



# **JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED**

**(An Autonomous Institution Aided by the Govt. of Karnataka and Approved by AICTE)**

**JSS TECHNICAL INSTITUTIONS' CAMPUS**

**MYSURU – 570 006**

**KARNATAKA**

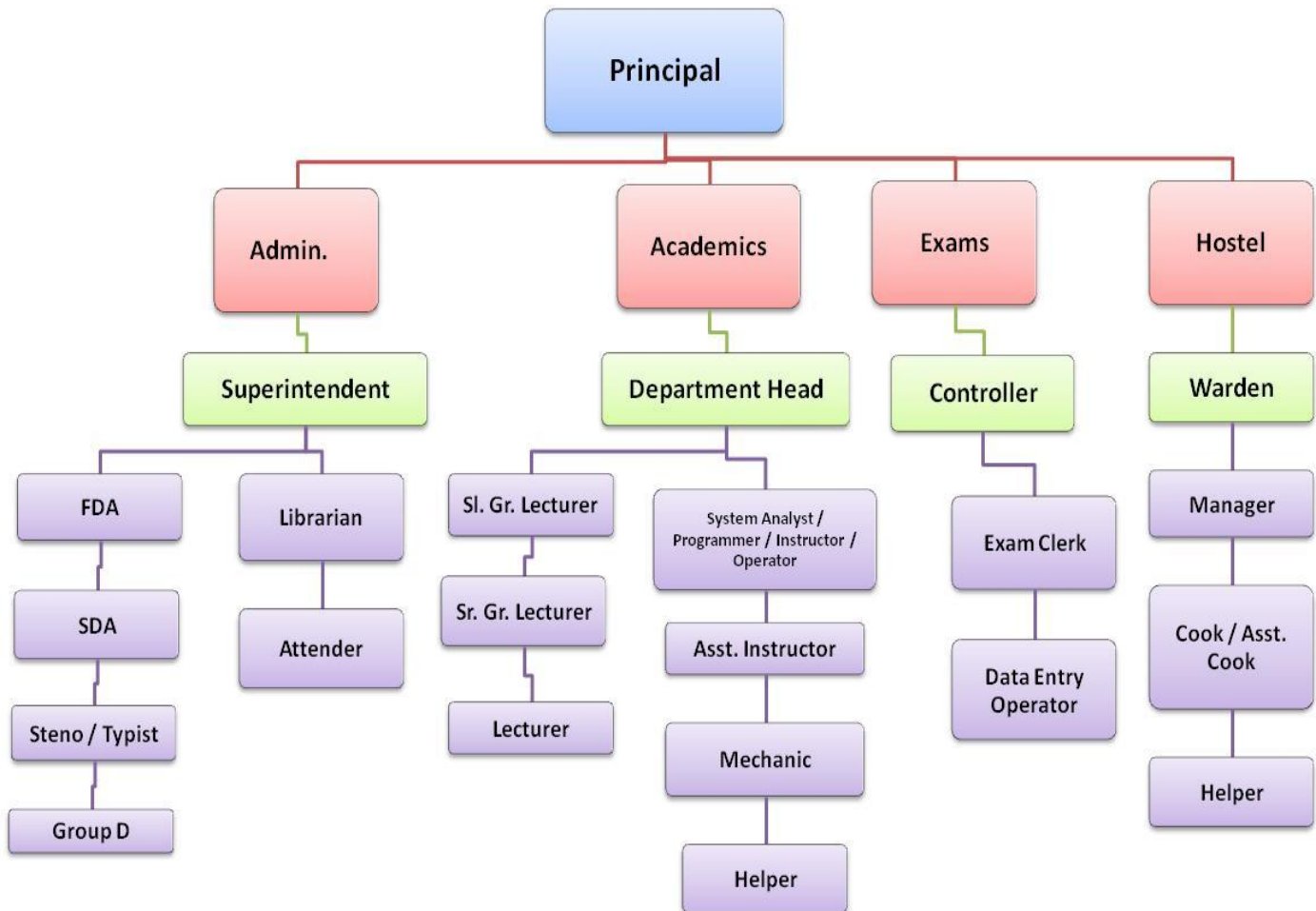
## **INFORMATION ABOUT THE POLYTECHNIC**

# JSS Polytechnic for the Differently Abled

JSS Technical Institutions' Campus

Mysuru – 570 006

## Organization Chart (Institution)



# **JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED**

(An Autonomous Institute Aided by the Govt. of Karnataka &

Approved by AICTE, New Delhi)

Mysuru – 570 006

## **Committees formed :**

### **I Governing Council :**

<b>Sl. No.</b>	<b>Name of the Member</b>	<b>Position</b>
1.	Jagadguru Sri Shivarathri Deshikendra Mahaswamigalavaru President, JSS Mahavidyapeetha Jagadguru Dr. Sri Shivarathri Rajendra Circle Mysuru – 570 004	Chairman
2.	Dr. C G Betsurmath The Executive Secretary JSS Mahavidyapeetha Jagadguru Dr. Sri Shivarathri Rajendra Circle Mysuru – 570 004	Member Management Nominee
3.	Prof. M H Dhananjaya Advisor (Technical Education Division), JSS Mahavidyapeetha, JSS TI Campus, Mysuru – 570 006	Member Management Nominee
4.	Dr. C Ranganathaiah Director (Academic & Administration) Technical Education Division, JSS Mahavidyapeetha, JSS TI Campus, Mysuru – 570 006	Member Management Nominee
5.	Prof. M V Ranganath Programme Director (Retd.) Indian Society for Technical Education No. 230, Brindavan Extension Mysuru – 570 020	Member Management Nominee
6.	The Regional Officer AICTE, South Western Region University City Campus, P K Block, Palace Road, Bengaluru – 560 009	Member (Ex-Officio)

- |   |                                       |
|---|---------------------------------------|
| 7. The Director<br>Department of Technical Education<br>Govt. of Karnataka<br>Tantrika Shikshana Bhavan<br>Palace Road, Bengaluru – 560 001                                     | Member<br>(Ex-Officio)                |
| 8. The Secretary<br>Board of Technical Examinations<br>Govt. of Karnataka<br>Tantrika Shikshana Bhavan<br>Palace Road, Bengaluru – 560 001                                      | Member<br>(Ex-Officio)                |
| 9. The State Commissioner for Disabilities<br>Second Floor, Karnataka Slum Development Board<br>No. 55 Risaladar Street (Plat form Road)<br>Sheshadripuram, Bengaluru – 560 020 | Member<br>(GoK Nominee<br>Ex-Officio) |
| 10. Dr. B G Sangameshwara<br>Vice Chancellor<br>JSS Science & Technology University<br>JSS TI Campus, Mysuru – 570 006  | Special Invitee                       |
| 11. Sri B R Umakant<br>Joint Director (Projects)<br>Technical Education Division, JSS Mahavidyapeetha<br>JSS TI Campus, Mysuru – 570 006  | Special Invitee                       |
| 12. Smt. Shanthi Raghavan<br>Founder, Managing Trustee<br>M/s EnAable India Pvt. Ltd.,<br>#473/B, Adugodi Main Road, 8 <sup>th</sup> Block,<br>Koramangala, Bengaluru - 560 095 | Special Invitee                       |
| 13. Sri N Narendran<br>Managing Director<br>M/s Vinyas Innovative Technologies Pvt. Ltd.,<br>Hebbal Industrial Estate, Hebbal,<br>Mysuru – 570 027.                             | Special Invitee                       |
| 14. Smt. C Nirupama<br>HOD of CS,<br>JSS Polytechnic for the Differently Abled<br>Mysuru – 570 006  | Member<br>(Faculty Representative)    |
| 15. Sri B Elangovan<br>Principal,<br>JSS Polytechnic for the Differently Abled<br>Mysuru – 570 006  | Member-Secretary                      |

## **II Academic Board :**

- |     |   |                                  |
|-----|---|----------------------------------|
| 1.  | Sri B Elangovan, Principal, JSS PDA, Mysuru   | Chairman                         |
| 2.  | Smt. C Nirupama<br>HOD of Computer Science & Engg.,   | Member                           |
| 3.  | Sri H E Chandrashekar<br>HOD of Architecture  | Member                           |
| 4.  | Sri N M Shivakumaraswamy<br>I/c HOD of Jewellery Design & Technology  | Member                           |
| 5.  | Sri K Mahadevaswamy<br>I/c HOD of Commercial Practice   | Member                           |
| 6.  | Smt. C Kavya<br>I/c HOD of Electronics & Communication Engg.,   | Member                           |
| 7.  | Smt. V Geetha<br>I/c HOD of Computer Applications for the Visually Impaired   | Member                           |
| 8.  | Sri D Sudhanva<br>Managing Director,<br>M/s Excel Software<br>1-B, Hootagalli Industrial Area<br>Mysuru – 570 018   | Member (Industry Representative) |
| 9.  | Sri M S Vijayashankar,<br>M/s Vijaya Constructions Pvt. Ltd.,<br># 646, Chamaraja Double Road, Mysuru – 570 004   | Member (Industry Representative) |
| 10. | Dr. C K Subbaraya<br>Chairman, ISTE Karnataka Section,<br>Adi Chunchanagiri Institute of Technology,<br>Chikkamagaluru – 577 102                                      | Member (ISTE Nominee)            |
| 11. | Sri Prashanth Mudakavi,<br>M/s Architecture Paradigm<br>#26, 4th "B" cross,<br>Koramangala industrial layout ,<br>Off Hosur Road, Koramangala<br>Bengaluru - 560 095. | Member (Alumni Representative)   |
| 12. | Secretary<br>Board of Technical Examinations,<br>Tantrika Shikshan Bhavan, Palace Road<br>Bengaluru – 560 001   | Member                           |
| 13. | Director<br>National Institute of Technical Teachers Training and<br>Research, Govt. of India, Taramani<br>Chennai – 600 113  | Member                           |
| 14. | Joint Director (CDC), DTE, Bengaluru – 560 001  | Member                           |
| 15. | Smt. Sunanda, Sl. Gr. Lecturer CS &<br>Controller of Examinations, JSS PDA<br>Mysuru – 570 006  | Member Secretary                 |

### **III Admission Committee:**

1. Principal	Chairman
2. Representative of Directorate of Technical Education	Member
3. Orthopaedic Surgeon	Member
4. Speech & Hearing Specialist	Member
5. Ophthalmologist	Member
6. Representative from Industry	Member
7. Psychologist	Member
8. Smt. C Nirupama, HOD of Computer Science & Engg.,	Member
9. Sri H E Chandrashekar, HOD of Architecture	Member
10. Sri N M Shivakumaraswamy, I/c HOD of Jewellery Design & Technology	Member
11. Sri K Mahadevaswamy, I/c HOD of Commercial Practice	Member
12. Smt. C Kavya, I/c HOD of Electronics & Commn. Engg.,	Member
13. Smt. V Geetha, I/c HOD of Computer Applications for the Visually Impaired	Member

### **IV Alumni Association :**

• Sri B Elangovan	:	Principal / President
• Sri S Shivashankar	:	Vice President
• Sri G P Sathish	:	Secretary
• Sri M L Lokesh	:	Treasurer
• Kum. D Bhanumathi	:	Member
• Sri Revanna	:	Member
• Sri Prakash Kabbur	:	Member
• Smt. P Shakunthala	:	Member
• Sri S Shankar	:	Member
• Sri C Santhosh	:	Member
• Sri Raju Rathod	:	Member
• Smt. D V Nandini	:	Staff Co-ordinator

**ವಿವಿಧ ಅಧಿಕಾರಿ / ನೌಕರರ ಅಧಿಕಾರ ಹಾಗೂ ಕರ್ತವ್ಯಗಳು**

**ಆಡಳಿತ ಸಿಬ್ಬಂದಿ**

1. ನೇವಕ (ಡಿ ಸಮೂಹ) : ಕಛೇರಿ ಸ್ವಚ್ಛ ಹಾಗೂ ಅಂದವಾಗಿ ಇಟ್ಟುಕೊಳ್ಳುವುದು.  
ಅಧಿಕಾರಿಗಳ ನಿರ್ದೇಶನದಂತೆ ಪತ್ರ / ಕಡತಗಳನ್ನು  
ಸಂಬಂಧಪಟ್ಟವರಿಗೆ ವಿತರಿಸುವುದು.
2. ದ್ವಿತೀಯ ದರ್ಜೆ ಸಹಾಯಕರು : ಆಯಾ ವಿಭಾಗಕ್ಕೆ ಸಂಬಂಧಿಸಿದ ಕೆಲಸಗಳ ನಿರ್ವಹಣೆ
3. ಬೆರಳಚ್ಚುಗಾರರು : ಬೆರಳಚ್ಚು ಹಾಗೂ ಕಂಪ್ಯೂಟರ್ ಕೆಲಸಗಳ ನಿರ್ವಹಣೆ
4. ಪ್ರಥಮ ದರ್ಜೆ ಸಹಾಯಕರು : ಪತ್ರಗಳನ್ನು ಕಛೇರಿ ಕೈಪಿಡಿ ನಿಯಮಾವಳಿ ಮೇರೆಗೆ  
ವಿಲೇವಾರಿ ಮಾಡಲು ಕಡತ ಮಂಡಿಸುವುದು.
5. ಪಿ.ಎ / ಸ್ಟೆನೋ : ಅಧಿಕಾರಿಗಳಿಗೆ ಬರುವ ಟಪಾಲು, ಕಡತ ಇತ್ಯಾದಿಗಳನ್ನು  
ಸಂಬಂಧಪಟ್ಟ ಅಧಿಕಾರಿಗಳಿಗೆ ವಿತರಿಸುವುದು. ಬೆರಳಚ್ಚು ಹಾಗೂ  
ಉತ್ತರೇಖನಗಳನ್ನು ಪಡೆದು ಅಧಿಕಾರಿಗಳಿಗೆ ಒಪ್ಪಿಸುವುದು.
6. ಅಧೀಕ್ಷಕರು : ವಹಿಸಿದ ವಿಭಾಗಗಳ ವಿಷಯ ನಿರ್ವಾಹಕರಿಂದ  
ಬರುವ ಕಡತಗಳನ್ನು ಕಛೇರಿ ಕೈಪಿಡಿ ನಿಯಮಾವಳಿ ಹಾಗೂ  
ಸಂಬಂಧಪಟ್ಟ ನಿಯಮಗಳನ್ವಯ ಪರಿಶೀಲಿಸಿ ಸೂಕ್ತ ಷರಾದೊಂದಿಗೆ  
ಹಿರಿಯ ಅಧಿಕಾರಿಗಳಿಗೆ ಒಪ್ಪಿಸುವುದು.
7. ಉಪನ್ಯಾಸಕರು : ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ವೇಳಾಪಟ್ಟಿಗಳನುಗುಣವಾಗಿ ಥಿಯರಿ/  
ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳನ್ನು ನಡೆಸಿ, ಶೈಕ್ಷಣಿಕ ಮತ್ತು  
ಶೈಕ್ಷಣಿಕತರ ಚಟುವಟಿಕೆಗಳಲ್ಲಿ ಭಾಗವಹಿಸುವುದು.  
ವಿದ್ಯಾರ್ಥಿಗಳೊಡನೆ ವಿದ್ಯಾಭ್ಯಾಸಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ ನೇರ  
ಸಂಪರ್ಕವಿಟ್ಟುಕೊಳ್ಳುವುದು. ಪರೀಕ್ಷೆ ಮತ್ತು ಮೌಲ್ಯಮಾಪನ  
ಕಾರ್ಯಗಳನ್ನು ನಿರ್ವಹಿಸುವುದು.
8. ಹಿರಿಯ ಶ್ರೇಣಿ ಉಪನ್ಯಾಸಕರು : ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ವೇಳಾಪಟ್ಟಿಗಳನುಗುಣವಾಗಿ ಥಿಯರಿ/  
ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳನ್ನು ನಡೆಸಿ, ಶೈಕ್ಷಣಿಕ ಮತ್ತು  
ಶೈಕ್ಷಣಿಕತರ ಚಟುವಟಿಕೆಗಳಲ್ಲಿ ಭಾಗವಹಿಸುವುದು.  
ವಿದ್ಯಾರ್ಥಿಗಳೊಡನೆ ವಿದ್ಯಾಭ್ಯಾಸಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ ನೇರ  
ಸಂಪರ್ಕವಿಟ್ಟುಕೊಳ್ಳುವುದು. ಪರೀಕ್ಷೆ ಮತ್ತು ಮೌಲ್ಯಮಾಪನ  
ಕಾರ್ಯಗಳನ್ನು ನಿರ್ವಹಿಸುವುದು.

9. ಆಯ್ಕೆ ಶ್ರೇಣಿ ಉಪನ್ಯಾಸಕರು :
- ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ವೇಳಾಪಟ್ಟಿಗಳಿಗನುಗುಣವಾಗಿ ಥಿಯರಿ/ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳನ್ನು ನಡೆಸಿ, ಶೈಕ್ಷಣಿಕ ಮತ್ತು ಶೈಕ್ಷಣಿಕತರ ಚಟುವಟಿಕೆಗಳಲ್ಲಿ ಭಾಗವಹಿಸುವುದು. ವಿದ್ಯಾರ್ಥಿಗಳೊಡನೆ ವಿದ್ಯಾಭ್ಯಾಸಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ ನೇರ ಸಂಪರ್ಕವಿಟ್ಟುಕೊಳ್ಳುವುದು. ಪರೀಕ್ಷೆ ಮತ್ತು ಮೌಲ್ಯಮಾಪನ ಕಾರ್ಯಗಳನ್ನು ನಿರ್ವಹಿಸುವುದು.
10. ವಿಭಾಗ ಮುಖ್ಯಸ್ಥರು :
- ತರಗತಿಗಳು ಸುಲಭವಾಗಿ ನಡೆಯುವಂತೆ ಅವರ ವಿಭಾಗದ ಎಲ್ಲಾ ಥಿಯರಿ / ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳ ಜವಾಬ್ದಾರಿ ಹೊಂದಿರುತ್ತಾರೆ. ವಿಭಾಗದ ಎಲ್ಲಾ ಲ್ಯಾಬೋರೇಟರಿ ಮತ್ತು ಕಾರ್ಯಾಗಾರಗಳ ಮೇಲ್ವಿಚಾರಿ, ವಿದ್ಯಾರ್ಥಿಗಳ ನೇರ ಸಂಪರ್ಕ ಮತ್ತು ಪರೀಕ್ಷೆ, ಕಾರ್ಯಾಗಾರಗಳ, ಸೆಮಿನಾರ್‌ಗಳ, ಆಂತರಿಕ ಮೌಲ್ಯಮಾಪನ ಇತ್ಯಾದಿಗಳನ್ನು ನಡೆಸುವುದು.
11. ಪ್ರಾಂಶುಪಾಲರು :
- ಸಂಸ್ಥೆಯ ಮುಖ್ಯಾಧಿಕಾರಿ, ಸಂಸ್ಥೆಯ ಸಂಪೂರ್ಣ ಆಡಳಿತ ಉಸ್ತುವಾರಿ ಮತ್ತು ವಿವಿಧ ಹಂತಗಳಲ್ಲಿ ಜವಾಬ್ದಾರಿ ಆಡಳಿತಾತ್ಮಕ, ಶೈಕ್ಷಣಿಕ ಕಾರ್ಯಾಗಾರಗಳ ಮೇಲ್ವಿಚಾರಿಗಳನ್ನು ನಿರ್ವಹಿಸುವುದಲ್ಲದೆ ನಿರ್ದೇಶಕರ ಮಾರ್ಗದರ್ಶನ / ಆದೇಶದಂತೆ ಕೆಲಸಗಳನ್ನು ನಿರ್ವಹಿಸುವುದು.

### ಪ್ರಯೋಗಾಲಯ ಸಿಬ್ಬಂದಿ

1. ಸಹಾಯಕರು (Helpers) :
- ಯಾಂತ್ರಿಕರಿಗೆ ಸಹಾಯಕರಾಗಿ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗೆ ಉಪಕರಣ ಹಾಗೂ ಯಂತ್ರಗಳನ್ನು ಸಜ್ಜುಗೊಳಿಸುವುದು, ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳಲ್ಲಿ ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ಸಹಾಯ ಮಾಡುವುದು, ಕಾರ್ಯಾಗಾರ ಹಾಗೂ ಪ್ರಯೋಗಾಲಯಗಳನ್ನು ಸ್ವಚ್ಛ ಹಾಗೂ ಅಂದವಾಗಿಡುವುದು.
2. ಯಾಂತ್ರಿಕರು (Mechanics) :
- ಯಂತ್ರ ಹಾಗೂ ಉಪಕರಣಗಳ ನಿರ್ವಹಣೆ ಹಾಗೂ ಸಣ್ಣಪುಟ್ಟ ರಿಪೇರಿ, ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳಲ್ಲಿ ಸಹಾಯ ಮಾಡುವುದು, ಶಿಕ್ಷಕರ ಮಾರ್ಗದರ್ಶನದಲ್ಲಿ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳನ್ನು ಮಾಡಿ ತೋರಿಸುವುದು.
3. ಸಹಾಯಕ ಬೋಧಕರು / ಬೋಧಕರು (Assistant Instructor / Instructor) :
- ಆಯಾ ವಿಭಾಗದ ಪ್ರಯೋಗಾಲಯ, ಕಾರ್ಯಾಗಾರದ ಪ್ರಭಾರೆ ನಿರ್ವಹಿಸುವುದು ಹಾಗೂ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗೆ ಮಾರ್ಗದರ್ಶನ ನೀಡುವುದು, ನಕ್ಷೆ, ಚಿತ್ರ ಮಾದರಿ ಇತ್ಯಾದಿಗಳನ್ನು ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ತೋರಿಸುವುದು, ವಿದ್ಯಾರ್ಥಿಗಳ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳ ಮೇಲ್ವಿಚಾರಣೆ.
4. ಸಿಸ್ಟಂ ಅನಲಿಸ್ಟ್ / ಪ್ರೋಗ್ರಾಮರ್ / ಆಪರೇಟರ್ :
- ಎಲ್ಲಾ ಕಂಪ್ಯೂಟರ್ ಕೇಂದ್ರಗಳು ಹಾಗೂ ಕಂಪ್ಯೂಟರ್ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳು ಸುಗಮವಾಗಿ ನಡೆಸಲು ವ್ಯವಸ್ಥೆ ಮಾಡುವುದು.



**ಪಾಲಸಬೇಕಾದ ನಿಯಮ ಮತ್ತು ನಿರ್ಣಯ ತೆಗೆದುಕೊಳ್ಳುವ ಪ್ರಕ್ರಿಯೆ ಹಾಗೂ  
ಉಸ್ತುವಾರಿ ಮತ್ತು ಜವಾಬ್ದಾರಿ**

- ವಿಷಯ ನಿರ್ವಾಹಕರು : ಹೊಸ ಕಡತಗಳನ್ನು ಪ್ರಾರಂಭಿಸುವುದು  
ಹಾಗೂ ವಿವಿಧ ಪ್ರಸ್ತಾವನೆಗಳನ್ನು ಶೇಖರಿಸಿ ಮುಂದಿನ  
ಕ್ರಮಕ್ಕಾಗಿ ಒಪ್ಪಿಸುವುದು.
- ಅಧೀಕ್ಷಕರು : ವಿಷಯ ನಿರ್ವಾಹಕರಿಂದ ಬಂದ ವಿವಿಧ  
ಪ್ರಸ್ತಾವನೆಗಳನ್ನು ಪರಿಶೀಲಿಸಿ ಸಂಬಂಧಪಟ್ಟ ಮಾಹಿತಿಯೊಂದಿಗೆ  
ಹಿರಿಯ ಅಧಿಕಾರಿಗಳಿಗೆ ಒಪ್ಪಿಸುವುದು.

**ಕೆಲಸ ನಿರ್ವಹಿಸಲು ನಿಗದಿಪಡಿಸಿದ ನೀತಿಗಳು**

- ಸೇವಕ / ಗ್ರೂಪ್ ಡಿ : ವಹಿಸಿದ ಕೆಲಸವನ್ನು ಅಂದೇ ನಿರ್ವಹಿಸುವುದು
- ದ್ವಿತೀಯ ದರ್ಜೆ ಸಹಾಯಕರು : ವಿಭಾಗಕ್ಕೆ ವಹಿಸಿದ ಕೆಸಗಳನ್ನು 5 ದಿವಸಗಳಲ್ಲಿ  
ನಿರ್ವಹಿಸುವುದು
- ಪ್ರಥಮ ದರ್ಜೆ ಸಹಾಯಕರು : ವಹಿಸಿದ ಕೆಸಗಳನ್ನು 5 ದಿವಸಗಳಲ್ಲಿ  
ನಿರ್ವಹಿಸುವುದು
- ಅಧೀಕ್ಷಕರು / ಪ್ರಾಂಶುಪಾಲರು : ಆದ್ಯತೆ ಹಾಗೂ ತುರ್ತು ಕಾರ್ಯ  
ನಿರ್ವಹಿಸುವುದು

ಕಛೇರಿ ಕೆಲಸಕ್ಕಾಗಿ ಉಪಯೋಗಿಸಬೇಕಾದ ನಿಯಮ / ಕಟ್ಟಳೆ / ಸೂಚನೆ

- ಲಭ್ಯವಿರುವ ಕೈಪಿಡಿ ದಾಖಲೆಗಳು

1. ಕರ್ನಾಟಕ ಸರ್ಕಾರಿ ಸೇವಾ ನಿಯಮಾವಳಿ
2. ಸೇವಾ ನಿಯಮಾವಳಿ
3. ಕರ್ನಾಟಕ ಆರ್ಥಿಕ ಸಂಹಿತೆ
4. ವರ್ಗೀಕರಣ ನಿಯಂತ್ರಣ ಹಾಗೂ ಮೇಲ್ಮನವಿ ನಿಯಮಾವಳಿ
5. ವೃಂದ ಹಾಗೂ ನೇಮಕಾತಿ ನಿಯಮಾವಳಿಗಳು
6. ಸರ್ಕಾರಿ ಆದೇಶಗಳು ಹಾಗೂ ಸುತ್ತೋಲೆಗಳು
7. ಕರ್ನಾಟಕ ಶಿಕ್ಷಕ ಕಾಯ್ದೆ
8. ಖಾಸಗಿ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳ 9 ಶಿಸ್ತು ಹಾಗೂ ನಿಯಂತ್ರಣ ನಿಯಮಗಳು
9. ಅನುದಾನ ಸಂಹಿತೆ

**JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED**  
(An Autonomous Institute Aided by the Govt. of Karnataka &  
Approved by AICTE, New Delhi)  
**Mysuru – 570 006**

General Telephone Numbers : 0821-2548273 (PABX)

Principal : 0821-2548315

Fax : 0821-2548316

<b>ADMINISTRATION</b>			
<b><i>Sl. No.</i></b>	<b><i>Name</i></b>	<b><i>Designation</i></b>	<b><i>Telephone No. Extn. / Mobile</i></b>
1.	Sri B Elangovan	Principal / Sl. Gr. Lecturer (Maths)	0821-2548315 96866 77236
2.	Sri N Raju	First Division Assistant	98449 44077
3.	Sri H S Shivakumar	First Division Assistant	94815 28694
4.	Sri N Madappa	First Division Assistant	93796 82613
5.	Sri N Narendra	First Division Assistant	99458 78036
6.	Sri S P Ramegowda	Second Division Assistant	90352 73013
7.	Dr. Palaniswamy	Second Division Assistant	93428 18459
8.	Sri R Mahadevaswamy	Typist	94806 67772
9.	Smt. S Shashikala	Typist	96119 47088
10.	Sri S M Mahesha	Attender	94804 75895
11.	Sri K Shankar	Lib. Attender	99863 88642
12.	Sri M Mahadevaswamy	Group 'D' Employee	99012 59572
13.	Sri Siddalinga Shivayogi	--- " ---	98806 55184
14.	Sri Basavanna	--- " ---	96863 09664
15.	Sri K B Mallikarjunappa	--- " ---	99167 21131
16.	Sri G Nagarajappa	--- " ---	96326 19603
17.	Sri Bannari	--- " ---	-
18.	Sri K Shanmugam	--- " ---	94812 34585
19.	Sri K J Siddaraju	--- " ---	94488 72616
20.	Sri Bangari	--- " ---	-
21.	Sri K Nagaraju	--- " ---	84536 13844
22.	Sri Nijaguna	Driver	99012 41474
23.	Sri M Sridhar	Driver	94497 03055
24.	Sri K S Mallesha	Cook	99012 53936

25.	Sri S M Swamy	Cook	91413 63193
26.	Sri C S Nanjappa	Group 'D' Employee	99458 91034
27.	Sri D Srinivasa	Group 'D' Employee	99726 61957
<b><i>Dept., of Computer Science &amp; Engg.,</i></b>			
28.	Smt. C Nirupama	HOD / Sl. Gr. Lecturer	99860 11217
29.	Smt. Sunanda	Sr. Gr. Lecturer	98444 96133
30.	Dr. S G Srikantaswamy	Sl. Gr. Lecturer	99008 98748
31.	Sri S Madappa	Lecturer	83106 55312
32.	Kum. K Leelavathi	Operator	98456 27228
33.	Smt. B V Manjula	Asst. Instructor	99640 29591
34.	Sri N K Veerannaradhya	Mechanic	72044 10925
35.	Sri B S Visvesvaraiiah	Mechanic	94498 86356
36.	Kum. M P Rathnamma	Mechanic	90360 88359
37.	Sri D Raju	Helper	88921 48115
38.	Sri C V T Murthy	Helper	8277551555
39.	Sri A P Madappa	Helper	97400 01017
<b><i>Department of Architecture</i></b>			
40.	Sri H E Chandrashekar	HOD / Sl. Gr. Lecturer	98444 71702
41.	Dr. S Uma	Sl. Gr. Lecturer	94489 57991
42.	Sri Gurushanthappa R Nidavani	Lecturer in Art	94489 57905
43.	Sri D Jagadeesh	Sl. Gr. Lecturer	98444 77909
44.	Smt. B P Dakshayani	Studio Assistant	94485 88504
45.	Sri M L Lokesh	Mechanic	98861 29617
46.	Sri S C Kumar	Helper	99028 06419
<b><i>Workshop</i></b>			
47.	Sri D S Mahadevaswamy	Instructor	90088 55701
48.	Sri C S Rajendraprasad	Mechanic	99868 87936
49.	Sri G Mallikarjunaswamy	Helper	93422 07717

<b><i>Department of Commercial Practice</i></b>			
50.	Sri K Mahadevaswamy	HOD / Sl. Gr. Lecturer	98865 58878
51.	Sri M B Raghu	Sl. Gr. Lecturer	94484 34270
52.	Smt. D V Nandini	Sl. Gr. Lecturer	99015 91463
53.	Sri R Sumatheendra	Lecturer in CP	94482 18114
54.	Smt. Murugamma	Lecturer in CP	95389 62593
55.	Sri B Srinivasa	Lecturer in CP	87226 70778
56.	Sri Kempananjappa R	Mechanic	98809 61367
57.	Sri Nanjundaswamy R S	Mechanic	97405 36004
58.	Sri P Kumar	Helper	98446 44937
59.	Sri Rangaswamy D	Helper	86187 55914
60.	Sri K C Venkatesh	Helper	94486 01290
<b><i>General</i></b>			
61.	Sri N M Shivakumaraswamy	Sl. Gr. Lecturer (Science)	94488 26306
62.	Sri M Shivananjaswamy	Sr. Gr. Lecturer (Spl. Res.)	96866 77232
<b><i>Health Centre</i></b>			
63.	Dr. A M Mahesh	Medical Officer (P T)	9481 150303
64.	Sri M Guruprasad	Male Nurse	94489 40540
65.	Smt. H M Kathyayini	Female Nurse	81976 00408
66.	Sri R Ramesh	Medical Attendant	99458 55516
67.	Sri G K Krishnaiah	Medical Attendant	97400 51599

**JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED  
MYSURU – 570 006**

**List of Non-Grant-in-Aid employees**

<i>Sl. No.</i>	<i>Name</i>	<i>Designation</i>	<i>Mobile Numbers</i>
<b><i>Department of Jewellery Design &amp; Technology</i></b>			
1.	Dr. Naveen P	Lecturer in Chemistry	81518 21835
2.	Sri Raghu C P	Instructor in Goldsmithing	93420 49765
3.	Smt. Sowmya G	Instructor in Gemmology	94499 72183
4.	Sri Devaraj V Manuvachari	Instructor in Stone Setting	89711 83403
5.	Sri Sharanabasappa	Mechani	96328 69797
<b><i>Department of Electronics &amp; Communication Engineering</i></b>			
6.	Smt. Kavya C	I/c HOD / Lecturer	97393 19715
7.	Smt. Komala M	Lecturer	81230 22105
8.	Kum. Roopanjali H S	Lecturer	94801 19683
9.	Smt. Prathima M	Lecturer	82774 74055
10.	Sri Kushal J	Lecturer in English	89042 23600
11.	Kum. Sujatha M S	Instructor	88844 92889
12.	Sri Nagesh T M	Instructor	94827 39665
13.	Sri Mahadevaprasad M	Mechanic	97403 39131
<b><i>Department of Computer Science &amp; Engineering</i></b>			
14.	Kum. Spoorthy U N	Lecturer in CS	97417 60185
15.	Kum. Ashwini G	Lecturer in CS	97404 02771
16.	Sri Mahesh K S	System Analyst	98860 67061
17.	Sri Santhosh C	Mechanic	98862 68991
18.	Sri Basavaraju S	Mechanic	90367 94995
<b><i>Department of Computer Applications for the Visually Impaired</i></b>			
19.	Smt. Geetha V	I/c HOD / Lecturer	94836 08707
20.	Smt. Bhagyashri N G	Lecturer in English	99459 00596
21.	Sri Shankar S	Instructor	90080 03263
<b><i>General &amp; Administration</i></b>			
22.	Smt. Sunitha B	Librarian	98440 79269
23.	Sri Mahadevaswamy H N	Sports Instructor	99800 49708
24.	Smt. Kanchan S Sharma	Instructor in Sign Language	96118 07979
25.	Smt. Bhagya M J	Stenographer	96209 47682
26.	Sri Basavaraju H R	S D A	99806 56767
27.	Sri Ramachandra T	Helper	97433 47297
28.	Smt. Nagarathna G	Peon	99725 67283

**DEPARTMENT OF TECHNICAL EDUCATION  
AIDED POLYTECHNICS**

**Powers and duties of officer / Officials / Employees  
ADMINISTRATIVE STAFF, TEACHING & INSTRUCTIONAL STAFF**

Peon	To keep the Office neat and tidy. To deliver the files / Tappals to section as per the instructions of the officer.
Second Division Assistant / First Division Assistant	In charge of the work of maintaining diaries, movement and distribution of receipts / Registers files in the section as per the hand book of office procedure.
Typist	In charge of the typing, computer work at section
PA / Stenographer	In charge of receipt of Tappals / files by the officer concerned. Typing and stenography work entrusted by officer concerned.
Superintendent	In charge of the allotted sections, scrutiny of files submitted by the superintendent as per the handbook office procedure and related Govt. orders, supervise and control of the subordinates.
Lecturer	Carry out theory / practical work allotted to them as per time table, attend curricular & Extra curricular activities. Liason with students about the study matters. Also involved in examination and valuation work.
Senior Grade Lecturer	Carry out of theory / Practical work allotted to them as per time table, attend curricular and extra curricular activities. Liason with students about the study matters. Also involved in examination and valuation work.
Selection Grade Lecturer	Carry out of theory / Practical work allotted to them as per time table, attend curricular and extra curricular activities. Liason with students about the study matters. Also involved in examination and valuation work.
Head of the Department	In charge of particular department arrangement of classes (theory and Practical) smooth running of classes, supervision and control of Labs / workshops. Students liason and arrangement of test / Seminar workshop / internal assessment / Tests etc.,
Principal	Management of the administration of college, Head of Institution and organize the activities of the college, control, manage and supervise the activities in the college. Act according to the direction of DTE / Management.

## **INSTRUCTIONAL STAFF**

1. Helper	Assistant to Mechanic, arrange the tools & equipments for practical purpose. Assist the students in practical work. To keep clean and tidy the lab / workshop.
2. Mechanic	Maintenance of Machinery and equipments. Minor repairs and maintenance of the equipments. Assist the students in practical work. Demonstrate the practical work as per the direction of instructors.
3. Asst. Instructor / Instructor	In charge of practical work of the lab / workshop, instructions for practical work, drawing, demonstration of models etc. supervise the practical work done by the students.
4. System Analyst / Programmer / Operator	Supervise all the Computer labs, arrangement of smooth running the practical work, arrangement for providing raw materials supplies and tools for the practical work, Assist the Head of Section for smooth running of theory and Practical examination work.

4(1) b(iii) The procedure followed in the decision making process including channels of supervision and accountability.

Case worker	Opening of a new file on receipt of a proposal or processing the receipt in the existing file.
Superintendent	Will scrutinize the proposal with all relevant facts and mark the file to registrar with a course of section to be adopted.

4(1) b(iv) Norms set for the discharge of Functions

	Second Division / First Division Assistant /Superintendent / Registrar/ Principal	To attend to the work on priority and immediate basis.
--	---	---



4(1) b(v) the rules, regulations, instructions Manual records held by them or under their control or used by employees for discharging of functions.

1)	Karnataka Civil Service Rules
2)	Service Manual
3)	K F C
4)	CCA Rules
5)	C & R Rules
6)	Govt. Orders & Circulars
7)	K.T.C
8)	B.M
9)	M.C.E
10)	Karnataka Educational Act

4(1) b(vi) Statement of the Categories of Documents that are held by it or under its control

1. Register of Registers
2. Employees Service Registers
3. Casual Leave Registers
4. Inward Register
5. Outward Register
6. Vacancy Register
7. Attendance Register
8. Stock Register of Purchases
9. Indent / Invoices
10. Cash Book
11. Day Book
12. Library Accession Register
13. Issue Register

4(1) b(vii) 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 of administration thereof.

- NIL -

4(1) b(viii) Statement of the boards, councils, committees and other bodies consisting of two or more persons constituted and It's part or for the purpose to it to advise, and as to whether meetings of these boards, councils committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.

Committees	Headed by
------------	-----------

# JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED

(An Autonomous Institute Aided by the Govt. of Karnataka &

Approved by AICTE, New Delhi)

Mysuru – 570 006

## Details of salary for the faculty and staff

<b>Sl. No.</b>	<b>Designation</b>	<b>Name</b>	<b>Pay Scale Min - Max</b>
1.	Principal / Sl. Gr. Lecturer (Maths)	Sri B Elangovan	37400 - 67000 + 9000 AGP
<b><i>Dept., of Computer Science &amp; Engg.,</i></b>			
1.	HOD / Sl. Gr. Lecturer	Smt. C Nirupama	37400 - 67000 + 9000 AGP
2.	Sr. Gr. Lecturer	Smt. Sunanda	37400 - 67000 + 9000 AGP
3.	Sl. Gr. Lecturer	Dr. S G Srikantaswamy	37400 - 67000 + 9000 AGP
4.	Lecturer	Sri S Madappa	15600 - 39100 + 5400 AGP
5.	Operator	Kum. K Leelavathi	36000 - 67550
6.	Asst. Instructor	Smt. B V Manjula	27650 - 52650
7.	Mechanic	Sri N K Veerannaradhya	13600 - 26000
8.	Mechanic	Sri B S Visvesvaraiiah	23500 - 47650
9.	Mechanic	Kum. M P Rathnamma	23500 - 47650
10.	Helper	Sri D Raju	21400 - 42000
11.	Helper	Sri C V T Murthy	21400 - 42000
12.	Helper	Sri A P Madappa	21400 - 42000
<b><i>Department of Architecture</i></b>			
13.	HOD / Sl. Gr. Lecturer	Sri H E Chandrashekar	37400 - 67000 + 9000 AGP
14.	Sl. Gr. Lecturer	Dr. S Uma	37400 - 67000 + 9000 AGP
15.	Lecturer in Art	Sri Gurushanthappa R Nidavani	11400 - 21600
16.	Sl. Gr. Lecturer.	Sri D Jagadeesh	37400 - 67000 + 9000 AGP
17.	Studio Assistant	Smt. B P Dakshayani	37900 - 70850
18.	Mechanic	Sri M L Lokesh	23500 - 47650
19.	Helper	Sri S C Kumar	21400 - 42000
<b><i>Workshop</i></b>			
20.	Instructor	Sri D S Mahadevaswamy	37900 - 70850
21.	Mechanic	Sri C S Rajendraprasad	23500 - 47650
22.	Helper	Sri G Mallikarjunaswamy	21400 - 42000
<b><i>Department of Commercial Practice</i></b>			
23.	HOD / Sl. Gr. Lecturer.	Sri K Mahadevaswamy	37400 - 67000 + 9000 AGP
24.	Sl. Gr. Lecturer	Sri M B Raghu	37400 - 67000 + 9000 AGP
25.	Sl. Gr. Lecturer	Smt. D V Nandini	37400 - 67000 + 9000 AGP
26.	Lecturer in CP	Sri R Sumatheendra	22800 - 43200
27.	Lecturer in CP	Smt. Murugamma	15600 - 39100 + 5400 AGP
28.	Lecturer in CP	Sri B Srinivasa	15600 - 39100 + 6000 AGP
29.	Mechanic	Sri Kempananjappa R	23500 - 47650
30.	Mechanic	Sri Nanjundaswamy R S	23500 - 47650
31.	Helper	Sri P Kumar	21400 - 42000

32.	Helper	Sri Rangaswamy D	21400 - 42000
33.	Helper	Sri K C Venkatesh	21400 - 42000
<b>General</b>			
34.	Sl. Gr. Lecturer (Science)	Sri N M Shivakumaraswamy	37400 - 67000 + 9000 AGP
35.	Sr. Gr. Lecturer (Spl. Res.)	Sri M Shivananjaswamy	37400 - 67000 + 9000 AGP
<b>Health Centre</b>			
36.	Medical Officer (P T)	Dr. A M Mahesh	Consolidated
37.	Male Nurse	Sri M Guruprasad	37900 - 70850
38.	Female Nurse	Smt. H M Kathyayini	37900 - 70850
39.	Medical Attendant	Sri R Ramesh	21400 - 42000
40.	Medical Attendant	Sri G K Krishnaiah	21400 - 42000
<b>Administration</b>			
41.	First Division Assistant	Sri N Raju	33450 - 62600
42.	First Division Assistant	Sri H S Shivakumar	33450 - 62600
43.	First Division Assistant	Sri N Madappa	33450 - 62600
44.	First Division Assistant	Sri N Narendra	33450 - 62600
45.	Second Division Assistant	Sri S P Ramegowda	25800 - 51400
46.	Second Division Assistant	Dr. Palaniswamy	25800 - 51400
47.	Typist	Sri R Mahadevaswamy	25800 - 51400
48.	Typist	Smt. S Shashikala	25800 - 51400
49.	Driver	Sri M Sridhar	25800 - 51400
50.	Driver	Sri Nijaguna	25800 - 51400
51.	Attender	Sri Mahesha S M	21400 - 42000
52.	Lib. Attender	Sri K Shankar	21400 - 42000
53.	Group 'D' Employee	Sri M Mahadevaswamy	18600 - 32600

54.	Group 'D' Employee	Sri Siddalinga Shivayogi	18600 - 32600	35,068
55.	--- " ---	Sri Basavanna	18600 - 32600	35,068
56.	--- " ---	Sri K B Mallikarjunappa	18600 - 32600	35,118
57.	--- " ---	Sri G Nagarajappa	18600 - 32600	35,068
58.	--- " ---	Sri Bannari	18600 - 32600	35,068
59.	--- " ---	Sri K Shanmugam	18600 - 32600	35,068
60.	--- " ---	Sri K J Siddaraju	18600 - 32600	35,068
61.	--- " ---	Sri Bangari	18600 - 32600	35,068
62.	--- " ---	Sri K Nagaraju	18600 - 32600	35,068
<i>Hostel</i>				
63.	Cook	Sri K S Mallesha	18600 - 32600	35,068
64.	Cook	Sri S M Swamy	18600 - 32600	35,068
65.	Group 'D' Employee	Sri C S Nanjappa	18600 - 32600	35,068
66.	Group 'D' Employee	Sri D Srinivasa	18600 - 32600	35,068

**JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED**  
(An Autonomous Institute Aided by the Govt. of Karnataka &  
Approved by AICTE, New Delhi)  
**Mysuru – 570 006**

**LIBRARY AND INFORMATION CENTRE**

1. No. of Books	:	9292
2. No. of Journals	:	19
3. SC / ST Book Bank Scheme	:	1920
4. Working Hours	:	10.00 AM To 5.30 PM

## **JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED**

(An Autonomous Institute Aided by the Govt. of Karnataka &  
Approved by AICTE, New Delhi)  
**Mysuru – 570 006**

Course wise admission details to First, Third & Fifth Semesters for the year 2018-19

<b>Sl. No.</b>	<b>Course</b>	<b>Approved Intake</b>	<b>I Sem</b>	<b>III Sem</b>	<b>V Sem</b>	<b>Total</b>
1.	Computer Science & Engg.,	60+3*	63*	59	42	164
2.	Architecture	30+2*	32	23	26	81
3.	Commercial Practice	30+2*	32	32	28	92
4.	Jewellery Design & Technology	30+2*	20	07	08	35
5.	Electronics & Communication Engg.,	40+2*	40	29	29	98
6.	Computer Applications for the Visually Impaired	30+2*	09	10	11	30
<b>Total</b>		<b>233</b>	<b>196</b>	<b>160</b>	<b>144</b>	<b>500</b>

\* Super Numerary Quota of 5% on the sanctioned intake

# Re-admission is allowed 10% of sanctioned intake

\$ Lateral Entry (ITI students) is allowed 20% of the sanctioned intake

# JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED

(An Autonomous Institute Aided by the Govt. of Karnataka & Approved by AICTE, New Delhi)

**Mysuru – 570 006**

<b>November / December 2017 Semester wise Examination Results</b>										
<b>Sl. No.</b>	<b>Name of the Course</b>	<b>No. of Candidates Appeared for Examn.</b>			<b>No. of Candidates Passed</b>			<b>% of Passes</b>		
		I	III	V	I	III	V	I	III	V
01	Computer Science	63	59	47	37	21	33	59	36	70
02	Architecture	30	27	23	12	18	17	40	67	74
03	Commercial Practice	32	27	30	24	20	18	75	74	60
04	Jewellery Design & Technology	09	09	09	03	01	07	33	11	78
05	Electronics & Communication	35	35	20	10	12	11	29	34	55
06	Computer Application for the Visually Impaired	12	12	11	11	07	09	92	58	82

<b>April/May 2018 Semester wise Examination Results</b>										
<b>Sl. No.</b>	<b>Name of the Course</b>	<b>No. of Candidates Appeared for Examn.</b>			<b>No. of Candidates Passed</b>			<b>% of Passes</b>		
		II	IV	VI	II	IV	VI	II	IV	VI
01	Computer Science	59	59	47	43	22	37	73	37	79
02	Architecture	29	26	25	17	08	17	59	31	68
03	Commercial Practice	32	27	30	27	22	30	84	81	100
04	Jewellery Design & Technology	09	10	09	04	03	09	44	30	100
05	Electronics & Communication	35	35	20	19	17	13	54	49	65
06	Computer Application for the Visually Impaired	10	12	11	09	10	10	90	83	91