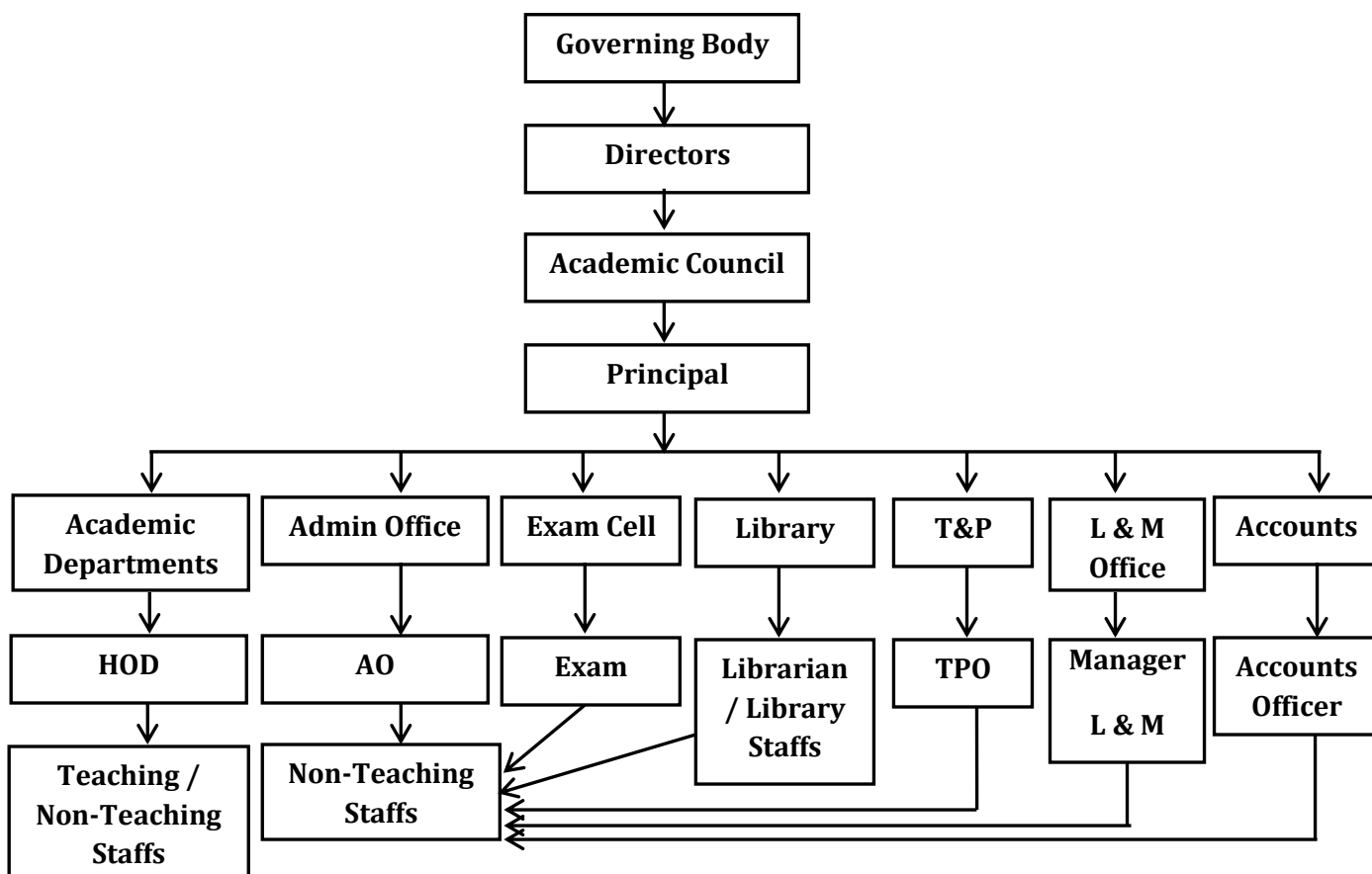


**MANDATORY DISCLOSURE – 2019-20**

<b>1.</b>	<b>Name of the Institution</b>	<b>LUTHFAA POLYTEHNIC INSTITUTE</b>
	<b>Address &amp; Contact Details</b>	<b>Address:</b> <i>PO: Molandighi, PS: Kanksa, Durgapur, Paschim Bardhaman, WB-713212</i> <b>Contact No:</b> 033 – 25956125 /26, Mobile: 9831391671/ 8170061232/ 8170061233 <b>Email Id:</b> <a href="mailto:luthfa.foundation@gmail.com">luthfa.foundation@gmail.com</a> <b>Website:</b> <a href="http://www.luthfafoundation.org/lpi">www.luthfafoundation.org/lpi</a>
<b>2.</b>	<b>Name and address of the Trust</b>	<b>LUTHFA FOUNDATION</b> <b>Email Id:</b> <a href="mailto:luthfa.foundation@gmail.com">luthfa.foundation@gmail.com</a> <b>Mobile:</b> 9831048985 48B, Dr. Sundari Mohan Avenue, 4 <sup>th</sup> Floor, Kolkata-700014
<b>3.</b>	<b>Name and Address of the Director</b>	<b>Dr. Bazlul Haque,</b> <b>Email Id:</b> <a href="mailto:bazlul1967@yahoo.co.in">bazlul1967@yahoo.co.in</a> <b>Mobile:</b> 9831048985 6a, Tower-1, 72A, Tiljala Road, Beniapukur, Kolkata-700046
<b>4.</b>	<b>Name of the affiliating Board</b>	<b>West Bengal State Council of Technical &amp; Vocational Education &amp; Skill Development</b>
<b>5.</b>	<b>Governance</b>	
	Members of the Board and their brief background	<ol style="list-style-type: none"> <li><b>1. Dr. Bazlul Haque:</b> Chairman of Luthfa Foundation, President of Pinnacle Educational Trust, Director Of Luthfaa Polytechnic Institute &amp; Luthfa Private ITI, He is also Director Of ELITTE Institute Of Engineering &amp; Mngement &amp; ELITTE Collene Of Engineering.</li> <li><b>2. Dr. Uday Kumar Chand :</b> Head Of The department in Civil Engineering, NITTR, Kolkate-700064.</li> <li><b>3. Dr. Sandip Jha:</b> <i>Founder of Sandip Foundation</i>, Director of Sandip University, Nasik.</li> <li><b>4. Prof. Samir Kumar Roy:</b> Ex-Professor of Civil Department Engineering, Jadavpur University.</li> <li><b>5. Secretary of the Sate council.</b></li> </ol>
	Members of Academic Advisory Body	All the Faculty Members and Technical Staffs are part of the Academic Council, headed by the Principal.
	Frequently of the Board Meeting and Academic Advisory Body	<b>Twice in Every Year</b>

**Organizational chart and processes**



Mechanism/ Norms and Procedure for democratic/ good Governance

“*Luthfaa Polytechnic Institute*” is committed to impart “*Quality Education & Training*” leading to diploma engineering and aims to be a global Institution through continual improvement.

The Institute facilitates faculty & support staff to work as a team and update their knowledge & skills to match the global industrial and technological development through defined objectives

Committed to imparting quality education & training leading to Diploma in “Engineering & Technology” and aims at being a global institution through continual improvement of its scholastic ability and effectiveness of the quality management system. The quality policy is communicated and understood by all stake holders within the institute and is reviewed for continuing suitability.

**Quality Objective**

- Up gradation of teaching facilities through addition of teaching aids and equipment.
- Up gradation of faculty through enhancement of their knowledge by upgrading the academic qualification, interaction with industry, through seminars, educational tours, visits, etc.
- To measure students satisfaction level periodically through student feedback reports, student placements through campus interviews and overall success in university examinations.
- Monitoring quality management system to ensure earliest corrective action in the event of any non-conformity.

	Student Feedback on Institutional Governance/ Faculty performance	<ol style="list-style-type: none"> <li>1. Written feedback forms are taken from students and feedback is also taken from websites.</li> <li>2. Feedbacks are taken on different parameters.</li> <li>3. The Feedbacks are then analyzed to get the final performance of the faculty.</li> <li>4. For the faculty whose feedback is found to be less than 3 out of 5, counseling is given by the respective Head of the Departments</li> </ol>												
	Grievance Redressal mechanism for Faculty, staff and students	<p>The <b>Grievance Redressal Cell</b> was constituted to probe into the student grievances. The Grievance Redressal Cell attempts to address genuine problems and complaints of students whatever be the nature of the problem.</p> <p><b>Objectives</b></p> <ul style="list-style-type: none"> <li>• To create a platform where students can point out their problems, regarding academic and non-academic matters.</li> <li>• Get suggestions from the students for improvement.</li> <li>• Take necessary steps for improvement in the light of grievances.</li> </ul> <p><b>Grievance Committee:</b></p> <table border="1" data-bbox="715 808 1517 1077"> <thead> <tr> <th>Name of the Member</th> <th>Designation / Position</th> </tr> </thead> <tbody> <tr> <td>Dr. Bazlul Haque</td> <td>Director</td> </tr> <tr> <td>Mr. Sanjib Mukherjee</td> <td>Manager-Coordination</td> </tr> <tr> <td>Mr. Nurul Hasan</td> <td>HOD-CST</td> </tr> <tr> <td>Mr. Achintya Kumar Shit</td> <td>HOD-EE</td> </tr> <tr> <td>Mr. Goutam Bej</td> <td>HOD-S&amp;H&amp; Convener</td> </tr> </tbody> </table>	Name of the Member	Designation / Position	Dr. Bazlul Haque	Director	Mr. Sanjib Mukherjee	Manager-Coordination	Mr. Nurul Hasan	HOD-CST	Mr. Achintya Kumar Shit	HOD-EE	Mr. Goutam Bej	HOD-S&H& Convener
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	Establishment of Anti Ragging Committee	<b>Established, Committee Details available on Website</b>												
	Establishment of Online Grievance Redressal Mechanism	<b>Available</b> [ <a href="http://luthfa.edugrievance.com/">http://luthfa.edugrievance.com/</a> ]												
	Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University	<b>Established, Committee Details available on Website</b>												
	Establishment of Internal Complaint Committee (ICC)	<b>Established, Committee Details available on Website</b>												
	Establishment of Committee for SC/ ST Internal Quality Assurance Cell	<b>Established, Committee Details available on Website</b>												
	6. Programmes													
	Name of Programmes approved by AICTE	<b>1. Engineering &amp; Technology</b>												
	Name of Programmes Accredited by AICTE	<b>Not Applicable.</b>												
	Status of Accreditation of the Courses	<b>Not Accredited</b>												
	Total number of Courses	<b>5</b>												
	No. of Courses for which applied for Accreditation	<b>0</b>												

Status of Accreditation – Preliminary/ Applied for SAR and results awaited/ Applied for SAR and visits completed/ Results of the visits awaited/ Rejected/ Approved for ..... Courses	<b>0</b>
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Course Details										
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Sl. No	Name	Intake	Duration	Fee	Placement Facilities	Campus placement in last three years with minimum salary, maximum salary and average salary			
						Students Placed	Min. Sal	Max. Sal	Avg. Sal
1	CIVIL ENGG	45	3 Yrs	1,17,000	Available	10	1.2	2.05	1.75
2	MECHANICAL ENGG	45	3 Yrs	1,17,000	Available	25	1.0	2.5	1.75
3	ELECTRICAL ENGG	45	3 Yrs	1,17,000	Available	25	1.0	2.5	1.75
5	COMPUTER SC. & TECH	45	3 Yrs	1,17,000	Available	10	1.5	2.75	2.15
6	MINING ENGINEERING	45	3 Yrs	1,39,000	Available	0	0	0	0

7 Faculty Details										
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Branch wise List of Faculty										
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Sl. No.	Branch	Faculty Unique ID	Name of the Regular Teachers	Years of Experience	Date of Joining	Qualification
1	Computer Sc. & Tech	1-2775997505	NURUL HASAN	10	17/12/2014	M.TECH
2	Computer Sc. & Tech	1-3271736648	KAZI ABUL MANSUR	5	25/5/2015	B.TECH
3	Computer Sc. & Tech	1-3632420088	ABHINANDAN SARKAR	5	29/8/2017	M.TECH
4	Computer Sc. & Tech	1-3640182398	MD. NOUMAN ARIF	2	2/1/2018	B.TECH
5	Computer Sc. & Tech	1-3272392294	NUR HASAN SK	5	26/1/2017	B.TECH
6	Civil Engg	1-3635078251	NABINA SHYAM	3	2/1/2018	B.TECH
7	Civil Engg	1-3218561218	ARINDAM GHOSH	4	1/8/2016	B.TECH
8	Civil Engg	1-3218561269	MANOJIT CHATTERJEE	4	28/7/2016	B.TECH
9	Civil Engg	1-3635077584	ABHROJYOTI KARMAKAR	3	13/4/2017	M.TECH
10	Civil Engg	1-4761993689	ARNAB ROY	4	28/12/2018	B.TECH
11	Civil Engg	1-4762957896	SUPROVAT GHOSH	2	28/1/2019	B.TECH
12	Mechanical Engg	1-4761993681	MUNSI MD. MAHIM	6	11/1/2019	M.TECH
13	Mechanical Engg	1-3632830435	RAHUL BHANDARI	2	27/7/2017	M.TECH
14	Mechanical Engg	1-4758979284	PALLAB PAL	6	28/1/2019	M.TECH
15	Mechanical Engg	1-3635077747	TANMOY BHATTACHERJEE	2	2/1/2018	B.TECH
16	Mechanical Engg	1-4763966437	RAJU ALI	2	3/1/2019	B.TECH
17	Mechanical Engg	1-4765074374	ALI MONDAL	5	5/1/2019	B.TECH
18	Mechanical Engg	1-4763103930	SURAJIT DINDA	2	6/8/2018	B.TECH
19	Electrical Engg	1-3357172320	ACHINTYA KUMAR SHIT	5	3/1/2017	M.TECH
20	Electrical Engg	1-3635189109	BIDISHA PAUL	3	2/1/2018	B.TECH
21	Electrical Engg	1-3632536575	PRASANTA DAS	5	18/8/2017	M.TECH
22	Electrical Engg	1-4763103923	ANIRBAN HAJRA	5	26/7/2018	B.TECH
23	Electrical Engg	1-3403892723	DIBYENDU MONDAL	2	27/1/2017	B.TECH
24	Electrical Engg	1-3408214283	SUMIT DEY	3	28/1/2017	B.TECH
25	MINING Engg	1-4759056062	ANKUSH DAS	6	28/1/2019	B.TECH
26	MINING Engg	1-4847475185	AJOY DHAR	30	28/1/2019	B.TECH
27	COMMON (Sc. &	1-3271779426	GOUTAM BEJ	15	10/8/2015	M.SC

	Hu)					
28	COMMON (Sc. & Hu)	1-2775997441	DEBABRATA KHAN	15	19/12/2014	MBA
29	COMMON (Sc. & Hu)	1-2775997462	GOLAM HASMAT KABIR	10	19/12/2014	B.SC
30	COMMON (Sc. & Hu)	1-3637953544	RABINDRA SINGH	6	2/1/2018	B.COM
31	COMMON (Sc. & Hu)	1-3404134583	JAYANTA DEY	5	25/1/2017	M.SC
32	COMMON (Sc. & Hu)	1-3635188495	KALYANI GANGULI	4	2/1/2018	MA
33	COMMON (Sc. & Hu)	1-3635188747	BANIBRATA PAUL	5	2/1/2018	M.SC
34	COMMON (Sc. & Hu)	1-4763890677	TUTAN ADHIKARI	3	6/8/2018	M.SC

#### Also Listed in Website

<b>Total Permanent Faculty</b>	<b>34</b>
<b>Adjunct Faculty</b>	<b>0</b>
<b>Faculty : Student</b>	<b>1:25</b>

<b>8</b>	<b>Fees</b>
	<b>Course</b>
	<b>Total Fees (3Years)</b>
	CIVIL ENGG
	1,17,000
	MECHANICAL ENGG
	1,17,000
	ELECTRICAL ENGG
	1,17,000
	COMPUTER SC. & TECH
	1,17,000
	MINING ENGINEERING
	1,39,000

<b>9</b>	<b>Admission</b>
	Number of seats sanctioned with the year of approval
	<b>225</b>
	Number of Students admitted under various categories each year in the last three years
	<b>2015-16</b>
	Mechanical Engineering:
	34
	Electrical Engineering:
	32
	Civil Engineering:
	6
	Computer Sc. & Tech:
	2
	<b>2016-17</b>
	Mechanical Engineering:
	34
	Electrical Engineering:
	33
	Civil Engineering:
	12
	Computer Sc. & Tech:
	7
	<b>2017-18</b>
	Mechanical Engineering:
	34
	Electrical Engineering:
	20
	Civil Engineering:
	13
	Computer Sc. & Tech:
	15

<b>10</b>	<b>Admission Procedure</b>
	The students will be admitted to the institution in following ways.
	1. Candidates must be an Indian national.
	2. Date of birth of candidate should be before 1 July 2003. There is no upper age limit for JEXPO 2019 candidates.
	3. Candidates must have completed their 10 <sup>th</sup> or equivalent examination with English, Science/Physical Science and Mathematics from a recognized board.
	4. Candidates must have scored at least 35% aggregate marks in their 10 <sup>th</sup> Appearing candidates are also eligible.
	5. As per the candidates in Secondary / Madhyamik examination and as per the merit list prepared by the WBSCTVESD.

6. VOCLET Rank Holders can take Admission ( As per State Govt. Norms) in 2nd Year 3rd Semester

**Information of Infrastructure and Other Resources Available**

Number of Class Rooms and size of each	11 [ 68 Sqm Each ]
Number of Tutorial rooms and size of each	3[ 34 Sqm Each ]
Number of Laboratories and size of each	36 [ 68 Sqm Each ]
Number of Drawing Halls with capacity of each	1 [ 143 Sqm]
Number of Computer Center with capacity of each	1 [ 150 Sqm Each]
Central Examination Facility, Number of rooms and capacity of each	1 [ 44 Sqm]
Barrier Free Built Environment for disabled and elderly persons	Available
Occupancy Certificate	Available
Fire and Safety Certificate	Available
Hostel Facilities	Available ( Outside of the Campus)
<b>Library</b>	
Number of Library books/ Titles/ Journals available (program-wise)	Engineering & Technology <ul style="list-style-type: none"> <li>• Titles: 450</li> <li>• Volumes: 4450</li> <li>• Journals: 12</li> </ul>
E- Library facilities	Available
<b>Computing Facilities</b>	
Internet Bandwidth	34 Mbps
Number and configuration of System	134 [ Dual Core, 2 GB RAM, 500GB HDD, Windows 7 ]
Total number of system connected by LAN	All
Total number of system connected by WAN	All
Major software packages available	22
<b>Innovation Cell</b>	
Innovation Cell	Available
<b>Social Media Cell</b>	
Social Media Cell	Available
<b>Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutions and University Departments</b>	
Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutions and University Departments	NA
<b>List of facilities available</b>	
Games and Sports Facilities	Available
Extra-Curricular Activities	Available
Soft Skill Development Facilities	Available

	Teaching Learning Process	Available
	Curricula and syllabus for each of the programmers as approved by the University	Approved by State Board [ WBSCT&VE&SD]
	Academic Calendar of the University	Academic Calendar of Sate Board is being followed.
	Academic Time Table with the name of the Faculty members handling the Course	Available
	Teaching Load of each Faculty	Available