

ST. JOSEPH'S COLLEGE (AUTONOMOUS)
36, LALBAGH ROAD, BANGALORE-560 025.
GOVERNEMENT OF INDIA INFORMATION ACT-2005
PARTICULARS OF CLAUSE 4(I) B

Origin:

St. Joseph's College is run by the Society of Jesus, a Catholic religious order founded in 1540 by St. Ignatius of Loyola. Its members, popularly known as Jesuits have been active in the field of education throughout the world. St. Joseph's College, a 128 years old institution, is a part of their large educational Endeavour. The College is registered under the Bangalore Jesuit Educational Society, which runs St. Joseph's Evening College, St. Joseph's College of Commerce and St. Joseph's College of Business Administration.

VISION OF THE COLLEGE

The educational objectives of St. Joseph's College are to prepare men and women for the service of others and the nation. The College provides students with plentiful opportunities to critically understand society and its structures so that education becomes a tool to work for a human and just society. Stress is laid on academic excellence, character formation, social concern and human development.

ACADEMIC EXCELLENCE

The college is autonomous and places very high value on academics. The courses are rigorous and need daily application. Assignments have to be submitted on the due dates. Presentations and participation in seminars and workshops are part of the academic life. Students who do not clear minimum number of courses in each semester cannot go to the next semester. College offers a wide variety of extra curricular activities. College has a reading room and a good library. To prepare assignments and papers, it is left to the students to make use of it as much as possible. By the time one graduates, what is expected is to develop the art of critical and scientific thinking. There are various associations in the College. The College Cultural Team, Social Science Association, Natural Science Association, Physical Science association, Language Associations and other Association under different faculties are meant to help to broaden horizons, develop self-esteem and confidence and to provide opportunities for the exercise of leadership. Students are requested to join at least one of the Associations and thus develop academic relationships and a spirit of enquiry.

SOCIAL CONCERN

Preparing persons for the service of others is the aim of education in St. Joseph's. At the heart of the college is the Center for Social concern. All students are invited to have a close relationship with this center for involvement in issues of public concern and develop social consciousness. We expect all our students to be sensitive to the poor and be persons of concern, compassion and conscience. The College offers numerous opportunities to gain an insight into

injustices all around. The Center for Social Concern links the College with the community and is involved in various social causes. The College expects all the students to be perceptive to the forces of communalism and castes that threaten harmony and peace and inflict hardship on the common people. It is the vision of the College to train students who are socially conscious, ready to stake their lives for the oppressed and exploited. Then alone the College will have succeeded in its mission.

CHARACTER FORMATION

Character development is the essential aspect of education. A person is what his values are. Character includes behaviors, values and attitudes to life and others and the way one faces life. The time in College is the period when one has to build up characters, hard work, perseverance, honesty, integrity, sensitivity to others and universal love that embraces all people cutting across barriers of language, religion and caste. Essential to any character formation is self-discipline. Lack of discipline in the College results in chaos and disorder and learning becomes impossible. The rules of discipline in the College are meant for social wellbeing, order and harmony. You will find them conducive for academic life if you personalize them in the right spirit.

In the spirit of our Jesuit heritage St. Joseph's College thus strives to develop the whole person with a mission in life. Our task as educators is to create in you a deeper understanding of yourself and of the changing world by creating plentiful opportunities for personal and social growth and total development. For the members of the Society of Jesus, education is no commercial activity. It is a mission. Our mission is to build up a group of young men and women who would be agents of change in society and work towards a secular world of fraternity, equality and justice. We have an excellent staff in this College with the same vision and goals. Interact with them. They will be your guides and they will lead you in the right path.

STAFF-STUDENT RAPPORT

Our lives are shaped very much by the people with whom we constantly interact and here it will be your teachers. You have an excellent Staff in the College; make good use of their experience and knowledge through constant personal contact both inside and outside the classrooms. Today more than ever, closer ties between the staff and students are the only way to counteract the many problems arising from the impersonal atmosphere prevailing in society. This would of course mean that you are willing to be guided by our teachers. This staff-student rapport will be all the more effective if parents co-operate and keep in touch with the College and Staff. To achieve this, the College brings together parents and teachers with specific programmes, which would assist parents with insights into the problems of growing youngsters. Many of our staff members have undergone training to help you not only with your academic difficulties but also with your personal and emotional problems. You may always approach them for guidance, to help you not only in solving your problems but also becoming more effective in the way you function. All the classes will have mentors who will meet their wards regularly and also conduct well-planned programmes to give them self-confidence, healthy inter-personal relationships and effective utilization of their talents and abilities.

PARENTS AND GUARDIANS

Parents and Guardians are partners with the College in the task of total and integral education of their children and wards. It is in keeping with this concept of “partnership” in education that the Principal invites the parents of students to discuss with them the performance of their children. The meeting begins at 4.00 p.m. as announced in the calendar twice a year and every parent is requested to make it possible to attend it. Parents are also recommended to meet the welfare Officers and Class Mentors to ascertain from them the conduct and progress of their children. The College welcomes the suggestions for parents and well-wishers.

COLLEGE REGULATIONS

1. The warning bell for class is given five minutes before the commencement of classes. Students should be in their respective class rooms before the second bell. When a Lecturer enters the class, the students must rise and remain standing until they are instructed to sit down.
2. There should be complete silence on corridors during class hours to maintain an academic atmosphere. Students must not loiter on the corridors during class hours.
3. No student is allowed to leave the lecture hall without the Lecturer’s permission or until the class is dismissed.
4. If the concerned Lecturer is absent, students are expected to go to the library or reading room.
5. Students are not permitted to smoke on the College Campus. They are liable to disciplinary action (even dismissal) if found smoking on the campus.
6. Ragging is forbidden by the laws of the country. Students found ragging will be handed over to the police. They will not be allowed to continue in College.
7. Disciplinary action will be taken against any student found in possession of, or under the influence of drugs or alcohol.
8. Students are forbidden to bring fire-crackers and colors to the campus.
9. Insubordination, habitual inattention, neglect of work, un-becoming language or conduct, obscenity in word or deed render a student liable to temporary or permanent dismissal.
10. Boys and girls are expected to conduct themselves with dignity and maturity. In their inter-relationships, they must observe norms of decency and propriety.
11. The campus must be kept clean at all times. Littering with sweet wrappers, waste paper, defacing the walls or desks, damaging College property etc. are offences. Every class under the guidance of the class leader will be responsible for the cleanliness of the room allotted to it.
12. The classrooms should be kept neat and tidy. Students are informed not to eat or take their meals in the classrooms. All have to eat their meals either in the canteen or on the grounds.
13. Waste papers or any other waste material should not be thrown around. There is waste paper boxes placed at different points in the campus. Students are requested to place all waste material in those boxes.
14. Though the College is not responsible for the conduct of its students outside the premises, it will take note of any serious misconduct of students outside the campus.

15. Posters and notices must not be put up without the permission of the Principal. If permission is granted, all posters and notices should be placed on the boards kept for the purpose and not struck on the walls of the college.
16. Students attending classes or meeting of the College societies, clubs and associations on the campus, are expected to be dressed neatly and have their hairstyles, in conformity with norms of decency and propriety. Both boys and girls shall observe the proper dress sense for attendance at classes and college functions. No out of the way dress will be permitted in the classrooms in the name of ethnic day or any other celebration that prevent attention in classes.
17. Students must observe punctuality. At the discretion of the Lecture a student may be permitted to enter the classroom if he/she is not more than 10 minutes late for the first hour. However, if a student is regularly late for classes, he/she may not be permitted to attend classes.
18. The vehicle parking slot will function on all working days from 8.30 a.m. to 6.00 p.m. Students are required to leave their two wheelers in the custody of the parking attendant and take a token from him. The attendant will not bear responsibility for vehicles that are not locked and for which parking fee has not been paid.
19. Every student is required to carry his/her identity card to the College. The card should be shown to any member of the staff or College officials when asked for, especially when dealing with the office and library.
20. Association functions and cultural *programmes* will be held only after class hours. Practice for all programmes should be held either prior to after classes.
21. College functions are meant for the formation of students. No externs are permitted to attend the functions. Strict action will be taken on those who bring externs to the functions.
22. No money is to be collected form students without the prior permission of the Principal.
23. Books, magazines and newspapers, not approved by the Principal are not allowed to be brought to the College.
24. Students are not allowed to organize picnics. The College reserves the right to initiate action against the class or group of students who violate this rule.
25. In keeping with the circular of the Department of Collegiate Education, Government of Karnataka, use of mobile in the College premises is prohibited. Students are informed not to bring mobiles to the campus. Strict action will be taken against those who use the mobiles in the premises. Once confiscated, mobiles will not be returned to the student.

Courses Offered:

B.A. Courses:

History, Economics, Political Science
Economics, Political Science, Sociology
Industrial Relations, Economics, Sociology
Bachelor of Social Work

B.Sc. Courses:

Chemistry, Botany, Zoology
Environmental Science, Chemistry, Botany
Environmental Science, Chemistry, Zoology
Microbiology, Chemistry, Botany
Microbiology, Chemistry, Zoology

Biotechnology, Chemistry, Botany
Physics, Chemistry, Mathematics
Physics, Electronics, Mathematics
Physics, Mathematics, Computer Science
Electronics, Mathematics, Computer Science
Bachelor of Computer Application (BCA)

Post Graduate Courses:

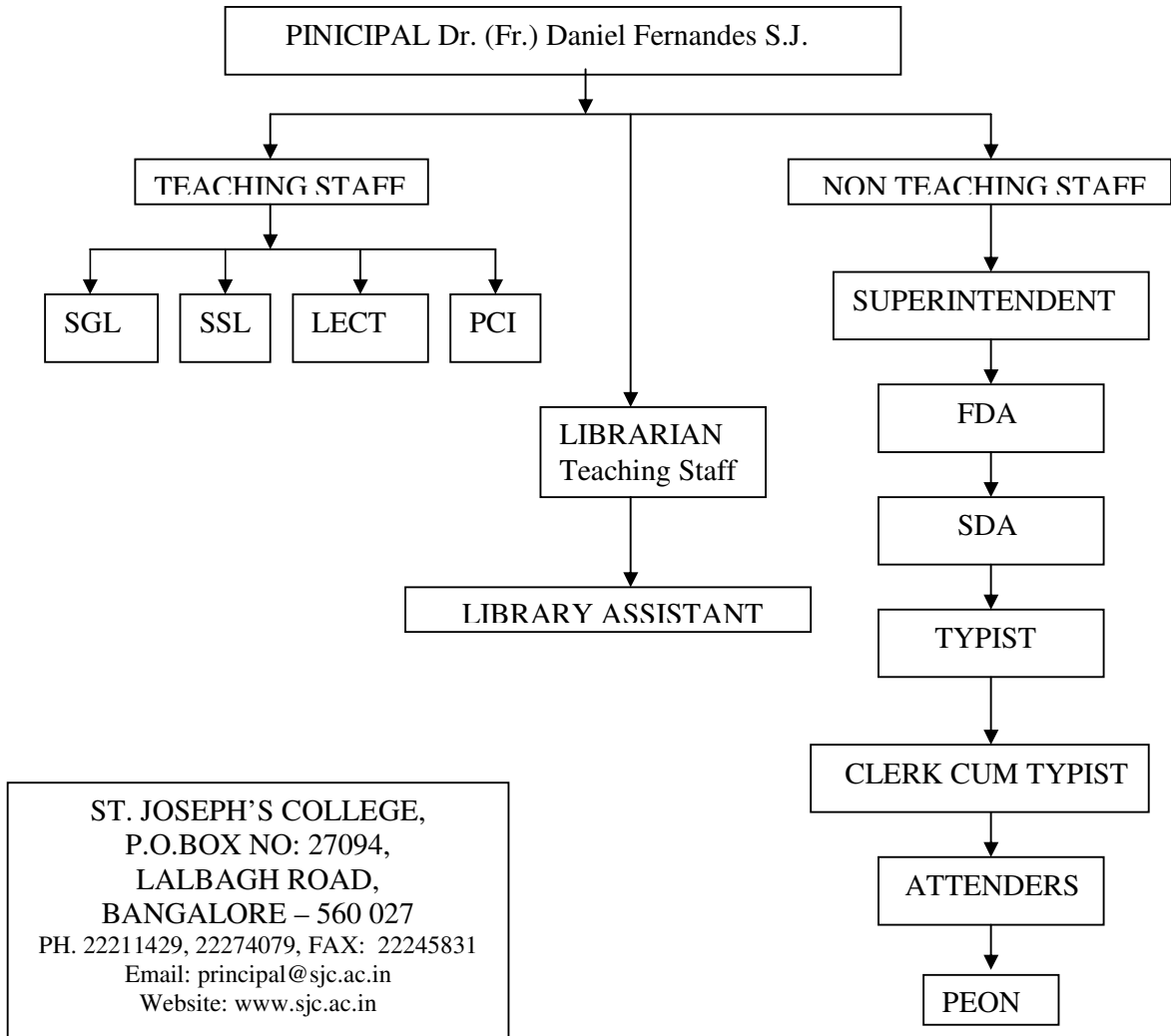
M.Sc. - Chemistry, Botany, Microbiology & Computer Science
M.S. - Communication
M.S.W. - Master of Social Works
M.A. - English, Economics & Political Science

Languages Offered under graduate courses:

A) Kannada, Hindi, Sanskrit, Tamil, Additional English, French & German
B) English

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ST. JOSEPH'S COLLEGE
Organization Chart



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Particulars of its Organization, functions and duties as per Clause 4(b)(1) of the
Right
Information Act 2005 as on 31-12-2011

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POWERS AND DUTIES OF ITS OFFICERS/EMPLOYEES AS PER CLAUSE 4(b) (2) OF THE RIGHT TO INFORMATION ACT 2005 as on 31-12-2011

SL NO	DESIGNATION	POWERS AND DUTIES OF OFFICERS/EMPLOYEES
1	PROF/PRINCIPAL	<p>1) The Principal exercise such administration powers as are delegated under various acts, rules, regulations, orders and instructions of the government, Department of Collegiate Education and other competent authorities. He shall be both administrative and academic head of the college. He shall take all steps for smooth and efficient functioning of the college.</p> <p>2) to ensure that the scholarship applications of the concerned students are sent to sanctioning Departments viz., Social Welfare Department, Backward Classes and Minorities department and Department of Collegiate Education, etc.,</p> <p>3) To ensure that the proposal for renewal of affiliation/accorded of permanent affiliation is sent to the concerned University well in time</p> <p>4) To ensure that the accreditation from the NAAC is obtained and to ensure if already accorded is upgraded after 5 years</p> <p>5) To take necessary action to bring the college under 2(f) and 12(6) of the UGC Act, 1956. This can be done by sending the proposal to the UGC, New Delhi</p>
2	ASSOCIATE/ASSISTANT PROFESSORS	<p>1) He conduct the classes as per the time-table</p> <p>2) Complete the syllabus prescribed by the concerned University well in time</p> <p>3) Extend their full co-operation to the heads of the departments in completing the syllabus before commencement of the University Examinations</p> <p>4) To Co-operation with the Principal in smooth function of mid-term, supplementary and annual examinations</p> <p>5) To teach the workload prescribed by the UGC and to maintain diaries and shall be available for students at least 7 hours daily and for 5 hours on Saturday s in the college</p> <p>6) To maintain the attendance of the students of the respective classes.</p> <p>7) He/She shall conduct the practical classes as prescribed by the University and attend evaluation work of the University Examination which is Mandatory</p> <p>8) To conduct tutorial classes as per the UGC norms etc.,</p>
3	LIBRARIAN	<p>1) To issue books to the teaching, non teaching staff and students and collect it back.</p> <p>2) Maintain necessary records/registers in the library etc</p> <p>3) To arrange for annual stock verification of the library books and to sent annual stock verification report to the concerned officers etc.,</p>
4	LIBRARY ASSISTANT	<p>1) To assist the Librarian in discharging the duties of the library</p> <p>2) To discharge the work of the Librarian when the librarian is on leave</p> <p>3) To discharge the duties assigned by the Principal/Librarian</p>
5	PHYSICAL CULTURE INSTRUCTOR	<p>1) To Coach, guide, train, and supervise students in general adopt a selective basis in major games and athletics, give training daily in the morning hours and in consultation with the Principal</p> <p>2) To assist the Principal in the maintenance of discipline and healthy atmosphere in the college etc.,</p>
6	SUPERINTENDS	<p>The Superintendent shall be primarily responsible for the efficiency of his section are accurate and confirm to the rules and procedure. He shall scrutinize all the papers/files before they are submitted to the higher officers. The Superintend shall personally handle all important and complicated cases. He shall guide his subordinates in all respects and make them put pup the cases in accordance with the rules. He shall maintain his section neat and clean. He shall take all steps to</p>

		maintain order and discipline in the section. He shall control the movement of officials. He shall arrange for distribution of work among the caseworkers in consultation with the concern officer. He shall maintain guard file of his section. He shall ensure with all registers, diaries and files are maintained properly by the case workers of his section. He shall mark the tappals to the concerned case workers. He shall supervise his section and submit reports to his immediate officers. He shall sign and issue acknowledgement letters.
7	FIRST DIVISION ASSISTANT/SECOND DIVISION ASSISTANT/CLERK CUM TYPIST	The First Division Assistant/Second Division Assistant works under the guidance of Superintendent. He is responsible for the work entrusted to him. Each assistant will be allotted certain subjects to deal with. His duties mainly are as follows. <ol style="list-style-type: none"> 1. To maintain the case diary 2. To examine and put up notes and drafts promptly to the Superintendent after recording paging index 3. To maintain the various registers prescribe under the rules of office procedures 4. To ensure the notes submitted in the files are neat and tidy and as per rules.
8	TYPISTS	The Typists duties and responsibilities are as follows: <ol style="list-style-type: none"> 1. To type both on computer and typewriter neatly and accurately all letters marked to him 2. To take out number of copies required 3. Stenciling when the number of copies are more than 10 4. Typists shall compare fair copies before they are returned to the case worker. 5. To maintain the work diary in the prescribed proforma 6. Draft shall be typed giving wide margin for effecting necessary corrections.
9	ATTENDERS/PEON	The duties of the attender/peon are as follows: General Duties: <ol style="list-style-type: none"> 1. Carrying a file from one section to another or from one case worker to another, etc. 2. Stitching the files/exam bundles 3. Carrying and distribution of stationery and making envelopes whenever necessary 4. Arranging of furniture 5. Keeping the office premises clean

FORMAT – 3

Procedure followed in the decision making process, including channels of Supervision and Accountability as per clause 4 (b) (3) of the Right to Information Act 2005 as on 31-12-2011

Sl. No.	Designation	Powers and Duties of Officers/Employees
1	Principal	Administration of the College
2	Associate/Assistant Professors	Teaching, Supervising, involvement in academic and other activities
3	Librarian	Library In charge
4	Library Assistant	Library work
5	Physical Culture Instructors	In charge of Sports Interclass & intercollegiate games
6	Superintendents	In charge of Office
7	First Division Assistants	Computer & other office work
8	Second Division Assistants	To assist First Division Clerks
9	Clerk-cum-Typist	Office Assistant
10	Typists	Office Assistant
11	Attender/Peon	College & Departmental work

FORMAT – 4

Norms set by it for the discharge of its functions as per Clause 4 (b)
(4) of the Right to Information 2005 as on 31-12-2011

Sl. No.	Designation	Norms set by it for the discharge of its functions
1	Principal	Supervise functioning of the College.
2	Associate/Assistant Professors	HODs are accountable to Principal. Lecturers to HODs. Administration accountable to Vice Principal/Registrar (College Appointed)
3	Librarian	A library committee monitor the work
4	Library Assistant	Report to the Librarian
5	Physical Culture Instructor	Report to the Principal
6	Superintendents	Report to Registrar of the College
7	First Division Assistants	Clear work assignment is given
8	Second Division Assistants	Clear work assignment is given
9	Clerk-cum-Typist	Clear work assignment is given
10	Typists	Clear work assignment is given
11	Attender/Peon	Respective department monitor

FORMAT – 5

Rules, Regulations, Instructions, Manuals and Records, Held by it or under control or used by its Employees for discharging its functions as per Clause 4 (b) (5) of the right to Information Act 2005 as on 31-12-2011

Sl. No.	Rules, Regulations, Instructions, Manuals and Records used
1	Karnataka Civil Services Rules – 1958
2	Karnataka Financial Code – 1958
3	Karnataka Treasury Code – 1958
4	Budgetary Manual 1958
5	Manual of Contingency Expenditure – 1958
6	Karnataka Civil Services Rules (Classification, Control and Appeal) – 1957
7	Conduct Rules – 1966
8	Karnataka Education Act 1983 (Karnataka Act No. of 1995)
9	Karnataka Educational Institutions (Collegiate Education) Rules – 2003
10	Grant in Aid Code
11	Karnataka Civil Services (General Recruitment) Rules – 1977
12	Karnataka Civil Services Probationary Rules – 1977
13	Karnataka Government Servants Seniority Rules – 1957
14	Triple Benefits Scheme Rules – 1976
15	University Grants Commission Guidelines
16	Karnataka State Transfer Act – 2000
17	Relevant Government Notification and orders
18	Karnataka Civil Services (Regulation of Promotion, Pay and Pension Act 1973, and Rules 1978 Rules General Recruitment Rules – 1977)
19	Karnataka Civil Services (Confidential Reports) Rules 1985
20	Karnataka State University Act – 2000
21	Jurisdiction University Regulations, By Laws and Examination Manual
22	Karnataka Education Department Services (Collegiate Education Department) (Special Recruitment) Rules 1993 and other rules as amended

FORMAT – 6

Statement of the Categories of Documents that are held by it or under control as per clause 4 (b) (6) of the Right to Information Act 2005 as on 31-12-2011

Sl. No.	Categories of documents that are held by it or under control
1	Attendance Registers
2	Movement Registers
3	Casual Leave Registers
4	Letters Inward Registers
5	Postal Stamps Account Registers
6	Letter outward Registers
7	Tappal Issue Acknowledgment Registers
8	Muddam Registers
9	Files Sending Registers (Signal Files System)
10	Case Worker Personal Diary/Case Registers
11	Cash Books
12	Day Books
13	Grant Release Registers
14	Salary Disbursement Registers
15	Advance Sanction Registers
16	Stock Registers
17	A. G. Audit Observation Compliance Report Registers
18	Special State Gazettes
19	National Loan Scholarship Recovery Register

FORMAT - 7

PARTICULARS OF ANY ARRANGEMENTS THAT EXISTS FOR CONSULATATION WITH, OR REPRESENTATION BY, THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF ITS POLICY OR ADMINISTRATION THEREOF AS PER CLAUSE 4(b) (7) OF THE RIGHT TO INFORMATION ACT 2005 as on 31-12-2011

Appointment of Manager, Mr.Francis to interact with public

FORMAT – 8

STATEMENT OF BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS ITS PART OR FOR THE PURPOSE OF ITS ADVISE AND AS TO WHETHER MEETINGS OF THOSE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES ARE OPEN TO THE PUBLIC, OR THE MINUTES OF SUCH MEETINGS ARE ACCESSIBLE FOR PUBLIC AS PER CLAUSE 4(b) (8) OF THE RIGHT TO INFORMATION ACT 2005
as on 31-12-2011

MEMBERS OF I.Q.A.C.

Fr. Clarence D'Souza, S.J., - Vice-Principal
Mr. W. Raymond – Registrar
Dr. Nayeemulah Khan – Coordinator
Dr. Latha Radhakrishnan
Dr. Alexander G – Coordinator for Class Representative
Dr. Melvin Colaco – Alumni Coordinator
Prof. Renee D'Souza – Staff Programme Coordinator
Mr. Stephen Titus – Coordinator for Mentors
Dr. Etinne Rassendren – Special Invitee
Dr. Sudha Gopalakrishna – Coordinator for Cultural
Dr. Michael Rajamathi – CIP
Dr. Cheriyan Alexander – NAAC Report
Dr. Prema Gunaseeli – Staff Evaluation
Dr. Purushotham – Infrastructure
Prof. Clement D'Souza – Placement Cell
Prof. Ebenezer Wilson – Infrastructure
Ms. Indumathi – C.S.C.
Prof. A.P. Rao – Grievance Officer
Prof. K.V. Reddy – Welfare Officer
Prof. Jayarama Reddy – Welfare Officer
Ms. Beatrice Sequeira – Welfare Officer
Ms. Fariyal Sheikh – Welfare Officer
Mr. Nagarajan – NCC
Ms. Veena Adiga – Coordinator for Science-Vision
Mr. Lawrence & Mr. Sunil – P.G.
Mr. Jerome Nirmalraj
Ms. Betty Daniel

The Parents Council for 2010– 2011 will consist of the following from the Staff:

- a) Vice-Principal
- b) Registrar

- c) Welfare Officers: 1) Mr. K.V. Reddy

- 2) Ms. Fariyal Sheikh
- 3) Mr. Clement D'Souza
- 4) Ms. Beatrice Sequeira
- 5) Mr. Jayarama Reddy

- d) Dr. Kopikkar (PG – Science)
- e) Dr. Etienne Rassendren (PG – Arts)
- f) Dr. Michael Rajamathi (Research Centre)
- g) Mr. Jerome Nirmalraj
- h) Dr. Achamma Thomas
- i) Dr. Charles Suresh
- j) 20 Parents

LIST OF WELFARE OFFICERS & H.O.D's

Mr. Registrar
Vice-Principal
Dr. Vijayakumar Reddy
Ms. Sreela Bandyopadhyay
Ms. Latha Radhakrishnan
Mr. Clement D'Souza
Dr. Jacob Abraham
Mr. Ebenezer Wilson
Dr. Charles Suresh F.
Ms. Fariyal Shaikh
Ms. Regina Mathias
Dr. Vanitha
Dr, Bopaiah
Ms. Ivan Mary Parimala
Dr, Achamma Thomas
Dr. Sudha Gopalakrishna
Dr. George Alexander
Mr. Jerome Nirmalraj

GRIEVANCE CELL

The following teachers are appointed members of the Grievance Cell:

1. Professor. Anantha Padmanabha Rao (Convenor) – Dept. of Chemistry.
2. Prof. Lora Rita Menezes – Dept. of Physics
3. Dr. P.E. Somaiah – Dept. of Political Science.

The functions of the Grievance Cell are:

- to listen
- to empathize
- to resolve conflicts
- to bring about understanding by respecting confidentiality.

Students can approach any member of the Cell for all their institutional problems – with fellow students, staff, office and any other.

ASSOCIATIONS

In order to develop attitudes of service, cooperation, dedication and leadership, students are advised to join the following associations:

ASSOCIATIONS	STAFF CO-ORDINATORS
Parishodhana	Fr. Clarence D'Souza, S.J.,
C.S.A.	Mr. M.S. Raja and Ms. Kavitha Sebastian
C.S.C.	Mr. Kiran
Philatelists & Numismatics	Mr. Anuplal
Seasons Nature Club	Mr. Prabhakar BS
Industrial Relations Forum	Mr. Anuplal
JAAM	Mr. Ebenezer Wilson
N.S.S.	Mr. Gregory Sequeira
Women's Cell	Ms. Subhashini & Ms. Renee D'Souza
Theatre Arts Society	Mr. Arul Mani
Debating Society	Dr. Cheriyan Alexander
P.S.A.	Dr. Sandiago & Ms. Veena Adiga
N.S.A.	Dr. Prema Gunaseeli and Ms. Geetha Viswanathan
Music Society	Mr. Y Lawrence
Jet Club	Mr. Godwin D'Souza
Career Guidance (Placement Cell)	Mr. Clement D'Souza
ABACUS	Ms. Renee D'Souza
Chemical Society	Dr. Vedavyasa & Dr. Somashekaraiah BV
Economic Forum	Ms. Latha Radhakrishnan
Kannada Sangha	Dr. Vijayaraghavan
Hindi Parishad	Ms. Fariyal Shaikh
Botanical Society	Dr. Charles Suresh
Computer Science	Mr. Nachappa
Biotechnology Club	Dr. A.K. Bopaiah
Microcosm	Ms. Swapna Reddy & Mr. Wajid.

MEMBERS OF THE GOVERNING BODY

**OF THE BANGALORE JESUIT EDUCATIONAL
SOCIETY**

2011-2012

Sl. No.	Name	Date of Birth	Designation	Address
1	Fr. Frankie Serrao, SJ. M.A.	15-08-1959	Provincial	B.J.E.S. Loyola Mandir 96/1, Lavelle Road Bangalore – 560 001.
2	Fr. Vijay Kumar Prabhu, S.J. M.A. PhD	23-05-1940	Rector	St. Joseph's College, No. 35, Museum Road, PB 25003, Bangalore – 27
3	Fr. Archie Fernandes, SJ. B.Com	27-03-1954	Secretary & Treasurer	St. Joseph's College, No. 35, Museum Road, PB 25003, Bangalore – 27
4	Fr. Daniel Fernandes SJ. M.A.	16-02-1961	Principal	St. Joseph, College, No. 36, Lalbagh Road, Bangalore-27
5	Fr. Henry Saldanha SJ. M.A., B.Ed	16-07-1965	Manager	Loyola Composite PU College, IIMB Postm P.O. Box7645, B.G. Road, Bangalore – 07.
6	Fr. Peter Sengole, SJ. M.Com., M.Phil., MBA Ph.D	18-01-1950	Director	St. Joseph's College of Business Administration FM Kariyappa Road, Bangalore 01.
7	Fr. Leo Camil Pereira S.J. M.Com., MPhil, MBA Ph.D	18-07-1968	Secretary & Treasurer	Karnataka Jesuit Educational Society, Loyola Mandir, 96/1, Lavelle, III Cross, Bangalore-560 001.
8	Fr. Roshan Lobo, SJ M.Sc	24-09-1971	Principal	St. Joseph's PU College Residency Road, Bangalore - 560 025 .
9	Fr. Sunith Prabhu SJ MA	06-07-1941	Administrator	St. Joseph's Evening College, 35, Museum Road, P.B. 25003, Bangalore – 560 025
10	Fr. John D'Souza SJ M.A.	25-06-1960	Manager	Loyola Industrial Training Centre, IIMB Post, PO Box No. 7645, B.G. Road, Bangalore-560 076.

11	Fr. William Sequeira SJ B.Sc MA	29-06-1949	Member	Mount St. Joseph IIMB Post, P.O. Box 7645, B.G. Road, Bangalore- 560 076.
12	Fr. Gerald Furtado Z, SJ M.A B.Ed	04-05-1968	Principal	St. Joseph's Indian High School & Composite PU College, 2, Vittal Mallya Road, Bangalore- 560 001.
13	Fr. Anthony Joseph UG,SJ M.A. Ph.D	18-02-1973	Principal	Vidya Niketan, Nirmal Nagar,Dharwad – 580 003 .
14	Fr. Celestine Sera SJ M.A. M.Ed.	06-04-1947	Principal	St. Joseph's Boys' High School, 27, Museum Road, Bangalore -560 025 .
15	Fr. Francis N Menezes, SJ M.A	11-10-1965	Rector	Mount St. Joseph IIMB Post, P.O. Box 7645, B.G. Road, Bangalore- 560 076.
16	Fr. Stany D'Souza, SJ M.A. Ph.D	09-05-1965	Director	Asha Kiran, Near Pump Well, Kankanady P.O. Mangalore-2.
17	Fr. Frederick D'Silva, SJ B.Ed. M.Ed.	17-03-1944	Secretary to Provincial	Karnataka Jesuit Educational Society, Loyola Mandir, 96/1, Lavelle, III Cross, Bangalore-560 001.

MEMBERS OF THE GOVERNING COUNCIL - 2011

Fr. Daniel Fernandes S.J.	-	Principal
Fr. Clarence D'Souza, S.J.,	-	Vice-Principal
Fr. Claude D'Souza, S.J.,	-	Advisor
Mr. Anil Viegas	-	Warden
Fr. Archie Fernances, S.J.,	-	Finance Officer
Mr.W. Raymond	-	Registrar
Prof. Berin Lucas	-	Welfare Officer – Arts
Prof. K.V. Reddy	-	Welfare Officer – Science
Dr. Somaiah	-	Coordinator for Students
Activities		
Prof. Ivan Mary Parimala	-	Welfare Officer for Women
Students		
Prof. Michael Rajamathi	-	Director of Research
Mr. Ramaswamy	-	President, Alumni
Mr. Harsha Kanekal	-	Excise Contractor – Alumni
Mrs. Sreenivasan	-	Parent
Dr. Lakshminarayana	-	Parent
Mr. Narendran	-	Parent
Dr. Jayarajan	-	Parent
Mr. Sivaram Warrior	-	Parent
Dr. Prabhakar Hgde	-	Parent
Mr. George	-	Parent

The following members of the staff will constitute the Examination Committee:

- 1) Smt. Prema Gunasheeli (Convenor)**
- 2) Mr. K.S. Prabhakar (Microbiology)**
- 3) Mr. Vijayaraghavan (Kannada)**
- 4) Mr. Bhaskar (Chemistry)

FORMAT - 9

**DIRECTORS OF ITS OFFICERS AND EMPLOYEES AS PER
CLAUSE 4(b) (9) OF THE RIGHT TO INFORMATION ACT 2005
as on 31-12-2011**

SL.NO	TEACHER'S NAME	DESIGNATION	TELEPHONE NO
1	DR(FR) Daniel Fernandes, SJ	PRINCIPAL & PROFESSOR	22211429, 22274079
2	FR. CLARENCE D'SOUZA SJ	VICE PRINCIPAL & PROF.	22211429, 222740792
3	SMT. SUDHA GOPALAKRISHNA	ASSOCIATE PROFESSOR	22211429, 22274079
4	SRI. CHERIAN ALEXANDER	ASSOCIATE PROFESSOR	22211429, 22274079
5	SRI ETIENNE RASSENDRAN	ASSOCIATE PROFESSOR	22211429, 22274079
6	SRI. NAYEEM ULLA KHAN	ASSOCIATE PROFESSOR	22211429, 22274079
7	SRI. NAVEEN CHANDRA	ASSOCIATE PROFESSOR	22211429, 22274079
8	SRI. NAGARAJU N	ASSOCIATE PROFESSOR	22211429, 22274079
9	SRI ANANTHAPADMANABHA RAO	ASSOCIATE PROFESSOR	22211429, 22274079
10	SMT. LATHA RADHAKRISHNAN	ASSOCIATE PROFESSOR	22211429, 22274079
11	SRI. MICHAEL RAJAMATHI R	ASSOCIATE PROFESSOR	22211429, 22274079
12	SRI. SANDIAGO	ASSOCIATE PROFESSOR	22211429, 22274079
13	SMT. BETTY BAGYAM	ASSOCIATE PROFESSOR	22211429, 22274079
14	SMT. VIJAYASRI SRINIVASAN	ASSOCIATE PROFESSOR	22211429, 22274079
15	SMT. SARASWATHI RAMAN DN	ASSOCIATE PROFESSOR	22211429, 22274079
16	SRI. VEDAVYASA TV	ASSOCIATE PROFESSOR	22211429, 22274079
17	SRI. VIJAYA KUMAR REDDY K	ASSOCIATE PROFESSOR	22211429, 22274079
18	SRI. HARIDASAN VK	ASSOCIATE PROFESSOR	22211429, 22274079
19	SRI. BOPAIAH AK	ASSOCIATE PROFESSOR	22211429, 22274079
20	SMT. PREMA GUNASEELI	ASSOCIATE PROFESSOR	22211429, 22274079
21	SRI. JAYASHANKAR H	ASSOCIATE PROFESSOR	22211429, 22274079
22	SRI. BASKAR T	ASSOCIATE PROFESSOR	22211429, 22274079
23	SRI EBENEZER WILSON	ASSOCIATE PROFESSOR	22211429, 22274079
24	SMT. REGINA MATHIAS	ASSOCIATE PROFESSOR	22211429, 22274079
25	SMT. GEETHA VISWANATHAN	ASSOCIATE PROFESSOR	22211429, 22274079
26	SRI. VIJAYARAGHAVAN AG	ASSOCIATE PROFESSOR	22211429, 22274079
27	SRI. TAMIL SERAN N	ASSOCIATE PROFESSOR	22211429, 22274079
28	SRI. DENNIS LOUIS MASCARENHAS	ASSOCIATE PROFESSOR	22211429, 22274079
29	SRI. DIVAKAR KM	ASSOCIATE PROFESSOR	22211429, 22274079
30	SRI. PURUSHOTHAMA KB	ASSOCIATE PROFESSOR	22211429, 22274079
31	SRI. JACOB N. ABRAHAM	ASSOCIATE PROFESSOR	22211429, 22274079
32	SRI JACOB PAUL V J	ASSOCIATE PROFESSOR	22211429, 22274079
33	SRI. MOHANA DAS C	ASSOCIATE PROFESSOR	22211429, 22274079
34	SMT. RENEE ZI D'SOUZA	ASSOCIATE PROFESSOR	22211429, 22274079
35	SMT. SUBASHINI KRISHNAN	ASSOCIATE PROFESSOR	22211429, 22274079

36	SRI. STEPHEN TITUS	ASSOCIATE PROFESSOR	22211429, 22274079
37	SRI. JEROME NIRMAL RAJ	ASSOCIATE PROFESSOR	22211429, 22274079
38	SRI . RODRIGUEZ M. SAGAYARAJ	ASSOCIATE PROFESSOR	22211429, 22274079
39	SMT. FARIYAL SHAIKH	ASSOCIATE PROFESSOR	22211429, 22274079
40	SMT. BERIN LUCAS	ASSOCIATE PROFESSOR	22211429, 22274079
41	SRI. RONALD J. MASCARENHAS	ASSOCIATE PROFESSOR	22211429, 22274079
42	SRI JAYARAMA REDDY	ASSOCIATE PROFESSOR	22211429, 22274079
43	SMT. POORIMA BN	ASSOCIATE PROFESSOR	22211429, 22274079
44	SRI. CLEMENT JOSEPH D'SOUZA	ASSOCIATE PROFESSOR	22211429, 22274079
45	SRI. GEORGE A	ASSOCIATE PROFESSOR	22211429, 22274079
46	SRI RAJAMANI	ASSOCIATE PROFESSOR	22211429, 22274079
47	SMT. VEENA ADIGA	ASSOCIATE PROFESSOR	22211429, 22274079
48	SMT. LORA RITA GOVEAS	ASSOCIATE PROFESSOR	22211429, 22274079
49	SRI. MELWIN OLIVER COLACO	ASSOCIATE PROFESSOR	22211429, 22274079
50	SRI. GODWIN J. D'SOUZA	ASSOCIATE PROFESSOR	22211429, 22274079
51	SRI. JOHN J. BINZE	ASSOCIATE PROFESSOR	22211429, 22274079
52	SRI. NARASIMHA MURTHY MG	ASSOCIATE PROFESSOR	22211429, 22274079
53	SMT. IVAN MARY PARIMALA	ASSOCIATE PROFESSOR	22211429, 22274079
54	SMT. JOSELINE JOSEPH	ASSOCIATE PROFESSOR	22211429, 22274079
55	SRI GREGORY SEQUEIRA	ASSOCIATE PROFESSOR	22211429, 22274079
56	SRI. SOMASHEKARIAH BV	ASSOCIATE PROFESSOR	22211429, 22274079
57	SRI RABBI AKKIBA ANGIRAS	ASSOCIATE PROFESSOR	22211429, 22274079
58	SRI BOBBY MATHEW	ASSOCIATE PROFESSOR	22211429, 22274079
59	SMT SANDRA MISQUITH	ASSOCIATE PROFESSOR	22211429, 22274079
60	SRI. SOMAIAH PE	ASSOCIATE PROFESSOR	22211429, 22274079
61	SMT SHOBHA S V	ASSOCIATE PROFESSOR	22211429, 22274079
62	SMT. MINI JOYSON	ASSISTANT PROFESSOR	22211429, 22274079
63	SMT SHEELA JOSE THOMAS	ASSOCIATE PROFESSOR	22211429, 22274079
64	SMT SHANTY MATHEW	ASSOCIATE PROFESSOR	22211429, 22274079
65	SRI. NAGARAJAN EM	ASSOCIATE PROFESSOR	22211429, 22274079
66	SRI. PRABHAKAR BS	ASSISTANT PROFESSOR	22211429, 22274079
67	SRI. ANUPLAL G	ASSISTANT PROFESSOR	22211429, 22274079
68	SRI ANANTHA PRASAD JAIN	ASSISTANT PROFESSOR	22211429, 22274079
69	SMT LIBI THOMAS	ASSISTANT PROFESSOR	22211429, 22274079
70	SRI SUKHANAND H	LIBRARIAN/SGL	22211429, 22274079
71	SRI SYED AHMED SAILANI	LIBRARIAN/SGL	22211429, 22274079
72	NEWTON K	PHYICIAL CULTURAL INTRUCTOR.	22211429,22274779
73	THOMAS P ZACHARAIH	ASSOCIATE PROFESSOR	22211429,22274779
74	BRUNO E	ASSOCIATE PROFESSOR	22211429,22274779
75	VIJAYAKUMARI U	ASSOCIATE PROFESSOR	22211429, 22274779
76	ARUL MANI	ASSISTANT PROFESSOR	22211429, 22274779
77	BESSY ESTHELINE	ASSISTANT PROFESSOR	22211429, 22274779
78	SHIVA KUMAR K S	ASSISTANT PROFESSOR	22211429, 22274779
79	MURALIKRISHNA	ASSISTANT PROFESSOR	22211429, 22274779
80	ANTHONY OLIVER A	ASSISTANT PROFESSOR	22211429,22274779

81	RAMAKRISHNA GOWDA	ASSISTANT PROFESSOR	22211429,22274779
	<u>NON-TEACHING STAFF</u>		
	<u>SUPERINTENDENT</u>		
1	SRI MICHAEL JAYARATHINAM	SUPERINTENDENT	22211429, 22274079
	<u>First Division Clerk</u>		
2	SRI. SUNIL PG	FIRST DIVISION ASST.	22211429, 22274079
3	SMT JAYASHREE	FIRST DIVISION ASST.	22211429, 22274079
4	SRI. GOPAL V	FIRST DIVISION ASST.	22211429, 22274079
	<u>Typist (Senior Scale)</u>		
5	SRI. DEVARAJ M	TYPIST	22211429, 22274079
	<u>Second Division Clerk</u>		
6	SRI. RAJKUMAR H	Clerk-cum-Typist	22211429, 22274079
7	SRI ANTHONY LAWRENCE Y	SECOND DIVN ASST.	22211429, 22274079
8	SRI. VINCENT F	SECOND DIVN ASST.	22211429, 22274079
9	SRI. OMPRAKASH D	SECOND DIVN ASST.	22211429, 22274079
10	SMT. ANUSUYA BN	LIBRARY ASST	22211429, 22274079
	<u>Attender (TBP)</u>		
11	SRI. SAGAYANATHAN M	ATTENDER (TBP)	22211429, 22274079
	<u>Attender</u>		
12	SRI. HRUDAYARAJU K	ATTENDER	22211429, 22274079
13	SRI. DON BOSCO F	ATTENDER	22211429, 22274079
14	SRI. NICHOLAS AM	ATTENDER	22211429, 22274079
	<u>Attender (TBA)</u>		
15	SRI. GERARD CHRISTOPHER R	ATTENDER (TBA)	22211429, 22274079
16	SRI. MARIA LARENCE J	ATTENDER (TBA)	22211429, 22274079
17	SRI. MARIA THOMAS D	ATTENDER (TBA)	22211429, 22274079
18	SRI. VENKATAPPA KB	ATTENDER (TBA)	22211429, 22274079
19	SRI. LUCAS S	ATTENDER (TBA)	22211429, 22274079
20	SRI. KASHIRAJA	ATTENDER (TBA)	22211429, 22274079
21	SRI. HENRY GOVEAS	ATTENDER (TBA)	22211429, 22274079
22	SRI. ANTONY RAJU D	ATTENDER (TBA)	22211429, 22274079
23	SRI. RAMESH N	ATTENDER (TBA)	22211429, 22274079
24	SRI. VEERASEKHARAN	ATTENDER (TBA)	22211429, 22274079
25	SRI. RAMESHA M	ATTENDER (TBA)	22211429, 22274079
26	SRI. MARIA SUSAI PK	ATTENDER (TBA)	22211429, 22274079

27	SRI. PHILIP KUMAR C	ATTENDER (TBA)	22211429, 22274079
28	SRI. SAGAYANATHAN M	ATTENDER (TBA)	22211429, 22274079
29	SRI. THOMAS PAUL	ATTENDER (TBA)	22211429, 22274079
30	SRI. PANCHAKSHARI N	ATTENDER (TBA)	22211429, 22274079
31	SRI. ALOYSIUS DANIEL CRASTA	ATTENDER (TBA)	22211429, 22274079
	Peon (TBA)		
32	SRI. VENKATARAMANA B	PEON (TBA)	22211429, 22274079
33	SRI. DOMINIC SAVIO Z	PEON (TBA)	22211429, 22274079
34	SRI. ANTHUVAN PK	PEON (TBA)	22211429, 22274079
35	SRI. RAMANJULU G	PEON (TBA)	22211429, 22274079
36	SRI. KRISHNAIAH K	PEON (TBA)	22211429, 22274079
37	SRI. CHANDRAIAH HK	PEON (TBA)	22211429, 22274079

FORMAT – 10

MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS AND EMPLOYEES INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATIONS AS PER CLAUSE 4(b) (10) OF THE RIGHT TO INFORMATION ACT 2005 as on 31-12-2011

SL.NO	TEACHER'S NAME	DESIGNATION	Gross Salary
1	DR. (FR) Daniel Fernandes SJ	PRINCIPAL & PROFESSOR	55642
2	FR. CLARENCE D'SOUZA SJ	ASSOCIATE PROFESSOR /VICE PRINCIPAL	106733
3	SMT. SUDHA GOPALAKRISHNA	ASSOCIATE PROFESSOR	109368
4	SRI. CHERIAN ALEXANDER	ASSOCIATE PROFESSOR	110466
5	SRI ETIENNE RASSEDRAN	ASSOCIATE PROFESSOR	107850
6	SRI. NAYEEM ULLA KHAN	ASSOCIATE PROFESSOR	104207
7	SRI. NAVEEN CHANDRA	ASSOCIATE PROFESSOR	101755
8	SRI. NAGARAJU N	ASSOCIATE PROFESSOR	104207
9	SRI ANANTHAPADMANABHA RAO	ASSOCIATE PROFESSOR	101755
10	SMT. LATHA RADHAKRISHNAN	ASSOCIATE PROFESSOR	101755
11	SRI. MICHAEL RAJAMATHI R	ASSOCIATE PROFESSOR	107850
12	SRI. SANDIAGO	ASSOCIATE PROFESSOR	107867
13	SMT. BETTY BAGYAM	ASSOCIATE PROFESSOR	107867
14	SMT. VIJAYASRI SRINIVASAN	ASSOCIATE PROFESSOR	101755
15	SMT. SARASWATHI RAMAN DN	ASSOCIATE PROFESSOR	101755
16	SRI. VEDAVYASA TV	ASSOCIATE PROFESSOR	101755
17	SRI. VIJAYA KUMAR REDDY K	ASSOCIATE PROFESSOR	101755
18	SRI. HARIDASAN VK	ASSOCIATE PROFESSOR	101755
19	SRI. BOPAIAH AK	ASSOCIATE PROFESSOR	101755
20	SMT. PREMA GUNASEELI	ASSOCIATE PROFESSOR	101755
21	SRI. JAYASHANKAR H	ASSOCIATE PROFESSOR	101755
22	SRI. BASKAR T	ASSOCIATE PROFESSOR	101755
23	SRI EBENEZER WILSON	ASSOCIATE PROFESSOR	101755

24	SMT. REGINA MATHIAS	ASSOCIATE PROFESSOR	101755
25	SMT. GEETHA VISWANATHAN	ASSOCIATE PROFESSOR	101755
26	SRI. VIJAYARAGHAVAN AG	ASSOCIATE PROFESSOR	107867
27	SRI. TAMIL SERAN N	ASSOCIATE PROFESSOR	101755
28	SRI. DENNIS LOUIS MASCARENHAS	ASSOCIATE PROFESSOR	101755
29	SRI. DIVAKAR KM	ASSOCIATE PROFESSOR	101755
30	SRI. PURUSHOTHAMA KB	ASSOCIATE PROFESSOR	101755
31	SRI. JACOB N. ABRAHAM	ASSOCIATE PROFESSOR	101755
32	SRI JACOB PAUL V J	ASSOCIATE PROFESSOR	101755
33	SRI. MOHANA DAS C	ASSOCIATE PROFESSOR	101755
34	SMT. RENEE ZI D'SOUZA	ASSOCIATE PROFESSOR	101755
35	SMT. SUBASHINI KRISHNAN	ASSOCIATE PROFESSOR	107867
36	SRI. STEPHEN TITUS	ASSOCIATE PROFESSOR	101755
37	SRI. JEROME NIRMAL RAJ	ASSOCIATE PROFESSOR	101755
38	SRI. RODRIGUEZ M. SAGAYARAJ	ASSOCIATE PROFESSOR	101755
39	SMT. FARIYAL SHAIKH	ASSOCIATE PROFESSOR	107867
40	SMT. BERIN LUCAS	ASSOCIATE PROFESSOR	107867
41	SRI. RONALD J. MASCARENHAS	ASSOCIATE PROFESSOR	107850
42	SRI JAYARAMA REDDY	ASSOCIATE PROFESSOR	104702
43	SMT. POORIMA BN	ASSOCIATE PROFESSOR	104720
44	SRI. CLEMENT JOSEPH D'SOUZA	ASSOCIATE PROFESSOR	98791
45	SRI. GEORGE A	ASSOCIATE PROFESSOR	98791
46	SRI RAJAMANI	ASSOCIATE PROFESSOR	98791
47	SMT. VEENA ADIGA	ASSOCIATE PROFESSOR	95918
48	SMT. LORA RITA GOVEAS	ASSOCIATE PROFESSOR	95918
49	SRI. MELWIN OLIVER COLACO	ASSOCIATE PROFESSOR	101645
50	SRI. GODWIN J. D'SOUZA	ASSOCIATE PROFESSOR	95918
51	SRI. JOHN J. BINZE	ASSOCIATE PROFESSOR	98791
52	SRI. NARASIMHA MURTHY MG	ASSOCIATE PROFESSOR	95918

53	SMT. IVAN MARY PARIMALA	ASSOCIATE PROFESSOR	93118
54	SMT. JOSELINE JOSEPH	ASSOCIATE PROFESSOR	95918
55	SRI GREGORY SEQUEIRA	ASSOCIATE PROFESSOR	95918
56	SRI. SOMASHEKARIAH BV	ASSOCIATE PROFESSOR	95918
57	SRI RABBI AKKIBA ANGIAS	ASSOCIATE PROFESSOR	93118
58	SRI BOBBY MATHEW	ASSOCIATE PROFESSOR	95918
59	SMT SANDRA MISQUITH	ASSOCIATE PROFESSOR	95918
60	SRI. SOMAIAH PE	ASSOCIATE PROFESSOR	95918
61	SMT SHOBHA S V	ASSOCIATE PROFESSOR	95918
62	SMT MINI JOYSON	ASSISTANT PROFESSOR	61568
63	SMT SHEELA JOSE THOMAS	ASSOCIATE PROFESSOR	95918
64	SMT SHANTY MATHEW	ASSOCIATE PROFESSOR	90409
65	SRI. NAGARAJAN EM	ASSOCIATE PROFESSOR	90409
66	SRI. PRABHAKAR BS	ASSISTANT PROFESSOR	87774
67	SRI. ANUPLAL G	ASSIATANT PROFESSOR	60270
68	SRI ANANTHA PRASAD JAIN	ASSISTANT PROFESSOR	59172
69	SMT LIBI THOMAS	ASSISTANT PROFESSOR	85212
70	SRI SUKHANAND H	LIBRARIAN/SGL	101755
71	SRI SYED AHMED SAILANI	LIBRARIAN/SGL	96243
72	NEWTON K	PHY.EDN. INSTRUCTOR	47533
73	THOMAS P ZACHARIA	ASSOCIATE PROFESSOR	93118
74	BRUNO E	ASSOCIATE PROFESSOR	93118
75	VIJAY KUMARI U	ASSOCIATE PROFESSOR	101755
76	ARUL MANI	ASSISTANT PROFESSOR	65265
77	BESSY ESTHELINE	ASSISTANT PROFESSOR	59172
78	SHIVA KUMAR	ASSISTANT PROFESSOR	59172
79	MURALI KRISHNA	ASSISTANT PROFESSOR	85212
80	ANTHONY OLIVER A	ASSISTANT PROFESSOR	59647
81	RAMAKRISHNA GOWDA K V	LECTURER	47533

	<u>NON-TEACHING STAFF</u>		
	<u>SUPERINTENDENT</u>		
1	SRI MICHAEL JAYARATHINAM	SUPERINTENDENT	33820
	<u>First Division Clerk</u>		
2	SRI. SUNIL PG	FIRST DIVISION CLERK	27835
3	SMT JAYASHREE	FIRST DIVISION CLERK	28269
4	GOPAL V	FIRST DIVISION CLERK	24812
	<u>Typist (Senior Scale)</u>		
5	SRI. DEVARAJ M	TYPIST	25500
6	SHANTHURAJ A	TYPIST	22358
	<u>Second Division Clerk</u>		
7	SRI. RAJKUMAR H	Clerk-cum-Typist	23555
8	SRI ANTHONY LAWRENCE Y	SECOND DIVN CLERK	22298
9	SRI. VINCENT F	SECOND DIVN CLERK	20727
10	SRI. OMPRAKASH D	SECOND DIVN CLERK	21775
11	SMT. ANUSUYA BN	LIBRARY ASST	22926
	<u>Attender (TBP)</u>		
12	SRI. SAGAYANATHAN M	ATTENDER (TBP)	21146
	<u>Attender</u>		
13	SRI. HRUDAYARAJU K	ATTENDER	20674
14	SRI. DON BOSCO F	ATTENDER	20203
15	SRI. NICHOLAS AM	ATTENDER	18317
	<u>Attender (TBA)</u>		
16	SRI. GERARD CHRISTOPHER R	ATTENDER (TBA)	18317
17	SRI. MARIA LAWRENCE J	ATTENDER (TBA)	17898
18	SRI. MARIA THOMAS D	ATTENDER (TBA)	17898
19	SRI. VENKATAPPA KB	ATTENDER (TBA)	17898
20	SRI. LUCAS S	ATTENDER (TBA)	17060
21	SRI. KASHIRAJA	ATTENDER (TBA)	17060

22	SRI. HENRY GOVEAS	ATTENDER (TBA)	17060
23	SRI. ANTONY RAJU D	ATTENDER (TBA)	17060
24	SRI. RAMESH N	ATTENDER (TBA)	17060
25	SRI. VEERASEKHARAN	ATTENDER (TBA)	17060
26	SRI. RAMESHA M	ATTENDER (TBA)	17060
27	SRI. MARIA SUSAI PK	ATTENDER (TBA)	17060
28	SRI. PHILIP KUMAR C	ATTENDER (TBA)	17060
29	SRI. SAGAYANATHAN M	ATTENDER (TBA)	17060
30	SRI. THOMAS PAUL	ATTENDER (TBA)	17060
31	SRI. PANCHAKSHARI N	ATTENDER (TBA)	17060
32	SRI. ALOYSIUS DANIEL CRASTA	ATTENDER (TBA)	17060
	Peon (TBA)		
33	SRI. VENKATARAMANA B	PEON (TBA)	17479
34	SRI. DOMINIC SAVIO Z	PEON (TBA)	17479
35	SRI. ANTHUVAN PK	PEON (TBA)	17479
36	SRI. RAMANJULU G	PEON (TBA)	17060
37	SRI. KRISHNAIAH K	PEON (TBA)	17060
38	SRI. CHANDRAIAH HK	PEON (TBA)	16641

FORMAT – 11 (Aided Colleges)

BUDGET ALLOCATED TO EACH OF ITS AGENCY,
INDICATING THE PARTICULARS OF ALL PLANS,
PROPOSED EXPENDITURES AND REPORTS ON
DISBURSEMENTS MADE AS PER CLAUSE 4(b) (11) OF THE
RIGHT TO INFORMATION ACT 2005 AS ON 31-12-2011

Sl No	Head of Account	Particulars of Budget Allocated (Plans & Non Plan)	Expenditure Balance		Balance
			Receipts	Payments	
1	Salary – 2202 – 01 – 104 – 1 - 01	Non Plan	9,30,00000 (1.1.2011 to till date)	9,30,00000 (1.1.20 11 to till date)	Nil
2	Fees	---	93,75,450	99,78,475	6,03,025

FORMAT - 12

**MANNER OF EXECUTIONS OF SUBSIDY PROGRAMMES
INCLUDING THE AMOUNTS ALLOCATED AND THE
DETAILS OF BENEFICIARIES OF SUCH PROGRAMMES AS
PER CLAUSE 4 (B) 12 OF THE RIGHT INFORMATION ACT
2005 AS ON 31-12-2011**

SL. NO.	NAME OF THE SCHOLARSHIP	AMOUNT SANCTIONED	TOTAL
1.	SIR C V RAMAN	50000	10
2.	SANCHI HONNAMMA	10000	5
3.	ANGLO INDIAN	6000	10
4.	NATIONAL MERIT	24000	04
5.	SC/ST	1,25,000	22
6.	EX-SERVICEMEN	15000	15

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**PARTICULARS OF RECEIPTS OF CONCESSIONS,
PERMITS OR
AUTHORIZATION GRANTED BY IT AS PER CLAUSE 4 (b)
(13) OF THE RIGHT TO INFORMATION ACT 2005 AS ON
31-12-2011**

SC/ST FEE CONCESSION SANCTIONED

FORMAT - 14

**DETAILS IN RESPECT OF THE INFORMATION AVAILABLE
TO OR HELD BY IT, REDUCED IN AN ELECTRONIC FORM
AS PER CLAUSE 4 (b) (14) OF THE RIGHT TO INFORMATION
ACT 2005 AS ON 31-12-2011**

It is available on website www.sjc.ac.in

FORMAT - 15

**PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS
FOR OBTAINING INFORMATION INCLUDING THE
WORKING HOURS OF A LIBRARY OR READING ROOM, IF
MAINTAINED FOR PUBLIC USE AS PER CLAUSE 4 (b) (15)
OF THE RIGHT TO INFORMATION ACT 2005 AS ON 31-12-
2011**

Not Applicable

FORMAT – 16

**NAMES, DESIGNATIONS AND OTHER PARTICULARS OF
THE PUBLIC INFORMATION OFFICERS AS PER CLAUSE 4
(B) (16) OF THE RIGHT TO INFORMATION ACT 2005 AS ON
31-12-2011**

Sl. No.	Name of the Public Authority	Name and designation of the Public Information Officer	Name and designation of the Assistant Information Officer	First Appellate Authority	Second Appellate Authority
1	PRINCIPAL St. Joseph's College, P.B. No. 27094, Lalbagh Road, Bangalore-27	Dr. (Fr.) Daniel Fernandes S.J. Principal	Fr. Clarence D'Souza S.J. Vice Principal	Fr. Archie Fernandes Secretary, BJES	The State Information Officer

FORMAT – 17

**SUCH OTHER INFORMATION AS MADE BE PRESCRIBED
AS PER CLAUSE 4 (B) (17) OF THE RIGHT TO
INFORMATION ACT 2005 AS ON 31-12-2011**

Not Applicable

CERTIFICATE

THIS IS TO CERTIFY THAT AS PER YOUR LETTER NO, CEC/ROB/INT-35-RTI BILL-2005-06, DATED 10-10-2005. RIGHT TO INFORMATION ACT UNDER SECTION 205-4(1)(B) HAS BEEN DISPLAYED ON OUR NOTICE BOARD ON 03-01-2012

PRINCIPAL

ST.Joseph's College, (Autonomous)

18, Lalbagh Road, Bangalore-560027.

Details of Information Under 4(1) A

Sl.No.	File No.	File Name	Year Opened	Running File	year Closed	No. of Pages	Remarks	
							Category	Person Maintaining
1	1	BJES File	2008	Yes	No	22	A	Principal
2	2	Academic Council	2006	Yes	No	52	A	"
3	3	Admission	2008	Yes	No	80	A	"
4	4	Attendance	2007	Yes	No	180	A	"
5	5	Audit	2004	Yes	No	210	A	"
6	6	Auditors Report	2008	Yes	No	36	A	"
7	7	Autonomy	2008	Yes	No	230	A	"
8	8	Bangalore university (To)	2008	Yes	No	98	A	"
9	9	BJES, Rector, Principal	2007	Yes	No	110	A	"
10	10	Board of Studies	2007	Yes	No	115	A	"
11	11	Bangalore University (From)	2004	Yes	No	63	A	"
12	12	Concession/ Scholarship	2008	Yes	No	44	A	"
13	13	College Day	2008	Yes	No	52	A	"
14	14	Disciplinary Action	2008	Yes	No	58	A	"
15	15	Exams	2008	Yes	No	60	A	"
16	16	Fees Structure	2008	Yes	No	16	A	"
17	17	Governing Body	2008	Yes	No	53	A	"
18	18	Healthy Practices	2009	Yes	No	9	A	"
19	19	HRD	2009	Yes	No	23	A	"
20	20	Certificate Courses	2009	Yes	No	12	A	"
21	21	Grievance	2009	Yes	No	19	A	"
22	22	Invigilator	2007	Yes	No	20	C	"
23	23	St. Joseph's College Alumni Association	2007	Yes	No	32	C	"
24	24	Job Description	2008	Yes	No	24	C	"
25	25	P F File	2008	Yes	No	26	C	"
26	26	Joint Director	2007	Yes	No	79	C	"
27	27	Library File	2007	Yes	No	27	C	"
28	28	Loans	2007	Yes	No	24	C	"
29	29	Mentoring	2007	Yes	No	66	C	"
30	30	Net Working	2008	Yes	No	11	C	"
31	31	Programme Monthly	2008	Yes	No	12	C	"
32	32	Project Work	2009	Yes	No	33	C	"
33	33	Registration	2009	Yes	No	35	C	"
34	34	RTI	2005	Yes	No	193	C	"
35	35	Seminar	2007	Yes	No	65	C	"
36	36	Sports Day	2008	Yes	No	38	C	"
37	37	Staff Application	1996	Yes	No	31	C	"
38	38	Staff Evaluation	2005	Yes	No	40	C	"
39	39	Staff Notices	2008	Yes	No	42	C	"

40	40	Staff Information-A	2007	Yes	No	28	C	"
41	41	Staff Information-B	2008	Yes	No	47	C	"
42	42	Staff Recruitment	2007	Yes	No	510	C	"
43	43	Non Teaching File	2008	Yes	No	15	C	"
44	44	Staff Meeting	2006	Yes	No	106	C	"
45	45	Students' Council	2003	Yes	No	18	C	"
46	46	Time Table	2008	Yes	No	66	C	"
47	47	Women Cell	2008	Yes	No	21	C	"
48	48	College Web	2008	Yes	No	9	C	"
49	49	Student Notices	2007	Yes	No	18	C	"
50	50	UGC (From)	2005	Yes	No	230	C	"
51	51	UGC (Two)	2005	Yes	No	240	C	"
52	52	Attendance Aided Staff	2010	Yes	No	120	C	"
53	53	Attendance Unaided	2010	Yes	No	120	C	"

Service Register of Staff Members

Service Register of Staff Members								Raj
54	54	Fr.Ambrose Pinto sj	1/10/85	Yes	No	65	C	
55	55	Kopikar D K	1.1.83	Yes	No	74	C	
56	56	Charles Suresh	1.8.80	Yes	No	70	C	
57	57	Achamma Thomas	1.7.82	Yes	No	67	C	
58	58	Fr. Clarence D' Souza	2/7/80	Yes	No	65	C	
59	59	Cherian Alexander	2.8.82	Yes	No	69	C	
60	60	Sudha Gopalakrishna	1/7/82	Yes	No	71	C	
61	61	Nagarju N	22/7/85	Yes	No	68	C	
62	62	Sandiago	9.7.86	Yes	No	63	C	
63	63	Saraswathy Raman	6.8.86	Yes	No	70	C	
64	64	Vijayasri Srinivasan	28/7/86	Yes	No	67	C	
65	65	Vijayakumara Reddy	24/9/86	Yes	No	67	C	
66	66	Betty Bhagyam	10.7.86	Yes	No	65	C	
67	67	Nayeemullah Khan	3.7.84	Yes	No	70	C	
68	68	Ettienne Rassendran	2.7.84	Yes	No	64	C	
69	69	Anantha padmanabha rao	16.9.85	Yes	No	69	C	
70	70	Michael Rajamathi	9/7/86	Yes	No	60	C	
71	71	Latha Radhakrishnan	9/7/86	Yes	No	63	C	
72	72	Jayashankar	1/7/87	Yes	No	65	C	
73	73	Bopaiah A K	1/7/87	Yes	No	58	C	
74	74	Prema Gunaseeli	1/7/87	Yes	No	62	C	
75	75	Haridasan V K	1/7/87	Yes	No	67	C	
76	76	Jacob Abraham	15/6/89	Yes	No	63	C	
77	77	Divakar K M	15/6/89	Yes	No	58	C	
78	78	Purushothamma	15/6/89	Yes	No	60	C	
79	79	Dennis Mascarenhas	15/6/89	Yes	No	60	C	
80	80	Tamil Seran	15/6/89	Yes	No	63	C	
81	81	Mohan Das	29/7/89	Yes	No	68	C	
82	82	Naveenchandra	12.7.85	Yes	No	71	C	
83	83	Vedavyasa T V	1/9/86	Yes	No	60	C	
84	84	Basker T	1/7/87	Yes	No	60	C	
85	85	Vijayaraghavan A G	15/6/89	Yes	No	69	C	
86	86	Geetha Vishwanathan	15/6/89	Yes	No	63	C	
87	87	Sreela Bandhyopadhyay	15/6/89	Yes	No	68	C	
88	88	Ebenezeer Wilson	1.7.87	Yes	No	60	C	
89	89	Regina Mathias	1.7.88	Yes	No	63	C	
90	90	Stephen Titus	29/7/89	Yes	No	65	C	
91	91	Renee D Souza	29/7/89	Yes	No	68	C	
92	92	Subashini Krishnan	29/7/89	Yes	No	72	C	
93	93	Rodrigues Maria sagayaraj	19/9/89	Yes	No	65	C	
94	94	Fariyal Shaikh	22.9.89	Yes	No	60	C	
95	95	Berin Lucas	6.10.89	Yes	No	67	C	
96	96	Ronald Mascarenhas	15/11/89	Yes	No	70	C	
97	97	Clement D'Souza	29/1/90	Yes	No	63	C	
98	98	Poornima B N	15/1/90	Yes	No	69	C	

99	99	George A	25.1.91	Yes	No	67	C	"
100	100	Melvin O C	25/1/91	Yes	No	60	C	"
101	101	Veena Adiga	25/1/91	Yes	No	65	C	"
102	102	Lora Rita Goveas	25/1/91	Yes	No	63	C	"
103	103	Godwin J D'souza	25/1/91	Yes	No	60	C	"
104	104	Narasimha Murthy	7.9.91	Yes	No	70	C	"
105	105	John J Binze	7.9.91	Yes	No	62	C	"
106	106	Somashekaraiah B V	9.2.94	Yes	No	60	C	"
107	107	Bobby Mathew	9.2.94	Yes	No	58	C	"
108	108	Jerome Nirmal Raj	11.9.89	Yes	No	65	C	"
109	109	Jacob paul v j	11.9.89	Yes	No	67	C	"
110	110	Jayarama reddy	2.1.90	Yes	No	69	C	"
111	111	Shobha S V	31.10.94	Yes	No	60	C	"
112	112	Sandra Misquith	3.10.94	Yes	No	62	C	"
113	113	Ivan Mary Parimala	3/2/94	Yes	No	65	C	"
114	114	Joselin jose	23/3/93	Yes	No	58	C	"
115	115	Gregory S	23/3/93	Yes	No	65	C	"
116	116	Rabbiakkiba	9/2/94	Yes	No	58	C	"
117	117	Somaiah	31/10/94	Yes	No	60	C	"
118	118	Nagarajan E M	21/12/95	Yes	No	65	C	"
119	119	Prabhakar B S	5.2.96	Yes	No	58	C	"
120	120	Anuplal	1/7/96	Yes	No	55	C	"
121	121	Libi Thomas	25.6.99	Yes	No	55	C	"
122	122	Mini Joyson	27.10.95	Yes	No	58	C	"
123	123	Shanty Mathew	25.9.95	Yes	No	55	C	"
124	124	Sheelamma Thoams	8.12.94	Yes	No	55	C	"
125	125	Rajamani s	25.01.91	Yes	No	63	C	"
126	126	Anantha prasad jain	25/6/99	Yes	No	55	C	"
127	127	Sukhanand	25/4/84	Yes	No	72	C	"
128	128	Sailani	9/9/86	Yes	No	69	C	"
129	129	Ramakrishne Gowda	30/11/05	Yes	No	55	C	"
130	130	Newton K	19/7/04	Yes	No	55	C	"
131	131	Thomas Zacharia	31/10/94	Yes	No	67	C	"
132	132	Vijayakumari U	21/12/95	Yes	No	63	C	"
133	133	Bruno. E	21/12/95	Yes	No	65	C	"
134	134	Arulmani	21/12/95	Yes	No	58	C	"
135	135	Bessy esthaline	1/7/96	Yes	No	62	C	"
136	136	shivakumar k s	8/7/98	Yes	No	55	C	"
137	137	Murlikrishnan	1/7/99	Yes	No	55	C	"
138	138	Anthony Oliver	1/7/99	Yes	No	55	C	"
139	139	Michael Jayarathinam	17.7.81	Yes	No	72	C	"
140	140	Sunil P G	23/8/89	Yes	No	60	C	"
141	141	Gopal V	5/4/82	Yes	No	75	C	"
142	142	Jayashree	6/11/85	Yes	No	72	C	"
143	143	Devaraj M	1.6.81	Yes	No	70	C	"
144	144	Rajkumar H	2.5.84	Yes	No	70	C	"
145	145	Anthony Lawrence	1/4/86	Yes	No	72	C	"
146	146	Vincent F	12.4.86	Yes	No	75	C	"

147	147	Omprakash D	23/8/89	Yes	No	65	C
148	148	Anasuya B N	16/8/85	Yes	No	75	C
149	149	Shanthuraj	5/5/86	Yes	No	72	C
150	150	Sagayanathan M	6.9.82	Yes	No	75	C
151	151	Hrudayaraju K	19/8/82	Yes	No	75	C
152	152	Don Bosco	2.4.83	Yes	No	73	C
153	153	Nicholas A M	5.7.79	Yes	No	72	C
154	154	Gerard Christopher	5.11.80	Yes	No	75	C
155	155	Maria Lawrence	28.7.86	Yes	No	70	C
156	156	Maria Thomas	25/7/86	Yes	No	73	C
157	157	Venkatappa	1.8.86	Yes	No	70	C
158	158	Lucas	23/8/89	Yes	No	65	C
159	159	Kashiraja	23/8/89	Yes	No	67	C
160	160	Henry Goveas	23/8/89	Yes	No	65	C
161	161	Anthony raju D	23/8/89	Yes	No	60	C
162	162	Ramesh N	23/8/89	Yes	No	65	C
163	163	Veerashekar	23/8/89	Yes	No	67	C
164	164	Ramesha M	23/8/89	Yes	No	69	C
165	165	Maria Susai P K	23/8/89	Yes	No	67	C
166	166	Philip Kumar C	23/8/89	Yes	No	65	C
167	167	Sagayanathan M	23/8/89	Yes	No	63	C
168	168	Thomas Paul	23/8/89	Yes	No	67	C
169	169	Panchakshari N	15/11/89	Yes	No	65	C
170	170	Aloysious Crasta	15/11/89	Yes	No	63	C
171	171	Venkataramana	2.7.84	Yes	No	72	C
172	172	Dominic Savio	2.5.85	Yes	No	70	C
173	173	Anthuvan P K	6.8.84	Yes	No	73	C
174	174	Ramanjulu	23/8/89	Yes	No	67	C
175	175	Krishnaiah	23/8/89	Yes	No	65	C
176	176	Chandraiah H K	22/1/90	Yes	No	65	C
177	F1	Marks Entry Sheets (2005-2007)	2005	Yes	No	1200	C
178	178	Marks Entry Sheets (2008-2009)	2008	Yes	No	900	C
179	179	Invigilation Diary-2005	2005	Yes	No	620	C
180	180	Invigilation Diary-2006	2006	Yes	No	580	C
181	181	Invigilation Diary-2007	2007	Yes	No	600	C
182	182	Invigilation Diary-2008	2007	Yes	No	620	C
183	F/8	Invigilation Diary-2009	2009	No	2009	650	C
184	R/1	2005 Batch BA Marks Reg.	2005	No	2008	356	C
185	R/2	2005 Batch B.Sc Marks Reg.	2005	No	2008	125	C
186	R/3	2005 Batch M.A. Register	2005	No	2008	154	C
187	R/4	2006 Batch BA Register	2006	No	2009	365	C
188	R/5	2006 Batch B.Sc Marks Reg.	2006	No	2009	145	C
189	R/6	2006 Batch MA/MSC Reg.	2006	No	2009	352	C
190	R/7	2007 Batch BA/B.SC Marks R	2007	Yes	-	512	C
191	R/8	2007 Batch MA/M.Sc Marks	2007	Yes	-	412	C
192	R/9	2008 Batch BA/B.SC Marks R	2008	Yes	-	521	C
193	R/10	2008 Batch MA/M.SC Marks	2008	Yes	-	545	C

194	R/11	2009 Batch BA/B.SC Marks R	2009	Yes	-	516	C	"
195	R/12	2009 Batch MA/M.Sc Marks	2009	Yes	-	522	C	"
196	F/9	Time Table & Notification	2005	No	2005	45	C	"
197	F/10	Unit Test	2007	No	2007	46	C	"
198	F/11	Revaluation Results	2005	No	2005	55	C	M Jayash
199	F/12	Result Statistics	2005	No	2005	44	C	"
200	R/13	Result Sheet-2005	2005	No	2005	48	C	"
201	R/14	Result Sheet -2006	2006	No	2006	52	C	"
202	R/15	Result Sheet-2007	2007	No	2007	58	C	"
203	R/16	Result Sheet-2008	2008	No	2008	62	C	"
204	R/17	Result Sheet-2009	2009	No	2009	29	C	"
205	R/18	Question Paper-2005	2005	No	2005	166	C	"
206	R/19	Question Paper-2006	2006	No	2006	176	C	"
207	R/20	Question Paper-2007	2007	No	2007	183	C	"
208	R/21	Question Paper-2008	2008	No	2008	189	C	"
209	R/22	Question paper-2009	2009	No	2009	190	C	"
210	R/23	Syllabus-2005	2005	No	2005	69	C	"
211	R/24	Syllabus-2006	2006	No	2006	72	C	"
212	R/25	Syllabus-2007	2007	No	2007	86	C	"
213	R/26	Syllabus-2008	2008	No	2008	112	C	"
214	R/27	Syllabus-2009	2009	No	2009	98	C	"
215	1	Management Fee Challan	2009	Yes	No	312	A	Acco Mr.Be
216	2	Management Daily Fee Reg.	2006	Yes	No	456	A	"
217	3	Management Payment V	2009	Yes	No	345	A	"
218	4	Management Staff PF	2005	Yes	No	126	A	"
219	5	Grant-in-aid Salary Deduct	2009	Yes	No	49	A	Mr. S
220	6	College Account Payment V.	2009	Yes	No	89	A	"
221	7	Grant-in-aid Income Tax	2005	Yes	No	245	A	"
222	8	SJC Professional Tax	2000	Yes	No	245	A	"
223	9	SJC Form No.16	2009	Yes	No	257	A	"
224	10	TDS	2008	Yes	No	24	A	"
225	11	Grant-in-aid Salary Register	2009	Yes	No	15	A	"
226	12	Fees Register	2005	Yes	No	125	C	"
227	13	UGC-SJC	2004	Yes	No	312	A	Mr.Be
228	14	SJC Grant-in-aid -DA	2008	Yes	No	59	A	"
229	15	SJC Fee Advance	2008	Yes	No	50	A	"
230	16	UGC	2008	Yes	No	126	A	"
231	17	Fees Advance2008-2009	2008	Yes	No	152	A	"
232	18	Grant-in-aid LIC	2006	Yes	No	212	A	"
233	19	Student Concession	2009	Yes	No	112	A	"
234	20	Student Fee Advance	2006	Yes	No	124	A	"
235	21	Daily Fee Collection	2008-11	Yes	No	121	C	"
236	22	Grant-in-aid Salary Advance	2004	Yes	No	122	C	"
237	23	SJC Grant-in-aid Fixation	2008-11	Yes	No	135	A	"
238	24	Grant-in-aid -DCE	2002	Yes	No	523	A	"
239	25	Grant-in-aid-Salary Grant	2006	Yes	No	144	A	"
240	26	Grant-in-aid -Group Insur.	2002	Yes	No	145	A	"

241	27	SJC Annual Grant	2001	Yes	No	412	A
242	28	Grant-in-aid – Fixation TBA	2001	Yes	No	122	C
243	29	Salary Statement	1984	Yes	No	1999	A
244	30	Pension Application	1983	No	Closed	245	A
245	31	Government Order	1983	No	Closed	212	C
246	32	Salary Grant	1984	No	1999	256	A
247	33	Students Fee Concession	1985	No	Closed	89	A
248	34	Family Benefit Fund	1985	No	Closed	134	A
249	35	General Correspondence	1985	No	Closed	125	A
250	36	Staff Information	2011,	No	Closed	59	A
251	37	Income Tax	1998	No	Closed	89	A
252	38	DDCE-Correspondence	1994	No	Closed	90	A
253	39	JD's Inspection	2003	No	Running	47	A
254	40	Staff Professional Tax	1997	No	1999	103	A
255	41	Income Tax	1984	No	1996	288	A
256	42	JD's Inspection File	1985	No	Closed	167	A
257	43	Late Bernard	2002	No	Closed	22	C
258	44	JD File	1985	No	Closed	212	A
259	45	Surrender Leave File	2002	No	Closed	88	A
260	46	Salary File	2000	No	Closed	342	C
261	47	PF File	1987	No	Running	112	-
262	48	Furniture File	2006	Yes	Running	29	A
263	49	Expenditure File	2002	Yes	Running	78	A
264	50	Pension File	2000	Yes	Running	490	A
265	51	Sports File	2004	Yes	Running	49	A
266	52	General Correspondence	2006	Yes	Running	98	A
267	53	Leave Letter Files	2007	Yes	Running	125	C
268	54	All India Catholic Assn.	2001	Yes	Running	30	A
269	55	Post and Salary Approval	1999	No	Closed	20	A
270	56	Information to BU	2006	No	Closed	89	C
271	57	Placement Salary Fixation	2001	No	Closed	199	C
272	58	Important Management	2000	No	Running	86	C
273	59	Loan File	2000	Yes	Running	12	C
274	60	Bifurcation Files	2000	No	Closed	20	C
275	61	Minority Status Application	2001	No	Running	20	A
276	62	BU Governing Council	2001	No	Running	26	B
277	63	Work Load	1994	No	2004	236	A
278	64	General Correspondence	1977	No	Closed	212	A
279	65	Placement file	2007	No	Closed	255	A
280	1	Admission Register	1972-11	Yes	No	20 Books	A
281	2	TC Files	2005-11	Yes	No	25 Books	A
282	3	Provisional Degree Certificate	1993-2011	Yes	No	18 Books	A
283	4	Admission Guidelines	2005	Yes	No	67	C
284	5	Convocation File	2000	Yes	No	256	C
285	6	Non-Receipt of Marks card	2000	Yes	No	86	C
286	7	Question Paper Requirements	2005	Yes	No	235	C
287	8	CCS/SWF	2000	Yes	No	126	C

288	9	Additional English File	2002	Yes	No	25	D	"
289	10	SC/ST File	2001	Yes	No	313	C	"
290	11	BCM	2001	Yes	No	245	C	"
291	12	Admission Approval Copies	2000	Yes	No	465	C	"
292	1	Stock Register (Stationery)	2008	Yes		110	C	Fr. A
293	2	Day Book (Stationery)	2000	Yes		125	C	"

Category of Files: A. Permanent Files B. 30 Years
C. 10 years D.