



Ref. No.

Date:

MANDATORY DISCLOSURE(2026-27)

DIPLOMA IN ENGINEERING & TECHNOLOGY

Mandatory Disclosure UPDATED ON	1 st July , 2026
AICTE File No.	F.No. Northern/1-46260624905/2026/EOA
Current Application No.	1-46260624905

1- NAME OF THE INSTITUTION

Name of Institute	Government Polytechnic Sardhana Meerut
Address	Government Polytechnic Sardhana Meerut, UP - 250344.
Village	Jasar Sultan Nagar
State	Uttar Pradesh
District	Meerut
Pin code	250344
Phone No.	9756518576
Fax No.	--
E-mail	gp.administrator@venturecad.co.in
Web-site	www.gpmeerut.com/
Nearest Railway station & Distance.	Meerut Station
Nearest Airport & Distance	Delhi
Longitude & Latitude	Longitude 78° 547466” E Latitude 28° 887115” N
Office/Academic Hours at the Institution	09:30 A.M. to 5:00 P.M.
Type of Institution	Government
Category of the Institution	Government Co-ed

2- Name and address of the Society

Name of the Organization Running the Institution	Venture Seva Foundation
Type of the Organization	Company
Address of the Organization	6TH FLOOR, PANCHWATI PLAZA, KUTCHEHARY ROAD, RANCHI-834001, JHARKHAND
Registered with	MINISTRY OF CORPORATE AFFAIRS
Registration date	13/10/2021
Website of the Organization	www.venturecad.co.in

3- NAME OF THE PRINCIPAL

Name of Principal	Dr. Amit Kumar
Exact Designation	Principal
Phone Number with STD Code	9756518576
E-mail	er.amitkumar95@gmail.com
Highest Degree	Ph.D, M.Tech
Field of Specialization	Mechanical

4- Name of the affiliating University and Board .

Name of the affiliating / Board	Uttar Pradesh Board of Technical Education
Address	Gurugovind Singh Marg,Bans Mandi Xing, Charbagh,Lucknow
Website	www.bteup.ac.in
Latest affiliation period	is given for a period 2026-2027

5- GOVERNANCE

- Member of the Board and their brief background .

Representative	Memebership	Name
Representatives of Venture Seva Foundation	Memeber	Rajeev Kumar Singh
Representative of the State Government	Memeber	Representative of BTE Lucknow
Representative of Central Government	Memeber	Dr. M.K. Tiwari, Regional Officer Director,All India Council for Technical Education (Northern Region)
Representative of Institute Faculty	Memeber	Mr. Sanjeev Kumar

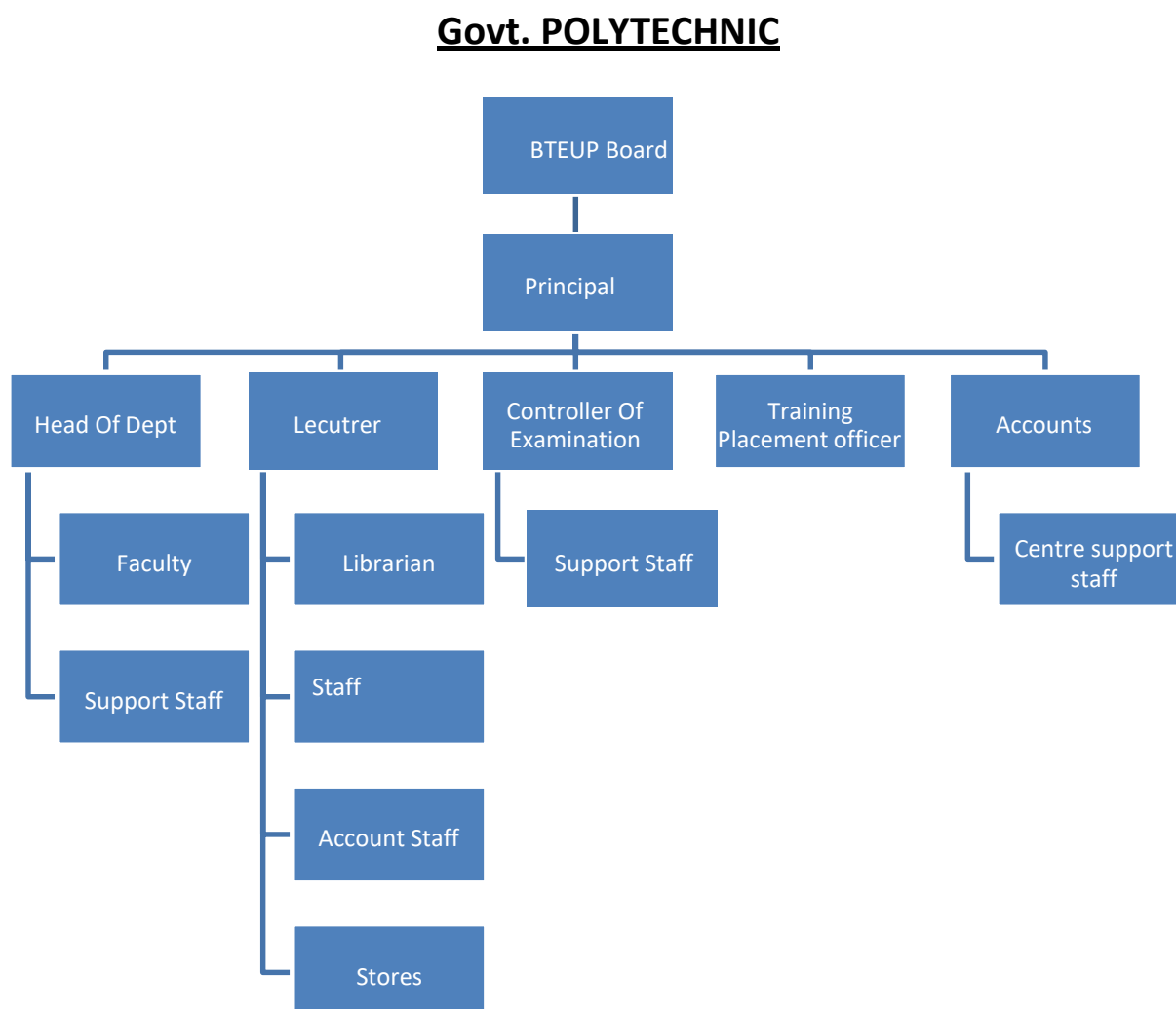
Representative of Industry	Memeber	S. C. Saini
Secretary-Principal	Memeber	Dr. Amit Kumar

- **Board of academic advisory Body**

BOARD OF STUDIES (2026-27)

Representative nominated by Managing Council –Chairman	One	Rajeev Kumar Singh
Principal	One	Dr. Amit Kumar
Nominee of U.P. State Board of Technical Education	One	Rashmi Sonker
Head of Department of each Programme	-	1. Sanjeev Kumar Head Mechanical Engg. 2. Shri Digamber Singh Head,Electrical and Electronics Engg. Deptt. 3. Miss Arpita Singh, Head, Computer Engg.Deptt.
Secretary & Convener BOS		Miss Arpita Singh

- **ORGANISATIONAL CHART AND PROCESS**



➤ **PROCESSES**

- **Admission Process :-**

As per **Joint Entrance Examination UP.** notification and **U.P.B.T.E. Norms.**

- **Academic Process :-**

The details of Academic /Examination Processes is available on www.bteup.ac.in

□ **Guidance and Counseling Process :-**

Students have Guidance & Counseling for selecting Elective Courses, Admission Process, Examination Process, Training & Placement, Projects & Seminars by the HOD and Faculty.

- **Students Feedback on institutional Goverance :-**

1. The Student Association is the main channel for the feedback on Governance. There is a formal procedure forming an integral part of students performance evaluation of faculty.
2. Formal and Informal meetings of Faculty of Department result in faculty views conveyed to Heads of Department who is in discuss with Principal. The student association members meet at regular intervals and Plans out activities of studentsinterest and makes suggestion to Principal.

- **Grievance Redressal Mechanism for faculty, staff and students :-**

S. No.	Name of Member	Designation	Membership
1	Dr. Amit Kumar	Principal	Director
2	Miss Arpita Singh	HOD	Memeber
3	Sanjeev Kumar	Lecturer	Memeber
4	Miss Sakshi Mishra	Lecturer	Memeber

RESPONSIBILITY FOR REDRESSAL

1. The final responsibility for grievance Redressal rests with the director of the college.
 2. The college expects that grievance Redressal be time bound and result oriented. Every grievance is expected to be resolved within a reasonably period.
 3. The grievance Redressal cell of the college shall monitor status and progress of grievance Redressal and shall furnish report on grievance Redressal position to the director. Powers In case of any grievance the members of the cell are empowered to sort out the problems at their level through discussion with students. In case the members fail to find out any solution then the matter is referred to the director for final commitment on the matter. Considering the nature and depth of the grievances due inquiry is made by the members of the cell and through personal discussion the matter is solved. If anybody is found to be guilty for any kind of nuisance he or she is given punishment with due consideration with the director. The nature of punishment, information to the police(if situation arises for so) and expelling from the college as per the rule of the institute.
- Exclusions:

- **Establishment of anti Ragging Committee.**

Function:

- To build self-esteem & dignity among girl students & ladies faculty member.
- To offer services such as counseling, legal aid in case of atrocities against women.
- To creates awareness regarding women rights.
- To arrange programs regarding health, personality development etc.
- To avoid and prohibit sexual harassment at workplace

Procedure:

- The member Secretary, in consultation with the Chairman of the Committee, shall prepare a provisional agenda for meeting.
- It shall be circulated to all Members of the Committee two days before meeting.
- All the decisions should be taken on the basis of majority.

The tenure of the members shall be Three years

Frequency of Meeting:

The committee shall meet at least two times a year.

Quorum:

One-third members shall constitute the quorum. If the meeting is adjourned because of quorum, no quorum shall be required for such meeting after 15 minutes.

Committee Members:

Sr. No.	Name of Member	Designation	
1	Miss Arpita Singh	HOD	7055094536
2	Mr. Sanjeev Kumar -2	Lecturer	6209459713
3	Mr. Sanjeev Kumar -1	Lecturer	7534839228
4	Miss. Prachi	HOD	8171806512

- **Establishment of online grievance Redressal mechanism.**

Functions:

- Examine and enquire the student(s) and staff involved in malpractice.
- Decide the punishment depending upon the gravity of the offence. Appeal to the director
- It shall take care of the inputs received from students, observers and staff regarding indiscipline, ragging and sexual harassment activities of the student.
- Anti ragging is one of the important and mandatory function of the committee. The committee shall look into the ragging cases. It should counsel the students for anti ragging and follow the principle of preventive actions. In addition, student committees shall be formed for anti ragging and some of the parents shall also be involved in helping the institute to avoid ragging.
- Avoiding sexual harassment in the Institute is other important and mandatory function of the committee .The committee shall try to prevent cases of sexual harassment in the institute.

Constitution:

Chairman:	Director
Members:	COE Concerned HOD Students Council Two Nominated Members One Nominated women Member
Member Secretary	Dean (Student Development)

Procedure:

- All complaints regarding malpractices in internal assessment tests and Semester-End Examinations should be referred to the Chairman of the committee.
- Any action on the part of candidate at an examination trying to get undue advantage in the performance at examinations or trying to help another, or derive the same through unfair means is punishable according to the gravity of the offence.
- The involvement of the Staff, who are in charge of conducting examinations, valuing examination papers and preparing/keeping records of documents relating to the examinations, in such acts (inclusive of providing incorrect or misleading information) that infringe upon the course of natural justice to one and all concerned at the examination shall be viewed seriously and recommended for award of appropriate punishment after thorough enquiry.

- The Director shall take necessary action as per the recommendations of the committee.
- Student or staff shall forward the written complaints to member secretary.
- All complaints shall be investigated and all enquiries relating to misconduct of the students shall be presented to the committee.
- If nature of complaint is not severe, students can be counseled.
- If nature of complaint is severe, to check the severity of the complaint, GRC may form a subcommittee.
- Enquiry shall be done by sub-committee and enquiry report shall be forwarded to GRC.
- Committee shall give appropriate punishment on the basis of severity of the misconduct.

Tenure:

The tenure of the nominated members shall be three years.

Frequency of Meeting:

The Committee shall meet as and when required or twice in a year.

Committee Members:

Sr. No.	Name of Member	Designation	
1	Dr. Amit Kumar	Principal	9756518576
2	Mr. Bharat Ruidas	Lecturer	7384426984
4	Miss Arpita Singh	HOD	7055094536
5	Mr. Sanjeev Kumar -1	Lecturer	7534839228
6	Pooja	Student	7983515447

• Establishment of Internal Complaint Committee (ICC) -

In terms of the Sexual Harassment of Women at Workplace (prevention, Prohibition, Redressal) Act , 2013, with a view to provide protection against sexual harassment of women at workplace and for the prtevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental there to , the internal complaints Committee comprising the following members is hereby constituted in respect of Shri Moti Smriti Institute of Technology .

Committee Members:

S. No.	Name of Member	Designation	Profession
1	Dr. Amit Kumar	Chairperson	Principal
2	Miss Arpita Singh	Member	Lecturer
3	Mr. Sanjeev Kumar -2	Member	Lecturer
4	Mr. Sanjeev Kumar -1	Member	Lecturer
5	Miss. Prachi	Member	Lecturer
6	Devanshi	Member	Lecturer
7	Anash	Member	Student
8	Lakshya	Member	Student

The Complaints Committee shall function for a period of the years and shall be responsible for redressal of the committee made by the victim and ensure time bound treatment of the complaints as provided in the Act.

• Establishment of Committee for SC/ ST

Funtion –

Scheduled Castes and Scheduled Tribes have been identified as the two most backward groups of Indian Society. They include all such castes, races or tribes, which have been declared as scheduled castes and scheduled tribes by the Constitution of India under the provisions of Article 341 and 342 of the Constitution of India. Scheduled Castes generally represent those communities, which have suffered from the stigma of untouchability in one form or the other. Scheduled Tribes are generally those who have been living in seclusion in hills and forests, more or less untouched by modern civilization and development.

Committee comprising the following members is hereby constituted in respect of Shri Moti Smriti Institute of Technology .

S. No.	Name of Member	Designation	Profession
1	Dr. Amit Kumar	Principal	Chairperson
2	Miss Arpita Singh	Lecturer	Member
3	Sanjeev Kumar	Lecturer	Member
4	Miss Sakshi Mishra	Lecturer	Member

6- PROGRAMMES

- **Name of the Programmes / Courses approved by the AICTE**

S.No.	Name ofDept.	Name of Program
1	Diploma	Mechanical Engineering
2	Diploma	PGDM AIML
3	Diploma	Electrical and Electronics Engineering
4	Diploma	Computer Science and Engineering

- **Name of programmes Accreditaed by NBA**
 A- Total Number of Course
 B- No. of course for which applied for accreditation
 C- Status of Accreditation – preliminary / applied for SAR and Results awaited .

S. No.	Name of the Department	Name of the Program	Year of 1 st Accreditation	SAR Status	Result
1.	Diploma	Mechanical Engineering	NA	NA	
2.	Diploma	PGDM AIML	NA	NA	
3	Diploma	Electrical and Electronics Engineering	NA	NA	
4	Diploma	Computer Science and Engineering	NA	NA	

7- Faculty

Branch wise list faculty members(with Designation., Qualification & Experience)

Sl. No.	Name of Permanent Faculty	Designation	Highest Qualification
1	Dr. Amit Kumar	Principal	Ph.D
2	Sanjeev Kumar-1	Lecturer	M.Tech
3	Mohammad Umar	Lecturer	B.Tech
4	Arpita Singh	HOD	B.TECH
5	Sanjeev Kumar-2	Lecterer	B.TECH
6	Bharat Ruidas	Lecturer	B.TECH
7	Prachi	Lecturer	M.Sc
8	Sakshi Mishra	Lecturer	M.Sc
9	Soni verma	Lecturer	B.Tech
10	Arvind Kumar	Lecturer	B.Tech
11	Devendra Singh	Workshop Instructor	Poly/CTI
12	Deepa Kumari	Lecturer	B.Tech
13	Pravesh Kumar	Lecturer	B.Tech
14	Mo. Faraz	Lecturer	B.Sc, B.Com
15	Leesa Gaurav	Lecturer	M.Sc

8- PROFILE OF PRINCIPAL WITH QUALIFICATIONS, TOTAL EXPERIENCE, AGE AND DURATION OF EMPLOYMENT AT THE INSTITUTE CONCERNED

Sr. No.	Particulars				
1	Name	Dr. Amit Kumar			
2	Designation	Principal			
3	Department	Mechanical			
4	Date of Joining the Institution	09/09/2025			
5	Qualifications with Class / Grade	B.Tech (Mechanical), M.Tech (Mechanical) Ph.D (Mechanical)			
6	Area of Specialization	Mechanical			
7	Total Experience in Years	Teaching	Industry	Research	
		13 Year	--	--	
8	Paper Published	National	International		
		05	00		
9	Papers Presented in Conferences	National	International		
		01	02		
10	PhD Guide? Give field & University	----	----		

9- Fee

Sr. No.	Particulars			
1.	Admission	Genaral		
2	Entrance test / admission criteria	Merit Basis and JEECUP Entrance Examination		
		(2024-2025)	(2025-2026)	(2026-2027)
3	Fees in rupees	10370	10370	10370
4	Admission Calendar	As per JEECUP		
5	PIO quota	-----		
(a) Fees for Courses – As per State Govt. Norms (b) For Unaided Course - As decided by Fees Regulating Authority and Revised fromtime to time (c) Approved fees for the year 2026-2027 for Govt. Courses is 10370 /-				
Schedule for Payment of Fees (a) For First year students – At the Time of Admission (b) For Odd Term Students – In the month of July Every year (c) For Even Term Students – In the month of December Every year TFWS/Scholarships /Freeship– As per Govt. Rules				

10- Admission

Counselling based Admission

- **Registration** - In order to get admission into any polytechnic programme, candidates are required to fill and submit the application form released by the concerned authorities within the specified dates. While filling out the application form, candidates have to provide some basic details such as personal details, academic details, & contact details and upload required documents such as photograph and signature. During the application process, candidates will also be required to make a payment of the application fee. It should be noted that the application form will be different for each polytechnic course.
- **Issue of admit card** - There are many state polytechnic entrance exams that are conducted for admission to the polytechnic courses offered by the participating institutes of the state. The authorities will release the admit card for all the candidates who will register within the specified dates. The admit card will contain all the details regarding the exam day such as candidate’s name, exam date, exam time, allotted exam centre, and exam day instructions.
- **Entrance exam** - The concerned authorities conduct their respective entrance exams as per the schedule.
- **Declaration of result** - After the examination, the authorities declare the result of the entrance exam. Only those candidates who will qualify the entrance exam will be eligible for admission.
- **Counselling Process** - Candidates who will qualify the entrance examination will be called to participate in the counselling process. After the counselling, the authorities will allot seats to the candidates on the basis of merit, preference, and availability of seats.

11- Library

No. of Tiles	Total Volumes
1200	7500

Newspapers

Daily nine (4) newspaper of which five (3) are Hindi and four (1) are English.

Internet

Available bandwidth

Fiber optic network is used for the internet.
Free, unlimited access to internet for all stakeholders inside the campus

Name of Internet Provider	Airtel
Available Bandwidth	100 MBPS

Wi- Fi availability

Yes

Wi-Fi Availability	by excess points
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Internet access in labs, classrooms, library and offices of all department
Available – Yes

(XI) Infrastructural information

➤ Classroom/Tutorial Room Facilities



➤ Library facilities





(XII) Boys Hostel	Yes
Girls Hostel	Yes
Medical & other Facilities at Hostel	Yes
(XIII) Student Activity Body	Yes
Cultural activities	Yes
Sports activities	Yes
Literary activities	Yes
Magazine / Newsletter	Yes
Technical activities / Tech. Fest	Yes
Industrial Visit / Tours	Yes
Alumni activities	Yes
(XIV) Name of the Information Officer for RTI	Mr. Sanjeev Kumar
Designation	Lecturer,
Phone number	9756518576
Email	gp.administrator@venturecad.co.in


 डा० अमित कुमार
 प्रधानाचार्य
 राजकीय पॉलीटेक्निक सरधना (मेरठ)