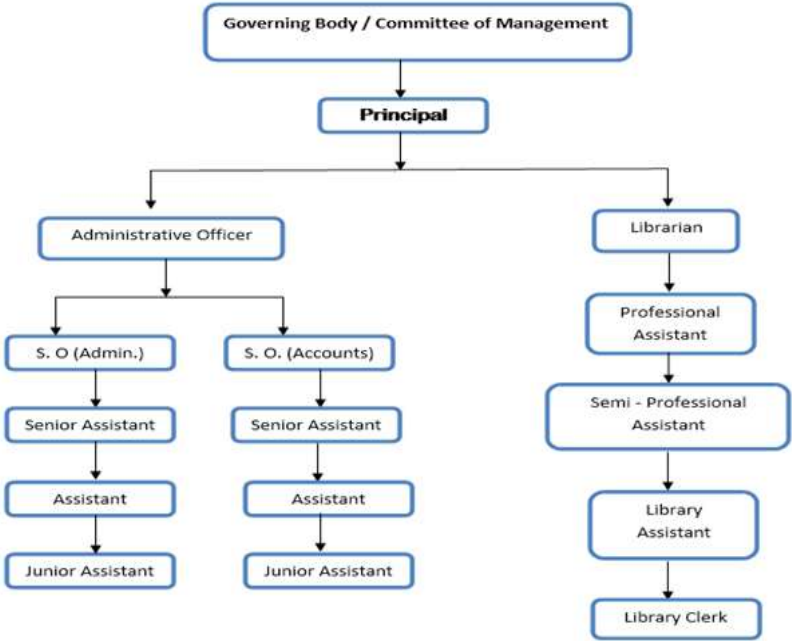


**17 points pro-active disclosure under section 4(1)(b) of RTI Act-2005**

1	The particulars of its organization, functions and duties;	DAV Post Graduate College was established by its mother institution, Arya Vidya Sabha, Kashi. The idea behind its establishment was to open an institution in the heart of the city and under the umbrella of Banaras Hindu University, to cater to the need of the value and skill-based education to the students. Two disciples of Mahamana Pandit Madan Mohan Malviya Ji, viz. Pt. Ram Narayan Mishra and Shri Gauri Shankar Prasad were instrumental in establishing the college. The college was established in 1938 as an Intermediate college recognized by Banaras Hindu University. It got degree status from the University in 1947 and permanent affiliation in 1954. The college started running undergraduate courses in the faculty of Arts, Social Sciences and Commerce, and in 2008 the University allowed the college to start Ph.D. Research and Post Graduate courses in four subjects namely, Commerce, Sociology, Economics and History. The College is catering with distinction not only to the needs of the students of the Eastern districts of U.P. but also the adjoining states too. Because of this, the University has allowed the college to start PG and Ph.D. Courses in three more subjects viz. Psychology, Political Science & English from the session 2010-11. In the year 2014-15 the college also incorporated both PG and Ph.D. Research in the Departments of Hindi, and AIHC further in the year 2019-20 the college also got permission to start PG courses in Sanskrit and Philosophy.
2	The powers and duties of its officers and employees;	Brief discription is available on the official website under Mission and Vision tab
3	The procedure followed in the decision making process, including channels of supervision and accountability;	The Principal is the chief executive & academic officer of the college and exercises general supervision & control over the affairs of the college and gives effect to the decision of the authorities. Whereas managerial functions and directions are extended by the Arya Vidya Sabha Kashi (the governing body of the institution).
4	The norms set by it for the discharge of its functions;	 <pre> graph TD     GB["Governing Body / Committee of Management"] --&gt; P["Principal"]     P --&gt; AO["Administrative Officer"]     P --&gt; L["Librarian"]     AO --&gt; SOA["S. O. (Admin.)"]     AO --&gt; SO["S. O. (Accounts)"]     SOA --&gt; SA1["Senior Assistant"]     SA1 --&gt; A1["Assistant"]     A1 --&gt; JA1["Junior Assistant"]     SO --&gt; SA2["Senior Assistant"]     SA2 --&gt; A2["Assistant"]     A2 --&gt; JA2["Junior Assistant"]     L --&gt; PA["Professional Assistant"]     PA --&gt; SPA["Semi - Professional Assistant"]     SPA --&gt; LA["Library Assistant"]     LA --&gt; LC["Library Clerk"]     </pre>
5	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;	Academics: as per the guidelines of Banaras Hindu University Financials: as per the guidelines of University Grants Commission
6	A statement of the categories of documents that are held by it or under its control;	College makes Annual Report every year, this report is published by BHU's Annual Report, Admission brochures is also published by the College.
7	The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation	<ol style="list-style-type: none"> <li>1. The governing body of the college namely Arya Vidya Sabha Kashi comprise of eminent people from various sections of the society and representative of public who directly participates in the affairs of the college.</li> <li>2. Under the IQAC eminent people of the society participates in the affairs of the college</li> </ol>

	of its policy or implementation thereof;	
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;	There are various committees constituted for the internal management of the college. If there is any issue/query/requirement one may consult to the Grievance and Redressal of the college.
9	A directory of its officers and employees;	Available on the official website of the College
10	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;	The monthly remuneration received by each of its officers and employees are as per the recommendation of the Seventh Central Pay Commission.
11	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;	The budget allocation of the college is maintained by the UGC
12	The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;	No such information available
13	Particulars of recipients of concessions, permits or authorizations granted by it;	Concessions as per directives of the University Grants Commission/MHRD/GOI are granted by the college to all concerned in admissions and appointments. Reservation in appointments and admission are being given to backward classes and others as per directive of the Govt. of India. A separate Cell has been constituted to monitor the reservations in the University.
14	Details in respect of the information, available to or held by it, reduced in an electronic form;	The admission test results for various courses, procedure of admissions, curriculum structure, fee structure, results, application forms for appointment are available on <a href="http://www.davpgcvns.ac.in">www.davpgcvns.ac.in</a> . All necessary information about the College is available at the College website. Efforts are being made to provide more and more information on this site.
15	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;	All-important notices and circulars issued by the College are placed on the Notice Boards of the College. The syllabus of various courses in the College can be obtained from the official website of the Banaras Hindu University. For any information of general nature, one may contact the administrative of the college and 9453666088 can also be contacted.
16	The names, designations and other particulars of the Public Information Officers;	Transparency Officer : Prof. V. K. Kumra CPIO : Dr. Sameer Kumar Pathak ACPIO : Dr. Akhilendra Kumar Singh Appellate Authority : Dr.S.D Singh (Principal)
17	Such other information as may be prescribed, and thereafter update these publications every year;	Information are been supplied to the citizens through application under RTI Act 2005.

