



Maharaja Ranjit Singh Punjab Technical University

Badal Road, Bathinda -151001

(Established by Govt. of Punjab vide Punjab Act No. 5 of 2015)

ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ, ਬਾਦਲ ਰੋਡ, ਬਠਿੰਡਾ।

REPORT OF EXPERT VISITING COMMITTEE

College Code: _____

Name of the Institute: _____

Address: _____

City/ Village: _____ PinCode: _____

Date of Expert Visit: _____

Expert Committee Detail:

Sr. No	Name of the Expert Committee Member	Designation & Deptt.	Signature
Expert #1			
Expert #2			
Expert #3			
Expert #4			
Expert #5			

Institute Representative Detail:

Sr. No	Name of the Representative of Institute	Designation & Deptt.	Signature
R #1			
R #2			



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Sr. No.	Course Name	Existing Intake	Applied Intake

1. Whether Compliance submitted for Observations of the Scrutiny Committee is satisfactory.
Yes/No
2. **Copy of the advertisement in at least one National daily, for recruitment of Principal and Faculty Members**
Examined, attached with this report and found Satisfactory. Yes/No
3. **Land Use Certificate (for new institution only) :**
 1. CLU obtained from competent authority Yes/No
 2. Copy of CLU submitted with the online application
(If not submitted, kindly attach) Yes/No
4. **Site & Layout Plan (for new courses) :**
 1. Site & layout plan obtained from competent authority Yes/No
 2. Copy of Site & layout plan submitted with the online application
(If not submitted, kindly attach) Yes/No

Observations of the Committee (for point no. 1 to 4 above) :

Attach separate sheet, if necessary

Signature of All Committee Members and Representative of the college.

Website: www.mrsptu.ac.in

Email: dir.cdc@mrsptu.ac.in



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5. Endowment Fund Detail:

1. Endowment Fund deposited with AICTE/University Yes/No
(JFDR in the name of AICTE + Trust for AICTE colleges & University + Trust for the Non-AICTE colleges)
2. Copy of the same submitted with the online application Yes/No
(If not submitted, kindly attach)

Detail of JFDR(s):

Sr. No.	Bank Name	IFSC Code	Amount (in Rs.)	JFDR No.	Date of JFDR	Maturity Date

6. Biometric Attendance:

1. College has implemented Biometric Attendance for:
 - a. Faculty Yes/No
 - b. Students Yes/No

7. Essential Committees:

S. No.	Committee Name	Formed Y/N	Updated on Website Y/N	Submitted to University with application Y/N	Remarks
1.	BOG				
2.	Anti Ragging committee				
3.	Committee for SC/ST				
4.	Anti Sexual Harassment Committee				
5.	Grievance Redressal Committee				
6.	Internal Complaint Committee				

Observations of the Committee (for point no. 5 to 7 above) :

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8. Institute Website:

1. College has own updated website Yes/No

9. Disputes/Complaints/Court Cases:

1. Does college have any Disputes/complaints/Court Case pending in any Court/AICTE/University (if yes, submit the details) Yes/No

10. Mandatory Disclosure:

1. Mandatory disclosure updated on website Yes/No

11. Approval from Statutory bodies:

Approval from all relevant statutory bodies like AICTE, Council of Architecture, PCI etc for the current Academic Session, submitted to the university. (Copy to be attached) Yes/No

12. Director/Principal:

Name	Qualification			Specilization	Experience (in Years)	Date of Joining
	UG	PG	PhD			

13. Faculty & Staff (Technical) : Annexure-I

Observations of the Committee (for point no. 8 to 13 above) :

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Signature of All Committee Members and Representative of the college.



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14. Admin Staff: (Annexure-II)

15. Instructional Area (as per norms) :

Sr. No	Room Name	Numbers Reported by instt.	Actual Numbers available	Ready & Accepted (Y/N)	Remarks
1	Classrooms				
2	Tutorial Rooms				
3	Laboratories				
4	Seminar hall				
5	Drawing Hall/studio				
6	Workshop				
7	GD Room				
8	Kitchen				
9	Restaurant				

16. Laboratory Details : (Annexure-III)

17. Common Instructional Area (as per norms) :

Sr. No	Room Name	Numbers Reported by instt.	Actual Numbers available	Ready & Accepted (Y/N)	Remarks
1	Computer Centre				
2	Library				
3	Reading room				

Observations of the Committee (for point no. 14 to 17 above) :

Attach separate sheet, if necessary

Signature of All Committee Members and Representative of the college.



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18. Computers Detail:

Sr. No	Type of Area	No. Reported by Instt.	Actual No. available	Ready & Accepted (Y/N)	Remarks
1	Installed PCs				
2	Installed Printers				
3	Legal System Software				
4	Legal Application Software				
5	Internet bandwidth in Mbps with contention ratio 1:1 (Attach proof)				

19. Library Detail:

Sr. No	Type of Area	No. Reported by Instt.	Actual No. available	Ready & Accepted (Y/N)	Remarks
1	Books – Titles				
2	Books – Volumes				
3	International Journals				
4	National Journals				
5	Reading room seating capacity				
6	Multimedia PCs in library				
7	E-Books				
8	NPTEL Video				
9	Magazines				
10.	Xerox Facility				

Observations of the Committee (for point no. 18 to 19 above) :

Attach separate sheet, if necessary

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20. Administrative Area (as per norms) :

Sr. No	Type of Area	No. Reported by instt.	Actual No. available	Ready & Accepted (Y/N)	Remarks
1	Principal Office				
2	Board Room				
3	Main office				
4	Hod Offices				
5	Department Offices				
6	Faculty rooms				
7	Placement office				
8	Examination Cell				
9	Pantry				
10	House Keeping				
11	Maintenance				

21. Amenities Area (as per norms) :

Sr. No	Type of Area	No. Reported by instt.	Actual No. available	Ready & Accepted (Y/N)	Remarks
1	Boys Common Room				
2	Girls Common Room				
3	Canteen				
4	Xerox Facility for Students				
5	First Aid room				
6	Sports				
7	Hostel Boys/Girls				
8	Toilet Gents/Ladies				

Observations of the Committee (for point no. 20 to 21 above) :

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22. Essential/Desired Requirements:

S. N	Documents	Institute Report Y/N	Ready & Accepted Y/N	Remarks
1	Sanction of electrical load by electric supply provider company			
2	Provision of backup power supply			
3	Availability of potable water supply			
4	A certificate by an architect giving details of sewage disposal			
5	Availability of general & departmental notice boards			
6	Availability of safety provisions including fire			
7	Availability of first aid facility			

23. Copy of Invoice/Payment receipt for equipment and Library Books

Examined, attached with this report and found Satisfactory

Yes/No

24. **Video Recording** with date and time of the entire proceedings of the Expert Committee Visit, which will form part of the Expert Committee report. This will include the video of the visit, all infrastructural facilities highlighting Front & Back side of the Institute building/s Internal portion of the classrooms, tutorial rooms, laboratories, workshop, drawing hall, computer centre, library, reading room, seminar hall and all other rooms, principal's room, Board room, main office, departmental offices, faculty cabins, boys and girls common rooms, cafeteria and all other rooms.

Observations of the Committee (for point no. 22 to 24 above) :

Attach separate sheet, if necessary

Signature of All Committee Members and Representative of the college.



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Remarks of the Expert Committee

Sr. No.	Course Name	Existing Intake	Applied Intake	Intake Recommended by Scrutiny/Re-Scrutiny Committee	Intake Recommended by Expert Visit Committee

Recommendations of the Expert Committee:

Note : *Expert Committee will clearly mention the recommendations of the committee in the box above from the list mentioned below :*

1. Recommended for Affiliation
2. Recommended for Affiliation with compliance of deficiencies
3. Recommended for Re-inspection
4. Rejected

Signature
Chairman

Signature
Expert#1

Signature
Expert#2

Signature
Expert#3

Signature
Expert#4

Signature
Representative of the applicant instt.#1

Signature
Representative of the applicant instt.#2

Note: The complete report duly filled & signed must be emailed to the office of Director, College Development Council, MRSPTU, Bathinda at dir.cdc@mrsptu.ac.in on the same day, just after the completion of the inspection and Hard copy along with the documents (if any) be submitted on the next working day.



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Faculty & Staff (Technical :

(Annexure-I)

Sr. No	Course Name	Sanctioned Intake	No. of Faculty Required	No. of Faculty Reported by institute in online application	Actual no. of Faculty available in instt.	Whether Faculty Details Updated on website ? (Y/N)	Remarks

Note: Xerox copy of this page may be used for more no. of courses.

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Admin Staff Details :

(Annexure -II)

Sr. No.	Name of the Staff Member	Designation	Department	Nature of Appointment

Note: Xerox copy of this page may be used for more no. of staff members.

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Laboratoris Details :

(Annexure-III)

Sr. No	Department	Lab Name	Major Equipments	Stock Register Ready Y/N	Ready & Accepted (Y/N)	Remarks

Note: Xerox copy of this page may be used for more no. of labs.

Signature of All Committee Members and Representative of the college.