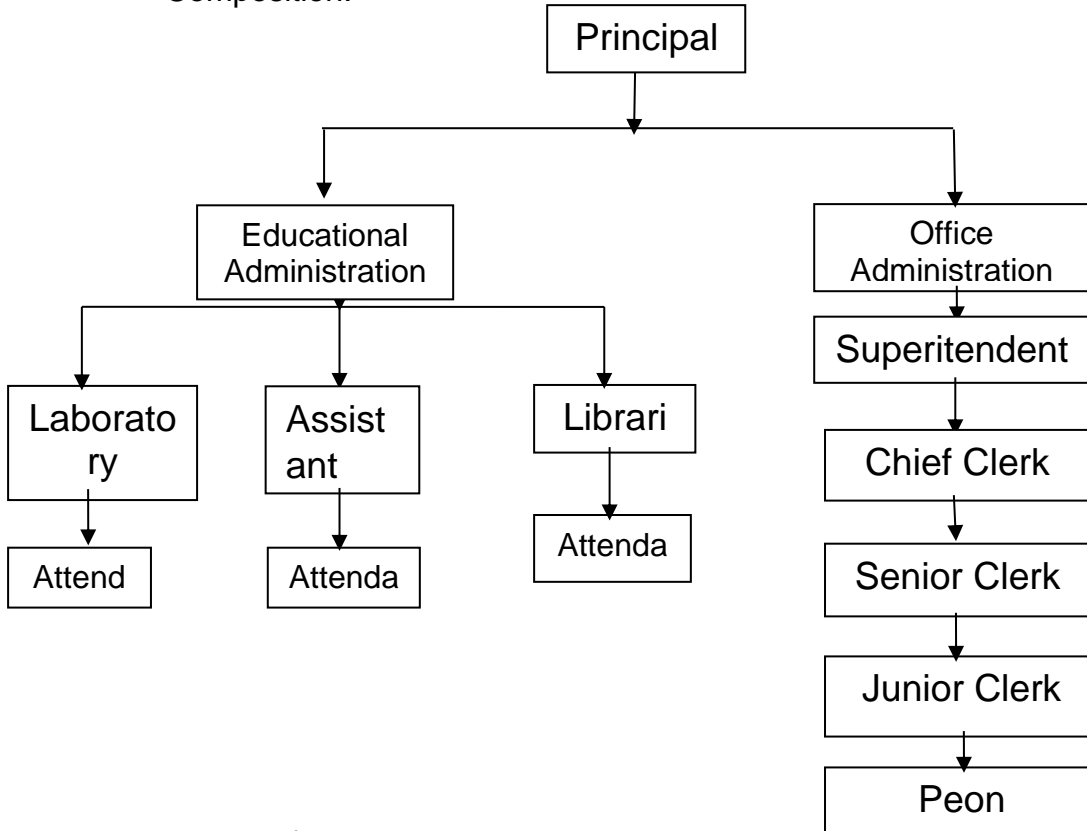


Shri Saibaba Sansthan Trust, Shirdi.
Shri Saibaba College, Shirdi.

Section 4 of the Right to Information Act: Restrictions on Public Authority: As per section no. 4 (1):-

Point no. 1: Details of composition, functions and duties

- Composition: -



- Details of Functions and Duties:-

01	Name of the Department	Shri Saibaba College, Shirdi.
02	Address	A/P. Shirdi, Tal. Rahata, Dist. Ahmednagar 423109
03	Head of the Office	I/C Principal
04	This office is subordinate to which department	Shri Saibaba Sansthan Trust, Shirdi.
05	To which office the report of Functions has been submitted	Chief Executive Officer , Shri Saibaba Sansthan Trust, Shirdi.
06	Academic Place	Shirdi Campus Educational Property of Shri Saibaba Sansthan Trust, Shirdi.
07	Mission	To provide higher education facilities to the students.
08	Goal / Policy	To make continuous efforts to provide better service facilities to the students.
09	Office hours and telephone number	Working hours: 9.00 am to 1.30 pm, 2.00 pm to 5.00 pm

10	Weekly Holiday	Sunday
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Point no. 2:- Rights and duties of officers and employees: -

Sr. No.	Designation	No. of existing post(s)	General Duties
01	I/C Principal	01	To work as head of the department.
02	Assistant Professor	30 (24 Gents and 06 Ladies)	To teach the students.
03	Librarian.	01	Facilitate the supply of books to students.
04	Physical Director	01	To teach the students sports and other related activities.
05	Clerk Typists.	02 Permanent and 01 Skilled on Contract Basis	To complete the work prescribed by the principal / administration.
06	Attendant	05 Permanent	To complete the work prescribed by the principal / administration/ teachers/ and clerk typists.
07	Laboratory Attendants		To exchange materials in the laboratory.

Point no. 3: - Procedures to be followed in the decision making process as well as supervision and accountability systems: -

As per the demand of Hon'ble Chairman, Hon'ble Chief Executive Officer, Hon'ble Deputy Chief Executive Officer, Government Officers as well as Shirdi villagers, the proposal to increase the number of class units in the educational institution can be submitted through Hon'ble Chief Executive Officer and approved by the Management Committee.

Point no. 04: - Standards set by them to carry out the work: - Absolute

Point no. 05: - Rules, regulations and records of rules and regulations they have or are under their control or used by this staff to carry out their work: -

All the functions are carried out under Shri Saibaba Sansthan Trust Act, 2004.

Point no. 06: - Details of the category of documents they hold or control:

Documents are submitted to the records room from time to time as per the prescribed category.

Point no. 07: - To consult with people or to make statements regarding the formulation or implementation of the policy: -

By advertisement in the newspaper and on the website of the trust

Point no. 08: - Details of boards, councils, committees and other criteria consisting of two or more persons constituted as part

of an organization or for the purpose of counselling, and meetings of those boards, councils, committees and

criteria are open to the public or not or the proceedings of such meetings are available or not:

Except for the most important decisions, the proceedings are available to the public with the permission of the superiors.

Point no. 09: - Directory of Officers and Employees of Shri Saibaba College.

Sr. No.	Designation	Name of Officer/ Employee	Contact No.
1	I/C Principal	Shri Vikas Mahadev Shivgaje	9422737236
2	Asst. Professor	Shri Nanasaheb Bhanudas Sadaphal	9657235885
3	Asst. Professor	Shri Ganesh Macchindra Kunjir	9890417511
4	Asst. Professor	Shri Manoj Gotiram Kundhare	9921962429
5	Asst. Professor	Shri Dipak Babasaheb Patare	9689199794
6	Asst. Professor	Shri Nanasaheb Trimbak Gunjal	7066214620
7	Asst. Professor	Shri Shreyas Sambhajirao Pansambal	9860388170
8	Asst. Professor	Shri Nitin Raosaheb Pawase	9096690800
9	Asst. Professor	Shri Namdev Ramnath More	9309176149
10	Asst. Professor	Shri Vikas Bhanudas Bawake	9960556966
11	Asst. Professor	Shri Ganesh Bhanudas Magar	8329653113
12	Asst. Professor	Shri Charudatta Uttam Shinde	7741006245
13	Asst. Professor	Shri Vikas Suryabhan Bhand	9561334045
14	Asst. Professor	Shri Mubeen MohammadSalim Shaikh	9527297866
15	Asst. Professor	Shri Ganesh Ramchandra Bhand	9881889166
Sr. No.	Designation	Name of Officer/ Employee	Contact No.
16	Asst. Professor	Shri Sagar Sambhaji Thosar	7276203998
17	Asst. Professor	Smt. Yogita Arun Kopate	9767812055
18	Asst. Professor	Shri Prabhakar Rajendra Gandule	7709284523
19	Asst. Professor	Shri Santosh Bhimraj Autade	9922526528
20	Asst. Professor	Smt. Sunita Sakhahari Waditake	9623078849
21	Asst. Professor	Shri Balasaheb Gangadhar Autade	9356874285
22	Asst. Professor	Shri Shivnath Ashok Takte	9595687764
23	Asst. Professor	Shri Babasaheb Sakharam Bhujade	9767589174
24	Asst. Professor	Smt. Sonali Ramdas Hardas	9657636750
25	Asst. Professor	Smt. Swapnali Ramesh Khandare	9158577735
26	Asst. Professor	Smt. Shital Arvind Dharam	9096590741
27	Asst. Professor	Shri Rajendra Rambhau Kale	8208950785
28	Asst. Professor	Shri Amol Zumber Kachare	8087502752
29	Asst. Professor	Shri Vijay Rajendra Sonawane	9970385917
30	Asst. Professor	Smt. Panchfula Ramrao Bodake	9766828588
31	Asst. Professor	Shri Shivaji Gorakshanath Dhokane	9673800080
32	Physical Director	Shri Vikram Damodar Satpute	9970801937
33	Librarian	Smt. Rajshri Sunil Nikam	9561381920
34	Clerk-Typist	Shri Rajendra Yashwantrao Kote	9767918073
35	Clerk- Typist	Shri Dinesh Dilip Kanade	9518512948
36	Clerk (Contractual)	Parveen Ismail Inamdar	9373810773
37	Attendant	Shri Ramnath Hariram Kasar	9767057599
38	Attendant	Shri Sudam Yashwant Kalekar	9763562384
39	Attendant	Shri Sunil Baburao Jejurkar	9518596995
40	Attendant	Shri Pravin Bhagwan Paik	8668565727

41	Attendant	Shri Ankush Changdev Barhate	7775006116
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Point no. 10: - The monthly salary of each officer and employee, as well as the method of compensation as provided in the exchange policy of authority.

Sr. No.	Name of Officer/ Employee	Designation	Basic salary	DA	House rent	TA	Special allowance
1	Shri Vikas Mahadev Shivgaje	I/C Principal	87,400/-	33212/-	7,866/-	---	1,498/-
2	Shri Nanasaheb Bhanudas Sadaphal	Asst. Professor	22,000/- Honorarium	---	---	---	---
3	Shri Ganesh Macchindra Kunjir	Asst. Professor	22,000/- Honorarium	---	---	---	---
4	Shri Manoj Gotiram Kundhare	Asst. Professor	22,000/- Honorarium	---	---	---	---
5	Shri Dipak Babasaheb Patare	Asst. Professor	21,000/- Honorarium	---	---	---	---
6	Shri Nanasaheb Trimbak Gunjal	Asst. Professor	21,000/- Honorarium	---	---	---	---
7	Shri Shreyas Sambhajirao Pansambal	Asst. Professor	21,000/- Honorarium	---	---	---	---
8	Shri Nitin Raosaheb Pawase	Asst. Professor	21,000/- Honorarium	---	---	---	---
9	Shri Namdev Ramnath More	Asst. Professor	21,000/- Honorarium	---	---	---	---
10	Shri Vikas Bhanudas Bawake	Asst. Professor	21,000/- Honorarium	---	---	---	---
11	Shri Ganesh Bhanudas Magar	Asst. Professor	21,000/- Honorarium	---	---	---	---
12	Shri Charudatta Uttam Shinde	Asst. Professor	21,000/- Honorarium	---	---	---	---
13	Shri Vikas Suryabhan Bhand	Asst. Professor	21,000/- Honorarium	---	---	---	---
14	Shri Mubeen MohammadSalim Shaikh	Asst. Professor	21,000/- Honorarium	---	---	---	---
15	Shri Ganesh Ramchandra Bhand	Asst. Professor	21,000/- Honorarium	---	---	---	---
16	Shri Sagar Sambhaji Thosar	Asst. Professor	21,000/- Honorarium	---	---	---	---
17	Smt. Yogita Arun Kopate	Asst. Professor	20,000/- Honorarium	---	---	---	---
18	Shri Prabhakar Rajendra Gandule	Asst. Professor	20,000/- Honorarium	---	---	---	---
19	Shri Santosh Bhimraj Autade	Asst. Professor	20,000/- Honorarium	---	---	---	---
20	Smt. Sunita Sakhahari Waditake	Asst. Professor	20,000/- Honorarium	---	---	---	---
21	Shri Balasaheb Gangadhar Autade	Asst. Professor	20,000/- Honorarium	---	---	---	---
22	Shri Shivnath Ashok Takte	Asst. Professor	20,000/- Honorarium	---	---	---	---
23	Shri Babasaheb Sakharam Bhujade	Asst. Professor	20,000/- Honorarium	---	---	---	---
24	Smt. Sonali Ramdas Hardas	Asst. Professor	20,000/- Honorarium	---	---	---	---

25	Smt. Swapnali Ramesh Khandare	Asst. Professor	20,000/- Honorarium	---	---	---	---
26	Smt. Shital Arvind Dharam	Asst. Professor	20,000/- Honorarium	---	---	---	---
27	Shri Rajendra Rambhau Kale	Asst. Professor	20,000/- Honorarium	---	---	---	---
28	Shri Amol Zumbar Kachare	Asst. Professor	20,000/- Honorarium	---	---	---	---
29	Shri Vijay Rajendra Sonawane	Asst. Professor	20,000/- Honorarium	---	---	---	---
30	Smt.Panchfula Ramrao Bodake	Asst. Professor	20,000/- Honorarium	---	---	---	---
31	Shri Shivaji Gorakshanath Dhokane	Asst. Professor	20,000/- Honorarium	---	---	---	---
32	Shri Vikram Damodar Satpute	Physical Director	20,000/- Honorarium				
33	Smt.Rajshri Sunil Nikam	Librarian	20,000/- Honorarium				
34	Shri Rajendra Yashwantrao Kote	Clerk-Typist	43,600/-	14,824/-	3,924/-	2,700/-	---
35	Shri Dinesh Dilip Kanade	Clerk-Typist	30,200/-	10,268/-	2,718/-	---	
36	Parveen Ismail Inamdar	Clerk (Contractual)	21,937/- (As per mini. wage rate)	---	---	---	---
37	Shri Ramnath Hariram Kasar	Attendant	22,100/-	7,514/-	1,989/-	675/-	---
38	Shri Sudam Yashwant Kalekar	Attendant	22,100/-	7,514/-	1,989/-	675/-	---
39	Shri Sunil Baburao Jejurkar	Attendant	22,100/-	7,514/-	1,989/-	675/-	---
40	Shri Pravin Bhagwan Paik	Attendant	15,000/- Fixed Pay	---	---	---	---
41	Shri Ankush Changdev Barhate	Attendant	15,000/- Fixed Pay	---	---	---	---

Point no. 11: - Details of all schemes, budgets assigned to each of your agencies showing the proposed expenditure and report of the amounts disbursed.

Budget 2021-2022

Sr.No.	Details	Original revised budget
01	Staff salary / honorarium allowance and incidental expenses	1,00, 00, 000/-
02	Expenses on contractual employees	5, 00, 000/-
03	Expenses on Laboratory	7, 00, 000/-

04	Expenses on furniture	5,00,000/-
05	Expenses on Library	5,00,000/-
06	Expenses on Computers and Xerox	3,00,000/-
07	Expenses on internet	30,000/-
08	University fees and other incidental expenses	10,00,000/-
09	Travelling Allowance	40,000/-
10	Expenses on General Printing	2,00,000/-
11	Other academic expenses	1,50,000/-
12	Expenses on lectures/ speeches	50,000/-
13	Sports equipment and incidental expenses	1,00,000/-
14	Expenses on Annual gathering	50,000/-
15	Minor expenses/ miscellaneous	1,00,000/-
16	Petty Cash	30,000/-
17	Permanent Staff salary	73,37,000/-
Total		2,15,75,000/-

Point no. 12: - Procedure for implementation of the financial assistance program as well as details of the amount allocated and the
Benefit Officer of the program

: - Absolute

Point no. 13: -Details of persons to whom concession licenses or letters of authorization have been issued

: - Absolute

Point no. 14: -Details relating to the information available or possibly available to it in electronic form

: - Absolute

Point no. 15: -Details of facilities available to the citizens for obtaining information as well as working hours of the library or reading room being run for public use.

: - Absolute

Point no. 16: -Names of the Public Information Officers and other details

(1) Public Information Officer

Sr. No.	Name of the Public Information Officer	Designation	Telephone No.
01	Shri Vikas Mahadev Shivgaje	I/C Principal	02423-259633

(2) Assistant Public Information Officer

Sr. No.	Name of the Assistant Public Information Officer	Designation	Telephone No.
01	Shri Rajendra Yashwantrao Kote	Clerk-Typist	02423-259626
02	Shri Dinesh Dilip Kanade	Clerk-Typist	

(3) First Appellate Authority

Sr. No.	Name of the First Appellate Authority	Designation	Telephone No.
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01	Shri Dilip Tryambak Ugale	Administrative Officer	02423-258707
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Point no. 17: - Other information to be prescribed.
: - Absolute

(Vikas Shivgaje)
I/C Principal,
Shri Saibaba College, Shirdi.

(Dilip Ugale)
Administrative Officer,
Shri Saibaba Sansthan Trust, Shirdi.