

Pro-active/suo-moto disclosure u/s 4 of RTI Act

(Information of Girls Hostel)

i) Situation of the Office:

Hostel Office/Chief Warden Office is located at 2nd floor Room No. 215 (new building) in Lal Bahadur Shashtri Bhawan, Chaudhary Devi Lal University, Sirsa.

ii) Situation of the Hostel:

The University has three hostels for Girls (Harkhi Devi Bhawan, Kalpana Chawla Bhawan & Savitri Bai Phule Bhawan). The girls' hostels are situated 500 meters away from teaching blocks and all the three Girls hostel have single boundary wall and one entrance gate for security purpose.

iii) Capacity of Hostels:

Girls Hostel-I, Harkhi Devi Bhawan having the capacity of 220 residents, Girls' Hostel-II, Kalpana Chawla Bhawan has a capacity of 220 residents and Girls Hostel-III, Savitri Bai Phule has also Capacity of 220 residents.

iv) Officers/ employees working in the Department:

Sr. No.	Name of Officer / employee	Designation
1	Prof. Abhay Godara, Chairperson, Department of Economics	Chief Warden
2	Dr. Ranjit Kaur, Associate Professor, Department of Education	Co-ordinator
3	Dr. Sanju Bala, Assistant Professor, Department of FST	Warden (GH-I)
4	Mrs. Saroj, Lady Warden	Warden (GH-II)
5	Dr. Rachna, Assistant Professor, Department of Physics	Warden (GH-III)

v) Dealing work/Particulars of the Office, its functions:

The Office is dealing with all type of hostel functioning including admission in hostels, maintaining of hostel records, hostel activities such as cultural, sports etc.

vi) The powers and duties of its officers and employees:

a) Chief Warden acts as head of the Office. All the officials/employees of hostel office are working under his control and supervision.

- b) Wardens have their duties to take-care the hostel affairs.
- c) Clerk to maintain the office record and preparing the file as per direction.
- d) Peon to assist the office and officer/official in day to day work.
- e) Attendant is supposed to look after the hostel.

vii) Record of Office:

The office maintains the record of fund of hostel, record of students admitted, security refund and other relevant works in documentary forums.

viii) Facility for information seekers:

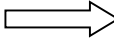
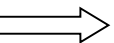
The office record as well as information regarding the hostel office is available in the office of the hostel and provided to the information seekers and as and when so desired with the approval of the authority.

ix) SPIO for the Department:

State Public Information Officer, Chaudhary Devi Lal University, Sirsa

x) Channel / procedure followed in the decision making /

Supervision:

Downward: Chief Warden (GH)  Warden(GH-I,II & III)
 Upward: Warden (GH-I,II & III)  Chief Warden (GH)

Warden (GH-I) Warden (GH-II) Warden (GH-III)

xi). HOSTEL CHARGES AND REALIZATION OF HOSTEL DUES:

Sr. No.	Description	Amount
i)	Hostel Security	Rs. 1500-00 (Refundable)
ii)	Hostel Mess Security	Rs. 1500-00 (Refundable)
iii)	Room Charges	Rs. 7200-00
iv)	Admission process fee	<u>Rs. 100-00</u>
	Total	<u>Rs. 10300-00</u>

Monthly breakup of Room Charges:

a)	Room Rent*	Rs.100/-
b)	Maintenance charges	Rs.100/-
c)	Electricity & Water Charges	Rs.350/-
d)	Misc. Charges	Rs. 50/-

NOTE: The hostel charges as for the academic session of the University
i.e. 1st July of the current year to 30th June of the next year.

*** SC/ST students are exempted from room rent.**

WARDEN (GH-I) WARDEN (GH-II) Warden (GH-III)

About Us- Features- Hostels:

Girls Hostel:

There are three Girls Hostels in the University namely, Harkhi Devi Bhawan (Girls Hostel-I), Kalpana Chawla Bhawan (Girls Hostel-II) and Savitri Bai Phule Bhawan (Girls Hostel-III). All the hostels are under the overall supervision of the Chief Warden (GH), who is assisted by the Wardens. Facilities like Electric Geysers, Desert Coolers, and Water Cooler fitted with Aqua Guards, Insect Killers are also provided. Internet facility has also been provided to the residents. Wardens' residence is also situated in University Campus. Hostel Mess is running on co-operative basis. All the Boys hostels have been provided with tube lights and ceiling fans in every room. Electric geysers and Solar systems have been installed in bathrooms for Hot water supply. Water coolers with RO system have also been provided. The hostels subscribe several national & regional dailies and magazines for enabling the students to know what is happening around the world. The facility of 32" Plasma TVs alongwith Dish/DTH facility has been provided in common rooms of all the hostels. Medical facilities to all hostel residents are provided through Medical Consultant, ANM and university Health Centre located in University premises. Gym facility also provided to all Hostels.

The Chief Warden along with Warden makes every possible effort to see that the students get hygienic food and cleaner surrounding within and outside the hostel premises. They always respond to the complaints of hostel residents in a positive manner.

WARDEN (GH-I) WARDEN (GH-II) Warden (GH-III)