



Punjab Engineering College, Chandigarh

(Deemed to be University)

Public Notice

If any of the public services as notified by the Chandigarh Administration vide Notification No.28/67/1-IH(11)-2020/10872 dated 08.10.2020, in respect of this office, is not provided by the concerned Designated Officer within the stipulated time-limits, the applicant can approach Dr. Sarbjeet Singh, Nodal Officer on telephone No. 0172-2753053 & Mobile No. 9888785760 or email sarbjiitsingh@pec.edu.in. Even thereafter if the service is not provided by the Designated Officer, then she/he may file first/second appeal before the First/Second Appellate Authorities under the Right to Service Act. If still not satisfied, then she/he may approach the Chandigarh Right to Service Commission (www.rtsc.chd.gov.in), on telephone No. 0172-517500, 2700018 and/or email : chd.rtsc@chd.nic.in

SD/-
Nodal Officer
Punjab Engineering College
(Deemed to be University),
Chandigarh

List of Public Services being provide by office of Dean Academic Affairs, Punjab Engineering College (Deemed to be University), Sector 12, Chandigarh

Sr. No.	Name of the service being provided	Given time-limit for delivery of each service (no. of working days)	Designation of the Designated officer	Designation of the First Appellate Authority	Designation of the second Appellate Authority	Remarks, if any
1.	Bonafide Certificate	07 Days	Nodal Officer	Dean Academic Affairs	Director	
2.	No Objection Certificate	07 Days	Nodal Officer	Dean Academic Affairs	Director	
3.	Transcripts	20 Days	Nodal Officer	Dean Academic Affairs	Director	
4.	Character Certificates	20 Days	Nodal Officer	Dean Academic Affairs	Director	
5.	Bus Pass Attestation	07 Days	Nodal Officer	Dean Academic Affairs	Director	
6.	Duplicate Degree	20 Days	Nodal Officer	Dean Academic Affairs	Director	
7.	B.Tech./ M.Tech./ Ph.D. Provisional Degree	15 Days after result notification	Nodal Officer	Dean Academic Affairs	Director	
8.	Duplicate Mark-sheet	07 Days	Nodal Officer	Dean Academic Affairs	Director	
9.	Migration Certificate	20 Days	Nodal Officer	Dean Academic Affairs	Director	
10.	Attestation of Scholarship Form	07 Days	Nodal Officer	Dean Academic Affairs	Director	
11.	Certificate of Scholarship	07 Days	Nodal Officer	Dean Academic Affairs	Director	
12.	Any other related to Scholarship	07 Days	Nodal Officer	Dean Academic Affairs	Director	
13.	Education Verification UG/ PG/ Ph.D.	20 Days after receiving of requisite fee for verification	Nodal Officer	Dean Academic Affairs	Director	
14.	Any other personalized document	07 Days	Nodal Officer	Dean Academic Affairs	Director	

