

Audit of Proactive Disclosure by Third Party

Name of the Institute: Punjab Engineering College (Deemed to be University), Sector-12, Chandigarh.

The audit of Proactive Disclosure by Third Party was carried out by Dr. Sunil Dutt, Professor and CPIO, NITTTR, Sector-26, Chandigarh and Dr. B. S. Pabla, Professor and FAA, NITTTR, Sector-26, Chandigarh on 08.08.2019 and the detailed report is given below:-

Items as per Office Memorandum from Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training, North Block, New Delhi vide its letter No. 1/6/2011-IR dated 15 th April 2013)	Institute Compliance	Observations of the Audit Officers
a) Defining the services and goods that the particular public authority/ office provided directly (or indirectly through any other agency contractor).	<p>The institute undertakes the following spectrum of activities for the general public and faculty of technical institutions and working professionals from industries:</p> <ul style="list-style-type: none"> i) Technical Education at B. Tech. and M. Tech. levels ii) Curriculum Development iii) Organizing short-term training programmes for the faculty of other technical institutions iv) Research and Development, guiding and awarding Ph. D. degrees v) Industry-institute interaction vi) Extension services vii) Consultancy in Technical Education and Technology areas. viii) To develop responsible citizens through awareness and acceptance of ethical values. 	<p style="font-size: 2em; color: blue;">No Deficiency</p>
b) Detailing and describing the processes by which the public can access and /or receive the goods and services that they are entitled to, from the public authority/office along with the forms , if any prescribed, for use by both the applicant and the service providing agency. Links to such forms (online), wherever available should be given.	<p>The detailed operational plan containing the schedule is uploaded on the institute website https://www.pec.ac.in every year. In addition, information pertaining to recruitment, tenders, brochure cum application forms for admission to B. Tech., M. Tech. and Ph. D. programmes, details of faculty and staff, curriculum and syllabus for all the academic disciplines, annual report, Agenda & Minutes of meetings of BoGs, Academic Council, purchase procedure, equipment details department-wise, Centers of Excellence, research projects, constitution and responsibilities of various committees, grievances redressal committee, anti-ragging committee/squads, facilities at guest house/hostels, sports facilities, RTI etc. is regularly provided on the institute website.</p>	<p style="font-size: 2em; color: blue;">No Deficiency</p>



c) Describing the conditions, criteria and priorities under which a person becomes eligible for the goods and services and consequently the categories of people who are entitled to receive the goods and services.	The eligibility criteria, procedure and fees for admissions in B. Tech., M. Tech. and Ph. D. programmes is stated in the respective brochures. The details of facilities, scholarships and other kinds of assistantships are available on the institute website.	No Deficiency
d) Defining the quantitative and tangible parameters (weight, size, frequency etc.) and timelines, that are applicable to the goods and services that are accessible to the public.	The B. Tech., M. Tech. and Ph. D. Brochures are uploaded in the month of June/July every year. Information about the links to the various centralized counseling systems such as JoSAA, CSAB, DASA, PMSSS, CCMT where Punjab Engineering College is a participant, is provided and regularly updated on the institute website. The academic calendar and the rules and procedures for the various activities are available on the institute website.	No Deficiency
e) Defining the qualitative and quantitative outcomes that each public authority/office plans to achieve through the goods and services that it was obligated to provide.	The vision and mission of the institute, activities of the Internal Quality Assurance Cell, full details of the admission formalities and registration procedure are uploaded on the institute website every year. The institute data submitted to National Institutional Ranking Framework (NIRF) is also available online.	No Deficiency
f) Laying down individual responsibility for providing the goods and services (who is responsible for delivery/implementation and who is responsible for supervision).	Full details of the Board of Governors (including its Chairman), Senate members, Institute functionaries, Constitution and responsibilities of the various committees such as Finance Committee, Building and Works Committee, Grievance Redressal Committee, Academic support for students, TEQIP, accreditation, Young Research Fellow Programme, In-house Projects and Research Groups are available on the institute website.	No Deficiency

Recommendations of the Auditor:

RTI cut provisions are implemented in the institute. RTI manuals should be uploaded on the website.

Sunil Dutt
08.08.2019
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