

# **L.D. COLLEGE OF ENGINEERING, AHMEDABAD**

### **3. The procedure followed in decision making process including channels supervision and accountability**

Establishment comprising of Administrative officer, Accounts officer, Store officer follows the rule of govt. of gujarat for service, finance and disciplinary power delegated.

For students university rules are followed for academic, examination.

For academic matter Head of department opinion is considered if unbiased

NB. -Rules and regulation are followed as shown in point 2 for various offices. which are available from office of the principal.

### **4. The norms set for the discharge of its functions.**

norms are framed by govt.of Gujarat and Directorate of Technical Education for administration and for academic matter Gujarat University and AICTE rules are followed.

### **5. The rules, regulations, instructions, manuals and records used by employees for discharging their functions**

are as followed -prescribed syllabus of various courses

- P.G. admission Govt.guidelines
- Hostel admission Govt. guidelines
- PDDC admission Govt. guidelines
- Testing & consultancy guidelines
- Store purchase Govt.Rules