

Sr. No.	Laboratory In-charge	Officer in charge/Supporting charge
1	1) Computer Lab	Shri S. R. Ahirkar
	2) Electrical Machine Lab	Shri P. V. Kamble
	3) Basic Electrical Lab	Shri S. H. Sute
	4) Measurement Lab	Shri K. N. Potode
2a	Electrical Maintenance (Boys & Girls Hostel)	Shri S. R. Ahirkar Shri R. D. Pisode
2b	Electrical Maintenance (Main building & Workshop)	Shri R. S. Dhabarde Shri R. D. Pisode
3	Electrical Bills	Shri R. S. Dhabarde Shri P. V. Kamble Shri R. D. Pisode
4	Time Table	Shri S. R. Ahirkar
5	Practical Exam	Shri S. R. Ahirkar Shri R. S. Dhabarde
6	Industrial Visit / Inplant training	Shri S. H. Kamble Shri S. H. Sute
7	Expert Lecture	Mrs. K. M. Gaidhane & All Staff
8	Technical Event & Student Chapter (IEI)	Mrs. K. M. Gaidhane
9	Equipment Purchase , Maintenance & Write off	Shri V. A. Wararkar Shri K. N. Potode Shri N. H. Adkine
10	MIS, AICTE approval & MHRD related activities	Shri S. H. Sute
11	Civil Related work letter Correspondence & Follo up	Shri S. H. Sute Shri N.D. Tembhurne
12	Project Proposal for funding	Shri N. H. Adkine Shri P. V. Kamble
13	Gauidance, Counselling, Grievances of students	Shri V. A. Wararkar & All Faculty
14	NBA & Academeic Co-ordinator	Shri N. H. Adkine Shri P. V. Kamble Shri R. S. Dhabarde
15	Revenue Generation	Shri V. A. Wararkar Shri N. H. Adkine Shri R. S. Dhabarde
16	Alumini Data	Shri S. H. Sute Shri S. R. Ahirkar
17	Parent – Teacher Meeting	Shri P. V. Kamble Shri R. S. Dhabarde Shri S. H. Sute
18	RTI Act-2005	Shri S. H. Sute
19	Class In-Charge 1) Third Year 2) Second Year 3) First Year	Shri P. V. Kamble Shri R. S. Dhabarde Mr. S. H. Sute
20	Class Room Maintenance & Cleaning of Department	Shri. N. D. Tembhurne Shri R. D. Pisode Shri Keshav M. Warkade
21	Extra Curricular Activity	Mrs. K. M. Gaidhane
22	Project	Mrs. K. M. Gaidhane