

**Mandatory disclosure to be displayed by the affiliated institute for All Academic Programmes, Conducted at
Affiliated Institute / College, the information should be placed on their website**

**PART-I
A-GENERAL INFORMATION**

A-I.1 Name of the Institution: Complete Postal address: STD code Telephone No. Fax No. E-mail	Gitarattan International Business School PSP 2A & 2B, Complex-II, Madhuban Chowk, Rohini Delhi – 110 085 011 27555607/608 27555609 gibs@gitarattan.edu.in
Year of Establishment	2004
Status of the course conducting body: Government / University / Autonomous / Aided / Private (Enclose copy of Registration documents of Society / Trust)	(Annexure I) Private Unaided
A-I.2 Name, address of the Society / Trust/ Management (attach documentary evidence) STD Code: Telephone No: Fax No. E-mail Web Site:	(Annexure II) Rohini Educational Society C-1/30, Prashant Vihar, Sector-14, Rohini Delhi – 110 085 011 27555607/08 27555609 gibs@gitarattan.edu.in www.gitarattan.edu.in
A-I.3 Name, Designation and Address of person to be contacted by phone STD code Telephone No. Office Residence Mobile No. Fax no E-Mail	Dr. S.S. Narula 011 27555607/608 47510008 (Direct) ----- ----- 27555609 director.gitarattan@gmail.com
A-I.4 Name and Address of the Director/ Principal of Institution	Dr. S.S. Narula Director 4-C/11, Old Rajinder Nagar, New Delhi – 110 060

A-I.5

a. Details of Affiliation Fee Paid to the University

Name of the Course	Affiliation Fee paid up to	Receipt No.	Dated
MBA	Academic session 2009-10	GGSSIP University Receipt No. 9259 & 9260 dated 03.09.2009 of Rs. 1,50,000/- & Rs 3,00,000/-	Vide letter no. GIBS/ADM/MISC/IP/09- 10/0739 dated 02.09.2009
MCA	Academic session 2009-10	GGSSIP Univeristy Receipt No. GAR- 6-6089 dated 13.07.04 vide UTI Bank PO No. 020097 of Rs. 2,00,000/- for MBA (2004-05)	
MBA(Part Time)	Academic session 2009-10		
MBA-International Business (Part Time)	Academic session 2009-10		

b. APPROVAL STATUS:

Name of the Course	Approved up to	Intake Approved and Admitted	GGSIPU			State Government
Master of Business Administration	2011 (By AICTE)	Approval Letter No and Date	GGSIPU/Aff.letter/GIBS/2009/026A Dated 17.08.2009			F.1(14)DD(SB)/NOC/2007/47 Dated 15.06.2009
Master of Computer of Application		Approved Intake (for 2009-10)	MBA	120	MCA	60
Master of Business Administration (Part-Time)			MBA(PT)	60	MBA-IB(PT)	60
Master of Business Administration – International Business (Part-Time)		Actually Admitted (for 2009-10)	MBA	120	MCA	60
			MBA(PT)	19	MBA-IB(PT)	07

c. STATUS OF APPLICATION

Course	Extension of Approval		Increase in Intake of Seats		Remarks	
	Yes	No	Yes	No	Current Intake	Proposed increase in Intake
MBA	✓	--	✓	--	120	180
MCA	✓	--	--	--	60	--
MBA(PT)	✓	--	--	--	60	--
MBA-IB(PT)	✓	--	--	--	60	--

A-I.6

Whether other Educational Institutions/Courses are also being run by the Trust / Institution in the same Building / campus? If yes, give status

Yes No

A-I.6 a

Status of the Courses conducted:	
Independence Building	<input type="checkbox"/> YES
Wing of another college	<input type="checkbox"/> NA
Separate Campus	<input type="checkbox"/> NA
Multi Institutional Campus	<input type="checkbox"/> NA

B- DETAILS OF THE INSTITUTION

B-I.1

Pay Scales:

Staff	Scale of pay	PF	Gratuity	Pension benefit
Teaching Staff	AICTE	YES	NO	NO
Non-Teaching Staff	AICTE	YES	NO	NO

B-I.2

Course: Admission statement for the past three years

ACADEMIC YEAR	Course	2007-08	2008-09	2009-10
Sanctioned	MBA	90	90	120
No. of Admissions		90	90	120
Unfilled Seats		--	--	--
No. of Excess Admission		--	--	--
Sanctioned	MCA	60	60	60
No. of Admissions		60	60	60
Unfilled Seats		--	--	--
No. of Excess Admission		--	--	--
Sanctioned	MBA(Part Time)	--	60	60
No. of Admissions		--	52	19
Unfilled Seats		--	08	41*
No. of Excess Admission		--	--	--
Sanctioned	MBA- International Business (Part Time)	--	--	60
No. of Admissions		--	--	07
Unfilled Seats		--	--	53*
No. of Excess Admission		--	--	--

* Large no. of seats in Part Time courses went vacant due to the unexpected change in the eligibility criteria of GGS IP University in between the first counseling.

B-I. 3

Academic information: Percentage of results for the past three years:

ACADEMIC YEAR	Year 2007-2009	Year 2008-2010	Year 2009-2011
MBA	100 %	Till date 100%	
ACADEMIC YEAR	Year 2007-2010	Year 2008-2011	Year 2009-2012
MCA	Till date 100%	Till date 100%	Till date 100%
MBA(PT)			
MBA-IB(PT)			

B-II

Co-Curricular Activities / Sports Activities

Programme conducted (mention details)	<i>Annexure – III</i>
Whether students participating in University level cultural activities / Co-curricular / Sports activities	YES
Physical Instructor	NO
Sports Ground	Individual
Director for Student welfare Activities	Available

C-FINANCIAL STATUS OF THE INSTITUTE

Audited financial Statement of Institute should be furnished

C.1. Resources and funding agencies (give complete list)

C.2. Please provide following Information

Sl.No	Particulars	Amount
1.	Grants a. Government b. Others	
2.	Tuition Fee	
3.	Security Fee	
4.	Sports Fee	
5.	Student Activity Fee	
6.	Others	
Total		

Expenditure			
Sl.No	Particulars	Amount	Remarks
CAPITAL EXPENDITURE			
1.	Building		
2.	Equipment		
3.	Others		
REVENUE EXPENDITURE:			
1.	Salary		
MAINTENANCE EXPENDITURE			
2.	i	College	
	ii	Others	
3.	University Fee (If any)		
4.	Apex Bodies Fee		
5.	Government Fee		
6.	Deposit held by the College		
7.	Others		
8.	Misc. Expenditure		
Total			

Note: Enclose relevant documents

PART-II PHYSICAL INFRASTRUCTURE

1. **a. Building** : **Own**
- b. Land:
 i) Leased or own : Leased *on lease by DDA* Own
- Sale / Agreement deed (records to be enclosed) : **Enclosed**
- c. Building (OWN) : Leased Rented
- i) Leased/ Rented (Record to be enclosed) : Not Applicable
 ii) If Own (Approved Building plan & sale deed to be enclosed) : Enclosed (*Annexure IV*)
- d. Total Area of the college building in Sq. mts.
 Built up Area
 Amenities and Circulation Area

2. **Class rooms:**
Total Number of Class rooms provided

Class	Required	Available	Required Area* for each class room	Available Area In Sq. mts
MBA	4	8	66 sq.mts each	66 sq.mts (each)
MCA	3	3		
MBA(PT)	NIL	3 [#]		
MBA-IB(PT)	NIL	3 [#]		
<i>Total class rooms available are 11. # For Part Time courses the class rooms are shared as the classes are in the evening and No full time students are available.</i>				

(* To accommodate 60 students)

3. **Laboratory requirement AICTE norms for AICTE approved programmes and for non AICTE approved norms University/ concerned council norms are applicable**

Sl. No.	Name of Infrastructure	Requirements as per Norms	Available	
			No.	Area in Sq. mts
1.	Digital Lab	1	1	66 sq.mts

* Not required if computer simulated software are available

The Institutions will not be permitted to run the courses in rented building on or after 2004

1. All the Laboratories should be well lit & ventilated
2. All Laboratories should be provided with basic amenities and services like exhaust fans and fume chamber to reduce the pollution wherever necessary.
3. The work benches should be smooth and easily cleanable preferably made on non-absorbent material.
4. The water taps should be non-leaking and directly installed on sinks Drainage should be efficient.
5. Balance room should be attached to the concerned laboratories.

4. Administration Area:

Sl. No.	Name of Infrastructure	Requirement as per Norms in number	Requirement as per Norms in area (sq.mts)	Available	
				No.	Area in Sq. mts
1	Principal's Chamber	01	30	01	30 sq. mts
2	Office-1 Including Confidential Room	01	150 (all inclusive)	01	150 sq. mts (all inclusive)
3	Staff / Faculty Rooms for course	5 sq.mts per faculty	180	05	180 sq. mts *
4	Library with computer and reprographic facilities	01	200	01	242 sq. mts
5	Museum	NA			
6	Auditorium / Multi Purpose Hall (Desirable)	01	250	01	250 sq. mts
7	Garden (Desirable)	NIL	Desirable	01	700 sq. mts (approx)

*Taking students strength of MBA(180x2) & MCA (60x3).

5. Student Facilities:

Sl. No.	Name of Infrastructure	Requirement in number	Requirement in area	Available	
				No.	Area in Sq. Mts
1	Girl's Common Room (Essential)	01	75	01	75 sq.mts
2	Boy's Common Room (Essential)	01	75	01	75 sq.mts
3	Toilet Blocks for Boys	Adequate		06	15 sq.mts each
4	Toilet Blocks for Girls	Adequate		06	15 sq.mts each
5	Canteen (Desirable)	Desirable		01	150 sq.mts
6	Drinking Water facility Water Cooler (Essential)	Essential		06	Water cooler on each floor
7	Boy's Hostel (Desirable)	Desirable		NA	NO
8	Girl's Hostel (Desirable)	Desirable		NA	NO
9	Power Backup Provision (Desirable)	Desirable		01	125 KVA silent DG set from Sudhir Genset

6. Computer and other Facilities:

Name	Required	Available	Available	
			No.	Area in Sq. mts
Computer (Latest Configuration)	90 (nods)	150 (nods)	--	300 sq. mts (total) for computer labs.
Printers	10	12	--	--
Xerox Machine	01	02	--	--
Multi Media Projector	01	05	--	--

7. Amenities (Desirable)

Name	Requirements as per Norms in area	Available		Not Available
		No.	Area in Sq. mts	
Principal quarters	--	--	--	✓
Staff quarters	--	--	--	✓
Parking Area for staff and students	Desirable	YES (Approx 700 sq.mts)		
Bank Extension Counter	YES (in the nearby campus of the society)			
Co operative Stores	--	--	--	✓
Guest House	--	--	--	✓
Transport Facilities for students	The campus is centrally located near Metro Station & Bus stop.			
Medical Facility (First Aid)	YES	01	YES	10 sq.mts

The area has been calculated as per revised (latest) AICTE norms. Other rooms are also available as desired by AICTE latest norms. Also the area has been calculated taking students strength of MBA(180x2) & MCA (60x3).

8. A. Library books and periodicals

The minimum norms for the initial stock of books, yearly addition of the books and the number of journals to be subscribed are as given below:

Sl. No.	Item	Titles (No)	Minimum Volumes (No)	Available	
				Titles	Numbers
1	Number of books	200	1500	1707	14313
2	Annual addition of books	100	1500	121	1321
3	No. of Indian Journal	36	--	42	
4	No. of International Journals	36	--	13	
5	Periodicals Hard copies / online	--	--		
	Library Timings			8.30 AM – 6.00 PM (All working days)	

8. B Subject wise Classification:

Sl. No	Subject	Available	
		Titles	Numbers
1	Management	1070	10652
2	Information Technology	637	3661

8.C. Library Staff:

S.No.	Staff	Qualification	Required	Available
1.	Librarian	M.Lib.	01	01
2.	Assistant Librarian	B.Lib & M.Lib (Pursuing)	01	01
3.	Library Assistant	B.Lib.	None	01
4.	Guard	--	None	01

Note: The information provided will be assessed in giving the period of approval

PART III – PERSONAL

TEACHING STAFF:

1. Details of Teaching Faculty for Course to be enclosed in the format mentioned below:

Sl. No	Name	Designation	Qualification	Date of Joining	Teaching Experience		Signature of the faculty	Remarks of the Inspectors
					After UG	After PG		
1	Dr. S.S.Narula	Professor Cum Director	B.Sc, M.Sc, M.Phil.,DSLDM, DIT, DPM, Ph.D (HR)	20.08.08	--	09		
2	Dr. N. K. Agrawal	Professor	B.Com, M.Com , LLB, Ph.D.(Finance)	10.04.06	--	41		
3	Dr. I. S. Malhotra	Professor	LLB, FICWA, FCS, MHRM, PGDBA, Ph.D	14.07.08	--	30		
4	Dr. Neetu Rani	Associate Professor	B.Sc, M.Sc, M.Phil, Ph.D, UGC (NET)	04.01.10	--	11		
5	Mr. Rajesh S. Pyngavil	Associate Professor	B.Sc., PGDMM, MBA, MHRM, UGC (NET), Ph.D (Pursuing)	08.06.05	--	08		
6	Ms. Priyanka Verma	Assistant Professor (Sr. Scale)	B.Sc, M.Sc, Ph.D(Pursuing)	16.12.09	--	1.5		
7	Ms. Mukta Narang	Assistant Professor (Sr. Scale)	B.A.SC,(Elec), MCA, Ph.D (Pursuing)	11.02.10	--	09		
8	Mr. A. K. Sharma	Assistant Professor (Sr. Scale)	B.Com (H), M.A. (ECO), M.Com, PGDM, MBA	01.10.05	--	40		
9	Mr. Arun Bakshi	Assistant Professor (Sr. Scale)	B.Sc.(CS), CIC, M.Sc (CS), M. Phil (CS), PGDCA	09.11.05	--	11		
10	Mr. Prashant Kumar	Assistant Professor (Sr. Scale)	B.Sc, MCA	10.09.09	--	10		
11	Ms. Preetika Jindal	Assistant Professor (Sr. Scale)	B.Com (H), MCA	01.09.06	--	04		
12	Mr. Anurag Gupta	Assistant Professor	B.Sc.(Maths), MCA, M.Phil, MBA (Pursuing)	18.06.08	--	07		
13	Ms. Priyanka Aggrawal	Assistant Professor	B.Com(Professional), MBE, M.Phil, Ph.D(Pursuing)	01.07.08	--	3.5		
14	Ms. Isha Rawal	Assistant Professor	B.Com (H), MBA, Ph.D (Pursuing)	21.07.08	--	1.5		
15	Mr. Nitin Goel	Assistant Professor	B.Com, PGDBM, M.Com, MBA	04.01.10	--	06		
16	Ms. Prachi Jindal	Assistant Professor	B.Com, M.Com, MBA, M.Phil	13.02.09	--	06		
17	Ms. Sangeeta Mehrolia	Assistant Professor	B.Sc., MBA (IB), UGC (NET), M.Phil (Pursuing)	01.12.08	--	1.5		
18	Mohd. Taslim	Assistant Professor	B.A. (H), MSW, M.Phil (Pursuing)	24.12.07	--	2.5		
19	Ms. Swati Narula	Assistant Professor	B.Com (H), MBA (Finance, HR)	15.06.09	--	0.7		
20	Ms. Rashi Malhotra	Assistant Professor	B.Com (H), MPM	01.07.09	--	0.6		
21	Ms. Monica Trakru	Assistant Professor	B.E. (Elec), M.Tech. (IT), Ph.D(Pursuing)	16.07.07	10	03		
22	Ms. Archana Gahlaut	Assistant Professor	B.Sc.(H) Elect, MCA, M.Phil , M.Tech (Pursuing)	01.07.08	--	07		
23	Mr. Ratul Kalita	Assistant Professor	AMIE, DCPA, CCNA, MCSE, MCSA, MCDBA	01.10.05	--	08		
24	Ms. Ranjeeta Popli	Assistant Professor	B.Sc., PGDCA, MCM, M.Phil,	01.12.08	--	05		
25	Mr. Gaurav Jindal	Assistant Professor	B.A, M.Sc, MCA, DOEACC 'A' Level, MDST, M.Tech (Pursuing)	10.09.09	--	07		

26	Ms. Shweta Malhotra	Assistant Professor	BA(H), PGD, UGC-NET	15.02.10	--	0.7		
IDENTIFIED FACULTY								
01	Dr. Monika Jain	Associate Professor	BA, MA, Ph.D	Will be join on 01.07.10	--	10		
02	Dr. Richa Dahiya	Assistant Professor (Sr. Scale)	BBA, MBA, Ph.D	Will be join on 01.07.10	--	07		
03	Dr. Simran Kaur	Assistant Professor (Sr. Scale)	B.Com, M.Com, Ph.D.	Will be join on 01.07.10		09		
04	Ms. Sandeepa Kaur Kamboj	Asstt. Professor	B.Com, M.Com, MBA, UGC-NET	Will be join on 01.07.10	--	02		
05	Ms. Shruti Sharma	Asstt. Professor	BCA, PGDCA, M.Sc., M.Tech.	Will be join on 01.07.10	--	01		
06	Ms. Pritika Dua	Asstt. Professor	B.Com, B.Ed., M.Com, UGC-NET	Will be join on 01.07.10	--	1.5		
07	Ms. Geetali Banerjee	Asstt. Professor	B.Sc., MCA,	Will be join on 01.07.10	--	15		
08	Ms. Mansi Arora	Asstt. Professor	BBA, PGDBM, UGC-NET	Will be join on 01.07.10	--	06		

2. Qualification and number of Staff Members

Number of staff members required:

Qualification			
UG	PG	PhD	Others-Full Time
None	27 (including identified)	07 (including identified)	12

**The staff calculation has been made taking the total students strength in 2010-2011 as 480 (MBA 120+180) & MCA 180)*

3. Details of Faculty Retention for:

Name of Faculty Member	Period	Percentage
	Duration of 15 yrs. And above	
	Duration of 10 yrs. And above	
	Duration of 5 yrs. And above	
Dr. S. S. Narula Dr. N. K. Agrawal Dr. I. S. Malhotra Dr. Neetu Rani Mr. Rajesh S Pyngavil Mr. Ashok K. Sharma Mr. Arun Bakshi Mr. Prashant Kumar Ms. Mukta Narang Ms. Preetika Jindal Mr. Anurag Gupta Ms. Priyanka Verma Ms. Prachi Jindal Mr. Ratul Kalita Ms. Monica Trakru Mohd. Taslim Ms. Archana Gahlaut Ms. Priyanka Aggarwal Ms. Isha Rawal Ms. Ranjeeta Popli Ms. Sangeeta Mehroliya Ms. Swati Narula Ms. Rashi Malhotra Mr. Gaurav Jindal Mr. Nitin Goel Ms. Shweta Malhotra	Less than 5 yrs. *	
	<i>* The Institute started its operation from August' 2004 for MBA & MCA in 2007.</i>	

4 Details of Faculty Turnover

Name of Faculty Member	Period	More than 50%	50%	25%	Less than 25%
% of faculty retained in last 3 yrs		✓	--	--	--

5. No. of Non-teaching staff available for course for intake of 60 students:

Sl. No.	Designation	Required Number	Required Qualification	Available	Remarks of the Inspection team
1	Laboratory Technician	01	CCNA, MCSA	01	
2	Laboratory Assistants/ Attenders	01	Hardware/Networking Course	04	
3	Office Superintendent	01	Office Diploma	01	
4	Accountant cum Clark	01	Account Course	01	
5	Store Keeper	01	--	01	
6	Computer Data Operator	01	Computer Course	02	
7	Peon	01	--	03	
8	Cleaning personnel	01	--	06	
9	Gardener	01	--	01	
10	Guard	--	--	03	

7. Scale of pay for Teaching faculty (to be enclosed):

Sl No	Name	Qualification	Designation	Basic pay Rs.	DA Rs.	HRA Rs.	TA Rs.	Other Allowance Rs.	Deductions			Bank A/C No
									PF	TDS	EPF	
1	Dr. S.S.Narula	B.Sc, M.Sc, M.Phil.,DSLDM, DIT, DPM, Ph.D (HR)	Professor Cum Director	80000	17600	24000	3904	--	--	--	--	431010100081333 (AXIS Bank Ltd.)
2	Dr. N. K. Agrawal	B.Com, M.Com , LLB, Ph.D. (Finance)	Professor	50890	11196	15267	3904	--	--	--	--	2011798 (Syndicate Bank)
3	Dr. I. S. Malhotra	LLB, FICWA, FCS, MHRM, PGDBA, Ph.D	Professor	50890	11196	15267	3904	--	--	--	--	040010100006530 (AXIS Bank Ltd.)
4	Dr. Neetu Rani	B.Sc, M.Sc, M.Phil, Ph.D, UGC (NET)	Associate Professor	33450	7359	10035	3904	--	--	--	--	910010000021635 (AXIS Bank Ltd.)
5	Mr. Rajesh S. Pyngavil	B.Sc., PGDMM, MBA, MHRM, UGC-NET, Ph.D (Pursuing)	Associate Professor	30320	6670	9096	3904	--	--	--	--	431010100023667 (AXIS Bank Ltd.)
6	Ms. Priyanka Verma	B.Sc, M.Sc, Ph.D(Pursuing)	Assistant Professor (Sr. Scale)	26810	5898	8043	3904	--	--	--	--	910010002015902 (AXIS Bank Ltd.)
7	Ms. Mukta Narang	B.A.SC,(Elec), MCA, Ph.D (Pursuing)	Assistant Professor (Sr. Scale)	26210	5766	7863	3904	--	--	--	--	4642010078720 (O B C)
8	Mr. Arun Bakshi	B.Sc.(CS), CIC, M.Sc (CS), M. Phil (CS), PGDCA	Assistant Professor (Sr. Scale)	25600	5632	7680	3904	--	--	--	--	431010100030117 (AXIS Bank Ltd.)
9	Mr. A. K. Sharma	B.Com (H), M.A. (ECO), M.Com, PGDM, MBA	Assistant Professor (Sr. Scale)	25600	5632	7680	3904	--	--	--	--	431010100030135 (AXIS Bank Ltd.)
10	Mr. Prashant Kumar	B.Sc, MCA	Assistant Professor (Sr. Scale)	25600	5632	7680	3904	--	--	--	--	909010035017814 (AXIS Bank Ltd.)
11	Ms. Preetika Jindal	B.Com (H), MCA	Assistant Professor (Sr. Scale)	25600	5632	7680	3904	--	--	--	--	431010100000444 (AXIS Bank Ltd.)

12	Mr. Anurag Gupta	B.Sc.(Maths), MCA, M.Phil, MBA (Pursuing)	Assistant Professor	22420	4932	6726	3904	--	--	--	--	431010100075688 (AXIS Bank Ltd.)
13	Ms. Priyanka Aggrawal	B.Com(Professional), MBE, M.Phil, Ph.D(Pursuing)	Assistant Professor	21910	4820	6573	3904	--	--	--	--	431010100077932 (AXIS Bank Ltd.)
14	Mr. Nitin Goel	B.Com, PGDBM M.Com, MBA	Assistant Professor	21910	4820	6573	3904	--	--	--	--	910010002015944 (AXIS Bank Ltd.)
15	Ms. Prachi Jindal	B.Com, M.Com, MBA, M.Phil	Assistant Professor	21600	4752	6480	3904	--	--	--	--	040010100130325 (AXIS Bank Ltd.)
16	Ms. Isha Rawal	B.Com (H), MBA, Ph.D (Pursuing)	Assistant Professor	21600	4752	6480	3904	--	--	--	--	431010100077695 (AXIS Bank Ltd.)
17	Ms. Sangeeta Mehrolia	B.Sc., MBA (IB), UGC-NET, M.Phil Pursuing)	Assistant Professor	21600	4752	6480	3904	--	--	--	--	431010100112239 (AXIS Bank Ltd.)
18	Mohd. Taslim	B.A. (H), MSW, M.Phil(Pursuing)	Assistant Professor	21600	4752	6480	3904	--	--	--	--	431010100066565 (AXIS Bank Ltd.)
19	Ms. Swati Narula	B.Com (H), MBA (Finance, HR)	Assistant Professor	21600	4752	6480	3904	--	--	--	--	431010100128124 (AXIS Bank Ltd.)
20	Ms. Rashi Malhotra	B.Com (H), MPM	Assistant Professor	21600	4752	6480	3904	--	--	--	--	431010100129176 (AXIS Bank Ltd.)
21	Ms. Monica Trakru	B.E. (Elec), M.Tech. (IT), Ph.D(Pursuing)	Assistant Professor	21600	4752	6480	3904	--	--	--	--	431010100059626 (AXIS Bank Ltd.)
22	Ms. Archana Gahlaut	B.Sc.(H) Elect, MCA, M.Phil , M.Tech(Pursuing)	Assistant Professor	21600	4752	6480	3904	--	--	--	--	431010100075697 (AXIS Bank Ltd.)
23	Mr. Ratul Kalita	AMIE, DCPA, CCNA, MCSE, MCSA, MCDBA	Assistant Professor	21600	4752	6480	3904	--	--	--	--	431010100030126 (AXIS Bank Ltd.)
24	Ms. Ranjeeta Popli	B.Sc., PGDCA, MCM, M.Phil,	Assistant Professor	21600	4752	6480	3904	--	--	--	--	431010100108683 (AXIS Bank Ltd.)
25	Mr. Gaurav Jindal	B.A, M.Sc, MCA, DOEACC 'A' Level, MDST, M.Tech(Pursuing)	Assistant Professor	21600	4752	6480	3904	--	--	--	--	909010035017827 (AXIS Bank Ltd.)
26	Ms. Shweta Malhotra	BA(H), PGD, UGC-NET	Assistant Professor	21600	4752	6480	3904	--	--	--	--	848569733 (Indian Bank)

8. Whether facilities for Research / Higher studies are provided to the faculty?

(Inspector to verify documents pertaining to the above)

YES

9. Whether faculty members are allowed to attend workshops and seminars?

(Inspectors to verify documents pertaining to the above)

YES

10. Scope for the promotion for faculty: Promotions

Yes

No

11. Gratuity Provided

Yes

No

12. Details of Non-teaching staff members (list to be enclosed):

Sl. No	Name	Designation	Qualification	Date of Joining	Experience	Signature	Remarks of the Inspectors
1	Ms. Geeta Bhoj	Librarian	M.Lib	16.02.2005	07 Years		
2	Mr. Tej Prakash	Assistant Admin. Officer	Graduation	24.02.2007	07 Years		
3	Ms. Nisha Rastogi	Assistant Librarian	M.Lib. (Pursuing), B.Lib	22.02.2010	1.5 Years		
4	Ms. Mona Gupta	Front Desk Executive	Graduation	07.04.2008	3.5 Years		
5	Ms. Rajni Bedi	Office Assistant	Graduation	21.10.2008	05 Years		
6	Mr. Rajesh Kr.Singh	Office Assistant	Graduation	01.06.2008	08 Years		
7	Mr. Harpreet Singh	Office Assistant	Graduation	11.09.2009	09 Years		
8	Mr. Dharmendra K Singh	Lab Assistant	Graduation	11.07.2007	04 Years		
9	Mr. Ashish Kr. Sharma	Lab Assistant	Graduation	11.01.2008	04 Years		
10	Mr. Rajneesh Kr. Sharma	Lab Assistant	M. Com	01.05.2009	03 Years		
11	Mr. Mohit Bhatia	Lab Assistant	Graduation (Pursuing)	01.09.2009	6 months		
12.	Ms. Richa Gupta	Library Assistant	Graduation (Pursuing)	21.01.2010	1 month		