

AICTE Mandatory Disclosure

Mandatory Disclosure : Updated on 22nd Feb, 2022
1. AICTE File No. : F.No. Eastern/1-36200619086/2023/EOA
Date & Extension of Approval Granted Period of Last approval : 15.05.2023 - 2023-24

2. NAME OF THE INSTITUTION

Name of the Institution : GOVERNMENT POLYTECHNIC BALASORE
Address of the Institution : At-Bidyadharpur, Po-Remuna, Dist-Balasore
City & Pin code : Balasore - 756019
State/UT : Odisha
Phone number with STD code : 06782 - 275577
Fax number with STD code : 06782 - 275577
Office hours at the Institution : 09.30 A.M. to 5.30 P.M.
Academic hours at the Institution : 10.00 A.M. to 5.00 P.M.
Email : govtpolytechnic.bls@rediffmail.com
Website : www.gpbalasore.org.in
Nearest Railway Station (dist in Km) : 9 KM
Nearest Airport (dist in Km) : 230 KM

3. Type of Institution

Type of Institution : Government

4. Name of the Affiliating Council

Name of the affiliating Council : SCTEVT, Bhubaneswar
Address : Unit-8, Raj Bhawan, Nayapalli, Bhubaneswar, Odisha-751012.
Website : www.sctevtodisha.nic.in
Latest affiliation period : 2023- 2024

5. Name of Principal / Director

Name of Principal : Sri Ashok Kumar Rath
Exact Designation : Principal

Phone number with STD code : 06782 – 275577
 FAX number with STD code : 06782 – 275577
 Email : govtpolytechnic.bls@rediffmail.com
 Highest Degree : MBA, MCOM
 Field of specialization :

6. Governing Board Members

Sl. No.	Members
1	Collector/District Magistrate, Chairman
2	District Skill and Employment Officer, Balasore
3	Executive Engineer (R&B) Balasore
4	Executive Engineer (RWSS), Balasore
5	District Welfare Officer, Balasore
6	Nominee of AICTE Regional Office
7	An Industrialist/ Technologist/ Educationist Nominated by regional committee of AICTE
8	Nominee of the affiliating Body SCTE&VT, Bhubaneswar
9	Nominee of Director, Technical Education & Training
10	Director Operatrion, Emami Paper Mills Pvt. Ltd.
11	Two Faculty Members To Be Nominated by the principal ,Govt.PolytechnicsBalasore
12	Principal Govt. Industrial Training Institute, Balasore
12	Principal-member secretary

- **Frequency of the Board Meeting and Academic Advisory Body:** Once a year.
- **Organizational chart and processes**
- **Nature and Extent of involvement of Faculty and students in academic affairs/improvements:** Faculty and students meet each other department wise once in a month to ensure quality education and student grievances. Also, student feedback is gathered to improve quality education.
- **Mechanism/ Norms and Procedure for democratic/ good Governance:**

Frequency of meetings & date of last meeting: Twice in a Year 23.05.2023

7. Student Feedback on Institutional Governance/faculty performance

A student feedback mechanism is available in the institution. Once in a semester, the students provide the feedback of staff in the prescribed format.

GOVT. POLYTECHNIC, BALASORE **STUDENTS FEED BACK FORM (THEORY)** **(SEMESTER EXIT)**

Name of the Faculty:-
Subject Name with Code:

Semester:
Branch:-

Rating ⇒	1	2	3	4	5
Description ⇩					
1. Coverage of Syllabus					
2. Method of teaching					
3. Communication Skill					
4. Punctuality in taking Classes					
5. Attribute towards Students					
6. Quality of learning materials					
7. Overall rating					

(Indicate your response by entering a (√) mark against :1(Below average) 2.(Average), 3(Good),4.(Very Good) 5.(Excellent).



GOVT. POLYTECHNIC, BALASORE **STUDENTS FEED BACK FORM (PRACTICAL)**

Name of the Faculty:-
Subject Name with Code:

Semester:
Branch:-

Rating ⇒	1	2	3	4	5
Description ⇩					
1. Conduct of Experiments					
2. Lab facilities					
3. Quality of demonstration					
4. Timely correction of Practical record.					
5. Punctuality in taking classes.					
6. Continuous Assessment					
7. Overall rating					

(Indicate your response by entering a (√) mark against: 1(Below average) 2. (Average), 3(Good), 4. (Very Good) 5. (Excellent).

8. Grievance redressal mechanism for faculty, staff and students

- System for Redressal of grievances of faculty, staff and students
- The management of the college follows an open system of administration and grievances from staff and students are given the utmost attention.
- Complaints and suggestion boxes are kept at a number of places in the campus and also in the hostels along with online mechanisms have been developed to obtain feedback from the students via following link. <http://grievance.gpbalasore.org.in/login.php>
- The suggestions and complaints are carefully looked into and remedial measures undertaken. Responses are also publicized through notice boards.
- In case of indiscipline, a committee appointed by the principal enquires into the matter by calling witnesses and recommendations are made about the action to be taken by the management.
- Class Committee meetings are held in which grievances of students are taken note of and remedial measures taken.
- A student welfare officer looks into the welfare of the students and advises the management for necessary action.

9. Mechanism/ Norms and Procedure for democratic/ good Governance

- Various committees have been formed like: student affairs, placement, Anti-Ragging committee, internal complaint committee, SC/ST Committee, Quality Assurance Cell, Purchase committee for good governance.

Grievance Redressal Committee

Sl No	Name of the staff	Designation	
1	Sri Ashok Kumar Rath	Principal	Chairperson
	Sri Duryodhan Das	Sr.Lect.(Mechanical Engg.)	Member
2	Smt. Nirupama panda	Sr.Lect. Math & Sc(Physics)	Member
3	Sri Biswajit Mallick	Sr.Lect.(Electrical Engg.)	Member
4	Smt. Y.Yogamaya	Lect. (E&TC Engg.)	Member
5	Smt. Swagatika Malik	Lect. (IT)	Member
6	Miss. Gayatri Jena	Lect.(Civil Engg.)	Member
7	Smt. Basanti Panda	Section Officer	Member Convener

SC/ST Committee

Sl. No	Name of staff	Designation	
1	Sri Biswajit Mallik	Sr. Lect Electrical	Presiding Officer
2	Smt Anita Shial	Lect Electrical	Member
3	Smt Swagatika Malik	Lect IT	Member
4	Miss Gayatri Jena	Lect Civil	Member
5	Sri Kaushik Murmu	Lect CSE	Member

Industry Institution Cell

1	Smt Nirupama Panda, Sr.Lect. Math & Science(Physics) & T.P.O(I/c)	Chairperson
2	Sri Duryodhan Das, Sr.Lecturer(Mechanical Engg.)	Member
3	Sri Biswajit Mallik. Sr.Lecturer(Electrical Engg.)	Member
4	Smt. Y. Yogamaya, Lect(E&TC) Engg.)	Member
5	Smt. Swagatika Malik, Lect. (IT)	Member
6	Sri Kaushik Murmu, Lect.(CSE)	Member
7	Miss. Gayatri Jena, Lect(Civil Engg.)	Member
8	Smt. Gayatri Lenka, Lect(English)	Member

Internal Complaint Committee

Sl. No	Name of staff	Designation	
1	Smt Nirupama Panda	Sr. Lect Math & Sc.	Chairperson cum Member Convener
2	Smt Yogasakti Yogamaya	Lect ETC	Member
3	Smt Swagatika Malik	Lect IT	Member
4	Smt. Radha Rani Panda	Lect Electrical	Member
5	Smt Gayatri Lenka	Lect English	Member
6	Sri S.N.Ghose	Lect Mechanical	Member

Anti Ragging Committee

1	Sri Ashok Kumar Rath, Principal Govt. Polytechnic, Balasore.	Chairperson
2	Sri Nilu Mohapatra, A.D.M, Balasore(Representative of Civil Administration)	Member
3	Sri Rabinarayan Bhuyan, OIC, Remuna P.S (Representative of Police Administration)	Member
4	Smt. Anju Khandelwal, Art of living, NGO involved in youth activities	Member
5	Sri Suresh Das, Journalist, The Samaja, Representative of Local Media	Member
6	Smt. Nirupama Panda, Sr.Lect(Physics)	Member
7	Sri Biswajit Mallik, Sr. Lect. (Electrical Engg.)	Member
8	Smt. Yogasakti Yogamaya, Lect.(E&TC Engg.)	Member
9	Sri S.N.Ghose , Lect (Mechanical Engg).	Member
10	Miss Gayatri Jena, Lecturer(Civil Engg.)	Member
11	Tanmay Prusty, 5 th Sem Electrical	Member
12	Jhadeswar Behera, 5 th sem Mechanical Engg	Member
13	Nitya Gopla Barik, 5 th Sem Civil Engg.	Member
14	Rajendu Barik, 5 th Sem E&TC Engg	Member
15	Akankhya Behera, 3 rd Sem Civil Engg	Member
16	Suman Parida, 3 rd sem E&TC Engg.	Member
17	Manasi Rani Sahoo, 3 rd Sem Mechanical Engg	Member
18	Himadri Himaprava Jena, 3 rd sem Electrical	Member
19	Shubhapriya Shaw, 1 st sem E&TC Engg.	Member
20	Smt. Basanti Panda, Section Officer	Member Convener

24x7 Women Helpline Number

24x7 Women helpline number		
Sl No	Name of the faculty with Designation	24x7 Helpline Number
1	Smt. Nirupama Panda, Sr.Lect(Physics) Presiding Officer of Internal Complaints Committee	9437569481

Internal Quality Assurance Cell(IQAC)

Sl. No	Name & Designation	
1	Sri Ashok Kumar Rath, Principal	Chairperson
2	Sri Duryodhan Das, Sr.Lect.(Mechanical Engg.)	Member
3	Smt. Nirupama Panda, Sr.Lect. math & Sc(Phy)	Member
4	Sri Biswajit Mallick, Sr.Lect(Electrical Engg.)	Member
5	Smt. Y.Yogamaya, Lect(E&TC Engg.)	Member
6	Sri Kaushik Murmu, Lect.(CSE)	Member
6	Miss. Gayatri Jena, Lect(Civil Engg.)	Member
7	Sri K.C. Rout, Principal Govt. I.T.I(Balasore)	Member(Alternate)

8	Dr. Asim Amitabh, Asst. Prof(F.M. University)	Member(Alternate)
9	Sri Manoj Kumar Parhi, A.G.M P & PR, Emami Paper Mill, Pvt. Ltd, Balgopalpur, Remuna, Balasore	Member(Alternate)
10	Smt. Basanti Panda, Section Officer	Member Convener

10. Department wise Details

- [Civil Engineering](#)
- [Electrical Engineering](#)
- [Electronics and Telecommunication Engineering](#)
- [Mechanical Engineering](#)

11. Admission

Approved Capacity by AICTE

Sl. No.	Name of Branch	Intake Capacity
1	Civil Engineering	120
2	Electrical Engineering	60
3	Electronics & Telecommunication Engineering	60
4	Mechanical Engineering	60

Admission Quota : Diploma Courses

Entrance Test/ Admission Criteria : No Entrance Test in Odisha.
Admission based on the marks obtained in HSC Examinations

Admission fee for our Institutions is Rs.5,800/- per year for Gen category, Tuition Fee Waiver (TFW) scheme, SC & ST category candidates is Rs.3,300/- per year.

Fees in rupees :

Admission Calendar : May to June

Student Admitted in last 3 years

Sl. No.	Name of Branch	Total Strength	Admitted in AY (2024-23)	Admitted in AY (2023-22)	Admitted in AY (2021- 22)
1	Civil Engineering	120	126	125	117
2	Electrical Engineering	60	67	68	64
3	Electronics & Telecommunication Engineering	60	66	63	64
4	Mechanical Engineering	60	66	67	65

12. Infrastructural Information

- Classrooms

Sl. No.	Classroom	Size(M ²)
1.	C2	66
2.	C3	68
3.	C4	66
4.	C5	70
5.	C6	66
6.	C7	68
7.	C8	114
8.	C9	116
9.	C10	117
10.	C11	122

- Laboratories

Sl. No.	Name of Laboratory	Size(M ²)
1.	Basic Electrical Lab	66
2.	Chemistry Lab	116
3.	Basic Electronics Lab	66
4.	Physics Lab	117
5.	Computer Lab	114
6.	Electronics Lab	116
7.	Electric Machine Testing Lab	80
8.	Machine Lab	125
9.	PH Lab	88
10.	Workshop(Mechanical)	122
11.	Autocad	116
12.	MatLab	114
13.	Circuit Simulation Lab	88
14.	Microprocessor Lab	88
15.	Workshop2(Mechanical)	122
16.	CNC Lab	88

- Administrative Area

Sl. No.	Type of Room	Size(M ²)
1.	Principals' Office	70
2.	Faculty Room1	77
3.	Faculty Room2	77
4.	Board Room	65
5.	Central Store	66
6.	Maintenance	66
7.	Security	77
8.	Housekeeping	60
9.	Exam Control Office	117
10.	Placement Office	122
11.	Office all inclusive	77
12.	Other Office	77

13.	Department Office(Dept-1)	80
14.	Department Office(Dept-2)	80
15.	Department Office(Dept-3)	80
16.	Department Office(Dept-4)	80
17.	Department Office(Dept-5)	80
18.	HOD Cabin-1	69
19.	HOD Cabin-2	69
20.	HOD Cabin-3	69
21.	HOD Cabin-4	69
22.	HOD Cabin-5	69
23.	Pantry for Staff	65

- Amenities Area

Sl. No.	Type of amenities	Size(M ²)
1.	Boys' Hostel	600
2.	Boys' common Room	75
3.	Cafeteria	280
4.	First aid cum Sick Room	15
5.	Girls' Hostel	600
6.	Girls' Common Room	75
7.	Principals' Quarter	100
8.	Stationary Store	15
9.	Toilet	140
10.	Placement Office	122
11.	Office all inclusive	77

- Tutorial Room

Sl. No.	Type of room	Size(M ²)
1.	Tutorial Room-1	46
2.	Tutorial Room-2	46
3.	Tutorial Room-3	37
4.	Tutorial Room-4	46

- Seminar Hall

Sl. No.	Type of room	Size(M ²)
1.	Seminar Hall	149

- Drawing Hall

Sl. No.	Type of room	Size(M ²)
1.	Drawing Hall-1	116
2.	Drawing Hall-2	66

- Hostel Facilities

Sl. No.	Type of Hostel	Size(M ²)	Seat Capacity
1.	Boys' Hostel	600	135
2.	Girls' Hostel	600	135

- Computational Facilities

Sl. No.	Facilities	
1.	PC/Laptops available to Students	150 Nos.
2.	PC/Laptops available in Administrative Office	5 Nos.
3.	Number of PCs/Laptop in language lab	25 Nos.
4.	PCs/Laptop available in Library	20 Nos.
5.	PCs/Laptop available to Faculty Members	5 Nos.
6.	Internet Bandwidth in Mbps	100 Mbps
7.	Number of Legal Application software	20
8.	Printers available to student	15
9.	Number of A1 size Color Printer	1
10.	Number of Legal System software	3

13. Academic Sessions

Academic Sessions	: Diploma Engineering
Examination System, Year /Semester	: Semester Pattern @ Two semesters per year
Period of declaration of results	: within 1 – 2 months after closure of examinations

14. Counselling / Monitoring

Counseling / Monitoring	- Regular Counseling for students by faculty advisors once every week
Career Counseling	- Done during faculty advising regularly and also by department Placement coordinators
Medical facilities	- A Medical Room is provided in the Institute and Hostel equipped with a doctor & team. In addition to that we have tie up with Shanmuga Hospital, Salem.
Student Insurance	- All Students are covered under Insurance Scheme with National Insurance.
Sum assured	- Rs. 1,00,000/- for student who dies in accident

15. Students Activity Body

Cultural activities -

- Students at Government Polytechnic Balasore exhibit their talents in an astounding manner through the Cultural Activities.
- **POLYFEST**, a cultural festival, which is conducted every Year , is an expression of their solidarity and team spirit.

Sports activities - Facilities available in the Sports are

1. Outdoor Games

Football Field	Hockey Ground	Basket ball Court
Volleyball Courts (4)	Badminton Courts (6)	Tennis Court & Cricket Net with pitch

2. Indoor Games

Shuttle	Carrom	Chess
Yoga and Meditation Centre		

Literary activities -

- The English Development Club (EDC) aims at developing the students' overall personality with the main focus on communication skills.
- The following activities are conducted under the auspices of the EDC :
 - Group Discussion
 - Debates
 - Oral Presentations
 - Role plays
 - Interview techniques
 - Poetry Writing

in order to develop the students talent.

Participation in these programmes gives them a face lift to take on the ever challenging world of productive activity.

Technical activities/Tech. Fest	- 1. Every department conducts a national level technical symposium in every Year 2. Departments are also conducting National Conference, International Conference etc.,
Industrial Visits/Tours	- Industrial Visits/Tours Arranged
Alumni activities	- Every Year Alumni day is arranged for each department

16. Name of the Information Officer for RTI

Name of the Information Officer for RTI	:	Mrs. Gayatri Lenka
Designation	:	Lecturer
Email	:	gayatrilenska1987@gmail.com

17. EOA till current academic year

- EOA 2014-15: https://gpbalasore.org.in/wp-content/uploads/2018/11/EOA_14-15_Page_1.jpg
- EOA 2015-16: https://gpbalasore.org.in/wp-content/uploads/2018/11/EOA_15-16_Page_1.jpg
- EOA 2016-17: https://gpbalasore.org.in/wp-content/uploads/2018/11/EOA_16-17_Page_1.jpg
- EOA 2017-18: https://gpbalasore.org.in/wp-content/uploads/2018/11/EOA_17-18_Page_1.jpg
- EOA 2018-19: https://gpbalasore.org.in/wp-content/uploads/2019/05/EOA-Report_2018-19.pdf
- EOA 2019-20: https://gpbalasore.org.in/wp-content/uploads/2019/05/EOA_Report_2019-20.pdf
- EOA 2020-21: https://gpbalasore.org.in/wp-content/uploads/2020/07/EOA_Report_2020-21.pdf
- EOA 2021-22: https://gpbalasore.org.in/wp-content/uploads/2022/05/EOA-Report_21-22-2.pdf
- EOA 2022-23: https://gpbalasore.org.in/wp-content/uploads/2022/07/EOA_Report_22-23.pdf
- EOA 2023-24: <https://gpbalasore.org.in/wp-content/uploads/2023/11/EOA-Report-2023-24.pdf>