

*Statutory Declaration under
Section 4(1) (b) of RTI Act 2005*



Jamia Islamia Ishatul Uloom's
Ali-Allana College of Pharmacy,
Akkalkuwa

Molgi Road Akkalkuwa Dist. Nandurbar Maharashtra 425415

Approved by NBA, PCI & DTE Maharashtra

Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University Jalgaon.



Particulars of Organization, Functions and Duties

1	Name of the Organization	:	Jamia Islamia Ishatul Uloom's Ali-Allana College of Pharmacy Akkalkuwa
2	Postal address with Organization	:	Mogi Road Akkalkuwa Dist. Nandurbar Maharashtra Pin. 425415 India
3	website	:	www.aacpa.ac.in
4	Email	:	principal@aacpa.ac.in
5	Phone Number	:	02567-252815, 8975220161
	Fax Number	:	02567-252815
6	Brief History and Background for Institute Establishment: Serve humanity by providing skilled pharmacists to the community, Ali-Allana College of Pharmacy (AACOP) was established in 2006 by Jamia Islamia Ishatul Uloom's trust. Allana Group has funded the building of the institute. AACOP has attended several milestones to date. In the year 2011 AACOP was recognized as an approved Research Centre for the doctor of philosophy in pharmacy and medicine. M Pharmacy & Ph. D., in Pharmacy course, was started from the year 2011 to support research & development. AACOP has started a competitive exams guidance center in January 2014 to inculcate the importance of competitive exams in the students. In the year 2015 AACOP was awarded as the best private Pharmacy College in Maharashtra by Brands Academy, Delhi. AACOP has started part-time certificate courses in Clinical Research and Regulatory Affairs from the year 2017 for the Pharmacy students affiliated with KBC NMU. In 2020 AACOP got Accreditation by the National Board of Accreditation (NBA).		
7	Approved & Affiliated	:	NBA/PCI/DTE/KBCNMU Jalgaon
8	The Founder Chairman	:	Hon'ble Hazrat Maulana Gulam Mohammad Vastanvi
	Chairman	:	Hon'ble Huzafa Gulam Randera
9	The Principal	:	Dr. Gulam Javed Khan

10. Aims and objectives of the organization:-

Create and preserve knowledge and understanding by teaching, research and development, skill development, training and education, extension and service and by effective demonstration and influence of its corporate life on society in general, and in particular, the objects shall be to—

1. Carry out its responsibility of creation, preservation and dissemination of Knowledge.
2. Promote discipline and the spirit of intellectual inquiry and to dedicate itself as a fearless academic community to the sustained pursuit of excellence.
3. Encourage individuality and diversity within a climate of tolerance and mutual understanding.
4. Promote freedom, secularism, equality, social justice as enshrined in the Constitution of India, and to be catalyst in patriotic socio-economic transformation by promoting basic attitudes and values of essence to national development.
5. Promote the conducive environment for ensuring social harmony, coexistence, integral humanism and up-liftment of the poorest of the poor.
6. Extend the benefits of knowledge and skills for development of individuals National problems of development.



7. Carry out social responsibility as an informed and objective critic, to identify and cultivate talent, to train the right kind of leadership in all walks of life and to help younger generation to develop right attitudes, interests and values.
8. Promote equitable distribution of teaching, learning, training and other support services facilities of higher education.
9. Provide for efficient and responsive administration, scientific and Technology management and develop organization of teaching, learning, training, research and extension.
10. Devise motivational systems to ensure that individual cognitive abilities are not constrained but rather the innovative spirit and desire to make true contribution and realize self-achievement is nurtured.
11. Promote acquisition of knowledge in a rapidly developing and changing society and to continually offer opportunities of upgrading knowledge, training and skills in the context of innovations, research and discovery in all fields of human Endeavour by developing a higher educational network with use of modern communication media, information and communication technology and other emerging and future technologies appropriate for a learning society.
12. Promote national integration, fraternity and preserve cultural heritage and inculcate respect towards different religions and diverse cultures of India through the study of different religions, literature, history, science, art, civilizations and cultures.
13. Develop work culture and promote dignity of labor through applied components in the syllabi.
14. Build up financial self-sufficiency by undertaking academic teaching, training and allied programmes, research and development activities for public and private industries, Governmental organizations at local, regional, national and global level and resource generative services in a cost-effective manner.
15. Promote better interaction and co-ordination among different universities, institutions and colleges in the given university, other universities in the State, in the region, in the nation and at global level by all such means generally to improve the governance of the university and facility it provides for higher education.
16. Generate and promote a sense of self-respect and dignity amongst the weaker sections of the society.
17. To promote gender equality and sensitivity in society
18. Strive to promote competitive merit and excellence as the sole guiding criterion in all academic and other matters relating to students.

11. Road Map of Institute locations:-

www.aacpa.ac.in

12. Working hours of the office:-

For office

08:30 am to 04:30 p.m. - Monday to Thursday.

08:30 am to 05:00 p.m. - Friday

08:30 am to 11:30 a.m. - Saturday

Lunch Time – 12:30 pm to 01:30 pm

Sundays and Public Holidays. Visiting hours for Public

10:00 am to 04:30 pm of every working day.



DUTIES AND RESPONSIBILITIES OF THE OFFICERS AND OTHER EMPLOYEES OF THE INSTITUTE

Responsibilities of the Principal:

The Head of the Department/Principal as an administrative and academic Head of the College and shall be responsible for:

1. Academic growth of the Department/College. (Participation in the teaching work, research, and training programs).
2. Assisting in planning and implementation of academic programs such as orientation courses, seminars, in service and other training programs organized by the Institute for academic competence of the Faculty Members.
3. Assessing reports of teachers.
4. Any other work relating to the Department/Institute as may be assigned to him/her by the Competent Authority from time to time.
5. Admissions of students and maintaining discipline.

Duties and Responsibilities of Training and Placement Officers

1. Shall conduct Entrepreneurship programs, Awareness camps and programs for Personality Development for students.
2. Shall perform manpower survey for new need based diversified courses.
3. Shall counsel students for education/job opportunities.
4. Shall arrange campus interviews.
5. Shall promote Industry Institute Interaction for internships sponsored projects, placement etc.
6. Coordinating the development of and implementing the college's Vision and Goals Statement.

Duties and Responsibilities of Faculty

The Faculty of any Department shall be responsible for:

1. Development of teaching material, planning of lessons, setting up laboratories and experiment, unscheduled teaching activities such student counseling, setting and grading test papers, arranging and conducting tests, conduct of Local/Universities examinations, implementation of project for students, setting and evaluation.
2. Curriculum Development due to the ever expanding demand of knowledge and changing needs of the industry.
3. Student's activities as an adviser to literary, games, student associations, warden ship etc.
4. Administration which may be departmental and or institutional as member/convener of some committee.
5. Professional activities i.e. involvement in professional and technical societies.
6. Continuing education activities both as on organizer, instructor and as a participant.
7. He/she shall organize sports events for the students time to time.
8. Shall take care of sports equipment's.
9. To promote good health, giving students a new way to make them fit and learn their lessons at the same time.
10. Shall also promote team play. Working as a part of a team is always encouraged to make the students competitive.



Duties and Responsibilities of Statutory Committees of Institute

Anti-Ragging Committee

Anti-ragging In-charge will be Responsible for the following:

1. They will form duty chart & carryout regular checks for any Ragging activity in their areas.
2. They will carry-out surprise checks in probable areas of ragging. In case of any incidence noticed on the spot, assessment of the incidence be made and necessary action to be taken and inform the control cell immediately
3. Each squad in charge will make detailed duty plan in respect of his squad and forward a list copy of the same to the control room.
4. Every squad in charge will brief all members of his squad about their duties / action regarding anti ragging.
5. In case of inadequacy of the member detailed in their respective teams, they may float additional requirements to the in charge of anti-ragging committee.

Women Grievance Cell

1. To resolve issues pertaining to girl's / women's sexual harassment.
2. To equip the female students, faculty and staff members with knowledge of their legal rights.
3. To safeguard the rights of female students, faculty and staff members.
4. To provide a platform for listening to complaints and redressed of grievances.
5. To incorporate hygiene habits and ensure a healthy atmosphere in and around the college.
6. To ensure personality along with academic development of students.

Committee for SC/ST

1. To investigate and monitor all matters relating to the safeguards provided for the Scheduled Castes under this Constitution or under any other law for the time being in force or under any order of the Government and to evaluate the working of such safeguards.
2. To inquire into specific complaints with respect to the deprivation of rights and safeguards of the Scheduled Castes.
3. To participate and advise on the planning process of socio-economic development of the Scheduled Castes and to evaluate the progress of their development.

Internal Complaints Committee

1. To understand what is workplace harassment and how women are prone to it.
2. To know the statutory implication by Indian legislature to control workplace harassment.
3. To suggest Standard Operating Procedures to transform the organizations as safe workplace for women.

Alumni Association Committee

1. Maintaining and updating alumni database.
2. Organizing Annual Alumni Meet.
3. Continuous liasoning with alumni for curriculum enrichment, activities of entrepreneurship development cell etc.



Duties and Responsibilities of Ist Division & IInd Division Assistance

The Ist Division & IInd Division Assistance shall have the power to take disciplinary action against the non-teaching staff working in the department/institution. Ordinarily such disciplinary action shall be taken with the recommendation of the concerned head of the Department / Head of the institute.

1. It shall be the responsibility of the Ist Division & IInd Division Assistance, subject to the control of the Executive Council, to enter into agreement, sign documents and authenticate records on behalf of the institute.
2. The Ist Division & IInd Division Assistance shall be the custodian of the records, the common seal and such other property of the institute.
3. The Ist Division & IInd Division Assistance shall exercise such other powers and perform such other duties as are prescribed, or are required from time to time by the Principal and managing committee.

Duties and Responsibilities of Librarian and Library staff

1. Check books in and out of the library and assemble and arrange display materials.
2. Review and evaluate resource material such as book reviews and catalogs.
3. Direct and train library staff in duties such as receiving, shelving, researching, cataloging, and equipment use.
4. Organize collections of books, publications, documents, audiovisual aids, and other reference materials for convenient access.
5. Develop library policies and procedures.

Duties and Responsibilities of Security Officer

1. The Security Officer shall be under the direct control of the Ist Division & IInd Division Assistance and shall assist the Registrar in maintaining security of the campus and of its movable immovable property.
2. He shall be responsible in respect of all routine matters pertaining to the recruitment of security staff, their posting, substitute appointments, sanctioning of all kinds of leave to them, transferring of the watchman from one place to another and to taken the disciplinary actions if any against them.
3. In case of major disciplinary action, the approval of the Ist Division & IInd Division Assistance shall be obtained. He shall perform such other duties and functions as may be assigned to him by the Registrar from time to time.

Duties and Responsibilities of Head Clerk/ Equivalent Cadres

1. 1 To exercise, check and to follow up the incoming letters received from the University Colleges / Students etc.
2. 2 To ensure the prompt dispatch of letters.
3. 3 To arrange filling of the papers and arrange files in order, year-wise and subject-wise.
4. 4 To maintain calendar of periodical returns for incoming and outgoing separately.
5. 5 To attend to such other work that may be assigned to him with the approval of the Ist Division & IInd Division Assistance.



Duties and responsibilities of Laboratory Technicians

1. To assist students and teachers in conducting practical and experiments.
2. To maintain dead stock register and register of consumable materials, and to undertake physical stock verification of laboratory materials.
3. To assist the In-charge of Laboratory in purchase and procurement of laboratory materials.
4. To supervise the work of laboratory attendants working under him.
5. To assist the In-charge of laboratory in routine administrative matters and to ensure that the laboratory facilities are not misused by any person
6. To report about breakages / losses in laboratory to his superiors.
7. To report to In-charge of laboratory about misbehavior inside the laboratory.
8. To ensure that all the cupboards, doors, windows and gates are properly closed by the laboratory attendants.
9. To attend to such other duties as may be specially brought to his notice with the approval of the Head of the Department.

Duties and Responsibilities of Laboratory Attendants

1. To render physical assistance to students, teachers and other laboratory staff in movement of laboratory equipment, instruments chemical and other materials within and outside the laboratory.
2. To assist laboratory assistant and other laboratory staff in physical stock verification of laboratory equipment, instruments, chemicals and other materials.
3. To render physical assistance to student and teacher in conducting practical and experiments.
4. To report about loss of laboratory equipment and other material to his superiors.
5. To open and to lock cupboards, doors, windows and gates of laboratory.
6. To attend to deliver of letters connected with laboratory and its staff.
7. To attend to such other duties which are assigned to him by the laboratory staff with the approval of in charge of laboratory.

Duties and Responsibilities of Peons

1. To open windows etc. in morning and switch on fans and lights and close when not required.
2. Do dusting of office furniture, machines, files, tables, equipment, switch on light and fans and switch them off when not required, remove and replace covers of machines, filling up ink pots.
3. Do the work of opening pasting and sorting and arranging paper and circular in accordance with instruction of section officer/head.
4. Carry messages, paper, register, files, circular, bags etc. from one place to another inside office or outside as the case may be.
5. Carry the papers franking machines etc. within building and other such portable items (office equipment) from one place to another.
6. Serve drinking water to employees and visitors when required.
7. Any other work may be assigned him by the concerned officer from time to time.

Duties and Responsibilities of Other Non-teaching staff working in the institute

The principal shall assign duties to non-teaching employees working under them as per the need/requirements of the concerned from time to time.




Statutory Declaration under the RTI Act, 2005

Website: - www.aacpa.ac.in

Our college is un-aided college run by Jamia Islamia Ishatul Uloom Akkalkuwa which is Religious Muslim Minority Charitable Trust.

The college comes under "Private-self-financing Muslim Minority" category and therefore financial transaction are audited by the Private auditors. The college has different bodies to maintain all type of discipline in the campus. All the Cells or Committees of the institution are constituted as per the PCI norms.

The applications received under the RTI Act are given reply as per the order no. 1128 dated 12/07/2023 of State Information Commission Nashik Bench which is enclosed herewith.


PRINCIPAL
JTIU's Ali Allana College of Pharmacy
Akkalkuwa Dist. Nandurbar



राज्य माहिती आयोग, नाशिक खंडपीठ

(फिनेकल मॉल, ४ था मजला, शंभक नावात शिगलजवळ, जुना आग्रा रोड, नाशिक ४२२००२)

माहितीचा अधिकार अधिनियम २००५ च्या कलम १९(३) अन्वये दाखल झालेले द्वितीय अपिल
क्र. रामाआ/नाशिक/द्वितीय अपिल क्र. ३७९/२०२१/नंदुरबार

अपिलार्थी	प्रतिवादी	
	जन माहिती अधिकारी ✓	प्रथम अपिलीय अधिकारी
श्री. फिरोज खाँ गौस खाँ, रा. फिरदोस कॉलनी, गणेशवाडी रोड, मलकापूर, ता. मलकापूर, जि. बुलढाणा.	जन माहिती अधिकारी, जामीआ इस्लामिआ ईशातुल उलूम, अक्कलकुवा, ता. अक्कलकुवा, जि. नंदुरबार.	प्रथम अपिलीय अधिकारी, जामीआ इस्लामिआ ईशातुल उलूम, अक्कलकुवा, ता. अक्कलकुवा, जि. नंदुरबार.

द्वितीय अपिल सुनावणी दिनांक - २४/०५/२०२३

राज्य माहिती आयोग खंडपीठ नाशिक	मुळ अर्ज जमाअ यांना प्राप्त दिनांक	जन माहिती अधिकारी यांच्या उत्तराचा दिनांक	प्रथम अपिल अर्ज दिनांक	प्रथम अपिल दाखल केल्याचा दिनांक	प्रथम अपिल आदेश दिनांक
२४/१२/२०२०	---	---	१५/०१/२०२१	१५/०१/२०२१	---

अपिलार्थी यांनी दि. ०३/०२/२०२१ रोजीच्या अर्जान्वये "जन माहिती अधिकारी यांनी व प्रथम अपिलीय अधिकारी यांनी प्रपत्र अ व ब घेण्यास नकार दिला" असे कारण नमूद करुन कलम १९(३) अन्वये द्वितीय अपिल अर्ज दाखल केला आहे. सदर द्वितीय अपिल अर्जात त्यांनी कोणतीही विनंती केलेली नाही.

२. सदर द्वितीय अपिलाच्या सुनावणीस अपिलार्थी यांच्या तर्फे प्रतिनिधी, तत्कालीन प्रथम अपिलीय अधिकारी यांच्या तर्फे प्रतिनिधी व इतर सर्व पक्षकार उपस्थित होते.

३. अपिलार्थी यांनी मूळ अर्जान्वये जन माहिती अधिकारी यांचेकडे खालीलप्रमाणे माहिती मागितली आहे.

"दिनांक ०१/०४/२००१ ते दिनांक ३१/०३/२०१९ पर्यंत जामीआ इस्लामीआ ईशातुल उलूम अक्कलकुवा, जि. नंदुरबार ही संस्था वक्फ अधिनियम, १९९५ अंतर्गत नोंदणी करण्यात आलेली असुन त्या संस्थांना वक्फ बोर्ड द्वारा मिळालेला प्रमाण पत्रांची छायांकित प्रत देण्यात यावी, आपल्या संस्थेला शाखेला शासनाकडुन अनुदान मिळालेला आहे ती संस्था सार्वजनिक प्राधिकरणात येते, म्हणुन आपल्या संस्थेला माहिती अधिकार कायदा लागु होतो. तरी माहिती पुरविण्यात यावी."

४. तद्नंतर अपिलार्थी यांनी जोडपत्र ब मध्ये "माहिती अधिकारी यांनी माहिती अर्ज घेण्यास नकार दिला" असे कारण नमूद करुन प्रथम अपिलीय अधिकारी यांचेकडे कलम १९(१) अन्वये प्रथम अपिल दाखल केले.



५. या प्रकरणी आज रोजी झालेल्या सुनावणी दरम्यान आयोगारामक्ष उपलब्ध असलेले कागदोपत्री पुरावे आणि युक्तिवादवरून असे दिसून येते की.

१) तत्कालीन जन माहिती अधिकारी यांनी सुचीत केले की, अपिलार्थी यांनी मागणी केलेली माहिती ही संस्थेशी संबंधीत आहे. सदर संस्थेला शासनाचे कुठलेही अनुदान प्राप्त होत नाही. तसेच संस्थेचे संपूर्ण व्यवस्थापन पब्लिक चॅरिटेबल ट्रस्टमार्फत चालत असल्याने संस्था माहितीच्या अधिकार कक्षेत येत नाही. म्हणून अपिलार्थीस विहित मुदतीत माहिती देण्यात आली नाही. तसेच अपिलार्थीस दिनांक १६/०५/२०२३ रोजीच्या पत्रान्वये जामिया इस्लामिया इशातुल उलूम, अक्कलकुवा, ता. अक्कलकुवा जि. नंदुरबार हि संस्था वक्फ अधिनियम १९९५ अंतर्गत नोंदणी झालेली नाही त्यामुळे संस्थेचे वक्फ अधिनियम १९९५ अंतर्गत नोंदणी प्रमाणपत्र उपलब्ध नाही, असे कळविले.

२) अपिलार्थी यांच्या तर्फे प्रतिनिधी म्हणून अॅड. अभिजित ए. कुलकर्णी उपस्थित होते यांनी सुचीत केले की, सदर सुनावणीसाठी त्यांचे वरीष्ठ अॅड. छगन रतन दिघे येणार असल्याने सुनावणीसाठी पुन्हा संधी देण्यात यावी. त्यानुसार त्यांना सुनावणीसाठी पुन्हा एक संधी देवून दिनांक २५/०५/२०२३ रोजी आयोगात उपस्थित रहावे असे सुचीत करण्यात आले. परंतु दिनांक २५/०५/२०२३ रोजी देखील अॅड. छगन रतन दिघे आयोगा समक्ष उपस्थित राहिले नाही. व सदर प्रकरणी आयोगाने अॅड. छगन रतन दिघे यांना दुरध्वनी द्वारे संपर्क केला असता त्यांचे वरीष्ठ वकीलांना सुनावणीस उपस्थित राहाता येत नसल्याने नस्तीवर उपलब्ध अभिलेखावरून निर्णय पारित करावा, सदर निर्णय मान्य असेल असे त्यांनी सुचीत केले.

३) सदर प्रकरणी अपिलकर्ता यांनी माहिती अर्जांमध्ये मागितलेली माहिती ही विश्वस्त संस्थेची असून या संस्थेला शासनाकडून कोणतेही अनुदान मिळत नसल्याने, माहिती अधिकार अधिनियम, २००५ मधील कलम २(ज) प्रमाणे ही संस्था सार्वजनिक प्राधिकरण नाही.

याबाबत उच्च न्यायालयाच्या नागपूर खंडपीठाने याचिका क्र. ५१३२/२००८ मधील दिनांक २०/०८/२००९ रोजी खालीलप्रमाणे आदेश दिलेले आहेत:-

Public Trust is subject to regulatory measures found in the Bombay Public Trust Act. But that does not mean that either the Charity Commissioner or appropriate Government controls Public Trust. For the above reasons, I am of the opinion that the none of the petitioners are covered by the definition of Public Authority within the meaning of section-२ {h} of the Right to Information Act, २००५.

उपरोक्त निर्णय विचारात होता सदर विश्वस्त संस्थेला माहितीचा अधिकार लागू होत नाही, असे जन माहिती अधिकारी, जामीआ इस्लामिया इशातुल उलूम अक्कलकुवा, जि. नंदुरबार यांचे म्हणणे योग्य आहे. म्हणून



अपिलार्थी यांना या अधिनियमांतर्गत संबंधित ट्रस्ट/संस्थेकडून माहिती देणे अभिप्रेत नाही, तरी देखील सदर विश्वस्त संस्थेने "वक्क अधिनियम १९९५" अंतर्गत संस्थेने नोंदणी केलेली नसल्याने नोंदणीचे प्रमाणात उपलब्ध नाही, असे अपिलार्थींना कळविलेले आहे, ही बाब विचारात घेता अपील निकाली काढण्याच्या निष्कर्षाप्रत आयोग येत आहे.

सबब, या प्रकरणी आयोग खालीलप्रमाणे आदेश पारीत करीत आहे.

आदेश

प्रस्तुत द्वितीय अपील निकाली काढण्यात येत आहे.



(भुपेंद्र गुरव)
राज्य माहिती आयुक्त
खंडपीठ नाशिक

जावक क्र. ओ-११२८

दिनांक-१२/०७/२०२३

