

## **MANNUAL 14**

### **SECTION 4 (1) (b) (xiv)**

#### **DETAILS IN RESPECT OF THE INFORMATION, AVAILABLE TO OR HELD BY IT, REDUCED IN AN ELECTRONIC FORM;**

##### **14.1 Information available in electronic form [Section 4(1)(b)(xiv)]**

###### **14.1.1 Details of information available in electronic form**

The following information is available on university website as received from concerned departments & offices in electronic format. The list below is the main headings of information which further contains detailed information under various sub-headings on University Website [www.cup.edu.in](http://www.cup.edu.in)

- About the organization
- Acts, Statutes & Policies
- Reservation Roster/Registers
- All Statutory Bodies Members & Minutes of Meeting
- Information of Administrative officers & staff
- IQAC Cell
- All schools & departments (each department has individual webpage containing all information about the deptt.)
- Research Facilities & Other infrastructure
- Regular update of Activities taking place in CUPB
- Student Corner: catering to information required by students
- Information regarding ongoing admissions, examinations, results,
- Recruitments
- Notifications
- University publications, forms, directory
- Any other information required to be updated from time to time

The information available in electronic form is available on the website of Central University of Punjab at [www.cup.edu.in](http://www.cup.edu.in)

###### **14.1.2 Name/ title of the document/record/ other information & Location where available**

- Central University Act 2009 - [http://cup.edu.in/acts\\_statutes.php](http://cup.edu.in/acts_statutes.php)
- University Statutes & Ordinances - [http://cup.edu.in/acts\\_statutes.php](http://cup.edu.in/acts_statutes.php)
- Details of Statutory Bodies of the University  
The Name and composition of Statutory Body of CUPB are as follows:
  - University Court - Details of members available on – <http://cup.edu.in/court.php>
  - Executive Council– Details of members available on [http://cup.edu.in/executive\\_council.php](http://cup.edu.in/executive_council.php)
  - Academic Council- Details of members available on [http://cup.edu.in/academic\\_council.php](http://cup.edu.in/academic_council.php)

- Finance Committee- Details of members available on [http://cup.edu.in/finance\\_committee.php](http://cup.edu.in/finance_committee.php)
- Minutes of Statutory Body Meetings
  - Minutes of University Court Meetings - [http://cup.edu.in/court\\_meeting\\_minutes.php](http://cup.edu.in/court_meeting_minutes.php),
  - Minutes of Executive Council Meetings - [http://cup.edu.in/ec\\_meeting\\_minutes.php](http://cup.edu.in/ec_meeting_minutes.php),
  - Minutes of Academic Council Meetings - [http://cup.edu.in/ac\\_meeting\\_minutes.php](http://cup.edu.in/ac_meeting_minutes.php),
  - Minutes of Finance Committee Meetings - [http://cup.edu.in/fc\\_meeting\\_minutes.php](http://cup.edu.in/fc_meeting_minutes.php)
- Board of Studies - [http://www.cup.edu.in/board\\_of\\_studies.php](http://www.cup.edu.in/board_of_studies.php)
- School Board: [http://www.cup.edu.in/school\\_boards.php](http://www.cup.edu.in/school_boards.php)
- Academic Collaborations - [http://www.cup.edu.in/academic\\_collaborations.php](http://www.cup.edu.in/academic_collaborations.php)
- Schools & Departments: [http://www.cup.edu.in/schools\\_centres.php](http://www.cup.edu.in/schools_centres.php)
- ICC - [http://www.cup.edu.in/sexual\\_harassment.php](http://www.cup.edu.in/sexual_harassment.php)
- Annual Report - [http://cup.edu.in/annual\\_financial\\_report.php](http://cup.edu.in/annual_financial_report.php)
- Finance Report - [http://cup.edu.in/annual\\_financial\\_report.php](http://cup.edu.in/annual_financial_report.php)
- University Newsletter - [http://cup.edu.in/university\\_publications.php](http://cup.edu.in/university_publications.php)
- Purchase Orders - [http://cup.edu.in/tender\\_eoi.php](http://cup.edu.in/tender_eoi.php)
- Office Orders - [http://cup.edu.in/office\\_orders.php](http://cup.edu.in/office_orders.php)
- Notices - <http://cup.edu.in/notices.php>
- House Allotment Rules: : [http://www.cup.edu.in/house\\_allotment/Rules%20of%20House%20Allotment%20at%20Main%20Campus%20of%20CUPB.pdf](http://www.cup.edu.in/house_allotment/Rules%20of%20House%20Allotment%20at%20Main%20Campus%20of%20CUPB.pdf)
- Rules for Procurement of Goods (GFRs 2017): [http://cup.edu.in/documents/purchase\\_forms\\_30\\_10\\_2018/GFR\\_2019/Amendments%20in%20General%20Financial%20Rules%20\(GFR\)%202017.pdf](http://cup.edu.in/documents/purchase_forms_30_10_2018/GFR_2019/Amendments%20in%20General%20Financial%20Rules%20(GFR)%202017.pdf)
- Tenders / EOI [http://www.cup.edu.in/tender\\_eoi.php](http://www.cup.edu.in/tender_eoi.php)
- Quotations <http://www.cup.edu.in/quotations.php>
- Internal Notifications <http://www.cup.edu.in/notifications.php>
- Other details in Archives <http://www.cup.edu.in/archives.php>
- Details of Teaching Jobs [http://www.cup.edu.in/teaching\\_jobs.php](http://www.cup.edu.in/teaching_jobs.php)
- Details of Non-teaching: [http://www.cup.edu.in/nonteaching\\_jobs.php](http://www.cup.edu.in/nonteaching_jobs.php)
- Details of other Positions [http://www.cup.edu.in/other\\_jobs.php](http://www.cup.edu.in/other_jobs.php)
- Library Rules are mentioned on <http://www.cup.edu.in/library.php>
- Health Care Centre details are available on [http://cup.edu.in/health\\_care\\_centre.php](http://cup.edu.in/health_care_centre.php)
- Online Payment Information : [http://www.cup.edu.in/bank\\_info.php](http://www.cup.edu.in/bank_info.php)
- Admission Details: [http://www.cup.edu.in/admission2019\\_20.php](http://www.cup.edu.in/admission2019_20.php); and [http://www.cup.edu.in/admission2020\\_21.php](http://www.cup.edu.in/admission2020_21.php)
- University Telephone Directory - <http://cup.edu.in/documents/Telephone%20Directory%20as%20on%2017.06.2020.pdf>
- Academic Calendar - <http://www.cup.edu.in/documents/Academic%20Calendar%20for%20Session%202019-20.pdf>
- Admission Prospectus - [http://www.cup.edu.in/admission2019\\_20.php](http://www.cup.edu.in/admission2019_20.php), and [http://www.cup.edu.in/admission2020\\_21.php](http://www.cup.edu.in/admission2020_21.php)
- Reservation Roasters - [http://www.cup.edu.in/res\\_roaster\\_2019.php](http://www.cup.edu.in/res_roaster_2019.php)
- RTI Information Handbook - [http://cup.edu.in/RTI\\_act.php](http://cup.edu.in/RTI_act.php)
- CUPB Newsletter - [http://cup.edu.in/university\\_publications.php](http://cup.edu.in/university_publications.php)

**14.2 Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information**

- The University has updated the maximum information on its official Website ([www.cup.edu.in](http://www.cup.edu.in)) to facilitate all stakeholders.
- The records which comes under suo-moto declaration are available online on University Website.
- The hard copies of these records are available with Section heads / HoD and respective departments, and can be as per the provisions of RTI Act 2005.