

**ANNEXURE-1**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4 (1) (b) (i) OF THE RIGHT TO INFORMATION ACT, 2005**

**(The Particulars of the organization, function and duties)**

Sr. No	Name of the organization/Department /Board/Corporation/Institution.	Function and duties (in brief)																																																																																
1.	<p><b><u>Govt. Industrial Training Institute for Women, Sector 11-C, Chandigarh.</u></b></p> <p><b><u>Details of Courses</u></b></p> <table border="1" data-bbox="266 736 1040 2265"> <thead> <tr> <th></th> <th><b>Name of Courses/ Trade</b></th> <th><b>Sanctioned Seats</b></th> <th><b>Duration</b></th> </tr> </thead> <tbody> <tr><td>1</td><td>Sewing Technology</td><td>64</td><td>1 Year</td></tr> <tr><td>2</td><td>Surface Ornamentation Techniques (Embroidery)</td><td>32</td><td>1 Year</td></tr> <tr><td>3</td><td>Dress Making</td><td>32</td><td>1 Year</td></tr> <tr><td>4</td><td>Basic Cosmetology</td><td>32</td><td>1 Year</td></tr> <tr><td>5</td><td>Computer Operator &amp; Programming Assistant</td><td>40</td><td>1 Year</td></tr> <tr><td>6</td><td>Stenography &amp; Secretarial Assistant (English)</td><td>40</td><td>1 Year</td></tr> <tr><td>7</td><td>Stenography &amp; Secretarial Assistant (Hindi)</td><td>40</td><td>1 Year</td></tr> <tr><td>8</td><td>Stenography (Punjabi)</td><td>20</td><td>1 Year</td></tr> <tr><td>9</td><td>Finance Executive</td><td>40</td><td>1 Year</td></tr> <tr><td>10</td><td>Marketing Executive</td><td>40</td><td>1 Year</td></tr> <tr><td>11</td><td>Human Resources Executive</td><td>40</td><td>1 Year</td></tr> <tr><td colspan="4"><b><u>Short term courses</u></b></td></tr> <tr><td>12</td><td>Accounts Executive (Accounts Payable and Receivable)</td><td>50</td><td>100 Hours</td></tr> <tr><td>13</td><td>Goods &amp; Services Tax (GST) Accounts Assistant</td><td>50</td><td>100 Hours</td></tr> <tr><td>14</td><td>General Duty Assistant</td><td>50</td><td>420 Hours</td></tr> <tr><td>15</td><td>Web Developer</td><td>50</td><td>400 Hours</td></tr> <tr><td>16.</td><td>Medical Records &amp; Health Information Technician</td><td>50</td><td>1000 Hours</td></tr> <tr><td>17.</td><td>Customer Relationship Management Domestic Non-Voice</td><td>50</td><td>400 Hours</td></tr> <tr><td>14</td><td>Junior Software Developer</td><td>50</td><td>400 Hours</td></tr> </tbody> </table>		<b>Name of Courses/ Trade</b>	<b>Sanctioned Seats</b>	<b>Duration</b>	1	Sewing Technology	64	1 Year	2	Surface Ornamentation Techniques (Embroidery)	32	1 Year	3	Dress Making	32	1 Year	4	Basic Cosmetology	32	1 Year	5	Computer Operator & Programming Assistant	40	1 Year	6	Stenography & Secretarial Assistant (English)	40	1 Year	7	Stenography & Secretarial Assistant (Hindi)	40	1 Year	8	Stenography (Punjabi)	20	1 Year	9	Finance Executive	40	1 Year	10	Marketing Executive	40	1 Year	11	Human Resources Executive	40	1 Year	<b><u>Short term courses</u></b>				12	Accounts Executive (Accounts Payable and Receivable)	50	100 Hours	13	Goods & Services Tax (GST) Accounts Assistant	50	100 Hours	14	General Duty Assistant	50	420 Hours	15	Web Developer	50	400 Hours	16.	Medical Records & Health Information Technician	50	1000 Hours	17.	Customer Relationship Management Domestic Non-Voice	50	400 Hours	14	Junior Software Developer	50	400 Hours	<p>The function and duties of the institute are as given below:-</p> <p><u>ITI Trades</u></p> <p>(i) To ensure a steady flow of skilled workers in different trades for industry</p> <p>(ii) To raise the quality &amp; quantity of industrial production by systematic training of workers</p> <p>(iii) To reduce un-employment among educated youths by equipping them for suitable industrial employment.</p> <p><b><u>Short term courses under “Upgradation of 1396-Govt ITIs through Public Private Partnership”</u></b></p> <p>The aim of the scheme is to minimize the mismatch between the trained manpower produced by ITIs and those required by the Industry.</p>
	<b>Name of Courses/ Trade</b>	<b>Sanctioned Seats</b>	<b>Duration</b>																																																																															
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Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

## ANNEXURE-2

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4 (1) (b) (ii) OF THE RIGHT TO INFORMATION ACT, 2005****(The powers and duties of the officers and employees)****Name of Department/Board/Corporation/Institution/Office:****Govt. Industrial Training Institute for Women, Sec 11-C, Chandigarh.**

<b>Sr. No</b>	<b>Name of Post</b>	<b>Power and duties (in brief)</b>
1.	Sh. Rajan Dogra, Principal-cum-Central Public Information Officer	Administrative & General supervision of Institute
2.	Ms. Suman Sharma, Sr. Asstt.-cum-Assistant Central Public Information Officer.	Students Training including Admission, Certificates, Stipend etc.
3.	Ms. Chanchal Kumari, Jr. Asstt.	Dealing with Account Seat including Salary and Contingency Bills, Budget etc.
4.	Sh. Krishan Lal Yadav, Jr. Asstt.	Dealing in Store Purchase and issue of material.
5.	Mr. Sanjeev Kumar, Jr. Asstt.	Handling Cash seat, including collection of Tuition Fee, Payments etc.
6.	Ms. Reena Sharma, Clerk	Dealing in Establishment/Court Cases, RTI etc.
7.	Sh. Naval Kishore Verma, Group Instructor-cum-Placement Officer	To look after the work of training & placement cell and supervision of PMKVY trades.
8.	Ms. Suman, Group Instructor	Supervision of the trades under her control.
9.	Ms. Rajnish Bala, Group Instructor	Supervision of the trades under her control.
10.	Ms. Anuka, Group Instructor	Supervision of the trades under her control.
11.	Ms. Roop Kaur, Instructor	Imparting training in I.T.I. Surface Ornamentation Techniques (Embroidery)
12.	Ms. Saroj Kumari, Instructor	Imparting training in I.T.I. Sewing Technology Trade
13.	Ms. Archana Gautam, Instructor	Imparting training in I.T.I. Sewing Technology Trade
14.	Ms. Swarn Kanta, Instructor	Imparting training in I.T.I Surface Ornamentation Techniques (Embroidery)
15.	Ms. Sushma Rani, Instructor	Imparting training in I.T.I. Sewing Technology Trade
16.	Ms. Harvinderjit Kaur, Instructor	Imparting training in Stenography Punjabi Trade.
17.	Ms. Renu Gulati, Instructor	Imparting training in Basic Cosmetology Trade.
18.	Ms. Sarojani Rani, Hostel Supdt.-cum-PTI	Looking after the affairs of Hostel & Physical Training of Girls Students
19.	Ms. Daizy, Instructor (Contract Basis)	Imparting training in Employability Skills
20.	Ms. Manpreet Kaur Juneja , Instructor (Contract Basis)	Imparting training in Computer Operator & Programming Assistant Trade
21.	Ms. Mukta Bansal, Instructor (Contract Basis)	Imparting training in Computer Operator & Programming Assistant Trade
22.	Ms. Sneh Lata, Instructor (Contract Basis)	Imparting training in Basic Cosmetology trade.
23.	Mr. Sunil Kumar, Instructor (Contract Basis)	Imparting training in Finance Executive trade.
24.	Ms. Navpreet Kaur, Instructor (Contract Basis)	Imparting training in Human Resource Executive trade.
25.	Dr. Jai Kumar, Instructor (Contract Basis)	Imparting training in Marketing Executive trade.
26.	Mrs. Gaganpreet Kaur, Instructor (Contract Basis)	Imparting training in Human Resource Executive trade.
27.	Mr. Ikdeep Singh, Instructor (Contract Basis)	Imparting training in Marketing Executive trade.

28.	Ms. Pravina Ramteke, Instructor (Contract Basis)	Imparting training in Dress Making Trade.
29.	Ms. Alipa, Instructor (Contract Basis)	Imparting training in Stenography & Secretarial Assistant (Hindi)
30.	Mr. Naveen, Instructor (Contract Basis)	Imparting training in Stenography & Secretarial Assistant (Hindi)
31.	Ms. Simranpreet Kaur, Instructor (Contract Basis)	Imparting training in I.T.I. Sewing Technology Trade.
<b>IMC FACULTY</b>		
1.	Sh. Surjit Singh, Sr. Faculty. (Contract Basis)	To look after the work of IMC and imparting of training in soft skills.
2.	Ms. Bhawna Asthana, Instructor (on contract basis under IMC Society)	Imparting training in Courses i.e. Accounts Executive (Accounts Payable and Receivable), Goods & Services Tax (GST) Accounts Assistant
3.	Ms. Abhishikha Sharma, Business Executive (on contract basis under IMC Society)	For bringing admission & connecting business.
4.	Ms. Poonam Saini, Instructor (on contract basis under IMC Society)	Imparting training in Junior Software Developer Course.
5.	Ms. Akanksha Sharma, Instructor (on contract basis under IMC Society)	Imparting training in Web Developer Course.
6.	Ms. Ankita Sharma, Instructor (on contract basis under IMC Society)	Imparting training in General Duty Assistant Course.
7.	Ms. Harleen Kaur, Instructor (on contract basis under IMC Society)	Imparting training in Medical Record and Health Information Course.
<b>Group- D</b>		
1.	Sh. Gurnam Singh, Workshop Attendant	Supporting Staff in Office/Workshop
2.	Sh. Ram Singh, Workshop Attendant	Supporting Staff in Workshop
3.	Sh. Vinod Kumar, Workshop Attendant	Supporting Staff in Workshop
4.	Sh. Sushil Kumar, Workshop Attendant	Supporting Staff in Office/Workshop
5.	Ms. Raj Kali, Peon	Dak Delivery duty
6.	Sh. Jagdish Chand, Store Attendant	Supporting Staff in Store
7.	Sh. Kalika Prashad, Mali	Gardening duty
8.	Sh. Shri Pal, Chowkidar	Watch and Ward duty
9.	Sh. Umed Singh, Chowkidar	Watch and Ward duty
10.	Sh. Vinod Kumar, Chowkidar	Watch and Ward duty
11.	Mrs. Sheela, Sweeper	Cleaning of Hostel Block
12.	Sh Bhopal, Sweeper	Cleaning of Institution premises
13.	Sh. Parkash Chand, Sweeper	Cleaning of Institution premises

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

**ANNEXURE-3**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4 (1) (b) (iii) OF THE RIGHT TO INFORMATION ACT, 2005**

**(The procedure followed in the decision making process, including channels of  
supervision and accountability)**

**Name of the Department/Board/Corporation /Institution/Office:  
Govt. Industrial Training Institute for Women, Sector 11-C,  
Chandigarh**

<b>Sr.No</b>	<b>Name /Type of work</b>	<b>Level at which the case is intimated. (Name of the Post)</b>	<b>Name of the post which deal with the case before the decision making authority.</b>	<b>Level at which decision is made (Name of the post)</b>
1.	Training of the students	Instructors	Group Instructors	Principal
2.	Examination	Examination Invigilator	Supdt. Exam.	Controller of Examination/ Principal
3.	Office work	Dealing Asstt.	Office Supdt.	Principal
4.	Hostel affairs	Hostel Supdt.-cum-PTI	Mess President /Hostel Supdt.	Principal
5.	Medical problem of the trainees	Pharmac ist	Group Instructor	Principal
6.	Building Maintenance	Aggrieved employee	Instructor designated as Building Incharge	Principal
7	Cleanliness & general maintenance of the equipment machinery	Workshop Attendant /Sweeper /Instructor	Group instructor	Principal
8.	Security	Chowkidars	Hostel Supdt-cum-PTI	Principal

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

## ANNEXURE-4

### PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4 (1) (b) (iv) OF THE RIGHT TO INFORMATION ACT, 2005

(The norms set for the discharge of its functions)

**Name of the Department/Board/Corporation /Institution/Office:**  
**Govt. Industrial Training Institute for Women, Sec 11-C, Chandigarh.**

Sr. No.	Item of Work	Norms set by the department (number of days taken for decision making)
1.	Training work	As per time schedule mentioned in the trades syllabus prescribed by NCVT. New Delhi.
2.	Office work	As per general rules & Govt. instructions of Punjab Govt. from time to time & keeping in view of the urgency of the work
3.	Security	Immediate action.
4.	Cleanliness	Keeping in view of the urgency of the work.
5.	General health of the trainees.	Immediate action.
6.	Hostel affairs	Keeping in view of the urgency of the matter.
7.	Building maintenance	Keeping in view of the urgency of the maintenance work.

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

**ANNEXURE-5**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4 (1) (b) (v) OF THE RIGHT TO INFORMATION ACT, 2005**

**(The rules, regulations, instructions, manuals and records, held by it or under control or used by employees for discharging functions)**

**Name of the Department/Board/Corporation /Institution/Office:  
Govt. Industrial Training Institute for Women, Sec 11-C,  
Chandigarh.**

Sr. No.	Name of the Act	Name of the Rules	Name of the Manuals	Instructions (Write circular No. /date	Any other Record/ Documents
1.	---	----	Training Manual issued by DGT Govt. of India (Ministry of Skill Development & Entrepreneurship) New Delhi	As per DGT instructions as received from time to time	N.A.
2.	----	Condition of Service of UT Chd. Employees Rules 1992	Punjab Civil Services Rules	Instructions issued by Chd. Admn. from time to time	N.A.
3.	----	Gen. rules & regulations for the trainees	Prospectus of the Institute.	Prospectus containing instructions issued by Chandigarh Administration from time to time.	N.A.

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

**ANNEXURE-6**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4 (1) (b) (vi) OF THE RIGHT TO INFORMATION ACT, 2005**

**(Statement of the categories of documents that are held or under control)**

**Name of the Department/Board/Corporation /Institution/Office:  
Govt. Industrial Training Institute for Women, Sec 11-C,  
Chandigarh.**

<b>Sr. No.</b>	<b>Category of documents</b>
1.	Annual Confidential Reports and APARs of the staff
2.	Roster File
3.	Service Books of the Staff Members
4.	Personal files of the Staff
5.	Cash Books and Vouchers
6.	Store Items /Documents
7.	Budget and its expenditure Record
8.	Students Record viz. Admission, Attendance, Certificates & Results etc.
9.	Recruitment Rules for various posts & Promotion Criteria
10.	Student Fund Rules

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

**ANNEXURE-7**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4 (1) (b) (vii) OF THE RIGHT TO INFORMATION ACT, 2005**

(The Particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formulation of policy or implementation thereof.)

**Name of the Department/Board/Corporation /Institution/Office:**  
**Govt. Industrial Training Institute for Women, Sec 11-C,**  
**Chandigarh.**

<b>Sr. No.</b>	<b>Details/Type of arrangements made</b>
1.	All policies relating to administrative functioning of the Institute are governed by Chandigarh Administration.
2.	Decision regarding Admission/Examination/Training are governed by Director General Training, Ministry of Skill Development and Entrepreneurship, New Delhi.
3.	Suggestion Box/Visitor Dairy at the check post of main gate.

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.



**ANNEXURE-8**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4 (1) (b) (viii) OF THE RIGHT TO INFORMATION ACT, 2005**

(Statement of the boards, councils, committees and other bodies.)

**Name of the Department/Board/Corporation /Institution/Office:  
Govt. Industrial Training Institute for Women, Sec 11-C,  
Chandigarh.**

<b>Sr. NO .</b>	<b>Name of the Board (S)</b>	<b>Name of the council (S)</b>	<b>Name of the Committee (S)</b>	<b>Name of the bodies (S) constituted by the Deptt.</b>	<b>Whether meetings of these bodies are open to the public (yes/No)</b>	<b>Whether the minutes of such meetings are accessible for public. (yes/No)</b>
1.	----	Hostel student council	(i) Mess and Canteen committee (ii) Cultural & sports committee (iii) Hostel cleanliness committee (iv) Hostel committee for looking of electricity & water complaints (v) Sexual Harassment Committee	-----	No	Yes Minutes of meetings are deployed on the Notice Board.

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

**ANNEXURE-9****PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1) (b) (ix) OF THE RIGHT TO INFORMATION ACT, 2005**

(Directory of the officers and employees) Name of the

Department/Board/Corporation/Institution/Office:

**Govt. Industrial Training Institute for Women, Sector 11-C, Chandigarh.**

<b>Sr. No.</b>	<b>Name of the officer/employee</b>	<b>Designation</b>	<b>Telephone Number(o)</b>
1.	Sh. Rajan Dogra	Principal-cum CPIO	2740250
2.	Ms. Suman Sharma	Sr.Assistant-cum ACPIO	2740250
3.	Ms. Chanchal Kumari,	Jr. Assistant	2740250
4.	Sh. Krishana Lal Yadav,	Jr. Assistant	2740250
5.	Sh. Sanjeev Kumar,	Jr. Assistant	2740250
6.	Ms. Reena Sharma,	Clerk	2740250
7.	Sh. Naval Kishore Verma	Group Instructor	2740250
8.	Ms. Suman	Group Instructor	2740250
9.	Ms. Rajnish Bala	Group Instructor	2740250
10.	Ms. Anuka	Group Instructor	2740250
11.	Ms. Roop Kaur	Instructor	2740250
12.	Ms. Saroj Kumari	Instructor	2740250
13.	Ms. Archana Gautam	Instructor	2740250
14.	Ms. Swarn Kanta	Instructor	2740250
15.	Ms. Sushma Rani	Instructor	2740250
16.	Ms. Harvinderjit Kaur	Instructor	2740250
17.	Ms. Renu Gulati	Instructor	2740250
18.	Ms. Sarojani Rani	Hostel Supdt.-cum-PTI	2740250
19.	Ms. Daizy	Instructor (Contract Basis)	2740250
20.	Ms. Manpreet Kaur Juneja	Instructor (Contract Basis)	2740250
21.	Ms. Mukta Bansal	Instructor (Contract Basis)	2740250
22.	Ms. Sneh Lata	Instructor (Contract Basis)	2740250
23.	Mr. Sunil Kumar	Instructor (Contract Basis)	2740250
24.	Ms. Navpreet Kaur	Instructor (Contract Basis)	2740250
25.	Ms. Gaganpreet Kaur	Instructor (Contract Basis)	2740250
26.	Dr. Jai Kumar	Instructor (Contract Basis)	2740250
27.	Mr. Ikdeep Singh	Instructor (Contract Basis)	2740250
28.	Ms. Simranpreet Kaur	Instructor (Contract Basis)	2740250
29.	Ms. Alipa	Instructor (Contract Basis)	2740250
30.	Ms. Pravina Ramteke	Instructor (Contract Basis)	2740250
31.	Mr. Naveen	Instructor (Contract Basis)	2740250
<b>COE STAFF</b>			
01.	Sh. Surjit Singh	Sr. Faculty	2740250
02.	Ms. Bhavna Asthana	Instructor (Contract Basis) under IMC( Society)	2740250
03.	Ms. Abhishikha Sharma	Instructor (Contract Basis) under IMC( Society)	2740250
04.	Ms. Poonam Saini	Instructor (Contract Basis) under IMC( Society)	2740250
05.	Ms. Akanksha Sharma	Instructor (Contract Basis) under IMC( Society)	2740250
06.	Ms. Ankita Sharma	Instructor (Contract Basis) under IMC( Society)	2740250
07.	Ms. Harleen Kaur	Instructor (Contract Basis) under IMC( Society)	2740250

<b>Group -D</b>			
<b>Sr. No.</b>	<b>Name of the officer/employee</b>	<b>Designation</b>	<b>Telephone Number(o)</b>
1.	Sh. Gurnam Singh	Workshop Attendant	2740250
2.	Sh. Ram Singh	Workshop Attendant	2740250
3.	Sh. Vinod Kumar	Workshop Attendant	2740250
4.	Sh. Sushil Kumar	Workshop Attendant	2740250
5.	Ms. Raj Kali	Peon	2740250
6.	Sh. Jagdish Chand	Store Attendant	2740250
7.	Sh. Kalika Prashad	Mali	2740250
8.	Sh. Shri Pal	Chowkidar	2740250
9.	Sh. Umed Singh	Chowkidar	2740250
10.	Sh. Vinod Kumar,	Chowkidar	2740250
11.	Ms. Sheela,	Sweeper	2740250
12.	Sh. Bhopal Singh,	Sweeper	2740250
13.	Sh. Parkash Chand,	Sweeper	2740250

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

## ANNEXURE-10

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED  
IN RULE 4(1)(b)(x) OF THE RIGHT TO INFORMATION ACT, 2005.**

(Monthly remuneration received by the officers and employees)

Name of the Department/Board/Corporation/Institution/Office:-

**Govt. Industrial Training Institute for Women, Sec 11-C, Chandigarh.**

Sr. No.	Name of the officer/employee	Designation	Monthly Emoluments (Rs)
1.	Sh. Rajan Dogra	Principal	1,02,623/-
2.	Ms. Suman Sharma	Sr. Assistant	69,618/-
3.	Ms. Chanchal Kumari	Jr. Assistant.	52,247/-
4.	Sh. Krishan Lal Yadav	Jr. Assistant.	47,669/-
5.	Sh. Sanjeev Kumar	Jr. Assistant	50,714/-
6.	Ms. Reena Sharma	Clerk-cum-ACPIO	45,903/-
7.	Sh. Naval Kishore Verma	Group Instructor-cum-CPIO	90,434/-
8.	Ms. Suman	Group Instructor	1,04,561/-
9.	Ms. Rajnish Bala	Group Instructor	93,258/-
10.	Ms. Anuka	Group Instructor	1,04,531/-
11.	Ms. Roop Kaur	Instructor	89,771/-
12.	Ms. Saroj Kumari	Instructor	77,426/-
13.	Ms. Archana Gautam	Instructor	78,642/-
14.	Ms. Swarn Kanta	Instructor	78,142/-
15.	Ms. Sushma Rani	Instructor	76,927/-
16.	Ms. Harvinderjit Kaur	Instructor	78,642/-
17.	Ms. Renu Gulati	Instructor	69,068/-
18.	Ms. Sarojani Rani	Hostel Supdt.-cum-PTI	63,626/-
19.	Ms. Daizy	Instructor (Contract Basis)	44,714/-
20.	Ms. Manpreet Kaur Juneja	Instructor (Contract Basis)	44,714/-
21.	Ms. Mukta Bansal	Instructor (Contract Basis)	44,714/-
22.	Ms. Sneha Lata	Instructor (Contract Basis)	44,714/-
23.	Ms. Navpreet Kaur	Instructor (Contract Basis)	44,714/-
24.	Ms. Gaganpreet Kaur	Instructor (Contract Basis)	44,714/-
25.	Ms. Simranpreet Kaur	Instructor (Contract Basis)	44,714/-
26.	Ms. Alipa	Instructor (Contract Basis)	44,714/-
27.	Ms. Pravina Ramteke	Instructor (Contract Basis)	44,714/-
28.	Dr. Jai Kumar	Instructor (Contract Basis)	44,714/-
29.	Mr. Ikdeep Singh	Instructor (Contract Basis)	44,714/-
30.	Mr. Naveen	Instructor (Contract Basis)	44,714/-
31.	Mr. Sunil Kumar	Instructor (Contract Basis)	44,714/-
<b>IMC STAFF</b>			
1.	Sh. Surjit Singh	Sr. Faculty	35,560/-
2.	Ms. Bhavna Asthana	Instructor (Contract Basis)	33,870/-
3.	Ms. Abhishikha Sharma	Instructor (Contract Basis)	22,630/-
4.	Ms. Poonam Saini	Instructor (Contract Basis)	20,725/-
5.	Ms. Akanksha Sharma	Instructor (Contract Basis)	16,380/-
6.	Ms. Ankita Sharma	Instructor (Contract Basis)	15,000/-
7.	Ms. Harleen Kaur	Instructor (Contract Basis)	20,480/-
<b>Group D</b>			
1.	Sh. Gurnam Singh	Workshop Attendant	45,874/-
2.	Sh. Ram Singh	Workshop Attendant	42,850/-
3.	Sh. Vinod Kumar	Workshop Attendant	35,120/-
4.	Sh. Sushil Kumar	Workshop Attendant	30,777/-
5.	Ms. Raj Kali	Peon	40,570/-
6.	Sh. Jagdish Chand	Store Attendant	40,498/-
7.	Sh. Kalika Prashad	Mali	46,335/-
8.	Sh. Umed Singh	Chowkidar	42,558/-
9.	Sh. Vinod Kumar	Chowkidar	37,530/-
10.	Sh. Shri Pal	Chowkidar	31,809/-
11.	Ms. Sheela	Sweeper	39,509/-
12.	Sh. Parkash Chand	Sweeper	40,655/-
13.	Sh. Bhopal Singh	Sweeper	31,488/-

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

**ANNEXURE-11**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(xi) OF THE RIGHT TO INFORMATION ACT, 2005.**

**(Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made) upto March, 2019.**

Name of the Department/Board/Corporation/Institution/Office:

**Govt. Industrial Training Institute for Women, Sector 11-C, Chandigarh.**

*(Rs. In Thousands)*

<i>Sr. No.</i>	<i>Head/Item of the Budget</i>	<i>Proposed expenditure during the year (2018-19)Budget.</i>	<i>Disbursement made (In Thousands )</i>
<b>CCI Scheme(Non Plan)</b>			
1.	2230- Labour & Employment 03- Training 003 – Training of Craftsmen & Supervisors 08- Govt. Central Crafts Institute for Women, Chandigarh.		
	08-00-01 Salaries	30073	30073
	08-00-06 Medical Treatment	106	106
	08-00-11 Domestic Travel Expenses	02	02
	08-00-13 Office Expenses	3400	3400
	08-00-21 Supp. & Material	600	600
	08-00-26 Advt. & Publicity	66	66
	08-00-27 Minor Works	300	300
	08-00-28 Professional Services	100	100
	08-00-34 Stipend/ Scholarship	495	495
		<b>35142</b>	<b>35142</b>

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

**ANNEXURE-12**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4(1)(b)(xii) OF THE RIGHT TO INFORMATION ACT, 2005.**

**(The manner of execution of subsidy Programmes, including the amounts  
allocated and the details of beneficiaries of such Programmes)**

Name of the Department/Board/Corporation/Institution/Office:

**Govt. Industrial Training Institute for Women, Sec 11-C,  
Chandigarh.**

Sr. No.	Scheme under subsidy given.	Manner of execution of subsidy programme.	Amount allocated (Rs.).	Details of beneficiaries.
		Not applicable		

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

**ANNEXURE-13**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN RULE 4(1)(b)(xiii) OF THE RIGHT TO INFORMATION ACT, 2005.**

**(Particulars of recipients of concessions, permits or authorizations granted.)**

Name of the Department/Board/Corporation/Institution/Office:

**Govt. Industrial Training Institute for Women, Sec 11-C,  
Chandigarh.**

Sr. No.	Concessions/ Permit/ Authorization grant	Name of the recipient	Address of the recipient
01.	Tution fee concession	TANIYA	H NO 231 NEW COLONY PART II KHUDA LAHORA CHANDIGARH
02.	-do-	DALJIT KAUR	H NO 7 SEC 38 C CHANDIGARH
03.	-do-	RIYADOGRA	house no 74 kishangarh
04.	-do-	GURKIRAT KAUR	380 B DASHMESH NAGAR NAYAGAON
05.	-do-	KAJAL	HOUSE NO 2930 SECTOR 38 WEST DMC CHANDIGARH
06.		NEHA BHARTI	#247 NEW INDRA COLONY MANIMAJRA CHD
07.	-do-	REKHA RANI	H. No. 446 B Sector 33A
08.	-do-	SANTOSH	HOUSE NO 2930 DADUMAJRA COLONY DADUMAJRA CHANDIGARH
09.	-do-	CHARU	#907 PHASE-1 RAMDARBAR
10.	-do-	ANUBHAV	H.NO 18 SEC 46-A CHANDIGARH
11.	-do-	REENA	HOUSE NO 4571/A SECTOR 46 D
12.	-do-	MANPREET KAUR	JHAMPUR SAS NAGAR
13.	-do-	RAJNI	2198 NEW INDIRA COLONY MANIMAJRA CHANDIGARH
14.	-do-	GURJOT KAUR	H NO 132 DADU MAJRA VILLAGE
15.	-do-	SHIVANI	#2639/C RAMDHARBAR PH-2 CHD
16.	-do-	SONIA	HOUSE NO. 942 NAYA GAON JANTA COLONY PUNJAB
17.	-do-	MUSKAN	HOUSE NO. 3195 SECTOR 38-D CHANDIGARH
18.	-do-	SHAGUN	HOUSE NO 227 KHUDDA LAHORA CHANDIGARH
19.	-do-	JYOTI	H.NO. 671 SAMLL FLAT DHANAS CHANDIGARH
20.	-do-	PRIYANKA	HOUSE NO.718 NEW INDIRA COLONY MANIMAJRA
21.	-do-	REKHA RANI	#302/2 SECTOR-41 A CHANDIGARH SECTOR-36
22.	-do-	MANPREET KAUR	#265 KHUDDA ALI SHER CHANDIGARH
23.	-do-	TANU BALA	HOUSE NUMBER - 2209A SECTOR - 27C CHANDIGARH 160019
24.	-do-	NEHA KUMARI	#390/4 RAJIV COLONY SEC-17 PANCHKULA
25.	-do-	SIMRAN	2149 SECTOR 44C
26.	-do-	NIBHA KUMARI	H.NO. 2337 MAULI JAGRAN
27.	-do-	NISHA	AD-57 HMT PINJORE
28.	-do-	PRIYANKA	HOUSE NO - 4662/3 TOP FLOOR SECTOR - 38 WEST
29.	-do-	ANMOL KAUR	#217 vill. Sarangpur U.T. Chd
30.	-do-	PRIYANKA	HOUSE NO 536 DADU MAJRA COLONY
31.	-do-	MEENAKSHI	# 2620/2 phase-2 ramdarbar
32.	-do-	RANI	HOUSE NO 64 VPO MALOYA
33.	-do-	ASHITA	2164 DADU MAJRA COLONY SECTOR 38 WEST
34.	-do-	PINKY	93-C MAULI JAGRAN PART-2
35.	-do-	JYOTI KUMARI	HOUSE NO 821 VNA PHASE 1
36.	-do-	SAPNA	1055 Sector 39 B CHANDIGARH

37.	-do-	POOJA	H.no 1044-D Dashmesh Nagar NADA road Naya gaon S.A.S NAGAR
38.	-do-	SONIA	HNO. 2551/3 SECTOR 49 -C, CHANDIGARH
<b>Sr. No.</b>	<b>Concessions/ Permit/ Authorization grant</b>	<b>Name of the recipient</b>	<b>Address of the recipient</b>
39.	Tuition fee concession	PRIYA DEVI	HOUSE NO 4137 SECTOR 56 PALSOURA CHANDIGARH
40.	-do-	SHIWANI	HNO. 269 BAPU DHAM COLONY SEC 26 CHD
41.	-do-	MANJINDER KAUR	HOUSE NO 3556 MOULI COMPLEX
42.	-do-	VARSHA	1496/1M SEC 30B CHD
43.	-do-	POONAM	# 1560 A SMALL FLATS HOUSING BOARD COMPLEX DHAMAS
44.	-do-	SIMRANJEET KAUR	H.NO.1091 BALMIKI BASTI MORI GATE MANI MAJRA CHANDIGARH 160101
45.	-do-	TANUPREET KAUR	HOUSE NO. 2360/1 MARIWALA TOWN MANIMAJRA CHANDIGARH-160101
46.	-do-	MANISHA KUMARI	HOUSE NO. 1936 VIKAS NAGAR MAULI JAGRAN
47.	-do-	KAMLESH KUMARI	1436 Block P Transit House Sector 52
48.	-do-	PARUL	HOUSE NO 1664 SECTOR 30 B
49.	-do-	BALJINDER KAUR	MILKH MULLANPUR SAS NAGARMOHALI PUNJAB
50.	-do-	MANSI	#964BLOCK-B JANTA COLONY NAYAGAON SAS NAGARMOHALI
51.	-do-	NEHA	HOUSE NO 98 KAIMBBALA NAYA GAON PO CHANDIGARH
52.	-do-	SAKSHI	H.NO 859 SECTOR 52 CHANDIGARH
53.	-do-	NEERU DEVI	HOUSE NO. 5165 MALOYA COLONY
54.	-do-	SONIA	HOUSE NO - 273 SECTOR - 21 CHANDIGARH
55.	-do-	RUBY	HOUSE NO 419 BLOCK B NEAR DHILLON FARM NAYAGAON
56.	-do-	MANISHA	#2830 SECTOR 25-D CHANDIGARH
57.	-do-	KAJAL	HOUSE NO 210 JANTA COLONY NAYA GAON PO CHANDIGRAH
58.	-do-	KIRAN BALA	HNO. 261 SECTOR 14 A CHANDIGARH
59.	-do-	NEHA	House No. 1967 New Indra Colony Manimajra U.T.Chandigarh
60.	-do-	KRITIKA	HOUSE NO 1547 BHASKER COLONY SECTOR 25 CHANDIGARH
61.	-do-	JYOTI KUMARI	318/B SMALL FLAT MAULI JAGRAN PART 2 CHANDIGARH
62.	-do-	NEHA	HOUSE NO 1424 SECTOR 38 WEST DADU MAJRA COLONY BANDHERI
63.	-do-	PREETI	#27C TOP FLOOR SMALL FLATS DHANAS COMPLEX CHANDIGARH
64.	-do-	KHUSHBOO	HNO. 124-B SMALL FLATS DHANAS
65.	-do-	PALAK	2524 SECTOR 24 C CHANDIGARH
66.	-do-	POONAM DEVI	HOUSE NO 210 SHASTRI NAGAR MANIMAJRA
67.	-do-	RENU KANOJIA	112 SEC 42 B ATTAWA, CHANDIGARH
68.	-do-	UMA	H.no 467 Janta colony Naya gaon
69.	-do-	JAYOTI DEVI	H. NO. 1249 CHAMAN COLONY DHANAS
70.	-do-	REENA	1530 SECTOR 52 CHANDIGARH
71.	-do-	NEHA DEVI	#3616 MAULI JAGRAN CHD
72.	-do-	HARPREET KAUR	259 NEAR GHS DARIA CHANDIGARH
73.	-do-	RAJNI	HOUSE NO-1423 SECTOR-20-B CHANDIGARH
74.	-do-	GURBINDER KAUR	#226 LAHORA CHANDIGARH
75.	-do-	RAJBIR KAUR	H.NO 226 LAHORA CHANDIGARH
76.	-do-	JAYANTI	HNO. 810-A PANDIT DIN DYAL UPADHYA COMPLEX PH. I INDL AREA
77.	-do-	RACHANDEEP KAUR	117/1 DADU MAJRA SECTOR 14 CHANDIGARH
78.	-do-	MAMTA DEVI	HOUSE NO 2424 PHASE 2 RAMDARBAR CHANDIGARH
79.	-do-	SHILPA	HOUSE NO 825 PHASE 2 RAMDARBAR
80.	-do-	POOJA	#1483/B Small flatsDhanas Chandigarh
81.	-do-	LAXMI	H.NO. 200 BEHIND SUKHNA LAKE VILLAGE KAIMBWALA
82.	-do-	DEEPIKA	HOUSE NO. 602 V.P.O. RAMGARH TEH. DISTT.



			PANCHKULA
83.	-do-	HARJINDER KAUR	SAINI MAJRA
84.	-do-	KALPANA DEVI	VILLAGE SEON TEHSIL SARKAGHAT
<b>Sr. No.</b>	<b>Concessions/ Permit/ Authorization grant</b>	<b>Name of the recipient</b>	<b>Address of the recipient</b>
85.		USHA	VILLAGE JHANSA POST OFFICE JHANSA TEHSIL PEHOWA
86.		AMARJEET KAUR	QTR NO 81 B TYPE 1 GC PF PINJORE
87.		RAMANDEEP KAUR	DOSARNA KURALI
88.		KM ARATI VISHWAKR MA	#1069/6 MANIMAJRA MORIGATE CHD
89.		YASHIKA	HNO. 175/11 ANAJ MANDI ROAD DERABASSI
90.		SAKANCHNA	DEHRA GRAM PANCHAYAT DODRA BEH 88
91.		NAVDEEP KAUR	VPO GIGA MAJRA Teh MOHALI
92.		RAJWINDER KAUR	KHIJRABAAD
93.		ANJALI	HOUSE NO 197/2 KHUDDA LAHORA CHANDIGARH
94.		GURWINDER KAUR	VILLAGE KHERAPO BASAULAN
95.		AMANDEEP KAUR	DHAKORAN KALAN PHATWAN
96.		SIMRANJEET KAUR	VILLAGE VAKARPUR TANKI WALA DERABASSI
97.		SIMRANEET KAUR	MAJRI SIABLA MAJRI SAS NAGAR
98.		ROSHNI DEVI	#2045 SECTOR 45A CHANDIGARH
99.		MANPREET KAUR	HNO. 365 KUDDA ALI SHER
100.		SARITA	HNO. 329 KHUDDA ALISHER
101.		LAKHWINDER KAUR	# 218 Khuda Ali Sher Chandigarh
102.		MUSKAN	#1414 PHASE - I RAM DARBAR INDUSTRIAL POST OFFICE
103.		NAVJOT KAUR	HOUSE NO. 21 SAINI VIHAR PHASE 1 BALTANA
104.		SAPNA	H NO 2781 DADUMAJRA
105.		SHWETA	#1339 DADU MAJRA COLONYDADU MAJRA CHANDIGARH
106.		PINKI	H.NO 465 JANTA COLONY ADARSH NAGAR RUPNAGAR PUNJAB
107.		KHUSHBOO	665 PHASE 6 MOHALI
108.		LOVINA KUMARI	House No P-89 Transit House Sector 52 CHANDIGARH
109.		NEETU	#5552 MODEL COMPLEX MANIMAJRA
110.		SUBI KUMARI	HOUSE NO. 186/3 SANJAY LABOUR COLONY INDUSTRIAL AREA PHASE 1
111.		PRIYA SANDHU	658 SECTOR 22A CHANDIGARH
112.		MAMTA RAI	#319 SAMADHI GATE MANIMAJRA CHD
113.		POOJA KUMARI	# 60 Behlana Chandigarh
114.		DIPALI	#964 JANTA COLONY NAYA GAON SAS NAGARMOHALI
115.		NEHA	#408 KANSAL
116.		MANJIT	2615/A SECTOR 27 C CHANDIGARH
117.		SHRUTI KAJAL	H.No. 60 Milk Colony Dhanas UT
118.		RAJWINDER KAUR	H.NO 76/1 SECTOR 45 BURAIL CAHNDIGARH
119.		HARPREET KAUR	275 KHUDA ALISHER NEAR TALAB
120.		KAR AMJIT KAUR	H.NO 308 SECTOR 45 BURAIL CAHNDIGARH
121.		RASHMI	HOUSE NO 310 MAULI JAGRAN PART 2 CHANDIGARH
122.		RAMANJEET KAUR	H.NO 308 SECTOR 45 BURAIL CHANDIGARH
123.		KANCHAN	DAV Model School Sector- 15
124.		KOMAL	House No 176 Mauli Jagran
125.		PREETY RANI	VILL DEHAR PO LALRU TEHSIL DERABASSI
126.		AMRIT KAUR	VPO KUMBRA SECTOR 68 MOHALI
127.		MANPREET KAUR	VPO GIGA MAJRA TEH MOHALI
128.		RIYA	1117 D DASHMESH NAYAGAON
129.		SIMRANJIT KAUR	Takipur S.A.S. Nagar Mohali Hoshiarpur Taquipur Punjab -140110
130.		ANUDEEP KAUR	KHUWALA MOHALLA KANSAL NAYA GAON KHARAR
131.		RITU	VILLAGE TOGAN
132.		PREETI	BHARAUNJIAN SAS NAGAR MOHALI
133.		ANJALI	#234 BIR GHAGGER CHANDIMINDER

134.		POOJA RANI	VILLAGE MULLANPUR GARIBDASS TEHSIL KHARAR MULLANPUR
135.		HARPREET KAUR	#41 SOONK SAS NAGAR MOHALI MULLANPUR
<b>Sr. No.</b>	<b>Concessions/ Permit/ Authorization grant</b>	<b>Name of the recipient</b>	<b>Address of the recipient</b>
136.		SATBIR KAUR	BUDH RAM SAINI MAJRA SAS NAGAR
137.		RAJINDER KAUR	MAJRI SAS NAGAR MOHALI
138.		DEEKSHA KUMARI	TEHSIL JAISINGHPUR THERU UPARLA620
139.		MUSKAN	2741 vikas nagarmauli jagranchandigarh
140.		SAMIKSHA	House no. 447 Village Kansal P.O. Kansal Tehsil Kharar District- Mohali
141.		ANITA RANI	KHADIAL KHOTHE AALA SINGH WALA KHADIAL
142.		SUKHO DEVI	KHADIAL KHOTHE AALA SINGH WALA KHADIAL SANGRUR
143.		K NISHA	H. NO. 78/C RAIPUR KHURD BEHLANA CHANDIGARH

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

**ANNEXURE-14**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4 (1) (b) (xiv) OF THE RIGHT TO INFORMATION ACT, 2005**

(Details in respect of the information, available, reduced in an electronic form)

**Name of the Department/Board/Corporation /Institution/Office:  
Govt. Industrial Training Institute for Women, Sec 11-C,  
Chandigarh.**

<b>Sr. No.</b>	<b>Type of information</b>
	All the information concerning the institute as reduced in an electronic form is available on the Website <a href="http://www.chd.technicaleducation.gov.in">www.chd.technicaleducation.gov.in</a> of the institute.

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

**ANNEXURE-15**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4 (1) (b) (xv) OF THE RIGHT TO INFORMATION ACT, 2005**

**(Particulars of facilities available to citizens for obtaining information)**

**Name of the Department/Board/Corporation /Institution/Office:  
Govt. Industrial Training Institute for Women, Sec 11-C,  
Chandigarh.**

<b>Sr. No</b>	<b>Facilities available</b>	<b>Remarks (No. of days in a week/Timing etc.)</b>
1.	Telephone (No. 2740250)	During office hours on any working days.
2.	Personal visit	During office hours on any working days.
3.	Information regarding various courses running at Govt. Industrial Training Institute for Women, Sec 11-C, Chandigarh.	During office hours on any working days. Also available at website <a href="http://www.gitiwchd.edu.in">www.gitiwchd.edu.in</a> of the institute

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.

**ANNEXURE-16**

**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED IN  
RULE 4 (1) (b) (xvi) OF THE RIGHT TO INFORMATION ACT, 2005.**

**(Name, designations and other particulars of the Public Information officers)**

**Name of the Department/Board/Corporation /Institution/Office:  
Govt. Industrial Training Institute for Women, Sec 11-C,  
Chandigarh.**

<b>Sr. No .</b>	<b>Name of the Appellate Authority under RTI Act 2005.</b>	<b>Designation</b>	<b>Telephone No. (Office /Residence)</b>	<b>Residential Address</b>	<b>Central Public Information officer</b>	<b>Telephone No. (Office /Residence)</b>	<b>Residential Address</b>
<b>1.</b>	Sh. Rajan Dogra	Principal-cum-RTI Appellate Authority	2740250(O)	H.No. 3291, 27-D, Chandigarh.	Mr. Naval Kishore Verma Group Instructor-cum-CPIO	2740250(O)	House No.3475, Sector 49-D, Chandigarh.

Principal,  
Govt. Industrial Training Institute for Women,  
Chandigarh.