



# **JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED**

**(An Autonomous Institution Aided by the Govt. of Karnataka and Approved by AICTE)**

**JSS TECHNICAL INSTITUTIONS' CAMPUS**

**MYSURU – 570 006**

**KARNATAKA**

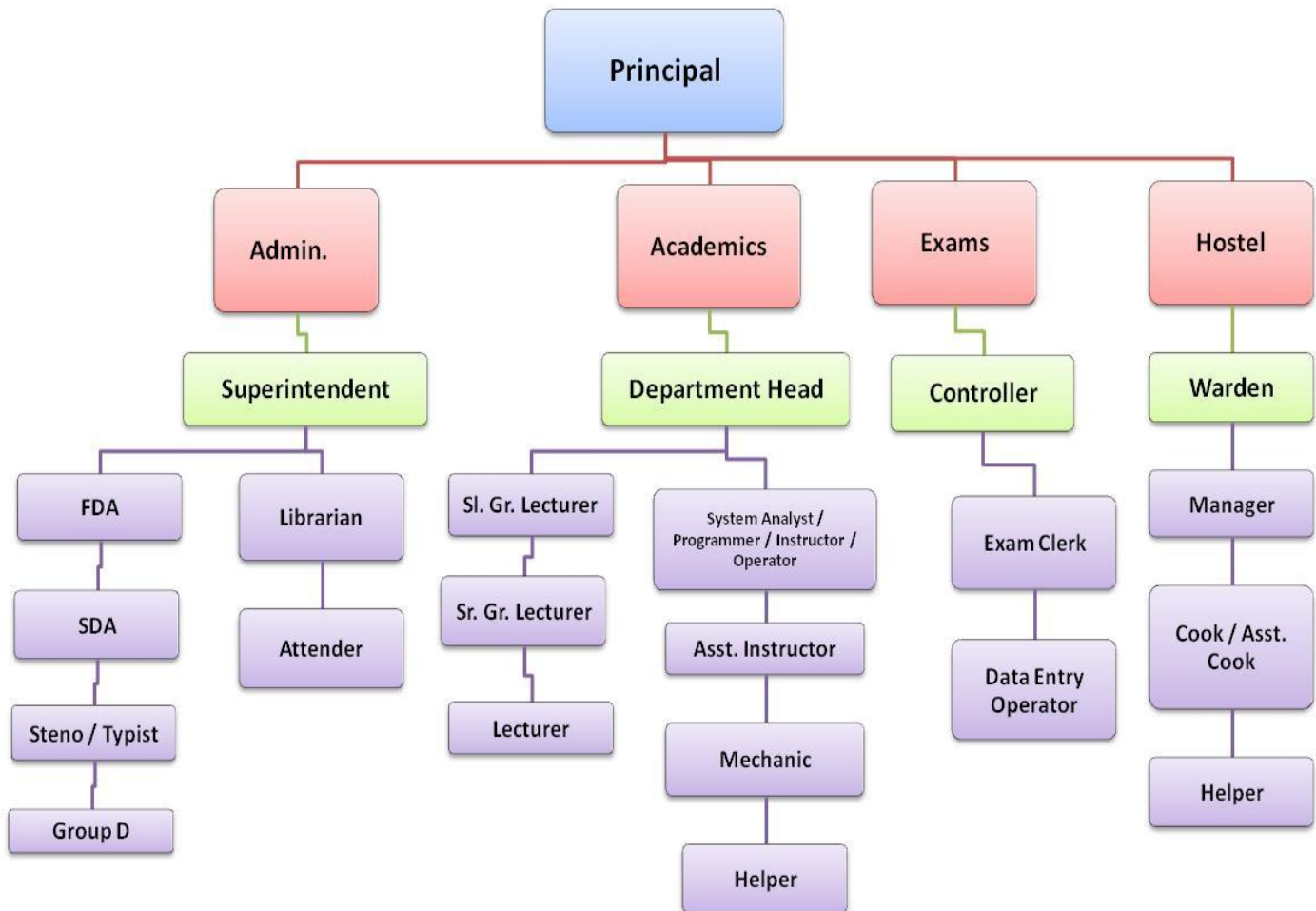
## **INFORMATION ABOUT THE POLYTECHNIC**

# JSS Polytechnic for the Differently Abled

JSS Technical Institutions' Campus

Mysuru – 570 006

## Organization Chart (Institution)



## **JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED**

(An Autonomous Institute Aided by the Govt. of Karnataka &  
Approved by AICTE, New Delhi)  
Mysuru – 570 006

### **Committees formed :**

#### **I Governing Council :**

<b>Sl. No.</b>	<b>Name of the Member</b>	<b>Position</b>
1.	Jagadguru Sri Shivarathri Deshikendra Mahaswamigalavaru President, JSS Mahavidyapeetha Jagadguru Dr. Sri Shivarathri Rajendra Circle Mysuru – 570 004	Chairman
2.	Dr. C G Betsurmath The Executive Secretary JSS Mahavidyapeetha Jagadguru Dr. Sri Shivarathri Rajendra Circle Mysuru – 570 004	Member
3.	Prof. M H Dhananjaya Advisor (Technical Education Division) JSS Mahavidyapeetha, JSS TI Campus Mysuru – 570 006	Member
4.	Dr. H R Mahadevaswamy Joint Director Technical Education Division JSS Mahavidyapeetha, JSS TI Campus Mysuru – 570 006	Member
5.	Sri B R Umakant Joint Director (Projects) Technical Education Division JSS Mahavidyapeetha JSS TI Campus, Mysuru – 570 006	Member
6.	Smt. Shanthi Raghavan Founder, Managing Trustee M/s EnAable India Pvt. Ltd. #473/B, Adugodi Main Road, 8 <sup>th</sup> Block Koramangala, Bengaluru - 560 095	Member

- |     |  |                  |
|-----|--|------------------|
| 7.  | The Director<br>Department of Technical Education<br>Govt. of Karnataka<br>Tantrika Shikshana Bhavan<br>Palace Road, Bengaluru – 560 001   | Member           |
| 8.  | The Regional Officer<br>AICTE, South Western Region<br>University City Campus, P K Block<br>Palace Road, Bengaluru – 560 009   | Member           |
| 9.  | The State Commissioner for Persons with Disabilities<br>Second Floor, Karnataka Slum Development Board<br>No. 55 Risaladar Street (Platform Road)<br>Sheshadripuram, Bengaluru – 560 020 | Member           |
| 10. | Sri N Narendra<br>Managing Director<br>M/s Vinyas Innovative Technologies Pvt. Ltd.<br>Hebbal Industrial Estate, Hebbal<br>Mysuru – 570 027  | Member           |
| 11. | Sri N M Shivakumaraswamy<br>Sl. Gr. Lecturer in Science<br>JSS Polytechnic for the Differently Abled<br>Mysuru   | Member           |
| 12. | Sri B Elangovan<br>Principal<br>JSS Polytechnic for the Differently Abled<br>Mysuru – 570 006  | Member-Secretary |

## II Academic Board :

Sl. No.	Constitution	Role
1.	Principal	Chairman
2.	One Representative from the State Board of Technical Examination	Member
3.	One nominee from ISTE	Member
4.	One member from NITTTR, Chennai	Member
5.	Two experts from Industry	Member
6.	HOD of Architecture Assistantship	Member
7.	HOD of Commercial Practice	Member

8.	HOD of Computer Science & Engineering	Member
9.	HOD of Jewellery Design & Technology	Member
10.	HOD of Electronics & Communication Engineering	Member
11.	HOD of Computer Applications	Member
12.	One Senior Faculty of the Institution	Member
13.	One Representative of the Alumni of the Institution	Member
14.	Controller of the Examination of the Institute	Member Secretary

### III Admission Committee:

1.	Principal	Chairman
2.	Representative of Directorate of Technical Education	Member
3.	Orthopaedic Surgeon	Member
4.	Speech & Hearing Specialist	Member
5.	Ophthalmologist	Member
6.	Representative from Industry	Member
7.	Psychologist	Member
8.	Smt. C Nirupama, HOD of Computer Science & Engg.,	Member
9.	Dr. S Uma, HOD of Architecture Assistantship	Member
11.	Sri K Mahadevaswamy, HOD of Commercial Practice	Member
12.	Sri N M Shivakumaraswamy, HOD of Jewellery Design & Technology	Member
13.	Smt. M Komala, HOD of Electronics & Commn. Engg.,	Member
13.	Smt. V Geetha, HOD of Computer Applications	Member

### IV Alumni Association :

1.	Sri B Elangovan	:	Principal / President
2.	Smt. D Banumathi	:	Vice President
3.	Sri S P Shivakumar	:	Secretary
4.	Sri S Shankar	:	Treasurer

- |                             |   |             |
|-----------------------------|---|-------------|
| 5. Sri S Shivashankar       | : | Member      |
| 6. Sri Suryakanth Kalshetty | : | Member      |
| 7. Sri M L Lokesh           | : | Member      |
| 8. Sri G P Sathish          | : | Member      |
| 9. Sri Raju G Rathod        | : | Member      |
| 10. Sri Devraj Manuvachari  | : | Member      |
| 11. Smt. Sunanda            | : | Coordinator |

**ವಿವಿಧ ಅಧಿಕಾರಿ / ನೌಕರರ ಅಧಿಕಾರ ಹಾಗೂ ಕರ್ತವ್ಯಗಳು**

**ಆಡಳಿತ ಸಿಬ್ಬಂದಿ**

1. ನೇವಕ (ಡಿ ಸಮೂಹ) : ಕಛೇರಿ ಸ್ವಚ್ಛ ಹಾಗೂ ಅಂದವಾಗಿ ಇಟ್ಟುಕೊಳ್ಳುವುದು.  
ಅಧಿಕಾರಿಗಳ ನಿರ್ದೇಶನದಂತೆ ಪತ್ರ / ಕಡತಗಳನ್ನು  
ಸಂಬಂಧಪಟ್ಟವರಿಗೆ ವಿತರಿಸುವುದು.
2. ದ್ವಿತೀಯ ದರ್ಜೆ ಸಹಾಯಕರು : ಆಯಾ ವಿಭಾಗಕ್ಕೆ ಸಂಬಂಧಿಸಿದ ಕೆಲಸಗಳ ನಿರ್ವಹಣೆ
3. ಬೆರಳಚ್ಚುಗಾರರು : ಬೆರಳಚ್ಚು ಹಾಗೂ ಕಂಪ್ಯೂಟರ್ ಕೆಲಸಗಳ ನಿರ್ವಹಣೆ
4. ಪ್ರಥಮ ದರ್ಜೆ ಸಹಾಯಕರು : ಪತ್ರಗಳನ್ನು ಕಛೇರಿ ಕೈಪಿಡಿ ನಿಯಮಾವಳಿ ಮೇರೆಗೆ  
ವಿಲೇವಾರಿ ಮಾಡಲು ಕಡತ ಮಂಡಿಸುವುದು.
5. ಪಿ.ಎ / ಸ್ಟೆನೋ : ಅಧಿಕಾರಿಗಳಿಗೆ ಬರುವ ಟಪಾಲು, ಕಡತ ಇತ್ಯಾದಿಗಳನ್ನು  
ಸಂಬಂಧಪಟ್ಟ ಅಧಿಕಾರಿಗಳಿಗೆ ವಿತರಿಸುವುದು. ಬೆರಳಚ್ಚು ಹಾಗೂ  
ಉತ್ತರೇಖನಗಳನ್ನು ಪಡೆದು ಅಧಿಕಾರಿಗಳಿಗೆ ಒಪ್ಪಿಸುವುದು.
6. ಅಧೀಕ್ಷಕರು : ವಹಿಸಿದ ವಿಭಾಗಗಳ ವಿಷಯ ನಿರ್ವಾಹಕರಿಂದ  
ಬರುವ ಕಡತಗಳನ್ನು ಕಛೇರಿ ಕೈಪಿಡಿ ನಿಯಮಾವಳಿ ಹಾಗೂ  
ಸಂಬಂಧಪಟ್ಟ ನಿಯಮಗಳನ್ವಯ ಪರಿಶೀಲಿಸಿ ಸೂಕ್ತ ಷರಾದೊಂದಿಗೆ  
ಹಿರಿಯ ಅಧಿಕಾರಿಗಳಿಗೆ ಒಪ್ಪಿಸುವುದು.
7. ಉಪನ್ಯಾಸಕರು : ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ವೇಳಾಪಟ್ಟಿಗಳನುಗುಣವಾಗಿ ಥಿಯರಿ/  
ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳನ್ನು ನಡೆಸಿ, ಶೈಕ್ಷಣಿಕ ಮತ್ತು  
ಶೈಕ್ಷಣಿಕತರ ಚಟುವಟಿಕೆಗಳಲ್ಲಿ ಭಾಗವಹಿಸುವುದು.  
ವಿದ್ಯಾರ್ಥಿಗಳೊಡನೆ ವಿದ್ಯಾಭ್ಯಾಸಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ ನೇರ  
ಸಂಪರ್ಕವಿಟ್ಟುಕೊಳ್ಳುವುದು. ಪರೀಕ್ಷೆ ಮತ್ತು ಮೌಲ್ಯಮಾಪನ  
ಕಾರ್ಯಗಳನ್ನು ನಿರ್ವಹಿಸುವುದು.
8. ಹಿರಿಯ ಶ್ರೇಣಿ ಉಪನ್ಯಾಸಕರು : ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ವೇಳಾಪಟ್ಟಿಗಳನುಗುಣವಾಗಿ ಥಿಯರಿ/  
ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳನ್ನು ನಡೆಸಿ, ಶೈಕ್ಷಣಿಕ ಮತ್ತು  
ಶೈಕ್ಷಣಿಕತರ ಚಟುವಟಿಕೆಗಳಲ್ಲಿ ಭಾಗವಹಿಸುವುದು.  
ವಿದ್ಯಾರ್ಥಿಗಳೊಡನೆ ವಿದ್ಯಾಭ್ಯಾಸಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ ನೇರ  
ಸಂಪರ್ಕವಿಟ್ಟುಕೊಳ್ಳುವುದು. ಪರೀಕ್ಷೆ ಮತ್ತು ಮೌಲ್ಯಮಾಪನ  
ಕಾರ್ಯಗಳನ್ನು ನಿರ್ವಹಿಸುವುದು.

9. ಆಯ್ಕೆ ಶ್ರೇಣಿ ಉಪನ್ಯಾಸಕರು :
- ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ವೇಳಾಪಟ್ಟಿಗಳಿಗನುಗುಣವಾಗಿ ಥಿಯರಿ/ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳನ್ನು ನಡೆಸಿ, ಶೈಕ್ಷಣಿಕ ಮತ್ತು ಶೈಕ್ಷಣಿಕತರ ಚಟುವಟಿಕೆಗಳಲ್ಲಿ ಭಾಗವಹಿಸುವುದು. ವಿದ್ಯಾರ್ಥಿಗಳೊಡನೆ ವಿದ್ಯಾಭ್ಯಾಸಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ ನೇರ ಸಂಪರ್ಕವಿಟ್ಟುಕೊಳ್ಳುವುದು. ಪರೀಕ್ಷೆ ಮತ್ತು ಮೌಲ್ಯಮಾಪನ ಕಾರ್ಯಗಳನ್ನು ನಿರ್ವಹಿಸುವುದು.
10. ವಿಭಾಗ ಮುಖ್ಯಸ್ಥರು :
- ತರಗತಿಗಳು ಸುಲಭವಾಗಿ ನಡೆಯುವಂತೆ ಅವರ ವಿಭಾಗದ ಎಲ್ಲಾ ಥಿಯರಿ / ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳ ಜವಾಬ್ದಾರಿ ಹೊಂದಿರುತ್ತಾರೆ. ವಿಭಾಗದ ಎಲ್ಲಾ ಲ್ಯಾಬೋರೇಟರಿ ಮತ್ತು ಕಾರ್ಯಾಗಾರಗಳ ಮೇಲ್ವಿಚಾರಿ, ವಿದ್ಯಾರ್ಥಿಗಳ ನೇರ ಸಂಪರ್ಕ ಮತ್ತು ಪರೀಕ್ಷೆ, ಕಾರ್ಯಾಗಾರಗಳ, ಸೆಮಿನಾರ್‌ಗಳ, ಆಂತರಿಕ ಮೌಲ್ಯಮಾಪನ ಇತ್ಯಾದಿಗಳನ್ನು ನಡೆಸುವುದು.
11. ಪ್ರಾಂಶುಪಾಲರು :
- ಸಂಸ್ಥೆಯ ಮುಖ್ಯಾಧಿಕಾರಿ, ಸಂಸ್ಥೆಯ ಸಂಪೂರ್ಣ ಆಡಳಿತ ಉಸ್ತುವಾರಿ ಮತ್ತು ವಿವಿಧ ಹಂತಗಳಲ್ಲಿ ಜವಾಬ್ದಾರಿ ಆಡಳಿತಾತ್ಮಕ, ಶೈಕ್ಷಣಿಕ ಕಾರ್ಯಾಗಾರಗಳ ಮೇಲ್ವಿಚಾರಿಗಳನ್ನು ನಿರ್ವಹಿಸುವುದಲ್ಲದೆ ನಿರ್ದೇಶಕರ ಮಾರ್ಗದರ್ಶನ / ಆದೇಶದಂತೆ ಕೆಲಸಗಳನ್ನು ನಿರ್ವಹಿಸುವುದು.

### ಪ್ರಯೋಗಾಲಯ ಸಿಬ್ಬಂದಿ

1. ಸಹಾಯಕರು (Helpers) :
- ಯಾಂತ್ರಿಕರಿಗೆ ಸಹಾಯಕರಾಗಿ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗೆ ಉಪಕರಣ ಹಾಗೂ ಯಂತ್ರಗಳನ್ನು ಸಜ್ಜುಗೊಳಿಸುವುದು, ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳಲ್ಲಿ ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ಸಹಾಯ ಮಾಡುವುದು, ಕಾರ್ಯಾಗಾರ ಹಾಗೂ ಪ್ರಯೋಗಾಲಯಗಳನ್ನು ಸ್ವಚ್ಛ ಹಾಗೂ ಅಂದವಾಗಿಡುವುದು.
2. ಯಾಂತ್ರಿಕರು (Mechanics) :
- ಯಂತ್ರ ಹಾಗೂ ಉಪಕರಣಗಳ ನಿರ್ವಹಣೆ ಹಾಗೂ ಸಣ್ಣಪುಟ್ಟ ರಿಪೇರಿ, ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳಲ್ಲಿ ಸಹಾಯ ಮಾಡುವುದು, ಶಿಕ್ಷಕರ ಮಾರ್ಗದರ್ಶನದಲ್ಲಿ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳನ್ನು ಮಾಡಿ ತೋರಿಸುವುದು.
3. ಸಹಾಯಕ ಬೋಧಕರು / ಬೋಧಕರು (Assistant Instructor / Instructor) :
- ಆಯಾ ವಿಭಾಗದ ಪ್ರಯೋಗಾಲಯ, ಕಾರ್ಯಾಗಾರದ ಪ್ರಭಾರೆ ನಿರ್ವಹಿಸುವುದು ಹಾಗೂ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗೆ ಮಾರ್ಗದರ್ಶನ ನೀಡುವುದು, ನಕ್ಷೆ, ಚಿತ್ರ ಮಾದರಿ ಇತ್ಯಾದಿಗಳನ್ನು ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ತೋರಿಸುವುದು, ವಿದ್ಯಾರ್ಥಿಗಳ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳ ಮೇಲ್ವಿಚಾರಣೆ.
4. ಸಿಸ್ಟಂ ಅನಲಿಸ್ಟ್ / ಪ್ರೋಗ್ರಾಮರ್ / ಆಪರೇಟರ್ :
- ಎಲ್ಲಾ ಕಂಪ್ಯೂಟರ್ ಕೇಂದ್ರಗಳು ಹಾಗೂ ಕಂಪ್ಯೂಟರ್ ಪ್ರಾಯೋಗಿಕ ತರಗತಿಗಳು ಸುಗಮವಾಗಿ ನಡೆಸಲು ವ್ಯವಸ್ಥೆ ಮಾಡುವುದು.



**ಪಾಲಸಬೇಕಾದ ನಿಯಮ ಮತ್ತು ನಿರ್ಣಯ ತೆಗೆದುಕೊಳ್ಳುವ ಪ್ರಕ್ರಿಯೆ ಹಾಗೂ  
ಉಸ್ತುವಾರಿ ಮತ್ತು ಜವಾಬ್ದಾರಿ**

- ವಿಷಯ ನಿರ್ವಾಹಕರು : ಹೊಸ ಕಡತಗಳನ್ನು ಪ್ರಾರಂಭಿಸುವುದು  
ಹಾಗೂ ವಿವಿಧ ಪ್ರಸ್ತಾವನೆಗಳನ್ನು ಶೇಖರಿಸಿ ಮುಂದಿನ  
ಕ್ರಮಕ್ಕಾಗಿ ಒಪ್ಪಿಸುವುದು.
- ಅಧೀಕ್ಷಕರು : ವಿಷಯ ನಿರ್ವಾಹಕರಿಂದ ಬಂದ ವಿವಿಧ  
ಪ್ರಸ್ತಾವನೆಗಳನ್ನು ಪರಿಶೀಲಿಸಿ ಸಂಬಂಧಪಟ್ಟ ಮಾಹಿತಿಯೊಂದಿಗೆ  
ಹಿರಿಯ ಅಧಿಕಾರಿಗಳಿಗೆ ಒಪ್ಪಿಸುವುದು.

**ಕೆಲಸ ನಿರ್ವಹಿಸಲು ನಿಗದಿಪಡಿಸಿದ ನೀತಿಗಳು**

- ಸೇವಕ / ಗ್ರೂಪ್ ಡಿ : ವಹಿಸಿದ ಕೆಲಸವನ್ನು ಅಂದೇ ನಿರ್ವಹಿಸುವುದು
- ದ್ವಿತೀಯ ದರ್ಜೆ ಸಹಾಯಕರು : ವಿಭಾಗಕ್ಕೆ ವಹಿಸಿದ ಕೆಸಗಳನ್ನು 5 ದಿವಸಗಳಲ್ಲಿ  
ನಿರ್ವಹಿಸುವುದು
- ಪ್ರಥಮ ದರ್ಜೆ ಸಹಾಯಕರು : ವಹಿಸಿದ ಕೆಸಗಳನ್ನು 5 ದಿವಸಗಳಲ್ಲಿ  
ನಿರ್ವಹಿಸುವುದು
- ಅಧೀಕ್ಷಕರು / ಪ್ರಾಂಶುಪಾಲರು : ಆದ್ಯತೆ ಹಾಗೂ ತುರ್ತು ಕಾರ್ಯ  
ನಿರ್ವಹಿಸುವುದು

ಕಛೇರಿ ಕೆಲಸಕ್ಕಾಗಿ ಉಪಯೋಗಿಸಬೇಕಾದ ನಿಯಮ / ಕಟ್ಟಳೆ / ಸೂಚನೆ

- ಲಭ್ಯವಿರುವ ಕೈಪಿಡಿ ದಾಖಲೆಗಳು

1. ಕರ್ನಾಟಕ ಸರ್ಕಾರಿ ಸೇವಾ ನಿಯಮಾವಳಿ
2. ಸೇವಾ ನಿಯಮಾವಳಿ
3. ಕರ್ನಾಟಕ ಆರ್ಥಿಕ ಸಂಹಿತೆ
4. ವರ್ಗೀಕರಣ ನಿಯಂತ್ರಣ ಹಾಗೂ ಮೇಲ್ಮನವಿ ನಿಯಮಾವಳಿ
5. ವೃಂದ ಹಾಗೂ ನೇಮಕಾತಿ ನಿಯಮಾವಳಿಗಳು
6. ಸರ್ಕಾರಿ ಆದೇಶಗಳು ಹಾಗೂ ಸುತ್ತೋಲೆಗಳು
7. ಕರ್ನಾಟಕ ಶಿಕ್ಷಕ ಕಾಯ್ದೆ
8. ಖಾಸಗಿ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳ ೨ ಶಿಸ್ತು ಹಾಗೂ ನಿಯಂತ್ರಣ ನಿಯಮಗಳು
9. ಅನುದಾನ ಸಂಹಿತೆ

**JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED**  
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Approved by AICTE, New Delhi)  
**Mysuru – 570 006**

General Telephone Numbers : 0821-2548273 (PABX)

Principal : 0821-2548315 / 316

<b>ADMINISTRATION</b>			
<b>Sl. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Telephone No. Extn. / Mobile</b>
1.	Sri Elangovan B	Principal / Sl.Gr. Lecturer in Maths	96866 77236
2.	Sri N Raju	First Division Assistant	98449 44077
3.	Sri H S Shivakumar	First Division Assistant	9481528694
4.	Sri N Madappa	First Division Assistant	9379682613
5.	Sri N Narendra	First Division Assistant	99458 78036
6.	Dr. Palaniswamy	Second Division Assistant	93428 18459
7.	Sri R Mahadevaswamy	Typist	94806 67772
8.	Smt. S Shashikala	Typist	96119 47088
9.	Sri S M Mahesha	Attender	94804 75895
10.	Sri K Shankar	Lib. Attender	99863 88642
11.	Sri M Mahadevaswamy	Group 'D' Employee	99012 59572
12.	Sri Siddalinga Shivayogi	--- " ---	98806 55184
13.	Sri Basavanna	--- " ---	96863 09664
14.	Sri K B Mallikarjunappa	--- " ---	99167 21131
15.	Sri G Nagarajappa	--- " ---	96326 19603
16.	Sri K Shanmugam	--- " ---	94812 34585
17.	Sri K J Siddaraju	--- " ---	94488 72616
18.	Sri Nijaguna	Driver	99012 41474
19.	Sri M Sridhar	Driver	94497 03055
20.	Sri K S Mallesha	Cook	99012 53936
21.	Sri S M Swamy	Cook	91413 63193
22.	Sri C S Nanjappa	Group 'D' Employee	99458 91034
23.	Sri D Srinivasa	Group 'D' Employee	99726 61957
<b>Dept., of Computer Science &amp; Engg.,</b>			
24.	Smt. C Nirupama	HOD / Sl. Gr. Lecturer	99860 11217
25.	Smt. Sunanda	Sl. Gr. Lecturer	98444 96133
26.	Dr. S G Srikantaswamy	Sl. Gr. Lecturer	99008 98748
27.	Sri Madappa S	Lecturer	83106 55312
28.	Smt. Nayana M G	Lecturer	84532 02769
29.	Kum. K Leelavathi	Operator	98456 27228
30.	Smt. B V Manjula	Asst. Instructor	99640 29591
31.	Sri N K Veerannaradhya	Mechanic	91645 54884
32.	Sri B S Visvesvaraiiah	Mechanic	94498 86356
33.	Sri D Raju	Helper	81056 94329
34.	Sri C V T Murthy	Helper	82775 51555
35.	Sri A P Madappa	Helper	97400 01017

<b><i>Department of Architecture Assistantship</i></b>			
36.	Dr. S Uma	I/c HOD / Sl. Gr. Lecturer	94489 57991
37.	Sri Gurushanthappa R Nidavani	Lecturer in Art	94489 57905
38.	Sri D Jagadeesh	Sl. Gr. Lecturer	98444 77909
39.	Sri Sathisha G P	Lecturer	90668 68931
40.	Smt. B P Dakshayani	Studio Assistant	94485 88504
41.	Sri M L Lokesh	Mechanic	98861 29617
42.	Sri S C Kumar	Helper	98809 56738
<b>Workshop</b>			
43.	Sri D S Mahadevaswamy	Instructor	90088 55701
44.	Sri C S Rajendraprasad	Mechanic	99868 87936
45.	Sri G Mallikarjunaswamy	Helper	93422 07717
<b><i>Department of Commercial Practice</i></b>			
46.	Sri K Mahadevaswamy	HOD / Sl. Gr. Lecturer	98865 58878
47.	Sri M B Raghu	Sl. Gr. Lecturer	94484 34270
48.	Smt. D V Nandini	Sl. Gr. Lecturer	99015 91463
49.	Sri R Sumatheendra	Lecturer in CP	94482 18114
50.	Smt. Murugamma	Lecturer in CP	95389 62593
51.	Sri Srinivasa B	Lecturer in CP	87226 70778
52.	Sri Kempananjappa R	Mechanic	98809 61367
53.	Sri Nanjundaswamy R S	Mechanic	97405 36004
54.	Sri P Kumar	Helper	98446 44937
55.	Sri Rangaswamy D	Helper	84310 59764
56.	Sri K C Venkatesh	Helper	94486 01290
<b><i>General</i></b>			
57.	Sri N M Shivakumaraswamy	Sl. Gr. Lecturer (Science)	94488 26306
58.	Sri M Shivananjaswamy	Sl. Gr. Lecturer (Spl. Res.)	9686677232
59.	Smt. Suchetha M	Lecturer in Psychology	95553 56789
<b><i>Health Centre</i></b>			
60.	Dr. A M Mahesh	Medical Officer (P T)	9481 150303
61.	Sri M Guruprasad	Male Nurse	94489 40540
62.	Smt. H M Kathyayini	Female Nurse	81976 00408
63.	Sri R Ramesh	Medical Attendant	99458 55516
64.	Sri G K Krishnaiah	Medical Attendant	97400 51599

**JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED  
MYSURU – 570 006**

**List of Non-Grant-in-Aid employees**

<i>Sl. No.</i>	<i>Name</i>	<i>Designation</i>	<i>Mobile Numbers</i>
<b>Department of Jewellery Design &amp; Technology</b>			
1.	Smt. Prathibha K	Lecturer in Chemistry	9620131674
2.	Sri Raghu C P	Instructor in Goldsmithing	93420 49765
3.	Sri Devaraj V Manuvachari	Instructor in Stone Setting	89711 83403
4.	Sri Mahesh N P	Instructor	91487 01235
5.	Sri Sharanabasappa	Mechanic	96328 69797
<b>Department of Electronics &amp; Communication Engineering</b>			
6.	Smt. Komala M	Lecturer	81230 22105
7.	Kum. Roopanjali H S	Lecturer	94801 19683
8.	Smt. Prathima M	Lecturer	82774 74055
9.	Kum. Sahana S M	Lecturer	
10.	Sri Kushal K	Lecturer in English	89042 23600
11.	Kum. Sujatha M S	Instructor	88844 92889
12.	Sri Nagesh T M	Instructor	94827 39665
13.	Sri Mahadevaprasad M	Mechanic	97403 39131
<b>Department of Computer Science and Engineering</b>			
14.	Smt. Spoorthy U N	Lecturer in CS	97417 60185
15.	Smt. Ashwini G	Lecturer in CS	97404 02771
16.	Sri Mahesh K S	System Analyst	98860 67061
17.	Sri Anilkumar M	Mechanic	98457 42504
18.	Sri Santhosh C	Mechanic	98862 68991
19.	Sri Basavaraju S	Mechanic	90367 94995
<b>Department of Computer Applications</b>			
20.	Smt. Geetha V	I/c HOD / Lecturer	94836 08707
21.	Smt. Bhagyashree N G	Lecturer in English	99459 00596
22.	Smt. Supriya K	Lecturer in Commerce	95903 75723
23.	Sri Shankar S	Instructor	90080 03263
<b>General &amp; Administration</b>			
24.	Smt. Sunitha B	Librarian	98440 79269
25.	Sri Mahadevaswamy H N	Sports Instructor	99800 49708
26.	Smt. Kanchan S Sharma	Instructor in Sign Language	96118 07979
27.	Smt. Bhagya M J	Stenographer	96209 47682
28.	Sri Mahadevaswamy B	Stenographer	79752 93578
29.	Sri Basavaraju H R	S D A	99806 56767
30.	Smt. Chaithra S S	S D A	90368 26199
31.	Sri Ramachandra T	Helper	97433 47297
32.	Smt. Nagarathna G	Peon	99725 67283

# JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED

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Mysuru – 570 006

## Details of salary for the faculty and staff

<i>Sl. No.</i>	<i>Name</i>	<i>Designation</i>	<i>Pay Scale Min - Max</i>
<b>ADMINISTRATION</b>			
1.	Sri Elangovan B	Principal / Sl.Gr. Lecturer in Maths	131400 - 204700
2.	Sri N Raju	First Division Assistant	33450 - 62600
3.	Sri H S Shivakumar	First Division Assistant	33450 - 62600
4.	Sri N Madappa	First Division Assistant	33450 - 62600
5.	Sri N Narendra	First Division Assistant	33450 - 62600
6.	Dr. Palaniswamy	Second Division Assistant	25800 - 51400
7.	Sri R Mahadevaswamy	Typist	25800 - 51400
8.	Smt. S Shashikala	Typist	25800 - 51400
9.	Sri S M Mahesha	Attender	21400 - 42000
10.	Sri K Shankar	Lib. Attender	21400 - 42000
11.	Sri M Mahadevaswamy	Group 'D' Employee	18600 - 32600
12.	Sri Siddalinga Shivayogi	--- " ---	18600 - 32600
13.	Sri Basavanna	--- " ---	18600 - 32600
14.	Sri K B Mallikarjunappa	--- " ---	18600 - 32600
15.	Sri G Nagarajappa	--- " ---	18600 - 32600
16.	Sri K Shanmugam	--- " ---	18600 - 32600
17.	Sri K J Siddaraju	--- " ---	18600 - 32600
18.	Sri Nijaguna	Driver	25800 - 51400
19.	Sri M Sridhar	Driver	25800 - 51400
20.	Sri K S Mallesha	Cook	18600 - 32600
21.	Sri S M Swamy	Cook	18600 - 32600
22.	Sri C S Nanjappa	Group 'D' Employee	18600 - 32600
23.	Sri D Srinivasa	Group 'D' Employee	18600 - 32600
<b>Dept., of Computer Science &amp; Engg.,</b>			
24.	Smt. C Nirupama	HOD / Sl. Gr. Lecturer	131400 - 204700
25.	Smt. Sunanda	Sl. Gr. Lecturer	131400 - 204700
26.	Dr. S G Srikantaswamy	Sl. Gr. Lecturer	131400 - 204700
27.	Sri Madappa S	Lecturer	56100 -182400
28.	Smt. Nayana M G	Lecturer	56100 -182400
29.	Kum. K Leelavathi	Operator	36000 - 67550
30.	Smt. B V Manjula	Asst. Instructor	27650 - 52650
31.	Sri N K Veerannaradhya	Mechanic	
32.	Sri B S Visvesvaraiah	Mechanic	23500 - 47650
33.	Sri D Raju	Helper	21400 - 42000
34.	Sri C V T Murthy	Helper	21400 - 42000
35.	Sri A P Madappa	Helper	21400 - 42000

<b><i>Department of Architecture Assistantship</i></b>			
36.	Dr. S Uma	I/c HOD / Sl. Gr. Lecturer	131400 - 204700
37.	Sri Gurushanthappa R Nidavani	Lecturer in Art	56100 -182400
38.	Sri D Jagadeesh	Sl. Gr. Lecturer	131400 - 204700
39.	Sri Sathisha G P	Lecturer	56100 -182400
40.	Smt. B P Dakshayani	Studio Assistant	37900 - 70850
41.	Sri M L Lokesh	Mechanic	23500 - 47650
42.	Sri S C Kumar	Helper	21400 - 42000
<b>Workshop</b>			
43.	Sri D S Mahadevaswamy	Instructor	37900 - 70850
44.	Sri C S Rajendraprasad	Mechanic	23500 - 47650
45.	Sri G Mallikarjunaswamy	Helper	21400 - 42000
<b><i>Department of Commercial Practice</i></b>			
46.	Sri K Mahadevaswamy	HOD / Sl. Gr. Lecturer	131400 - 204700
47.	Sri M B Raghu	Sl. Gr. Lecturer	131400 - 204700
48.	Smt. D V Nandini	Sl. Gr. Lecturer	131400 - 204700
49.	Sri R Sumatheendra	Lecturer in CP	43100 - 83900
50.	Smt. Murugamma	Lecturer in CP	56100 -182400
51.	Sri Srinivasa B	Lecturer in CP	56100 -182400
52.	Sri Kempananjappa R	Mechanic	23500 - 47650
53.	Sri Nanjundaswamy R S	Mechanic	23500 - 47650
54.	Sri P Kumar	Helper	21400 - 42000
55.	Sri Rangaswamy D	Helper	21400 - 42000
56.	Sri K C Venkatesh	Helper	21400 - 42000
<b><i>General</i></b>			
57.	Sri N M Shivakumaraswamy	Sl. Gr. Lecturer (Science)	131400 - 204700
58.	Sri M Shivananjaswamy	Sl. Gr. Lecturer (Spl. Res.)	131400 - 204700
59.	Smt. Suchetha M	Lecturer in Psychology	56100 -182400
<b><i>Health Centre</i></b>			
60.	Dr. A M Mahesh	Medical Officer (P T)	Consolidated
61.	Sri M Guruprasad	Male Nurse	37900 - 70850
62.	Smt. H M Kathyayini	Female Nurse	37900 - 70850
63.	Sri R Ramesh	Medical Attendant	21400 - 42000
64.	Sri G K Krishnaiah	Medical Attendant	21400 - 42000

**DEPARTMENT OF TECHNICAL EDUCATION  
AIDED POLYTECHNICS**

**Powers and duties of officer / Officials / Employees  
ADMINISTRATIVE STAFF, TEACHING & INSTRUCTIONAL STAFF**

Peon	To keep the Office neat and tidy. To deliver the files / Tappals to section as per the instructions of the officer.
Second Division Assistant / First Division Assistant	In charge of the work of maintaining diaries, movement and distribution of receipts / Registers files in the section as per the hand book of office procedure.
Typist	In charge of the typing, computer work at section
PA / Stenographer	In charge of receipt of Tappals / files by the officer concerned. Typing and stenography work entrusted by officer concerned.
Superintendent	In charge of the allotted sections, scrutiny of files submitted by the superintendent as per the handbook office procedure and related Govt. orders, supervise and control of the subordinates.
Lecturer	Carry out theory / practical work allotted to them as per time table, attend curricular & Extra curricular activities. Liason with students about the study matters. Also involved in examination and valuation work.
Senior Grade Lecturer	Carry out of theory / Practical work allotted to them as per time table, attend curricular and extra curricular activities. Liason with students about the study matters. Also involved in examination and valuation work.
Selection Grade Lecturer	Carry out of theory / Practical work allotted to them as per time table, attend curricular and extra curricular activities. Liason with students about the study matters. Also involved in examination and valuation work.
Head of the Department	In charge of particular department arrangement of classes (theory and Practical) smooth running of classes, supervision and control of Labs / workshops. Students liason and arrangement of test / Seminar workshop / internal assessment / Tests etc.,
Principal	Management of the administration of college, Head of Institution and organize the activities of the college, control, manage and supervise the activities in the college. Act according to the direction of DTE / Management.



### **INSTRUCTIONAL STAFF**

1. Helper	Assistant to Mechanic, arrange the tools & equipments for practical purpose. Assist the students in practical work. To keep clean and tidy the lab / workshop.
2. Mechanic	Maintenance of Machinery and equipments. Minor repairs and maintenance of the equipments. Assist the students in practical work. Demonstrate the practical work as per the direction of instructors.
3. Asst. Instructor / Instructor	In charge of practical work of the lab / workshop, instructions for practical work, drawing, demonstration of models etc. supervise the practical work done by the students.
4. System Analyst / Programmer / Operator	Supervise all the Computer labs, arrangement of smooth running the practical work, arrangement for providing raw materials supplies and tools for the practical work, Assist the Head of Section for smooth running of theory and Practical examination work.

4(1) b(iii) The procedure followed in the decision making process including channels of supervision and accountability.

Case worker	Opening of a new file on receipt of a proposal or processing the receipt in the existing file.
Superintendent	Will scrutinize the proposal with all relevant facts and mark the file to registrar with a course of section to be adopted.

4(1) b(iv) Norms set for the discharge of Functions

	Second Division / First Division Assistant /Superintendent / Registrar/ Principal	To attend to the work on priority and immediate basis.
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4(1) b(v) the rules, regulations, instructions Manual records held by them or under their control or used by employees for discharging of functions.

1)	Karnataka Civil Service Rules
2)	Service Manual
3)	K F C
4)	CCA Rules
5)	C & R Rules
6)	Govt. Orders & Circulars
7)	K.T.C
8)	B.M
9)	M.C.E
10)	Karnataka Educational Act

4(1) b(vi) Statement of the Categories of Documents that are held by it or under its control

1. Register of Registers
2. Employees Service Registers
3. Casual Leave Registers
4. Inward Register
5. Outward Register
6. Vacancy Register
7. Attendance Register
8. Stock Register of Purchases
9. Indent / Invoices
10. Cash Book
11. Day Book
12. Library Accession Register
13. Issue Register

4(1) b(vii) The particulars of any arrangement that exists for consultation

With, or representation by, the members of the public in relation to the formulation of its policy of administration thereof.

- NIL -

4(1) b(viii) Statement of the boards, councils, committees and other bodies consisting of two or more persons constituted and It's part or for the purpose to it to advise, and as to whether meetings of these boards, councils committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.

Committees	Headed by
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**Mysuru – 570 006**

**LIBRARY AND INFORMATION CENTRE**

1. No. of Volumes	:	13,953
2. No. of Titles	:	5,454
3. No. E-Books	:	1,800
4. No. of Journals	:	19
5. No. of CDs'	:	489
6. Newspapers	:	14

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Course wise admission details to First, Third & Fifth Semesters for the year 2020-21

Sl. No.	Course	Approved Intake	I Sem	III Sem	V Sem	Total
1.	Computer Science & Engg.,	60	63*	58	58	179
2.	Architecture Assistantship	30	27	25	27	79
3.	Commercial Practice	30	32*	29	31	92
4.	Jewellery Design & Technology	30	17	24	16	57
5.	Electronics & Communication Engg.,	40	36	36	38	110
6.	Computer Applications	30	28	14	09	51
<b>Total</b>		<b>300</b>	<b>203</b>	<b>186</b>	<b>179</b>	<b>568</b>

\* Super Numerary Quota of 5% on the sanctioned intake

# JSS POLYTECHNIC FOR THE DIFFERENTLY ABLED

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**Mysuru – 570 006**

<b>May / June 2020 (September 2020) Semester wise Examination Results</b>										
<b>Sl. No.</b>	<b>Name of the Course</b>	<b>No. of Candidates Appeared for Examn.</b>			<b>No. of Candidates Passed</b>			<b>% of Passes</b>		
		<b>II</b>	<b>IV</b>	<b>VI</b>	<b>II</b>	<b>IV</b>	<b>VI</b>	<b>II</b>	<b>IV</b>	<b>VI</b>
01	Architecture Assistantship	29	28	21	25	26	18	86.21	92.86	85.71
02	Commercial Practice	30	31	32	30	30	30	100.00	96.77	93.75
03	Computer Science & Engineering	60	53	53	51	50	46	85.00	94.34	86.79
04	Jewellery Design & Technology	31	16	04	31	16	04	100.00	100.00	100.00
05	Electronics & Communication Engineering	39	36	29	35	30	24	89.74	83.33	82.76
06	Computer Application	15	09	11	15	09	10	100.00	100.00	90.91
<b>TOTAL</b>		<b>204</b>	<b>173</b>	<b>150</b>	<b>187</b>	<b>161</b>	<b>132</b>	<b>91.67</b>	<b>93.06</b>	<b>88.00</b>

<b>Nov / Dec 2020 (August 2021) Semester wise Examination Results</b>										
<b>Sl. No.</b>	<b>Name of the Course</b>	<b>No. of Candidates Appeared for Examn.</b>			<b>No. of Candidates Passed</b>			<b>% of Passes</b>		
		<b>I</b>	<b>III</b>	<b>V</b>	<b>I</b>	<b>III</b>	<b>V</b>	<b>I</b>	<b>III</b>	<b>V</b>
01	Architecture Assistantship	26	23	27	09	18	27	34.62	78.26	51.85
02	Commercial Practice	30	29	31	17	18	31	56.67	62.07	48.39
03	Computer Science & Engineering	63	55	58	26	20	58	41.27	36.36	60.34
04	Jewellery Design & Technology	15	25	16	06	14	16	40.00	56.00	87.50
05	Electronics & Communication Engineering	34	37	38	15	18	38	44.12	48.65	50.00
06	Computer Application	28	14	09	21	12	09	75.00	85.71	100.00
<b>TOTAL</b>		<b>196</b>	<b>183</b>	<b>179</b>	<b>94</b>	<b>100</b>	<b>179</b>	<b>47.96</b>	<b>54.64</b>	<b>59.22</b>