



**BIKANER TECHNICAL UNIVERSITY, BIKANER**  
**बीकानेर तकनीकी विश्वविद्यालय, बीकानेर**  
(Aligning with 21<sup>st</sup> Century: The Century of Consciousness)



**Civil Engineering Department**

17 Point Pro-active Disclosure Under Section 4(1) (b) of RTI Act. 2005

S. No.	Contents	Reply
1.	Aims and objectives of the Organization	University College of Engineering and Technology (UCET) Bikaner is constituent college of Bikaner Technical University (BTU). Before becoming constituent college of BTU, it was known as College of Engineering and Technology (CET). It was established in 2007, as an autonomous body of Govt. of Rajasthan. Bikaner Technical University was established in 2017 and soon after that UCET became its constituent college.
	Mission /Vision	<p>Mission</p> <ul style="list-style-type: none"><li>• Inculcate the fundamentals of Science and Technology in the field of Civil Engineering.</li><li>• Pursuit lifelong learning Technical and Managerial qualities by developing critical and problem solving abilities.</li><li>• Bring up new Ideas, Creativity and Innovation by putting Industry, Academia and Research altogether on a common platform.</li></ul> <p>Vision</p> <p>To create an environment for enhancing Entrepreneur and Professional skills with new ideas and Innovation in the field of civil engineering for the betterment of the Mankind at Global Platform.</p>
	Brief History and background of its establishment.	Department of Civil Engineering at UCET, Bikaner was established in 2007 and offers degree in undergraduate, post graduate & doctoral programme. B.Tech: Civil Engineering (90 Seats) M. Tech: Geotechnical Engineering (18 Seats)
	Organization Chart	There are four regular faculty members in the department. Details of each are available at <a href="http://cet-gov.ac.in/web/department/civil?ref=header#undefined3">http://cet-gov.ac.in/web/department/civil?ref=header#undefined3</a>



**BIKANER TECHNICAL UNIVERSITY, BIKANER**  
**बीकानेर तकनीकी विश्वविद्यालय, बीकानेर**  
(Aligning with 21<sup>st</sup> Century: The Century of Consciousness)



	Other details of administration are available at <a href="https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf">https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf</a>
Allocation of Business	Business entrusted to department by State government. / University from time to time.
Duties to be performed to achieve the Mission	Department's prime objective is imparting quality education. Program Educational Outcomes are: <ul style="list-style-type: none"><li>• To create an ambiance for developing technical knowledge in the area of Civil Engineering and Technology.</li><li>• To explore the fundamental and experimental knowledge, new ideas and innovation to overcome the global problems.</li><li>• To pursue a lifelong learning, professional values, leadership qualities and to tackle the challenging problems of the industry.</li></ul>
Details of service rendered	The comprehensive course curriculum and intensive practical training enables students to take on the challenges of broad ranging roles in various departments across a wide spectrum of industries.
Citizen interaction	As enunciated in BTU Act. 2018 and the rules framed there under.
Postal Address of the main Office	Civil Engineering Department Bikaner Technical University, University College of Engineering & Technology Campus, RIICO Karni Industrial Area, Pugal Road, Bikaner -334004
Map of Office Location	This department is functioning at the Bikaner Technical University, University College of Engineering & Technology Campus.
Working Hour (both for office and public)	10 A.M to 5 P.M (both for office and public)
Public Interaction, if any	Whenever required as per law.
Grievance / Redressal mechanism.	Registrar and Higher authorities as per BTU act.



**BIKANER TECHNICAL UNIVERSITY, BIKANER**  
**बीकानेर तकनीकी विश्वविद्यालय, बीकानेर**  
(Aligning with 21<sup>st</sup> Century: The Century of Consciousness)



2.	Powers and Duties of Officer and employees (Section 4(1)(b)(ii))	The powers, functions and duties performed by the faculties and staff as per BTU act. <a href="https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf">https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf</a>
3.	Procedure followed in decision –making process (Section 4(1)(b)(iii))	The Hon'ble Vice chancellor, Registrar, FO, Deans, Principal and Head of the various departments are delegated with power to act as administrators of their respective field as per BTU act. <a href="https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf">https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf</a>
4.	Norms set for the discharge of functions (Section 4(1)(b)(iv))	As per BTU act. <a href="https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf">https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf</a>
5.	Rules, regulations, instructions, manuals and records for discharging functions (Section 4(1)(b)(v))	As per BTU act. <a href="https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf">https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf</a>
6.	A statement of the categories of documents that are held by it for under its control (Section 4(1)(b)(vi))	Various administrative approvals and documents Stock registers Manual of laboratories Attendance & marks records Besides, different files and registers are maintained from time to time as per requirement.
7.	Particular 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 (Section 4(1)(b)(vii))	As per BTU act. <a href="https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf">https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf</a>
8.	A statement of Boards, council, committees and other bodies constituted (Section 4(1)(b)(viii))	Information is available at <a href="https://www.btu.ac.in/home/BOM-Academic-Council116">https://www.btu.ac.in/home/BOM-Academic-Council116</a> & as per BTU act. <a href="https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf">https://btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf</a>



**BIKANER TECHNICAL UNIVERSITY, BIKANER**  
**बीकानेर तकनीकी विश्वविद्यालय, बीकानेर**  
(Aligning with 21<sup>st</sup> Century: The Century of Consciousness)



9.	Directory of Officers and employees (Section 4(1)(b)(ix))	The Directory of Officer and employees are as follows: <table border="1"><thead><tr><th>S. No.</th><th>Name</th><th>Designation</th></tr></thead><tbody><tr><td>1.</td><td>Ms Akshita Choudhary</td><td>Head</td></tr><tr><td>2.</td><td>Dr Pratibha Choudhary</td><td>Assistant Professor</td></tr><tr><td>3.</td><td>Mrs Karanjeet Kaur</td><td>Assistant Professor</td></tr><tr><td>4.</td><td>Mr Natwar Singh</td><td>Assistant Professor</td></tr></tbody></table>	S. No.	Name	Designation	1.	Ms Akshita Choudhary	Head	2.	Dr Pratibha Choudhary	Assistant Professor	3.	Mrs Karanjeet Kaur	Assistant Professor	4.	Mr Natwar Singh	Assistant Professor
S. No.	Name	Designation															
1.	Ms Akshita Choudhary	Head															
2.	Dr Pratibha Choudhary	Assistant Professor															
3.	Mrs Karanjeet Kaur	Assistant Professor															
4.	Mr Natwar Singh	Assistant Professor															
10.	The monthly remuneration received by each of the officers and employees, including the system of compensation as provided in the regulations (Section 4(1)(b)(x))	The monthly remuneration received by the employees is as per the 6th & 7th Pay Commission issued by Govt.															
11.	The Budget allocated to each agency (Section 4(1)(b)(xi))	The Budget Allocation for this section is maintained at the Account section, UCET and governed by the FC of BTU.															
12.	The manner of execution of subsidy programme (Section 4(1)(b)(xii))	No such information is available.															
13.	Particulars of recipients of concessions, permits or authorizations granted (Section 4(1)(b)(xiii))	Such particulars are not maintained by department.															
14.	Information available in an electronic form	Most information related to this department and governing bodies are available at <a href="http://cet-gov.ac.in/web">http://cet-gov.ac.in/web</a> <a href="https://www.btu.ac.in/">https://www.btu.ac.in/</a> Steps are being taken for availability of all information in electric form.															
15.	Particulars of facilities available to citizens for obtaining information (Section 4(1)(b)(xv))	Information is being supplied to the citizens through application under RTI Act. 2005 through the PIO, i.e Registrar, BTU.															



**BIKANER TECHNICAL UNIVERSITY, BIKANER**  
**बीकानेर तकनीकी विश्वविद्यालय, बीकानेर**  
**(Aligning with 21<sup>st</sup> Century: The Century of Consciousness)**



16.	Name designation and other particulars of public information officer (Section 4(1)(b)(xvi))	Public Information Officer / Registrar, BTU Bikaner Technical University, University College of Engineering & Technology Campus, RIICO Karni Industrial Area, Pugal Road, Bikaner -334004
17.	Other information as may be prescribed, complied, collected and provided in the form of manual from time to time	No such information is available.

Head of the department  
Civil Engineering Department  
Bikaner Technical University, Bikaner