

**J.S.S BANASHANKARI ARTS, COMMERCE AND
SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI,
DHARWAD-580 004
KARNATAKA**

Reaccredited at the 'A' level by NAAC

"College with Potential for Excellence"

(AFFILIATED TO KARNATAKA UNIVERSITY, DHARWAD)



**HAND BOOK OF
CODE OF CONDUCT**

(Code of Conduct, Professional Ethics for the Students,
Principal Teaching Staff & Non Teaching Staff)

Prepared by

INTERNAL QUALITY ASSURANCE CELL

(I. Q. A. C)



PREAMBLE

Institute has formulated Code of Conduct to improve overall development of students and teachers by creating effective teaching–learning atmosphere. It promotes the professional behaviour and academic integrity. The reputation of institute depends on the academic performance as well as on behaviour of the students. **“Self Discipline Is The Best Discipline”** The purpose of this code of conduct is to make the Students, Teachers, College Departments /Cells / Committees familiar about the rules and regulations of the College and to progress towards the achievement of the mission and vision of the College.

All students are expected to observe rules and regulations to enable the smooth working of the college and keep Harmony, Silence and Educational Atmosphere in the College premises. Therefore, all students of the College are introducing the following code of conduct which must be followed by every student of the college.

VISION STATEMENT

- To create an integrated system that meets the higher educational needs of the region and community at large.
- To work relentlessly towards community development through knowledge and technological skills.
- To induce paradigm shift in community that education is pre-requisite for human development and to inculcate the value system.
- To reach the un-reached and serve the underserved with education contribution to the national development.
- To be an active component of national educational system. So as to develop the institution as the centre of excellence.

MISSION STATEMENT

- Lerner centered education of excellence.
- Develop adaptability in technological skills, to meet the challenges of changing global village effectively. Induce knowledge that fosters self-learning and continuous improvement.
- Efficiency, quality, continuous improvement and innovation in all the process of our system. Unique product differentiation and stakeholder’s satisfaction.
- Unique organizational value based culture.
- Open organizational climate.



- Inter organizational linkage.
- Strategic future oriented planning.
- Community oriented skills and research.
- Strong community relationships.
- Professionalism in education, management and service.
- Meet regional and national educational needs.
- Consultancy referral center.
- Unique product differentiation and stakeholder's satisfaction.
- Unique organizational value based culture.
- Open organizational climate.
- Inter organizational linkage.Strategic future oriented planning.
- Community oriented skills and research.
- Strong community relationships.
- Professionalism in education, management and service.
- Meet regional and national educational needs.

Institution policy document

Governing Body office of Janata Shikshana Samithi has maintained published copy of employee service rules comprising rules and regulations.

Induction programme

At the commencement of the academic year institution conducts induction and orientation programme to the entry level students. In this programme students are made to aware of the human values, ethics, code of conduct of the institution/affiliating/government of Karnatak. The students are informed to follow strictly the rules and regulations of the Institution to maintain cordial and healthy atmosphere in the institution so that all the students are comfortable with maximum learning. At the same time awareness is created amongst the students to make best use of infrastructure and all available resources.

Handbooks for students

Every year hand books are published and hand over to the students. They are made aware of vision and Mission of Institution. Furthermore, it provides information to all the staff, students, parents' and stakeholders about the regulations and to maintain cordial and healthy atmosphere in the Institution.

CONDUCT AND DISCIPLINE OF STUDENTS

The college lays great stress on the development of sound character among the students and expects them to be of good conduct both inside and outside the college and to be worthy of highest standards of behavior about individual and collective in our life. Courtesy,



kindness, helpfulness and tolerance are virtues which they are particularly advised to cultivate. The following general rules are to be observed satisfactorily.

1. It shall be the bounden duty of every student to abide by the rules and regulations of the college, and to conduct himself with discipline and decorum in all places and under all circumstances.
2. Every student shall attend classes with regularity and punctuality and shall refrain from any action that may disturb the smooth working of the college
3. Students shall be in clean and decorous in uniform prescribed by the college and speak decent language and show good behaviour. Students should always carry their identity cards while they are in the campus. In case of loss of identity card, a new one is issued at to the student at a cost prescribed by the college.
4. Smoking, consumption of alcohol and alcoholic product, drugs etc. are strictly prohibited in the college premises. Students shall not enter the college drunk.
5. When a teacher enters a class-room, the students shall get up in reverence until they are directed to sit.
6. When classes are in session, students shall not enter or leave the class rooms without the permission of the concerned teachers.
7. While moving from one class to another, especially through stairs, students are expected to keep left in a line, leaving sufficient room for those coming in the opposite directions.
8. Students who may be free during class-time shall not loiter on the veranda or on the premises of the college library/ auditorium.
9. Every student should handle college property with care and shall do everything in his power to preserve the cleanliness and tidiness of the furniture, buildings and the premises.
10. The loss or damage caused to the college articles will be made good by realizing from the student concerned double the loss or damage so incurred.
11. Political activism is strictly banned on the campus. Students are forbidden to organize or attend meetings other than the official ones. No student shall address any gathering in the college premises without the special permission of the Principal. No student shall associate with any group not connected with the college. Violation of this rule will make the student to be liable for the punishment.
12. The College Union Election in this College will be held in a non-political manner in accordance with the directions of the college management.



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13. Megaphones, loudspeakers, etc., should not be used on the campus without the express permission of the Principal. Posters, flags, memorial tombs, floral arches, festoons etc. should not be displayed on the campus.
14. Indecent behavior especially towards the opposite sex will not be tolerated.
15. Students shall not invite or encourage outsiders to enter the campus. A membership into any kind of society or club or organization outside the college or participation in its activities is not allowed without Principal's consent.
16. Demonstrations/ campaigning of any type during the working hours of the college are strictly prohibited within the campus. If a group of students wish to do anything of that sort, they may do so outside the working hours and only with the members of management and principal's consent.

Note: While doing such demonstrations/campaigning the students are expected to control their words and action. Words or action which may cause a commotion in the campus are to be avoided.

18. If a student or a group of students or the entire students have any grievance of any kind, is to be brought to the attention of the Grievance Redressal Cell in writing. The cell on its own or in consultation with the Principal may take necessary steps to resolve such grievances. The Principal may call for the recommendations from the Discipline Committee /College Council, if the situation so demands.
19. In tune with the instructions contained in G.O. No. RT/346/05 H.Edn. dated 1/3/2005, the use of mobile phone by students on the campus is strictly banned. The presentation of obscene cinematic dances, fashion parades etc. by whatever name called, also has been banned on college campus. A College level "Ethics Committee" with the Principal as the Chairman is formed to monitor these and stringent action will be taken against offenders.
20. Ragging / teasing / intimidating/ harassing / using words of abuse etc on junior students especially female students is punishable crime under Police Act. and such matters will be immediately reported to the police. As such acts are considered criminal offences; students involved in such acts will be given adequate punishment, which includes expulsion.
21. As per the directing from the Hon'ble Supreme Court of India and relevant instructions from the university & UGC authorities, anti-ragging committee and squad have been formed in this College. All the students are encouraged to approach them without any hesitation in case of ragging.



22. In all matters not specified in the forgoing rules, students shall aim at conducting themselves respecting the right of others so as to establish and maintain good tradition and reputation for the institution.
23. Students of the college are not allowed to play in any outside team without the Principal's permission.
24. No money collections are allowed without prior permission of the principal
25. No meeting or party should be held in the college, nor should any other activity be taken up without the approval of the Principal.
26. Serious misconduct within the college premises is sufficient reason for the dismissal.
27. Attendance at the college function is obligatory to all the students.
28. No tours, excursion, picnics or pleasure trips are allowed to be arranged or organized without the prior permission of the principal.

CODE OF CONDUCT FOR TEACHERS:

All the faculty members are expected to display a good conduct so that the students consider their teachers as their role model. Following are the code of conduct for faculty members:

1. All faculty members must maintain high standards of punctuality, honesty and professional ethics.
2. The faculty appointed in the Institute will be on probation for one/two year from the date of joining subject to the approval by the department of collegiate education Govt. of Karnataka.
3. On completion of probationary period, the management may extend, if necessary, the probation for one more year after reviewing the performance of the faculty and his/her commitment to the institution.
4. Every faculty member shall discharge his/her duties efficiently & effectively as per the norms laid down by the UGC & Management from time to time.
5. Every faculty members should report to the college at least 10 minutes before the commencement of Institute timing.
6. All faculty members should be enthusiastic in taking up the subjects allotted to them.



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7. All faculty members should prepare a lesson/teaching plan, notes, and academic file well in advance before the commencement of the classes.
8. Every faculty members are responsible to conduct regular classes and practical and also take extra classes whenever necessary.
9. Every faculty members should respect the dignity and individuality of the student in expressing his/her opinion.
10. Every faculty members shall deal impartially with students regardless of their religion, caste, economic, social and physical identity.
11. No faculty members shall act in any manner that violates the decorum or morality within the campus.
12. Every faculty members should work within the institutional policies and practices so as to satisfy the vision and mission of the institute/trust.
13. All faculty members must refrain from any form of harassment or unlawful discrimination based on existing legislative norms relating to gender/sexuality/age/marital status.

CODE OF CONDUCT FOR NON-TEACHING STAFF:

1. Every staff members employed in the Institute shall discharge his/her duties efficiently and diligently as per the rules and regulations laid by the Competent Authority.
2. All Staff members should display the highest possible standards of professional behaviour.
3. All Staff members should be punctual and discipline towards their work.
4. Every Staff members shall maintain the appropriate levels of confidentiality with respect to the students, staff records and other sensitive matters.
5. Every Staff members should cooperate with students, colleagues & Higher authority.
6. All staff members should maintain the image of the institute through standards of dress, general courtesy, etc.
7. All the staff members should respect for the rights and opinions of others.
8. Every staff members should follow all norms and job details assigned by the Management, Director and Superior from time to time with full dedication.
9. All Staff members must refrain from any form of harassment or unlawful discrimination based on existing legislative norms relating to gender/sexuality/age/marital status.



10. Violations of code of conduct by the Teaching & Non-teaching staff are subject to Disciplinary action, Show Cause Notice, Memo, Enquiry Committee, Transfer to any other Institute, Suspension, Termination etc... or any other action as per the competent Authority.

IN THE CLASSROOM

1. Students are not allowed to loiter around in the premises of the college during working hours, leisure hours must be spent either in the library or in the reading room in quiet study.

Students should move from one classroom to another in an orderly and disciplined manner. All the movements in the college should conform to the standards of academic decorum and dignity.

2. The students should answer their roll calls by raising up in their seat and respond decently.
3. No students are allowed to leave the classroom during the lecture except with the permission or under express order from the lecturer.

IN THE LABORATORY

1. Students should be regular and punctual in their practical work during their laboratory hours.
2. Practical hours are conducted as per the academic curriculum and timings are maintained accordingly. No student is allowed to wander in the premises by skipping the laboratory.
3. Students involved in sports, NSS and NCC activities are provisioned to attend practical which are conducted separately based on students requests and directions from competent authorities.
4. All equipment and materials given to the students should be handled with care and returned in good condition.
5. Breakage fee shall be paid by the respective student in case of damage to the instruments and glassware during the conduct of practical.
6. Strict silence shall be maintained in the laboratory during the practical work.



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7. Students are allowed to enter the laboratory with the consent or permission from the concerned faculty.
8. Students are supposed to be punctual in terms of attending the practical failing to which they shall not be eligible for appearing the university examination.
9. Students are informed to be present in the concerned department laboratory well before the commencement of the regular practical and respective examination.
10. The students should maintain their record and observation books and are supposed to attend the practical with all the necessary laboratory materials as instructed by the faculty.

SECRETARY
Janata Shikshana Samiti,
G. B Office Vidyagiri, Dharwad-4



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Institution Policy document

**JANATA SHIKSHANA SAMITHI
DHARWAD**

**EMPLOYEE SERVICE RULES
2005**



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Santikumar Gubbi Science College,
DHARWAD-4

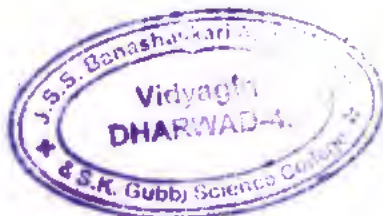
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EMPLOYEES SERVICE RULES - 2005


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PREAMBLE

WHEREAS, the Board of Management of Janata Shikshana Samithi, situated at Dharwad, believes that its human resources are its prime assets. The Boards of Management aims to develop and deploy this in such a manner as to provide high quality of service to the community, optimum utilization of man power to the management, maximum job satisfaction and career growth to all its employees. The above considerations will permeate the Management's policies and procedures governing management of human resources in all Janata Shikshana Samithi / Establishments of Janata Shikshana Samithi Dharwad. The Board of Management of Janata Sikshana Samithi Educational Society (Regd.), resolved that the following rules be and are hereby framed as Rules governing the **Service Conditions of Employees** of Janata Shikshana Samithi Institutions/ Establishments run by the said Society.




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CHAPTER - I

1. Short Title and Commencement:

- a). These rules may be called "Janata Shikshana Samithi Employee service rules 2005.
- b). These Rules shall come into force with effect from 01.08.2005. These rules are framed in supercession of all earlier rules governing service conditions of Janata Shikshana Samithi Employees and the Employees of Institutions and Establishments managed by the said Samithi.

2. Application:

- a) These rules shall apply to and govern all employees in the services of Janata Shikshana Samithi, Dharwad and all institutions / establishments managed / run by the Samithi, except to the extent otherwise expressly excluded
- b) These rules shall apply to all such other persons to whom they may be made applicable by the Board of Management and subject to such other conditions as the said authority may decide to impose.
- c) These rules shall not apply to persons who are:-
 - i) appointed after superannuation
 - ii) appointed on contract basis
 - iii) appointed on casual basis
 - iv) appointed on temporary basis
 - v) engaged as a trainee
- d) These rules shall not apply to all such other persons to whom they are made not applicable by the Board of Management authority and subject to such other conditions as the said authority may decided to impose. Persons engaged by the Students community to work in the Hostel / Mess or not employees of Janata Shikshana Samithi and institutions / Establishments managed by the said Samithi.

3. Power to implement and appoint authorities under service rules.

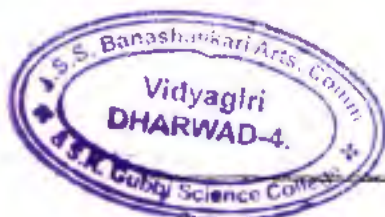
The President is authorised, designated and notified as the appointing authority, competent authority and disciplinary authority under all these service rules for all purposes. He is vested with all the powers to implement the said service rules and regulations. The President is also empowered to delegate any of or



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all his authority to such other authority/committee/person/s for these purposes from time to time and he is authorised to notify/constitute such authority/committee and nominate such person/s.

4. Power to amend/modify/relax Service Rules :

- i). The President may from time to time issue such instructions or directions as he may find in his opinion be necessary for giving effect to or carrying out the provisions of these Rules.
- ii. The President is also vested with all authority to alter, amend, modify, revoke, suspend and change any or all such rules in accordance with provisions of any law, statute, enactment and rules in respect of employees of Janata Sikshana Samithi institutions/ establishments.
- iii. The President may formulate such other rules from time to time which may be found necessary for running the Janata Sikshana Samithi institutions/ establishments effectively and efficiently.

5. Revocation of earlier Service Rules and Regulations:-

- i). Any rule, regulation, order, agreement, resolution or other instrument or any usage, custom, convention, or practice governing any matter dealt with in any of these regulations, including allowances, perquisites and facilities shall on date when such regulations come into force and unless the contrary is provided in these regulations shall cease to have effect in regard to such matter.
- ii). Provided that these shall not affect the validity of anything done or claim arising prior to that date in pursuance of such agreement, rule, regulation, resolution, other provision or usage, custom, convention or practice unless specifically provided otherwise..

6. Interpretation of Service Rules :-

- i). If any question arises as to the application or interpretation of any of these rules it shall be referred to the President or to any other authority empowered by the President for this purpose.



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- ii) The decision thereon taken by the President or any other authority empowered in this behalf, shall be final and binding on all concerned in all respects.

7. Definitions:

In these rules unless the context otherwise requires and unless there is anything repugnant to the subject or context:-

- a). **"Academic Year"** means the year beginning on such date as the State Government, University or the prescribed authorities, by notification, specify with respect to any specified area or with respect to any educational institution or class of educational Institutions.
- b). **"Appointed on Probation "or" Appointed on Officiating Basis"** means appointed on trial for a specific period of time.
- c). **"Appointing Authority"** in relation to an employee under these rules means the President or any other authority empowered and duly vested with powers to engage or to appoint any person in the services of Janata Shikshana Samithi and the institutions / establishments managed by said Samithi.
- d). **"Appellate Authority"** means an authority which is higher than the competent authority/disciplinary authority.
- e). **"Board"** means and includes the Boards of Management of Janata Shikshana Samithi, Dharwad, Karnataka State.
- f). **"Continuous Service"** means the service of an employee from the beginning of his service without any break.
- g). **"Competent Authority"** means the President, or any other authority who is empowered and vested with such powers for specific purposes by the above and includes all those who are listed in the schedule enclosed to these rules.
- h). **"Council"** means the Governing Council of Janata Shikshana Samithi institutions / establishments managed by Janata Shikshana Samithi, Dharwad.
- i). **"Calender Year"** means the period commencing from 1st day of January of a year and ending with 31st day of December of the same year.
- jj). **"College"** means and includes any college established, run and managed by the Samithi. The term college includes not only the


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existing colleges, but also the colleges that may be established or taken over by the Society.

- k). **"Contract Employee"** means a person appointed to work on contract for a specific period and on specific terms and conditions of appointment.
- l). **"Disciplinary Authority"** means and includes the appointing authority, the President and any such other authority empowered in this behalf and vested with the powers to suspend, initiate disciplinary action and impose any of the penalties listed in these rules and such other matters related to disciplinary action.
- m). **"Emoluments"** means the aggregate of salary and such other allowances by whatever name called, drawn by an employee, except conveyance/Non Practicing Allowance/Special Allowances.
- n). **"Employer"** means the President, and any other authority so notified by the President for specific purposes.
- o). **"Establishment"** means and includes any establishment/ organization/ hospital established, run and managed by the Management except the educational Institutions and establishments attached to these educational institutions.
- p). **"Family"** means and includes the spouse of the employee (if the spouse is also not an employee of Janata Sikshana Samithi Institutions/Establishments) and two dependent children (the first two issues) but shall not include legally separated spouse.
- q). **"Financial year"** means the period commencing from the first day of April of a year and ending with 31st day of March of the succeeding year.
- r). **"Institution"** means and includes all educational institutions and establishments attached to those educational institutions established, managed and run by Society, but does not include an establishment as defined under regulation No.7 (o).
- s). **"JSS. Management"** means and includes the President, the Head of an Institution/Establishment and any such other person empowered and vested with the authority of managing the affairs of the Society and their Institutions/ Establishments. They constitute the Management of the respective Institution/Establishment which they govern/manage.




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- t). **"Masculine"** means and includes feminine and vice-versa unless there is any thing repugnant to the subject or context.
- u). **"Minority educational institution"** means an educational Institution of its choice established and administered by a minority whether based on religion or language, having the right to do so under clause (i) of Article 30 of the Constitution of India.
- v). **"Office Bearers"** means and includes the President, Vice-President, Treasurer and Secretaries of the Society.
- w). **"Pay"** means basic pay.
- x). **"President"** means the President of the Society.
- y). **"J.S.S Employees"** means and includes the all employees working in Janata Shikshana Samithi Institutions and establishments run and managed by Janata Shikshana Samithi, Dharwad.
- z). **"J.S.S. Institutions"** means and includes the offices of the Society and all other institutions and establishments run and managed by Janata Shikshana Samithi, Dharwad.
- aa). **"The Samithi"** means Janata Shikshana Samithi, Dharwad.
- bb). **"Secretary"** means the Secretary of the Society.
- cc). **"Salary"** means the aggregate of basic pay and dearness allowance, but does not include any other allowances.
- dd). **"Service"** means service in Janata Shikshana Samithi / establishments in whatever capacity and includes the period from the day of joining the Institution / Establishment till the cessation of the employment.
- ee). **"Singular"** means and includes plural unless there is anything repugnant to the subject or context.
- ff). **"Schedule"** means the schedule appended to these rules.
- gg). **"Treasurer"** means Treasurer of the Society.
- hh). **"Vacation Department"** means a department or a part of the department to which regular vacations are allowed.
- ii). **"Week"** means a period of seven days.

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CHAPTER II

GRADES/SCALES OF PAY & CATEGORISATION OF POSTS

8. Classification/Grades of Employees:

The management reserves the right to fix and release the pay scales and allowances for the different grades of employees from time to time.

The scales of pay of Teaching Staff in different Janata Sikshana Samithi Institutions will depend upon the scales of pay prescribed by the Central/State bodies. The management will however make it to be on par with other institutions of the same category and reserves the right to prescribe uniform scales of pay for all administrative/non-teaching staff in all Janata Sikshana Samithi Institutions. The only differentiation may be between those employed in institutions imparting higher education i.e. after 10+2 and those working in other educational institutions such as High Schools, Primary Schools, ITI s etc., who may be given different set of scale as prescribed in other similar institutions.

- (i) The services of the Janata Sikshana Samithi employees shall be classified into Teaching and Non-teaching category with following Grades.

- (1) JSS Services - Grade "A"
- (2) JSS Services - Grade "B"
- (3) JSS Services - Grade "C"
- (4) JSS Services - Grade "D"


9. Categorization of Posts/Employees

Teaching:

- A. All Directors/ Principals of Professional/First Grade degree Colleges, Medical Superintendents, Chief Medical Officers and others in the equivalent grade/scale.
- B. Vice-Principals, Professors and HOD's, other Professors, Associate Professors, Readers, Senior Grade Lecturers of all Professional and First Grade degree Colleges, Principals of Junior Colleges, Librarian and Physical Education Directors of the equivalent grade/scale.
- C. Medical Officers, Assistant Professors, Lecturers, Principals of ITI's, Principals/Head Masters of High Schools, Librarian, Physical Education Directors, Demonstrators and others of the equivalent grade/scale.

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- D. Instructors of ITI's and Colleges, Teachers of all Schools, Librarians, Physical Education Teachers, Training Officers of ITI's and others of the equivalent grade/scale.


Non-Teaching:

- A. Directors, Project Directors, Deputy Directors, General Managers, Registrars, Executive Officers, Finance Officer, Dy. Directors, Chief Auditor, Administrative Officers, Finance Officers, Administrative Officers, Chief Auditor and other Functional Heads in the Society offices and such other Officers of the equivalent grade/scale in the Professional Colleges.
- B. Medical Officers, Office Superintendents, Dy. Superintendents, Nursing Superintendents, Matrons, Office Managers, Mechanical, Electrical and Maintenance Engineers, Project Engineers and others of the equivalent grade/scale.
- C. All Supervisors, FDA's, Security Officers, SDA's, Senior Assistants, Computer Programmers, Computer Operators, Stenographers and all other clerical/technical staff in the equivalent grade/scale.
- D. All Mechanics, Attendants, Drivers, Peons, Security Guard, All Workmen, G.D.W's, Sanitary workers and others of the equivalent grade/scale.

10. Increments:

- i). Increments accrues from the day following that on which it is earned. Increments shall be sanctioned annually with the approval of the competent authority in the time-scales of pay drawn by an employee.
- ii). An increment which accrues on a day other than the first day of a month shall be advanced to the first day of that month from second increment onwards.
- iii). Increments accruing during the extended period of probation can be admitted only after obtaining prior approval of the competent authority.
- iv). An employee who stagnates at the maximum of the time-scales of pay other than University Grant Committee/ All India Council for Technical Education pay scales, applicable to the post held by him/her, may be allowed five stagnation increments after two years of stagnation in the said scale of pay for a period of five years, subject to rendering satisfactory record of service in the post held by him/her in the institution/establishment.




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- v). In respect of University Grant Committee/ All India Council for Technical Education pay scale holders, annual increments have to be sanctioned only after their annual performance appraisal has been duly reviewed by an Expert Committee to be constituted for each Institution for the purpose by the Competent Authority.
- vi). The increments may be withheld as a disciplinary measure if any adverse report is received against any employee from the concerned head of Janata Sikshana Samithi institutions/establishments and the release of the same will be decided by the concerned authority after conducting an enquiry or be withheld as the case may be. The specific period for which the increment is to be withheld is to be informed by issuing an order by the concerned authority authorised by the competent authority
- vii). When an employee working in the lower scales of pay is promoted or appointed to a higher post, his/her annual increment will fall due after he/she completes one year of service in the higher post, if his/her basic pay in the higher post is fixed in the minimum of the said scales of pay. If the basic pay has been fixed in the stage crossing minimum of the scale of pay, then such employees are eligible to draw the increment as per the original date of their increment. In case, if an employee sanctioned leave on loss of pay for more than 30 days in a year, in such cases, the date of annual increment is to be postponed accordingly.
- viii). No employee appointed on temporary, contract, re-employment, daily wages, are eligible for annual increment, unless otherwise ordered by the competent authority.



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Chapter III

ALLOWANCES

11. General:

- (1). The competent authority may at its sole discretion determine from time to time the allowances to be paid to the employees who are eligible for these allowances and the rates at which such allowances are payable in addition to basic pay.
 - (2). These allowances including the rates at which they are payable shall be determined from time to time in accordance with the policy and guidelines issued by the competent authority whose decision shall be final and binding on all employees in the matter of payment of allowances.
 - (3). Sanction from the competent authority is required for payment of these allowances every time a change is made in the rate at which such allowances are payable.
12. The allowances herein after set out in this chapter are payable to eligible employees in addition to their basic pay at such rates as mentioned therein.

13. Dearness Allowance:

Dearness allowance is payable to eligible employees at such rates as may be notified by the management from time to time.

14. House Rent Allowance

- (a) House rent allowance (HRA) is payable to eligible employees at such rates as may be notified by the management. If both husband and wife are employed in the same institution, subject to rules in force, both are eligible for payment of House Rent Allowance.
- (b) Where an employee or spouse is provided with residential accommodation by the competent authority, both the employee and spouse will not be eligible for payment of House Rent Allowance.
- (c) Where an employee resides in his/her own accommodation he/she shall be eligible for House Rent Allowance on the same basis as mentioned under sub regulation (a) above.



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15. Conveyance Allowance

Conveyance allowance is payable to eligible employees at such rates as may be notified by the competent authority from time to time.

16. Non Practicing Allowance (NPA)

Non practicing allowance is payable to eligible employees at such rates as may be notified by the competent authority from time to time.

17. Special Allowance

The competent authority may grant special allowance to any employee in any grade/scale by way of a separate order at such rates as directed by such authority. Special allowance is payable entirely at the sole discretion of the competent authority to reward or compensate an employee for his/her exceptional qualifications, skills, quality, meritorious service and/or on compassionate grounds for such period and at, such rates as may be directed by such authority.



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CHAPTER IV

RECRUITMENT TO RETIREMENT

18. Recruitment:

- a). Recruitment of all employees in all grades/scales in all Janata Shikshana Samithi Institutions / Establishment shall be made by the President. The President, may delegate such powers to any such other committee/authority/person/s by issuing a separate notification/order in this regard.
- b). Recruitment of employees shall be made through advertisements in any of the leading newspapers, Employment Exchanges as prescribed by law or by any other methods as deemed fit and necessary by the management.
- c). Recruitment of employees shall be made as and when vacancies arise in Janata Shikshana Samithi institutions/establishments depending upon the needs/ requirements of the respective institutions/establishments.
- d). Number of vacancies in all Janata Shikshana Samithi institutions/establishments shall be determined by the competent authority through man power planning/requirement of each institutions/ establishments.

19. Appointment:

- a) The President shall be the appointing authority in relation to all employees in all grades/scales in all Janata Shikshana Samithi institutions/ establishments.
- b) The President may delegate any or all of their authority to such other authority/committee/person/s for this purpose from time to time
- c) The President may at his sole discretion make appointments on compassionate grounds by appointing the eligible dependent near relatives i.e., spouse, son, daughter of an employee who dies while in service of Janata Shikshana Samithi institutions/establishments.
- d) No person shall be eligible for any appointment in the JANATA SHIKSHANA SAMITHI Institutions/Establishments against any post unless he possesses the required minimum academic/professional qualifications prescribed under the relevant rules of such authorities like the Government/University/



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University Grants Commission/ All India Council for Technical Education and any such other authorities and now in force in the concerned JANATA SIKSHANA SAMITHI Institutions/ Establishments.

- e) No person shall be appointed unless he has completed 18 years of age on the date of calling for applications for any post and he shall generally be not more than 40 yrs. of age. The upper age limit may be relaxed at the sole discretion of the Board/President.

20. Classification of Employees:

Employees appointed in JANATA SIKSHANA SAMITHI institutions/establishment shall be classified as under

- a) Permanent
 - b) Probationer
 - c) Contract
 - d) Temporary
 - e) Casual
 - f) Trainee
- i) A "Permanent employee" means one who has completed the specified period of probation satisfactorily and has been confirmed in the services of JANATA SIKSHANA SAMITHI institutions/establishments in writing by the competent authority in the post held by him at such grade/scale applicable to the post;
- ii) A "Probationer employee" means one who is appointed on probation and on trial and appointed for such specific period or such extended period of time;
- iii) A "Contract employee" means one who is appointed to work on contract for a specific period and on specific terms and conditions.
- iv) A "Temporary employee" means one who is engaged to do such work which is essentially temporary in nature and/or engaged for a temporary period of time;
- v) A "Casual employee" means one who is engaged on a day to day basis for such work which is casual/occasional in nature. He is one who is paid on a daily wage basis.
- vi) A Trainee is a learner who is engaged with a stipend during the period of his/her training and the terms and conditions of his/her training period shall be determined by the Management. A person engaged as a Trainee shall have no claim to be absorbed as a probationary/regular employee.



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21. Probation:

- a) All appointments to any post shall be on probation for one year. However, the competent authority may extend the period of probation by such period as he may deem fit and necessary.
- b) However, continuation of the probationer in services even after the expiry of the probationary period shall not be deemed to be confirmed unless a specific order of confirmation is issued by the competent authority.
- c) All appointments by promotion shall be on an officiating basis for a period of one year, which may be extended by the competent authority by a further period not exceeding one year. However, the competent authority may waive the period for officiation of an employee if he has already discharged for a period of one year the duties of the post to which he is promoted. At the end of the period of officiation or the reduced or extended period of officiation, as the case may be, the competent authority shall consider the suitability of the employee so promoted to hold the post to which he was promoted. If his services are found satisfactory, it shall, as soon as possible, issue an order declaring the person to have satisfactorily completed the period of officiation and his services may be confirmed. If at the end of the period of officiation the competent authority considers that the person is not suitable for the post to which he is promoted it shall, by an order, revert the person to the post which he held prior to this promotion.
- d) At the end of the prescribed period of probation of any type, the competent authority shall consider the suitability of the probationer to hold the post to which he was appointed. If it decides that the probationer is suitable to hold the post, it shall, as soon as possible, issue an order declaring the probationer to have satisfactorily completed his probation and issue an order confirming his services against the said post.
- e) If the appointing authority decides that the probationer is not suitable to hold the post to which he was appointed or has not fulfilled such conditions as prescribed in his appointment order or on grounds arising out of the conditions, if any, imposed on him or his unsuitability for the service or post, discharge him from the service by issuing an order.



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- f) A probationer appointed at the initial or higher stage of a time scale may draw increments that fall due during the prescribed period of probation. He shall not however, draw any increments after the expiry of such period unless and until he is declared to have satisfactorily completed his probation.
- g) No probationer shall be entitled to claim any privilege in respect of the period on probation or claim any compensation should the competent authority decides to dispense with his services at any time before the probation expires.
- h) The competent authority however, shall give one calendar month's notice or will pay one month's salary in lieu thereof, when the services of a probationer are to be terminated. The probationer in turn, shall give one calendar months notice or one month's salary in lieu thereof when he wants to be relieved of his duties during the period of probation. However, the members of teaching staff shall not ordinarily resign from their posts during the course of an academic year.

22. Confirmation:

An employee shall be confirmed in the services of JANATA SIKSHANA SAMITHI institutions/establishments in the post held by him if in the opinion of the competent authority the employee has satisfactorily completed his probationary period and issues an order in writing for the same.

23. Resignation:

No employee shall resign from the services of JANATA SIKSHANA SAMITHI institutions/ establishments unless he gives 3 month's clear notice of his intention to tender his resignation or payment of 3 month's salary in lieu thereof.

Provided further that the competent authority may reduce the period of 3 month's or waive the requirement of notice/payment of salary at its sole discretion in exceptional cases. No employee is entitled for any leave other than Casual Leave during the notice period.

24. Retirement/Superannuation:

- a. The age of retirement/superannuation of an employee shall be 58 years and in case of Grant in Aid post as prescribed by the State Government.



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- b. Management may at its sole discretion engage the service of a retired/superannuated person on annual contract basis on such terms and conditions as may be decided by the Management.
- c. Any employee can seek voluntary retirement after he has put in 25 years of service or attains the age of 50 years by giving 30 Day's Clear notice in writing.
- d. Any employee, who has put in not less than 20 years of service and desires to go on leave at his credit preparatory to his retirement, may be permitted to do so without being detrimental to the normal working of the concerned department in which he is working.
- e. The competent authority may continue the service of any member of the Teaching faculty working in JANATA SHIKSHANA SAMITI, educational institutions and who attains the age of superannuation after the commencement of the academic year till the close of the particular academic year on the total emoluments drawn by him on the date of superannuation. All the employees who attain the age of superannuation in the middle of the month may be continued up the last day of the particular month.

f. Status of the Posts :

The permanent employees working in JSS Institutions by virtue of their retirement/superannuation, such vacant posts shall be kept alive (without lapsing) for at least Six years for future recruitment of the same

25. Termination of Service:

- a) The competent authority is at liberty to terminate the service of an employee whose services are not required by the institution at any time without assigning any reasons.
- b) A competent authority may remove or dismiss any employee from the services of the JANATA SHIKSHANA SAMITI Institutions /Establishments or may require him to retire from it compulsorily, on the ground of misconduct disobedience, dereliction of duty or insolvency or ill health or inefficiency to be decided by a committee constituted by the competent authority.
- c) Services of a contract employee under an Agreement may be dispensed with, in accordance with the terms and conditions of such appointment.
- d) Services of a probationary employee may be terminated during or at the end of his probationary period in terms of his appointment or in accordance with the rules governing such probation.
- e) Services of a temporary employee may be terminated by either side by giving one months notice or by paying an amount equivalent to one month salary last paid to him.

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CHAPTER V

HOURS OF WORK AND PAYMENT OF SALARIES/WAGES

26. Hours of Work:

Subject to statutory provisions and enactments the working hours of all JANATA SIKSHANA SAMITHI employees working at all places in all institutions/establishments, shall be 48 hours per week on 8 hours per day basis excluding lunch hours:-

- a). The Management will be at liberty to fix at its discretion the actual timing for work provided, the maximum number of hours of work fixed by the statutory provisions are being observed and followed.
- b). All employees are required to work 48 hours in a 6 day work week. Employees working in shift are also required to work for 8 hours a day, 48 hours per week. A lunch break of at least half an hour may be provided.
- c). All employees of Janata Sikshana Samithi institutions/establishments are expected to work during the prescribed hours of concerned institution/establishment on all the working days. They shall work for a minimum of 8 hours a day or as directed by the competent authority with a lunch break of 30 minutes on all working days. Normally Institutions/Establishments are working during week days from Monday to Saturday with holiday on Sundays. Institutions will be closed for working on all authorized holidays duly notified by the competent authority in a calendar year.
- d). In the case of Institutions attached with hospitals, the teaching, clinical and auxiliary staff will have to take up night duties and relieving duties as directed by the competent authority.

27. Attendance:

- a). All employees shall be on duty at the commencement of working hours and shall attend to their work till close of working hours except during lunch recess. This rule holds good both for teaching as well as non-teaching staff.
- b). The shift times will vary in different Institutions/ Establishments/ Hospitals attached to our Institutions/ Establishments may operate 24 hours a day and on seven day a week basis. Employees may be required to work in split hours/staggered hours/shift duties with rest intervals and weekly off.

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- c). If the exigencies of work so demand, all employees shall be required to attend to any emergency duty outside their regular hours of work and on Sundays and public holidays. They are not entitled for any extra remuneration for such work.
- d). An employee on shift duty continues to be on duty until relieved by the employee of the next shift. The Janata Sikshana Samithi Management has the right to place an employee from one shift to another or from one department to another as a routine or due to exigencies of work.
- e). Attendance register shall be maintained by each department and those who are in the habit of coming late will be liable for debit of one day casual leave for late attendance for every three times.
- f). Movement register shall be maintained by each department and employees leaving the premises during working hours shall make a record of their movements and obtain the signature of their respective superior officers indicating the purpose and place of visit.

28. Payment of Salaries/Wages:

- a). Salaries to all employees shall be paid on or before the seventh day of the succeeding month through their Bank accounts or through cheques or by such other mode as may be decided by the competent authority from time to time. Proper acquittance roll for having disbursed the salaries/wages to each employee shall be maintained by the office of the institution/establishment as prescribed by the State Government for Government Institutions.
- b). Service Records of the employees shall be maintained by the respective institution/establishment as prescribed by the management from time to time.




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CHAPTER VI

LEAVE RULES

The employees of Janata Sikshana Samithi Institutions are entitled to the following kinds of leave and are governed by the following leave rules.

29. Kinds of Leave:

Subject to the grant of leave being determined by the exigencies of service, employees are eligible for the following kinds of leave.

Kinds of Leave	Vacation Staff	Non-Vacation Staff
A. Casual leave	15 days Per year	15 days Per year
B. Earned leave	10 days Per year	20 days Per year

30. General:

- a). Leave of all kinds cannot be claimed as a matter of right. Discretion is reserved by the authority empowered to grant leave to refuse or revoke leave at any time according to the exigencies of service.
- b). An employee who desires to obtain leave of absence shall apply in writing to the competent authority. Such application for leave shall be made not less than 15 days before the date from which the leave is to commence except in exigencies or unforeseen circumstances including illness when it is not possible to do so.
- c). The competent authority or the authority empowered by him in this behalf shall issue orders on such application as soon as practicable and in case of urgent nature immediately. If the leave asked for is granted, order showing the date of commencement of the leave and date on which the employee will have to resume the duty shall be issued to him.
- d). If an employee after proceeding on leave desired extension thereof he shall make an application in writing to the competent authority or other authority appointed for the purpose. Such application shall state the full postal and telegraphic address of the employee and shall be made in time to send a reply to him before expiry of the leave desired to be extended.



- e). No leave or extension of leave shall be deemed to have been granted unless an order to that effect is passed and communicated to the employee concerned.
- f). When exigencies of services so required, discretion to refuse or revoke leave of any kind is reserved with the authority granting it and an employee already on leave may be recalled by that authority when it considers it necessary in the interests of the Institution/Establishment.
- g). The leave of any kind to the Head of the Institution/Principal shall be sanctioned only by the President/Secretary or any other person so authorized by them for the purpose.
- h). All kinds of leave except earned/annual leave of an employee lapses on the date on which he ceases to be in services of the Institution/ Establishment. Even Earned leave lapses unless the Institution/Establishment provides for encashment of such earned leave at the time of retirement of the employee.
- i). Unless he is permitted to do so by the competent authority which granted him leave, an employee will not be entitled to return to duty before the expiry of the period of leave granted to him .
- j). An employee shall, before proceeding on leave intimate to the competent authority his address while on leave, and shall keep the authority informed of any change in the address previously furnished.
- k). Leave cannot be granted to an employee who is placed under suspension or against whom disciplinary action is initiated or contemplated.

31. Casual Leave:

- a). An employee shall be entitled to Casual Leave of 12 days in a calendar year during the first year of service and 15 days in a calendar year during the subsequent years. Not more than 4 days casual leave may be taken continuously. Holidays and sundays cannot be prefixed/suffixed in such a way as to increase the absence at any one time beyond 7 days. If such absence is extended beyond these limits, it shall be treated as earned leave in respect of the entire period. Casual leave may not be granted in combination with any other leave. Competent authority may grant casual leave of half day except on Saturday subject to rules framed in this regard.




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- b). Casual leave shall be earned by an employee during the first calendar year of his service on a pro-rata basis at the rate of 1 day for each completed month of service.
- c). Ordinarily the previous permission of the competent authority shall be obtained before taking Casual leave. When this is not possible the said authority shall be informed as soon as practicable in writing or if writing is not possible, orally or through any other person about his absence from work, reason thereof and probable duration of such absence. In any event, written application shall be submitted to competent authority not later than the date the employee resumes duty. In no case an employee will be allowed to proceed on Casual Leave on frivolous grounds and on such grounds to be decided by the management from time to time.
- d). Casual Leave is only intended to meet special or unforeseen circumstances for which provision cannot be made on the exact rules. Holidays except Saturdays and Sundays shall not be prefixed or suffixed to casual leave without the previous permission of the competent authority granting such leave.
- e). Holidays and weekly off falling within the period of Casual Leave will not be treated as part of Casual Leave.

32. Earned Leave:

- a). An employee serving in the non-vacation department shall be entitled to earned leave of 20 days in a calendar year or on proportionate basis as per their appointment date. The leave account of every employee shall be credited with earned leave annually. Accumulation of Earned leave at any time shall not exceed 180 days. Earned leave accumulated beyond 180 days shall lapse automatically unless otherwise ordered by the competent authority.
- b). The leave account of an employee serving in the vacation department shall be entitled to earned leave of 10 days in a calendar year or on proportionate basis as per their appointment date. The leave account of every employee shall be credited with earned leave annually. Accumulation of Earned leave at any time shall not exceed 180 days. Any leave accumulated beyond 180 days shall lapse automatically unless otherwise ordered by the competent authority.
- c). If, in any year, an employee does not avail himself of any vacation, earned leave shall be admissible to him in respect of that year at the rate of 20 days in a calendar year.





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- d). In respect of any year in which an employee avails himself of a portion of vacation, he is entitled to earned leave in such proportion of 20 days as the number of days of vacation not taken bears to the full vacation.
- e). When an employee serving in vacation department is transferred to non-vacation department, he will earn Earned Leave at the rate of 20 days per annum basis,
- f). If an employee is transferred from non vacation department to vacation department he is entitled for 10 days earned leave in a year.
- g). An employee on earned leave shall be entitled to full emoluments for the period of leave.
- h). Earned leave may be accumulated upto 180 days except where leave has been applied for and it has been refused.
- i). An employee will not be entitled to take earned leave on more than 3 occasions in a calendar year and it will then be in the absolute discretion of the competent authority whether to grant such leave or not.
- j). Approved holidays and Sundays may be prefixed or suffixed to earned leave.
- k). Public holidays/weekly off falling in between earned leave shall be accounted as part of earned leave.
- l). Normally earned leave shall not be taken for less than 5 days and the leave sanctioning authority alone at its discretion may sanction less than 5 days at a time.
- m). An employee may avail of earned leave when he has exhausted his casual leave on grounds of sickness on production of medical certificate. However, for the purpose of taking into account number of occasions of availing earned leave, this will also be taken into account.

33. Special Leave:

Special Leave upto 15 days in a calendar year may be permitted by the competent authority to a faculty member. Such leave may be granted by the competent authority on case to case basis for such works as conferences/ seminars/examinations and such other works related to universities.




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34. Leave on Medical Grounds:

- a) The Management may permit an employee to avail casual and earned leave on medical grounds subject to production of medical certificate by a registered medical practitioner approval by the management and in such cases casual leave may be combined with earned leave.

35. Maternity Leave:

- a) A female employee in service is entitled for maternity leave for a period of 12 weeks with pay in accordance with the provisions of Maternity Benefit Act 1961.
- b) Maternity leave may be permitted to be combined with any other kind of leave. Maternity leave will be granted only on two occasions in the entire service of the female employee.
- c) Maternity leave is not admissible to a female employee who has two or more number of living children.

36. Sabbatical Leave

An employee who is engaged as a faculty member and Teaching in an Janata Sikshana Samithi educational institution is eligible for Sabbatical Leave. All sabbatical leave will be treated as leave on loss of pay and allowances.

37. Leave on loss of pay and Allowances:

- a) Leave on loss of pay and Allowances may be granted to an employee if he does not have any other kinds of leave at his credit on case to case basis.
- b) In case, an employee fails to resume duty on the expiry of this leave he shall be liable to be dismissed or removed from the service after following necessary procedures laid down in these rules, by the competent authority, unless such authority decides otherwise in view of the exceptional circumstances of the case.
- c) Leave on loss of pay and allowances shall not be counted as service for the purpose of confirming a probationary employee. An employee who avails leave on loss of pay will be liable for extension of his probationary period for a period equivalent to the period of leave on loss of pay and allowances availed by him. Leave on loss of pay and allowances will also not be accounted as service for the purpose of earning annual increment of an employee who avails leave on loss of pay will be extended to the extent of the period of leave on loss of pay and allowances availed by him. The competent authority may however ordered otherwise depending upon to the merit of each case.



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58 years or on the ground of health or physical handicap, he shall be eligible to encash accumulated earned leave computed on the basis of last salary drawn subject to a maximum of 180days.


39. Recall from Leave:

An employee on sanctioned leave may be recalled from leave to join duty forthwith by the competent authority due to office/administrative exigencies

40. Furnishing leave address:

Except on office duty, no employee shall leave the headquarters even when leave is sanctioned including casual leave unless he has in writing informed the competent authority before leaving the station and also furnish in writing to such authority the postal address with phone no. if any at which he can be contacted while out of station.




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CHAPTER VII

REIMBURSEMENT OF EXPENSES ON TRAVEL

41. General:

1. Reimbursement of travel expense including accommodation charges and per diem allowance is granted in accordance with the rules laid down by the Management/Competent Authority from time to time.
2. Subject to limits prescribed in the schedule I, reimbursement of travel expense shall cover the following:
 - a. Actual cost of ticket or fare paid for the journey.
 - b. Accommodation charges, if any
 - c. Per diem travel allowance
3. An upgrade in the mode/ class of travel is permissible only when authorised by the Management/Competent Authority.
4. The management reserves the right to arrange or prescribe accommodation of its choice for any class of employees while they are on authorised itinerary. The details of accommodation so prescribed will be notified by the society from time to time. When accommodation is not provided, actual room rent within the tariff range given in the schedule is reimbursable. However, when an employee is authorised to make private arrangements regarding his/her accommodation, 50% of the accommodation tariff applicable to such employee shall be granted in lieu of actual room rent. When accommodation/Guest House is provided by the management, employees shall make use of the said accommodation only. If the Guest House is already occupied then the employees may go for other accommodation.
5. Air fare will be reimbursed only against production of receipts/ used passenger coupon. In the case of all other modes of travel, claims are to be supported by original or duplicate of the ticket for reimbursement.
6. Claim for reimbursement on travel between two places is regulated by the shortest of two or more practical routes. When there are alternate routes available and the difference between routes both in point of view of time and cost is not considerable, the fare for the route actually used may be admitted.



7. When an employee is required to cancel his journey, the difference between the fare actually paid by him including reservation charges, if any, and the amount refunded by the transport authority on such cancellation may be reimbursed subject to the following conditions:

- a. The cancellation of the journey is due to the exigencies of institutional work and the head of institution has authorised such cancellation.
- b. The claim for reimbursement is restricted to the amount admissible had the journey been made by the shortest route.
- c. The claim for reimbursement is in respect of the amount actually paid by the employee for the travel ticket inclusive of reservation if any, but does not include any commission paid to booking agents or other incidental expenses incurred for reservation.
- d. The cancellation has been made by the employee the necessity therefore arose without any loss of time and the advantage of lower rates of cancellation charges has been availed of.

8. Per diem travel allowance is admissible from the time of commencement of the journey till the time of return to the usual place of residence upon completion of the itinerary.

9. Per diem travel allowance is calculated as under:

Itineraries exceeding:

- a. 5 hours but less than 12 hours : 50% per Diem
- b. 12 hours to 24 hours : Full per diem

10. Per Diem allowance is granted while on travel to defray the cost of meals, refreshment, restaurant and room tips, laundry charges and other incidental expenses. Therefore, these expenses are not separately reimbursed.

11. Charges towards baggage handling, porter charges, official telephone calls etc. will be admissible and will be reimbursed if they are reasonable and / or supported by bills.

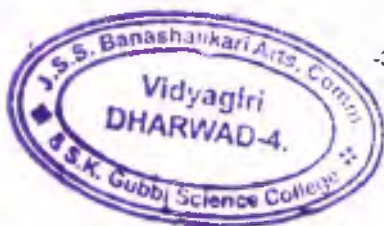
12. When boarding is provided by the management/organizers of the Conference etc. only 25% of the per diem allowances is payable as out of pocket expenses.



13. No per diem allowance is admissible on travel within a radius of 10 km of the office in which the employee is working.
14. Reasonable expenses on food and refreshments up to the amount of per diem allowance applicable to the employee will be reimbursed without bills. Lodging charges can be claimed only on production of bills.
15. No per diem allowance is admissible during the period when an employee goes on leave while on an official itinerary.
16. A claim is settled on the basis of information available on the date of admitting the claim for per diem travel allowance. Once admitted shall not be re-opened. Accordingly, no arrears of per diem travel allowance is payable where an employee is promoted or reverted or is otherwise granted an increase in the basic pay or a change in the scale of pay with retrospective effect.

42. DOMESTIC TRAVEL EXPENSE REIMBURSEMENT TEACHING CADRE

Accommodation Tariff Per Diem					
Category /Grade	Per diem Allowance	Travel Class/Mode	Car Mileage per KM	All Metropolitan & Corporation cities	Other places
A	Rs. 250	Train II AC 2T/ Train First Class/ Bus	Rs. 4	Up to Rs. 800	Upto RS.600
B.	Rs. 200	Train II AC 3T/ Train First Class Bus	NA	Up to Rs. 600	Upto RS. 400
C.	Rs. 150	Train I class/ Bus	NA	Up to Rs. 500	Upto RS.300
D.	Rs. 125	Train I class/ Bus	NA	Up to Rs. 400	Upto RS.200



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**43. DOMESTIC TRAVEL EXPENSES REIMBURSEMENT NON - TEACHING
CADRE**

Accommodation Tariff Per Diem					
Category /Grade	Per diem Allowance	Travel Class/Mode	Car Mileage per KM	All Metropolitan & Corporation cities	Other places
A	Rs. 200	Train II AC 2T/ Train First Class/ Bus	Rs. 4	Up to Rs. 600	Upto RS.400
B.	Rs. 150	Train II AC 3T/ Train First Class Bus	NA	Up to Rs. 400	Upto RS. 250
C.	Rs. 125	Train II class/ Bus	NA	Up to Rs. 300	Upto RS.200
D.	Rs. 100	Train II class/ Bus	NA	Up to Rs. 200	Upto RS. 150

- Travel by Air and by Car/Taxi shall be undertaken only with the prior permission by the Management/Competent Authority. Only those in Category A in Teaching and Non-teaching Cadre are entitled for such mode of travel. Travel by Car/Taxi is permissible if the distance is less than 500 kms between the place of residence and destination.
- Employees are entitled for reimbursement of reasonable local conveyance expenses.
- Where 3 T facility is not available, the travel may be made with 2 t with the prior permission by the Management/Competent Authority



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CHAPTER VIII
TRANSFER POLICY

44. General:

- a) Transfers are an instrument for developing people by means of widening their exposure to various situation and environment. An institution/establishment which employs a large number of employees should have a policy in relation to transfer so as to eliminate adhocism in the matter of transfers. Transfers are essential for ensuring proper and effective functioning of various institutions with a view to ensure the mobility of employees and also in the interest of their individual development.

- b) The major objectives of the transfer policy are as follows;
 - a) To meet the developmental needs of an institution/ establishment and to facilitate the achievement of Janata Sikshana Samithi Institutions/ Establishments objectives.


 - b) For career growth

 - c) To minimize the hardships to employees

 - d) To meet the administrative exigencies.

- c) No hard and fast rule can be laid down for transfers because of exigencies of administration. The management of Janata Sikshana Samithi institutions/ establishments reserves itself




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the rights to bring about such amendments and alterations in the policy as may be necessary from time to time. The management also reserves to itself the right to take appropriate decision in the transfer of any employee.

45. Transferability:

- a) Every Janata Sikshana Samithi Employee as per the service rules applicable to him is liable to be transferred to any Janata Sikshana Samithi Institution/ Establishment any where in India.
- b) The Management has the inherent right to utilize fully, the expertise, experience, skills, competence, etc. of an employee for the benefit of the institution/establishment in places/ positions which management considers necessary/beneficial.
- c) Transfers are to be made to meet the developmental needs of the institutions/establishments and to facilitate the achievements of their respective goals.
- d) All Janata Sikshana Samithi employees are liable for transfer/deputation from one unit/department/section to another in the same institution/ establishment or in another institution/establishment at the sole discretion of the management.
- e) All employees are liable for being shifted from one discipline/function, department, section, etc., to another, of the institution/establishment provided that, such transfer/deputation/shifting does not adversely affect the salary of individual employee.

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- f) In the event of refusal to accept a transfer/deputation/shifting, the employee shall be considered absent from work unauthorisedly and shall not be entitled for salary/wages during the said period. Such an employee shall also be liable for disciplinary action including termination of services.
- g) Traveling expenses cannot be claimed by an employee on travel from one station to another if he/she is transferred at his/her own request.


46. Joining time on transfer:

- a) An employee shall be eligible for joining time of not exceeding 5 days exclusive of number of days spent on travel to enable him to join the post to which he is transferred.
- b) The employee shall be eligible to draw his emoluments relating to joining time at the place of his new posting.
- c) No joining time shall be admissible to an employee when the transfer does not involve a posting to different place.
- d) No joining time will be admissible to an employee when his posting is of a temporary nature irrespective of the fact that the posting is to a place or station other than the one at which he is permanently posted.




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- e) Where an employee applies for leave on transfer, ordinarily no leave shall be granted to him except on Medical grounds.
- f) Notwithstanding the provisions of above rules, the authority under whose orders, the transfer takes place, may, in the exigencies direct the transferred employee to take charge of the post to which he is transferred by utilizing only the time required for journey and/or the joining time for specified period shorter than the normal joining time admissible under these rules.
- g) No employee shall be relieved from duties on transfer without verifying the necessary files/works handled by him in the relieving post with reasonable additional joining time. No objection certificate from the concerned department/head of the institution shall be obtained at the time of relieving an employee.
- h) No grant of transfer benefits such as joining time, transportation allowance etc is permissible to an employee who is transferred on personal request.


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CHAPTER IX

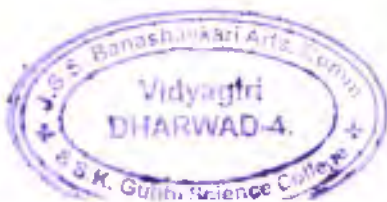
PROMOTION POLICY


47. Frame work of the Policy:

- (a) The promotion policy envisages that all promotions will be linked to the vacancies in the next higher grade/scale. The vacancies are to be determined by the management/competent authority at their sole discretion.
- (b) The management reserves the right to promote an employee whenever a suitable post /vacancy arises and it also reserves the right to recruit people externally to fill up promotional vacancies.

48. Rules of Promotion:

- a) The promotion policy identifies the following factors as relevant for ascertaining suitability of employees for promotion to the next higher grade/scale.
 - i). Performance in the existing grade (performance appraisal report)
 - ii). Educational and professional qualifications
 - iii). Potential as identified through performance/records/ interview
 - iv). Recommendations of the Head of the institutions in this regard.
 - v). Seniority in the grade/scale.
- b) The competent authority may review this policy from time to time depending upon the needs and requirements of the institutions/ establishments run by the Janata Sikshana Samithi Management.
- c) Special promotion to higher scale of pay may be granted if recommended by the competent authority to the employees of Janata Sikshana Samithi institutions/ establishments who are stagnated in the same post held by them for a total continuous service of not less than 15 years. Such promotion will be subject to the following conditions:
 - i). an employee must have satisfactory record of service and shall possess consistently good performance report in the same post;




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- ii). grant of special promotion to higher scale of pay is not to be treated as regular promotion to higher post and such employee shall continue to discharge the duties attached to his existing post;
- iii). grant of special promotion to higher Scale of Pay is permissible only once during the entire service in the institution.

The pay of such employees will be fixed at the next stage in the higher scale of pay.



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CHAPTER X

PERFORMANCE APPRAISAL

Performance appraisal system in Janata Sikshana Samithi Institutions/ establishments is intended to develop a performance oriented culture in these Institutions/Establishments.

49. Performance appraisal:

i). The objectives of performance appraisal are:-

- a. To help employees perform to their optimal level.
- b. To help employees develop as an individual and also in their career
- c. To help in the administration of promotions, increments and such other rewards.
- d. To ensure that the potential & skills of employees are utilized to the maximum for the betterment of the institution/ establishment.

ii). Appraisal system:-

- a). Appraisal period for all employees shall be the calendar year.
- b). For the purpose of performance appraisal the personnel have been divided into two groups namely academic and non-academic. Appraisal of teaching staff are carried out using performance appraisal form No-1 (PAF-I) and for non-teaching staff, performance appraisal form No-2 (PAF-II). Non teaching staff have been divided into two groups. The members of Non teaching staff will use performance appraisal form No. PAF-II and all those who are class-iv employees will have performance appraisal form No. PAF-IIA.

iii). Occasions for Performance Appraisal:-

- a) When a temporary / probationary employee is to be confirmed.
- b) Once in 12 months called "regular performance appraisal"
- c) When specially called for by Board of Management/ competent Authority treated as "Special Appraisal"
- d) When an employee is transferred and 6 months have elapsed since previous appraisal
- e) When an appraiser is transferred/retires/leaves the organisation, appraisal will be carried out in respect of all those employees whose appraisal become due in less than six months.



iv). Appraisal Period:-

For all employees the appraisal period shall be the Calendar year i.e., 1st January to 31st December of next year and the additional increments/promotions shall be effective from 1st July of every year. In the case of senior employees and below it shall be the calendar year. i.e. 1st January to 31st December and increments and promotions shall be finalized and effective from 1st April of every year. This arrangement will give three clear months for processing and finalizing the PA form.

v). Rating Scale:-


The system uses a 9 point rating scale graded into 5 categories. The categories, corresponding points and the descriptions are given below as a guideline. If performance and behavior matches the description most of the time higher grading of the category can be given; if not lower grading can be given.

Out standing	-	9-10	Always excels in entrusted tasks and goals. A role model is visible. An all rounder who can be assigned with any task function.
Competent	-	7-8	He can be relied upon to complete all assignments in time and well. His contribution and performance may fall short of entrusted tasks at times.
Adequate	-	5-6	Completes entrusted tasks most of the time. Can handle most of the assignments well. But requires guidance in difficult situations. Needs monitoring.
Below Average	-	3-4	Often requires grading and close supervision. Completes entrusted tasks only partially. Requires guidance in most situations.
Inadequate	-	1-2	Fails to complete entrusted tasks most of the time. Requires high pressure to make him perform. Low urge for achievements, poor leader.

vi). Attributes: PAF I-

The main objective of assessing the performance appraisal of the employees is to judge their capacity in holding the post to which they were appointed. The following attributes shall be reviewed accordingly while recording Judgement in the form.




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Attendance and punctuality, discipline, dependability, job knowledge and skills, honesty and integrity, initiatives, willingness to take additional work load, relationship with other colleagues, public relation, communication, written, verbal, appearance and bearing, knowledge, planning, organizing, decision making, leadership, etc.,


RATING AND DESCRIPTION		
Attributes	Scale: 9-8	1
1 Attendance and Punctuality	Always on time, Plans for unexpected exigencies attends office event great personal cost and sufferings	Never on time and has no remorse about being late. Absents without sufficient cause. Takes leave for flimsiest reasons
2. Discipline	Adheres to all norms and rules willingly and cheerfully. Carries out even difficult orders in letters and spirit. Questions only after complying.	Breaks rules and norms for the sake of breaking and derives pleasure in doing so. Scant respect for social norms.
3. Job knowledge and skills	Knows all the aspects of his job and related functions. Keeps abreast of all the developments in his field and takes pains to update his skills. Applies knowledge to accomplish assigned tasks.	Has no or limited know-ledge and makes no effort to learn. Bungles even in routine tasks.
4. Teaching methodology, capacity to communicate, capacity to imbibe knowledge	Teaches well and makes students to understand the subject fully. Teaching methodology is excellent and has the capacity to communicate with the students effectively.	Unable to teach well and does not have the capacity to adopt new teaching methodology. Capacity to communicate and to imbibe knowledge is poor.
5. Capacity to motivate students for studies/ extra curricular activities and relationship with students	Motivates students for both studies and extra curricular activities to a great extent. He has the ability to create an atmosphere of motivation besides maintaining excellent relationship with students.	Unable to motivate students either for studies or for extra curricular activities. The relationship with the students is not good and he is unable to improve the relationship.



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6. Participation in research/publication of papers and eagerness to learn.	Participates actively in research and publication of papers. He shows eagerness to learn and uses research and publication of papers as sources of learning.	Does not participate in research and shows no interest in publication of papers. He is not eager to learn and hardly shows any interest in research and publication of papers.
7. Dependability	Can be counted to accomplish tasks even in the face of extreme hardships and difficulties. Takes on additional responsibilities willingly does not require reminders	Skirts responsibilities. Tasks assigned to him are unlikely to be completed even if reminded consistently. Leaves many loose ends even in simple routine tasks.
8. Honesty, Integrity and loyalty	Shows absolute honesty and propriety in the use of position and Institution's resources. Always gives correct information even if it is likely to adversely affect him. Excellent management of own finances and personal affairs.	Apt to misuse position and Institution's resources for personal gains. Cannot be trusted to give correct information. Does not exercise adequate control over own affairs and personal finances.
9. Initiative	A self starter, he can be counted to take appropriate actions always without waiting for directions or instructions even in unfamiliar situations. Never takes hasty steps.	He rarely takes any action unless coerced or cajoled. He gives lack of direction or instruction as an excuse for not taking action. Often takes wrong and hasty steps.
10. Willingness to take additional work load	Shoulders additional work loads willingly even at personal cost. Always ready to work in any assignments for the sake of organization	Avoid work and requires high level of coaxing and incentives to accept even minor increase in work load. Groans at the mention of extra work




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11. Relation-ship with other staff members	Maintains correct and proper relationship with all levels. Gives and gets respect. A warm person, he gets favourable response. Dose not let personal views and considerations come in the way of official dealings.	He has relationship problem with every one Picks up fight and arguments with every one. Very few come to his help even in official matters. Disruptive in a group.
12 Public relations	Highly customer oriented. He maintains contact with all clients and the society around him says the right thing even in the most difficult and unexpected situations. All those who come in contact remember this person warmly.	Rash and arrogant; shows no sensitivity to the client's needs. Elicits hostility. Bound to say the most inappropriate things.
13 Communication Written	Writes with excepted clarity. Conveys his thoughts without any distortion. Produces concise, clear reports, notes, paying attention to details even under pressure.	Cannot express ideas clearly. Makes mistakes and extremely slow, careless and shabby in his work
14 Communication skills Verbal	Speaks fluently expressing thoughts and ideas in a lucid manner. Impact on audience and manneri sms. Good at one- to- one and one-to-many communications.	Handicapped in vocabulary and fluency. Unable to communicate even simple ideas with clarity. Lacks ability and confidence to talk to groups.
15 Marketing Skills.	Sensitive to environments and client's needs he is able to position the services in an attractive fashion. He can induce even the most reluctant person to consider the product or services. He can come up with innovative plans and schemes. He goes out of the way to meet clients and generates	No interest in meeting clients. He waits for business to come to him. Cannot counter even simple objections. Say of following up, he gets put off easily.



	business. Displays high determination and tenacity to follow up prospects and close deals.	
16 Customer handling	Sensitive to customer needs he is able to diagnose the problem and customer's mood quickly. Able to put even the most annoyed customer at ease and salvage the situation. Genuinely believes that the customers is the king	Rude and insensitive he annoys customers easily Even simple problems get aggravated when handled by him.
17 Appearance and bearing	Smart and well turned out he is always appropriately dressed for the occasion. He carries himself well and levels a positive impression	Sloppy in appearance, he has no colour or dress sense
18 Cost consciousness.	Exercises utmost prudence in the utilization of resources. Always keeps cost and budgets in mind while accomplishing given tasks. Adheres, wastage in personal as well company matters	Is not at all conscious of the cost involved while caring out tasks. Careful in own affairs, he becomes lavish and wasteful in the use of Company resources.



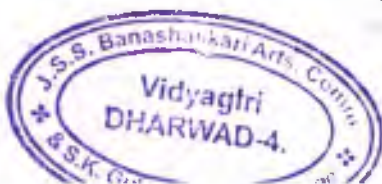
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Graded Description of Attributes : PAF 2

RATING AND DESCRIPTION


Attributes	Scale:	9-8	1
1. Knowledge		Excellent knowledge of job related areas. Keeps abreast of latest development in his professional area and industry. He keeps himself updated on the related functions. He can interpret policies and directives intelligently. Fast learner. Displays a high pride in his knowledge and skills.	He has limited knowledge about his job functions. Takes no interest to learn about his job or industry. Interprets policies without applying his mind or even studying it. No pride in the job
2. Planning		Quick on the uptake he is able to pick up the essentials, priorities and arrives at solutions fast. Displays good foresight. He pays attention to details and evolves practices and workable plans. Never loses sight of objective.	Cannot separate grain from chaff. Comes out with plan, which are impractical. Lose sight of objectives. Vague, hazy in his approach, he is unable to spell out the details. Gets confused.
3. Organizing		Displays exceptional resourcefulness in sourcing and obtaining resources imaginatively. Innovative, has rarely held up for want of resource. Can handle multiple tasks with ease. Has a very high span of control and coordinates activities well. Cost conscious he avoids wastage.	Cannot allocate resources. Need to be spoonfed. Cannot source item and often falls to execute even routine tasks on account of non availability of resources. Wastes resources.
4. Conceptualizing		Imaginative he is able to visualize new and path breaking ideas Able to see the inter-relationship of issues and extrapolates. Can visualize consequences of action with clarity. Good at evolving	Fails to appreciate inter relationship. Can only think in the obvious way. No imagination. Has an aversion to think and exercising his brain; moderate to




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	strategies spots opportunities fast. Evolves sound policies paying attention to all the issue.	low complexity. Sticks to things that are routine.
5. Communi- cation	Conveys ideas with clarity and minimum words. Good at written and verbal communications. He listens well and is able to establish report quickly. He can explain even the most complex ideas in simple manner. He leaves a long lasting impact on the audience	Poor listener. He is handicapped by lack of vocabulary. Finds it difficult to express his ideas. Cannot make people understand his thoughts. Commits mistake even in routine paper work.
6. Interpersonal relationship	Establishes harmonious relationship with superiors, peers and subordinates. Sensitive to other feeling and moods, he displays unusual ability to establish rapport with people. Can handle even the most explosive situation tactfully. People remember him for the warmth he exudes	He displays a low level of sensitivity, rash, tactless, generates hostility, disliked by superiors, and subordinates. He is avoided by peers, fails to establish lot of prejudices and preconceived notions, which comes in the way of his relationship.
7. Decision Making	He is able to grasp the details and analyze this to arrive at quick and correct decisions/situation. Never hasty in his decisions, he seeks guidance from superiors	He jumps into conclusions and often gives hasty decision. His decisions are invariably wrong. Often he takes decisions by tossing the coin. Unable to evaluate cost of indecision. He is procrastinator when faced with unfamiliar situations, he never seeks advice




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8. Leadership	A True visionary he is able to rally people around him, his enthusiasm, drive and energy spurs even the most lazy into action he takes charge when situation but gives lot of latitude and freedom for people to operate. He can be expected to tell the truth always even when it costs him dear. People follow him willingly and high respect from those around him	He lacks in vision and values. He goes on for cheap popularity and is often a laughing stock amongst his people. People around him have no faith in him. He is regarded as selfish and disowns his actions at hint of trouble
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50. Training & Development:-

JANATA SHIKSHANA SAMITHI MANAGEMENT FIRMLY BELIEVES THAT "MONEY SPENT ON TRAINING IS NOT AN EXPENDITURE. IT IS AN INVESTMENT IN OUR HUMAN RESOURCES".

1). Training

- (a) The Janata Shikshana Samithi Management firmly believes that of all the resources, human resource is the greatest resource which shall be given proper training for the around development of the organisation through the around individual development.
- (b) Once an employee is recruited, it is necessary to ensure that he is adequately placed in the right niche. Whatever training is required must then be appropriately programmed.
- (c) A new employee is initially put on probation. This probation of one or two years is a time during which the knowledge and skill of the concerned employee is adequately tested and trained.

2). Employee Orientation & Training:

To increase the efficiency of an employee, the management may organise a orientation and training programme in the institution itself or at any of the selected places. The employee may also be deputed for external training programmes if it is found necessary by the management.



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3). Managerial Development

It should be remembered that the developmental activities relate not only to the new recruit but also to existing employees at both the supervisory and the non-supervisory levels. Even existing officers require further development of certain skills and abilities. As already indicated, appraisal of the new entrant or the existing officer can highlight such person's training or developmental needs. A developmental programme, appropriate for such individual, can then be developed in the light of the existing external facilities available, adopting the right training techniques.

4). Training Programme Objectives:-

The training programme is designed with the following objectives:

- a). to impart to new entrants basic knowledge and skills;
- b). to assist the employees to function more effectively in their present positions by exposing them to the latest concepts, information and techniques and developing in them skills required in their fields;
- c). to build up a second line of competent officers and prepare them as a part of their career progression to occupy more responsible positions;
- d). to broaden the minds of Senior officials by providing them opportunities for interchange of experiences within and outside with a view to correcting the narrowness of outlook that may arise from overspecialization; and
- e). to impart techniques to handle their job responsibilities with full satisfaction.



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CHAPTER XI

TERMINAL BENEFITS

The following Terminal Benefits are extended to the employees of Janata Sikshana Samithi institutions/establishments as and when they retire or cease to be in the services of Janata Sikshana Samithi institutions/establishments subject to the relevant legislation and the rules framed by Central/ State Governments and the Janata Sikshana Samithi Management from time to time.

51. Provident Fund:

Employees are eligible for Provident Fund benefits as per the provisions of the "Employees' Provident Funds and Miscellaneous Provisions Act 1952".

52. Gratuity:

Eligible employees are entitled for payment of Gratuity as per the provisions of the payment of Gratuity Act 1972. Janata Sikshana Samithi Management may frame its own rules regarding the payment of gratuity.

53. Pension:

Employees are eligible for pension benefits as per the provisions of "The Employees' Provident Funds and Family Pension Fund Act 1952".



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CHAPTER XII

EMPLOYEE GRIEVANCE HANDLING

54. Grievance Machinery:

1. The Janata Sikshana Samithi Management provides for grievance machinery and procedure to handle the employee grievances. A grievance Machinery will be required to be set up in each institution/ establishment to resolve the grievance.
2. Complaints affecting one or more individual employees in respect of their salary payments, overtime, leave, transfer, promotion, seniority, work assignment, unfair treatment, application of terms & conditions of service, and discharges would constitute grievances except on the following;
 - a) Disciplinary actions excluded from the purview of grievances;
 - b) Management actions within the purview of Janata Sikshana Samithi Employees Service Rules cannot be questioned under grievance procedure.
3. The procedure provides that recourse to any other measure except the procedure laid down will tantamount to misconduct and the employee will be liable for disciplinary action.
4. Where the points of dispute are of general applicability or of considerable magnitude, they will fall outside the scope of this procedure.
5. The management expects all employees to contribute their best service to the welfare and development of the institution. Since they are a part of the whole setup of the organisation, their dedicated and devoted service and contribution to the organisational development will add to its success. It is from this angle the management has provided for a grievance machinery. A grievance procedure forms part of the integrated scheme intended to promote satisfactory relations between employers and employees.
 - a. As far as possible, grievances should be settled at the departmental level. It is the duty of head of the department to look into all the grievances and complaints by those who are placed under him.
 - b. No matter should ordinarily be taken up at more than two levels, i.e. normally there should be only one appeal.
 - c. Different types of grievances may be referred to appropriate authorities.



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- d. A grievance must be redressed as expeditiously, as possible conforming to the principles of natural justice.

6. Designation of Authorities:-

Grievances arising out of conditions of employment shall be taken up in the first instance with the authority appointed by the Management and if the complainant is not satisfied, reference may be made to the Grievance Committee.

The grievances arising from personal relationship shall be taken up in the first instance with the authority in the line Management immediately above the officer against whom the complaint is made. Thereafter if the complainant is not satisfied the matter may go to the Grievances Committee, the size and composition of which shall be decided at the institutional/establishment level.

Where the matter goes to the Grievance Committee in the first instance, an appeal shall lie to the next higher authority.

7. Constitution of the Grievance Committee;

1. The size of the Grievance Committee should be limited to three to five member and the same shall be constituted by the Management. The decision of the committee shall be binding on all concerned.


55. Grievance Procedure:

While adaptations have to be made to meet special circumstances, the procedure normally envisaged in the handling of grievances should be as follows:

- 1) An aggrieved employee shall first present his grievance in writing in person to the officer designated by the management for this purpose. Efforts shall be made to redress his grievance if found to be true.
- 2) If the employee is not satisfied with the decision of this officer or fails to receive an answer within a reasonable period, he shall, in person present his grievance to the head of the department designated by the management for the purpose of handling grievance.
- 3) If the decision of the departmental head is unsatisfactory, the aggrieved employee may request the forwarding his grievance to the grievance committee,



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- 4) If the grievance committee fails to arrive at a majority decision then the matter shall be referred to the head of the Institution for final decision.
- 5) If an employee is not satisfied of the final decision taken by head of the Institution the employee may appeal to the Secretary through the head of the Institution. The decision taken by the concerned Secretary shall be binding on all concerned.



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CHAPTER XIII
CONDUCT RULES

General:

Every employee of the institution shall be governed by the code of conduct, as specified in this Chapter, and every such employee shall be liable for the disciplinary action specified in these rules for the breach of any provision of the Code of conduct.

56. Code of Conduct Rules:


- a) An employee at all times shall maintain absolute integrity and devotion to duty;
- b) No employee shall:-
 - i). knowingly or willfully neglect his duties;
 - ii). propagate communal or sectarian outlook or incite or allow any student or colleague to indulge in communal or sectarian activity;
 - iii). discriminate against any person on the ground of caste, creed, language, place of origin, social and cultural background or any of them;
 - iv). indulge in, or encourage, any form of malpractice connected with examination or any other institutional activity;
 - v). be neglect in correcting the assignments presented by students of Janata Sikshana Samithi educational institutions;
 - vi). during working hours of the institution absent himself from duties without the prior permission of the competent authority.
 - vii). remain absent from the institution without leave or without the prior permission of the Head of the Institution.
 - viii). not behave in a manner unbecoming of a member of the staff of Janata Sikshana Samithi Institutions/establishments.




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- ix). no faculty member shall engage himself in giving private tuitions/training to any student of Janata Sikshana Samithi Institutions or any other Institutions at any time.
- x). prepare or publish any book or books, commonly known as keys or assist, whether directly or indirectly, in their publication without the permission of the concerned authority and Janata Sikshana Samithi Management in writing.
- xi). attend/organise or in any manner associate himself directly or indirectly with any political/religious group/party/organisation which are detrimental to the interests of the institution/ establishment of the Janata Sikshana Samithi Management, society at large and the nation at large at any time.
- xii). enter into any monetary transactions with any colleague or outsiders or agencies; nor shall exploit his influence for personal benefits; nor shall conduct his personal matters in such a manner that an employee has to incur a debt beyond his means to repay.
- xiii). accept or permit any member of his family or any other person acting on his behalf to accept, any gift from any sources by virtue of his position in the institution.
- Note: a). the expression "gift" shall include free transport, boarding, lodging or any other service or any other pecuniary advantage when provided by any person other than a near relation or personal friend having no dealings with him in connection with the institution.
- xiv). cause, or incite any other person to cause any damage to institution property.
- xv). behave or encourage or incite any student, colleague or other employees to behave in a rowdy or disorderly manner in the institution premises:




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- xvi). be guilty of, or violence, or any conduct which involves moral turpitude
- xvii). be guilty of misbehavior or cruelty towards any visitors, students, teachers or other employees of the institution.
- xviii). organize or attend any meeting except where he is required or permitted by the head of the institution to do so;

Every employee shall:-

- i) be punctual in attendance and in respect of his work and also for any work connected with the duties assigned to him by the Head of the institution.
- ii) abide by the rules of the institution and also show due respect to the constituted authorities;

Nothing contained in the above rules, shall be deemed to take away or abridge the right of an employee on the following points.

- a) to appear at any examination to improve his qualifications;
- b) to become, or to continue to be, a member of any literary, scientific or professional organization;
- c) to make any representation for the redressal of any bonafide grievance, subject to the condition that such representation is not made under any rules or in derogatory language;
- d) to organize or attend any meetings outside the institution hours, subject to the condition that such meeting is held outside the institution premises and are not antisocial, anti-national in any manner.

The breach of any condition specified above shall be deemed to be a breach of the Code of Conduct.



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CHAPTER XIV

DISCIPLINE, DISCIPLINARY ACTION AND PROCEDURE

57. Discipline:


i). General

- a). Every employee shall, at all times take all possible steps to ensure and protect the interest of the Janata Sikshana Samithi institutions/establishments and discharge his duties with utmost integrity, honesty, devotion and diligence and do nothing which is unbecoming of an employee of the Janata Sikshana Samithi institutions/ establishments.
- b). Every employee shall maintain good conduct and discipline and show courtesy and attention to all persons in all transactions and negotiations and shall carry out lawful and reasonable orders of his superiors.
- c). No employee shall in the performance of his official duties or in exercise of powers conferred on any act otherwise acting under the direction of his official superiors.
- d). Every employee shall take all possible steps to ensure integrity and devotion to duty of all persons for the time being under his control and authority.
- e). Every employee shall attend the office punctually and decently dressed and shall discharge his duties faithfully, obediently and diligently.
- f). Every employee shall be deemed to have the knowledge of all the rules, regulations, directions and instructions issued by the Janata Sikshana Samithi Management from time to time for transacting the assigned works of the Janata Sikshana Samithi institutions/establishments and for administration of the Janata Sikshana Samithi institutions/establishments and in particular shall be deemed to have complete knowledge of all guidelines and shall strictly conform to and abide by such rules, regulations, directions and instructions including its rules.

ii). Observance of secrecy:

Every employee shall be bound to maintain strict secrecy with regard to all office works and shall not disclose the same unless with prior permission of the management or with compulsion of any court of law.




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iii). Acceptance of outside jobs:

No employee shall seek, solicit or accept outside employment or office including service in the armed forces whether honorary or otherwise and whether full time or part time without the permission of the management.

iv). Engaging in trade or business:

No employee shall directly or indirectly engage in any trade or business or activity that will confer financial benefit on him including LIC, unit Trust of India, Post Office etc outside the scope of employment without the written permission of the competent authority.

v). Seeking to influence:

No employee shall bring or attempt to bring any influence from any sources to bear upon any superior authority to further his interest in respect of matters pertaining to his service in the Society.

vi). Absence from duty:

a). No employee shall absent himself from duty or be late in attending office without having first obtained the permission in writing of the competent authority or his superior officers.

b). Provided that in case of inevitable circumstances where availing of prior permission is not possible or is difficult, such permission may be obtained later subject to the satisfaction of the competent authority or his superiors when such permission could not have been obtained.

c). No employee shall ordinarily absent himself of sickness without submitting a proper medical certificate.

vii). Consumption of intoxicating drinks and drugs and smoking.

An employee shall not be under influence of any intoxicating drink or drug during the course of his duty and shall also take due care that the performance of his duties at any time is not affected in any way by the influence of such drink or drug. All the premises of Janata Sikshana Samithi Institution/Establishment are declared as non smoking zones.



viii). Acts of Misconduct:


Any breach of any of these rules shall be deemed to constitute a misconduct punishable under the provisions of Janata Sikshana Samithi Employees

Service Rules.

i). By the expression "misconduct" includes any of the following acts of commission and omission on the part of an employee.

- a) Dereliction of duty
- b) Negligence in the performance of duty
- c) Willful insubordination or disobedience of lawful and reasonable order of superiors or of the Janata Sikshana Samithi Management.
- d) Gambling or betting in the premises of the Janata Sikshana Samithi Institution/ Establishment.
- e) Doing any act pre-judicial to the interest of the Janata Sikshana Samithi institutions/ establishments or gross negligence or negligence involving or likely to involve the Janata Sikshana Samithi institutions/establishments in serious loss.
- f) Giving to or accepting bribe or illegal gratification from any person or colleague
- g) Drunkenness or riotous or disorderly or indecent behaviors on the premises of the institution.
- h) Unauthorized disclosure of information regarding the affairs of the Society or any other persons connected with the affairs of the Society/Institution which is confidential or disclosure of which is likely to be pre-judicial to the interest of the Society/ Institution.
- i) engaging in any trade, profession or business or calling outside the scope of his duties except with the prior permission of the Board of Management.
- j) willful damage or attempt to cause damage to the property of the Society and its institutions.
- k) willful slowing down in performance of work.




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- l) abetment or instigation of any of the acts or functions mentioned above
- m) breach of any rule, regulation, direction or instructions issued by his superiors from time to time including breach of any of the rules.
- n) any other acts determined by the Board/competent authority as mis-conduct from time to time.
- o) Absence without leave or overstaying sanctioned leave without sufficient grounds.
- p) Unpunctual or irregular attendance.
- q) Committing nuisance on the premises of the Institution
- r) Entering or leaving the premises of the Institution except by an entrance provided for the purpose.
- s) Holding or attempting to hold or attending any meeting on the premises of the Institution without the previous permission of the management or except in accordance with the provisions of any rule or law in time being in force.
- t) Canvassing for political/communal/union/membership within the premises of the Janata Sikshana Samithi Institution/ Establishment without the previous permission of the management or except in accordance with the provisions of any rule or law for the time being in force.
- u) Failing to show proper consideration, courtesy or attention towards superiors, customers, patients, parents or other employees of the Janata Sikshana Samithi Institution/ Establishment or unsatisfactory behaviour while on duty.
- v) Marked disregard of ordinary requirements of decency and cleanliness in person or in dress.
- w) Incurring debts to an extent considered by the management as excessive.
- x) Breach of any of the rules.
- y) Any other acts determined by the management as minor misconduct from time to time.



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58. Disciplinary Action & Procedure:-

i). Penalties:

An employee found guilty of any gross misconduct may be punished by imposing any of the following penalties by the disciplinary authority.

- a). Dismissal from service without notice which shall ordinarily be disqualification for future employment.
- b). Discharge/removal from service which shall not be disqualification for future employment.
- c). Compulsory retirement.
- d). Reduction to lower grade or post or a lower stage in a time scale.
- e). Stoppage of one or more increments with cumulative effect.
- f). Censure or Warning.
- g). Have an adverse remark entered against him in his personal file/service register.
- h). Withholding of one or more increment without cumulative effect.
- i). Withholding of promotion
- j). Fine or recovery from pay or such other amount as may be due to him of the whole or part of any pecuniary loss caused to the Janata Sikshana Samithi/Institutions/Management by negligence or breach of orders.

Note: The following shall not amount to a penalty within the meaning of this regulation.


- i) Withholding of increments of an employee for failure to pass any examination in accordance with the appointment order issued.
- ii) Non-promotion whether in a confirmed or officiating capacity of an employee, after consideration of his case, to a service, grade or post for promotion to which he is eligible.



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- iii) Reversion to a lower service, grade or post of an employee officiating in a higher service, grade or post on the ground that he is considered, after trial to be unsuitable for such higher service, grade or post or on administrative ground connected with his conduct.
- iv) Reversion to his permanent service, grade or post of an employee appointed to another service, grade or post during or at the end of probation in accordance with the terms of his appointment or the rules and orders governing probation.
- v) Compulsory retirement of an employee in accordance with the provision relating to his superannuating or retirement.
- vi) Termination of service:
 - a) of a person employed under an agreement, in accordance with the terms of such agreement
 - b) of an employee appointed on probation, during or at the end of the period of his probation, in accordance with the terms of his appointment or the rules and orders governing such probation
 - c) of a temporary employee in accordance with provisions of these rules.
 - d) of an employee on abolition of post
- vii). Retirement of an employee on his attaining the age of superannuation in accordance with the rules governing such superannuation.
- viii). Termination of employment of an employee under rule-(Termination of services under chapter iv).
- ix). Termination of employment of an employee on medical grounds, if he is declared unfit to continue in the service of the institution by a registered medical practitioner appointed by the competent authority for this purpose.




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Disciplinary Authorities

59. Disciplinary Authority to Institute Disciplinary Proceedings

The Board, President, Head of an Institution/Establishment or any such other person is empowered and vested with the authority of suspending, initiating disciplinary action and awarding any of the penalties stipulated in these regulations. They are notified and designated as Disciplinary Authorities.

60. Suspension:

The Disciplinary or any other authority empowered by Board/President in this behalf may place an employee under suspension.

- (a) where a disciplinary proceeding against him is contemplated or is pending or trial;
- (b) where a case against him in respect of any criminal offence is under investigation or trial;

An Employee who is placed under suspension shall, during the period of such suspension and subject to such regulations be entitled to receive payment from the Janata Sikshana Samithi Management by way of subsistence allowance at the rate of $\frac{1}{2}$ of the basic pay and dearness allowances which the employee was receiving on the day prior to the date of suspension irrespective of nature of enquiry.

Allowances

- (i) During the period of suspension an employee shall not be entitled to free use of the Janata Sikshana Samithi Institution's/ Establishment's car or receipt of conveyance or entertainment allowance or special allowance including any other facilities extended to the employee.
- (ii) No employee of the Janata Sikshana Samithi institution/establishment shall be entitled to receive payment of subsistence allowance unless he furnishes a certificate that he is not engaged in any other employment, business, profession or vocation.
- (iii) If during the period of suspension an employee retires by reason of his attaining the age of superannuation no subsistence allowance shall be paid to him from the date of his retirement.



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Pay, allowances and treatment of service on termination of suspension:

- (1) Where the competent authority hold that the employee has been fully exonerated or that the suspension was unjustifiable the employee concerned shall be granted the full pay to which he would have been entitled, had he not been suspended, together with any allowance of which he was in receipt immediately prior to his suspension, or may have been sanctioned subsequently and made applicable to employees.
- (2) In all cases other than those referred to under sub regulation (1) the employee shall be granted such proportion of pay and allowance as the competent authority may direct.

Provided that the treatment of allowances under this sub regulation shall be subject to all other conditions to which such allowances are admissible;


Provided further that the pay and allowances granted under this sub regulation shall not be less than the subsistence and other allowances admissible under relevant regulations.

- (3) (a) Any case falling under sub regulation (1) the period of absence from duty shall, for all purposes, be treated as the period spent on duty.
- (b) Any case falling under sub regulation (2) the period of absence from duty shall not be treated as the period spent on duty unless the competent authority recorded in writing that it shall be so treated for any specific purpose.

An Employee shall be deemed to have been placed under suspension by an order of competent authority-

- a) with effect from the date of his detention, if he is detained in custody, whether on a criminal charge or otherwise, for a period exceeding forty-eight hours;
- b) With effect from the date of his conviction, if in the event of a conviction for an offence, he is sentenced to a term of imprisonment exceeding forty-eight hours and is not forthwith dismissed or removed or compulsorily retired consequent to such conviction.




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61. Procedure for imposing penalties:

1. No order imposing any of the penalties specified in clause under penalty of these rules shall be made, without an inquiry is held in the manner provided under these rules.
2. Whenever the Disciplinary Authority is of the opinion that there are grounds for inquiring into the truth of any imputation of misconduct or misbehaviors against an employee it may itself inquire into, or appoint under this rule an authority to inquire into the truth thereof.

Explanation: - Where the Disciplinary Authority itself holds the inquiry, any reference to these rules to the Inquiry Authority shall be construed as a reference to the Disciplinary Authority.

3. Where it is proposed to hold an inquiry against an employee under these rules, the Disciplinary Authority shall draw up or cause to be drawn up a charge sheet on the alleged misconduct.
 - i). the substance of the imputations of misconduct or misbehavior into definite and distinct articles of charge;
 - ii). a statement of the imputations of misconduct or misbehavior in support of each article of charge, which shall contain:-
 - a). a statement of all relevant facts including any admission or confession made by the employee;
 - b). a list of documents by which, and list of witnesses by whom, the articles of charge are proposed to be sustained.
4. The Disciplinary Authority shall deliver or cause to be delivered to the employee a copy of the articles of charge, the statement of the imputations of misconduct or misbehavior and a list of documents and witnesses by which each article of charges is proposed to be sustained and shall require the employee to submit, within such time as may be specified, a written statement of his defence and to state whether he desires to be heard in person.
 - a). On receipt of the written statement of defence the Disciplinary Authority may itself inquire into such of the articles of charge as are not admitted, or, if it considers it necessary to do so appoint, under these rules, an Inquiring




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Authority for the purpose, and where all the articles of charge have been admitted by the employee in his written statement of defence, the Disciplinary Authority shall record its findings on each charge after taking such evidence as it may think fit and shall act in the manner laid down in these rules.

- b). If no written statement of defence is submitted by the employee, the Disciplinary Authority may itself inquire into the articles of charge or may, if it considers it necessary to do so, appoint, under these rules an Inquiry Authority for the purpose.
 - c). Where the Disciplinary Authority itself inquires into any articles of charge or appoints an Inquiring Authority for holding an inquiry into such charge, it may, by an order, appoint an employee or a legal practitioner to be known as the "Presenting Officer" to present on its behalf the case in support of the articles of charge.
5. The Disciplinary Authority shall, where it is not the Inquiring Authority forward to the Inquiring Authority.
- (i) a copy of the articles of charge and the statement of imputations of misconduct or misbehavior;
 - (ii) a copy of the written statement of defence, if any, submitted by the employee.
 - (iii) a copy of the statements of witnesses, if any, referred to in these rules.
 - (iv) evidence proving the delivery of the documents referred to in these rules to the employee and
 - (v) a copy of the order appointing the "Presenting Officer"
6. The employee shall appear in person before the Inquiring Authority on such day and at such time within ten working days from the date of receipt by him of the articles of charge and the statement of the imputations of misconduct or misbehavior, as the Inquiring Authority may, by a notice in writing, specify in this behalf or within such further time, not exceeding ten days, as the Inquiring Authority may allow.
7. If the employee who has not admitted any of the articles of charge in his written statement of defence or has not submitted any written statements, appears before the Inquiring Authority, such authority shall ask him whether he



is guilty or has any defence to make and if he pleads guilty to any of the articles of charge, the Inquiring Authority shall record the plea, sign the record and obtain the signature of the employee thereon.


8. The Inquiring Authority shall return a finding of guilt in respect of those articles of charge to which the employee pleads guilty.
9. The Inquiring Authority shall, if the employee fails to appear within the specified time or refuses or omits to plead, require the Presenting Officer to produce the evidence by which he proposes to prove the articles of charge, and shall order to adjourn the case to a later date not exceeding thirty days, after recording an order that the employee may, for the purpose of preparing his defence;
 - (i) inspect within five days of the order or within such further time not exceeding five days as the Inquiring Authority may allow, the documents specified in the list referred to in these rules.
 - (ii) submit a list of witnesses to be examined on his behalf;
 - (iii) apply orally or in writing to inspect and take extracts of the statements, if any, of witnesses mentioned in the list referred to in these rules and the Inquiring Authority shall permit him to take such extracts as early as possible and in any case not later than three days before the commencement of the examination of the witnesses on behalf of the disciplinary authority.
 - (iv) give a notice within ten days of the order or within such further time not exceeding ten days as the Inquiring Authority may allow for the discovery or production of any documents which are in the possession of JANATA SIKSHANA SAMITHI Management but not mentioned in the list referred to in these rules.

Provided that the employee shall indicate the relevance of the documents required by him to be discovered or produced by the JANATA SIKSHANA SAMITHI Management.

10. The Inquiring Authority shall, on receipt of the notice for the discovery or production of documents forward the same or copies thereof to the authority in whose custody or possession the documents are kept, with a requisition for the production of the document by such date as may be specified in such requisition:-



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Provided that the Inquiring Authority may, for reasons to be recorded in writing, refuse to requisition such of the documents as are, in its opinion, not relevant to the case.


11. On receipt of the requisition referred to in these rules every authority having the custody or possession of the requisitioned documents shall produce the same before the Inquiring Authority:-

Provided that if the authority having the custody or possession of the requisitioned documents is satisfied for reasons to be recorded by it in writing that the production of all or any of such documents would be against the interest or security of the Institution it shall inform the Inquiring Authority accordingly and the Inquiring Authority shall, on being so informed, communicate the information to the employee and withdraw the requisition made by the Inquiring Authority for the production or discovery of such documents.

12. On the date fixed for the inquiry, the oral and documentary evidence by which the articles of charge are proposed to be proved shall be produced by or on behalf of the Disciplinary Authority. The witnesses shall be examined by or on behalf of the Presenting Officer and may be cross-examined by or on behalf of the employee. The Presenting officer shall be entitled to re examine the witnesses on any points on which they have been cross-examined, but not on any new matter, without the leave of the Inquiring Authority. The Inquiring Authority may also put such questions to the witness as it thinks fit for the purpose of clarification if necessary.


13. If it shall appear necessary before the close of the case on behalf of the Disciplinary Authority, the Inquiring Authority may, in its discretion, allow the Presenting Officer to produce evidence not included in the list given to the employee or may itself call for new evidence or recall and re-examine any witness and in such case the employee shall be entitled to have, if he demands it, a copy of the list of further evidence proposed to be produced and an adjournment of the inquiry for three clear days before the production of such new evidence, exclusive of the day of adjournment and day to which the inquiry is adjourned. The Inquiring Authority shall give the employee an opportunity to inspect such documents before they are taken on the record. The Inquiring Authority may also allow the employee to produce new evidence, if it is of the opinion that the production of such evidence is necessary in the interests of justice.




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14. When the case for the Disciplinary Authority is closed, the employee shall be required to state his defence, orally or in writing as he may prefer. If the defense is made orally, it shall be recorded and the employee shall be required to sign the record. In either case a copy of the statement of defence shall be given to the Presenting Officer, if any, appointed.
 15. The evidence on behalf of the employee shall then be produced. The employee may examine himself in his own behalf if so he prefers. The witnesses produced by the employee shall then be examined and shall be liable for cross-examination, re-examination and examination by the Inquiring Authority according to the provisions applicable to the witnesses for the Disciplinary Authority.
 16. The Inquiring Authority may, after the employee closes his case and shall, if the employee has not examined himself, generally question him on the circumstances appearing against him in the evidence for the purpose of enabling the employee to explain any circumstances appearing in the evidence against him.
 17. The Inquiring Authority may, after the completion of the production of evidence, hear the Presenting Officer, if any, appointed, and the employee or permit them to file written briefs of their respective case, if they so desire.
 18. If the employee whom a copy of the articles of charge has been delivered, does not submit the written statement of defence on or before the date specified for the purpose or does not appear in person before the Inquiring Authority or otherwise fails or refuses to comply with the provisions of this rule at any stage of the enquiry the Inquiring Authority may hold the inquiry ex-parte.
- a). Where a Disciplinary Authority competent to impose any of the penalties specified in clauses (i) to (v) under "Penalties" but not competent to impose any of the penalties specified in clauses (vi) to (xi) under "Penalties" has itself inquired into or caused to be inquired into the articles of any charge and that authority having regard to its own findings or having regard to its decision on any of the findings of any Inquiring Authority appointed by it, is of the opinion that the penalties specified in clauses (vi) to (xi) under "Penalties" should be imposed on the employee, that authority shall forward the records of the inquiry to such Disciplinary Authority as is competent to impose the last mentioned penalties.




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b). The Disciplinary Authority to which the records are so forwarded may act on the evidence on the record or may, if it is of the opinion that further examination of any of the witnesses is necessary in the interests of justice, recall the witness and examine, cross-examine and re-examine the witness and may impose on the employee such penalty as it may deem fit in accordance with these rules.

19. Whenever any Inquiring Authority, after having heard and recorded the whole or any part of the evidence in an inquiry ceases to exercise jurisdiction therein and is succeeded by another Inquiring Authority which has, and which exercises, such jurisdiction, the Inquiring Authority so succeeding may act on the evidence so recorded by its predecessor or partly recorded by its predecessor and partly recorded by itself:

Provided that if the succeeding Inquiring Authority is of the opinion that further examination of any witnesses whose evidence has already been recorded is necessary in the interest of justice, it may recall, examine, cross-examine and re-examine any such witnesses as herein before provided.


(i) After the conclusion of the inquiry, a report shall be prepared and it shall contain-

- a). the articles of charge and the statement of the imputations of misconduct or misbehavior;
- b). the defence of the employee in respect of each articles of charge;
- c). an assessment of the evidence in respect of each article of charge.
- d). the findings on each article of charge and the reasons thereof.
- e). Witness examined
- f). Documents marked

Provided that the findings on such article of charge shall not be recorded unless the employee has either admitted the facts on which such article of charge is based or has had a reasonable opportunity of defending himself against such article of charge.



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- (ii) The Inquiring Authority, where it is not itself the Disciplinary Authority shall forward to the Disciplinary Authority the record of inquiry which shall include-
- (a) the report prepared by it under these rules
 - (b) the written statement of defence, if any submitted by the employee.
 - (c) the oral and documentary evidence produced in the course of the inquiry;
 - (d) written briefs, if any, filed by the Presenting Officer or the employee or both during the course of the inquiry; and
 - (e) the orders, if any made by the Disciplinary Authority, and the Inquiring Authority in regard to the Inquiry.

20. Action on the Inquiry report

The Disciplinary Authority, if it is not itself the Inquiring Authority may, for reasons to be recorded by it in writing remit the case to the Inquiry Authority for further inquiry and report and the Inquiring Authority shall thereupon proceed to hold the further inquiry according to the provisions of these rules as far as may be.

- a). The Disciplinary Authority shall, if it disagrees with the findings of the Inquiring Authority on any article of charge record its reasons for such disagreement and record its own findings on such charge if the evidence on record is sufficient for the purpose.

However if the Disciplinary Authority disagree with the findings of the Inquiring Authority in the sense where the Inquiring Authority holds that the charge is not proved but the Disciplinary Authority holds that the charge is proved before reaching that conclusion the Disciplinary Authority has to give an opportunity to employee to explain as to why it can not be hold that the charge is proved.

- b). If the Disciplinary Authority having regard to its findings, on all or any of the articles of charge is of the opinion that one or more of the penalties specified in these rules should be imposed on the employee it shall, notwithstanding anything contained in these rules make an order imposing such penalty;



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Provided that after the Inquiring Authority submitted his report holding that the charges are proved the Disciplinary Authority has to give a notice to the employee stating that the Disciplinary Authority has to give a notice to the employee stating that the Disciplinary Authority tentatively agrees with the findings conclusions of the Inquiring Authority on the charges and call for the reminder of the employee. Along with notice a copy of the enquiry report should be sent to the Charge Sheeted Employee.

21. Procedure for imposing minor penalties -


(1) Subject to the provisions of these rules no order imposing on a employee any of the penalties specified shall be made except after -

- a) informing the employee in writing under rule 59(ii) of the proposal to take action against him and of the imputations of misconduct or misbehavior on which it is proposed to be taken, and giving him a reasonable opportunity of making such representation as he may wish to make against the proposal;
- b) holding an inquiry in the manner laid down in these rules in every case in which the Disciplinary Authority is of the opinion that such inquiry is necessary;
- c) taking the representation, if any submitted by the employee under clause (a) and the record of inquiry, if any, held under these rules into consideration;
- d) recording a finding on each imputation of misconduct or misbehavior;
- e) consulting the competent authority where such consultation is necessary.

22. The record of the proceedings in such cases shall include:-

- i). a copy of the intimation to the employee of the proposal to take action against him
- ii). a copy of the statement of imputation of misconduct or misbehavior delivered to him
- iii). his representation, if any;
- iv). the evidence produced during the inquiry;
- v). the advice of the competent authority, if any;
- vi). the finding on each imputation of misconduct or misbehavior;
- vii). the orders on the case together with the reasons thereof.




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23. Communication of orders:-

Orders made by the Disciplinary Authority shall be communicated to the employee along with copy of its findings on each article of charge or, where the Disciplinary Authority is not the Inquiring Authority, the statement of the finding of the Disciplinary Authority together with brief reasons for its disagreement, if any, with the findings of the Inquiring Authority (unless they have already been supplied to him) and where the disciplinary authority has not accepted the advice of the competent authority a brief statement of the reasons for such non-acceptance.

Provided that it shall not be necessary to supply copies of the said documents where the Disciplinary Authority exonerates the employee or where such documents have already been supplied to the employee.

62 Appeals:

1). Orders against which no appeal lies : -

Notwithstanding anything contained in this Part, no appeal shall lie against,

- (i) any orders made by the President
- (ii) any order of an interlocutory nature or of the nature of a step-in-aid for the final disposal of a disciplinary proceeding, other than an order of suspension;
- (iii) any order passed by an Inquiry Authority in the course of an inquiry under these rules.

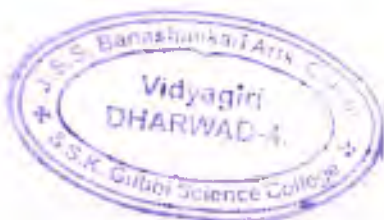
2). Appeals, against orders imposing penalties: -

- (1) Every employee who is in the services of JANATA SIKSHANA SAMITHI Institutions/establishments, shall be entitled to appeal to the authorities provided against an order imposing any of the penalties specified under the service regulations on him.


3. Period of limitation for appeals:-

No appeal under this part shall be entertained unless it is submitted within a period of three months from the date of the order appealed against;

Provided that the appellate authority may entertain the appeal after the expiry of the said period, if it is satisfied that the appellant had sufficient cause for not submitting the appeal in time.



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63. Review:


ij. President's power to review:-

Notwithstanding anything contained in these rules, the President may on his own motion or otherwise, after calling for the records of the case, review any order which is made or is appealable under these rules.

- a). confirm, modify or set aside the order;
- b). impose any penalty or set aside, reduce, confirm or enhance the penalty imposed by the order.
- c). remit the case to the authority which made the order or to any other authority directing such further action or inquiry as he considered proper in the circumstances of the case; or
- d). pass such other orders as he deems fit and necessary.

In case of enhancement of penalty an opportunity will be given to the employee against the proposed enhancement.




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Affiliated to Karnatak University, Dharwad

Accredited with 'A' Grade in last three cycles



**Committee to monitor
adherence to the Code of Conduct**

**J.S.S. Banashankari Arts, Commerce & S.K. Gubbi Science
College, Vidyagiri, Dharwad-04**

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	Co-ordinator	Sri. R.V. Chitaguppi
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	Co-ordinator	Dr. B.A. Patil
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	Co-ordinator	Sri. I.I. Nadaf
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	Co-ordinator	Smt. G.V. Chavannavar
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Basket ball & Volley ball	Chairman	Dr. M. N. Rashinkar
Cricket	Chairman	Dr. S.B. Gadi
Foot ball	Chairman	Sri. M.C. Chavan
Hockey	Chairman	Sri. S.B. Mekali
Indoor Games	Chairman	Smt. K.N. Pawar
Minor Games	Chairman	Dr. (Smt) Sharada Kunnur

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	Chairman	Dr. Shoukat Ali M
	Co-ordinator	Sri. B.A. Patil
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	Co-ordinator	Sri. I.I. Nadaf
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	Asst. Co-ordinator	Smt. Deepa Angadi
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	Co-ordinator	Sri. T.M. Shridhar
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	Co-ordinator	Smt. Pushpavati Sajjanar
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	Co-ordinator	Smt. Avantika Rotti
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	Co-ordinator	Dr. S.B. Gadi
	Asst. Co-ordinator	Dr. V.S. Bheemareddy
	Asst. Co-ordinator	Smt. Anitha Puranik
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Vivekanand Forum	Chairman	Dr. J.G. Baragi
	Co-ordinator	Sri. R.V. Chitaguppi
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Foot ball	Chairman	Sri. M.C. Chavan
Hockey	Chairman	Sri. S.B. Mekali
Indoor Games	Chairman	Dr. K.H. Nagachandra
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	Asst. Co-ordinator	Smt. Shilpa Adur
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	Co-ordinator	Sri. S.S. Shanawad
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Hockey	Chairman	Sri. S.B. Mekali
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Minor Games	Chairman	Dr. V.S. Bheemareddy

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	Co-ordinator	Miss. Tanuja Rokhade
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	Co-ordinator	Miss. Srujana Joshi
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	Co-ordinator	Dr. Mahesh R.T.
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	Co-ordinator	Sri. T.M. Shridhar
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	Co-ordinator	Miss. Sahana Hongal
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	Co-ordinator	Dr. (Smt.) Ratna Aairsang
	Asst. Co-ordinator	Smt. Anitha Puranik
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Foot ball	Chairman	Sri. M.C. Chavan
Hockey	Chairman	Sri. S.B. Mekali
Indoor Games	Chairman	Dr. K.H. Nagachandra
Minor Games	Chairman	Dr. V.S. Bheemareddy
NCC (Boys)	Officer	Dr. Arunkumar Shirahatti
NCC (Girls)	Officer	Dr. (Smt.) M.N. Kotyal
NSS	Officer	Sri. S.K. Sajjan
	Officer	Dr. Mahesh R.T.

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Joint General Secretaries
 • B.Com. Section : Shreya Kidiyoor BCom V Sem.
 • B.Sc. Section : Shreya Pai BSc V Sem.

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	Jt. Secretary	Vishwanaatha BA V Sem
Arts Association	Secretary	Vishwaradya BA V Sem
	Jt. Secretary	Priyanka Bajantri BA V Sem
Commerce Association	Secretary	Sunil Goudar BCom V Sem
	Jt. Secretary	Paradeep Sadalagi BCom V Sem
Science Association	Secretary	Abhijna Mutalik BSc V Sem
	Jt. Secretary	Shreemalaxman Aralikatti BSc V Sem
Ladies Association / Women Empowerment	Secretary (Sci)	Anuja MutalikDesai, BSc V Sem
	Jt. Secretary (Com.)	Nagashree S, BCom V Sem
	Jt. Secretary (Arts.)	Shruti Shivappa Jodalli, BA V Sem
Fine Arts	Secretary	Basavaraj Hagatagi BA V Sem
	Jt. Secretary	Santosh Choori BA V Sem
	Jt. Secretary	Vishalakshi Y Redder
Human Rights Association	Secretary	Puttuvva Shisanalli, BA V Sem
	Jt. Secretary	Laxmi Dalawai BSc V Sem
	Jt. Secretary	Rahul Govindagol, BCom V Sem
Debate & Wallpaper	Secretary	Firdos Anjum Shaikh BA V Sem
	Jt. Secretary	Vijaylaxmi Ganjigatti BCom V Sem
	Jt. Secretary	Ravichandra BA V Sem
Miscellany	Secretary	Suresh K BCom V Sem
	Jt. Secretary	Tejaswini Bommannavar BSc V Sem
	Jt. Secretary	Chandrashekar BA V Sem
Vivekanand Forum	Secretary	Padmashri Sardeshmukh BCom V Sem
	Jt. Secretary	Swati Cholaki BSc V Sem
	Jt. Secretary	Somappa M. BA V Sem
Athletics	Secretary	Manjunath L BA V Sem
Basket ball & Volley ball	Secretary	Khashim Faisalkhan Biradar BA V Sem
Cricket	Secretary	Akshaya Hiremath BSc V Sem
Foot ball	Secretary	Rudresh K BCom V Sem
Hockey	Secretary	Chetana Baler BSc V Sem
Indoor Games	Secretary	Srikrishna C BSc V Sem
Minor Games	Secretary	Akash Jogareddy BA V Sem

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3.	Dr. Shoukat Ali	Co-ordinator
4.	Sri. Manjunath Munavalli	Member

Science		
1.	Dr. S.V. Gudi	Chairman
2.	Dr. S.V. Kallapur	Co-ordinator
3.	Sri. S.B. Mekali	Member
4.	Smt. Avantika Rotti	Member
5.	Dr. V.S. Bheemareddy	Member
6.	Sri. T.M. Shridhar	Member
7.	Dr. Jayasheelreddy	Member

Attendance Committee :

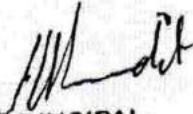
Science		
1.	Dr. (Smt.) R. Parimala	Chairman
2.	Smt. G.V. Chavannavar	Co-ordinator
3.	Sri. S.S. Shanawad	Member
4.	Sri. S.K. Sajjan	Member
5.	Dr. Mahesh R.T.	Member
6.	Smt. Mamata Mandavi	Member

Arts		
1.	Sri. M.C. Chavan	Chairman
2.	Dr. (Smt.) Indu L. Pandit	Co-ordinator
3.	Dr. (Smt.) K.N. Pawar	Member
4.	Dr. M.C. Krishnamurthy	Member


Commerce		
1.	Dr. Shoukat Ali	Chairman
2.	Sri. Manjunath Munavalli	Co-ordinator

Discipline Committee :

1.	Dr. Arunkumar Shirahatti	Chairman
2.	Sri. Vijaykumar Deshbhag	Co-ordinator
3.	Sri. S.K. Sajjan	Member
4.	Dr. (Smt.) M.N. Kotyal	Member
5.	Smt. Deepa Angadi	Member
6.	Sri. Manjunath Chavadannavar	Member
7.	Sri. Prakash Ullegaddi	Member


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4.	Sri. Manjunath Munavalli	Member

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2.	Sri. S.B. Mekali	Member
3.	Smt. Avantika Rotti	Member
4.	Dr. V.S. Bheemareddy	Member
5.	Sri. T.M. Shridhar	Member
6.	Dr. Jayasheelreddy	Member

Attendance Committee :

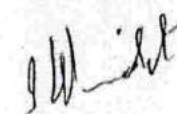
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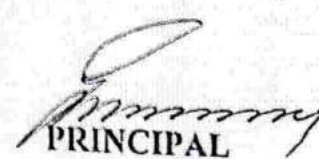
Arts		
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2.	Dr. (Smt.) Indu L. Pandit	Co-ordinator
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Commerce		
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2.	Sri. Manjunath Munavalli	Co-ordinator


Discipline Committee :

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3.	Sri. R.M. Pattar	Member
4.	Sri. Manjunath Parari	Member
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6.	Sri. Prakash Ullegaddi	Member
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J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD - 580 004.




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J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004. 89

COLLEGE EXAMINATION, ATTENDANCE & DISCIPLINE COMMITTEE 2019-2020

Examination Committee :

Arts and Commerce		
1.	Dr. (Smt.) C.D. Doijode	Chairman
2.	Dr. J.A. Hadagali	Co-ordinator
3.	Dr. Shoukat Ali	Co-ordinator
4.	Sri. Manjunath Munavalli	Member

Science		
1.	Dr. (Smt.) B.R. Gayathri	Chairman
2.	Sri. S.B. Mekali	Member
3.	Smt. Avantika Rotti	Member
4.	Dr. V.S. Bheemareddy	Member
5.	Sri. T.M. Shridhar	Member
6.	Dr. Jayasheelreddy	Member

Attendance Committee :

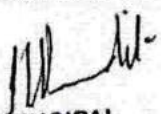
Science		
1.	Dr. (Smt.) R. Parimala	Chairman
2.	Smt. G.V. Chavannavar	Co-ordinator
3.	Sri. S.S. Shanawad	Member
4.	Sri. S.K. Sajjan	Member
5.	Dr. Mahesh R.T.	Member
6.	Smt. Mamata Mandavi	Member

Arts		
1.	Dr. (Smt.) Indu L. Pandit	Chairman
2.	Dr. (Smt.) K.N. Pawar	Co-ordinator
3.	Dr. M.C. Krishnamurthy	Member
4.	Dr. R.V. Chitaguppi	Member

Commerce		
1.	Dr. Shoukat Ali	Chairman
2.	Sri. Manjunath Munavalli	Co-ordinator

Discipline Committee :

1.	Dr. Arunkumar Shirahatti	Chairman
2.	Sri. Vijaykumar Deshbhag	Co-ordinator
3.	Sri. Manjunath Parari	Member
4.	Dr. (Smt.) M.N. Kotyal	Member
5.	Sri. Prakash Ullegaddi	Member
6.	Miss. Srujana Joshi	Member
7.	Sri. Karthik K.M.Sri.	Member
8.	Vardhaman B	Member



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DHARWAD - 580 004.


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Shantikumar Gubbi Science College,
DHARWAD - 580 004.

COLLEGE EXAMINATION, ATTENDANCE & DISCIPLINE COMMITTEE 2020-2021

Examination Committee :

Arts and Commerce	
1. Dr. J.A. Hadagali	Chairman
2. Dr. Shoukat Ali	Co-ordinator
3. Sri. Manjunath Munavalli	Member
4. Sri. Mallikarjun P	Member

Science	
1. Dr. (Smt.) B.R. Gayathri	Chairman
2. Sri. S.B. Mekali	Co-ordinator
3. Smt. Avantika Rotti	Member
4. Dr. V.S. Bheemareddy	Member
5. Sri. T.M. Shridhar	Member
6. Dr. Jayasheelreddy	Member

Attendance Committee :

Science	
1. Dr. M.N. Rashinkar	Chairman
2. Smt. G.V. Chavannavar	Co-ordinator
3. Sri. S.S. Shanawad	Member
4. Sri. S.K. Sajjan	Member
5. Dr. Mahesh R.T.	Member
6. Smt. Mamata Mandavi	Member

Arts	
1. Dr. (Smt.) Indu L. Pandit	Chairman
2. Dr. M.C. Krishnamurthy	Co-ordinator
3. Dr. (Smt.) G.M. Khazi	Member
4. Dr. R.V. Chitaguppi	Member

Commerce	
1. Dr. Shoukat Ali	Chairman
2. Sri. Manjunath Munavalli	Co-ordinator

Discipline Committee :

1. Dr. Arunkumar Shirahatti	Chairman
2. Sri. Vijaykumar Deshbhag	Co-ordinator
3. Sri. Manjunath Parari	Member
4. Dr. (Smt.) M.N. Kotyal	Member
5. Sri. Prakash Ullegaddi	Member
6. Miss. Srujana Joshi	Member
7. Sri. Karthik K.M.	Member
8. Sri. Vardhaman B	Member

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**J.S.S. Banashankari Arts, Commerce & S.K. Gubbi Science
College, Vidyagiri, Dharwad-04**

COLLEGE UNION & GYMKHANA COMMITTEES 2016-2017

- Dr. G. Kirshnamurthy Principal and President
- Dr. S.V. Gudi Vice-President
- Dr. (Smt.) Chitra Doijode Vice-President
- Sri. Jinnappa Kundagol Physical Director

Karnataka Sangha	Chairman	Dr. J.A. Hadagali
	Co-ordinator	Dr. R.V. Patil
Arts Association	Chairman	Dr. (Smt.) I.L. Pandit
	Co-ordinator	Sri. B.M. Mathapati
Commerce Association		Dr. (Smt.) N.D. Kulkarni
	Chairman	Dr. Shoukat Ali M
	Co-ordinator	Sri. B.A. Patil
Science Association		Miss. Ashwini Patil
	Chairman	Dr. (Smt.) R. Parimala
	Co-ordinator	Sri. I.I. Nadaf
Ladies Association	Chairman	Dr. (Smt.) K.N. Pawar
	Co-ordinator	Smt. G.V. Chavannavar
	Asst. Co-ordinator	Smt. Deepa Angadi
Fine Arts	Chairman	Dr. S.V. Kallapur
	Co-ordinator	Sri. T.M. Shridhar
Human Rights Association	Chairman	Sri. R.V. Chitaguppi
	Co-ordinator	Smt. Pushpavati Sajjanar
Debate & Wallpaper	Chairman	Dr. (Smt.) G. M. Khazi
	Co-ordinator	Smt. Avantika Rotti
Miscellany	Chairman	Dr. (Smt.) Y. Jayamma
	Co-ordinator	Dr. S.B. Gadi
	Asst. Co-ordinator	Dr. V.S. Bheemareddy
	Asst. Co-ordinator	Smt. Anitha Puranik
Women Empowerment	Chairman	Dr. (Smt.) Chitra Doijode
Vivekanand Forum	Chairman	Dr. J.G. Baragi
	Co-ordinator	Sri. R.V. Chitaguppi
Athletics	Chairman	Dr. Venkatesh M.
Basket ball & Volley ball	Chairman	Dr. M. N. Rashinkar
Cricket	Chairman	Dr. M.C. Krishnamurthy
Foot ball	Chairman	Sri. M.C. Chavan
Hockey	Chairman	Sri. S.B. Mekali
Indoor Games	Chairman	Dr. K.H. Nagachandra
Minor Games	Chairman	Dr. V.S. Bheemareddy

(Dr. G. Krishnamurthy)
Principal & President
Union & Gymkhana 16-17



Shantikumar
PRINCIPAL
J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-590 004



COLLEGE UNION & GYMKHANA COMMITTEES 2018-2019

- Dr. G. Krishnamurthy Principal and President
- Dr. (Smt.) Chitra Doijode Vice-President
- Dr. (Smt.) Gayathri Bhat Vice-President
- Sri. Jinnappa Kundagol Physical Director

Karnataka Sangha	Chairman	Dr. J.A. Hadagali
	Co-ordinator	Dr. R.V. Patil
Arts Association	Chairman	Dr. Shoukat Ali
	Co-ordinator	Miss. Tanuja Rokhade
Commerce Association	Chairman	Sri. Manjunath Munavalli
	Co-ordinator	Miss. Srujana Joshi
Science Association	Chairman	Sri. I.I. Nadaf
	Co-ordinator	Dr. Mahesh R.T.
Ladies Association / Women Empowerment	Chairman	Dr. (Smt.) Chitra Doijode
	Co-ordinator	Smt. G.V. Chavannavar
	Asst.Co-ordinator	Smt. Deepa Angadi
Fine Arts	Chairman	Dr. S.V. Kallapur
	Co-ordinator	Sri. T.M. Shridhar
Human Rights Association	Chairman	Dr. R.V. Chitaguppi
	Co-ordinator	Miss. Sahana Hongal
Debate & Wallpaper	Chairman	Dr. (Smt.) G.M. Khazi
	Co-ordinator	Smt. Avantika Rotti
Miscellany	Chairman	Dr. (Smt.) Y. Jayamma
	Co-ordinator	Dr. (Smt.) Ratna Airsang
	Asst. Co-ordinator	Smt. Anitha Puranik
	Asst. Co-ordinator	Smt. Shilpa Adur
Vivekanand Forum	Chairman	Sri. R.M. Pattar
	Co-ordinator	Sri. S.S. Shanawad
Athletics	Chairman	Dr. Venkatesh M
Basket ball & Volley ball	Chairman	Dr. M.N. Rashinkar
Cricket	Chairman	Dr. M.C. Krishnamurthy
Foot ball	Chairman	Sri. M.C. Chavan
Hockey	Chairman	Sri. S.B. Mekali
Indoor Games	Chairman	Dr. K.H. Nagachandra
Minor Games	Chairman	Dr. V.S. Bheemareddy
NCC (Boys)	Officer	Dr. Arunkumar Shirahatti
NCC (Girls)	Officer	Dr. (Smt.) M.N. Kotyal
NSS	Officer	Sri. S.K. Sajjan
	Officer	Dr. Mahesh R.T.

(Dr. G. Krishnamurthy)
Principal & President
Union & Gymkhana 18-19



Jh. K. K. K.
PRINCIPAL



COLLEGE UNION & GYMKHANA COMMITTEES 2019-2020

General Secretary : **Kurubaramallappa** BA V Sem.
Joint General Secretaries
 • B.Com. Section : **Shreya Kidiyoor** BCom V Sem.
 • B.Sc. Section : **Shreya Pai** BSc V Sem.

Karnataka Sangha	Secretary	Veeresh BA V Sem
	Jt. Secretary	Vishwanaatha BA V Sem
Arts Association	Secretary	Vishwaradya BA V Sem
	Jt. Secretary	Priyanka Bajantri BA V Sem
Commerce Association	Secretary	Sunil Goudar BCom V Sem
	Jt. Secretary	Paradeep Sadalagi BCom V Sem
Science Association	Secretary	Abhijna Mutalik BSc V Sem
	Jt. Secretary	Shreemalaxman Aralikatti BSc V Sem
Ladies Association / Women Empowerment	Secretary (Sci)	Anuja MutalikDesai, BSc V Sem
	Jt. Secretary (Com.)	Nagashree S, BCom V Sem
	Jt. Secretary (Arts.)	Shruti Shivappa Jodalli, BA V Sem
Fine Arts	Secretary	Basavaraj Hagatagi BA V Sem
	Jt. Secretary	Santosh Choori BA V Sem
	Jt. Secretary	Vishalakshi Y Redder
Human Rights Association	Secretary	Puttuvva Shisanalli, BA V Sem
	Jt. Secretary	Laxmi Dalawai BSc V Sem
	Jt. Secretary	Rahul Govindagol, BCom V Sem
Debate & Wallpaper	Secretary	Firdos Anjum Shaikh BA V Sem
	Jt. Secretary	Vijaylaxmi Ganjigatti BCom V Sem
	Jt. Secretary	Ravichandra BA V Sem
Miscellany	Secretary	Suresh K BCom V Sem
	Jt. Secretary	Tejaswini Bommanavar BSc V Sem
	Jt. Secretary	Chandrashekar BA V Sem
Vivekanand Forum	Secretary	Padmashri Sardeshmukh BCom V Sem
	Jt. Secretary	Swati Cholaki BSc V Sem
	Jt. Secretary	Somappa M. BA V Sem
Athletics	Secretary	Manjunath L BA V Sem
Basket ball & Volley ball	Secretary	Khashim Faisalkhan Biradar BA V Sem
Cricket	Secretary	Akshaya Hiremath BSc V Sem
Foot ball	Secretary	Rudresh K BCom V Sem
Hockey	Secretary	Chetana Baler BSc V Sem
Indoor Games	Secretary	Srikrishna C BSc V Sem
Minor Games	Secretary	Akash Jogareddy BA V Sem

(Dr. G. Krishnamurthy)
Principal & President
Union & Gymkhana 19-20



J. Mandit
PRINCIPAL



J.S.S. BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

Affiliated to Karnatak University, Dharwad

Accredited with 'A' Grade in last three cycles



**Professional ethics programmes for
students, teachers, administrators
and other staff**



INDUCTION PROGRAMME



Mandit

PRINCIPAL

J.S.S. Banashankari Arts Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580004.



Plantation programme on the day of Induction programme



M. Mandit
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J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004.



JSS BANASHANKARI ARTS COMMERCE AND SHANTI KUMAR GUBBI SCIENCE COLLEGE, DHARWAD

TEACHERS TRAINING PROGRAMME



J.S.S. Banashankari Arts, Commerce & Shantikumar Gubbi
Science College, Vidyagiri, Dharwad -580004.



Reaccredited at the 'A' level by NAAC

"College with Potential for Excellence" recognition by UGC

Teachers Training Programme

Under the Assistance of UGC -CPE 2nd Phase Grants

CERTIFICATE

This is to certify that Dr./Mr./Mrs./Miss. Ratna Aircang
of JSS Banashankari Arts, Commerce & S.K. Gubbi Science college
participated in UGC-CPE 2nd Phase Sponsored, Two Days "**Teachers Training
Programme**", at JSS Banashankari Arts, Commerce and Shantikumar Gubbi Science
College, Dharwad. on 02-11-2018 and 03-11-2018.


Dr. C. Manohar
Resource Person


Dr. G. Krishnamurthy
Principal
JSS College, Dharwad


Sri. Suraj Jain
Development officer
JSS College, Dharwad


Dr. Ajith Prasad
Finance officer
Janata Shikshana Samiti Dharwad







PRINCIPAL
J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004.




TEACHERS TRAINING PROGRAMME

 **J.S.S. Banashankari Arts, Commerce & Shantikumar Gubbi Science College, Vidyagiri, Dharwad -580004.** 
Reaccredited at the 'A' level by NAAC "College with Potential for Excellence" recognition by UGC


Teachers Training Programme
Under the Assistance of UGC -CPE 2nd Phase Grants


CERTIFICATE

This is to certify that Dr./Mr./Mrs./Miss. Ratna. Aisang.
of J.S.S. Banashankari Arts, Commerce & G.K. Gubbi Science college
participated in UGC-CPE 2nd Phase Sponsored, One Day "Teachers Training
Programme" at J.S.S. Banashankari Arts, Commerce and Shantikumar Gubbi
Science College, Dharwad. on 24-02-2019.


Smt. Preeja Sreedhar
Resource Person


Dr. G. Krishnamurthy
Principal
JSS College, Dharwad


Sri. Suraj Jain
CPE Co-ordinator
JSS College, Dharwad


Dr. Ajith Prasad
Finance officer
Janata Shiksha Samiti Dharwad

Faculty Development Program Topics
1. Using emotional intelligence as a constructive tool for teachers of current times
2. Exploring new teaching pedagogy for the millennial generation
3. Managing and dealing with different situations, a constructive approach




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Shantikumar Gubbi Science College,
DHARWAD-580 004.

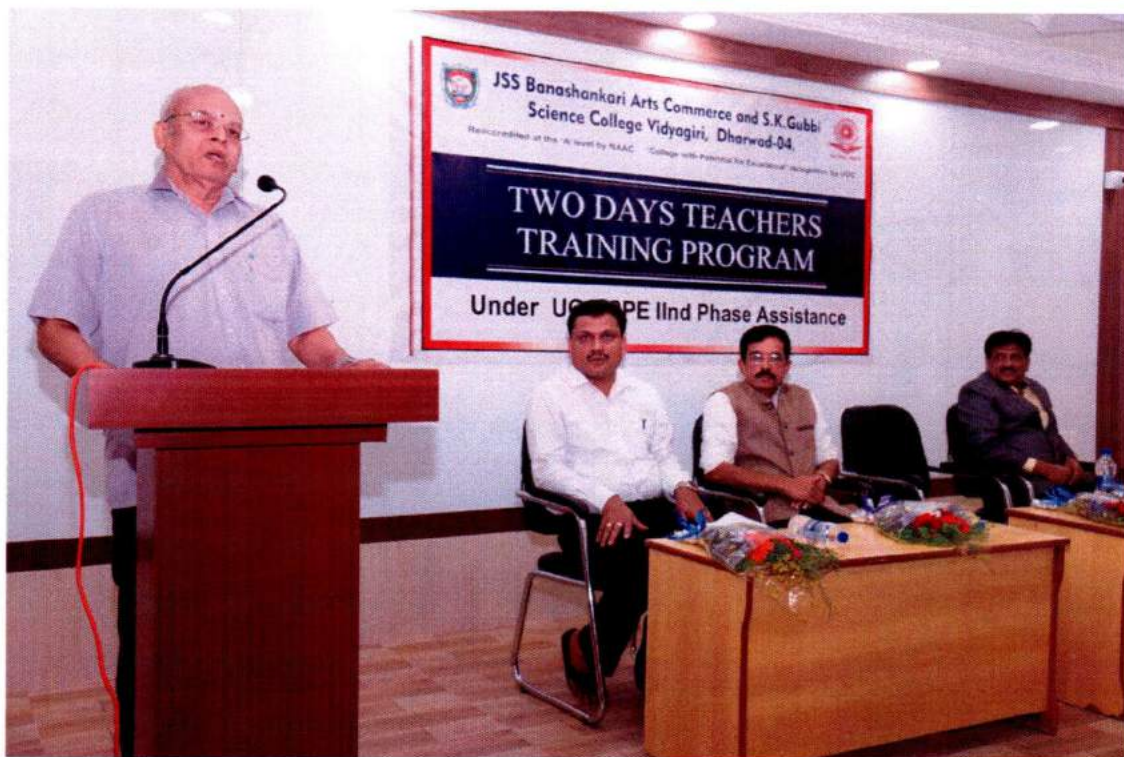


JSS BANASHANKARI ARTS COMMERCE AND SHANTI KUMAR GUBBI SCIENCE COLLEGE, DHARWAD

Teachers training program organized on 2.11.2018

Resource person: Dr. C. Manohar

Venue: Seminar Hall, SMI UG & PG College, JSS campus



Mandit

PRINCIPAL
J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004



JSS BANASHANKARI ARTS COMMERCE AND SHANTI KUMAR GUBBI SCIENCE COLLEGE, DHARWAD

Teachers training program organized on 24.02.2019

Resource person: Dr. Preeja Sreedhar

Venue: Seminar Hall, SMI UG & PG College, JSS campus



M. Mandet
PRINCIPAL
J.S.S. Banashankari Arts Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580004.



TEACHERS TRAINING PROGRAMME



Chief Guest: Yandamoori Veerendranath and Dr. Shivaprasad from Hyderabad

Date: 19th and 20th /April/2017

Venue: Nrupatunga Hall (A-18)



M. Mandet

PRINCIPAL
J.S.S. Banashankari Arts Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004.



J.S.S. BANASHANKARI ARTS COMMERCE AND SHANTI KUMAR GUBBI SCIENCE COLLEGE, DHARWAD

**J.S.S. BANASHANKARI ARTS, COMMERCE AND
SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI,
DHARWAD-04**

Re-accredited at the 'A' level by NAAC
'College with Potential for Excellence' recognition by UGC



INVITATION

Two Days Teachers Training Programme

"Faculty Empowerment"

Under the Scheme of UGC-CPE II Phase

Inauguration: Dr. Ajith Prasad

Finance Officer, Janatha Shikshana Samiti and Pricipal,
JSS Shri Manjunatheshwar Institute of UG & PG Studies, Dharwad

Chief Guest: Dr. B.P. Premrao

Resource Person

Dr. N. Jayasankaran

Resource Person

President: Dr. G. Krishnamurthy

Principal, JSS College, Dharwad

Date : 02-11-2018

&

03-11-2018

Time: 10.00 AM,

Venue: Seminar Hall

*****All are cordially invited*****



J Mandit
PRINCIPAL
J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004



ಜನತಾ ಶಿಕ್ಷಣ ಸಮಿತಿಯ

**ಬನಶಂಕರಿ ಕಲಾ, ವಾಣಿಜ್ಯ,
ಶಾಂತಿಕುಮಾರ ಗುಬ್ಬಿ ವಿಜ್ಞಾನ ಮಹಾವಿದ್ಯಾಲಯ**

ವಿದ್ಯಾಗರಿ, ಧಾರವಾಡ - 580 004

ಇನ್ ಸ್ಟಿಟ್ಯೂಟ್ 'A' ಗ್ರೇಡ್ ಮಹಾವಿದ್ಯಾಲಯ ಹೊಂದಿದೆ. **ಜನತಾ ಶಿಕ್ಷಣ ಸಮಿತಿಯ CPE ಮಾರ್ಗ**

2016-2017



J.S.S. HAND BOOK



ಜನತಾ ಶಿಕ್ಷಣ ಸಮಿತಿಯ
**ಬನಶಂಕರಿ ಕಲಾ, ವಾಣಿಜ್ಯ,
ಶಾಂತಿಕುಮಾರ ಗುಬ್ಬಿ ವಿಜ್ಞಾನ ಮಹಾವಿದ್ಯಾಲಯ**
ವಿದ್ಯಾಗರಿ, ಧಾರವಾಡ - 580 004

ಇನ್ ಸ್ಟಿಟ್ಯೂಟ್ 'A' ಗ್ರೇಡ್ ಮಹಾವಿದ್ಯಾಲಯ ಹೊಂದಿದೆ
Email ID: principal@banashankari.org

ಜನತಾ ಶಿಕ್ಷಣ ಸಮಿತಿಯ CPE ಮಾರ್ಗ
Website: www.banashankari.org

2018 - 2019
J.S.S HAND BOOK



ಜನತಾ ಶಿಕ್ಷಣ ಸಮಿತಿಯ
**ಬನಶಂಕರಿ ಕಲಾ, ವಾಣಿಜ್ಯ,
ಶಾಂತಿಕುಮಾರ ಗುಬ್ಬಿ ವಿಜ್ಞಾನ ಮಹಾವಿದ್ಯಾಲಯ**
ವಿದ್ಯಾಗರಿ, ಧಾರವಾಡ - 580 004

ಇನ್ ಸ್ಟಿಟ್ಯೂಟ್ 'A' ಗ್ರೇಡ್ ಮಹಾವಿದ್ಯಾಲಯ ಹೊಂದಿದೆ
Email ID: principal@banashankari.org

ಜನತಾ ಶಿಕ್ಷಣ ಸಮಿತಿಯ CPE ಮಾರ್ಗ
Website: www.banashankari.org

2018 - 2019
J.S.S HAND BOOK



ಜನತಾ ಶಿಕ್ಷಣ ಸಮಿತಿಯ
**ಬನಶಂಕರಿ ಕಲಾ, ವಾಣಿಜ್ಯ ಮತ್ತು
ಶಾಂತಿಕುಮಾರ ಗುಬ್ಬಿ ವಿಜ್ಞಾನ ಮಹಾವಿದ್ಯಾಲಯ**
ವಿದ್ಯಾಗರಿ, ಧಾರವಾಡ - 580 004

ಇನ್ ಸ್ಟಿಟ್ಯೂಟ್ 'A' ಗ್ರೇಡ್ ಮಹಾವಿದ್ಯಾಲಯ ಹೊಂದಿದೆ
Email ID: principal@banashankari.org

ಜನತಾ ಶಿಕ್ಷಣ ಸಮಿತಿಯ CPE ಮಾರ್ಗ
Website: www.banashankari.org

2019 - 2020
J.S.S HAND BOOK



Janata Shiksha Samiti's

**Banashankari Arts, Commerce and
Shantikumar Gubbi Science College**

Vidyagiri, Dharwad - 580 004.

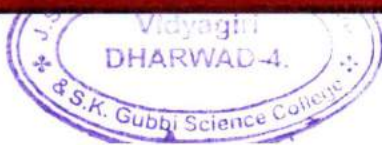
Recommended at the 'A' level by UAC. College with Potential for Excellence (CPE) by UGC
Telephone: 0636-2468478. Fax: 0636-2462200

Janata Shiksha Samiti's

**Banashankari Arts, Commerce and
Shantikumar Gubbi Science College**

Vidyagiri, Dharwad - 580 004.

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PRINCIPAL
J.S.S. Banashankari Arts, Commerce and
Shantikumar Gubbi Science College,
DHARWAD-580 004.

4) Awareness programmes



NATIONAL VOTERS DAY PROGRAM ON 25/01/2017



NATIONAL VOTERS DAY PROGRAM ON 25/01/2018



J. Mandit
PRINCIPAL
J.S.S. Banashankari Arts, Commerce & Shantikumar Gubbi Science College, DHARWAD-589004.



NATIONAL VOTER'S DAY PROGRAM ON 24/12/2019

J.S.S. Banashankari Arts, Commerce and Shantikumar Gubbi Science College, Vidyagiri, Dharwad-04
 Reaccredited at the 'A' level by NAAC
 'College with Potential for Excellence' recognition by UGC

INVITATION

NATIONAL VOTER'S DAY
 IQAC initiative

Organized by
Human Rights Association & National Service Scheme (NSS)

Date: 24.01.2020 Time: 8.00 am Venue: Nrupatunga Hall

Chief Guest : **Dr. Mahadevappa Dalapati**
 Dept. of Political Science,
 Karnatak College, Dharwad

President : **Dr. G. Krishnamurthy**
 Principal, JSS College, Dharwad

All are cordially invited

Dr. R.T. Mahesh NSS Officer Prof. S.K. Sajjan NSS Officer Dr. R.V. Chitaguppi Chairman Human Rights Association

J.S.S. Banashankari Arts, Commerce and Shantikumar Gubbi Science College, Vidyagiri, Dharwad-04

PRESS NOTE

Voting strengthens Democracy - Dr. Mahadevappa Dalapati
 Dharwad - The voting system is the reflection of the people's decision which strengthens the faith in democratic Government said the Chief Guest Dr. Mahadevappa Dalapati, H.O.D. Political Science, Karnatak College, Dharwad.

On the eve of National Voters Day program at J.S.S. Banashankari Arts, Commerce and Shantikumar Gubbi Science College organized under Human Rights Association and NSS Unit he said from 2011 the Central Government declared January 25th of every year to be celebrated as National Voters Day. The object behind this celebration is to create awareness among the people to cast their votes during election, many people obtain from voting, particularly youth who go on leisure trips on voting day, hence to attract the youths to cast their vote and also enroll new persons as voters.

Presiding over the function Principal, Dr. G. Krishnamurthy said the theme of 2020 National Voters Day is "Electoral Literacy for Stronger Democracy". This year National Voters Day is observed to spread democratic values among the voters and make them aware about their rights. He also mentioned arrangement has been made for enrolling new voters in the college if any student who is 18 and above and not yet enrolled can avail this opportunity and enroll himself.

Dr. R.T. Mahesh, Prof. Sahan Hengal present on duty. Dr. R.V. Chitaguppi welcomed. Miss. Shilpa extended vote of thanks, Mrs. Madhuvangada moderated the ceremony.

To, _____
 The Editor,

Kindly publish the matter in your esteemed newspaper with photo.

(Dr. G. Krishnamurthy)
 Principal

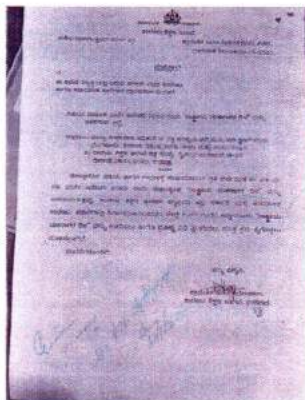
ಶಿಕ್ಷಣ ಮತ್ತು ಸಂಸ್ಕೃತಿ ಇಲಾಖೆ, ಕರ್ನಾಟಕ ಸರ್ಕಾರ
 ದಿ. 24/12/2019

ಮತದಾರರ ಪ್ರತಿಜ್ಞೆ

ಭಾರತದ ಧನೀಯತೆ ಮತ್ತು ಸಮೃದ್ಧಿ ಮೇಲೆ ಮತದಾರರ ಪಾತ್ರವು ಅತ್ಯಂತ ಮಹತ್ವದ್ದಾಗಿದೆ. ಮತದಾರರ ಪಾತ್ರವು ಸರ್ಕಾರದ ಕಾರ್ಯದ ಮೇಲೆ ಪ್ರಭಾವವನ್ನು ಬೀರುತ್ತದೆ ಮತ್ತು ಸಮಾಜದ ಸುಸ್ಥಿತಿಗಾಗಿ ಕಾರ್ಯನಿರ್ವಹಿಸುತ್ತದೆ. ಆದ್ದರಿಂದ, ಮತದಾರರ ಪಾತ್ರವು ಅತ್ಯಂತ ಮಹತ್ವದ್ದಾಗಿದೆ ಮತ್ತು ಸರ್ಕಾರದ ಕಾರ್ಯದ ಮೇಲೆ ಪ್ರಭಾವವನ್ನು ಬೀರುತ್ತದೆ ಮತ್ತು ಸಮಾಜದ ಸುಸ್ಥಿತಿಗಾಗಿ ಕಾರ್ಯನಿರ್ವಹಿಸುತ್ತದೆ.

NATIONAL VOTERS' DAY PLEDGE

"We the citizens of India, having abiding faith in democracy, hereby pledge to uphold the democratic traditions of our country and the dignity of free, fair and peaceful elections, and to vote in every election fearlessly and without being influenced by considerations of religion, race, caste, community, language or any inducement".



J. Mahadevappa
PRINCIPAL
 J.S.S. Banashankari Arts, Commerce & Shantikumar Gubbi Science College, Dharwad-580 004.



JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

NATIONAL VOTERS DAY PROGRAM ON 24/01/2020



[Handwritten Signature]
PRINCIPAL
J.S.S. Banashankari Arts-Commerce &
Shantikumar Gubbi Science College-
DHARWAD-580 004



JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD



Human Rights Association
&
N.S.S.
Celebration of National Voters Day
On: 25.01.2020.

Book Release Programme
Pandit Ramaprasad Bismil & Ashfaqullah
Khan.

Human Rights Association
19.12.2017.



J. Mani
PRINCIPAL
J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004



JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

NATIONAL STATISTICS DAY PROGRAM ON 29/06/2017



CELEBRATION OF SUBHAS CHANDRA BOSE 120th BIRTH ANNIVERSARY ON 21/01/2017

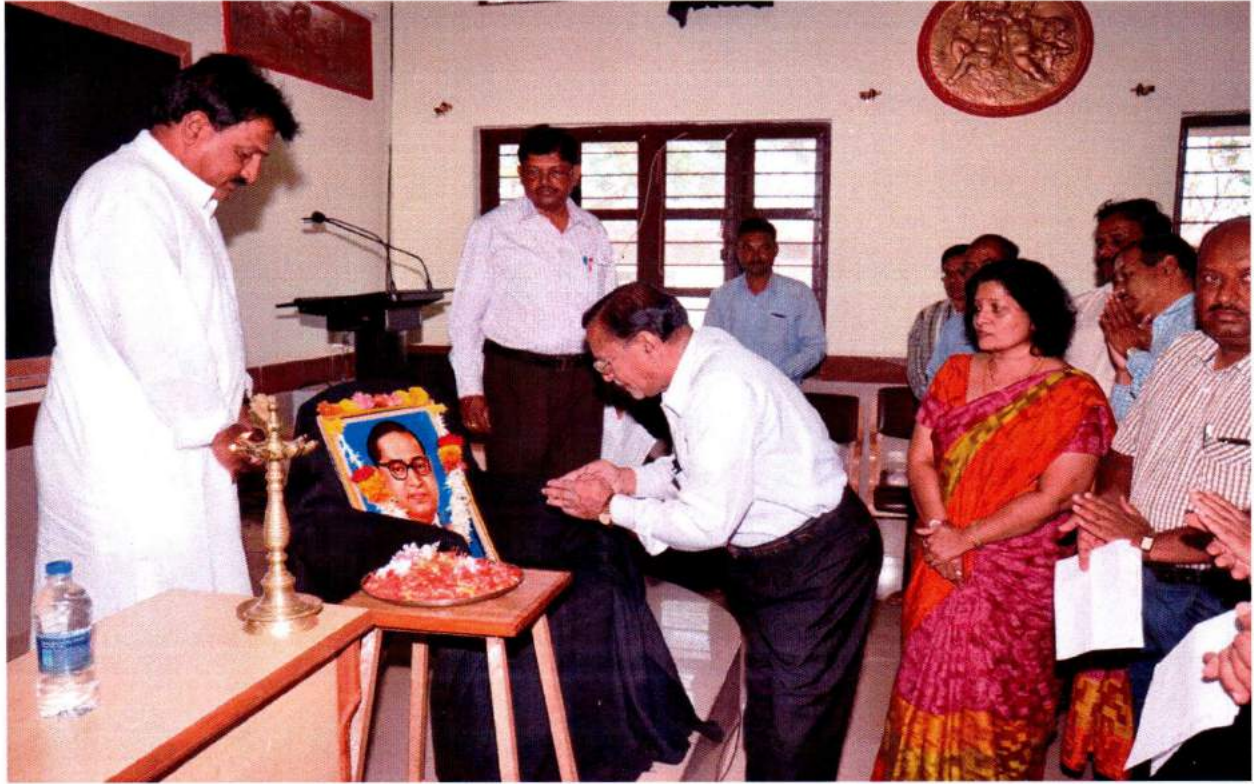


J Mandh
PRINCIPAL
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Shantikumar Gubbi Science College,
DHARWAD-580 004.

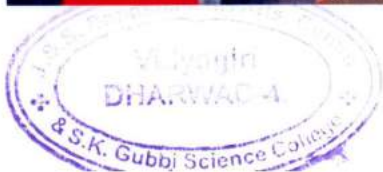


JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

CELEBRATION OF 125TH BIRTH ANNIVERSARY OF DR. B.R AMBEDKAR ON 14/04/2016



CELEBRATION OF 126TH BIRTH ANNIVERSARY OF DR. B.R AMBEDKAR ON 14/04/2017



Mandit
PRINCIPAL
J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004.



**JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE
COLLEGE, VIDYAGIRI, DHARWAD**

CELEBRATION OF 127TH BIRTH ANNIVERSARY OF DR. B.R AMBEDKAR ON 14/04/2018



ಜಿ.ಎಸ್.ಎಸ್. ಬನಶಂಕರಿ ಕಲಾ, ವಾಣಿಜ್ಯ ಮತ್ತು ಎಸ್.ಕೆ. ಗುಬ್ಬಿ ವಿಜ್ಞಾನ
ಮಹಾವಿದ್ಯಾಲಯ, ವಿದ್ಯಾಗಿರಿ, ಧಾರವಾಡ-04

ಸೂಚನೆ

“ಡಾ. ಬಿ.ಆರ್. ಅಂಬೇಡ್ಕರ್” ಜಯಂತಿ ನಿಮಿತ್ತ ಶನಿವಾರ ದಿನಾಂಕ
14.04.2018 ರಂದು ಮಹಾವಿದ್ಯಾಲಯಕ್ಕೆ ರಜೆ ಘೋಷಿಸಲಾಗಿದೆ.

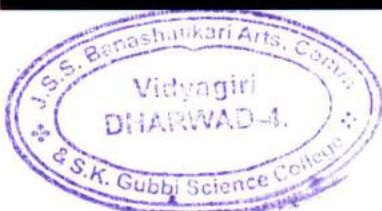
ಖಶೀಷ ಸೂಚನೆ : ದಿನಾಂಕ 14.04.2018 ರಂದು, ಮುಂಜಾನೆ 10.00 ಗಂಟೆಗೆ
ಪ್ರಾಚಾರ್ಯರ ಸಭಾ ಕೊಠಡಿಯಲ್ಲಿ ನಡೆಯುವ “ಡಾ. ಜಿ.ಆರ್. ಅಂಬೇಡ್ಕರ್” ಜಯಂತಿ
ಆಚರಣೆಗೆ ಎಲ್ಲ ಭೋಧಕ ಹಾಗೂ ಬೋಧಕೇತರ ಸಿಬ್ಬಂದಿಯವರು ಭಾಗವಹಿಸಲು
ಸೂಚಿಸಲಾಗಿದೆ.

ದಿನಾಂಕ : 13.04.2018

ಸ್ಥಳ : ಧಾರವಾಡ


ಪ್ರಾಚಾರ್ಯರು
PRINCIPAL
J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004.

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DHARWAD-580 004.



JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

CELEBRATION OF 128TH BIRTH ANNIVERSARY OF DR. B.R AMBEDKAR ON 14/04/2019



CELEBRATION OF 129TH BIRTH ANNIVERSARY OF DR. B.R AMBEDKAR ON 14/04/2020



J. Mandot
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Shantikumar Gubbi Science College,
DHARWAD-580 004



**JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE
COLLEGE, VIDYAGIRI, DHARWAD**

CELEBRATION OF MAHATMA GANDHI BIRTH DAY ON 02/10/2018



ಜೆ.ಎಸ್.ಎಸ್. ಬನಾಶಂಕರಿ ಕಲಾ, ವಾಣಿಜ್ಯ ಮತ್ತು ಎಸ್.ಕೆ. ಗುಬ್ಬಿ ವಿಜ್ಞಾನ
ಮಹಾವಿದ್ಯಾಲಯ, ವಿದ್ಯಾಗಿರಿ, ಧಾರವಾಡ-04

ಸೂಚನೆ

ಮಂಗಳವಾರ, ದಿನಾಂಕ 02.10.2018 ರಂದು "ಗಾಂಧಿ ಜಯಂತಿ"
ಆಚರಣೆಯ ಅಂಗವಾಗಿ ಬೆಳಿಗ್ಗೆ 8.30 ಗಂಟೆಗೆ ಮಹಾವಿದ್ಯಾಲಯದ
ನೃಪತುಂಗ ಸಭಾಭವನ (ಕೊಠಡಿ ಸಂಖ್ಯೆ : ಎ-18) ರಲ್ಲಿ ನಡೆಯುವ
ಕಾರ್ಯಕ್ರಮದಲ್ಲಿ ಕಡ್ಡಾಯವಾಗಿ ಭಾಗಿಯಾಗಲು ಎಲ್ಲ ಶಿಕ್ಷಕ-ಶಿಕ್ಷಕೇತರ
ಸಿಬ್ಬಂದಿಯವರೆಲ್ಲರಿಗೂ ಈ ಮೂಲಕ ಸೂಚಿಸಲಾಗಿದೆ.

ದಿನಾಂಕ : 01.10.2018

ಸ್ಥಳ : ಧಾರವಾಡ

[Signature]
ಪ್ರಾಚಾರ್ಯರು 1/10/18

SS/CBO/18

Office of the Secretary,
Janata Shikshana Samiti,
Dharwad-4
Date: 29.09.2018

CIRCULAR

On the eve of 150th Birthday celebration of Mahatma
Gandhiji, Father of the Nation. All the heads of the JSS Institutions
are hereby informed to celebrate the same in their respective
Institutions with full devotion.

Following activities may be organised

1. Sarvadharna Prathana including Vaishnava Janoto, Raghupati
Ragava Raja Ram
2. Aam Saphai under the auspices of Swach Bharata Abhiyan -
cleaning the campus/Institution inside and outside.
3. Arranging speeches on different aspects of Mahatma Gandhiji.
4. Any other suitable programmes of their own choice.

The programme may be arranged from 9.00 a.m to 12.00
noon in their respective institutions.

**The attendance is compulsory for all the teaching and non
teaching staff of each institution. The attendance report
alongwith the report of Celebration should be sent to the G.B
Office on 3rd October, 2018 without fail.**

[Signature]
Janata Shikshana Samiti,
Dharwad

To,
The Head of the JSS Institution,
Dharwad/Hulji



[Signature]

PRINCIPAL

J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004.



JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

NATIONAL CONSUMER DAY PROGRAM ON 06/09/2019



Human Rights Association
National Consumer Day
Chief Guest: Anup Deshpande
Date: 06/09/2019 Venue: A-18.



Human Right Association
Inauguration
Chief Guest: Dr. Ratnakar B.M
Professor, Dept. of Political Science
K.V.D. Dharwad
06.09.2019.



M. Mandit
PRINCIPAL
J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004.



CELEBRATION OF INDEPENDENCE DAY ON 26/01/2018



71st Independence Day
15-08-2017
Chief Guest : Dr. Ajith Prasad



73rd Independence Day
15-08-2019
Chief Guest : Dr. Ajith Prasad



Mandit

PRINCIPAL
J.S.S. Banashankari Arts Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004



JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

CELEBRATION OF ANNUAL DAY PROGRAM

ON 17/03/2017

ON 22/02/2018

Annual Day
17-03-2017
Chief Guest : Poojya Dni. Siddleshwar Swamiji

Annual Day
22-02-2018
Chief Guest : N. Vajra Kumar



M. Mandit
PRINCIPAL
J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004.



JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

CELEBRATION OF REPUBLIC DAY ON 26/01/2018



Republic Day
26-01-2018
Chief Guest : Dr. Ajith Prasad.



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PRINCIPAL
J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-560 004.



CELEBRATION OF INTERNATIONAL PEACE DAY ON 21/09/2019



Reaccredited at 'A' Level 3rd Cycle by NAAC
'College with Potential for Excellence' recognition by UGC

Invitation

Women Empowerment Cell and Human Rights Association

INTERNATIONAL PEACE DAY

Date : 21-09-2019 Time : 12:30 p.m Venue : A-18

- Chief Guest** : **Dr. Isabella Xevier**
Founder of Sadhana HRC., Nominee Member of State Human Rights Association, Bangalore
- President** : **Dr. G. Krishnamurthy**
Principal, JSS College, Dharwad
- Presence** : **Dr. Chitra D. Doijode**
Chairman of Women Empowerment Cell, Head of Dept. of English, Vice-Principal, JSS College, Dharwad
- : **Dr. R. V. Chitguppi**
Chairman of Human Rights Association, Prof. History, JSS College Dharwad.

All Are Cordially Invited

Dr. R. V. Chitguppi **Dr. Chitra D. Doijode**
Chairman, Human Rights Association Chairman, Women Empowerment Cell



J. Mandit
PRINCIPAL
J.S.S. Banashankari Arts, Commerce & Shantikumar Gubbi Science College,
DHARWAD-580 004.



JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

LEGAL AWARENESS PROGRAM 10/01/2019

J.S.S. Banashankari Arts, Commerce and Shantikumar Gubbi Science College, Vidyagiri, Dharwad-04
 Reaccredited at the 'A' level by NAAC
 'College with Potential for Excellence' recognition by UGC

INVITATION
Legal Awareness Programme
"Cyber Crime"
 (Under UGC C.P.E.)

Organized by
Human Rights Association & National Service Scheme (NSS)

Date : 10.01.2019 Time: 8.00 am Venue: Nrupatunga Hall

Chief Guest : **Dr. (Smt.) Shweta Deshpande**
 Assistant Prof., KPES Dr. G.M. Law College, Dharwad

President : **Dr. G. Krishnamurthy**
 Principal, JSS College, Dharwad

All are cordially invited

Dr. R.T. Mahesh NSS Officer Prof. S.K. Sajjan NSS Officer Dr. R.V. Chitguppi Chairman Human Rights Association

J.S.S. Banashankari Arts, Commerce and Shantikumar Gubbi Science College, Vidyagiri, Dharwad-04

PRESS NOTE

'Cyber Crime Polluting Youth' - Dr. Shweta Deshpande

Dharwad - Information Technology and Computers have revolutionized the in which can entice the young generation with information at finger tips, but today technology has been used to promote white collar crimes or cyber crimes' said Chief Guest Dr. Shweta Deshpande, Associate Professor, Dr. G.M. Patil Law, Dharwad.

Special lecture on 'Cyber Crime Awareness' was organized at J.S.S. Banashankari Arts, Commerce and Shantikumar Gubbi Science College, Dharwad by Human RI Association and National Social Service wing. 'Today Cyber Crimes like Hack (interference of unknown person in your computer), many MNC, Banks have become victims to such Hacking. The students were advised not to share your personal infoms with unknown persons, not to post pictures on face book and instagran which can be hacked.

Apart from hacking, phishing, email bombing (unsolicited email), pornography today polluting the youth generation, such cyber crimes are punishable under law. In circumstances the people should not become panic, they must immediately approach police station, where cyber cells are there and file a FIR which will be adjudicated a sp officer without going to court.

Presiding over function Principal, Dr. G. Krishnamurthy said, the student must technology for enriching themselves, be sighted the hacking examples which recently in Dharwad.

Dr. (Smt.) Chitra Dojode, Dr. R.T. Mahesh were present, Prof. S.K. Sajjan welcomed, Dr. R.V. Chitguppi extended vote of thanks, Karan Madhvasangkar moderated the function.

To: The Editor,

Kindly publish the matter in your esteemed newspaper with photo

(Dr. G. Krishnamurthy Principal)

Friday, January 11, 2019

City

Cyber crime polluting young minds: Dr Shweta

DHARWAD, DHHS: Information Technology and computers revolutionised media which can entice the young generation with information at fingertips.

But today, the technology has been used to promote white-collar crimes or cyber crimes, said Dr G.M Patil Law College Associate Professor Shweta Deshpande.

She noted this while delivering a special talk on 'Cyber Crime Awareness' held at JSS Banashankari Arts, Commerce & Shantikumar Gubbi Science College in Dharwad on Thursday. The programme was conducted by the Human Rights Association, and Na-

tional Social Service wing. Today, many MNCs, and banks have become victims to cyber crimes like hacking. The students should not share personal information with unknown persons, and should not post pictures on Facebook and Instagram which can be easily hacked.

Apart from hacking, phishing, email bombing (unsolicited email), and pornography is polluting the young generation. Such cyber crimes are punishable under law. In such circumstances, people should not panic, and they must immediately approach the police station where cyber cells are there and file a complaint

which will be adjudicated by a special officer without going to court, she said.

Presiding over the programme, Principal G Krishnamurthy said, students must use technology for enriching themselves, and not with ulterior motives.

Dr Chitra Dojode, Dr RT Mahesh, Prof S K Sajjan, and Dr R V Chitguppi also spoke.



Dr Shweta Deshpande delivers a special talk on cyber crime awareness organised at JSS Banashankari Arts Commerce & Shantikumar Gubbi Science College in Dharwad on Thursday. DR PHOT

Dignity
 जियो जिंदगी Dignity के साथ
 NOW IN A NEW LOOK



(Signature)
PRINCIPAL
 J.S.S. Banashankari Arts, Commerce & Shantikumar Gubbi Science College, DHARWAD-590 004



JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

LEGAL AWARENESS PROGRAM

J.S.S. Banashankari Arts, Commerce and S.K. Gubbi Science College, Vidyagiri, Dharwad-04
Date: 26/07/2019

'ESSAY' Competition Results

Topic: 'Role of News Papers in Creating Social Awareness'

Essay competition was organized by Human Rights Association on 16th July, 2018 the following students secured the following place:

1st Place - Soumya S. Mahendrakar, B.A.V. Sec.
2nd Place - Rachana Patil, B.C.S.K.II Sec.
3rd Place - Preeti B.E. B.S.V. Sec.

Consolation Prizes:
- Sachinkumar M. Kakkhandak, B.C.S.V. Sec.
- Dhanajay Kalachikmad, B.S.V. Sec.

The prizes will be distributed on the day of Inauguration of Human Rights Association. The date will be intimated.

Dr. R.V. Chitambar
Chairman
Human Rights Association

Dr. G. Krishnakumar
Principal



[Handwritten Signature]
PRINCIPAL
J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004



JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

VIVEKANANDA FORUM INAUGURATION ON 11/09/2018



CELEBRATION OF 155TH BIRTH ANNIVERSARY OF VIVEKANAND ON 12/01/2018



Mandit
PRINCIPAL
J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004

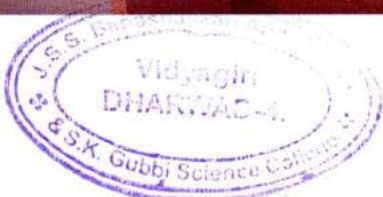


JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

CELEBRATION OF 156TH BIRTH ANNIVERSARY OF VIVEKANAND ON 12/01/2019



CELEBRATION OF 158TH BIRTH ANNIVERSARY OF VIVEKANAND ON 12/01/2021



M. Hanant
PRINCIPAL

J.S.S. Banashankari Arts, Commerce & Shantikumar Gubbi Science College, DHARWAD-560 004



JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

CELEBRATION OF NATIONAL CONSTITUTION DAY 26/11/2020



M. Mandit
PRINCIPAL

J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004.



JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

CELEBRATION OF KARNATAKA RAJYOTSAVA DAY ON 01/11/2018



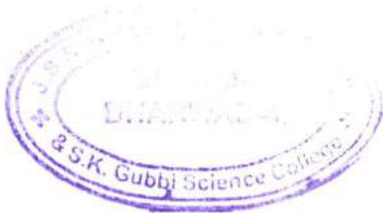
Mandit

PRINCIPAL
J.S.S. Banashankari Arts, Commerce
& Shantikumar Gubbi Science College,
DHARWAD-589 001



**JSS BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE
COLLEGE, VIDYAGIRI, DHARWAD**

**CELEBRATION OF 86TH ANNIVERSARY OF MARTYRDOM OF BHAGATH SINGH
ON 21/03/2017**



M. Mandit

PRINCIPAL

J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004



J.S.S. BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

Affiliated to Karnatak University, Dharwad

Accredited with 'A' Grade in last three cycles



Report on Students Attribution



- **Report on the student attributes facilitated by the institution.**

For a faster all round development of a student, there is a need of striking a balance between syllabus curriculum, books and co-curricular activities. Co-curricular activities give the students an opportunity to develop particular skills and exhibit their nonacademic abilities. There are various types of extracurricular activities conducted in the college, which offer students, an opportunity to work with others and to gain essential life skills. Though numerous extracurricular activities exist, the following activities are more prominently conducted in our college; Organization of various co-curricular activities for students such as Cultural activity, N.S.S. activity, sports activity through various committees such as cultural committee, N.S.S. committee. Sports department in the college organizes various activities for students to participate and to develop their skills. To participate in various competitions, to face the youth festivals through cultural, to face district, state, national, international level competition through sports, students are trained by the experts. In the field of cultural activities, students are trained for singing, dancing, drama etc. Students are trained and carry out practice in the field of sports in order to take part in various competitions like Kabbadi, Kho-Kho, Basket Ball, Fencing, Rowing etc.

College organizes various social service related activities such as N.S.S., tree plantation, cleanliness drives, gram swachataabhiyan, shramdaan, leadership development activity and so on. One of the most significant extracurricular experiences available on the college campus is "Students' Government or Students' Council." Members of students' council often serve on campus committees, in an effort to represent the ideas and concerns of their fellow students. Student council functions with reference to planning programs related to student interests, providing forums for students, issue discussions and helping to build and sustain a successful campus environment. Through all these extracurricular activities, students develop skills related to their career path and success in future jobs. Students have opportunities to improve their leadership and interpersonal skills while increasing their self-confidence. Extracurricular involvement allows students to link academic knowledge with practical experience thereby leading to a better understanding of their own abilities, talents and career goals. The college feels proud to mention that through these various extracurricular activities, students of our college have been successful in various fields such as choreography, coaching of different sports, placed



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DHARWAD-580 004



JSS BANASHANKARI ARTS COMMERCE AND SHANTI KUMAR GUBBI SCIENCE COLLEGE, DHARWAD

as officers in police department, posted in various posts in various institutions, pathological laboratories, as journalists, as news reporter on TV, radios, MPSC selected officers and so on. Students have been working successfully. Through various cultural events, student life becomes interesting and successful. Cultural events strengthen creative skills, confidence and overall personality of students. Through cultural events, one to two students every year follow choreography, as a career. Through sports activities, about six to eight students work successfully as coaches of various sports like fencing, volley ball etc. Through N.S.S. and sports activities three to eight students have been working in the police department.




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7.1.10

Number of students qualified in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years.

Year	2016-2017	2017-2018	2018-2019	2019-2020	Total
No. of Students Qualified	05	05	22	18	65





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DHARWAD-590 004

JANATA SHIKSHANA SAMITI, VIDYAGIRI, DHARWAD

CAMPUS DRIVES DETAILS FROM 2015 to 2020

Sl. No	Company Name	Interview Date	Total No. of Candidates Participated From all colleges	No. of Candidates Selected from all colleges	Total No. of Candidates Participated From JSS	Total No. of Candidates Selected From JSS
1.	I Net Frame, Bangalore	15-Oct-16	32	8	6	3
2.	ICICI Bank	17-Sep-16	43	6	6	2
3.	IFBI Mysore	25-Nov-16	86	28	21	8
4.	AVON Facility Management Service Ltd,	4-Dec-16	16	3	4	1
5.	JOB FAIR - 2017 (MEGA JOB FAIR)	26-Feb-17	3086	1088	183	89
6.	Navabharat Fertilizers Hubli	18-Aug-17	132	76	47	23
7.	JOB Fair For Technical Students 2018	7-Jan-18	1600	225	p	0
8.	Infosys Bangalore	17-Jan-18	135	36	78	14
9.	Ascent Staffing Solution	26-Jun-18	163	52	12	5
10.	NIIT, Bangalore	16-Sep-18	147	16	36	6
11.	Infoholic Research, Bangalore	10-Feb-19	235	23	104	13
12.	Greet Technology Bangalore	2-Mar-19	273	46	128	27
13.	Udyogmela 2019	31-Mar-19	885	379	0	0
14.	NTTF Bangalore (Campus Drive For Ladies Candidates only)	15 & 16 Apr-2019	17	3	0	0
15.	IDF Bangalore	13-Jun-19	27	11	7	0
16.	IFBI (ICICI Bank) Mysore	16-Jun-19	38	14	13	8
17.	Indian Money.Com Hubli	19-Jun-19	19	7	6	3
18.	Infosys Bangalore (KLE College) (Off Campus)	11-Dec-19	223	174	36	29
19.	Wipro Campus Drive For BSC & BCA Students (KLE College)(Off Campus)	27-Jan-20	336	111	62	21
20.	JOBFAIRforTechnicalStudents 2020	16-Feb-20	760	341	120	42
21.	ADM Agro Industries ltd	8-Dec-20	224	14	26	3
22.	IDF Bangalore	13-Jun-19	27	11	7	0
Total			8504	2672	302	297




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**College Notices and
Hand Books**

7.1.10.



J.S.S Banashankari Arts, Commerce & S.K. Gubbi Science College,
Vidyagiri, Dharwad-04

Date: 10.01.2019

NOTICE

A meeting of the H.O.D's of following departments is convened on **11.01.2019 at 10.00 am** in the meeting hall of the Principal's Chamber.

They are informed to attend the meeting without fail.

Agenda : 1st Internal Test.

Shantikumar
PRINCIPAL 10/1/19

Sl. No.	Departments	Signature with Date	Sl. No.	Departments	Signature with Date
01	Kannada	<i>[Signature]</i> 10/1/19	11	Commerce	<i>[Signature]</i>
02	English	<i>[Signature]</i> 10/1/19	13	Physics	<i>[Signature]</i>
03	Hindi	<i>[Signature]</i>	14	Electronics	<i>[Signature]</i>
04	Sanskrit	<i>[Signature]</i>	15	Chemistry	<i>[Signature]</i>
05	History	<i>[Signature]</i>	16	Bio-Tech.	<i>[Signature]</i>
06	Economics	<i>[Signature]</i>	17	Mathematics	<i>[Signature]</i>
07	Sociology	<i>[Signature]</i>	18	Statistics	<i>[Signature]</i>
08	Political Science	<i>[Signature]</i>	19	Botany	<i>[Signature]</i>
09	Geography	<i>[Signature]</i>	20	Zoology	<i>[Signature]</i>
10	Education	<i>[Signature]</i> 10/1/19	21	Computer Science (UG)	<i>[Signature]</i>



Shantikumar
PRINCIPAL
J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College.
DHARWAD-580 004.



J.S.S. Banashankari Arts, Commerce & S.K. Gubbi
Science College, Vidyagiri Dharwad – 580004.

NOTICE

Here by informing to all the teaching staff of the college,
the one-day Teachers Training program organised at Utsav
Hall on 13/09/2016 at 9.30 am Attend without fail. Attendance
is compulsory


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DHARWAD-580004.
PRINCIPAL


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Shantikumar Gubbi Science College.
DHARWAD-580004.



J.S.S Banashankari Arts, Commerce & S.K. Gubbi Science College,
Vidyagiri, Dharwad-04

Date: 26.02.2019


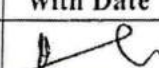



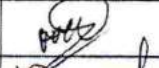

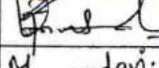
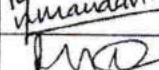

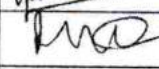




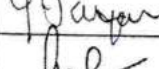

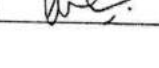
NOTICE

A meeting of the H.O.D's of following departments is convened on **27.02.2019 at 10.00 am** in the meeting hall of the Principal's Chamber.

They are informed to attend the meeting without fail.

- Agenda : 1) 2nd Internal Test.
2) Practical Exam.


PRINCIPAL

Sl. No.	Departments	Signature with Date	Sl. No.	Departments	Signature with Date
01	Kannada		11	Commerce	
02	English		13	Physics	
03	Hindi		14	Electronics	
04	Sanskrit		15	Chemistry	
05	History		16	Bio-Tech.	
06	Economics		17	Mathematics	
07	Sociology		18	Statistics	
08	Political Science		19	Botany	
09	Geography		20	Zoology	
10	Education		21	Computer Science (UG)	

23 Library
22 Sports




PRINCIPAL

J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-590 004.



**J.S.S Banashankari Arts, Commerce & S.K. Gubbi Science College,
Vidyagiri, Dharwad-04**

Date: 13.03.2019

NOTICE

A meeting of the H.O.D's (Science & Arts section) of following departments is convened on **14.03.2019 at 10.30 am** in the meeting hall of the Principal's Chamber.

They are informed to attend the meeting without fail.

[Handwritten Signature]
13/3/19
PRINCIPAL

Agenda : Practical Exam.

Sl. No.	Departments	Signature
01	Physics	<i>for [Signature]</i>
02	Electronics	<i>[Signature]</i>
03	Chemistry	<i>[Signature]</i>
04	Bio-Tech.	<i>M. Mandani</i>
05	Statistics	<i>[Signature]</i>
06	Botany	<i>[Signature]</i>
07	Zoology	<i>[Signature]</i>
08	Computer Science (UG)	<i>[Signature]</i>
09	Geography	<i>Kalgi</i>



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J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004.



J.S.S. Banashankari Arts, Commerce and S.K. Gubbi Science, College Vidyagiri, Dharwad-580 004

Date : 06.07.18

NOTICE

It is hereby sternly brought to the notice of all the students of our college that "Possessing and Using Mobile Sets" anywhere in the College and College Campus is strictly prohibited.

Inspite of this stringent warning, if the students are found to be possessing or using mobile sets, their sets shall be seized and disciplinary action will be taken against them.



[Handwritten Signature]

PRINCIPAL

J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004

[Handwritten Signature]
(Dr. G. Krishnamurthy)
Principal

J.S.S. College, Dharwad
Course of Study at Glance

- * B.A. - With Computer application, Political Science, History, Economics, Sociology, Geography, Education, Statistics, English, Hindi, Sanskrit, Kannada - Optionals.
- * B.Com. - Three Years Course (VI Semesters)
- * B.Sc. - PCM, PMS, CBZ (VI Semesters)
- * B.Sc. - With Computer Application (VI Semesters) o.
- * B.Sc. - With Biotechnology (VI Semesters)
- * B.Sc. - With Electronics (VI Semesters)
- * B.Sc. - Computer Science (Entire) (VI Semesters)
- * MLTC - Career oriented programme - Medical Laboratory Technician Course

The College Offers Certificate & Diploma Courses
CERTIFICATE AND DIPLOMA COURSES

1. UGC approved career oriented programme (COP) MLTC (Medical Laboratory Technician Course)
 - a) Certificate Course in MLTC
 - b) Diploma Course in MLTC
 - c) Advanced Diloma in MLTC
2. Career oriented programme in Soft Skills (For BAIB. Com / B.Sc.)
 - a) Certificate Course in Soft Skills
 - b) Diploma Course in Soft Skills
 - c) Advanced Diploma Soft Skills
3. Certificate Course in Tourism
4. Certificate Course in Epigraphy
5. Certificate Course in English Grammar
6. Certificate Course in Spoken English
7. Certificate Course in Women Empowerment
8. Certificate Course in Environmental Studies
9. Certificate Course in Library & Information Science
10. Certificate Course in Tissue Culture.



Janata Shikshana Samiti's

**Banashankari Arts, Commerce,
Shantikumar Gubbi
Science, College**

Reaccrediaetd at the 'A' level by NAAC. College with Potential for Excellence (CPE) by UGC

Vidyagiri, Dharwad - 580 004. Tel : 0836-2468478



2016-2017



Sponsored By
Janata Shikshana Samiti
Vidyagiri, Dharwad - 580004.

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J.S.S. Banashankari Arts, Com. & S.K. Gubbi Science College,
DHARWAD-580 004



Janata Shikshana Samiti's

Banashankari Arts, Commerce and Shantikumar Gubbi Science College

Vidyagiri, Dharwad - 580 004. Tel : 0836-2468478

Reaccrediated at the 'A' level by NAAC. College with Potential for Excellence (CPE) by UGC



HAND BOOK

2017-2018



Sponsored By
Janata Shikshana Samiti
Vidyagiri, Dharwad - 580004.

White
PRINCIPAL
J.S.S. Banashankari Arts, Commer
, Shantikumar Gubbi Science Colle
DHARWAD-580004.

**Institutions Managed by
SRI DHARMASTHALA MANJUNATHESHWARA
EDUCATION SOCIETY, UJIRE (D.K.)**

- * S.D.M. College of Engg. and Tech. Dharwad.
- * S.D.M. Law College, Mangalore
- * S.D.M. College of Business Management, Mangalore
- * S.D.M. Ayurvedic College, Udupi
- * S.D.M. Arts, Commerce and Science College, Ujire
- * S.D.M. College of Dental Science, Dharwad
- * S.D.M. College of Physiotherapy, Dharwad
- * S.D.M. College of Medical Science & Hospital, Dharwad.
- * S.D.M. Higher Primary School, Ujire
- * S.D.M. Higher Primary School, Mayyadi
- * S.D.M. Higher High School, Dharmasthala
- * S.D.M. High School, Ujire
- * S.D.M. Technical Training Institute. (IT!) Venoor.
- * S.D.M. College of Nature Curve and Yogic Science, Ujire
- * S.D.M. Technical Training Institute (IT!) Kalasa
- * S.D.M. Ayurvedic College, Hassan
- * M.M.K & S. D. M. Women's College, Mysore
- * S.D.M. College of Business Management, Mysore.
- * S.D.M. High School, Perinje
- * S.D. M. High School, Belal
- * Yakshagana Training Centre, Dharmasthala
- * Rural Development and Self-Employment Training Institutes (RUDSETI) 19 Branches.



Janata Shikshana Samiti's

**Banashankari Arts, Commerce
and Shantikumar Gubbi
Science College**

Vidyagiri, Dharwad - 580 004. Tel : 0836-2468478

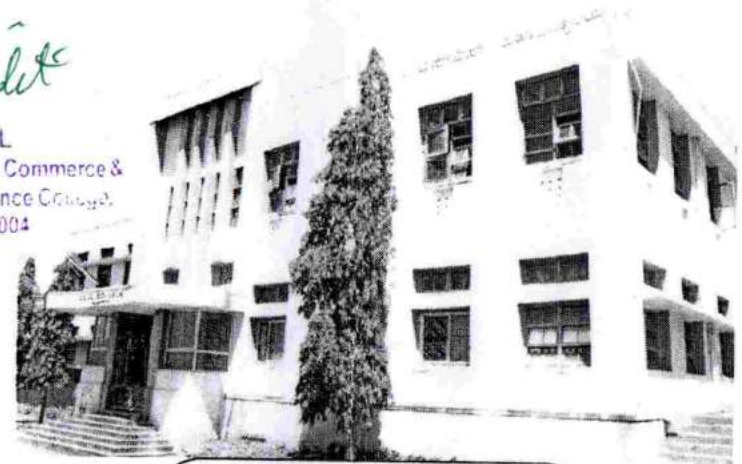
Reaccrediated at the 'A' level by NAAC. College with Potential for Excellence (CPE) by UGC



2018-2019

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2019-2020



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DHARWAD-580 004.



J.S.S. BANASHANKARI ARTS, COMMERCE AND SHANTIKUMAR GUBBI SCIENCE COLLEGE, VIDYAGIRI, DHARWAD

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Anti Ragging Cell

Meeting Notice (8/6/2016)

A meeting has been convened on 10/6/16 at 12.30 PM in Principal's meeting hall. All the members are requested to attend the meeting to discuss various issues about anti-ragging.



[Signature]
Principal

Agenda

- (1) To develop ^(awareness abt) prevention measures from ragging in newly admitted students.
- (2) Submission of year report of 2015-16 regarding action taken against ragging
- (3)

Meeting Notice served to following members

- (1) Dr. En. Kailshnamurthy chairman *[Signature]*
- (2) Dr. (Smt) B. R. Nayatari secretary *[Signature]*
- (3) Dr. M. Venkatesh Member *[Signature]*
- (4) Dr. (Smt) M. N. Kotyal " *[Signature]*
- (5) Sri. V. K. Bhosni " *[Signature]*
- (6) Smt. Rajani Das " *[Signature]*
- (7) Sri. B. M. Mathapathi " *[Signature]*

§

[Signature]



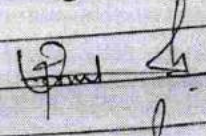
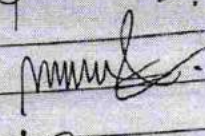
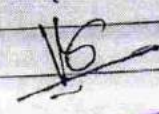


PRINCIPAL

J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004.

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Minutes of the meeting (20/6/2016)

Meeting was held on 10/6/2016 at 12.30 pm under the chairmanship of Principal and unanimously resolved all the issues mentioned in agenda. The following members were present in the meeting.

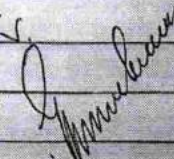
- | | | |
|----------------------------|-----------|---|
| (1) Dr. G. Krishnamurthy | Chairman |  |
| (2) Dr. (Smt) B.R. Nayatsi | Secretary |  |
| (3) Dr. M. Venkatesh | Member |  |
| (4) Dr. Smt. M. N. Kotyal | " |  |
| (5) Sri. V. K. Bhasni | " |  |
| (6) Smt. Rajani Das | " |  |
| (7) Sri B.M. Mathapathi | " |  |




Following resolutions are made in the meeting.

- (1) It was decided to develop awareness abt prevention of ragging through anti-ragging cell for newly admitted students by conducting various programmes about anti-ragging.
- (2) It has been resolved and happy to announce no ragging reports are been reported. Our institution is totally under control.

Meeting concluded with vote of thanks.


Principal


PRINCIPAL

J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College,
DHARWAD-580 004

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Anti Ragging cell

29-06-2017

Meeting Notice.

All the members of Anti-Ragging cell hereby informed to attend the meeting held on 04-07-2017 at the Board room of principal chamber at 3.00 pm.

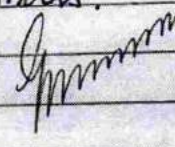
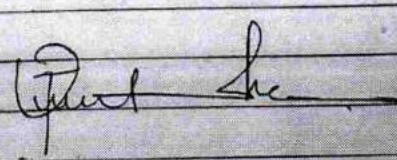
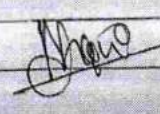

All are requested to attend the same.

AGENDA.

- 1) Information about Anti-Ragging cell to the first year
- 2) Detail on Anti-Ragging Committee.
- 3) Awareness on penal against ragging.
- 4) Instruction to hostels wardens.


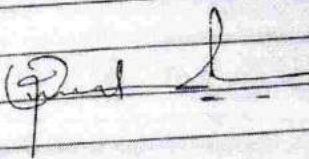




Notice Served to the following staff members.

- 1) Dr. G. Krishnamoorthy Principal/Chairman 
- 2) Dr. (smt). B.R. Gayatri Secretary
- 3) Dr. M. Venkatesh. Member 
- 4) Sri. B.M. Matapati. Member
- 5) Dr. (smt) M.N. Kotyal. Member
- 6) Sri. V.K. Bhalani. Member 
- 7) Smt. Rajani. Das. Member 

Minutes of the Meeting.

The meeting of the Anti-Ragging cell was held on 04-07-2017. It was chaired by Dr. G. Krishnamurthy. The following members were present.

- 1) Dr. G. Krishnamurthy Principal/Chairman 
- 2) Dr. (smt) B. R. Gayatri Secretary
- 3) Dr. M. Venkatesh Member 
- 4) Sri. B.M. Malapati member
- 5) Dr. (smt) M.N. Kotyal Member
- 6) Sri. V.K. Bhasani member 
- 7) Smt. Rajani Das member 



- 1) At first all the first year students were addressed regarding the anti-ragging rules and regulations.
- 2) It was decided that all the first year students were to be given details of all anti-ragging committee members details.
- 3) Planned was made and awareness about the penal provisions against ragging.
- 4) First year hostels wardens were introduced & instructed to give awareness about rules & regulations of Anti-Ragging.

The meeting concluded with a Vote of thanks.

Anti-Ragging Cell

29-06-2018

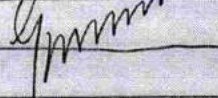
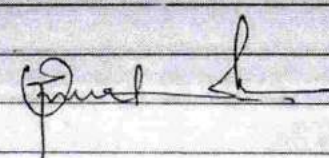
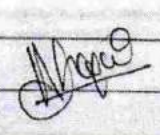

Meeting Notice

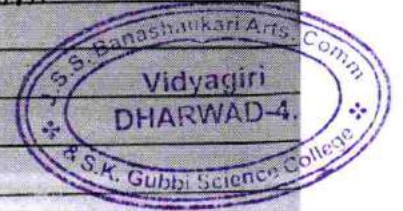
All the members of Anti-Ragging Cell hereby informed to attend the meeting held on 05-07-2018 at the Board room of principal chamber at 3.00pm.

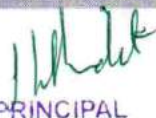
AGENDA.

- 1) Explanation about posters
- 2) Instruction to the students about anti-ragging
- 3) Other information regarding anti-ragging if any.

Notice Sewed to the following staff members.

- 1) Dr. G. Krishnamurthy Principal/Chairman 
- 2) Dr. (smt). B.R. Jayatri Secretary
- 3) Dr. M. Venkatesh Member 
- 4) Sri. B.M. Malapati Member
- 5) Dr. (smt). M.N. Kotyal Member
- 6) Sri. V.K. Bharani Member 
- 7) Smt. Rajani. Das. Member 




PRINCIPAL

J.S.S. Banashankari Arts, Commerce &
Shantikumar Gubbi Science College.
DHARWAD-580 004

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Minutes of the meeting

The meeting of the Anti-Ragging cell was held on 05-07-2018. It was chaired by Dr. G. Krishnamurthy. The following members were present.

- 1) Dr. G. Krishnamurthy Principal/Chairman
- 2) Dr. (smt) B.R. Gayatri Secretary
- 3) Dr. M. Venkatesh member
- 4) Sri. B.M. Madapati Member
- 5) Dr. (smt). M.N. Kotyal Member
- 6) Sri. V. K. Bbarani Member
- 7) Smt. Rajani Das Member

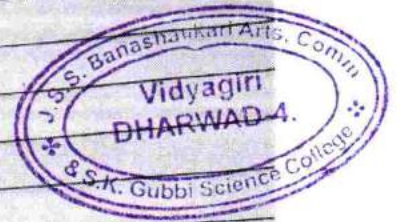
1) Posters explaining anti-ragging policy are to be displayed around the campus, clearly stating the activities which are considered as ragging and punishments will be given by the law for such activities.

2) Through formal circulars, students are instructed not to indulge in ragging and are explained about the anti-ragging policies.

3) Since the institution has implemented very strict policies to prevent ragging so far no complaints has been received.

4) CCTV are also installed at various locations in the college.

The meeting concluded with a Vote of thanks.



Anti Ragging cell

Date: 04.10.2019

Meeting Notice

All the members of Anti Ragging cell. hereby informed to attend the meeting held on 09th October 2019 at the Board room at 3.00. Pm.

All are requested to attend the same.

Agenda

- 1] To discuss for inviting social workers to create awareness about ragging.
- 2] To discuss ideas to sensitize faculty members to ragging.
- 3] To discuss interactions that can be arranged to create empathy between students.
- 4] Any other issue connected with anti-ragging to be discussed.



A handwritten signature in black ink, appearing to be 'J. M. M. M. M.' or similar, written over the printed name.

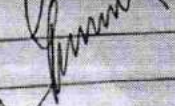

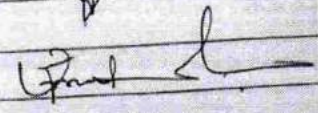


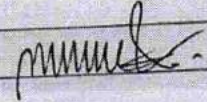


Chairman / Principal
Anti Ragging cell.

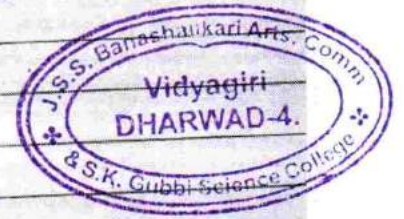
PRINCIPAL
J.S.S. Banashankari Arts, Commerce & Shantikumar Gubbi Science College, DHARWAD-560 004.

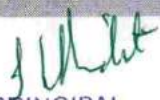
A handwritten signature in green ink, appearing to be 'J. M. M. M. M.' or similar, written over the printed name.

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Notice Served :-

- 1] Dr. H. Krishnamurthy Principal/Chairman. 
- 2] Dr (Smt) B.R. Hayatri Secretary 
- 3] Dr M. Venkatesh member. 
- 4] Dr M.C. Krishnamurthy members 
- 5] Sri B.M. Matapati member. 
- 6] Dr (Smt) M.N. Kalyal member. 
- 7] Sri Y.K. Bharani member. 
- 8] Smt Rajani Das member. 




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3] Discuss interactions between students & to create empathy among them

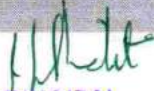
Each department was given the responsibility to hold one or two supervisors, interaction between Juniors and Seniors, one member of the anti ragging cell would be present during the interaction as observer

4] It was also decided to install drop box where the students could put in their complaints in total anonymity.

The meeting concluded with a vote of thanks




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Anti Ragging cell

Meeting notice

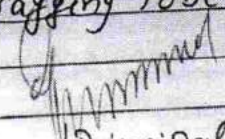
Dt: 05/10/2020

All the members of Anti Ragging cell, hereby informed to attend the meeting held on 10th October 2020 at the Board room of Principal chamber. at 3.00 Pm.

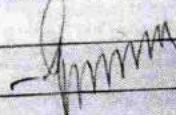
All are requested to attend the same.

AGENDA

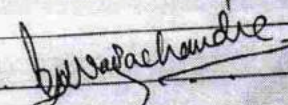
- 1) To Discuss the inviting social workers to create awareness about ragging.
- 2) To Discuss ideas to sensitise faculty members to ragging
- 3) To Discuss and instructions that can be arranged to create sympathy between students.
- 4) Any other issue connected with Anti ragging to be discussed.


Chairman/Principal.


Dr. P. Krishnamoorthy

Chairman/Principal. 

Dr. K.H. Nagachandra

Secretary 

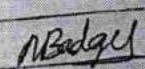
Dr. Shoukatali M.

Member. 


Dr (Shri) M. N. Kotyal

Member. 

Dr. Naveen Badiger

Member. 

Sri Y. K. Bharani

Member 

Smt Rajani Das

Member 

Dr. Jyoti Akli

Member. 


PRINCIPAL

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Shantikumar Gubbi Science Colle
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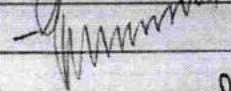
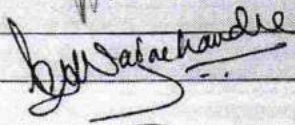

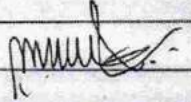




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Minutes of the meeting

The meeting of the Anti Ragging cell was held on 10th October 2020. It was chaired by Dr. G. Krishnamurthy the chairman of the cell.

The following members were present.

- Dr. G. Krishnamurthy. Principal/Chairman 
- Dr. K. H. Nagachandra Secretary 
- Dr. Shreekatali M. member. 
- Dr. (Smt) M. N. Kalyal member. 
- Dr. Naveen Badiger. Member. 
- Sri V. K. Bhasuri member 
- Smt Rajani Das. member. 
- Dr. Jyoti Akki 

It was decided that social workers attached to N.L.O's working among youth could be invited to address the students and help them to understand the horrific consequences of ragging.

Discuss ideas to sensitise faculty members to ragging. The secretary put forward the idea about holding a meeting with all faculty members to sensitise them to various forms of ragging and about how they hold respect to complaints about ragging.

Discuss interactions between students and to create the empathy among them.

Each Dept was given the responsibility to hold one or two Supervisors instruction between Juniors and Seniors, one member of the Anti ragging cell, would be present during the interaction as an observer.

P.T.O.

