MANDATORY DISCLOSURE – 2023-24

1.	**Name of the Institution**	*LUTHFAA POLYTEHNIC INSTITUTE*
	Address & Contact Details	Address: PO: Molandighi, PS: Kanksa, Durgapur, Paschim Bardhaman, WB-713212 Contact No: 033 – 25956125 /26, Mobile: 9831391671/ 8170061232/ 9831048985 Email Id: luthfa.foundation@gmail.com Website: www.lpi.ac.in
2.	**Name and address of the Trust**	**LUTHFA FOUNDATION** Email Id: luthfa.foundation@gmail.com Mobile: 9831048985 48B, Dr. Sundari Mohan Avenue, 4th Floor, Kolkata-700014
3.	**Name and Address of the Director**	*Dr. Bazlul Haque,* Email Id: bazlul1967@yahoo.co.in Mobile: 9831048985 6a, Tower-1, 72A,Tiljala Road, Beniapukur,Kolkata-700046
4.	**Name of the affiliating Board**	**West Bengal State Council of Technical & Vocational Education & Skill Development**
5.	**Governance**	
	Members of the Board and their brief background	1. *Dr. Bazlul Haque: Chairman of Luthfa Foundation, President of Pinnaccle Educational Trust, Director Of Luthfaa Polytechnic Institute & Luthfa Private ITI, He is also Director Of ELITTE Institute Of Engineering & Mnagement & ELITTE Collene Of Engineering.* 2. *Mr. Nurul Hasan, Secretary, Principal of Luthfaa Polytechnic Institute.* 3. *Mr. Sajal Ghosh, Secretary of ELITTE COLLEGE OF ENGINEERING & ELITTE INSTITUTE OF ENGINEERING & MANAGEMENT.* 4. *Dr. Uday Kumar Chand: Head Of The department in Civil Engineering, NITTR, Kolkate-700064.* 5. *Dr. Sandip Jha: Founder of Sandip Foundation, Director of Sandip University, Nasik.* 6. *Prof. Samir Kumar Roy: Ex-Professor of Civil Department Engineering, Jadavpur University.* 7. *Secretary of the State council.*
	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	**Twice in Every Year**

	Organizational chart and processes

	Governing Body
	↓
	Directors
	↓
	Academic Council
	↓
	Principal

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                          Governing Body
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                           Directors
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                        Academic Council
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                           Principal
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   ↓      ↓          ↓          ↓         ↓        ↓          ↓
Academic  Admin    Exam Cell  Library    T&P    L & M      Accounts
Depart-   Office                                 Office
ments
   ↓      ↓          ↓          ↓         ↓        ↓          ↓
  HOD     AO        Exam     Librarian   TPO    Manager    Accounts
                             / Library          L & M      Officer
                             Staffs
   ↓      ↓
Teaching / Non-Teaching
Non-Teaching  Staffs
Staffs
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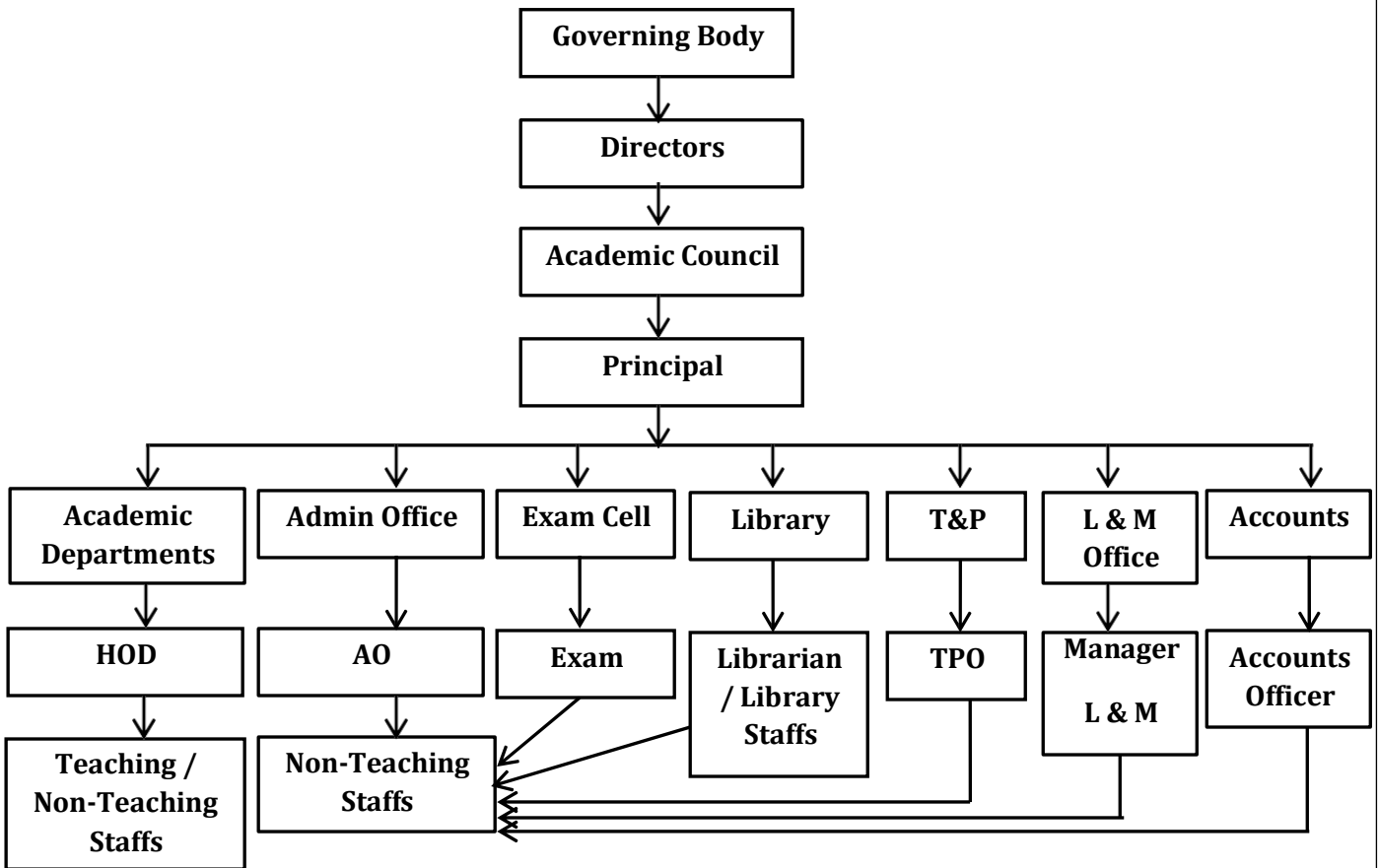
Mechanism/ Norms and Procedure for democratic/ good Governance	"*Luthfaa Polytechnic Institute*" is committed to impart "*Quality Education & Training*" leading to diploma engineering and aims to be a global Institution through continual improvement.
	The Institute facilitates faculty & support staff 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	1. Written feedback forms are taken from students and feedback is also taken from websites. 2. Feedbacks are taken on different parameters. 3. The Feedbacks are then analyzed to get the final performance of the faculty. 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
	Grievance Redressal mechanism for Faculty, staff and students	The **Grievance Redressal Cell** 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. **Objectives** • To create a platform where students can point out their problems, regarding academic and non-academic matters. • Get suggestions from the students for improvement. • Take necessary steps for improvement in the light of grievances. **Grievance Committee:**

Grievance Committee:

Name of the Member	Designation / Position
Dr. Bazlul Haque	Director
Mr. Nurul Hasan	Principal
Mr. Achintya Kumar Shit	HOD-EE
Mr. Goutam Bej	Asstt. Professor-Chem
Mr. Sanjib Mukherjee	Manager-Coordination
Mr. Manojit Chatterjee	HOD-CE & Convener

	Establishment of Anti Ragging Committee	**Established, Committee Details available on Website**
	Establishment of Online Grievance Redressal Mechanism	**Available** [http://luthfa.edugrievance.com/]
	Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University	**Established, Committee Details available on Website**
	Establishment of Internal Complaint Committee (ICC)	**Established, Committee Details available on Website**
	Establishment of Committee for SC/ ST	**Established, Committee Details available on Website**
	Internal Quality Assurance Cell	**Established, Cell Details available on Website**
6.	Programmes	
	Name of Programmes approved by AICTE	**1. Engineering & Technology**
	Name of Programmes Accredited by AICTE	**NA**
	Status of Accreditation of the Courses	**Not Accredited**
	Total number of Courses	**5**
	No. of Courses for which applied for Accreditation	**0**

	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	**0**							

Course Details

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 Engineering**	**30**	**3 Yrs**	1,12,000	Available				
2	**Mechanical Engineering**	**120**	**3 Yrs**	1,12,000	Available				
3	**Electrical Engineering**	**90**	**3 Yrs**	1,12,000	Available				
4	**Medical Laboratory Technology**	**60**	**3 Yrs**	1,55,000	Available				
5	**Mining Engineering**	**60**	**3 Yrs**	1,55,000	Available				

NBA Accreditation Status:			**NAAC Accreditation Status:**		
1	**Name/List of Programmes /Courses Accredited**	**0**	1	**Accredited**	**NA**
2	**Applied for Accreditation**	**NA**	2	**Applied for Accreditation**	**NA**
	A. Applied but visit not happened	**NA**		**A. Applied but visit not happened**	**NA**
	B. Visit happened but result awaited	**NA**		**B. Visit happened but result awaited**	**NA**
3	**List of programmes/Courses not applied**	**NA**	3	**Not Applied**	**NA**

7	**Faculty Details**	

	Branch wise List of Faculty					
		SL NO.	Title	First Name	Last Name	Department
		1	Miss	NABINA	SHYAM	CIVIL ENGINEERING
		2	Mr.	ARINDAM	GHOSH	CIVIL ENGINEERING
		3	Mr.	MANOJIT	CHATTERJEE	CIVIL ENGINEERING
		4	Mr.	SUPROVAT	GHOSH	CIVIL ENGINEERING
		5	Mr.	MIR	ALI	CIVIL ENGINEERING
		6	Mr.	SHAHIN	REZA	CIVIL ENGINEERING
		7	Mr.	NURUL	HASAN	COMPUTER SCIENCE & TECHNOLOGY
		8	Mr.	KAZI ABUL	MANSUR	COMPUTER SCIENCE & TECHNOLOGY
		9	Mr.	NUR HASAN	SEKH	COMPUTER SCIENCE & TECHNOLOGY
		10	Mr.	MD NOUMAAN	ARIF	COMPUTER SCIENCE & TECHNOLOGY
		11	Mr.	GOUTAM	BEJ	DIPLOMA MEDICAL LAB TECHNOLOGY
		12	Mr.	AYAN	MONDAL	DIPLOMA MEDICAL LAB TECHNOLOGY
		13	Mrs.	LAILA	HAQUE	DIPLOMA MEDICAL LAB TECHNOLOGY
		14	Miss	POULOMI	ACHARYA	ELECTRICAL ENGINEERING
		15	Mr.	DIBYENDU	MONDAL	ELECTRICAL ENGINEERING
		16	Mr.	SUMIT	DEY	ELECTRICAL ENGINEERING
		17	Mr.	PRASANTA KUMAR	DAS	ELECTRICAL ENGINEERING
		18	Mr.	ANIRBAN	HAJRA	ELECTRICAL ENGINEERING
		19	Mr.	ACHINTYA KUMAR	SHIT	ELECTRICAL ENGINEERING

		20	Miss	NUPUR	SEN	ENGINEERING EDUCATION	
		21	Miss	ANKHI	DAS	ENGINEERING EDUCATION	
		22	Mr.	JAYANTA	DEY	ENGINEERING EDUCATION	
		23	Mr.	RABINDRA KUMAR	SINGH	ENGINEERING EDUCATION	
		24	Mr.	TUTAN	ADHIKARI	ENGINEERING EDUCATION	
		25	Mr.	GOLAM HASMOT	KABIR	ENGINEERING EDUCATION	
		26	Mr.	MUNSI MD.	MAHIM	MECHANICAL ENGINEERING	
		27	Mr.	SURAJIT	DINDA	MECHANICAL ENGINEERING	
		28	Mr.	ALI MURTAJA	MONDAL	MECHANICAL ENGINEERING	
		29	Mr.	SUDIPTA	BISWAS	MECHANICAL ENGINEERING	
		30	Mr.	AVISHEK	NAYAK	MECHANICAL ENGINEERING	
		31	Mr.	TANMOY	SINGHA	MECHANICAL ENGINEERING	
		32	Mr.	ANINDYA	DUTTA	MECHANICAL ENGINEERING	
		33	Miss	DEBANJALI	GHOSHAL	MINING ENGINEERING	
		34	Mr.	ANKUSH	DAS	MINING ENGINEERING	
		35	Mr.	AJOY	DHAR	MINING ENGINEERING	
		36	Mr.	SIRSHENDU	BISWAS	MINING ENGINEERING	
		37	Mr.	ABHISHEK	GOLLU	MINING ENGINEERING	
		38	Mr.	DEBKUMAR	PRASAD	MINING ENGINEERING	

Listed in Website

Total Permanent Faculty	**38**
Adjunct Faculty	**0**
Faculty : Student	**1:25**

8	**Fees**	
	Course	**Total Fees (3Years)**
	Civil Engg	1,12,000
	Mechanical Engg	1,12,000
	Electrical Engg	1,12,000
	Medical Laboratory Technology	1,55,000
	Mining Engineering	1,55,000

9	**Admission**			
	Number of seats sanctioned with the year of approval	**360**		
	Number of Students admitted under various categories each year in the last three years	**2020-21**	ME	24
			EE	21
			CE	12
			MIN	39
			CST	2
		2021-22	ME	12
			EE	13
			CE	14
			MIN	28
			MLT	11
		2022-23	ME	34
			EE	24
			CE	9
			MIN	36

			MLT	11	

10	**Admission Procedure**				

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 after 1 July 2009. There is no upper age limit for JEXPO 2023 candidates.
3. Candidates must have completed their 10th 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 10th 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 Centres with capacity of each	1 [150 Sqm Each]
Central Examination Facility, Number of rooms and capacity of each	2 [44 Sqm]
Barrier Free Built Environment for disabled and elderly persons	Available
Occupancy Certificate	Available
Fire and Safety Certificate	Available
Hostel Facilities	Not Available
Library	
Number of Library books/ Titles/ Journals available (program-wise)	**Engineering & Technology** • Titles: 825 • Volumes: 5625 • Journals: 16
E- Library facilities	Available
Computing Facilities	
Internet Bandwidth	100 Mbps
Number and configuration of System	140 [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
	Innovation Cell	Available
	Social Media Cell	Available
	Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutions and University Departments	NA
	List of facilities available	
	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 programmes 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

Placement details of students in the last 3 years:

Sl No	Year	Company Name	Job Offered	Appeared	Placed
1	2019	*Mahindra CIE Automotive Ltd. Pune.*	5	10	2
2		*Kalra Overseas & Precision Engineering Ltd. Pune.*	10	22	7
3		*Sunmarg Project Pvt. Ltd. Durgapur*	2	8	2
4		*Prompt Service Pvt. Ltd. Durgapur*	1	5	1
5		*JBM Group. Gujarat.*	10	18	9
6		*Teleperformance. Delhi*	10	15	8
7		*Six Seasons Ready Mix Concretex Pvt. Ltd. Kolkata*	2	6	2
8	2020	*M/S Globsyn. Kolkata*	12	22	8
9		*Ultratech Cement. Durgapur*	2	10	2
10		*Adhunik Steel Industries Ltd. Panagarg.*	2	15	2
11		*Shyam Steel Industries Pvt. Ltd. Durgapur*	2	15	2
12		*Reshmi Metaliks Ltd. Durgapur*	6	12	4
13		*Bharat Forge Ltd. Pune.*	6	20	6
14		*Maheshwari Mining Pvt. Ltd. Raniganj.*	1	3	1
15	2021	*Essar Oil & Gas Exploration & Production Ltd. Durgapur.*	10	25	7
16		*Joy Hind India Pvt. Ltd. Pune.*	10	22	6
17		*Eastern Coalfields Ltd.*	96	60	53

	MoU's with Industries	YES, 5 MoU as per AICTE. MSME, NSIC, WEBFLEX CONSULTANCY SERVICES PVT LTD, TRIDENT VENTURES, CMERI
	LoA and subsequent EoA till the current Academic Year.	Available
	Accounted audited statement for the last three years	Available
	Best Practice Adopted.	• *Has implemented Communication Skill classes from 1st yr.* • *Has implemented Grooming classes for 3rd year students for industry ready. Aptitude Test, Group Discussion, Mock interview*

	etc. are the part of grooming classes. • *Has taken initiatives to industry visit for 2nd & 3rd year Students like Durgapur Projects Ltd. (DPL), Chittaranjan Locomotive Works etc.* • *Faculties are motivated students for participating in different Science exhibition & mini Projects.* • *Polytechnic has arranged various kinds of Seminar or Webinar Program by the Industry Expert.* • *Awareness on the technical educations in remote areas especially in tribal areas.*