



**SARDAR VALLABHBHAI PATEL
INTERNATIONAL SCHOOL OF TEXTILES & MANAGEMENT,
COIMBATORE
(Information under Section 4 of RTI Act 2005)
(As on 01 April, 2011)**

Ser No.	Information	Details
1.	The particulars of the organizations, functions and duties.	<p><u>Organization</u></p> <p>Sardar Vallabhbhai Patel International School of Textiles & Management, 1483, Avinashi Road, Peelamedu, Coimbatore-641 004. Registered as Society under Societies Registration Act, 1860.</p> <p><u>Functions & Duties</u></p> <p>The details are as per Sardar Vallabhbhai Patel International School of Textiles & Management, Memorandum of Association (MoA) and Rules.</p>
2.	The powers and duties of its officers and employees	The functions and duties of the Institute as given in MoA are carried out by its officers and employees as their duties and powers.
3.	The procedure followed in the decision making process, including channels of supervision and accountability	The Procedures and processes are followed as per Govt. of India norms as well as those laid down by MoA, Service Rules, Governing Body and various committees/sub-committees.
4.	The norms set by it for the discharge of its functions	As per norms/procedures laid down by MoA / Service Rules of the Institute
5.	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.	<p>1. Broadly, the rules and regulations are as per Govt. of India norms which include the following:</p> <p style="margin-left: 20px;">(a) FR&SR; (b) GFR</p> <p>2. Other regulations & instructions are as per the Institute's –</p> <p style="margin-left: 20px;">(a) MoA Guidelines (b) Service Rules (b) Library Rules (c) Students guide (d) COE Manual (e) Hostel Guidelines (f) Computer Lab Guidelines</p> <p>3. Further details/information are also available at the website of the Institute i.e. www.svpitm.ac.in</p>

6.	A statement of the categories of documents that are held by it or under its control	MoA, Service Rules and as per details given in (5) above.
7.	The particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation of its policy or implementation thereof.	Through representation on Board from Various sections of the Society.
8.	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, 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.	<p>Following are the empowered bodies/committees/Task Heads in vogue :</p> <ol style="list-style-type: none"> 1. Board of Governors, the apex Governing Body. <p>Other Committees</p> <ol style="list-style-type: none"> 1. Executive Committee 2. Academic Committee 3.. Admissions Committee 4. Students Affairs Committee 5. Class Committee 6. Purchase Committee 7.. Building Committee 8. Complaints Committee (Sexual Harassment of Women) 9. Anti Ragging Committee 10. Hostel Committee
9.	A directory of its officers and employees	A list of officers and employees is attached as Appendix – ‘A’ .

10.	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.	Pay-scales and pattern of allowances are as per VI th Pay Commission norms of GoI. Pay Scale is attached as appendix - B
11.	The budget allocated to each of its agency, indicating the particulars of all plans proposed expenditures and reports on disbursements made.	The Budget Estimate from 2009-10 to 2011-12 is attached as Appendix - 'C' .
12.	Particulars of recipients of concessions, permits or authorizations granted by it.	SC/ST Scholarship
12.	Details in respect of the information available to or held by it, reduced in an electronic form.	Website : www.svpitm.ac.in Library also subscribes to scores of information sources in variety of formats. Information about all these resources is available to users electronically through its Online Public Access Catalogue and library's own web page http://library.svpitm.ac.in/
13.	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, it maintained for public use.	Library services are available only to its bonafide members. However external clients like Institutions and research scholars can obtain membership and also avail library facilities. Information with regard to all these rules, opening hours of library and its reading room are available at library' Site which is accessible electronically at URL http://library.svpitm.ac.in/ .

16.	The names, designations and other particulars of the Public Information Officers.	<p>Central Public Information Officer Shri. M. GANGATHARAN Librarian/Public Relations Officer</p> <p>Transparency Officer Dr. Jublee,</p> <p>First Appellate Authority Prof. S.R. Pujar Director</p>
17.	Such other information as may be prescribed	<p>Dr.M.Gangatharan Librarian / Public Information Officer</p>



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APPENDIX A

LIST OF OFFICERS AS ON 02.11.2011

S. No.	NAME
	<u>GEN ADMINISTRATION</u>
1.	Prof. S.R. PUJAR - Director
2.	Dr.A.R.SUBRAMANIAN – Finance Controller and Registrar
3.	Mr.A.N.KUTTY – Admin Consultant
	<u>LIBRARY</u>
	Shri. M. GANGATHARAN Librarian/Public Relations Officer
	<u>ADMISSION WING</u>
	Smt.P. SRIPRIYA – Admission Consultant



SARDAR VALLABHBHAI PATEL
INTERNATIONAL SCHOOL OF TEXTILES & MANAGEMENT,
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LIST OF GROUP B, C & D STAFF MEMBERS AS ON 02.11.2011

	Group B
1.	Shri. K. RAJENDRAN
2.	Shri. A. PANDIYARAJA
	GROUP C
	Shri. A. RAJAMANIKAM
1.	Shri. S.N. VIGNESH
2.	Smt. VISHALAKSHI
3.	Shri. R. RAJA
4.	Shri. D. RAJKUMAR
	GROUP D
1.	Shri. SHANKAR GANESH
2.	Shri. VARATHARAJAN
3.	Shri. NAGARAJ
4.	Shri. SAMPATH
.5.	Shri. MAHESH
6.	Smt. CHITHRA



APPENDIX 'B'

SARDAR VALLABHBHAI PATEL
INTERNATIONAL SCHOOL OF TEXTILES & MANAGEMENT,
COIMBATORE

Pay Scale of Employees

Sr.No.	Designation	Grade	Pay Band	AGP/ GP
1.	Professor	PB-4	37400-67000	8900
2.	Finance Controller / Registrar	PB-4	37400-67000	8900
3.	Associate Professor	PB-4	37400-67000	8900
4.	Assistant Professor	PB-3	15600-39100	6600
5.	Librarian	PB-3	15600-39100	5400
6.	Accountant	PB-2	9300-34800	4600
7.	Special Assistant	PB-2	9300-34800	4600
8.	Stenographer / Junior Assistant	PB-1	5200-20200	2800
09.	Library & Information Assistant	PB-1	5200-20200	2400
10.	Junior Assistant	PB-1	5200-20200	1900
11.	Driver	PB-1	5200-20200	1900
12.	Attenders / Gardner	PB-1	5200-20200	1550
13.	Computer Lab Instructor		14000 (Consolidated pay)	
14.	Computer Lab Incharge		8500 (Consolidated pay)	
15.	NCUTE Coordinator		30000 (Consolidated Pay)	



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APPENDIX 'C'

BUDGETED INCOME & EXPENDITURE ACCOUNT

(B.E. & R.E. 2010-2011 & B.E. 2011-2012)

(Rs. in
lakhs)

Actuals		PARTICULARS	Budget Estimate 2010-2011	Revised Estimate 2010-2011	Budget Estimate 2011-2012
2008-2009	2009-2010 upto July 31				
1	2	3	4	5	6
134.00	140.00	A. INCOME Total Institute's Income	229.25	152.70	325.95
220.85	231.32	B. EXPENDITURE Total Institute's Expenditure	250.54	323.86	300.00

**SARDAR VALLABHBHAI PATEL
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Powers and Duties of Officer of SVPITM

Director	Overall in-charge of administrative functions, responsible to Board/Society. Following Officers assist to Director in the smooth and proper functioning of the Institute: (a) Finance Controller and Registrar (b) Controller of Exams (c) Chief Program Coordinator (d) Program Coordinators (e) NCUTE Coordinator (f) Librarian (g) PRO (h) Placement Officer (i) Admission Officer (j) Computer Lab Incharge etc.
FCR	(a) To maintain and coordinate all financial activities of the institute. (b) To carry out all administrative work including day-to-day activities for maintaining and developing the institute. (c) To coordinate all the developmental activities including construction work of the institute (d) To oversee proper maintenance and all round discipline in the institution.
Controller of Exams	Conduct the Internal Test and Semester Examinations also Declaration of result
Chief Program Coordinator	To coordinate all the program coordinators and facilitate smooth conducting of programs
Program coordinators	Individual program coordinators will coordinate in arranging the guest faculty, expert lectures, industrial visits, Industry interaction as and when required.
NCUTE Coordinator	To Coordinate and execute the activities of NCUTE as approved and authorize by the Director
Librarian	The Librarian is overall incharge of the Library. Assistant Librarians / Library Assistants help the Librarian in the proper functioning of the Library and always available for help to the faculty/students/staff and others visiting the Library.

Public Relations Officer	Take care of all media related activities of the Institute
Placement Consultant	To act as a bridge between Intuition and Industry also facilitates placement of students
Admission Consultant	Coordinate the admission related activities such as conducting entrance exams, group discussion, Interview and declaration of results etc.
Computer Lab Incharge	Overall incharge of Computer Centre. He provides computing facility to all faculty, officers and staff members as well as class rooms. He is also overall incharge of the computer support system in the Institute.

Board of Governors

1.	Smt. Rita Menon I.A.S. Secretary (Textiles),Govt. of India	Ministry of Textiles, Udyog Bhavan, New Delhi - 110 107
2.	Smt. Monika S.Garg, I.A.S. Joint Secretary (Textiles),Govt. of India	Ministry of Textiles, Udyog Bhavan, New Delhi - 110 107
3.	Dr.(Smt). Renu S Adviser (I & VSE), Planning Commission	Planning commission , 222, Udyog Bhavan New Delhi - 110 107.
4.	Smt. Shanta Thampi Director, Internal Finance Wing	Ministry of Textiles, Udyog Bhavan, New Delhi - 110 107
5.	Shri A.B.Joshi, I.A.S., The Textile Commissioner	O/o.The Textile Commissioner Mumbai - 400 020.
6.	Smt. Monika S.Garg, I.A.S. Director General, NIFT.	National Institute of Fashion Technology, NIFT campus, New Delhi - 110 016
7.	Shri T.Kannan Chairman Textiles Committee	Managing Director Thiyagarajar Mills Pvt. Ltd. Madurai – 625008
8.	Shri A.Sakthivel President	Tirupur Exporters' Association 62, Appachi Nagar Main Road, Tirupur - 7.
9.	Shri Sanjay Jayavarthanavelu Director	Lakshmi Machine Works Ltd. 34-A, Kamaraj Road, Coimbatore - 641 018.
10.	Dr. Prakash Vasudevan Director	South India Textile Research Association Aerodrome Post, Coimbatore 641 014.
11.	Shri M.Senthil kumar Chairman, Palladam High Tech Weaving Park	Managing Director B.K.S. Textiles Private Ltd. Palladam - 641 664.
12.	Shri M.Dinakaran Chairman ,SIMA	Managing Director The Rajaratna Mills (P) Ld., Coimbatore - 641 018
13.	Shri D.Balasundaram Chairman	Coimbatore Capital Ltd. Stock Exchange Building, Coimbatore - 641 005.
14.	Dr.K.R.S.Murthy Former Director,,IIM(B)	Indian Institute of Management(B), Bangalore - 560085.
15.	Shri T.Rajkumar Executive Director	Sakthi Group Textile Division 2nd Floor, 180, Race Course, Coimbatore - 641 018
16.	Shri A.L.Ramachandra Managing Director	Vijayeshwari Textiles, Kuniamuthur,Coimbatore - 641 088 .
17.	Shri.Mani Chinnsamy Partner	Appachi Cotton Pollachi
18.	Shri.K.Ramachandran Pillai Chairman / Managing Director	National Textile Corporation, New Delhi
19.	Shri.Ravi Venkatesh Director	Sri Arumuga Cottspin Pvt.Ltd. Coimbatore – 641 045.
20.	Prof.S.R.Pujar Director	SVPISTM, Coimbatore

LIST OF FACULTY AS ON 01.01.2012

SN	Name	Current Designation
1	Prof Dr.D.Jublee	Professor
2	Shri. C.Jeevanandam	Associate Professor
3	Dr. S. Ganesan	Associate Professor
4	Mr.D.Malmarugan	Associate Professor
5	Mr.Biswaranjan Ghosh	Associate professor
6	Mr.R.Rajkumar Ranganathan	Assistant professor
7	Dr.J.Shanthi Lakshmi	Assistant Professor
8	Dr.S.Usha	Assistant Professor
09	Mr.S.Kumar Chandar	Assistant Professor
10	Mr.Nirbhan Singh	Assistant Professor
11	Mrs.S.Kavitha	Assistant Professor
12	Mr.A.J.Muralidharan	NCUTE Coordinator
13	Ms.V.B.Mathipurani	Placement & Training Consultant