

# RIGHT TO INFORMATION (RTI) ACT

## PARTICULARS OF ITS ORGANIZATION, FUNCTIONS AND DUTIES

Palamuru University was established fulfilling the long cherished dream of the people of Mahabubnagar district in the year 2008, by the Act No.29 of 2008 enacted by the Legislature of the undivided State of Andhra Pradesh and published in the Gazette on 24<sup>th</sup> September 2008. Prior to this, the University was formally declared through G.O. Ms. No.89, Higher Education (UE-II) Dept. Dated 25-06-2008 along with five other universities in the State. The erstwhile PG Centre of Palamuru University in Mahabubnagar became the nucleus for the formation of this new university.

The University, like any corporate body, is governed by an Act, which stipulates the authorities and functionaries of the University and their roles and responsibilities. External factors like, the Constitutional Framework, the Educational Policies of Central and State Governments, the University Grants Commission as well as internal factors influence its working. The Academic Senate, the Executive Council, the Finance Committee, Faculties, Boards of Studies, and Departments are the important institutions of the University which are bestowed with powers of decision-making and implementation.

## POWERS AND DUTIES

1)The Powers and Duties of Officers and Employees of the University:

### OFFICERS OF THE UNIVERSITY:

The following shall be the Officers of the University:

- (i) The Chancellor
- (ii)The Vice-Chancellor
- (iii)The Registrar
- (iv) Such other persons as the Statutes may declare to be officers of the University.

(i) The Governor of Telangana shall be the Chancellor of every University established or deemed to have been established under this Act. He shall, by virtue of his office, be the Head of the University and shall, when present, preside at convocations of the University. He shall exercise such other powers and perform such other duties as may be conferred on or vested in him by or under the provisions of this Act.

(ii) The Vice-Chancellor shall be the Academic Head and the Principal Executive Officer of the University and shall exercise general control over its affairs. He shall be a whole time Officer of the University. 12 (1) Subject to the provisions of sub-section (2) of the section 11, the Vice-Chancellor shall hold office for a term of three years from the date of his appointment and shall be eligible for reappointment to that office for another term of three years in the manner provided in sub-section (1) of section 11.

The Vice-Chancellor shall, by virtue of his office, be a member and Chairman of the Executive Council and of the Academic Senate and shall preside at the convocation of the University in the absence of the Chancellor. He shall have the power to convene

meetings of the Executive Council, and the Academic Senate. It shall be his duty to see that the provisions of this Act, the Statutes, the Ordinances and Regulations are duly observed and he may exercise all powers necessary for this purpose.

He shall give effect to the decision of Authorities of the University taken in accordance with the powers conferred by or under this Act.

(iii) The Registrar shall be a whole time paid Officer of the University appointed by the Executive Council for a term of three years or less and on such terms and conditions as may be prescribed by the Statutes, provided that he shall not continue in that office for more than six years. The Registrar shall act as the Secretary of the Executive Council and Academic Senate. He shall exercise such powers and perform such duties as may be prescribed. The Executive Council may transfer the Registrar to a suitable position even before the completion of the term, provided he is shown a position in the University with the same emoluments.

## **PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS**

The University office is the administrative office for the transaction of business of the University and conducts all correspondence relating to the University under the directions of the Vice-Chancellor who is the academic head and Principal Executive Officer of the University. The University Office exercises general control over its affairs.

The University office comprises the following main branches.

- Academic Branch
- Accounts Branch
- Administration Branch
- Examination Branch

The Registrar, who is the controlling and main administrative officer, will be assisted by Joint Registrar, Dy. Registrar, Asst. Registrar and other subordinate officers in day to day function of the office.

The activities of the University are guided by the Authorities of University at various levels.

## **THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS, RECORDS AND DOCUMENTS HELD BY IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS:**

The activities of the University are governed under Statutes, Ordinances, Regulations within the framework of the University Act.

### **Statutes**

Subject to the Provision of the University Act, the Executive Council shall make statutes in respect of constitution, powers and duties of Authorities, Conditions of service of Officers other than Chancellor and Vice-Chancellor.

### **Ordinances**

The Executive Council shall make ordinances subject to the provisions of the University Act and deal with all Academic matters.

### **Regulations**

The Academic Senate shall make regulations in respect of Admissions, Examinations, Exemptions etc.

**PARTICULARS OF ARRANGEMENTS THAT EXIST FOR CONSULTATION WITH THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMATION OF ITS POLICIES AND IMPLEMENTATION**

The Executive Council of Palamuru University is the apex body, empowered to make policy decisions, with the Vice-Chancellor as its Chairman, who is also the Chief Executive of the University. The Executive Council is constituted by the Govt. of Telangana comprising the following with the representation by the members of the public.

**Executive Council (EC)**

<b>Name of the Member</b>	<b>Positions &amp; Departments</b>	<b>Office</b>
Prof. B. Rajarathnam	Vice-Chancellor, Palamuru University	08542-278144
Smt. Ranjeev R. Acharya, IAS	Special Chief Secretary to Govt., Higher Education Dept., Govt. of Telangana, Hyderabad.	040-23451424, 040-23450299
Sri Sandeep Kumar Sultania, IAS	Secretary to Govt., Finance (IF) Dept., Govt. of Telangana, Hyderabad.	040-23455529, Fax-23450045
Smt. A. Vani Prasad, IAS	Commissioner, Collegiate Education, Govt. of Telangana, Hyderabad.	040-24745021, Fax-24602285
Dr. G. Manoja	Professor, Dept. of English Palamuru University	9704643240
Dr.Pindi Pavan Kumar	Professor, Dept. of Microbiology Palamuru University	9849327029
Dr.Rajender Singh	Principial, S.V. Govt. Degree College, Palem	9440415626
Dr.Saibaba Goud	Chairman, Devnar Foundation for the Blind, Hyderabad	9394703686
Sri. Srinivasa Rao	Secretary, Adarsh Group of Institutions, Mahabubnagar	9246203020
Dr. Samuel	Superintendent (Retd) Govt. District Hospital, Mahabubnagar	9848225765
Dr. J. Rameshwar Rao	Chairman, My Home Constructions, Hyderabad	9603322288
Prof. I. Panduranga Reddy	Registrar & Secretary, Executive Council, P.U.	08542-277144

## DIRECTORY OF OFFICERS AND EMPLOYEES

### Administrative Officers

THE BUDGET ALLOCATED TO EACH OF ITS AGENCY INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURE AND REPORTS ON DISBURSEMENTS MADE

Normal Budget (Grants from State Government)

Sl. No.	Financial Year	Salaries and Contingencies	Campus development / Construction of Buildings
		Sanctioned (in Crores)	Released (in Crores)
1	2008-2009	1.875	-
2	2009-2010	2.250	-
3	2010-2011	2.500	10.00
4	2011-2012	2.890	-
5	2012-2013	4.785	-
6	2013-2014	4.785	8.9
7	2014-15	4.755	-
8	2015-16	8.10	-
9	2016-17	8.10	-
10	2017-18	5.3	40.00

### ELECTRONIC INFORMATION

The information pertaining to the following is available and reduced in an electronic form.

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1.	About Palamuru University
2.	<a href="#">Information of Affiliated Colleges</a>
3.	Admissions
4.	<a href="#">Examination Results</a>

## OBTAINING INFORMATION

List of PIOs:

Date: 02-02-2017

LIST OF NEWLY APPOINTED PIO'S AND FIRST APPELLATE AUTHORITY IN PALAMURU UNIVERSITY WITH EFFECT FROM 5th October, 2016

I) First Appellate Authority: The Registrar, Palamuru University  
Prof. I.Panduranga Reddy

II) Public Information Officers

**Academic Audit**

Prof. I. Panduranga Reddy - 08542-277144

**Examinations**

Prof.K.Girija Mangatayaru 9490148751

**Directorate of PG Centres**

Prof.G.Manoja 9704643240

**Directorate of Admissions**

Dr.N.Chandra Kiran 9553863878

(PG and Professional Courses)

Dr.N.Kishore (UG) 9849105394

**University PG College**

Dr. M. Jaipal Reddy 9848818809

**Hostels and Mess**

Dr.N.Kumara Swamy 9515147973