

**(I) The particulars of its organization, functions and duties;**

**(A) Incorporation of Universities.**

**As per Section 3 of Gujarat Agricultural Universities Act 2004 following provisions are made**

- (1) The Chancellor, the first Vice-Chancellor and the first members of the Board of Management and the Academic Council of the Sardarkrushinagar Dantiwada Agricultural University and all persons, who may hereafter become such officers or members so long as they continue to hold such office or membership, are hereby constituted a body corporate by the name of "the Sardarkrushinagar Dantiwada Agricultural University".
- (2) The University shall have perpetual succession and a common seal, and shall sue and be sued by the said name.
- (3) The University shall be competent to acquire and hold property, both movable and immovable, to lease, sell or otherwise transfer any movable or immovable property which may vest in or be acquired by it for the purpose of the University, to raise loans on the securities of its assets and to contract and do all other things necessary for the purpose of this Act:  
Provided that the power to raise any such loan shall be exercised after obtaining previous permission of the State Government.
- (4) The headquarters of the Sardarkrushinagar Agricultural University shall be at Dantiwada.

**(B) Objects of the University:**

The University shall be deemed to be established and incorporated for the following purposes:

- (1) making provision for imparting education in agriculture and allied sciences and humanities;
- (2) furthering the advancement of learning and prosecution of research in agriculture and allied sciences;
- (3) Undertaking the extension, through appropriate media, of agriculture and other allied sciences specially to the rural people of the State.
- (4) making provision for the study of basic sciences and humanities, with a view to supporting other professional studies and thereby integrating such studies in the University curricula;
- (5) Undertaking the integration of teaching, research and extension training with a view to promoting the productivity of agriculture.
- (6) conferring such degrees, diplomas, certificates and other academic distinctions as the University may deem fit;
- (7) Such other purposes, not inconsistent with the provisions of this Act which the State Government may, on application by the University, by notification in the Official Gazette, specify in this behalf.

**(C) Powers of the University :—**

- (1) to provide for education and instruction in agriculture and allied sciences and in such other branches of learning as the University may deem fit;
- (2) to make provision for research in agriculture and allied branches of learning;
- (3) to make provision for dissemination of the findings of research and technical information through extension education programmes;
- (4) to make such provision which would enable affiliated colleges and recognized institutions to undertake specialization of studies;
- (5) to institute degrees, diplomas and other academic distinctions;
- (6) to lay down courses of study and instruction for various examinations;
- (7) to hold examinations and confer degrees, diplomas and other academic distinctions and grant certificates to persons who—
  - (a) Have pursued approved courses of study in the University or in a college unless exempted therefrom, in the manner prescribed and have passed the examinations prescribed by the University, or
  - (b) Have carried on research under conditions prescribed;
- (8) to withdraw or cancel any degree, diploma or certificate conferred or granted by the University in such manner as may be prescribed;
- (9) to confer honorary degrees and other distinctions in the manner prescribed;
- (10) To provide lecturer, **instructions** and training to persons who are not enrolled students of the University and to grant such certificates to them as may be prescribed;
- (11) To co-operate with any other University or authority in such manner and for such purpose as the University may determine;
- (12) To establish and maintain colleges for imparting education in agriculture and allied sciences;
- (13) To establish and maintain laboratories, libraries, research stations and institutions and museums for teaching, research and extension education;
- (14) To create such teaching, administrative and other posts as the University may deem necessary from time to time and make appointments thereto;
- (15) To institute and award fellowships, scholarships and prizes in accordance with the Statutes;
- (16) to associate or admit educational institutions imparting education in agriculture and allied sciences with, or to the privileges of the University by way of affiliation or recognition;
- (17) to withdraw or modify, either in whole or part, affiliation or recognition of educational institutions;
- (18) to inspect colleges and recognized institutions and to take measures to ensure that proper standards of instruction, teaching and training are maintained in them and that adequate library and laboratory provisions are made therein;
- (19) to lay down and regulate the salary scales, allowances and other conditions of service of the members of the teaching, other academic and non-teaching staff of the University;
- (20) to lay down and regulate the salary scales, allowances and other conditions of service of the members of the teaching, other academic

and non-teaching staff in the affiliated colleges and recognized institutions;

- (21) (a) to control and co-ordinate the activities of, and to give financial aid to, affiliated colleges and recognized institutions; and  
(b) To regulate fees to be paid by the students in affiliated colleges and recognized institutions;
- (22) To institute and maintain residential accommodation for students and staff of the University;
- (23) To fix, demand and receive or recover such fees and other charges as may be prescribed;
- (24) To supervise, regulate and control the residence, conduct and discipline of the students of the University, and to make arrangements for promoting their health and general welfare;
- (25) To conduct, co-ordinate, supervise, regulate and control post-graduate teaching and research work in the University departments and affiliated colleges and recognized institutions;
- (26) To co-ordinate, supervise, regulate and control conduct of undergraduate teaching and instruction in the affiliated colleges and to undertake the same in University colleges;
- (27) To make special provision for agricultural education, research and extension in relation to arid areas and areas prone to scarcity in the University area;
- (28) To do all such other acts and things, whether incidental to the powers aforesaid or not, as may be requisite in order to further the objects of the University.

**(ii) the powers and duties of its officers and employees;**

The following are the officers of the University, namely:-

- (i) the Chancellor,
- (ii) the, Vice-Chancellor,
- (iii) the Director of Research and Dean of Post-graduate Studies,
- (iv) the Deans of Faculties,
- (v) the Director of Extension Education,
- (vi) the Registrar,
- (vii) the Accounts Officer,
- (viii) the Librarian, and
- (ix) such other officers in the service of the University as may be declared by the statutes to be the officers of the University.

**1. Chancellor**

- (1) The Governor of the State is the Chancellor of the University.
- (2) The Chancellor is by virtue of his office, be the Head of the University and presides at any convocation of the University, when present..
- (3) Every proposal to confer an honorary degree is subject to the confirmation of the Chancellor.
- (4) The Chancellor has to exercise such other powers as may be conferred on him by this Act or the Statutes.

## 2. Vice-Chancellor.

- (1) The Vice-Chancellor is the principal executive and academic officer of the University and in absence of the Chancellor, preside at any convocation of the University. He is be an *ex-officio* member and Chairman of the Board and of the Academic Council.
- (2) The Vice-Chancellor exercises general control over the affairs of the University and is responsible for the maintenance of discipline in the University.
- (3)
  - (a) The Vice-Chancellor has power to convene meetings of the Board and the Academic Council.
  - (b) He may delegate the power under clause (a) to any other officer of the University.
- (4) It is the duty of the Vice-Chancellor to ensure that the provisions of this act, the statutes and regulations are faithfully observed and he has all the powers necessary for the purpose.
- (5) The Vice-Chancellor is responsible for the presentation of the annual financial estimates and the annual accounts and balance sheet of the University to the Board.
- (6)
  - (a) In any emergency which in the opinion of the Vice-Chancellor, requires that immediate action should be taken, he takes such action as he deems necessary and at the earliest opportunity thereafter reports his action to such officer, authority or body as would have in ordinary course dealt with the matter.
  - (b) When action taken by the Vice-Chancellor under this sub-section affects any person in the service of the University, such person shall be entitled to prefer an appeal through the said officer, authority or body to the Board within one month from the date on which such action is communicated to him.
- (7) The Vice-Chancellor gives effect to the orders of the Board regarding the appointment, dismissal, suspension and punishment of officers, teachers and other employees of the University.
- (8) The Vice-Chancellor is responsible for the proper administration of the University and for close co-ordination and integration of teaching, research and extension education.
- (9)
  - (a) Subject to the provisions contained in sub-section (6) and notwithstanding anything contained in sub-section (7), where the Vice-Chancellor, after making such inquiry as may be deemed fit, is of the opinion that the execution of any order or resolution of an authority specified in or declared under section 17 or the doing of anything which is about to be done or is being done by or on behalf of the University, -
    - (i) Is inconsistent with the provisions of this Act or of any Statutes, or Regulations, or
    - (ii) Is not in the interest of the University, or
    - (iii) Is likely to lead to breach of peace,
      - (a) He may forward a copy of the order or resolution or, as the case may be, refer the doing of the thing, with a statement of reasons, to the authority which made the order or passed the resolution or proposes to do the thing for reconsideration by that authority as to

whether the said order or resolution may not be rescinded, or revised or modified in the manner stated by him or the doing of the thing be refrained from.

- (b) Where the authority, after reconsideration, revises or modifies the order or the resolution in the manner stated by the Vice-Chancellor, then notwithstanding anything contained in clause (e), such revised or modified order or resolution shall revive from the date of such revision or modification.
- (c) Where the authority revises or modifies the order or resolution in such manner as is inconsistent with the manner stated by the Vice-Chancellor, the Vice-Chancellor shall refer the matter to the Chancellor for his decision.
- (d) The Chancellor may, on such reference being made, revise or modify the order or resolution or direct that the order or resolution shall continue to be in force with or without modification permanently or for such period as he may specify  
Provided that the order or resolution shall not be revised or modified or continued by the Chancellor without giving the concerned authority a reasonable opportunity of showing the cause against the order proposed to be made by him.
- (e) The order, resolution or, as the case may be, the doing of thing, shall remain in abeyance from the date of the action of the Vice-Chancellor of forwarding the copy of order or resolution or of making reference under clause (a) till the date of the order of the Chancellor under clause (d).

(10) The Vice-Chancellor exercises such other powers as may be prescribed.

**(3) The Director of Research and Dean of Post-graduate Studies.**

- (a) to co-ordinate post-graduate studies in all colleges, departments and sections of the University.
- (b) to supervise maintenance of records pertaining to post-graduate courses, instructions and students.
- (c) to co-ordinate all research of the University in close cooperation with the Deans of faculties and other officers.
- (d) to supervise and ensure the efficient working of the research stations under the jurisdiction of the University.
- (e) to exercise such other powers and perform such other duties as may be prescribed.

**(4) Deans of faculties**

- (1) The Dean is the Chairman of the Board of Studies of the Faculty.
- (2) The Dean of each Faculty is responsible for due observance of Statutes and Regulations relating to that Faculty.
- (3) The Dean exercises such powers and perform such functions and duties as may be prescribed.

**(5) Director of Extension Education**

- (1) He is responsible for the coordination of extension Education programmes of the University in close co-operation with the Deans of Faculties and other officers.
- (3) He has to exercise such other powers as may be assigned to him by the Vice-Chancellor.

**(6) Registrar.**

- (1) The Registrar is responsible for the due custody of the records and the common seal of the University.
- (2) He is ex-officio Secretary of the Board of Management.
- (3) He is ex-officio Secretary to the Academic Council and is bound to place before it all such information as may be necessary for the transaction of its business.
- (4) He receives applications for entrance to the University and keeps a permanent record of all courses, curricula and other information as may be necessary.
- (5) The Registrar is responsible for maintaining a permanent record of the academic performance of students of the University including the courses taken, grades obtained, degrees and diplomas awarded prizes or other distinctions won, and any other items pertinent to the academic performance of the students.
- (6) He is responsible for General Administration & Legal matters of the University.
- (7) He is the Controlling Officer of Executive Engineer's office for construction work, maintenance & repairs etc.
- (8) He has to exercise such other powers and to perform such other duties as may be prescribed or assigned to him by the Vice-Chancellor.

**(7) Accounts Officer-cum-Comptroller;**

- (1) The Accounts Officer-cum-Comptroller manages the property, funds and the investments of the University and advises the University in regard to its financial policy.
- (2) The Accounts Officer-cum-Comptroller is responsible to the Vice-Chancellor in the preparation of the budget and statement of accounts of the University, and for ensuring that expenditure are made as authorized in the budget. He may disallow any expenditure which may contravene the terms of any Statute or for which provision is required to be made by the Statute but has not been made.

**(8) Librarian**

- (1) He is responsible to the vice-Chancellor for all matters concerning the library and the purchase, cataloguing and maintenance of books and journals and operation of the library.
- (2) The emoluments and other terms and conditions of service of the Librarian shall be such as may be prescribed.

**(9) Director of Students Welfare**

- (1) To make arrangements for the housing of students;
- (2) To supervise the extra-curricular activities and look after the general needs of the students;
- (3) To assist in the placement of the graduates of the University;
- (4) To establish liaison between students and teachers;
- (5) To perform such other duties as may be assigned to him by the Vice-Chancellor.

**(III) the procedures followed in the decision making process, including channels of supervision and accountability;**

As per chart (**Annexure-A**).

**(iv) the norms set by it for the discharge of its functions;**

All Officers/employees of SD Agricultural University have to discharge their responsibilities according to rules & regulations of Gujarat Agricultural Universities Act 2004. Officers working as supervisory cadre of this University get the work done as per norms fixed from time to time from the staff members working under them.

<b>Sr. No.</b>	<b>Name of posts</b>	<b>Prescribed norms</b>
1	Office Superintendent	Dispose 19 cases every day
2	Head Clerk	Dispose 19 cases every day
3	Sr. Clerk	Dispose 18.6 cases every day
4	Junior Clerk	Dispose 8.6 cases every day
5	Inward Clerk	Inward 468 posts every day
6	Dispatch Clerk	Dispatch 294 posts every day
7	Jr. Clerk-Typist	Typing work of 9960 words per day for English Typists & 5310 words for Gujarati Typists without special pay.
8	Jr. Clerk-Typist	Typing work of 11160 words per day for English Typists & 6960 words for Gujarati Typists with special pay.

**(v) the rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;**

By the Gujarat Agricultural Universities Act 2004 S.D. Agricultural University, Sardarkrushinagar came into existence with effect from 1.5.2004. Rules and regulations of GAU are followed from time to time, till new rules and regulations are framed.

**(VI) a statement of the categories of documents that are held by it or under its control;**

- (1) Records related to administration i.e. Appointment, promotion, transfer & retirement of teachers/Officers/Non teaching staff members.
- (2) Records related to Confidential Inquiry of teachers/Officers /Non teaching staff members. Preliminary/Departmental inquiry records of staff members. Records of Confidential Report of all staff members.
- (3) Records related to accounts such as Pay bill, P.F, Pension, Audit reports, Grant Register, Expenditure & Receipt Registers.
- (4) Records related to students i.e. Admission, Registration, Exam, Results, Marksheet, Records related to degrees and other records.
- (5) Records related to construction work, Sanction, Purchase, Tender of construction work, Maintenance & Repair and other records.
- (6) Records related to Research & Extension activities i.e. research done on different crops, new research work done, Records of new varieties released, Information regarding agricultural crops of farmers & information related to irrigation, guidelines provided to farmers & subsidy and loans availed from Government for different crops.

**(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 or implementation thereof;**

The Vice-Chancellor is the principal executive and academic Officer of the University. The Officers working under the Vice Chancellor i.e. Registrar, Director of Research, Director of Extension Education, Accounts Officer-cum-Comptroller and Director of Students Welfare can be contacted/discussed by the general public for their problems and guidelines can be availed from them. Moreover, this University has established Sardar Smruti Kendra, & Agricultural Information Technology Centre so that the General public can contact directly to these centers for solving any problem related to agriculture...Principals, Head of Research Stations as well as Krishi Vigyan Kendras can also be contacted directly for the purpose of information and guidelines.

**(viii) a statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public;**

The following shall be the authorities of the University, namely-

- (1) the Board of Management,
- (2) the Academic Council,
- (3) the Faculties - Agriculture, Veterinary Science & Animal Husbandry and Home Science.
- (4) the Board of Studies – Postgraduate, Agriculture, Veterinary Science & Animal Husbandry and Home Science.

The minutes of the above authorities meetings are not available for the information of public.



(ix) a directory of its officers and employees;

Sr. No	Name and Designation	Telephone No	
		Office	Residence
1.	Dr. Ashok A. Patel, Vice-Chancellor	02748-278222	02748-278220/21
2.	Dr.H.N.Kher, Registrar	02748-278226	02748-278227
3.	Dr. R.R. Shah, I/c. Director of Research	02748-278233	
4.	Dr. K.A. Thakkar, I/c. Director of Extension Education	02748-278436	02742-250171
5.	Dr.V.R.Patel, Director of Students Welfare	02748-278432	
6.	Shree D.B.Modi, I/c. Comptroller	02748-278230	
7.	Dr.S.Acharya, I/c.Librarian	02748-278439	
8.	Shri R.M. Desai, Executive Engineer	02748-278431	
9.	Shri S.R. Vasava, Adm.-cum-Accounts Officer	02748-278449	
10.	Dr. K.K. Patel, I/c.Asst. Registrar(Adm.)	02748-278443	
11.	Shri G.R.Patel,I/c.Asst.Registrar (Academic)	02748-278229	
12.	Shri M.C. Parmar, Accounts Officer (PF/Pension)	02748-278449	
13.	Shri D.B. Rana, Audit Officer	02748-278440	
14.	Dr. K.N. Modi, Medical Officer	02748-278450	02748-278451
15.	Dr. S. Acharya, Asso. Director of Research	02748-278265	
16.	Dr. R.S.Prajapati, Planning Officer	02748-278275	
17.	Dr. M.R. Prajapati, Dean, Agricultural College.	02748-278264	
18.	Dr. N.M.Shah, Dean, Veterinary College	02748-278263	02742-250395
19.	Dr. B.G. Patel, Dean, Home Science College	02748-278266	
20.	Dr. S.K.Roy, Dean, Dairy Science Collage	02748-278678	
21.	Dr. S.R.Vyas, Dean, Basic Science Collage	02748-278097	
22.	Dr. K.A. Thakkar, Dean, Agri. Business Management Collage	02748-279051	
23.	Dr. L.R.Varma, Dean, faculty of Horticulture Collage	02748-278416	
24.	Dr. S.H.Suthar, Dean, Renewable Energy and Environmental Engineering Collage	02748-278016	
25.	Dr. B.S.Parmar, The Unit Head, Transport Section	02748-278236	
26.	Dr. R.M. Chauhan, Research Scientist(Seed Technology)	02748-278470	
27.	Dr. A.G. Desai, Research Scientist,(Castor-Mustard)	02748-278457	
28.	Dr. R.R. Sankhela, Research Scientist, Centre for Agro Forestry, Forage Crops and Green Belts	02748-278465	02748-278049
29.	Dr. A.M. Patel, Research Scientist, (ECF).	02748-278434	

Sr. No	Name and Designation	Telephone No	
		Office	Residence
30	Dr. J.B.Patel, Research Scientist I(Livestock)	02748-278463	
31	Dr. Y.Ravindrababu, Research Scientist (Pulse)	02748-278459	
32	Dr. P.S.Patel, I/c. Asso.Research Scientist, Centre for Crop Improvement	02748-278473	
33	Dr. S.H.Suthar, Prof & Head, Centre for Post Harvest Technology & Agro. Industries	02748--278075	
34	Dr. R.N. Singh, Asso. Research Scientist, Centre for Resources Conservation Technology-v- Farm machinery & Power Engineering	02748-278471	
35	Dr. A.A. Patel, Research Scientist(Wheat), Vijapur	02763-220233	
36	Dr. A.U. Amin, Research Scientist (Spices), Jagudan	02762-285337	
37	Shri V.R.Chudasma, Asst. Research Scientist (Fruit), Dehgam	02716-232663	
38	Dr. M.H. Patel, Asso. Research Scientist, Talod	02779-220576	
39	Shri B.S. Patel, I/c. Research Scientist, Ladol.	02763-236109	
40	Shri G.J.Patel, Training Organizer, KVK, Khedbrahma.	02775-220126	02775-222249
41	Dr. C.M. Muralidharan, Asso. Research Scientist, Date Palm Research Station, Mundra.	02838-222185	
42	Shri B.R.Nakrani, Asst. Research Scientist, Kothara	02831-282228	
43	Dr.A.H.Sipal, Asso. Research Scientist, Bachau,	02837-223329	
44	Shri K.J.Patel, Asst.Farm Manager, Radhanpur	02746-278193	
45	Shri G.A.Patel, Asst.Farm Manager, Aseda	02744-253163	
46	Dr.R.N.Patel, Research Scientist(Potato), Deesa	02744-220865	
47	Dr. A.J. Patel, Training Organizer, KVK, Deesa.	02744-220350	02744-220348
48	Shri H.C. Atosh, Principal, S K Nagar Vidyalay	02748-278428	
49	Dr. M.M.Patel, Asst. Research Scientist, Seed Growth Center, Kholwada		
50	Shri N.N.Salvi, Asst. Research Scientist, Seed Growth Center, Adiya	02733-285366	
51	Dr. J.M.Patel, Asst. Research Scientist, Seed Growth Center, Bhiloda		
52	Shri J.N.Prajapati, Principal, Agricultural Polytechnic Collage, Khedbrahma	02775-220126	

Sr. No	Name and Designation	Telephone No	
		Office	Residence
53	Shri M.H.Desai, Principal, Agricultural Polytechnic Collage, Deesa	02744-226470	
54	Shri G.M.Patel, Principal, Agricultural Polytechnic Collage, Jagudan	02762-285337	
55	Dr. V.V.Prajapati, Principal, Agricultural Polytechnic Collage, Amirgadh	02742-291590	
56	Dr. B.K.Aaswar, Asst. Extension Education Shastri, Livestock Inspector Training Centre	02748-278412	
57	Shri D.P. Vihol, Associate Extension Educationist, Home Science School	02748-278366	
58	Dr. I.N. Patel, Assistant Proffesor, Bakery School		94289 84864
59	Dr. L.R.Varma, Dean & Head, Mali Training Center	02748-278416	

- (x) **the monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;**

Statement showing the details of remuneration of employees is attached herewith (Annexure-1)

- (xi) **the budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;**

**FINANCIAL STATUS OF S.D. AGRICULTURE UNIVERSITY, S.K. NAGAR**

Financial status under Plan/Non-Plan/ICAR/Other Agency scheme of S.D. Agricultural University, Sardar Krushinagar, during the financial year 2014-15.

(Rs. in Lakh)

Scheme	Budget Provision 2014-15	Grant Received by Government / Central Govt. / ICAR / Other Agency of 2014-15	University Receipt	Total (3+4)	Expenditure	Deficit (Col.5-6)
1:	2:	3:	4:	5:	6:	7:
Plan	8118.66	7337.03	301.08	7638.11	4821.18	2816.93
Non-Plan	8275.28	7172.42	617.61	7790.03	7867.07	-77.04
ICAR	1313.02	1313.02	174.37	1487.39	1244.83	242.56
Other agency	652.63	652.63	71.69	724.32	783.16	-58.84
<b>TOTAL :</b>	<b>18359.59</b>	<b>16475.10</b>	<b>1164.75</b>	<b>17639.85</b>	<b>14716.24</b>	<b>2923.61</b>

- (xii) **The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;**

There is no provision for subsidiary programme run by this University for farmers.

However, the University provides the monthly stipend of Rs.190/- to the students of Agricultural Diploma Bakery Training, Livestock Inspector Training and Home Science School. The trainees of Mali Training are being provided the monthly stipend of Rs.200/-.

- (xiii) **Particulars of recipients of concessions, permits or authorizations granted by it.**

Not applicable

- (xv) **details in respect of the information, available to or held by it, reduced in an electronic form**

S.D. Agricultural University, Sardarkrushinagar has published website URL address: <http://www.sdau.edu.in> regarding its functions and activities for the information of general public.

- (xvi) **The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.**

- 1) The working hours of Central Library are from 8.00 hours to 19.00 hours in all working days whereas the library is kept open from 8.00 to 15.00 hrs. on second and fourth Saturdays. It is, however, closed on other public holidays.
- 2) The Central Library provides the facilities of all types of reading materials including text books and research journals to all the students, teachers, scientists and other staff members of the University during working hours. in addition, outsider visitors are also allowed to avail these facilities on request.

- (xvi) **the names, designations and other particulars of the Public Information Officers;**

Sr. No.	Designation of Officers	Designation of appointment
<b>A.</b>	<b>Registrar</b>	<b>Appellate Authority</b>
1.	Asst. Registrar (Adm)	Public Information Officer
		Related to :
		1. Administration
		2. Confidential Branch
		3. Legal Branch
		4. Academic Branch
		5. Exam Branch
		6. HRD Branch

	Office Superintendent, Confidential Branch, Registrar Section	Asst. Public Information Officer Related to : 1. Administration 2. Confidential Branch 3. Legal Branch 4. Academic Branch 5. Exam Branch 6. HRD Branch
2.	Director of Student Welfare	Public Information Officer Related to : Student welfare activities
3.	Dean, C.P.College of Agriculture	Public Information Officer Related to : 1. Administration 2. Academic & Research 3. Financial matters of the College.
4.	Dean, College of Veterinary Science & Animal Husbandry	Public Information Officer Related to : 1. Administration 2. Academic & 3. Financial matters of the College.
5.	Dean, Aspee College of Home Science	Public Information Officer Related to : 1. Administration 2. Academic & 3. Financial matters of the College.
6.	Dean, G. N. Patel College of Dairy Science and Food Technology	Public Information Officer Related to : 1. Administration 2. Academic & 3. Financial matters of the College.
7.	Dean, College of Basic Science & Humanities	Public Information Officer Related to : 1. Administration 2. Academic & 3. Financial matters of the College.
8.	Dean, College of Agribusiness Management	Public Information Officer Related to : 1. Administration 2. Academic & 3. Financial matters of the College.
9.	Dean, College of Horticulture	Public Information Officer Related to : 1. Administration 2. Academic & 3. Financial matters of the College.
10.	Dean, College of Renewable Energy & Environmental Engineering	Public Information Officer Related to : 1. Administration 2. Academic & 3. Financial matters of the College.
11.	Unit Head, Transport Section	Public Information Officer Related to : Transport & Purchase

12.	Medical Officer	Public Information Officer Related to : Health Centre
13.	Principal, Sardarkrushinagar Vidhyalaya	Public Information Officer Related to : School Activities
14.	Executive Engineer	Public Information Officer Related to : Construction, Maintenance & Repair and Purchase
	Deputy Engineer O/o the Executive Engineer	Assistant Public Information Officer Related to : Construction, Maintenance & Repair and Purchase
<b>B.</b>	<b>Director of Research</b>	<b>Appellate Authority</b>
15.	Asso. Director of Research	Public Information Officer Related to : Research & Administration
	Office Superintendent, O/o the Director of Research	Asst. Public Information Officer Related to : Research & Administration
16.	Research Scientist (Pulses)	Public Information Officer Related to : Activities of Pulse Research Station
17.	Research Scientist (Seed Tech)	Public Information Officer Related to : Activities of Seed Technology Research Station
18.	Research Scientist (Castor & Mustard)	Public Information Officer Related to : Activities of Castor & Mustard Research Station
19.	Research Scientist, Center for Agro Forestry, Forage Crop and Green Belts	Public Information Officer Related to : Activities of Agro Forestry, Forage Crop and Green Belts
20.	Research Scientist (L.R.S.)	Public Information Officer Related to : Activities of Livestock Research Station
21.	Research Scientist (AICARP)	Public Information Officer Related to : Activities of A.I.C.A.R.P. Scheme
22.	Head of Unit, Centre for Post Harvest Technology and Agro. Industries	Public Information Officer Related to : Activities of Post Harvest Technology and Agro. Industries
23.	Associate Research Scientist Centre for Crop Improvement	Public Information Officer Related to : Activities of Crop Improvement and its concerned
24.	Research Scientist Centre for Watershed Management Participatory Research and Rural Engineering	Public Information Officer Related to : Activities of Watershed Management Participatory Research and Rural Engineering
25.	Associate Research Scientist Centre for Resources Conversation Technology-cum-Farm Machinery and Power Engineering	Public Information Officer Related to : Resources Conversation Technology-cum-Farm Machinery and Power Engineering
26.	Unit Head, Sheep & Goat Research Station (L.R.S.)	Public Information Officer Related to : Activities of Sheep & Goat Research Station

27.	Research Scientist (Spices), Jagudan	Public Information officer Related to : Activities of Spices Research Station, Jagudan
28.	Research Scientist (Wheat), Vijapur	Public Information officer Related to: Activities of Wheat Research Station
29.	Associate Research Scientist, Ladol	Public Information officer Related to : Activities of Agricultural Research Station, Ladol.
30.	Associate Research Scientist, Talod	Public Information Officer Related to : Activities of Agricultural Research Station, Talod.
31.	Assistant Research Scientist, Dehgam	Public Information Officer Related to : Activities of Fruit Research Station
32.	Research Scientist (Potato), Deesa	Public Information Officer Related to : Activities of Potato and Sorghum Research, Station, Deesa.
33.	Assistant Farm Manager, Agricultural Research Station, Aseda	Public Information Officer Related to : Activities of Agricultural Research Station, Aseda
34.	Assistant Farm Manager (Dry Farming), Radhanpur	Public Information Officer Related to : Activities of Dry Farming Research Station, Radhanpur.
35.	Asso. Research Scientist, Agricultural Research Station, Bhachau	Public Information Officer Related to : Activities of Agricultural Research Station, Bhachau.
36.	Assistant Research Scientist, Kothara	Public Information Officer Related to : Activities of Agricultural Research Station, Kothara
37.	Associate Research Scientist(Date-Palm), Mundra	Public Information Office Related to : Activities of Date-Palm Research Station, Mundra.
38.	Seed Production, Kholwada	Public Information Office Research Scientist, Main Spices and Condiments Research Station, <b>Jagudan</b> Related to : Seed Production
39.	Seed Production, Adiya	Public Information Office Research Scientist, Assistant Farm Manager, Agricultural Research Station, <b>Aseda</b> Related to : Seed Production
40.	Seed Production, Bhiloda	Public Information Office Programme Co-ordinator, KVK, Khedbrahma, Related to : Seed Production
<b>C.</b>	<b>Director of Extension Education</b>	<b>Appellate Authority.</b>
41.	Asso. Director of Extension Education Office Superintendent, O/o The Director of Extension Education	Public Information Officer Related to : Extension, Education & Administration Asst. Public Information Officer Related to : Extension, Education & Administration
42.	Training Organizer, K.V.K., Khedbrahma	Public Information Officer Related to : Activities of K.V.K., Khedbrahma
43.	Training Organizer, K.V.K., Deesa.	Public Information Officer Related to : Activities of K.V.K., Deesa

<b>E.</b>	<b>Director of Agricultural Information Technology</b>	<b>Appellate Authority.</b>
44.	Librarian, Central Library	Public Information Officer Related to : Information Technology and Library activities
<b>F.</b>	<b>Comptroller</b>	<b>Appellate Authority.</b>
45.	Administrative-cum-Accounts Officer(NARP)	Public Information Officer Related to : Accounts, Budget, P.F. & Pension
	Office Superintendent, O/o Accounts Officer-cum-Comptroller	Assistant Public Information Officer Related to : Accounts, Budget, P.F. & Pension
	Audit Officer	Assistant Public Information Officer Related to : Audit.
<b>G.</b>	<b>Dean, C.P. College of Agriculture</b>	<b>Appellate Authority.</b>
46.	Principal, Agriculture Polytechnic College, Khedbrahma	Public Information Officer Related to : Activities of Administration of College, Finance and Academic matter
47.	Principal, Agriculture Polytechnic College, Deesa	Public Information Officer Related to : Activities of Administration of College, Finance and Academic matter
48.	Principal, Agriculture Polytechnic College, Amirgadh	Public Information Officer Related to : Activities of Administration of College, Finance and Academic matter
49.	Assistant Professor, Mali Training Centre, S.K. Nagar	Public Information Officer Related to : Activities of Mali Training Centre, S.K. Nagar.
<b>H.</b>	<b>Dean, College of Horticulture</b>	<b>Appellate Authority.</b>
50.	Principal, Agriculture Polytechnic College, Jagudan	Public Information Officer Related to : Activities of Administration of College, Finance and Academic matter
<b>I.</b>	<b>Dean, College of Veterinary Science &amp; Animal Husbandry</b>	<b>Appellate Authority.</b>
51.	Asst. Extension Educationist, L.I.T.C., S.K. Nagar.	Public Information Officer Related to : Activities of L.I.T.C., S.k.nagar..
<b>J.</b>	<b>Dean, Aspee College of Home Science</b>	<b>Appellate Authority.</b>
52.	Asso.Extension Educationist, Home Science, Sardarkrushinagar.	Public Information Officer Related to : Activities of Home Science School, Sardarkrushinagar
53.	Assistant Professor, Bakery School, S.K. Nagar	Public Information Officer Related to : Activities of Bakery School, S.K. Nagar.

(xvii) Such other information as may be prescribed; and thereafter update these publications every year;

Nil.