

Proactive Disclosure



Shantilal Shah Engineering College Bhavnagar

Public Information Officer
Shantilal Shah Engineering College
Bhavnagar

Principal
Shantilal Shah Engineering College
Bhavnagar

Year 2023-24

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

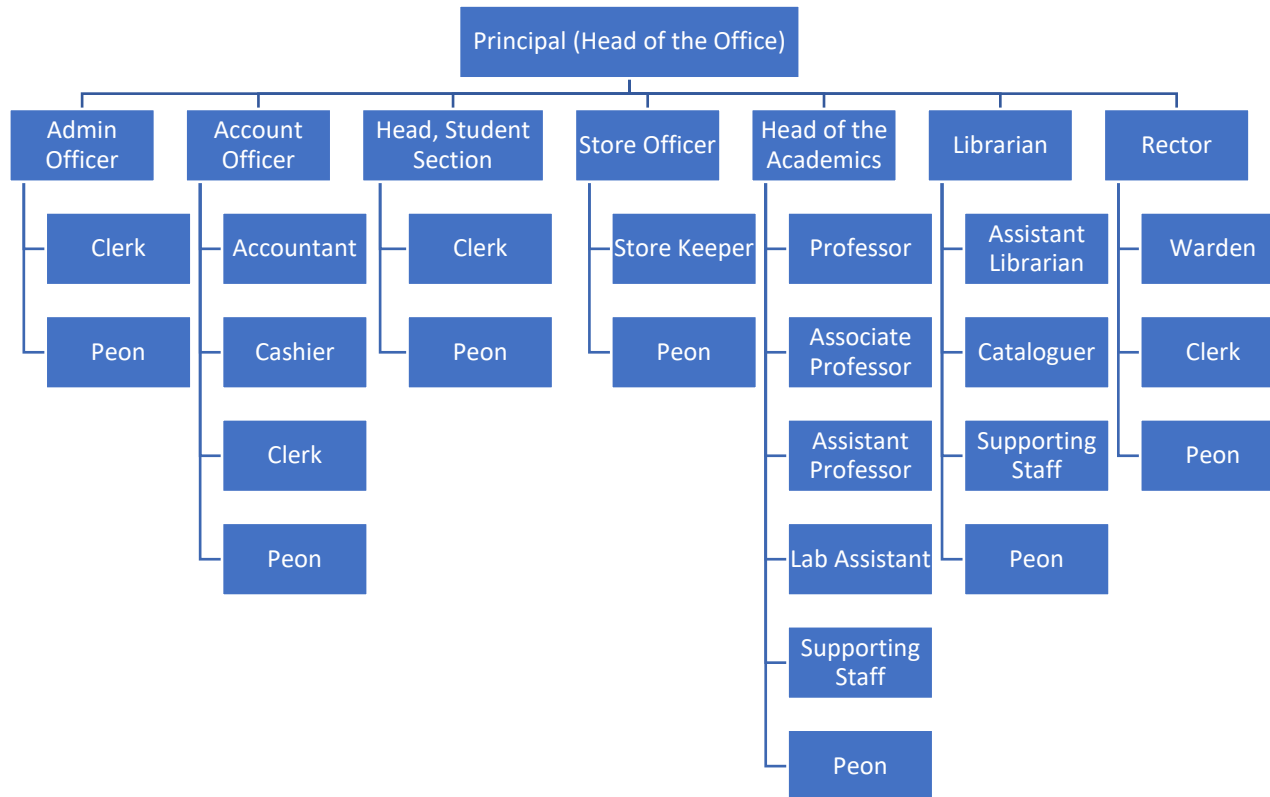
- To provide conducive academic environment motivating the aspiring engineers to achieve excellence.
- To impart ethics and core values in graduates.
- To promote contemporary infrastructure and external linkages

● 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	PDDC Civil	1985	UG	PT	20
7	PDDC Mech	1985	UG	PT	20
8	M.E. Civil	2009	PG	FT	18
9	M.E. Elec.	2009	PG	FT	18
10	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:	ssec-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	Department	Name	Designation
1	OFFICE	DR. G. P. VADODARIA	PRINCIPAL
2	ESTABLISHMENT	HETALBEN BHANUSHANKAR JANI	HEAD CLERK
3		HARDIK DILIPBHAI RAVAL	SENIOR CLERK
4	ACCOUNT	AMITABEN B. DAVE	HEAD CLERK
5		KALPESH VIKRAMBHAI GOHIL	SENIOR CLERK
6		NEHABEN GHANSHYAMBHAI BARAIYA	INSTRUCTOR GRADE-C
7		SHANTIBHAI MITHABHAI CHAUAN	JUNIOR CLERK
8		BHUPATBHAI SHAMJIBHAI SOLANKI	HAMAL
9		STUDENT SECTION	YASMINBENBANU ALIBHAI KURESHI
10	PRATIPALSINH HITENDRASINH GOHIL		JUNIOR CLERK
11	STORE	RAVIRAJ RAJENDRAKUMAR PANDYA	STORE KEEPER
12	LIBRARY	RAJUBHAI NEKARAM MOBARSA	LABORATORY ASSISTANT
13	ON DEPUTATION (G.E.C.)	MAYUR MUKESHBHAI PUNANI	JUNIOR CLERK
14	OFFICE	HARESHBHAI RAJABHAI PARMAR	HAMAL
15	CIVIL ENGINEERING	VINODKUMAR MANILAL PATEL	PROFESSOR
16		HARESH MAHENDRABHAI GANDHI	ASSOCIATE PROFESSOR
17		PINAKKUMAR SHUKHDEVBHAI RAMANUJ	ASSOCIATE PROFESSOR
18		NEHA MANOJKUMAR JOSHIPURA	ASSISTANT PROFESSOR
19		MILAN KANTILAL CHUDASAMA	ASSISTANT PROFESSOR
20		NAYANKUMAR PRAVINCHANDRA SONI	ASSISTANT PROFESSOR
21		GAUTAMKUMAR VITTHALBHAI DIHORA	ASSISTANT PROFESSOR
22		KASHYAPKUMAR BABUBHAI GOHIL	ASSISTANT PROFESSOR

Sr	Department	Name	Designation
23	CIVIL ENGINEERING	KAUSHIKKUMAR RAMESHBHAI MAYANI	ASSISTANT PROFESSOR
24		NIRAV DINESHCHANDRA ACHARYA	ASSISTANT PROFESSOR
25		MRUGESH HARESHBHAIRATHOD	ASSISTANT PROFESSOR
26		VIPUL PRAGJIBHAI PARMAR	LABORATORY ASSISTANT
27		BAHADURBHAI BABUBHAI MENA	HAMAL
28	APPLIED MECHANICS	MAHESH VASANTLAL BHATTI	ASSOCIATE PROFESSOR
29		ALPESH ARVINDBHAI PANDYA	ASSOCIATE PROFESSOR
30		KAMLESH ARVINDLAL MEHTA	ASSISTANT PROFESSOR
31		DEEPAK HIMMATLAL SOLANKI	ASSISTANT PROFESSOR
32		HIMMATBHAI KALYANBHAI SARVAIYA	ASSISTANT PROFESSOR
33		DHAVALKUMAR PRATAPRAI ADVANI	ASSISTANT PROFESSOR
34		BHAGIRATH HIMATLAL SOLANKI	ASSISTANT PROFESSOR
35	MECHANICAL ENGINEERING	GAURANG JAGJIVANBHAI CHAUHAN	ASSOCIATE PROFESSOR
36		RITA KISHORKUMAR JANI	ASSOCIATE PROFESSOR
37		RAJESH ANUPCHAND MEHTA	ASSISTANT PROFESSOR
38		MEHUL GUNVANTRAI MEHTA	ASSISTANT PROFESSOR
39		BHARAT MANHARLAL TRIVEDI	ASSISTANT PROFESSOR
40		SHAILESH GIRISHKUMAR HARSORA	ASSISTANT PROFESSOR
41		ANAND DAMODARBHAI KALANI	ASSISTANT PROFESSOR
42		NATAVAR DAHYABHAI JOGADIYA	ASSISTANT PROFESSOR
43		VIRAL NANJIBHAI KALOLA	ASSISTANT PROFESSOR
44		BHAVIK DIPAKBHAI UPADHYAY	ASSISTANT PROFESSOR
45		PRIYANK VINODRAI PAREKH	ASSISTANT PROFESSOR
46		VISHAL JAYSUKHLAL PANDYA	ASSISTANT PROFESSOR
47		VINAYKUMAR SHANKARBHAI CHAUDHARI	ASSISTANT PROFESSOR
48	JIGNESH SHANTILAL DIXIT	ASSISTANT PROFESSOR	

Sr	Department	Name	Designation
49	MECHANICAL ENGINEERING	NITINKUMAR YOGESHBHAI PARGHI	ASSISTANT PROFESSOR
50		UTKARSH AMRISHKUMAR PATEL	ASSISTANT PROFESSOR
51		JIGNESH GIRISHBHAI PARMAR	ASSISTANT PROFESSOR
52		KHIMABHAI TABHABHAI CHAVDA	INSTRUCTOR GRADE-B
53		JITENDRASINH MULUBHA CHUDASMA	LABORATORY ASSISTANT
54		ARVINDBHAI RAMJIBHAI HAVALIYA	SWEEPER
55	ELECTRICAL ENGINEERING	BHAVARTH NALINKUMAR VAIDYA	ASSOCIATE PROFESSOR
56		MEHUL DANSINH SOLANKI	ASSISTANT PROFESSOR
57		VIRENKUMAR BHARATBHAI PANDYA	ASSISTANT PROFESSOR
58		TEJAS BHUPENBHAI MANIAR	ASSISTANT PROFESSOR
59		ASHOKKUMAR BHIKHUBHAI PARMAR	ASSISTANT PROFESSOR
60		JAYDEEPSINH BHOJRAJSINH SARVAIYA	ASSISTANT PROFESSOR
61		SHILPA KUNALBHAI PATEL	ASSISTANT PROFESSOR
62		ASTIKKUMAR KISHORCHANDRA DHANDHIA	ASSISTANT PROFESSOR
63		AJIT ARVINDKUMAR RATHOD	ASSISTANT PROFESSOR
64		MAYUR VAJASHIBHAI GOJIYA	ASSISTANT PROFESSOR
65		MUNJAL KAMALBHAI BHATT	ASSISTANT PROFESSOR
66		MAQBUL USMANBHAI GHANCHI	ASSISTANT PROFESSOR
67	GAURANG BHUPENDRABHAI TRIVEDI	LABORATORY ASSISTANT	
68	ELECTRONICS & COMMUNICATION ENGINEERING	MILIND SIDDHARTHBHAI SHAH	PROFESSOR
69		MANISH PREMJBHAI PATEL	ASSOCIATE PROFESSOR
70		PARASPURI SYAMPURI GOSAI	ASSOCIATE PROFESSOR
71		MEHUL ANANTRAY JAJAL	ASSOCIATE PROFESSOR
72		AMEE UDAY CHHAYA	ASSISTANT PROFESSOR
73		BINDI SHANKERBHAI JOSHI	ASSISTANT PROFESSOR
74		NARENDRASINH BABUBHA GOHIL	ASSISTANT PROFESSOR

Sr	Department	Name	Designation
75	ELECTRONICS & COMMUNICATION ENGINEERING	DEVANG GIRISHBHAI JANI	ASSISTANT PROFESSOR
76		MEHUL KUVARBHAI VALA	ASSISTANT PROFESSOR
77		KHYATI DIPSINH CHAVDA	ASSISTANT PROFESSOR
78	INSTRUMENTATION & CONTROL ENGINEERING	UMANGKUMAR VASANTLAL SHAH	ASSOCIATE PROFESSOR
79		RAKESH CHANDUBHAI PATEL	ASSOCIATE PROFESSOR
80		BHAUTIK MAHESHBHAI DAXINI	ASSISTANT PROFESSOR
81		MITULKUMAR RAJENDRAKUMAR DAVE	ASSISTANT PROFESSOR
82		ANKUR GUNVANTBHAI GAJJAR	ASSISTANT PROFESSOR
83	INFORMATION TECHNOLOGY	DINESHKUMAR BHAGWANDAS VAGHELA	ASSISTANT PROFESSOR
84		SHARDULKUMAR JANKIDAS AGRAVAT	ASSISTANT PROFESSOR
85		SANDIPKUMAR SONDABHAI CHAUHAN	ASSISTANT PROFESSOR
86		BHAVESH KANTILAL BORISANIYA	ASSISTANT PROFESSOR
87		KRUNAL VASHANTBHAI PATEL	ASSISTANT PROFESSOR
88		ARAVINDBHAI DILIPBHAI MENIYA	ASSISTANT PROFESSOR
89		NISHANT SURESHBHAI SANGHANI	ASSISTANT PROFESSOR
90		HARDIKKUMAR HARISHBHAI MAHETA	ASSISTANT PROFESSOR
91		VIRAL DAMODAR PARMAR	ASSISTANT PROFESSOR
92		NIKUNJKUMAR BHARATBHAI NAYAK	ASSISTANT PROFESSOR
93		PARESHBHAI MANSANGBHAI CHAUHAN	ASSISTANT PROFESSOR
94		DISHABEN DIPAKKUMAR SANGHANI	ASSISTANT PROFESSOR
95		CHINTAN HIMMATLAL MAKWANA	ASSISTANT PROFESSOR

Sr	Department	Name	Designation
96	INFORMATION TECHNOLOGY	DARSHANKUMAR DASHARATHLAL MODI	ASSISTANT PROFESSOR
97		ALPESH GALJIBHAI PARMAR	LABORATORY ASSISTANT
98	PRODUCTION ENGINEERING	HEMANTBHAI SURESHBHAI TRIVEDI	ASSOCIATE PROFESSOR
99		MANISHBHAI JASVANTRAY VORA	ASSOCIATE PROFESSOR
100		UDAY KUMUDBHAI CHHAYA	ASSISTANT PROFESSOR
101		ASHISH BATUKLAL JAGANI	ASSISTANT PROFESSOR
102		NITALBEN PRAVINBHAI NIRMAL	ASSISTANT PROFESSOR
103		BHUPENDRA JIVABHAI CHUDASAMA	ASSISTANT PROFESSOR
104		KHUSHBU PIYUSHBHAI PATEL	ASSISTANT PROFESSOR
105		TUSHAR SHANKARBHAI VALA	ASSISTANT PROFESSOR
106		DEVANGI JAYANTKUMAR DESAI	ASSISTANT PROFESSOR
107		GENERAL DEPARTMENT	ASHISH AMRUTLAL PRAJAPATI
108	DHARMESH KATHADBHAI KATARIYA		ASSISTANT PROFESSOR
109	HEM NARENDRAKUMAR BHATT		ASSISTANT PROFESSOR
110	KEYUR GUNVANTRAY KHATSURIYA		ASSISTANT PROFESSOR
111	PRATIKKUMAR HARJIBHAI LAKHANI		ASSISTANT PROFESSOR
112	DEVANG BAKULBHAI RANGANI		ASSISTANT PROFESSOR
113	DHWANI NITINBHAI VAISHNAV		ASSISTANT PROFESSOR
114	DHARA HAMIRBHAI PARMAR		ASSISTANT PROFESSOR
115	PURAV BAKULKUMAR ADALJA		ASSISTANT PROFESSOR
116	SHAILESH JIVRAJBHAI VORA		ASSISTANT PROFESSOR

• Work Assignments To faculties and related portfolios.



शांतिलाल शाह इंजनेरी महाविद्यालय
(गुजरात राज्य संस्थान)
सिद्धार केम्पस, पोस्ट वरतेज, भावनगर - ३६४ ०६०
गुजरात, भारत

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ક્રમાંક : શા.શા.ઈ.કો./મકમ/ 304

તારીખ : 21/03/2024

Office Order for Work Distribution: Year 2024 (Revised)

With immediate effect and till further orders, for the smooth functioning of the college, the following staff members are hereby instructed to carry out the work as mentioned below. This order replaces the previous office orders. All the out-going officers are to offer necessary cooperation/ guidance to the incumbent officers. It is also instructed to transfer the charge of all the relevant files/ documents/ passwords, as the case may be, under intimation to the undersigned. Further in case of change of work distribution or transfer, they have to submit to the file and related documents to the other sr. supporting officer.

Sr. No.	Work assigned	Office in charge	Supporting officer
(A) Student centric and academics			
01	Monitoring academic activities including results	Prof. (Dr.) V. M. Patel	All H.o.D.'s
02	Central Time Table Committee	Prof. (Dr.) M. G. Mehta	Prof. K. G. Khatsuriya + One Representative from Each Departments
03	Hostel	Prof. P. S. Gosai (As per DTE Order)	Prof. M. V. Gojiya
04	Student Section	Prof. A. A. Pandya	Prof. (Dr.) A. B. Parmar, Prof. B. M. Daxini, Prof. (Dr.) H. N. Bhatt, Prof. (Dr.) D. N. Vaishnav, Prof. (Dr.) N. P. Nirmal (Enrollment), Prof. P. M. Chauhan (Enrollment), Shri P. H. Gohil - Jr. clerk (Enrollment), Prof. (Dr.) N. P. Nirmal, Prof. A. G. Gajjar, Prof. M. H. Rathod, Prof. M. K. Bhatt, Prof. N. B. Nayak
05	ACPC (Admission Committee)	Prof. (Dr.) H. N. Bhatt	Prof. (Dr.) N. P. Nirmal, Prof. A. G. Gajjar, Prof. M. H. Rathod, Prof. M. K. Bhatt, Prof. N. B. Nayak
06	PDDC Coordinator	Prof. H. M. Gandhi	---
(B) GTU Related Work Distribution			
07	Exam Form	Prof. M. P. Patel GTU Coordinator - B.E. Prof. A. A. Pandya GTU Coordinator - M.E. Prof. (Dr.) A. B. Parmar, GTU Co-coordinator - B.E. & M. E.	Prof. (Dr.) A. B. Parmar, Prof. N. D. Achary, Shri P. H. Gohil - Jr. clerk
	Exam Stationary		Prof. (Dr.) P. H. Lakhani, Prof. U. A. Patel, Prof. J. S. Dixit, Prof. S. G. Harsora
	Block Arrangement		Prof. (Dr.) A. B. Parmar, Shri P. H. Gohil - Jr. Clerk, Shri A. G. Parmar - Lab. Assist.
	Exam Duty Order		Prof. (Dr.) P. H. Lakhani, Prof. (Dr.) H. K. Sarvaiya, Shri P. H. Gohil - Jr. Clerk
	Exam Equipments Maintenance		Prof. V. D. Parmar, Shri P. H. Gohil - Jr. Clerk
	Practical Exam Portal and order		Prof. (Dr.) J. G. Parmar
	Marksheet - Practical		Prof. A. D. Menia
	M, I, V Marks Entry		Prof. B. M. Daxini, Prof. D. D. Shanghani

	Billing & Payment - Theory		Prof. (Dr.) A. B. Parmar, Shri P. H. Gohil – Jr. Clerk Shri K. V. Gohil – Sr. Clerk Sm. N. G. Baraiya – Instructor
	Billing & Payment - Practical		Prof. (Dr.) J. G. Parmar, Prof. A. D. Menia, Shri K. V. Gohil - Sr. Clerk, Sm. N. G. Baraiya – Instructor
	Assessment - Manual		Prof. (Dr.) A. B. Parmar, Ms. Y. A. Kureshi – Sr. Clerk, Shri P. H. Gohil – Jr. Clerk
	E - Assessment		Prof. (Dr.) H. K. Sarvaiya, Prof. N. D. Acharya
	PMMS Portal & Design Engg portal		Prof. H. H. Maheta, Prof. N. B. Nayak
	Academic Calendar – MST		Prof. K. G. Khatsuriya, Prof. (Dr.) J. G. Parmar
	GTU Result Data		Prof. (Dr.) H. N. Bhatt, Prof. A. G. Gajjar
(C) Scholarship Related Distribution			
08	All Scholarship of Digital Gujarat & PMSSS	Prof. (Dr.) R. K. Jani	Prof. N. Y. Parghi
	Railway & Other trust		Prof. (Dr.) N. P. Nirmal
	MYSY SSO		Prof. (Dr.) D. H. Solanki
	SC & ST		Prof. B. H. Solanki
	National Scholarship Portal		Prof. N. B. Nayak
	GATE Scholarship for M.E. Students (AICTE)		Prof. K. B. Gohil
	PM – USPY (PMSSS)		Prof. N. D. Acharya
	MYSY Nodal Officer (Help Centre)		Prof. M. U. Ghanchi, Prof. A. A. Rathod
	Building Construction & Labour Welfare Board		Prof. M. R. Dave
09	Training & Placement Cell and GTU Internship	Prof. (Dr.) U. K. Chhaya, Prof. (Dr.) A. D. Kalani	Departmental Representatives
10	AICTE	Prof. B. N. Vaidya	Prof. D. P. Advani, Prof. S. J. Agrawat
11	NIRF / GSRF	Prof. B. N. Vaidya	Prof. (Dr.) H. N. Bhatt
12	AISHE	Prof. B. N. Vaidya	Prof. (Dr.) H. N. Bhatt
13	NBA Nodal Officer	Prof. (Dr.) H. S. Trivedi	Departmental Nodal Officer
14	DTE / GTU Academic Inspection and GTU Affiliation / NEP	Prof. (Dr.) R. C. Patel, Prof. M. A. Jajal	All H.o.D.'s
15	College News Letters	Prof. A. A. Pandya	Prof. (Dr.) U. K. Chhaya, Prof. N. P. Soni, Prof. (Dr.) P. H. Lakhani, Prof. (Dr.) D. N. Vaishnav, Prof. N. B. Nayak
16	Guest / Expert lectures	Prof. (Dr.) D. N. Vaishnav	Prof. (Dr.) M. G. Mehta, Prof. (Dr.) H. N. Bhatt, Prof. S. K. Patel
17	Student's Club	Prof. (Dr.) P. H. Lakhani	Departmental Representatives

(D) Administration and Mandatory			
18	Administrative Officer	Prof. (Dr.) M. J. Vora	Prof. K. A. Mehta, Prof. N. D. Jogadiya, Prof. H. H. Maheta, Prof. M. U. Ganchi
	Pay Fixation	Prof. (Dr.) H. S. Trivedi	Prof. M. A. Jajal
	E – Sarkar	Prof. (Dr.) M. J. Vora	Prof. N. D. Joadiya, Prof. S. J. Agawat, Prof. H. H. Maheta
19	Nodal Officer – Staff Training	Prof. (Dr.) M. J. Vora	--
20	Account Officer	Prof. (Dr.) M. V. Bhatti	Prof. (Dr.) P. V. Parekh, Prof. (Dr.) M. D. Solanki, Prof. (Dr.) D. B. Rangani, Prof. (Dr.) H. K. Sarvaiya
21	Store Committee	Prof. R. A. Mehta Store Officer	Prof. (Dr.) V. J. Pandya, Prof. B. M. Trivedi, Prof. A. G. Gajjar, Prof. (Dr.) M. D. Solanki
22	R & B Liaison	Head of Civil and Electrical Engineering	Departmental Representatives
23	Grievance Redressal Committee	Principal and Head of Department's	
24	Legal Matter	Prof. G. J. Chauhan	Prof. S. S. Chauhan
25	Women Anti-Harassment Cell	Prof. (Dr.) R. K. Jani	Prof. (Dr.) N. P. Nirmal, Prof. S. K. Patel, Prof. N. M. Joshipura
	Women Development & Girls Counselling Cell		Prof. D. S. Shanghani, Prof. S. K. Patel, Prof. (Dr.) D. N. Vaishnav
26	Anti Ragging Committee & Discipline Committee	All HoD's, Hostel Rector's & Warden's	Shree. J. M. Chudasama – Lab. Assist.
27	Physically Disability Grievances Redressal Committee	Prof. A. A. Pandya	Prof. (Dr.) M. J. Vora, Prof. S. S. Chauhan
28	RTI	Prof. (Dr.) P. S. Ramanuj (P.I.O.)	Prof. M. K. Chudasama (APIO)
29	Security In Charge	Prof. (Dr.) A. A. Prajapati	Prof. R. A. Mehta
30	360° Feed Back	Prof. (Dr.) M. J. Vora	Prof. B. M. Daxini, Prof. K. G. Khatsuriya, Prof. (Dr.) B. K. Borisaniya, Prof. M. V. Gojiya, Prof. (Dr.) H. K. Sarvaiya, Prof. N. D. Jogadiya, Prof. N. D. Acharya
31	Entrepreneurship cell (EDI)	Prof. (Dr.) A. D. Kalani	Departmental Representatives
32	Industry Institute Linkage	Prof. (Dr.) B. D. Upadhyaya	Departmental Representatives
(E) Institute Facilities			
33	Institute Website	Prof. (Dr.) B. K. Borisaniya	Prof. S. J. Agrawat, Prof. A. D. Menia
34	Campus Networking & Internet	Prof. (Dr.) M. S. Shah	Prof. K. V. Patel, Prof. C. H. Makawana, Prof. P. M. Chauhan
	CCTV		Prof. (Dr.) B. K. Borisaniya, Prof. P. M. Chauhan
	Video Conferencing		Prof. V. D. Parmar
	Wi Fi		Prof. N. S. Shanghani
	Computer Maintenance (AMC)		Prof. S. S. Chauhan, Prof. K. V. Patel, Prof. V. D. Parmar
35	House Keeping & Campus Development including MGSN	Prof. (Dr.) V. M. Patel	Shree. J. M. Chudasama – Lab. Assist.
36	Library	Prof. (Dr.) D. H. Solanki	Shree. R. N. Mobarasa – Lab. Assist.
37	Canteen	Prof. A. A. Pandya	Committee Members

(F) Government Initiative			
38	SSIP	Prof. (Dr.) M. S. Shah	Prof. M. A. Jajal, Prof. N. P. Soni, and Departmental representatives
39	RUSA Nodal Officer	Prof. (Dr.) D. B. Vaghela	Departmental representatives
40	Finishing School	Prof. (Dr.) D. N. Vaishnav	Prof. B. M. Daxini – Co co-ordinator
41	GKS – CNO / PMKVY	Prof. (Dr.) D. B. Vaghela	Departmental representatives
42	EBSB	Prof. (Dr.) A. A. Prajapati	Departmental representatives
43	COGENT	Prof. (Dr.) H. H. Maheta	Departmental representatives
44	Integrated Module of Placement Apprenticeship cum Training (IMPACT)	Prof. N. B. Nayak	---
45	Psychology Cell	Principal	Prof. A. A. Pandya, Prof. (Dr.) M. J. Vora, Smt. K. M. Vora, Shree Nitaben Yadav – RP From Gov. Medical College, Prof. Savita Vaghela – RP from Psychological Dept – MKBU.
46	Recruitment Exam (GPSC / UPSC / Other Department)	Prof. A. A. Pandya	----
(G)Extra & Co curricular			
47	Gymkhana	Cultural	Prof. A. A. Pandya
		Sports	Prof. (Dr.) M. S. Shah (Vice President)
		Technical	Prof. (Dr.) D. B. Rangani
48	NSS	Prof. (Dr.) P. H. Lakhani	Prof. (Dr.) H. S. Trivedi
49	NCC	Prof. (Dr.) N. P. Nirmal, Prof. N. M. Joshipura Prof. (Dr.) J. G. Parmar, Prof. N. P. Soni	---
50	Press Media / Social Media Committee	Prof. P. S. Gosai	---
		Prof. A. A. Pandya	Prof. (Dr.) U. K. Chhaya, Prof. (Dr.) M. G. Mehta, Prof. (Dr.) D. N. Vaishnav

All the officer in charge have to submit the report regarding output of the work assigned to the undersign at the end of the semester.


Principal

Copy to: All concerns

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	131400-217100	As per Government rules
2	HETALBEN BHANUSHANKAR JANI	HEAD CLERK	ESTABLISHMENT	25500--81100	
3	HARDIK DILIPBHAI RAVAL	SENIOR CLERK		25500--81100	
4	AMITABEN B. DAVE	HEAD CLERK	ACCOUNT	25500--81100	
5	KALPESH VIKRAMBHAI GOHIL	SENIOR CLERK		25500--81100	
6	NEHABEN GHANSHYAMBHAI BARAIYA	INSTRUCTOR GRADE-C		29200-92300	
7	SHANTIBHAI MITHABHAI CHAUAN	JUNIOR CLERK		19900-63200	
8	BHUPATBHAI SHAMJIBHAI SOLANKI	HAMAL		15000-47700	
9	YASMINBENBANU ALIBHAI KURESHI	SENIOR CLERK		STUDENT SECTION	
10	PRATIPALSINH HITENDRASINH GOHIL	JUNIOR CLERK	19900-63200		

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
11	RAVIRAJ RAJENDRAKUMAR PANDYA	STORE KEEPER	STORE	25500--81100	As per Government rules
12	RAJUBHAI NEKARAM MOBARSA	LABORATORY ASSISTANT	LIBRARY	25500-81100	
13	MAYUR MUKESHBHAI PUNANI	JUNIOR CLERK	ON DEPUTATION (G.E.C.)	19900-63200	
14	HARESHBHAI RAJABHAI PARMAR	HAMAL	OFFICE	15700-50000	
15	VINODKUMAR MANILAL PATEL	PROFESSOR	CIVIL ENGINEERING	144200-218200	
16	HARESH MAHENDRABHAI GANDHI	ASSOCIATE PROFESSOR		131400-217100	
17	PINAKKUMAR SHUKHDEVBHAI RAMANUJ	ASSOCIATE PROFESSOR		131400-217100	
18	NEHA MANOJKUMAR JOSHIPURA	ASSISTANT PROFESSOR		15600-39100	
19	MILAN KANTILAL CHUDASAMA	ASSISTANT PROFESSOR		57700-182400	
20	NAYANKUMAR PRAVINCHANDRA SONI	ASSISTANT PROFESSOR		57700-182400	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
21	GAUTAMKUMAR VITTHALBHAI DIHORA	ASSISTANT PROFESSOR	CIVIL ENGINEERING	---	As per Government rules
22	KASHYAPKUMAR BABUBHAI GOHIL	ASSISTANT PROFESSOR		57700-182400	
23	KAUSHIKKUMAR RAMESHBHAI MAYANI	ASSISTANT PROFESSOR		---	
24	NIRAV DINESHCHANDRA ACHARYA	ASSISTANT PROFESSOR		57700-182400	
25	MRUGESH HARESHBHAI RATHOD	ASSISTANT PROFESSOR		30000	
26	VIPUL PRAGJIBHAI PARMAR	LABORATORY ASSISTANT		19900-63200	
27	BAHADURBHAI BABUBHAI MENA	HAMAL		15700-50000	
28	MAHESH VASANTLAL BHATTI	ASSOCIATE PROFESSOR	APPLIED MECHANICS	131400-217100	
29	ALPESH ARVINDBHAI PANDYA	ASSOCIATE PROFESSOR		131400-217100	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
30	KAMLESH ARVINDLAL MEHTA	ASSISTANT PROFESSOR	APPLIED MECHANICS	57700-182400	As per Government rules
31	DEEPAK HIMMATLAL SOLANKI	ASSISTANT PROFESSOR		57700-182400	
32	HIMMATBHAI KALYANBHAI SARVAIYA	ASSISTANT PROFESSOR		57700-182400	
33	DHAVALKUMAR PRATAPRAI ADVANI	ASSISTANT PROFESSOR		57700-182400	
34	BHAGIRATH HIMATLAL SOLANKI	ASSISTANT PROFESSOR		57700-182400	
35	GAURANG JAGJIVANBHAI CHAUHAN	ASSOCIATE PROFESSOR	MECHANICAL ENGINEERING	131400-217100	
36	RITA KISHORKUMAR JANI	ASSOCIATE PROFESSOR		131400-217100	
37	RAJESH ANUPCHAND MEHTA	ASSISTANT PROFESSOR		131400-217100	
38	MEHUL GUNVANTRAI MEHTA	ASSISTANT PROFESSOR		131400-217100	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
39	BHARAT MANHARLAL TRIVEDI	ASSISTANT PROFESSOR	MECHANICAL ENGINEERING	15600-39100	As per Government rules
40	SHAILESH GIRISHKUMAR HARSORA	ASSISTANT PROFESSOR		15600-39100	
41	ANAND DAMODARBHAI KALANI	ASSISTANT PROFESSOR		68900-205500	
42	NATAVAR DAHYABHAI JOGADIYA	ASSISTANT PROFESSOR		57700-182400	
43	VIRAL NANJIBHAI KALOLA	ASSISTANT PROFESSOR		TRANSFERRED	
44	BHAVIK DIPAKBHAI UPADHYAY	ASSISTANT PROFESSOR		57700-182400	
45	PRIYANK VINODRAI PAREKH	ASSISTANT PROFESSOR		57700-182400	
46	VISHAL JAYSUKHLAL PANDYA	ASSISTANT PROFESSOR		57700-182400	
47	VINAYKUMAR SHANKARBHAI CHAUDHARI	ASSISTANT PROFESSOR		30000	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
48	JIGNESH SHANTILAL DIXIT	ASSISTANT PROFESSOR	MECHANICAL ENGINEERING	15600-39100	As per Government rules
49	NITINKUMAR YOGESHBHAI PARGHI	ASSISTANT PROFESSOR		30000	
50	UTKARSH AMRISHKUMAR PATEL	ASSISTANT PROFESSOR		15600-39100	
51	JIGNESH GIRISHBHAI PARMAR	ASSISTANT PROFESSOR		57700-182400	
52	KHIMABHAI TABHABHAI CHAVDA	INSTRUCTOR GRADE-B		39900-126600	
53	JITENDRASINH MULUBHA CHUDASMA	LABORATORY ASSISTANT		29200-92300	
54	ARVINDBHAI RAMJIBHAI HAVALIYA	SWEEPER		15700-50000	
55	BHAVARTH NALINKUMAR VAIDYA	ASSOCIATE PROFESSOR		ELECTRICAL ENGINEERING	
56	MEHUL DANSINH SOLANKI	ASSISTANT PROFESSOR	68900-205500		

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
57	VIRENKUMAR BHARATBHAI PANDYA	ASSISTANT PROFESSOR	ELECTRICAL ENGINEERING	57700-182400	As per Government rules
58	TEJAS BHUPENBHAI MANIAR	ASSISTANT PROFESSOR		57700-182400	
59	ASHOKKUMAR BHIKHUBHAI PARMAR	ASSISTANT PROFESSOR		68900-205500	
60	JAYDEEPSINH BHOJRAJSINH SARVAIYA	ASSISTANT PROFESSOR		57700-182400	
61	SHILPA KUNALBHAI PATEL	ASSISTANT PROFESSOR		57700-182400	
62	ASTIKKUMAR KISHORCHANDRA DHANDHIA	ASSISTANT PROFESSOR		57700-182400	
63	AJIT ARVINDKUMAR RATHOD	ASSISTANT PROFESSOR		57700-182400	
64	MAYUR VAJASHIBHAI GOJIYA	ASSISTANT PROFESSOR		57700-182400	
65	MUNJAL KAMALBHAI BHATT	ASSISTANT PROFESSOR		57700-182400	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
66	MAQBUL USMANBHAI GHANCHI	ASSISTANT PROFESSOR	ELECTRICAL ENGINEERING	57700-182400	As per Government rules
67	GAURANG BHUPENDRABHAI TRIVEDI	LABORATORY ASSISTANT		29200-92300	
68	MILIND SIDDHARTHBHAI SHAH	PROFESSOR	ELECTRONICS & COMMUNICATION ENGINEERING	144200-218200	
69	MANISH PREMJBHAI PATEL	ASSOCIATE PROFESSOR		131400-217100	
70	PARASPURI SYAMPURI GOSAI	ASSOCIATE PROFESSOR		131400-217100	
71	MEHUL ANANTRAY JAJAL	ASSOCIATE PROFESSOR		131400-217100	
72	AMEE UDAY CHHAYA	ASSISTANT PROFESSOR		68900-205500	
73	BINDI SHANKERBHAI JOSHI	ASSISTANT PROFESSOR		68900-205500	
74	NARENDRASINH BABUBHA GOHIL	ASSISTANT PROFESSOR		68900-205500	
75	DEVANG GIRISHBHAI JANI	ASSISTANT PROFESSOR	57700-182400		

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
76	MEHUL KUVARBHAI VALA	ASSISTANT PROFESSOR	ELECTRONICS & COMMUNICATION ENGINEERING	57700-182400	As per Government rules
77	KHYATI DIPSINH CHAVDA	ASSISTANT PROFESSOR		57700-182400	
78	UMANGKUMAR VASANTLAL SHAH	ASSOCIATE PROFESSOR	INSTRUMENTATION & CONTROL ENGINEERING	131400-217100	
79	RAKESH CHANDUBHAI PATEL	ASSOCIATE PROFESSOR		144200-218200	
80	BHAUTIK MAHESHBHAI DAXINI	ASSISTANT PROFESSOR		57700-182400	
81	MITULKUMAR RAJENDRAKUMAR DAVE	ASSISTANT PROFESSOR		57700-182400	
82	ANKUR GUNVANTBHAI GAJJAR	ASSISTANT PROFESSOR		57700-182400	
83	DINESHKUMAR BHAGWANDAS VAGHELA	ASSISTANT PROFESSOR	INFORMATION TECHNOLOGY	57700-182400	
84	SHARDULKUMAR JANKIDAS AGRAVAT	ASSISTANT PROFESSOR		57700-182400	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
85	SANDIPKUMAR SONDABHAI CHAUHAN	ASSISTANT PROFESSOR	INFORMATION TECHNOLOGY	57700-182400	As per Government rules
86	BHAVESH KANTILAL BORISANIYA	ASSISTANT PROFESSOR		57700-182400	
87	KRUNAL VASHANTBHAI PATEL	ASSISTANT PROFESSOR		57700-182400	
88	ARAVINDBHAI DILIPBHAI MENIYA	ASSISTANT PROFESSOR		30000	
89	NISHANT SURESHBHAI SANGHANI	ASSISTANT PROFESSOR		57700-182400	
90	HARDIKKUMAR HARISHBHAI MAHETA	ASSISTANT PROFESSOR		57700-182400	
91	VIRAL DAMODAR PARMAR	ASSISTANT PROFESSOR		30000	
92	NIKUNJKUMAR BHARATBHAI NAYAK	ASSISTANT PROFESSOR		57700-182400	
93	PARESHBHAI MANSANGBHAI CHAUHAN	ASSISTANT PROFESSOR		57700-182400	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
94	DISHABEN DIPAKKUMAR SANGHANI	ASSISTANT PROFESSOR	INFORMATION TECHNOLOGY	30000	As per Government rules
95	CHINTAN HIMMATLAL MAKWANA	ASSISTANT PROFESSOR		57700-182400	
96	DARSHANKUMAR DASHARATHLAL MODI	ASSISTANT PROFESSOR		57700-182400	
97	ALPESH GALJIBHAI PARMAR	LABORATORY ASSISTANT		19900-63200	
98	HEMANTBHAI SURESHBHAI TRIVEDI	ASSOCIATE PROFESSOR	PRODUCTION ENGINEERING	131400-217100	
99	MANISHBHAI JASVANTRAY VORA	ASSOCIATE PROFESSOR		131400-217100	
100	UDAY KUMUDBHAI CHHAYA	ASSISTANT PROFESSOR		131400-217100	
101	ASHISH BATUKLAL JAGANI	ASSISTANT PROFESSOR		57700-182400	
102	NITALBEN PRAVINBHAI NIRMAL	ASSISTANT PROFESSOR		57700-182400	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
103	BHUPENDRA JIVABHAI CHUDASAMA	ASSISTANT PROFESSOR	PRODUCTION ENGINEERING	57700-182400	As per Government rules
104	KHUSHBU PIYUSHBHAI PATEL	ASSISTANT PROFESSOR		57700-182400	
105	TUSHAR SHANKARBHAI VALA	ASSISTANT PROFESSOR		57700-182400	
106	DEVANGI JAYANTKUMAR DESAI	ASSISTANT PROFESSOR		57700-182400	
107	ASHISH AMRUTLAL PRAJAPATI	ASSOCIATE PROFESSOR	GENERAL DEPARTMENT	131400-217100	
108	DHARMESH KATHADBHAI KATARIYA	ASSISTANT PROFESSOR		57700-182400	
109	HEM NARENDRAKUMAR BHATT	ASSISTANT PROFESSOR		57700-182400	
110	KEYUR GUNVANTRAY KHATSURIYA	ASSISTANT PROFESSOR		57700-182400	
111	PRATIKKUMAR HARJIBHAI LAKHANI	ASSISTANT PROFESSOR		57700-182400	

Sr	Name	Designation	Department	Pay Scale	Determined procedure to decide remuneration
112	DEVANG BAKULBHAI RANGANI	ASSISTANT PROFESSOR	GENERAL DEPARTMENT	57700-182400	As per Government rules
113	DHWANI NITINBHAI VAISHNAV	ASSISTANT PROFESSOR		57700-182400	
114	DHARA HAMIRBHAI PARMAR	ASSISTANT PROFESSOR		---	
115	PURAV BAKULKUMAR ADALJA	ASSISTANT PROFESSOR		30000	
116	SHAILESH JIVRAJBHAI VORA	ASSISTANT PROFESSOR		30000	

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.)
2020-21	2203 (C1)	Non Plan	8,14,06,448	8,14,06,448
	2203 (C2-C3)	Non Plan PT	32652999	32652999
	2203 (C1)	Plan	85979164.5	85979164.5
2021-22	2203 (C1)	Non Plan	8,59,79,165	8,59,79,165
	2203 (C2-C3)	Non Plan PT	1,73,20,307	1,73,20,307
	2203 (C1)	Plan	11,94,71,328	11,94,71,328
2022-23	2203 (C1)	Non Plan	9,79,79,610	9,79,79,610
	2203 (C2-C3)	Non Plan PT	1,81,59,414	1,81,59,414
	2203 (C1)	Plan	11,06,53,860	11,06,53,860

12. The manner of executive of subsider 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 or 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. K. Chudasama	Associate professor, Civil Engg. Dept.	9426237464	mkchudasama@civil.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.
