



**Late Rajkamalji Bharti Arts, Commerce and Smt. Sushilabai R. Bharti Science College Arni, Dist.Yavatmal**

*Affiliated to Sant Gadge Baba Amravati University, Amravati  
NAAC Accredited (First Cycle)*

**Dr. Kirantai S. Bharti**  
*President*

**Adv. Siddharth S. Bharti**  
*Secretary*

**Dr. N. A. Pistulkar**  
*Principal*

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Ref. No. : LRB/ /

**Declaration Under RTI Act**

**❖ Procedure for obtaining information under the right to information act, 2005**

Any citizen of India can obtain the information required by him by making a request under his / her signature addressed to the Information Officer, Late Rajkamalji Bharti Arts, Commerce and Smt. Sushilabai R. Bharti Science College Arni, Dist.-Yavatmal 445103 on a plain paper enclosing therewith requisite fee.

The application for obtaining Information section 6(1) of RTI act must be accompanied by prescribed application fee of Rs 10 drawn in the form of postal order or bank demand draft in favour of 'Principal, Late Rajkamalji Bharti Arts, Commerce and Smt. Sushilabai R. Bharti Science College Arni, Dist.- Yavatmal, payable at Arni or by affixing court fee stamp of Rs 10/- The fee is exempt in case of applicant below poverty line, for which necessary certificate should be attached.

The applicant shall be informed of the additional fees, if required to be deposited by him / her, for the information sought and information shall be furnished after the deposit of the additional fee by the applicant. In case the Requester does not receive a decision within the time specified in section 7 of the RTI act or is aggrieved by decision of the Information Officer, as the case may be, he may, within thirty days from the expiry of such period from the receipt of such a decision, can prefer an appeal to the Appellate Authority for Redressal of the grievance.

**Name and Address of Information Officer**

**Dr. Dhananjay P. Deshmukh,**

Information Officer,

Late Rajkamalji Bharti Arts, Commerce and Smt. Sushilabai R. Bharti Science College Arni,  
Dist.-Yavatmal 445103

**Name and Address of Appellate Authority**

**Principal Dr. Nivrutti A. Pistulkar**

Appellate Authority,

Principal, Late Rajkamalji Bharti Arts, Commerce and Smt. Sushilabai R. Bharti Science College

Arni, Dist.-Yavatmal 445103

**Information required to be furnished under section 4(1)(b) of RTI Act**

**The particulars of organisation, functions and duties**

- The organisation is under overall control of Shri Datta Prasadik Shikshan Prasarak Mandal, Arni, Dist-Yavatmal. The college is under administrative control of Principal.

**The powers and duties of its officers and employees**

- The powers are as specified in Maharashtra Public University Act.

**The procedure followed in the decision making process, including channels of supervision and accountability**

- Powers have been delegated to various authorities and periodic reporting system is in place.

**The norms set by it for the discharge of its functions**

- Powers are delegated based on grade of each authority.

**The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions**

- Formal rules have not been made. However, overall control is maintained by College Development Committee (CDC) and IQAC Committee of College.

**A statement of the categories of documents that are held by it or under its control**

- Records and Registers required for audit purposes and as per requirements of Sant Gadge Baba Amravati University, Amravati.

**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;**

- Discussions are held through College Students Alumni Association and Parents Meetings

**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;**

- Given separately on this website.

A directory of its officers and employees;

- Given separately on this website.

The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;

- Annual Budget is prepared.

The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;

- Informal arrangements have been made.

Particulars of recipients of concessions, permits or authorisations granted by it;

- As per Government of Maharashtra policies.

Details in respect of the information, available to or held by it, reduced in an electronic form;

- Students related information is available on the website [www.smdb.ac.in](http://www.smdb.ac.in)

The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for use;

- Library room available between 7:30 AM to 3:30 PM for use.

Such other information as may be prescribed;

- Given on the website [www.smdb.ac.in](http://www.smdb.ac.in)

