

## SECTION 4(1) (B) IN THE RIGHT TO INFORMATION ACT, 2005

### (i) The particulars of its organisation, functions and duties;

Name of the Organisation	Shri Dharmasthala Manjunatheshwara Law College & Centre For P.G. Studies & Research In Law
Established	1974
Recognition & affiliation	Recognised by Bar Council of India Recognised under section 12-B and 2(f) of UGC Act, 1956 Affiliated to Karnataka State Law University, Hubballi.
Address	Shri Dharmasthala Manjunatheshwara Law College & Centre for Post Graduate Studies in Law M.G. Road Kodialbail MANGALORE - 575 003 Karnataka  GPS map location ( to be uploaded as found in present website) ( <a href="https://goo.gl/maps/VFHMD6dFMGB2">https://goo.gl/maps/VFHMD6dFMGB2</a> )
Contact	<b>Principal :</b>  Telephone: +91824-2492636 ; Fax: 0824-2492636 Email: tharanathashetty99@yahoo.com  <b>Office:</b> Telephone: +91824-2494360 Email: sdmlaw@gmail.com
Website	<a href="http://www.sdmlc.ac.in">www.sdmlc.ac.in</a>

**The functions of our institute are implemented through its vision and mission.**

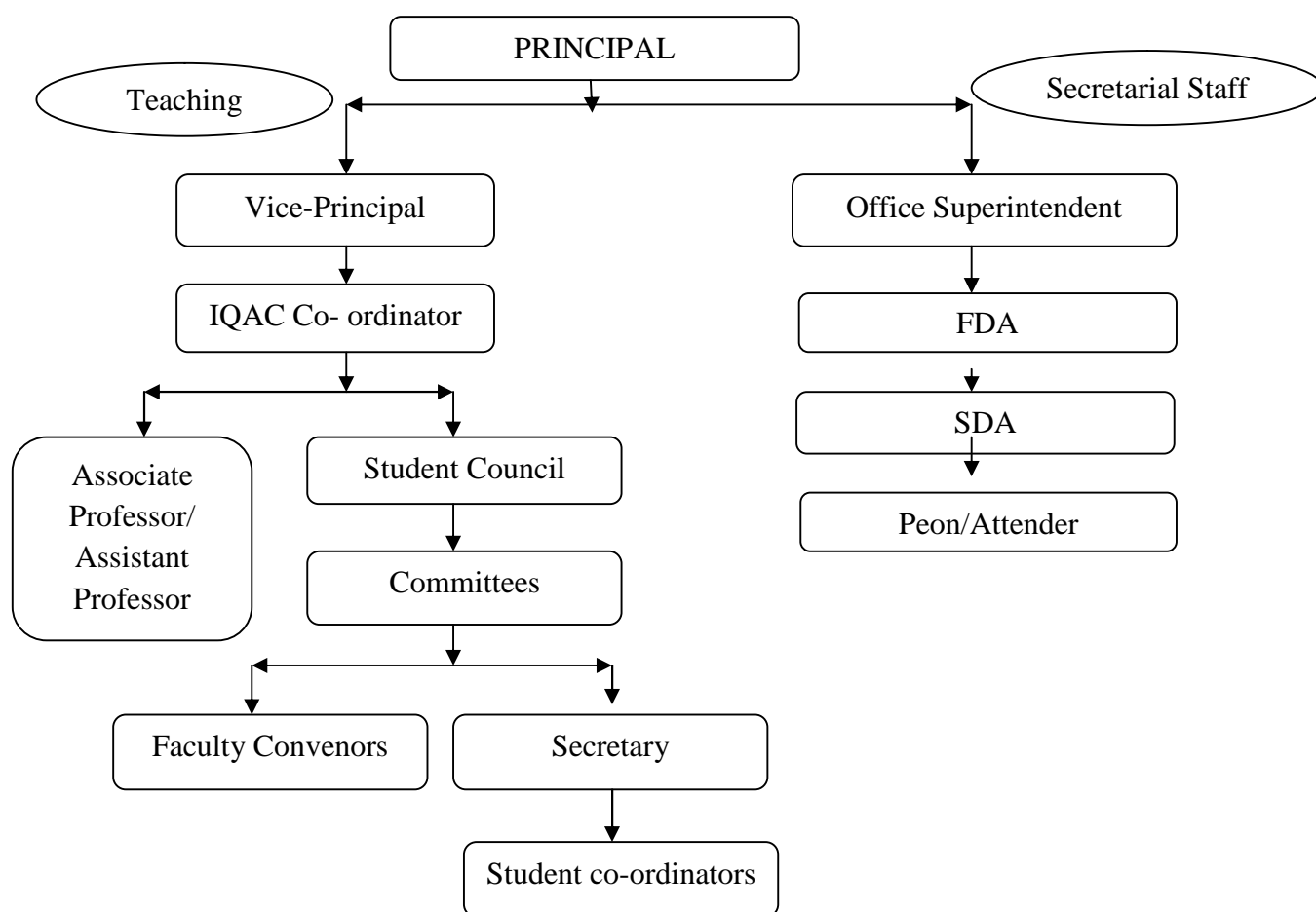
### **VISION**

A premier Law School committed to the promotion of professionalism, academic excellence, integrated learning, quality research to contribute for the development of law towards inclusive and (ethical society)

### **MISSION**

S.D.M. Law College is keen to achieve advanced legal scholarship, in educating professionals to be confident, independent with professional responsibility and identity. We provide academic programme with effective efficient and community acceptable standards. We rigorously infuse dynamism in teaching-learning to create socially committed professionals / practitioners with vision and wisdom. We believe in strong community interaction through extension activities for continuous improvement and innovation in all the process of our system

**The organisational setup is as follows:**



**(ii) The powers and duties of its officers and employees;**

#### **FUNCTIONS**

PRINCIPAL/CHAIRMAN	<ol style="list-style-type: none"> <li>1. Engage in class room Teaching</li> <li>2. Over all administration</li> <li>3. Information Appellate Authority</li> <li>4. University/management/ state Government representative in matters relating to the college</li> </ol>
VICE PRINCIPAL	<ol style="list-style-type: none"> <li>1. Engage in class room Teaching</li> <li>2. Overall administration in the absence of the principal</li> <li>3. Assistant information officer</li> <li>4. Coordinator of all committees / Associations in the college</li> </ol>
HOD LAW	<ol style="list-style-type: none"> <li>1. Engage in class room Teaching</li> <li>2. Periodical meeting of teachers</li> <li>3. Arrangement/ adjustment of classes</li> <li>4. Maintaining attendance track record of students</li> </ol>
HOD HUMANITIES	<ol style="list-style-type: none"> <li>1. Engage in class room Teaching</li> <li>2. Periodical meeting of teachers</li> </ol>

	3. Arrangement/ adjustment of classes 4. Maintaining attendance track record of students
ASSISTANT PROFESSOR	1. Engage in class room Teaching 2. To discharge such duties as allotted at the commencement of the academic year 3. Assisting Principal/HOD in the administrative work
PHYSICAL DIRECTOR	1. To train students in sports /games 2. Escort the students to represent our college in local/ state/national level sports and games events 3. Work as in-charge librarian in the absence of librarian
LIBRARIAN	1. Over all administration of library 2. Allocation of work to the library staff in consultation with principal. 3. Supervision of library staff 4. Maintenance of library infrastructure.

### DETAILS OF DUTY ALLOTMENT TO OFFICE STAFF

SL. No.	Name	Designation	Duty Timings	Work Allotted
1	Mr. K. R. Kamath	Manager  Saturday  Lunch Hour	9.00a.m. - 5.00p.m.  9.00a.m. - 2.00p.m.  1.00p.m. - 2.00p.m.	<ul style="list-style-type: none"> <li>• Overall supervision of Office matters, scrutiny of admission applications &amp; Register, fee collection Register etc.</li> <li>• Maintaining Attendance Register, Staff Records, Salary register, P.F. &amp; Income Tax matters.</li> <li>• Correspondence of University and all other official matters pertaining to the college.</li> <li>• Guidance to the other office staff for smooth function of the college activities.</li> <li>• Supervising the work allotted to Group D employees.</li> <li>• Work related to Kuvempu University Distance Education like arrangement for study Materials, contact classes, examination etc.</li> <li>• Co-Ordinating KSLU Examinations / C.S./ICAI examinations meticulously.</li> </ul>

2	Mr. Vinod Kumar	Superintendent	9.00a.m .- 5.00p.m.	<ul style="list-style-type: none"> <li>• Scrutiny of Admission applications by collecting all the connected documents and submitting it to Office Manager after entering in the Register.</li> <li>• University examination related works like collecting the exam applications, entering it in computer, preparing the candidate list, statement of fees for submission to University.</li> <li>• Maintaining exam stationery items and registers.</li> <li>• Seating arrangements and writing the exam register numbers in the class rooms and writing chart during University/Internal examinations.</li> <li>• Entering the marks in the concerned registers and issuing to the students.</li> <li>• Preparing the Proficiency list for college day programme.</li> <li>• Work connected to Kuvempu University Distance Education.</li> <li>• EERPMS work connected to HRM module.</li> <li>• Grant connected work like preparing Salary statement and other periodical statement to J D Office.</li> <li>• Co-ordinating with JD Office related to Grant matters</li> </ul>
3	Mr. Shailesh.N	F.D.A	9.30a.m. - 5.30p.m.	<ul style="list-style-type: none"> <li>• Maintaining the record for disbursement of Educational Loan to students.</li> <li>• Receiving applications and Preparing the scholarship statements, accounts and recording in register.</li> <li>• Writing and issuing of Railway concession forms to the students.</li> <li>• Work connected to N.S.S.</li> <li>• Maintaining Dispatch Register.</li> <li>• Assisting in the University Examination works such as writing the register number, Invigilation Dairy and arrangement of answer books.</li> <li>• Maintaining the Record of Seminar, Workshop etc.</li> <li>• Preparing all the statistical statements connected to college and university.</li> <li>• Work related to Kuvempu University Distance Education</li> <li>• EERPMS work connected to Academics Module.</li> </ul>
		Saturday	9.00a.m. - 2.00p.m.	
		Lunch Hour	12.00 - 12.30p.m	

4	Mr. Dharma Naik.S	F.D.A  Saturday  Lunch Hour	9.00a.m. - 5.00p.m.  9.00a.m. - 2.00p.m.  1.00 - 1.30p.m	<ul style="list-style-type: none"> <li>• Scrutiny of Admission Applications, preparing list, maintaining register, allotment of Roll Nos. to fresh batch. University Exam related work, exam numbering, absentees statement etc.</li> <li>• Entering University Mark Cards in Ledger and distributing to students. Grant connected work like preparing statements and submitting to J.D. Office. Assisting Superintendent regarding Grant Work.</li> <li>• EERPMS work connected to HRM Module.</li> </ul>
5	Mrs. Sahana Jain	S.D.A.  Saturday  Lunch Hour	9.00a.m. - 5.00p.m.  9.00a.m. - 2.00p.m.  1.00p.m - 1.30p.m	<ul style="list-style-type: none"> <li>• Maintenance of all the accounts works pertaining to the college. Posting of daily fee collection and remitting the same to the Bank Account.</li> <li>• Preparing vouchers for payment and posting the same on verification by the manager and approval of the Principal.</li> <li>• Filing the bills and vouchers and submitting the same for the Audit.</li> <li>• Preparing actual and budgeted half yearly, yearly and monthly Income and Expenditure Account and Balance Sheet for timely submission to the Management</li> <li>• Maintenance of Furniture and Fixture Register.</li> <li>• Maintaining the accounts of Kuvempu University Distance Education.</li> <li>• EERPMS work connected to A/C's Inventory Module.</li> </ul>

6	Mrs. Kalpana	Computer Asst.  Saturday  Lunch Hour	9.00a.m. - 5.00p.m.  9.00a.m. - 2.00p.m.  1.00p.m - 1.30p.m	<ul style="list-style-type: none"> <li>• Daily E-mail checking and submitting it to the Principal.</li> <li>• Taking Dictations and typing, taking printouts of day to-day letters, statements addressed to University, Management, Govt. and other offices.</li> <li>• Drafting notices and other certificates to be issued to the students and other organizations.</li> <li>• Typing speeches, delegates list, Resource persons list, reports, programme lists and letters relating to various programs of the college, Moot Court Competition, College Day, examination, etc.</li> <li>• Preparing the prize lists of College Day and other competitions.</li> <li>• Work related to Kuvempu University Distance Education.</li> <li>• EERPMS work related to Academics Module</li> </ul>
7	Sri. Suresh Lamani	S.D.A.  Saturday  Lunch Hour	9.00a.m. - 5.00p.m.  9.00a.m. - 3.00p.m.  1.00p.m - 1.30p.m	<ul style="list-style-type: none"> <li>• Taking Dictations and typing, taking printouts of day to-day letters, statements addressed to University, Management, Govt. and other offices.</li> <li>• Typing speeches, delegates list, Resource persons list, reports, programme lists and letters regarding workshop, N.S.S., Youth Red Cross, and different programs of college, Moot Court Competition, College Day, examinations, etc.</li> <li>• Assisting University Examination.</li> <li>• P.A. to Principal in Correspondence work.</li> <li>• Maintaining Inward mail Register</li> </ul>

8	Mr. Sarvesha.M	Clerk  Saturday  Lunch Hour	9.30a.m. - 5.30p.m.  9.30a.m. - 2.30p.m.  1.00p.m - 1.30p.m	<ul style="list-style-type: none"> <li>• Issuing Application &amp; Prospectus of Admission and maintenance of relevant registers.</li> <li>• Collection of Admission / Term Fees, D.F., Maintaining the Register.</li> <li>• Collection of exam fees and arranging for Bank remittance.</li> <li>• Assisting the Accountant. In maintenance of all the accounts work like posting of daily fee collection, payment vouchers posting etc.</li> <li>• Assisting the University examination work.</li> <li>• Work related to Kuvempu University Distance Education.</li> <li>• EERPMS work related to A/C's &amp; Inventory Module</li> </ul>
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### **DETAILS OF DUTY ALLOTTED TO GROUP D EMPLOYEES**

**Name : Mr. Vishwanath G.K.**

**Designation : Peon**

**Duty Timings : 8.30a.m. to 4.30p.m. (lunch break :1.00 to 1.30p.m.)**

**WORK ALLOTTED:**

- Sweeping and cleaning the class rooms and other premises of the college.
- Opening and closing the class rooms also cleaning the electrical items and black board, doors and windows of the class room regularly and cleaning the college auditorium regularly. All other work allotted by the Principal, Manager, Accounts Supdt.
- Rotation of duty done once in three months among the staff.
- Chamber, 301 & 302.

**Name : Mr. Subhachandra.**

**Designation: Peon**

**Duty Timings : 9.00a.m. to 5.00p.m. (lunch break :1.00 to 1.30p.m.)**

**WORK ALLOTTED:**

- Sweeping and cleaning the class rooms and other premises of the college.
- Opening and closing the class rooms also cleaning the electrical items and black board doors and windows of the class room regularly and cleaning the college auditorium regularly. All other work allotted by the Principal, Manager, Accounts Supdt.
- Rotation of duty done once in three months among the staff..
- Staff Room, 101, 102 and Sports Room

**Name : Mr. Kumara**

**Designation : Peon**

**Duty Timings : 8.30a.m. to 4.30p.m. (lunch break :1.00 to 1.30p.m.)**

**WORK ALLOTTED:**

- Sweeping and cleaning the class rooms, and other premises of the college.
- Opening and closing the class rooms also cleaning the electrical items and black board doors and windows of the class room regularly and cleaning the college auditorium regularly. All other work allotted by the Principal, Manager, Accounts Supdt.
- Rotation of duty done once in three months among the staff.
- Office, 203 & 204.

**Name : Mr. Deranna C.H**

**Designation : Attender**

**Duty Timings : 9.45a.m. to 5.45p.m. (lunch break : 1.00 to 1.30p.m.)**

**WORK ALLOTTED:**

- Sweeping and cleaning the class rooms, and other premises of the college
- Opening and closing the class rooms also cleaning the electrical items and black board doors and windows of the class room regularly and cleaning the college auditorium regularly. All other work allotted by the Principal, Manager, Accounts Supdt.
- Rotation of duty done once in three months among the staff
- I Floor, 205, 206 & BBA Class Room.

**Name : Mr. Sesappa**

**Designation : Peon**

**Duty Timings : 9.00a.m. to 5.00p.m. (lunch break : 1.00 to 1.30p.m.)**

**WORK ALLOTTED:**

- Sweeping and cleaning the class rooms, and other premises of the college
- Opening and closing the class rooms also cleaning the electrical items and black board doors and windows of the class room regularly and cleaning the college auditorium regularly. All other work allotted by the Principal, Manager, Accounts Supdt.
- Rotation of duty done once in three months among the staff.
- II Floor, 303, 304 & 207

**Name : Mr. Ranjith Naik S**

**Designation : Attender**

**Duty Timings : 8.00a.m. to 4.00p.m. (lunch break : 12.30 to 1.00p.m.)**

**8.00a.m. to 1.00p.m.**

**WORK ALLOTTED:**



- Sweeping and cleaning the class rooms, and other premises of the college
- Opening and closing the class rooms also cleaning the electrical items and black board doors and windows of the class room regularly and cleaning the college auditorium regularly. All other work allotted by the Principal, Manager, Accounts Supdt.
- Rotation of duty done once in three months among the staff.
- III Floor, 201, 202 and Garden Maintenance

ಶ್ರೀಮತಿ ನಾಗವೇಣಿ

ಸ್ಟ್ಯಾಪೆಂಜರ್

ಶ್ರೀ ಧ. ಮ. ಕಾನೂನು ಮಹಾ ವಿದ್ಯಾಲಯ

ಮಂಗಳೂರು.

#### ಕಚೇರಿ ಕೆಲಸಗಳು

ಕೆಲಸದ ಸಮಯ : ಬೆಳಿಗ್ಗೆ 8.30ರಿಂದ ಅಪರಾಹ್ನ 12.30

ಮಧ್ಯಾಹ್ನ 2.00 ರಿಂದ 6.00 ರ ವರೆಗೆ

ಶನಿವಾರ ಬೆಳಿಗ್ಗೆ 8.30ರಿಂದ ಅಪರಾಹ್ನ 3.00 ರ ವರೆಗೆ

#### ಕೆಲಸದ ವಿವರ:

1. ಬೆಳಿಗ್ಗೆ ಬಂದ ಕೂಡಲೇ ಎಲ್ಲಾ ಶೌಚಾಲಯಗಳಿಗೆ ನೀರು ಹಾಕುವುದು
2. ಗಾರ್ಡನ್ ನಲ್ಲಿ ಇದ್ದ ಕಸಗಳನ್ನು ತೆಗೆಯುವುದು
3. ವಾರದಲ್ಲಿ 2 ದಿವಸ ಸಭಾಂಗಣವನ್ನು ಶುಚಿಗೊಳಿಸುವುದು.
4. ವಾರದಲ್ಲಿ 2 ದಿವಸ ಸೆಮಿನಾರ್ ಹಾಲ್ (ಮೂರನೆ ಮಹಡಿ) ಶುಚಿಗೊಳಿಸುವುದು
5. ವಾರದಲ್ಲಿ 2 ದಿವಸ ಕಾಲೇಜಿನ ಎದುರುಗಡೆಯ ಅಂಗಣ ಹಾಗೂ ಪ್ರವೇಶ ದ್ವಾರದ ಬದಿಯಲ್ಲಿರುವ ಪಾರ್ಕಿಂಗ್ ಜಾಗವನ್ನು ಶುಚಿಗೊಳಿಸುವುದು.
6. ನೆಲ ಅಂತಸ್ತನ್ನು ಪ್ರತಿ ದಿನ ಗುಡಿಸಿ 2 ದಿವಸಕ್ಕೊಮ್ಮೆ ಶುಚಿಗೊಳಿಸುವುದು.
7. ಸಂಜೆ ಹೊರಡುವ ಮೊದಲು ಎಲ್ಲಾ ಶೌಚಾಲಯಗಳಿಗೆ ನೀರು ಹಾಕಿ ಶುಚಿಗೊಳಿಸುವುದು ಅಲ್ಲದೆ ಮೇಲಾಧಿಕಾರಿಗಳು ಸಮಯ ಸಂದರ್ಭಕ್ಕೆ ಅನುಗುಣವಾಗಿ ಹುಚ್ಚುವರಿ ಕೆಲಸ ಹೇಳಿದಲ್ಲಿ ಸೂಕ್ತ ರೀತಿಯಲ್ಲಿ ನಿರ್ವಹಿಸುವುದು.

ಶ್ರೀ ವಸಂತ ಪಾಟೀಲ್.

ಪರಿಚಾರಕರು

ಶ್ರೀ .ಧ. ಮ. ಕಾನೂನು ಮಹಾ ವಿದ್ಯಾಲಯ

ಮಂಗಳೂರು.

ಕಚೇರಿ ಕೆಲಸದ ಸಮಯ : ಬೆಳಿಗ್ಗೆ 9.00ರಿಂದ ಸಂಜೆ 5.30 ರ ವರೆಗೆ

ಊಟದ ಸಮಯ : 12.45 ರಿಂದ 1.45 ರ ವರೆಗೆ

ಶನಿವಾರ : 2.00ರಿಂದ 7.00 ರ ವರೆಗೆ

**ಕೆಲಸದ ವಿವರ:**

1. ಗ್ರಂಥಾಲಯದಲ್ಲಿ ವಿದ್ಯಾರ್ಥಿಗಳ ಹಾಜರಾತಿಯನ್ನು ದಾಖಲಿಸುವುದು.
2. ಗ್ರಂಥಾಲಯದ ಶುಚಿತ್ವದ ಕೆಲಸ, ಹೊಸ ಪುಸ್ತಕಗಳ ನಿರ್ವಹಣೆ, ಪುಸ್ತಕಗಳನ್ನು ಸ್ಥಳಾಂತರಿಸುವುದು.
3. ಗ್ರಂಥಪಾಲಕರ ಸೂಚನೆಯಂತೆ ಇನ್ನಿತರ ಕೆಲಸಗಳು.

ಪ್ರಾಂಶುಪಾಲರು

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

**Case Worker:** Attending the correspondence received from various authorities as assigned by the principal/ manager from time to time.

**Office Superintendent/Manager:** Attending UGC/State Government/University related correspondence. Maintenance of files, accounts in prescribed form. Reporting to Principal about administrative and financial matters from time to time.

**Principal:** Verifying the work allotted by the superior officials in the secretariat. Report regularly to the management, joint director and overseeing day to day administration.

**(iv) the norms set by it for the discharge of its functions;**

The work assigned shall be attended on day to day basis. Steps shall be taken to dispose letters/ files received either on the same day of its receipt or within five days. File movement register shall be maintained . action shall be taken pursuant to the directions of the authorities.

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

- Karnataka University Act;
- Karnataka State Law University Act, 2009;
- Karnataka State Law University Statutes;

- Karnataka State Law University Examination manual;
- Karnataka Civil Service Rules;
- Karnataka Civil Service Classification, Control and appeal rules;
- Karnataka Right to Information Act, 2005;
- Sakala Time Bound Service;
- Karnataka State Law University Ordinance and Regulation;
- The Advocates Act, 1961
- SDM Staff Employers Regulation.

**(vi) a statement of the categories of documents that are held by it or under its control;**

- Administrative/ academic/general, miscellaneous files
- Annual performance report
- Assets and Liability registers
- Government orders, notification and letters
- Deeds of Contracts/ Memorandum of Understanding.

**(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 or implementation thereof;**

The institutional arrangement have been made through PTA, SDM Alumni Association, Open House Discussion

**(viii) a statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;**

- Governing Council
- Board of Management
- SC&ST Students Welfare Grievance Committee
- Student Welfare Committee

**(ix) a directory of its officers and employees;**

<b>Sl. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Email ID</b>	<b>Contact No.</b>
1.	Sri.Tharanatha	Principal	<a href="mailto:tharanathashetty99@yahoo.com">tharanathashetty99@yahoo.com</a>	9449371918
2.	Smt.Balika	Asst.Professor	<a href="mailto:balikaprashanth@gmail.com">balikaprashanth@gmail.com</a>	8073850459
3.	Smt.Sharika Rai	Asst.Professor	<a href="mailto:sarikarai18@gmail.com">sarikarai18@gmail.com</a>	8762284238
4.	Sri.Santhosha Kumara A	Asst.Professor	<a href="mailto:santhoshprabhu17@gmail.com">santhoshprabhu17@gmail.com</a>	9900909291
5.	Mrs.Vinutha K	Asst.Professor	<a href="mailto:vinuthasomanna@gmail.com">vinuthasomanna@gmail.com</a>	7204286699
6.	Sri Gagan K	Asst.Professor	<a href="mailto:gagan555@gmail.com">gagan555@gmail.com</a>	8095024708
7.	Sri Ravindra Krishna Rajput	Asst.Professor	<a href="mailto:adv_ravirajput@yahoo.com">adv_ravirajput@yahoo.com</a>	9916243640
8.	Ms.Suma Suresh Kogilgeri	Asst.Professor	<a href="mailto:sumasureshkogilgeri@gmail.com">sumasureshkogilgeri@gmail.com</a>	9986866290
9.	Sri Santhosh Kumar	Librarian	<a href="mailto:sdmlawlibrary@yahoo.co.in">sdmlawlibrary@yahoo.co.in</a>	9482487040
10.	Sri Shashiprasad.	Physical Director	<a href="mailto:ssphegde@yahoo.in">ssphegde@yahoo.in</a>	9535657534
11.	Sri K.Radhakrishna Kamath	Office Manager	<a href="mailto:krkamath1234@gmail.com">krkamath1234@gmail.com</a>	9449714242
12.	Sri B. Siddartha Ajri	A/C. SUPTD.	<a href="mailto:siddarthajri@gmail.com">siddarthajri@gmail.com</a>	9448983464
13.	Sri.Vinod Kumar V	Superintendent	<a href="mailto:hosmanevinod@gmail.com">hosmanevinod@gmail.com</a>	9449991277
14.	Sri.Shailesh N	Frist Div.Asst.	<a href="mailto:shailusdm@gmail.com">shailusdm@gmail.com</a>	9945339611
15.	Sri Dharma Naik.S	Frist Div.Asst.	<a href="mailto:dharmanaik030@gmail.com">dharmanaik030@gmail.com</a>	9880196250
16.	Smt.Sahana Jain	Second DiV.Asst	<a href="mailto:msahana_06@yahoo.co.in">msahana_06@yahoo.co.in</a>	9449855362
17.	Mr. Sarvesha. M	Clerk	<a href="mailto:saruuppala@gmail.com">saruuppala@gmail.com</a>	9740846196
18.	Sri.Suresh Lamani	Second DiV.Asst	<a href="mailto:sureshlamani1992@gmail.com">sureshlamani1992@gmail.com</a>	9740796404
19.	Smt.Pramila Suman D'Souza	Asst.Librarian	<a href="mailto:sumanpramila13@gmail.com">sumanpramila13@gmail.com</a>	9008820188
20.	Sri.Kalpana	Sr.Grade Computer Asst.	<a href="mailto:kalpanasuvarna73@gmail.com">kalpanasuvarna73@gmail.com</a>	9481755922
21.	Ms.Arunakshi	Second DiV.Asst	<a href="mailto:arunaka57@gmail.com">arunaka57@gmail.com</a>	9481446625
22.	Sri.Bharathraj, D.R.	Attendar	<a href="mailto:bharathrajain60@gmail.com">bharathrajain60@gmail.com</a>	9449660166
23.	Sri.Deranna. C.H	Attendar	<a href="mailto:derannach@gmail.com">derannach@gmail.com</a>	9611203387
24.	Sri.Ranjith Naik S	Attendar	<a href="mailto:ranjithnaiks007@gmail.com">ranjithnaiks007@gmail.com</a>	9740038223
25.	Sri.Vishwanath G K	Peon	---	9945990887
26.	Sri.Shubhachandra	Peon	<a href="mailto:indrasubhash2@gmail.com">indrasubhash2@gmail.com</a>	9448155411
27.	Sri Kumara	Peon	<a href="mailto:ksk25963@gmail.com">ksk25963@gmail.com</a>	9972443914

28.	Sri Sesappa Gowda	Peon	<a href="mailto:sesappagowda1985@gmail.com">sesappagowda1985@gmail.com</a>	9481766071
29.	Sri.Ramachandra A	Peon	<a href="mailto:rchandradevadiga1986@gmail.com">rchandradevadiga1986@gmail.com</a>	9880723422
30.	Sri.Janardhana	Peon	<a href="mailto:janardhana.hegde@gmail.com">janardhana.hegde@gmail.com</a>	9481755938
31.	Sri.Vasanth Patil	Peon	<a href="mailto:patil33vasant@gmail.com">patil33vasant@gmail.com</a>	8123555303
32.	Mrs. Nagaveni	Sanitary Worker	---	8050144761

**(x) the monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;**

ನಮೂನೆ																					
ಕಾಲೇಜಿನ ಹೆಸರು ಎಸ್.ಡಿ.ಎಂ. ಕಾನೂನು ಕಾಲೇಜು, ಮಂಗಳೂರು																					
ದಿನಾಂಕ 01-01-2018 ರಂದು ಕರ್ತವ್ಯ ಸಲ್ಲಿಸುತ್ತಿರುವ ಬೋಧಕ/ಬೋಧಕೀತರ ವರ್ಗದವರ ಮಾಹಿತಿ 2018 ತಿಂಗಳ ವೇತನ ತಪ್ಪೆ.																					
ಆದೇಶ ಸಂಖ್ಯೆ: 55 ಕೆಎಲ್ ಎಮ್ 2013, ಬೆಂಗಳೂರು, ದಿನಾಂಕ : 26-08-2015 (2014-00-105-0-15-P).																					
ಕ್ರ. ಸಂ.	ನೌಕರರ ಹೆಸರು	ನೌಕರರ ವಿವರಣೆ	ಪದವಿ	01-01-2018ರಂದು ಇರುವಂತೆ (01-01-2018ರ ವರ್ಗೀಕರಣದ ಮೇರೆಗೆ ಸರಿಪಡಿಸಿದ ನಂತರ)										ಕಡತಗಳು					ಇತರ ವಿವರ		
				ವೇತನ ಕ್ಷೇತಿ	ಮೂಲ ವೇತನ	ಬೋನಸ್ / ಎ.ಪಿ.ಸಿ	ಒಟ್ಟು	ಕುಟುಂಬ ಭತ್ಯೆ	ಮನೆ ಬಾಡಿಗೆ ಭತ್ಯೆ	ಆರೋಗ್ಯ ಭತ್ಯೆ	ವಿಕಾಸ ಭತ್ಯೆ	ಕು. ಯೋಜನೆ/ ಮ.ಪ.	ಒಟ್ಟು ವೇತನ	ಕುಟುಂಬ ಕಲ್ಯಾಣ ನಿಧಿ	ವೃತ್ತಿ ಕೆಲಸ	ಆಧಾರ್ ಕೆಲಸ	ಒಟ್ಟು ಮಾ				
1	2	3	4	9	11	12	13	14	15	16	17	18	19	20	21	21					22
<b>ಬೋಧಕೀತರ</b>																					
1	ಡಾ. ತಾರಾನಾಥ	ಎಲ್.ಎಲ್.ಎಂ., ಪಿ.ಎಚ್.ಡಿ., ನೆಟ್.	ಪ್ರಾಂಶುಪಾಲರು/ ಸಹಾಯಕ ಪ್ರಾಂಶುಪಾಲರು	15600-39100	16920	6000	22920	31,859	4584	300		-	59663	10.00	200.00	4000	4210.00				55453.00
2	ಸಂತೋಷ ಕುಮಾರ್. ಎ	ಎಲ್.ಎಲ್.ಎಂ., ನೆಟ್.	ಸಹಾಯಕ ಪ್ರಾಂಶುಪಾಲರು	15600-39100	16920	6000	22920	31,859	4584	300		-	59663	10.00	200.00	1500	1710.00				57953.00
3	ಡಾ. ಬಾಲಿಕಾ	ಎಲ್.ಎಲ್.ಎಂ., ಪಿ.ಎಚ್.	ಸಹಾಯಕ ಪ್ರಾಂಶುಪಾಲರು	15600-39100	16920	6000	22920	31,859	4584	300		-	59663	10.00	200.00	2500	2710.00				59953.00
4	ಕೆ. ವಿನಯ	ಎಲ್.ಎಲ್.ಎಂ., ಎಸ್.ಎ.ಟಿ.2015	ಸಹಾಯಕ ಪ್ರಾಂಶುಪಾಲರು	15600-39100	16250	6000	22250	30,928	4450	300			57928	10.00	200.00	1500	1710.00				56218.00
5	ಕೆ. ಗಣೇಶ್	ಎಲ್.ಎಲ್.ಎಂ., ಎಸ್.ಎ.ಟಿ.2013	ಸಹಾಯಕ ಪ್ರಾಂಶುಪಾಲರು	15600-39100	16250	6000	22250	30,928	4450	300			57928	10.00	200.00	1500	1710.00				56218.00
6	ರವೀಂದ್ರ ಕೃಷ್ಣ ರಾಮೇಶ್	ಎಲ್.ಎಲ್.ಎಂ., ಎಸ್.ಎ.ಟಿ.2009	ಸಹಾಯಕ ಪ್ರಾಂಶುಪಾಲರು	15600-39100	16250	6000	22250	30,928	4450	300			57928	10.00	200.00	1500	1710.00				56218.00
7	ಸುಮ ಸುರೇಶ್ ಕೋಟಗಿಗೇರಿ	ಎಲ್.ಎಲ್.ಎಂ., ಕೆ.ನಿಟ್. 2014	ಸಹಾಯಕ ಪ್ರಾಂಶುಪಾಲರು	15600-39100	16250	6000	22250	30,928	4450	300			57928	10.00	200.00	1500	1710.00				56218.00
8	ಸುನೀಲ್ ರೈ	ಎಲ್.ಎಲ್.ಎಂ.,	ಸಹಾಯಕ ಪ್ರಾಂಶುಪಾಲರು	22800-43200	24000		24000	10,860	4800	300			39960	10.00	200.00	1000	1210.00				38750.00
9	ಸಂತೋಷ್ ಕುಮಾರ್	ಎಂ.ಲಿ.ಎಂ., ಎಂ.ಪಿ.ಎಲ್.ಕೆ.ನಿಟ್	ಗ್ರಂಥಪಾಲರು	15600-39100	15600	6000	21600	30,024	4320	300			56244	10.00	200.00		210.00				56034.00
10	ಶಶಿಪ್ರಸಾದ್	ಎಂ.ಪಿ.ಎ.ಎಸ್.	ಜೈಹಿತ ಶಿಕ್ಷಣ ಬೋಧಕರು	22800-43200	23400		23400	10589	4680	300		-	38969	10.00	200.00	1000	1210.00				37759.00
<b>ಬೋಧಕೀತರ</b>					178760	48000	226760	270762	45352	3000			545874	100.00	2000.00	16000.00	18100.00				527774.00
1	ವಿನೋದ್ ಕುಮಾರ್.ವಿ	ಬಿ.ಕಾಂ	ಅಧೀಕ್ಷಕರು	20000-36300	21000		21000	9503	4200	250			34953	10.00	200.00		210				34743.00
2	ಶೈಲೇಶ್ ಎಸ್.	ಬಿ.ಎಸ್ಸಿ	ಪ್ರದರ್ಶನ	14550-26700	15250		15250	6,901	3050	250			25451	10.00	200.00		210				25241.00
3	ಧರ್ಮ ನಾಯ್ಕ ಎಸ್	ಬಿ.ಎ.	ಪ್ರಥಮ ದರ್ಜೆ ಸಹಾಯಕರು	14550-26700	14550		14550	6584	2910	250	-		24294	10.00	200.00		210				24084.00



ಕ್ರ. ಸಂ.	ನೌಕರರ ಹೆಸರು	ನೌಕರರ ವಿವರಣೆ	ಪದವಿ	01-01-2018ರಂದು ಇರುವಂತೆ (01-01-2018ರ ವರೆಗಿನ ವಾರ್ಷಿಕ ಭದ್ರತೆಯನ್ನು ನೀಡುವ ಸಂದರ್ಭ)										ಕಡತಗಳು				ನಿಶ್ಚಿತ ಮೊತ್ತ
				ವೇತನ ಶ್ರೇಣಿ	ಮೂಲ ವೇತನ	ಬೇಸಾಯಿ / ಎ.ಪಿ.ಸಿ.	ಒಟ್ಟು	ಮುಕ್ತಕ	ಮನೆ ಬಾಡಿಗೆ ಭತ್ಯೆ	ನಗರ ಪಂಚಾಯತ್ ಭತ್ಯೆ	ವಿಶೇಷ ಭತ್ಯೆ	ಐ.ಎಂ.ಎ.ಎಸ್. / ಮ.ಪ.	ಒಟ್ಟು ವೇತನ	ಕುಟುಂಬ ಕಲ್ಯಾಣ ನಿಧಿ	ವ್ಯಕ್ತಿ ತೆರಿಗೆ	ಆದಾಯ ತೆರಿಗೆ	ಒಟ್ಟು ವಾಸ	
4	ಸಹಾಯಕ ಪ್ರಾ. ಎಂ.	ಸಿ.ಎಂ.	ವಿದ್ಯಾರ್ಥಿ	11600-21000	12000		12000	5430	2400	250			20080	10.00	200.00		210	19870.00
5	ಅಧ್ಯಾಪಕಿ ಎ	ಡಿ.ಎಂ.	ವಿದ್ಯಾರ್ಥಿ	11600-21000	12000		12000	5430	2400	250			20080	10.00	200.00		210	19870.00
6	ನೌಕರರ ಲಮಾಣಿ	ವಿದ್ಯಾರ್ಥಿ ಒ.ಎಂ.ಸಿ.	ವಿದ್ಯಾರ್ಥಿ ವರ್ಗ ಸಹಾಯಕರು	11600-21000	11600		11600	5249	2320	250	-		19419	10.00	200.00		210	19209.00
7	ಪ್ರಮಾಣ ಸಹಾಯಕಿ ಡಿ.ಎಂ.ಎಸ್.ಎಲ್.ಸಿ.ಎಲ್.ಸಿ.	ವಿದ್ಯಾರ್ಥಿ	ಗೃಹಾಂಗನೆಯ ಸಹಾಯಕರು	12500-24000	13000		13000	5883	2600	250			21733	10.00	200.00		210	21523.00
8	ಕೆಲಸಾ	ಪಿ.ಎಂ. ಡಿ.ಎಂ.	ವಿದ್ಯಾರ್ಥಿ	11600-21000	12000		12000	5430	2400	250	60		20140	10.00	200.00		210	19930.00
9	ಧರ್ಮರಾಜ್ ಡಿ.ಆರ್.	9ನೇ ತರಗತಿ	ಅಟಂಡರ್	10400-16400	10800		10800	4887	2160	250			18097	10.00	200.00		210	17887.00
10	ದೇವೇಶ್ ಸಿ.ಎಚ್.	9ನೇ ತರಗತಿ	ಅಟಂಡರ್	10400-16400	10800		10800	4887	2160	250			18097	10.00	200.00		210	17887.00
11	ರಂಜಿತಾ ನಾಯ್ಕ ಎಸ್.	ಎಸ್.ಎಸ್.ಎಲ್.ಸಿ.	ಅಟಂಡರ್	10400-16400	10400		10400	4706	2080	250			17436	10.00	200.00		210	17226.00
12	ಕೆ. ವಿಕ್ಟೋರಾ ಗೌಡ	8ನೇ ತರಗತಿ	ಪರಿಚಾರಕರು	9600-14550	10000		10000	4525	2000	250			16775	10.00	200.00		210	16565.00
13	ಕುಮಾರೇಂದ್ರ	9ನೇ ತರಗತಿ	ಪರಿಚಾರಕರು	9600-14550	10000		10000	4525	2000	250			16775	10.00	200.00		210	16565.00
14	ಕುಮಾರ	9ನೇ ತರಗತಿ	ಪರಿಚಾರಕರು	9600-14550	10000		10000	4525	2000	250			16775	10.00	200.00		210	16565.00
15	ನೇನಪ್ಪ ಗೌಡ	ವಿದ್ಯಾರ್ಥಿ ಒ.ಎಂ.ಸಿ.	ಪರಿಚಾರಕರು	9600-14550	10000		10000	4525	2000	250			16775	10.00	200.00		210	16565.00
16	ಕುಮಾರೇಂದ್ರ	ಎಸ್.ಎಸ್.ಎಲ್.ಸಿ.	ಪರಿಚಾರಕರು	9600-14550	10000		10000	4525	2000	250			16775	10.00	200.00		210	16565.00
17	ಪ್ರವೀಣ್	ಎಸ್.ಎಸ್.ಎಲ್.ಸಿ.	ಪರಿಚಾರಕರು	9600-14550	10000		10000	4525	2000	250			16775	10.00	200.00		210	16565.00
18	ವಸಂತ ಪಾಟೀಲ್	ಎಸ್.ಎಸ್.ಎಲ್.ಸಿ.	ಪರಿಚಾರಕರು	9600-14550	9600		9600	4344	1920	250			16114	10.00	200.00		210	15904.00
					213000		213000	96384	42600	4500	60	0	356544	180.00	3600	217550	3780	352764.00
					391760	48000	439760	367146	87952	7500	60		902418	280.00	5,600	233,550	21,880	880538.00

ರೂ.9,02,418/- (ದೊಡ್ಡಪುಟ್ಟ ಲಕ್ಷದ ಎರಡು ಸಾವಿರದ ನಾಲ್ಕು ನೂರ ಹತ್ತಿರೆಯ ಮತ್ತೆ)  
ಪ್ರಮಾಣೀಕರಿಸಲಾಗಿದೆ:-

- 01-01-2018ರ ವಾರ್ಷಿಕ ವೇತನ ಹೆಚ್ಚುವರಿಯ ವಿವರಗಳನ್ನು ಪರಿಶೀಲಿಸಿ
- ವಿಶ್ವ ವಿದ್ಯಾಲಯದ ಧನ ಸಹಾಯ ಆಯೋಗದ ವರದಿ, ಮುಕ್ತಕ ಯೋಜನೆಗಳ ಅಡಿಯಲ್ಲಿ ನಿರ್ದೇಶಿಸಲ್ಪಟ್ಟ ಶಿಕ್ಷಕರ ಬದಲಿಗೆ ನೇಮಕವಾಗಿರುವ ಶಾಶ್ವತ ಶಿಕ್ಷಕರ ಹೆಸರುಗಳನ್ನು ಈ ವಾರ್ಷಿಕ ವೇತನ ಹೆಚ್ಚುವರಿಯಲ್ಲಿ ನೀಡಲಾಗಿದೆ.
- ಯಾವುದೇ ಶಾಶ್ವತ ನೌಕರರ ಹೆಸರುಗಳನ್ನು ಈ ವಾರ್ಷಿಕ ವೇತನ ಹೆಚ್ಚುವರಿಯಲ್ಲಿ ನೀಡಲಾಗಿದೆ.
- ಮನರಾಜ್ ಸೇವಾಸಂಸ್ಥೆಯ ಯಾವುದೇ ನೌಕರರ ಹೆಸರುಗಳನ್ನು ಈ ವಾರ್ಷಿಕ ವೇತನ ಹೆಚ್ಚುವರಿಯಲ್ಲಿ ನೀಡಲಾಗಿದೆ.
- ಮನೆ ಬಾಡಿಗೆ ಭತ್ಯೆಯನ್ನು ಸರ್ಕಾರಿ ಆದೇಶ ಸಂಖ್ಯೆ.ಆ.ಎ/ಎಸ್.ಆರ್.ಡಿ/2015, ಬೆಂಗಳೂರು, ದಿನಾಂಕ 07-07-2015 ಇದರ ಉಪನಿಯಮಗಳ ಪ್ರಕಾರ ಪರಿಗಣಿಸಲಾಗಿದೆ.
- ರಂಜಿತಾ ನಾಯ್ಕರ ಹೆಸರುಗಳನ್ನು ಪ್ರಕಟಣೆಯಲ್ಲಿ ಮನೆ ಬಾಡಿಗೆ ಭತ್ಯೆಯನ್ನು ಸರ್ಕಾರಿ ಸಂಖ್ಯೆ.ಆ.ಎ/ಎಸ್.ಆರ್.ಡಿ/19/ಎಸ್.ಆರ್.ಡಿ/99 ಬೆಂಗಳೂರು, ದಿನಾಂಕ 19-08-1999 ಇದರ ಉಪನಿಯಮಗಳ ಸಂಖ್ಯೆ 15 ರ ಪ್ರಕಾರ ಪರಿಗಣಿಸಲಾಗಿದೆ.
- ನಿರ್ದೇಶನದಲ್ಲಿ ಸೂಚಿಸಿರುವ ಎಲ್ಲಾ ಅನುಬಂಧಗಳನ್ನು ಮತ್ತು ಕಾಲದ ಪತ್ರಗಳನ್ನು ಒದಗಿಸಲಾಗಿದೆ.

ಸ್ಥಳ : ಮಂಗಳೂರು

**DIFFERENCE OF SALARY BETWEEN GRANT AND MGT. PAID TO NON TEACHING STAFF WHO ARE DRAWING LESS SALARY THAN THE MGT. SALARY WHICH THEY USED TO DRAW PRIOR TO GRANT IN AID.**

Sl.No.	NAME	DESIGNATION	Gross salary as per Management scale after with 31.68%DA	Gross salary as per Grant in Aid after DA hike from the month of October 17	Shortage of Salary after Grant in Aid	Remarks
<b>NON TEACHING STAFF:</b>			<b>Rs.Ps.</b>	<b>Rs.Ps.</b>	<b>Rs.Ps.</b>	
1	SRI SHAILESH N.	S.D.A.	31,329.00	25,451.00	5,878.00	
2	SRI BHARATHRAJ, D.R.	PEON	23,560.00	18,097.00	5,463.00	
3	SRI K VISHWANATHA	PEON	23,560.00	16,775.00	6,785.00	
4	SRI SHUBHACHANDRA	PEON	21,764.00	16,775.00	4,989.00	
5	SRI KUMARA	PEON	21,764.00	16,775.00	4,989.00	
<b>GRAND TOTAL :</b>			<b>121,977.00</b>	<b>93,873.00</b>	<b>28,104.00</b>	

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

The budget is approved in Annual General Body Meet of the Management and allocation of the heads of Income and Expenditure will be decided accordingly.

**(xii) The manner of execution of subsidy programmes, including the amount allocated and the details of beneficiaries of such programmes:**

The college offers scholarships, feeships to SC, ST and OBC and such other Meritorious Students

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

Management gives consession on the basis of economic brackground, outstanding merit, etc.

**(xiv) Details in respect of the information, available to or held by it, reduced in an electronic form:**

[www.sdmlc.ac.in](http://www.sdmlc.ac.in) is the website for SDM Law College, Mangaluru.

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

The college website hosts general information about the institution. The college library is accessible from 8am to 7pm on all working days.

**(xvi) the names, designation and other particulars of the public information offices**

	<b>Public Authority</b>	<b>Public Information Officer (as per Section 5(1) of RTI Act, 2005</b>	<b>Public Information Officer (as per Section 5(2) of RTI Act, 2005</b>	<b>The Nature of Information</b>	<b>Appellate Authority (as per Section 19(i) of RTI Act, 2005</b>
01	SDM Law College, Mangaluru	Principal SDMLC, Mangaluru	Vice-Principal, SDMLC, Mangaluru	All matters within the jurisdiction of RTI which are applicable	Principal, SDMLC, Mangaluru