

Government Degree College

NAAC Accredited with 'C' Grade

**PORUMAMILLA - 516 193, Kadapa District
Andhra Pradesh**

College website :: www.gdcporumamilla.ac.in

Cell: 8985356051

E-Mail: porumamilla.jkc1@gmail.com,



Dr.S.Naresh, M.Sc., M.Ed.,
Principal

Statutory Declaration Under Section 4 (1) (b) of the RTI Act, 2005


PRINCIPAL
Govt. Degree College
PORUMAMILLA, Kadapa (Dt.)

PARTICULARS OF THE ORGANIZATION

S.No	Title	Details
1	Name of the Organization	Government College, Porumamilla, Kadapa Dist. AP, Pin 516193, Andhra Pradesh
2	Postal Address	Badevl Road, Near Kammavaripalli Vi, Porumamilla Vi, Kadapa District Pin 516193
3	Website	www.gdcporumamilla.ac.in
4	E-mail	porumamilla.jkc1@gmail.com
5	Affiliation	Yogi Vemana University, Kadapa, Andhra Pradesh
6	Name of the Principal	Dr.S.NARESH,
7	Working Hours	10:00 AM to 5:00 PM

The following officers are designated as P.I.O and A.P.I.O, respectively for the Government College, Rayachoty, Annamaya Dist. 516269, Andhra Pradesh

Authority	Name of the Officer	Designation	E-mail id
1st Appellate Authority	Dr.S.Naresh	Principal	porumamilla.jkc1@gmail.com
2nd Appellate Authority	Dr.P. BABU	Regional Joint Director of Collegiate Education	rijdce.kadapa1@gmail.com
Public Information Officer	Sri.S.Prakash Rao	Lecturer in Commerce	porumamilla.jkc1@gmail.com
Assistant Public Information Officer	Sri.S.Jakeer Hussain	Senior Assistant	porumamilla.jkc1@gmail.com


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STUDENT CHAPTER

S.No.	SERVICE		DESCRIPTION	TIME LINE FOR COMPLETION	RESPONSIBLE PERSONS
1	Issue of TCs	A	Current Year	Within 03 working days	Sri.M.Venkata Ramana Record Assistant
		B	Above 3 years	03 working days	
		C	Above 5 years	07 working days	
		D	Duplicate TC's	15 Days (with production of Police Complaint and notarized affidavit and procedure)	
2	Study cum Conduct certificates	A	Current year	On the sameday	
		B	Beyond current year	03 days	
3	Scholarships (JVD for SC, ST, BC, minority & merit etc.)	--	Disbursement After receipt of sanction orders from the concerned Welfare Department	Within 01 month (JVD procedure to be followed)	Sri.S.Jakeer Hussain Senior Assistant
4	Bus passes Verification	--	(Student shall submit filled-in application for verification in proper form) After Verification, student shall get the signatures of the Principal/Vice-Principal for authentication	1 day	For Verification Sri.M.Venkata Ramana Record Assistant For Authentication Principal & Vice - Principal
5	Grievance Redressal	A	Finance Related (Grievance on Payment of Scholarships)	2-7 days (basing on the gravity of the issue)	Sri.S.Jakeer Hussain Senior Assistant
		B	Academic related issues		Vice-Principal
6	Admissions:	A	Admission Procedure and time frame for admissions	As per the guidelines of the affiliating university concerned 03 Days	Vice-Principal


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