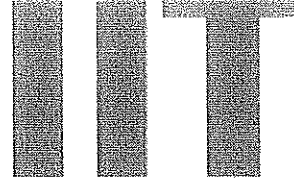




भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

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कुलसचिव कार्यालय (प्रशासन)
सूचना का अधिकार प्रकोष्ठ

Office of the Registrar (Administration)
Right To Information Cell

Ref. No.: IIT(BHU)/ADM/157-RTI/Gen/8878

Dated: 14.06.2022

NOTICE

In partial modification to this office Notification no. IIT(BHU)/ADM/157-RTI/Gen/857/L dated January 14/17, 2015 and in accordance with the provisions of Section 5 and Section 19 of the RTI Act, 2005 and as per order of the Competent Authority, the following officials of the Institute will work as Central Public Information Officers (CPIO) and First Appellate Authority (FAA) under the RTI Act, 2005, for the section/unit/centre as noted against each, to provide the information as expeditiously as possible as per provisions of the said Act:

Sl. No.	Office/Unit/Centre	CPIO	Appellate Authority
1.	Office of the Dean (Academic Affairs)	Assistant Registrar (Academic Affairs)	Dean (Academic Affairs)
2.	Departments/Schools	Head of the Department/ Coordinator of the School	
3.	Examination Unit, etc.	Assistant Registrar (Examination)	
4.	Admission through JEE etc.	Chairman, JEE/Vice-Chairman, JEE (as the case may be)	
5.	Teaching Learning Cell	Coordinator, TLC	
6.	Office of the Dean (Students Affairs)	Associate Dean (Students Affairs)	Dean (Students Affairs)
7.	Cafeteria - IIT(BHU)	Chairman, Cafeteria	
8.	Disciplinary cases of students	Associate Dean (Students Affairs)	
9.	Gymkhana	Office In-charge, Gymkhana	
10.	Office of the Dean (Research & Development)	Assistant Registrar (R&D)	Dean (Research & Development)
11.	Central Instrument Facility	Professor In-charge, CIF	
12.	(R&D) - (Accounts)	Assistant Registrar (R&D)	
13.	Internal Audit Section	Assistant Registrar (R&D)	Dean (Faculty Affairs)
14.	Office of the Dean (Faculty Affairs)	Assistant Registrar (FA)	
15.	Office of the Dean (Resource & Alumni)	Joint Registrar (Accounts)	Dean (Resource & Alumni)
16.	Gandhi Technology Alumni Cell (GTAC)	Coordinator, GTAC	
17.	Training & Placement Cell	Professor In-charge, TP Cell	
18.	Guru Rabindranath Tagore Apartment (GRTA)	Coordinator, GRTA	Professor In-charge (Admin.)

19.	Hostels	Admin. Warden of the concerned Hostels	Chairman, Council of Wardens
20.	Council of Wardens Office	Assistant Registrar (Council of Wardens)	
21.	Proctorial Function	Security Officer	Joint Chief Proctor
22.	Main Workshop	Technical Officer, Main Workshop	Professor In-charge, Main Workshop
23.	Confidential Unit (BoG/VC&S/ Legal Cell)/RTI Cell	Joint Registrar (Admin.)-I	Registrar
24.	Main Library	Assistant Librarian	Deputy Librarian
25.	Administration Section (GAD/Leave/Estates/M.R. Cell/ Establishment	Assistant Registrar (Admin.)	Joint Registrar (Admin.)-II
26.	Budget Section	Assistant Registrar (Budget)	Joint Registrar (Budget)
27.	Non Faculty Recruitment Cell	Assistant Registrar (Faculty Affairs)	Joint Registrar (NFRC)
28.	Accounts-II (SB&P/LTC/ Rajbhasha)	Assistant Registrar (Accounts-II)	Joint Registrar (Accounts)
29.	Annual Accounts & Balance Sheet	Assistant Registrar (AA&BS)	
30.	Institute Development Fund	Assistant Registrar (IDF)	
31.	Institute Works Department	Junior Superintendent, IWD	Superintending Engineer, IWD
32.	All other Offices/Units/Centres etc.	Assistant Registrar/Junior Superintendent/Officer In-charge of the respective Office/Unit/Centre etc.	Head of the respective Office/ Unit/Centre etc.

The above orders come into force with immediate effect till further order.


REGISTRAR

Ref. No.: IIT(BHU)/ADM/157-RTI/Gen/8878

Dated: 14.06.2022

Copy forwarded to the following for information and necessary action:

1. All the Deans
2. All the Heads of the Department/Coordinators of the Schools
3. The Coordinators/Incharge of Units/Centres/Offices
4. The Coordinantor, GTAC
5. The Chairman, CoW/IWC
6. The Chairman, Teaching Learning Cell
7. The Chairman, IIT(BHU)-Cafeteria Committee, IIT(BHU)
8. The Chairman, Press & Publicity Committee, IIT(BHU)