



Central Library

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>Vision:</p> <p>The Vision of the Central Library is to serve as one of the leading libraries of technical institutes. The aim is to provide seamless access of information in the field of science & technology to the users of Bikaner Technical University in a networked environment.</p> <p>Mission:</p> <p>The Library's mission is to provide the BTU user community with access to rich and relevant information resources to support their academic and research activities.</p>
	Brief History and background of its establishment.	Central Library is catering its role of powerful knowledge and resource center from the day of institute's establishment. Library is continuously adding updated learning resources to help stakeholders and academic departments to achieve their goals.
	Organization Chart	Library Coordinator: Mr. Madan Lal, Asst. Prof.(ME) Co-coordinators: Dr. Preeti Pareek, Asst. Prof. (HEAS) Mr. Jai Bhaskar, Asst. Prof. (CSE) Staff: (Through manpower agency) Mr. Bheemraj



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		Mr. Vijendra Singh Mrs. Ranjana Devi
Allocation of Business		Business entrusted to department by State government. / University from time to time.
Duties to be performed to achieve the Mission		Library's prime objective is to provide quality learning resources to its stakeholders. Library provide a comprehensive teaching-learning environment for students, faculty and staff. It is ensured to make ease of availability of library resources to its stakeholders.
Details of service rendered		The Library provides the access to rich and relevant information resources to support academic and research activities of user community.
Citizen interaction		As enunciated in BTU Act. 2018 and the rules framed there under.
Postal Address of the main Office		Central Library 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)		9 A.M to 5 P.M (both for office and public)
Public Interaction, if any		Whenever required as per law.
Grievance / Redress mechanism.		Registrar and Higher authorities as per BTU act.
2	Powers and Duties of	The powers, functions and duties performed by the faculties



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	Officer and employees (Section 4(1) (b)(ii))	and staff is as per BTU act. https://www.btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf
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 departments are delegated with power to act as administrators of their respective field as per BTU act. https://www.btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf
4	Norms set for the discharge of functions (Section 4(1)(b)(iv))	As per BTU act. https://www.btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf
5	Rules, regulations, instructions, manuals and records for discharging functions (Section 4(1)(b)(v))	As per BTU act. https://www.btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf
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/Accession registers, Issue –Return Register, Visitor Register Besides, different files and registers are maintained from time to time as per requirement.
7	Particular of any arrangement that exits 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. https://www.btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf



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8	A statement of Boards, council, committees and other bodies constituted (Section 4(1)(b)(viii))	Information is available at https://www.btu.ac.in/home/BOM-Academic-Council116 and as per BTU act. https://www.btu.ac.in/home/saisupport/Images/Media/BTU-Act-29-2017.pdf																					
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>Mr. Madan Lal</td><td>Coordinator</td></tr><tr><td>2.</td><td>Dr Preeti Pareek</td><td>Co-Coordinator</td></tr><tr><td>3.</td><td>Mr Jai Bhaskar</td><td>Co-Coordinator</td></tr><tr><td>4.</td><td>Mr. Bheemraj</td><td>Library Staff</td></tr><tr><td>5</td><td>Mr. Vijendra Singh</td><td>Library Staff</td></tr><tr><td>6</td><td>Mrs. Ranjana Devi</td><td>Peon</td></tr></tbody></table>	S. No	Name	Designation	1.	Mr. Madan Lal	Coordinator	2.	Dr Preeti Pareek	Co-Coordinator	3.	Mr Jai Bhaskar	Co-Coordinator	4.	Mr. Bheemraj	Library Staff	5	Mr. Vijendra Singh	Library Staff	6	Mrs. Ranjana Devi	Peon
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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))	As per state govt/university rules for corresponding category of employees.																					
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.																					



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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 http://cet-gov.ac.in/ https://www.btu.ac.in/ 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 are being supplied to the citizens through application under RTI Act. 2005 through the PIO, i.e Registrar, BTU.
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.

Library Coordinator

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UCET, Bikaner Technical University,
Bikaner