIRF / GSIRF - AISHE - DTE/GTU Affiliation	Prof. M. D. Solanki	- Prof. N. S. Sanghani - Prof. D. D. Sanghani - Prof. S. K. Patel - Prof. N. D. Jogadiya
14	NBA		Prof. P. S. Ramanuj	- Prof. M. R. Dave - Dept representative
15	NEP		Prof. D. H. Solanki	Prof. V. B. Pandya
16	Outreach	- College News Letters - Guest / Expert lectures - Student's Club, Student's chapter	Prof. A. A. Pandya	- Prof. D. N. Vaishnav - Prof. P. H. Lakhani - Prof. D. B. Vaghela
(D) Other Administrative and Mandatory Portfolios				
17	Staff Training	- STTP - Skill Development etc - To keep record of the training taken by the faculty members and the training required (if any) for CAS purpose	Prof. K. A. Mehta	Prof. H. H. Maheta
18	R & B Liaison /Civil, Electrical and R&B Related Work		HoD (Civil, Elect and Mech)	- Prof. K. B. Gohil - Prof. J. B. Sarvaiya - Prof. N. D. Jogadiya
19	Legal Matter		Prof. G. J. Chauhan	Prof. S. S. Chauhan
20	RTI		Prof. P. S. Ramanuj	Prof. M. V. Gojiya
21	Grievance Redressal Committee	Grievance Redressal Committee (incl. Online Grievance Mechanism &	Principal	- Head of Dept - Prof. M. N. Panchal - Prof. P. B. Adalja

		University Ombudsman Liaison) • PwD grievances redressal Committee		
22	Women Development cell	• Women Anti- Harassment Cell / Internal Committee (IC) - POSH Act 2013 • Women Development & Girls Counselling Cell	Prof. M. N. Panchal	• Prof. D. N. Vaishnav • Prof. S. K. Patel • Prof. D. D. Sanghani • Smt. A. B. Dave
23	Anti Ragging Committee	Anti Ragging Committee & Discipline Committee	Prof. M. S. Shah	• All HoD • Hostel Rectors and warden • Prof. C. H. Makwana • Shri J. M. Chudasama • Smt. Y. A. Kureshi
24	SC/ST Cell	SC/ST Committee (Prevention of Atrocities Act)	Prof. C. H. Makwana	• Shri A. G. Parmar
25	Equal Opportunity Cell	• Equal Opportunity Cell (SC/ST/OBC/Minority /EWS/PwD) • Especially abled	Prof. C. H. Makwana	• Prof. M. U. Ghanchi • Prof. P. B. Adalja • Shri A. G. Parmar
26	De addiction Committee	Anti-Drug / De-addiction Committee	Prof. P. H. Lakhani	• Prof. S. G. Harsora • Prof. K. V. Patel
27	Internal Audit Committee	Internal Audit Committee	Prof. N. D. Jogadiya	• Prof. K. A. Mehta
28	Security In Charge	• Responsible for maintaining campus fencing/boundary security • to coordinate with the local municipal authority for removal, sterilization, and vaccination of any stray animals found on campus	Prof. B. D. Upadhyay	• Prof. S. J. Vora
(E) Institute Facilities				
29	Institute Website		Prof. B. K. Borisaniya	• Prof. S. J. Agravat, • Prof. A. D. Meniya
30	Internet related Matters	• Campus Networking & Internet • CCTV • Video Conferencing • Wi Fi	Prof. M. S. Shah	• Prof. C. H. Makwana, Prof. K. V. Patel • Prof. B. K. Borisaniya, Prof. P. M. Chauhan • Prof. B. K. Borisaniya • Prof. N. S. Sanghani, Prof. C. H. Makwana • Prof. S. S. Chauhan

		Computer Maintenance (AMC)		
31	House Keeping	- House Keeping & Campus Development including MGSN, campus beautification, LLCC - Green Campus / Environment & Sustainability Committee	Prof. M. K. Chudasama	- Prof. P. M. Chauhan - Prof. M. H. Rathod - Prof. P. B. Adalja - Prof. K. D. Dodiya - Shri J. M. Chudasma
32	Library		Prof. D. H. Solanki	Shri R. N. Mobarsa
33	Canteen		Prof. A. A. Pandya	- Prof. J. B. Sarvaiya - Prof. B. M. Trivedi
34	Fire Safety		Prof. R. A. Mehta	- Prof. J. B. Sarvaiya - Prof. S. G. Harsora
(F) Government Initiative				
36	SSIP		Prof. M. S. Shah	- Prof. N. P. Soni - Dept representatives
37	RUSA Nodal Officer		Prof. D. B. Vaghela	Dept representatives
38	Finishing School		Prof. D. N. Vaishnav	Prof. B. M. Daxini
39	GKS - CNO / PMKVY		Prof. D. B. Vaghela	Dept representative
40	CAWACH		Prof. D. B. Vaghela	Prof. K. V. Patel
41	EBSB		Prof. P. H. Lakhani	Prof. N. M. Joshipura
42	COGENT		Prof. H. H. Maheta	Dept representative
43	Psychology Cell		Principal	- Prof. A. A. Pandya - Prof. H. N. Bhatt - Prof. Savita G. Vaghela, Department of Psychology, MKBU - Mrs Neeta Yadav, Psychologist, Govt. Medical College, Bhavnagar
44	Recruitment Exam	Coordination of GPSC / UPSC / NEET/JEE Other Department exams	Prof. A. A. Pandya	
45	Vishwakarma Yojna		Prof. M. K. Chudasama	Dept representative
46	Community Development Cell like CDTF		Prof. M. K. Chudasama	Dept representative
47	IIC	Institution's Innovation Council (IIC)	Prof. N. P. Soni	

6) Extra & Co-curricular				
48	Gymkhana	- Gymkhana – Cultural - Gymkhana - Sports - Gymkhana – Technical	Prof. M. S. Shah	- Prof. A. A. Pandya, - Prof. T. B. Maniar, - Prof. D. N. Vaishnav, - Prof. A. D. Meniya - Prof. D. B. Rangani - Prof. B. M. Trivedi, - Prof. J. G. Parmar
49	NSS		Prof. P. H. Lakhani	- Prof. N. P. Soni - Prof. J. G. Parmar - Prof. N. P. Nirmal
50	NCC		Prof. V. J. Pandya	- Prof. D. B. Rangani - Kum. Neha Pandya
51	Sports		Prof. D. B. Rangani	- Prof. H. N. Bhatt - Prof. B. M. Daxini
52	Media Cell	- Coordinating with print media - Maintaining social media accounts of institute	Prof. A. A. Pandya	- Prof. N. P. Soni - Prof. M. U. Ghanchi - Prof. N. S. Sanghani
53	R&D Cell	- Grant Facilitation - Publication Tracking - Conducting Research-Oriented Events - Ethics & IPR Support	Prof. N. P. Nirmal	Prof. A. A. Rathod
54	Alumni Cell	Alumni Association / Alumni Cell	Prof. A. A. Pandya	- Prof. N. D. Acharya - Prof. B. M. Trivedi - Prof. B. M. Daxini - Prof. N. P. Nirmal - Prof. S. J. Agravat - Prof. M. K. Bhatt - Prof. D. N. Vaishnav
55	Seminar Hall (Admin Building)		Prof. A. A. Pandya	
56	NTF		Prof. M. S. Shah	Hostel Rectors and warden
57	Scope		Prof. D. B. Rangani	
58	Emergency Response Committee		Principal	- Prof. B. N. Vaidya - Prof. A. A. Pandya - Prof. B. D. Upadhyay - Prof. J. B. Sarvaiya - Prof. K. B. Gohil - Prof. K. G. Khatsuriya - Prof. H. N. Bhatt - Prof. A. K. Dhandhia - Prof. B. M. Trivedi - Shri J. M. Chudasma

59	Anti-Discrimination Officer		Prof. D. J. Variya	
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IMPORTANT INSTRUCTION: At the end of every semester, all Officers-in-Charge are required to submit a report regarding the work assigned and its output to the undersigned.

All Heads of Departments shall issue the respective office orders for the Departmental Representatives mentioned herein and submit a copy of the same to the Principal's office within seven (07) days from the date of issuance of this order.

CC: (1) All HoD/Section Head

(2) All concerned faculty via email.


PRINCIPAL
 SHANTILAL SHAH ENGG. COLLEGE
 BHAYNAGAR.

10. The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
1	Dr. G. P. Vadodaria	Principal	OFFICE	144200-218200	As per Government rules
2	Ms. H. B. Jani	Head Clerk	ESTABLISHMENT	35400-112400	
3	Mr. H. D. Raval	Senior Clerk		25500-81100	
4	Mr. S. B. Gohil	Senior Clerk		25500-81100	
5	Ms. A. B. Dave	Head Clerk	ACCOUNT	35400-112400	
6	Mr. K. V. Gohil	Senior Clerk		26000	
7	Mr. S. M. Chauhan	Senior Clerk		25500-81100	
8	Ms. Y. A. Kureshi	Senior Clerk	STUDENT SECTION	25500-81100	
9	Mr. P. H. Gohil	Junior Clerk		26000	
10	Mr. R. R. Pandya	Storekeeper	STORE	25500-81100	
11	Mr. N. R. Pandya	Instructor Grade C		29200-92300	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
12	Mr. R. N. Mobarasa	Laboratory Assistant	LIBRARY	21700-69100	As per Government rules
13	Mr. M. M. Punani	Junior Clerk	ON DEPUTATION (G.E.C.)	26000	
14	Prof. V. M. Patel	Professor	CIVIL ENGINEERING	144200-218200	
15	Prof. P. S. Ramanuj	Associate Professor		144200-218200	
16	Prof. M. K. Chudasama	Assistant Professor		68900-205500	
17	Prof. K. B. Gohil	Assistant Professor		79800-211500	
18	Prof. N. P. Soni	Assistant Professor		68900-205500	
19	Prof. N. D. Acharya	Assistant Professor		68900-205500	
20	Prof. K. R. Mayani	Assistant Professor			
21	Prof. N. M. Joshipura	Assistant Professor (Ad hoc)		30880	
22	Prof. M. H. Rathod	Assistant Professor (Contractual)		15600	
23	Mr. V. P. Parmar	Laboratory Assistant		21700-69100	
24	Prof. A. A. Pandya	Associate Professor	APPLIED MECHANICS	131400-217100	
25	Prof. D. H. Solanki	Assistant Professor		79800-211500	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
26	Prof. K. A. Mehta	Assistant Professor	APPLIED MECHANICS	79800-211500	As per Government rules
27	Prof. D. P. Advani	Assistant Professor		68900-205500	
28	Prof. H. K. Sarvaiya	Assistant Professor		79800-211500	
29	Prof. B. H. Solanki	Assistant Professor		68900-205500	
30	Prof. G. J. Chauhan	Associate Professor	MECHANICAL ENGINEERING	131400-217100	
31	Prof. B. D. Upadhyay	Associate Professor		131400-217100	
32	Prof. R. A. Mehta	Assistant Professor		131400-217100	
33	Prof. N. D. Jogadiya	Assistant Professor		79800-211500	
34	Prof. V. J. Pandya	Assistant Professor		79800-211500	
35	Prof. J. G. Parmar	Assistant Professor		79800-211500	
36	Prof. B. M. Trivedi	Assistant Professor (Ad hoc)		39100	
37	Prof. J. S. Dixit	Assistant Professor (Ad hoc)		26740	
38	Prof. S. G. Harsora	Assistant Professor (Ad hoc)		23950	
39	Prof. U. A. Patel	Assistant Professor (Contractual)		15600	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
40	Prof. N. Y. Parghi	Assistant Professor (Contractual)	MECHANICAL ENGINEERING	15600	As per Government rules
41	Prof. V. S. Chaudhari	Assistant Professor (Contractual)		15600	
42	Prof. K. D. Dodiya	Assistant Professor (Contractual)		15600	
43	Mr. J. M. Chudasama	Laboratory Assistant		21700-69100	
44	Prof. B. N. Vaidya	Associate Professor	ELECTRICAL ENGINEERING	131400-217100	
45	Prof. V. N. Modi	Associate Professor		131400-217100	
46	Prof. A. B. Parmar	Associate Professor		131400-217100	
47	Prof. M. D. Solanki	Assistant Professor		79800-211500	
48	Prof. J. B. Sarvaiya	Assistant Professor		79800-211500	
49	Prof. V. B. Pandya	Assistant Professor		79800-211500	
50	Prof. T. B. Maniar	Assistant Professor		79800-211500	
51	Prof. S. K. Patel	Assistant Professor		68900-205500	
52	Prof. A. K. Dhandhiya	Assistant Professor		68900-205500	
53	Prof. M. V. Gojiya	Assistant Professor		68900-205500	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
54	Prof. M. K. Bhatt	Assistant Professor	ELECTRICAL ENGINEERING	68900-205500	As per Government rules
55	Prof. M. U. Ghanchi	Assistant Professor		68900-205500	
56	Prof. A. A. Rathod	Assistant Professor		68900-205500	
57	Prof. M. S. Shah	Professor	ELECTRONICS & COMMUNICATION ENGINEERING	144200-218200	
58	Prof. A. U. Chhaya	Assistant Professor		79800-211500	
59	Prof. B. S. Joshi	Assistant Professor		68900-205500	
60	Prof. M. K. Vala	Assistant Professor		79800-211500	
61	Prof. K. D. Chavda	Assistant Professor		68900-205500	
62	Mr. Alpesh Parmar	Laboratory Assistant		21700-69100	
63	Prof. B. M. Daxini	Assistant Professor	INSTRUMENTATION & CONTROL ENGINEERING	68900-205500	
64	Prof. A. G. Gajjar	Assistant Professor		68900-205500	
65	Prof. M. R. Dave	Assistant Professor		68900-205500	
66	Prof. D. J. Varia	Associate Professor	INFORMATION TECHNOLOGY	131400-217100	
67	Prof. M. N. Panchal	Associate Professor		131400-217100	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
68	Prof. N. S. Sanghani	Assistant Professor	INFORMATION TECHNOLOGY	68900-205500	As per Government rules
69	Prof. D. B. Vaghela	Assistant Professor		79800-211500	
70	Prof. S. S. Chauhan	Assistant Professor		79800-211500	
71	Prof. B. K. Borisaniya	Assistant Professor		79800-211500	
72	Prof. S. J. Agravat	Assistant Professor		68900-205500	
73	Prof. H. H. Maheta	Assistant Professor		68900-205500	
74	Prof. K. V. Patel	Assistant Professor		68900-205500	
75	Prof. P. M. Chauhan	Assistant Professor		68900-205500	
76	Prof. C. H. Makwana	Assistant Professor		68900-205500	
77	Prof. N. B. Nayak	Assistant Professor		68900-205500	
78	Prof. D. D. Modi	Assistant Professor		68900-205500	
79	Prof. A. D. Meniya	Assistant Professor (Contractual)		15600	
80	Prof. D. D. Sanghani	Assistant Professor (Contractual)		15600	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
81	Prof. U. K. Chhaya	Assistant Professor	PRODUCTION ENGINEERING	131400-217100	As per Government rules
82	Prof. A. B. Jagani	Assistant Professor		79800-211500	
83	Prof. N. P. Nirmal	Assistant Professor		79800-211500	
84	Prof. D. J. Desai	Assistant Professor		68900-205500	
85	Prof. K. P. Patel	Assistant Professor		57700-182400	
86	Prof. B. J. Chudasama	Assistant Professor		79800-211500	
87	Prof. T. S. Vala	Assistant Professor		79800-211500	
88	Prof. P. B. Trivedi	Associate Professor	GENERAL DEPARTMENT	131400-217100	
89	Prof. K. G. Khatsuriya	Assistant Professor		79800-211500	
90	Prof. H. N. Bhatt	Assistant Professor		79800-211500	
91	Prof. P. H. Lakhani	Assistant Professor		79800-211500	
92	Prof. D. B. Rangani	Assistant Professor		79800-211500	
93	Prof. D. K. Katariya	Assistant Professor		79800-211500	
94	Prof. D. N. Vaishnav	Assistant Professor		79800-211500	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
95	Prof. D. H. Parmar	Assistant Professor (Contractual)	GENERAL DEPARTMENT	30000	As per Government rules
96	Prof. P. B. Adalja	Assistant Professor (Contractual)		15600	
97	Prof. S. J. Vora	Assistant Professor (Contractual)		15600	

11. The budget allocated to each of its agencies indicating the particulars of all plans, proposed expenditures and disbursements made

Financial Year	Budget Head	Item	Grant (Rs.)	Expenditure (Rs.)
2023-24	2203 (C1)	Non Plan	7,61,70,280	7,61,70,280
	2203 (C2-C3)	Non Plan PT	2,20,36,046	2,20,36,046
	2203 (C1)	Plan	13,24,63,190	13,24,63,190
2024-25	2203 (C1)	Non Plan	6,98,80,297	6,98,80,297
	2203 (C2-C3)	Non Plan PT	2,57,06,237	2,57,06,237
	2203 (C1)	Plan	13,39,48,906	13,39,48,906
2025-26	2203 (C1)	Non Plan	6,47,50,257	6,47,50,257
	2203 (C2-C3)	Non Plan PT	2,52,89,149	2,52,89,149
	2203 (C1)	Plan	16,42,45,088	16,42,45,088

12. The manner of executive of subsidier programmes, including the amounts allocated and the details and beneficiaries of such programmes.

Not applicable

13. Particulars of recipients of concessions, permits or authorizations granted by it.

Not applicable

14. Details of the information available to or held by it reduced in an electronic form.

Website of the college: www.ssgec.ac.in provides adequate information

15. The particulars of facilities available to citizens for obtaining information including the working hours of a library of reading room if maintained for public use.

Students can use the library from 10:30 AM to 6:00 PM on working days.

16. The names, designations, and other particulars of the public information officers

Sr	Name	Designation	Contact No.	Mail id	Address
Public Information Officer					
1	Prof. P. S. Ramanuj	Associate professor, Civil Engg. Dept.	9426271513	pio@ssgec.ac.in ,	Civil Engg. Dept., S. S. Engg. College, Bhavnagar
Assistant Public Information Officer					
2	Prof. M. V. Gojiya	Associate professor, Electrical Engg. Dept.	9813615029	mvgojiya@elec.ssgec.ac.in	Civil Engg. Dept., S. S. Engg. College, Bhavnagar
Appellate Officer					
3	Dr. G. P. Vadodaria	Principal	9099063043	ssec-bhav-dte@gujarat.gov.in	Admin. Building, S. S. Engg. College, Bhavnagar

17. Such other information as may be prescribed and thereafter updated every year.
