

GFSU

NAAC Accredited 'A' Grade



Gujarat Forensic
Sciences University
Knowledge | Wisdom | Fulfilment

Gujarat Forensic Sciences University

Pro-Active Disclosure under Right to Information Act, 2005

Gujarat Forensic Sciences University

Proactive Disclosure under Section 4 (1) (b) of the Right to Information Act, 2005

Manual I:

Section 4 (1) (b) (i): The particulars of organization, functions and duties:

Gujarat Forensic Sciences University is established by an Act of Gujarat Legislature (Gujarat Act No. 17 of 2008).

Name and Address of the Organization:

Gujarat Forensic Sciences University
Near DFS Head Quarter,
Sector – 9, Gandhinagar, Gujarat

The Gujarat Forensic Sciences University was established by the Government of Gujarat vide an Act No. 17 of 2008 passed by the Gujarat Legislative Assembly dated 30th September, 2008 with an objective of fulfilling the acute shortage against increasing demand of forensic experts in the country & the world. The main objective of the University to make the Criminal Justice Delivery System techno Savvy and it would help overcome the actual shortage of skilled manpower engaged in this field. It became functional from Feb, 2009 and was recognized by the University Grants Commission as a State University under Section 22 of the UGC Act 1956 to award degrees in May, 2011.

(A) The functions and duties are defined in Section 7 of the GFSU Act, 2008.

The major functions and duties are as follows:

- i. To administer and manage the University and to establish such institutes and centers for research, education and instructions as are necessary for the furtherance of the objects of the University.
- ii. To provide for instruction, training and research in such branches of knowledge or learning pertaining to forensic

science, behavioral science, technology and management in relation to civil and criminal laws, allied areas, prevention of crimes and rehabilitation of the victims;

- iii. To prescribe courses and curricula and provide for flexibility in the education systems and delivery methodologies including electronic and distance learning;
- iv. To hold examinations and confer degrees, diplomas or grant certificates and other academic distinctions or titles on persons subject to such conditions as the University may determine, and to withdraw or cancel any such degrees, diplomas, certificates, or other academic distinctions or titles in the manner as may be prescribed;
- v. To establish such special centers, specialized study centers or other units for research & development as are, in the opinion of the University, necessary for the furtherance of its objects;
- vi. To sponsor and undertake a research in all aspects of forensic science, behavioral science, technology and allied areas in relation to investigation, detection and prevention of crimes and rehabilitating the victim of crimes;
- vii. To collaborate or associate with any education institution with like or similar objects;
- viii. To develop and maintain linkages with educational or other institutions in any part of the world having objects wholly or partially similar to those of the University, through exchange of teachers, students and scholars and generally in such manner as may be conducive to their common objects;
- ix. To develop and maintain relationships with teachers, researchers and experts in the domains of investigation and detection of crimes and furthering the cause of

criminal justice system for achieving the objects of the University;

- x. To regulate the expenditure, manage the finance and to maintain accounts of the University;
- xi. To receive grants, subventions, subscriptions, donations and gifts for the purposes of the University and consistent with the objects for which the University is established and to enter into any agreement with the Central Government, the State Government, the University Grants Commission or other authorities or bodies for receiving any grants;
- xii. To receive funds from the industries or from any other sources as gifts, donations, benefactions or bequests and by transfers of movable and immovable properties for the purposes and objects of the University.

(B) University runs various courses under its three Institutes namely:-

- Institute of Forensic Science [\(click here\)](#)
- Institute of Research & Development [\(click here\)](#)
- Institute of Behavioral Science [\(click here\)](#)

(C) Functions of Board of Governors:-

- (i) to take decisions on question of policy relating to the administration and working of the University;
- (ii) to institute courses of study at the University;
- (iii) to make regulations;
- (iv) to consider and approve the annual report and the annual budget of the University for every financial year;

- (v) to invest moneys and funds of the University and to take decision on the recommendations of the Finance Committee;
- (vi) to publish or finance the publication of studies, treaties, books, periodicals, reports and other literature from time to time and to sell or arrange for the sale as it may deem fit;
- (vii) to create or abolish posts of teachers and officers and employees of the university;
- (viii) to appoint such committees as it considers necessary for the exercise of its powers and performance of its duties under this Act;
- (ix) to appoint Directors of the University;
- (x) to delegate any of its power to the Directors, Deans, Registrar or any other officer, employee or any authority of the University or to a committee appointed by it; and
- (xi) to exercise such other powers and perform such other functions as may be conferred or imposed upon it by or under this Act or the regulations, and such other powers for achieving the objects of the University.

(D) Functions of Academic Council:-

- (i) to exercise control over the academic policies of the University and be responsible for the maintenance and improvement of standards of instruction, education and evaluation in the University;
- (ii) to consider matters of general academic interest either on its own initiative or on a reference from the faculty of the University or the Board and to take appropriate action thereon;
- (iii) to recommend to the Board, such regulations as are consistent with this Act regarding the academic functioning of the University including discipline of students; and

- (iv) to exercise such other powers and perform such other duties as may be conferred or imposed upon it by the regulations.

(E) Functions of Finance Committee:-

- (i) to examine the annual accounts and annual budget estimates of the University and to advise the Board thereon;
- (ii) to review from time to time the financial position of the University;
- (iii) to make recommendations to the Board on all financial policy matters of the University;
- (iv) to make recommendations to the Board on all proposals involving raising of funds, receipts and expenditure;
- (v) to provide guidelines for investment of surplus funds;
- (vi) to make recommendations to the Board on all proposals involving expenditure for which no provision has been made in the budget or for which expenditure in excess of the amount provided in the budget needs to be incurred;
- (vii) to examine all proposals relating to the revision of pay-scales, upgradation of the scales and those items which are not included in the budget prior to placing before the Board; and
- (viii) to exercise such other powers and perform such other functions as may be conferred or imposed upon it by the regulations.

Manual ii:

Section 4(1) (b)(ii): The powers and duties of its officers and employees

The powers and duties of Director General:

1) The Director General shall have, subject to the provisions of this Act, power to cause an inspection or review to be made by such person or persons as he may direct, of the University, its buildings, hostels, libraries, equipments and systems and processes and of any institution or center maintained by the University, and also of the examinations, teaching, research and other work conducted or done by the University and to cause an Inquiry to be made in like manner in respect of any matter connected with the administration, academic affairs and finance of the University.

2) Without prejudice to the generality of the foregoing provisions, the Director General shall –

i. be the chief executive and academic officer of the University. He shall preside over the meetings of the Board, Academic Council and the Finance Committee;

ii. Ensure implementation of the decisions of the authorities of the University;

iii. be responsible for imparting of instructions and maintenance of discipline in the University; and iv. Exercise such other powers and perform such other duties as may be assigned to him by or under this Act or the regulations or as may be delegated to him by the Board or by the State Government.

3) Where any matter is of urgent nature requiring immediate action and the same cannot be immediately dealt with by the authority or body of the University empowered under this Act to deal with it, the Director General may take such action as he may deem fit and shall forthwith report the action so taken by him to the authority or body of the University who or which, in the ordinary course, would have dealt with matter: Provided that if such authority or other body is of the opinion that such action ought not to have

been taken by the Director General, it may refer the matter to the Board which may either confirm the action taken by the Director General or annul the same or modify it in such manner as it thinks fit, and thereupon the action shall cease to have effects or, as the case may be, shall take effect in such modified form so however such modification or annulment shall be without prejudice to the validity of anything previously done by or under the order of the Director General.

4) Where the exercise of the power by the Director General under sub-section (3) involves the appointment of any person, such appointment shall be confirmed by the competent authority empowered to approve such appointment in accordance with the provisions of this Act and the regulations, not later than six months from the date of order of the Director General, otherwise such appointment shall cease to have effect on the expiration of a period of six months from the date of order of the Director General.

The duties of Directors:

As per Section 22(2) of the GFSU Act, the directors shall assist the Director General in managing the academic, administrative and other affairs of the Institutes and shall exercise such powers and perform such functions as may be prescribed or entrusted to them by the Director General.

Duties of Registrar:

- (i) he shall be responsible for the custody of records, common seal, the funds, of the University and such other property of the University;
- (ii) he shall place before the Board and other authorities of the University; all such information and documents as may be necessary for transaction of its business;
- (iii) he shall be responsible to the Director General for the proper discharge of his functions;
- (iv) he shall be responsible for the administration of the University and conduct the examinations and make all

other arrangements necessary thereof and be responsible for the execution of all processes connected therewith;

- (v) he shall attest and execute all documents on behalf of the University;
- (vi) he shall verify and sign the pleadings in all suits and other legal proceedings by or against the University and all processes in such suits and proceedings shall be issued to and served on the Registrar; and
- (vii) he shall exercise such other powers and perform such other duties as may be assigned to him by or under this Act, the regulations or as may be delegated to him by the Board or the Director General.

Duties of Teaching Staff:

To take classes (theory and practical) under overall supervision of the respective Director and Head of the Department;

Such other duties and responsibilities as may be assigned by the University authority time to time.

Manual iii:

Section 4 (1) (b)(iii): The Procedure followed in the decision making, including channel of supervision and accountability

All decisions are taken in accordance with the provisions of the Gujarat Forensic Sciences University Act, 2008.

Copy of the Gujarat Forensic Sciences University Act, 2008 is available on the University website and can be accessed from here: [\(Click Here\)](#)

(A) Authorities of the University

- (i) Board of Governors
- (ii) the Academic Council
- (iii) the Finance Committee

(B) Officers of the University

- (i) The Director General
- (ii) The Director Research & Development
- (iii) The Directors
- (iv) The Deans
- (v) The Registrar
- (vi) such other persons in the service of the University as may be declared by regulations, to be the officers of the University.

Manual iv:

Section 4 (1)(b)(iv): The norms set by it for discharge of its function

The University discharges its functions in accordance with the GFSU Act, 2008.

Norms for discharging function:

(A)

1) The Director General shall have, subject to the provisions of this Act, power to cause an inspection or review to be made by such person or persons as he may direct, of the University, its buildings, hostels, libraries, equipments and systems and processes and of any institution or center maintained by the University, and also of the examinations, teaching, research and other work conducted or done by the University and to cause an Inquiry to be made in like manner in respect of any matter connected with the administration, academic affairs and finance of the University.

2) Without prejudice to the generality of the foregoing provisions, the Director General shall –

i. be the chief executive and academic officer of the University. He shall preside over the meetings of the Board, Academic Council and the Finance Committee;

ii. Ensure implementation of the decisions of the authorities of the University;

iii. be responsible for imparting of instructions and maintenance of discipline in the University; and iv. Exercise such other powers and perform such other duties as may be assigned to him by or under this Act or the regulations or as may be delegated to him by the Board or by the State Government.

3) Where any matter is of urgent nature requiring immediate action and the same cannot be immediately dealt with by the authority or body of the University empowered under this Act to deal with it,

the Director General may take such action as he may deem fit and shall forthwith report the action so taken by him to the authority or body of the University who or which, in the ordinary course, would have dealt with matter: Provided that if such authority or other body is of the opinion that such action ought not to have been taken by the Director General, it may refer the matter to the Board which may either confirm the action taken by the Director General or annul the same or modify it in such manner as it thinks fit, and thereupon the action shall cease to have effects or, as the case may be, shall take effect in such modified form so however such modification or annulment shall be without prejudice to the validity of anything previously done by or under the order of the Director General.

4) Where the exercise of the power by the Director General under sub-section (3) involves the appointment of any person, such appointment shall be confirmed by the competent authority empowered to approve such appointment in accordance with the provisions of this Act and the regulations, not later than six months from the date of order of the Director General, otherwise such appointment shall cease to have effect on the expiration of a period of six months from the date of order of the Director General.

(B) Directors of the Institute:

As per Section 22(2) of the GFSU Act, the directors shall assist the Director General in managing the academic, administrative and other affairs of the Institutes and shall exercise such powers and perform such functions as may be prescribed or entrusted to them by the Director General.

(C) Registrar:

As per Section 21(2) of the GFSU Act, 2008.

(D) Teaching Staff:

To take classes (theory and practical) under overall supervision of the respective Director and Head of the Department;

Such other duties and responsibilities as may be assigned by the University authority time to time.

Manual v:

Section 4 (1)(b)(v): The rules, regulations, instructions, manuals and records used by employees for discharging their functions.

List of rules, regulations, instructions, manuals and records used by employees for discharging their functions are as below:

- Presently, all the functions are discharged by Employees as per the provisions of the Gujarat Forensic Sciences University Act, 2008. ([Click here](#))
- Rules followed for recruitment of regular teaching staff like Assistant Professor, Associate Professor and Professor are as per UGC guidelines issued from time to time. ([Click here](#))
- Rules for maintaining discipline of students under the Institutes of the University. ([Click Here](#))
- Rules for Preventing Sexual Harassment ([Click here](#))
- Rules for Preventing ragging on the campus ([Click here](#))
- Rules for handling students' grievances ([Click here](#))

Regulations for Finance Committee

(1) The Finance Committee shall consist of the following members, namely:-

- (i) The Director General, who shall be the Chairman of the Committee;
- (ii) The Director of Research and Development;
- (iii) Two members of the Board (one of them shall be a Government nominee on the Board) to be nominated by the Board.
- (iv) The Directors of the University;

- (v) one expert in the field of finance, to be nominated by the Board;
- (vi) one professor, by rotation, to be nominated by the Board.

(2) The Registrar shall be the Secretary of the Committee.

(3) The term of office of the members nominated under clauses (v) and (vi) shall be three years.

(4) The Finance Committee shall exercise the following powers and perform the following functions, namely:-

- (i) to examine the annual accounts and annual budget estimates of the University and to advise the Board thereon;.
- (ii) to review from time to time the financial position of the University;
- (iii) to make recommendations to the Board on all financial policy matters of the University;
- (iv) to make recommendations to the Board on all proposals involving raising of funds, receipts and expenditure;
- (v) to provide guidelines for investment of surplus funds;
- (vi) to make recommendations to the Board on all proposals involving expenditure for which no provision has been made in the budget or for which expenditure in excess of the amount provided in the budget needs to be incurred;
- (vii) to examine all proposals relating to the revision of pay-scales, upgradation of the scales and those items which are not included in the budget prior to placing before the Board; and
- (viii) to exercise such other powers and perform such other functions as may be conferred or imposed upon it by the regulations.

Regulations for Academic Council

RAC 1: The Academic Council will ordinarily meet twice a year and at other times convened by the Director General.

RAC 2: The Faculties, Board of Studies and faculties of Doctoral Studies and Research shall report any matter, referred to them by the Academic Council.

RAC 3: The Academic Council of the University shall consist of the following members, namely:-

- (i) The Director General, who shall be the Chairman of the Academic Council;
- (ii) Two academicians or professionals, to be nominated by the Board;
- (iii) Two academicians or professionals in the field of forensic science, to be nominated by the Board;
- (iv) The Director of Research and Development;
- (v) The Directors of the University;
- (vi) One professor from each discipline of the University, by rotation, to be nominated by the Director General.

RAC 4: The Registrar shall be the Secretary of the Council.

RAC 5: The term of office of the members nominated under clauses (ii), (iii) and (vi) of sub-section (1) shall be three years.

RAC 6: Powers and Functions of the Academic Council:

- (i) to exercise control over the academic policies of the University and be responsible for the maintenance and improvement of standards of instruction, education and evaluation in the University;
- (ii) to consider matters of general academic interest either on its own initiative or on a reference from the faculty of the University or the Board and to take appropriate action thereon;

- (iii) to recommend to the Board, such regulations as are consistent with this Act regarding the academic functioning of the University including discipline of students; and
- (iv) to exercise such other powers and perform such other duties as may be conferred or imposed upon it by the regulations.

- **Norms for Placement Policy** [\(Click Here\)](#)
- **Norms for determining eligibility of a candidate for admission**
 - 1. Institute of Forensic Science [\(Click Here\)](#)
 - 2. Institute of Behavioral Science [\(Click Here\)](#)
 - 3. Institute of Research & Development [\(Click Here\)](#)
- **Norms for University Accommodation** [\(Click Here\)](#)

Manual vi:

Section 4(1)(b)(vi): A statement of the categories of the documents that are held by it or under its control.

- i. Act
- ii. Account Rules
- iii. Annual Accounts
- iv. Cash Book
- v. Cheque Register
- vi. Receipt Book

Manual vii:

Section 4(1)(b)(vii): The particulars of any arrangement that exists for consultation with representation by the members of the public, in relation to formulation of policy or implementation thereof.

All decisions are taken in accordance with the University Act.

Manual viii:

Section 4(1)(b)(viii): A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted by the University and additional information as to whether the meeting of these are open to the public or the minutes of such meetings are accessible to public.

Board of Governors: As per Section 12, 13 & 14 of the GFSU Act

Academic Council: As per Section 16 & 17 of the GFSU Act

Finance Committee: As per Section 18 & 19 of GFSU Act

Meetings are not open to public.

The minutes of the meeting of these committees are meant to assist the competent authority in making its decision. Certain meetings cover confidential details. Hence, those can be availed subject to the provisions of the Act.

Manual ix:

Section 4 (1)(b)(ix): A Directory of University's Officers and Employees.

Dr. J. M. Vyas – Director General		
1	Shri C. D. Jadeja	Registrar
2	Dr. S. O. Junare	Director – Training & I/c Director – IFS
3	Brig. (Dr.) K.K.Tripathi	Officer on Special Duty & i/c Director, IBS
4	Shri Nikunj Brambhatt	Deputy Director (Training)
5	Smt. C.B. Bhagat	Dy. Registrar - Admin
6	Dr. D. D. Bhagat	Dy. Registrar – Exam
7	Shri V. H. Patel	Dy. Registrar – Coordination
8	Shri A. P. Patel	Dy. Registrar – Store & Purchase
9	Shri Gunjan Vora	Officer on Special Duty (Student Affairs and Campus Development)
10	Shri U. D. Rana	Assistant Librarian
11	Ms. K. M. Pandya	Assistant Registrar (Academic & Legal)
12	Shri R. A. Shah	International Advisor
13	Shri M. I. Joshi	Accounts Officer
14	Shri R. A. Patel	Campus Engineer
15	Shri K. D. Shah	Public Relation Officer
16	Shri R. J. Jhala	Security Officer
17	Shri P. J. Solanki	Purchase Assistant
18	Shri A. N. Raval	PA to Director General
19	Shri S. A. Vyas	Photographer
20	Dr. A. J. Vaghela	Visiting Doctor
21	Shri N. P. Dave	Stenographer
22	Smt. Y. C. Dave	Stenographer
23	Smt. D. J. Nagar	Sub Accountant/Auditor
24	Shri C. K. Prajapati	Sub Accountant/Auditor
25	Shri D. A. Prajapati	Computer Programmer
26	Shri S. S. Kumar	Scientific Officer (Ballistics)
27	Shri A. A. Parmar	Scientific Assistant (Ballistics)
28	Shri D. M. Vaghani	Sr. Assistant Store Purchase
29	Smt. P. M. Gohil	Sr. Assistant Store Purchase
30	Shri D. H. Patel	Training & Placement Assistant
31	Shri A. A. Bhardwaj	Clerk

32	Shri P. J. Parmar	Clerk
33	Shri N. C. Kariya	Clerk
34	Smt. P. A. Joshi	Clerk
35	Shri D. B. Bihola	Clerk
36	Smt. H. V. Patel	Clerk
37	Shri N. D. Asoda	Clerk
38	Shri R. R. Chaudhari	Clerk
39	Smt. S. B. Chandel	Clerk
40	Shri S. L. Jaganiya	Driver
41	Shri K. K. Vaghela	Driver
42	Shri N. M. Rathod	Driver
43	Shri V. N. Yadav	Driver
44	Shri K. P. Doriya	Driver
45	Shri N. K. Parmar	Peon
46	Shri A. V. Rathod	Peon cum Lab Attendant
47	Shri R. T. Desai	Peon cum Lab Attendant
48	Shri B. B. Paradiya	Peon cum Lab Attendant
49	Shri A. T. Gadhavi	Peon cum Lab Attendant
50	Shri C. K. Vaghela	Peon cum Lab Attendant
51	Shri V. D. Dutt	Peon cum Lab Attendant
52	Shri K. N. Goswami	Peon cum Lab Attendant
53	Shri N. D. Patni	Peon cum Lab Attendant
54	Smt. D. A. Bodar	Peon cum Lab Attendant
55	Shri B. D. Chavda	Peon cum Lab Attendant
56	Shri R. G. Patel	Peon cum Lab Attendant
57	Shri R. J. Gohil	Peon cum Lab Attendant
58	Shri J. D. Vaghela	Peon cum Lab Attendant
59	Shri R. N. Dagra	Peon cum Lab Attendant

Manual x:

Section 4(1)(b)(x): Monthly remuneration received by the University's Officers / Employees as provided in its regulation.

Sr. No.	Name	Designation	Pay Scale (Rs.) As per 6th CPC
1	Shri C. D. Jadeja	Registrar	37400 – 67000 + 10000
2	Dr. S. O. Junare	Director – Training & I/c Director – IFS	37400 – 67000 + 10000
3	Smt. C. B. Bhagat	Dy. Registrar - Admin	40000/- Fixed
4	Dr. D. D. Bhagat	Deputy Registrar (Exam)	15600 - 39100 + 7600
5	Shri V. H. Patel	Deputy Registrar - (Coordination)	30900/- Fixed
6	Shri A.P. Patel	Deputy Registrar (Store & Purchase)	30000/- Fixed
7	Shri U. D. Rana	Assistant Librarian	15600 – 39100 + 6000
8	Ms. K. M. Pandya	Assistant Registrar - (Academic & Legal)	15600 – 39100 + 5400
9	Shri R. A. Shah	International Advisor	40000/- Fixed
10	Shri M. I. Joshi	Accounts Officer	30900/- Fixed
11	Shri R. A. Patel	Campus Engineer	30000/- Fixed
12	Shri K. D. Shah	Public Relation Officer	22520/- Fixed
13	Shri R. J. Jhala	Security Officer	21860/- Fixed
14	Shri M. S. Vaghela	Lab Assistant	12730/- Fixed
15	Shri A. V. Hingrajiya	Sr. Scientist	25000/- Fixed
16	Shri P. J. Solanki	Purchase Assistant	12730/- Fixed
17	Shri A. N. Raval	PA to Director General	20000/- Fixed
18	Shri S. A. Vyas	Photographer	20561/- Fixed
19	Dr. A. J. Vaghela	Visiting Doctor	12000/- Fixed
20	Shri N. P. Dave	Stenographer	5200 - 20200 + 2400
21	Smt. Y. C. Dave	Stenographer	5200 - 20200 + 2400
22	Smt. D. J. Nagar	Sub Accountant/Auditor	5200-20200 + 2800
23	Shri C. K. Prajapati	Sub Accountant/Auditor	5200-20200 + 2800
24	Shri D. A. Prajapati	Computer Programmer	9300 – 34800 + 4200
25	Shri S. S. Kumar	Scientific Officer (Ballistics)	9300 – 34800 + 4600
26	Shri A. A. Parmar	Scientific Assistant (Ballistics)	9300 – 34800 + 4400
27	Shri D. M. Vaghani	Sr. Assistant Store Purchase	5200-20200 +2800

28	Smt. P. M. Gohil	Sr. Assistant Store Purchase	5200-20200 +2800
29	Shri D. H. Patel	Training & Placement Assistant	5200-20200 +2800
30	Shri A. A. Bhardwaj	Clerk	5200 - 20200 + 2400
31	Shri P. J. Parmar	Clerk	5200 - 20200 + 2400
32	Shri N. C. Kariya	Clerk	5200 - 20200 + 2400
33	Smt. P. A. Joshi	Clerk	5200 - 20200 + 2400
34	Shri D. B. Bihola	Clerk	5200 - 20200 + 2400
35	Ms. H. V. Patel	Clerk	5200 - 20200 + 2400
36	Shri N. D. Asoda	Clerk	5200 - 20200 + 2400
37	Shri R. R. Chaudhari	Clerk	5200 - 20200 + 2400
38	Ms. S. B. Chandel	Clerk	5200 - 20200 + 2400
39	Shri S. L. Jaganiya	Driver	5200 - 20200 + 1900
40	Shri K. K. Vaghela	Driver	5200 - 20200 + 1900
41	Shri N. M. Rathod	Driver	5200 - 20200 + 1900
42	Shri V. N. Yadav	Driver	5200 - 20200 + 1900
43	Shri K. P. Doriya	Driver	5200 - 20200 + 1900
44	Shri N. K. Parmar	Peon	8000/- Fixed
45	Shri A. V. Rathod	Peon cum Lab Attendant	4440 - 7440 + 1300
46	Shri R. T. Desai	Peon cum Lab Attendant	4440 - 7440 + 1300
47	Shri B. B. Paradiya	Peon cum Lab Attendant	4440 - 7440 + 1300
48	Shri A. T. Gadhavi	Peon cum Lab Attendant	4440 - 7440 + 1300
49	Shri C. K. Vaghela	Peon cum Lab Attendant	4440 - 7440 + 1300
50	Shri V. D. Dutt	Peon cum Lab Attendant	4440 - 7440 + 1300
51	Shri K.N. Goswami	Peon cum Lab Attendant	4440 - 7440 + 1300
52	Shri N. D. Patni	Peon cum Lab Attendant	4440 - 7440 + 1300
53	Smt. D. A. Bodar	Peon cum Lab Attendant	4440 - 7440 + 1300
54	Shri B. D. Chavda	Peon cum Lab Attendant	4440 - 7440 + 1300
55	Shri R. G. Patel	Peon cum Lab Attendant	4440 - 7440 + 1300
56	Shri R. J. Gohil	Peon cum Lab Attendant	4440 - 7440 + 1300
57	Shri J. D. Vaghela	Peon cum Lab Attendant	4440 - 7440 + 1300
58	Shri R. N. Dagra	Peon cum Lab Attendant	4440 - 7440 + 1300

Manual xi:

Section 4(1)(b)(xi): The budget allocated to each of University's agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.

Income/Expenditure Statement for the Financial Year 2016-17.

Sr No	Budget Head	Amount Rs. (In Lacs)
1	Income	1695
2	Expenses	2228
3	Deficit Funds to be transferred from the University Fund	531

Manual xii:

Section 4(1)(b)(xii): The manner of executing of subsidiary programs including amounts allocated and the details and beneficiaries of the programs.

Not Applicable

Manual xiii:

Section 4(1)(b)(xiii): Particulars of recipients of concessions, permits or authorization granted by the University.

Income Tax Concession to the Donors for this University as per the law applicable.

Manual xiv:

Section 4(1)(b)(xiv): Details of information available or held by the University, reduced in electronic form

All important information, academic & administrative, is available on University's website: www.gfsu.edu.in

Manual xv:

Section 4(1)(b)(xv): The particulars of facilities available to citizens for obtaining information including working hours of a library or reading room maintained for public use.

The University is open for obtaining information from 10:30 AM to 6:10 PM excluding Sundays, second & fourth Saturdays and Gazetted Holidays. The citizens can apply for obtaining information under the RTI Act with a prescribed fee of Rs. 20/- to the Public information Officer.

Manual xvi:

Section 4(1)(b)(xvi): The name, designation and other particulars of the Public Information Officers.

Public Information Officer: Ms. Khushi Pandya,
Assistant Registrar (Academic & Legal)

Contact: 079-23977102
Email: asst.registrar@gfsu.edu.in

First Appellate Authority: Shri C. D. Jadeja
Registrar, GFSU

Contact: 079-23977102
E-mail: registrar@gfsu.edu.in