



GOVERNMENT POLYTECHNIC, JAMNAGAR.

(Under Commissionerate of Technical Education, Gujarat state)

સરકારી પોલિટેકનિક, જામનગર.

Approved by AICTE and Affiliated to Gujarat Technological University

Accredited by NBA (Computer Engg., Mechanical Engg. And E.C. Engg.)



વાલસુરા રોડ, પોસ્ટ : બેડી, જામનગર - 361009
ગુજરાત, ભારત

Valsura Road, Post : Bedi, Jamnagar - 361009
Gujarat, India

Website : www.gpjamnagar.ac.in

Email : gp-jamnagar-dte@gujarat.gov.in

THE RIGHT TO INFORMATION ACT-2005

CHAPTER II (Right to information and obligations of public authorities) Information as Para 4(1) b

Proactive Disclosure

(i) The particulars of the organization, functions and duties.

Government Polytechnic, Jamnagar is a government institute under Commissionerate of Technical Education, Government of Gujarat. With an established reputation as one of the leading Polytechnic institutes of Gujarat state, Government Polytechnic, Jamnagar has become the first choice for many students willing to pursue Diploma Engineering,

The Institute was established in 1983, with an objective of imparting skill based education in various fields of engineering and technology. This institute is recognized by All India Council of Technical Education (AICTE), New Delhi. The college is administrated by Commissionerate of Technical Education, Government of Gujarat and is affiliated to Gujarat Technological University (GTU).

Government Polytechnic, Jamnagar is located at Valsura Road, Jamnagar, 6 kms away from S.T. Bus stand, 2 kms away from Railway station and 15 kms away from Air Port. Jamnagar is one of the fastest developing city of Gujarat. Big industries like Reliance Industries Ltd., Essar Industries Ltd. and nos. of Brass works factories are located at Jamnagar and its surrounding areas.

This institute is running 5 courses in Regular mode.

Details of courses run by institute:

Sr.No.	Programme	Intake
1	Diploma in Civil Engineering	120
2	Diploma in Mechanical Engineering	180
3	Diploma in Electrical Engineering	180
4	Diploma in Electronics & Communication Engineering	30
5	Diploma in Computer Engineering	90

INSTITUTE VISION:

To be an elite institute by creating technocrats who will contribute towards the betterment of the society.

INSTITUTE MISSION:

- To be a student-centric institute, imparting fundamental, experimental and innovative skills, addressing societal problems for creating socially responsible citizens.
- To strengthen linkage with employers, industries, alumni and other stakeholders for the betterment of the institute.
- To promote co-curricular and extra-curricular activities for overall personality development of the students.

Mandate:

The Institute offers diploma engineering courses of various branches to cater to the current and future needs of the industry and society. The college is to work in the direction of sustainable development of technical education.

Duties:

Teaching, relevant administration and developmental activities of engineering students of various branches as per GTU teaching scheme.

Hierarchical Structure:

Principal (Head of office)						
Admin Officer O.S	Account Officer H.C.	Student Section I/Officer Stu. Sec O.S Senior Clerks Peons	Store Officer Purchase	HOD Professor Asso. Prof.	Librarian Asst. Librarian	Rector Wardens Hostel
Clerks Peons	Cashier Accountant Clerks		Store Keeper Peons	Asst. Prof. Supporting Staff	Cataloger Staff Peons	Clerks Peons
	Peons			Lab Asst.		
				Peons		

Course Information:

To impart education in the area of engineering and Technology for diploma in following programs run by institute

Sr. No.	Course	Level	Year of Starting	Full/ Part Time	Approved Intake	Course Duration(yr)
1	Civil Engineering	Diploma	1983	Full	120	3
2	Mechanical Engineering	Diploma	1983	Full	180	3
3	Electrical Engineering	Diploma	1989	Full	180	3
4	Electronics & Communication Engineering	Diploma	2007	Full	30	3
5	Computer Engineering	Diploma	2007	Full	90	3

Mechanism available for monitoring the service and public grievances:

Academic monitoring is done by concerned head of department. Overall monitoring is done by the principal.

Department/section head resolves academic related issues under the guidance of principal. Women development cell and SC/ST cell, Anti-ragging committee has been formed as per the guidelines of GTU/AICTE/UGC.

Details of committees:

Over and above Grievances are resolved by the principal in consultation with internal management committees.

Address and contact nos. of Institute:

Name of the Institution	Government Polytechnic, Jamnagar
Address	Valsura Road, P.O. Bedi Jamnagar - 361009
Land Phone number	(0288) 2755570
Email	gp-jamnagar-dte@gujarat.gov.in
Website	gpjamnagar.ac.in
Institute Type	Government
AICTE PERMENANT ID	1-431065941
Year of First Approval by AICTE	1994
Working Days and Timings	Monday to Saturday (except 2nd & 4 th Saturday) from 10.30 am to 6.10 pm.

(i) The powers and duties of officers and employees.

1. **Principal** : As Head of office all administrative and financial powers delegated by Govt. of Gujarat.

Responsibility of Academic administration

Financial: As per the GFR, contingency rules delegation of financial power laid by Govt.of Gujarat.

Other:

- Purchase as per procedure power delegated by govt. of Gujarat vide financial power (delegation) rules-1998 Manual of office procedure for purchase of stores by the Govt. .Dept., Industries & mines Dept. Govt. of Guj.
 - Consultancy as per power delegated by government of Gujarat vide GR.No.1973/101105/GH dt.30/10/73 & 3/11/80
 - Hostel admission rules.GR.No.GEC-1074-77/35809 GH dt.26/7/77
2. **Administrative Officer:** To assist in all administrative duties, responsible for organization coordination as per instruction form Head of office for the institution.
 3. **Accounts Officer:** To manage all financial matters of payment & receipt as per the govt. rules as Drawing and Disbursing Officer.
 4. **Store Officer:** To carry purchase of material and equipment as per Institutions requirement and take work from subordinate staff.
 5. **Librarian:** To manage all library functions for the students & faculty of college.
 6. **Student Section In-charge:** Managing student records and carry, liaising with university in academic and other student related activities with the help of subordinate staff
 7. **Rector:** Hostel and mess administration and provide necessary accommodation and other necessary facilities to the students.
 8. **Professor:** Managing the respective academic program development consultancy and contact the subordinate teaching and technical staff.
 9. **Associate & Assistant Professor:** Teaching & duties imparted by the HOD
 10. **Lab Assistant & Instructional Staff:** To maintain laboratory and assist in performing experiments.
 11. **TPO** : Arranging industrial visits and placement drive for students.

(ii) The procedure followed in decision making process including channels supervision and accountability

Establishment comprising of Administrative officer, Accounts officer, Store officer follows the rule of Government of Gujarat for service, finance and disciplinary power delegated.

For academic matters GTU rules are followed.

(iii) The norms set for the discharge of its functions.

Norms are framed by Govt. of Gujarat and Commissionerate of Technical Education for administration. For academic matter Gujarat Technological University and AICTE rules are followed.

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

1. All the rules regulations as per Government of Gujarat rules are applicable from time to time.
2. Academic and Examination rules as per GTU applicable from time to time.

(vi) A Statement of the categories of the document held

Sr. No.	Category of document	Name of Document	Procedure to obtain document	Held by /Under Control of
1	Academic	Syllabus, Course curriculum as per GTU norms	Personally	Principal office
2	Administration	Govt. of Gujarat rules	Personally	Principal office
3	Financial	Govt. of Gujarat rules	Personally	Principal office
4	Purchase	Govt. of Gujarat rules	Personally	Principal office

(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 policy or implementation thereof.

Policy decisions are being taken by the Government of Gujarat.

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

Not applicable

(ix) A directory of its officers and employees

Faculty data is available on the website.

(x) Work Assignment to Faculties and Relative Portfolios

Sr.	Portfolio Name	Coordinator(s)	Assistant Coordinator(s)	Team Member(s)
1	ESTA	Dr. V. S. Tejawani	Dr. U. M. Joshi Dr. S. K. Teraiya	Ms. S. N. Colarwala Shri K. M. Zala Shri S. A. Pithia Shri N H Joshi
2	COGENT/Karmayogi	Shri. K. M. Zala	Shri. S. A. Pithia	Shri V. A. Trivedi Shri N H Joshi
3	RTI (Right to Information)	Dr. A.V. Nakum	Shri S. A. Pithia	-
4	Accounts/NPS	Shri K. M. Shaikh	Shri M. D. Naraniya	Dr. N. H. Shah Shri N. H. Kodiyatar Shri H. A. Dabhi Shri S H Makrani
5	Boys' Hostel	Shri A.M. Bhatt	Shri S. Z. Pathan	Shri S. P. Kotak Shri S. N. Vegad Shri P. L. Gamit Shri. L. K. Jethwa
6	Girls' Hostel	Dr. U.M. Joshi	Ms. P. V. Patel	-
7	Training & Placement/ IIC (Institute Industry Cell)/ ENTP development cell/Internship cell/Apprenticeship committee/Career counselling cell	Shri R. S. Oza	Shri N. R. Suchak	Dr. A.V. Nakum Shri J. V. Shaparia Shri L. K. Jethva Shri S. A. Pithia
8	Central Store	Shri R. S. Oza	Dr. A.V. Nakum	Shri D. D. Vadalia Shri S. Z. Pathan Ms. N. V. Chauhan Ms. N. V. Khanpara
9	GTU / Fee Committee / ABC Nodal	Shri A. N. Joisar	Shri D. D. Chhaiya Shri. L. K. Jethwa Shri H. J. Wadhwana	Shri V. V. Gagaliya Ms. J. D. Vadalia Ms. N. V. Khanpara Shri P. L. Gamit
10	NBA / NEP / NIRF / GSIRF / IQAC	Shri R. B. Dabhi	-	Shri V.R. Avalani Dr K. P. Raichura Shri C.G. Ajudiya Shri M. D. Naraniya Shri P. L. Gamit
11	Student Section	Shri R. H. Gokani	Shri V.V. Gagaliya	Ms. N. V. Khanpara Ms. H. H. Shah Ms. P. V. Patel Shri N. H. Kodiyatar
12	Security	Shri R. S. Oza	Shri K. M. Chavda	Shri V.V. Gagaliya
13	Help Centre ACPDC/Working professional	Shri S. N. Vegad	Shri. H. A. Dabhi	-
14	Help Centre ACPC/DDCET/D To D	Shri A. M. Galani	Shri K. M. Chavda	-
15	Help Centre MBA / MCA	Ms. J. D. Vadalia	Ms. P. V. Patel	-
16	Timetable Committee	Dr. N. H. Shah	Shri N. R. Suchak	Dr. S. K. Teraiya Dr. A.V. Nakum Shri R. H. Prajapati Ms. N. V. Khanpara Shri. S. A. Pithia

Sr.	Portfolio Name	Coordinator(s)	Assistant Coordinator(s)	Team Member(s)
17	Overload / Working Professional	Dr. N. H. Shah	Shri. V. R. Avalani	Dr. K. P. Raichura Shri R. H. Prajapati Ms. H. H. Shah
18	Gymkhana/ Bharat Scout and Guide/ Sports Activities/ Yoga	Shri A. M. Galani	Shri K. M. Zala	Shri. K. M. Shaikh Ms. S. N. Colarwala Shri J. V. Shaparia Shri S. Z. Pathan Ms. N. V. Khanpara Shri H. A. Dabhi
19	NSS (National Service Scheme)	Shri R. S. Oza	Dr. A.V. Nakum	Shri D. D. Vadalia Shri R. H. Prajapati Ms. H. H. Shah Shri. B. B. Chauhan
20	Disciplinary Committee	Shri S.P. Gori	Shri S. D. Chadniya	Shri K. M. Shaikh Shri S. A. Pithia Shri R. J. Dattani Ms. J. D. Vadalia
21	COE (Centre of Excellence)	Shri. A. M. Bhatt	Shri. S. P. Gori	Shri R. H. Gokani Shri. P. L. Gamit Shri M. D. Bhanderi
22	House Keeping	Dr. S. S. Sonigra	Shri A. M. Galani	Ms. S. N. Colarwala Shri V. R. Maniar Shri J. V. Shaparia Shri K. M. Chavda Shri J. L. Chandpa Shri V. V. Gagaliya Shri S. A. Pithia Shri. S. D. Chadniya Shri. N. H. Joshi Shri S. P. Kotak
23	Student Mentoring Committee/ Student Counselling Committee/ National Task Force Committee	Shri A. N. Joisar	Shri A. M. Galani	Ms. S. N. Colarwala Shri C.G. Ajudiya Shri V. V. Gagaliya Shri S. A. Pithia
24	SSIP / Research Committee	Shri M. D. Naraniya	Shri M. D. Bhanderi	Shri K. M. Shaikh Shri R. H. Prajapati Shri. P. L. Gamit
25	NCC (National Cadet Corps.)	Shri S. D. Chadniya	Shri L. K. Jethva	Dr. K. P. Raichura Shri S. A. Pithia Ms. N. D. Thakar
26	Civil Maintenance / Campus Development Committee	Shri R. B. Dabhi	Ms. N. V. Khanpara	Shri. A. D. Khant
27	Electrical Maintenance Committee	Shri R.J. Dattani	Shri H. A. Dabhi	
28	Mechanical Maintenance / RO-Cooler Committee	Shri L. K. Jethva	Shri D. D. Chhaiya	Shri S. Z. Pathan Shri S. H. Makrani
29	Fire Safety Committee	Dr. H. J. Parekh	Shri V. R. Avalani	Shri A. C. Akbari Shri H. J. Wadhwana
30	Finishing School / Scope / Skill development/GKS	Dr. K. P. Raichura	Shri S. P. Kotak	Ms. S. N. Colarwala Ms. J. D. Vadalia Shri M. D. Bhanderi Shri N. H. Kodiyatar

Sr.	Portfolio Name	Coordinator(s)	Assistant Coordinator(s)	Team Member(s)
31	CAS (Career Advancement Scheme)	Shri V. R. Avalani	Dr. S. S. Sonigra	Dr. N. H. Shah Shri A. N. Joisar Dr. S. K. Teraiya Shri. C. G. Ajudiya Shri. N. H. Joshi
32	FDP / TNA / MOOC / NPTEL Coordinator	Shri N. R. Suchak	Dr. H. J. Parekh	-
33	Woman Development / Sexual Harassment & Monitoring Committee/ She cell	Ms. H. H. Shah	Ms. S. N. Colarwala	Ms. J. D. Vadalia Ms. N. V. Khanpara Ms. P. V. Patel
34	Alumni Committee	Shri S.P. Gori	Shri. S. Z. Pathan	Ms. S. N. Colarwala Shri. B. B. Chauhan Ms. P. V. Patel Ms. N. V. Chauhan Ms. K. N. Gondalia Shri. N. H. Kodyatar
35	Learning License	Shri K. M. Chavda	Shri L. K. Jethva	Shri D. D. Chhaiya Shri S. H. Makrani Ms. S. H. Kanjariya
36	NSP Nodal (National Scholarship Portal)	Shri K. M. Shaikh	Shri S. Z. Pathan	Shri B. B. Chauhan Shri S. H. Makrani
37	Library	Dr. H. J. Parekh	Shri V. V. Gagalia	Shri P. J. Parmar
38	Grievance Redressal Cell	Dr. U. M. Joshi	Dr. S. S. Sonigra	Shri S. P. Gori Shri C. G. Ajudiya
39	Ombudsman	Shri. S. P. Gori	-	-
40	CWAN (Campus Wide Area Network)	Shri J. V. Shaparia	Shri. R. H. Prajapati	Shri V. A. Trivedi
41	AICTE / GTU Affiliation / CCC / AISHE (All India Survey on Higher Education)	Shri C. G. Ajudiya	Shri. D. D. Chaiyya	Shri V. A. Trivedi
42	Anti-ragging Committee & Squad	Shri D. D. Chhaiya	Shri S. Z. Pathan	Shri K. M. Shaikh Shri L. K. Jethva Shri K. M. Zala
43	Road Safety Cell	Shri K. M. Chavda	Shri J. L. Chandpa	-
44	RUSA (Rashtriya Uchchar Shikha Abhiyan)	Shri S. P. Kotak	Dr K. P. Raichura	-
45	Canteen Monitoring	Shri S. P. Kotak	Shri J. L. Chandpa	Shri L. K. Jethva
46	MYSY (Mukhyamantri Yuva Swavalamban Yojana)	Shri S. A. Pithia	Shri A.C. Akbari Shri N. H. Kodyatar	Shri P. J. Parmar Shri. A. D. Khant Ms. S. H. Kanjariya
47	Physically Disability (Divyangjan) Grievance Redressal Committee	Shri V. R. Maniar	Shri K. M. Shaikh	Shri N. H. Joshi
48	Video Surveillance / CCTV	Shri P. L. Gamit	Shri S. A. Pithia	Shri V. A. Trivedi
49	Institute Website	Shri R. H. Prajapati	Ms. P. V. Patel	Shri V. A. Trivedi
50	Newsletter / social media/ e-magazine	Shri V. R. Maniar	Shri V. A. Trivedi	-
51	Internal Complaints Committee	Ms. S. N. Colarwala	Ms. H. H. Shah	-
52	SC / ST Cell	Shri J. L. Chandpa	Shri P. L. Gamit	Shri N. H. Kodyatar
53	Caste Based Discrimination Prevention Cell	Shri P. L. Gamit	Shri J. L. Chandpa	Shri N. H. Kodyatar

Sr.	Portfolio Name	Coordinator(s)	Assistant Coordinator(s)	Team Member(s)
54	Psychological Counselling Cell	Shri A. N. Joisar	Ms. S. N. Colarwala	-
55	Anti-discrimination Committee	Shri K. M. Zala	-	-
56	Equal Opportunity Cell	Dr. S. K. Teraiya	-	-
57	Transgender Cell	Shri V. R. Maniar	Ms. P. V. Patel	-

(xi) The budget allocated to each of its agency indicating the particulars of all plans, proposed expenditures and reports on disbursements made.

There is no agency under the Contractual of this office to whom the budget/grant is to be allocated.

(xii) The manner of executive of subsidier programmes, including the amounts allocated and the details and beneficiaries of such programmes.

Not applicable

(xiii) Particulars of recipients of concessions, permits or authorizations granted by it.

Not applicable

(xiv) Details of the information available to or held by it reduced in an electronic form.

Institution web site

(xv) The particulars of facilities available to citizens for obtaining information including the working hours of a library of reading room if maintained for public use.

The library and reading room are not for public use. It's available for the students and faculty of this institute.

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Gujarat, IndiaWebsite : www.gpjamnagar.ac.inEmail : gp-jamnagar-dte@gujarat.gov.in**(xvi) The names, designations, and other particulars of the public information officers**

સરકારી અધિકારીઓનાં નામ, હોદ્દા અને અન્ય વિગતો

જાહેર સત્તા મંડળ : સરકારી પોલિટેકનિક, જામનગર.

આચાર્યશ્રી અને એપલેટ અધિકારીશ્રી :

ક્રમ	નામ	હોદ્દો	STD કોડ	ફોન નંબર	ઇ-મેઇલ	સરનામું
૧.	શ્રી એમ.એમ.નાથાણી	આચાર્ય	૦૨૮૮	૨૭૫૫૫૭૦	gpjamnagar@yahoo.com	સરકારી પોલિટેકનિક, જામનગર

માહિતી અધિકારીશ્રી :

ક્રમ	નામ	હોદ્દો	STD કોડ	ફોન નંબર	ઇ-મેઇલ	સરનામું
૧.	ડો. એ.વી.નકુમ	વ્યાખ્યાતા એપ્લાઇડ મીકે.	૦૨૮૮	૨૭૫૫૫૭૦	gpjamd@gmail.com	સરકારી પોલિટેકનિક, જામનગર

(xi) Such other information as may be prescribed and thereafter updated every year.

The salary of the teaching staff is given as per AICTE 7th pay scale at present. The data is updated in October, 2026 and has been published herewith.

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Gujarat, IndiaWebsite : www.gpjamnagar.ac.inEmail : gp-jamnagar-dte@gujarat.gov.in**Mandatory disclosure for NBA & NAAC Accreditation status**

NBA Accreditation Status		
1	Name/ List of programmes / Courses Accredited	Computer Department Mechanical Department E.C. Department
2	Applied for accreditation	
	A. Applied but visit not happened	- NIL -
	B. Visit happened but result awaited	- NIL -
3	List of programmes / courses Not applied	Civil Department Electrical Department

NAAC Accreditation Status		
1	Accredited	- NIL -
2	Applied for Accreditation	
	A. Applied but visit not happened	- NIL -
	B. Visit happened but result awaited	- NIL -
3	Not Applied	Computer Department Civil Department Electrical Department EC Department Mechanical Department