

Manual 16  
SANT GADGE BABA AMRAVATI UNIVERSITY, AMRAVATI  
Designation and other particulars of Redressal Officers  
(Section 4(1)(b)(xvi)  
Postal Address - SGBAU, Amravati, 444601(M.S.)  
Website : [www.amtuni.com](http://www.amtuni.com)

Sr. No.	Designation of Redressal Officer	Demarcation of Area/ Activities/Section	Telephone/ e-mail address
1.	Vice Chancellor	Appellate authority information given by the PIO	0721-2662373

Manual 16  
SANT GADGE BABA AMRAVATI UNIVERSITY, AMRAVATI  
Designation and other particulars of Public Information Officers  
(Section 4(1)(b)(xvi)  
Postal Address - SGBAU, Amravati, 444601(M.S.)  
Website : www.amtuni.com

Sr. No.	Designation of Officer as PIO	Demarcation of Area/ Activities/Section	Telephone/ e-mail address
1.	Registrar	Administration, Academic, BC Cell, Legal, Store, Computer Centre, Engineering, Student Welfare, Board of Physical Education & Recreation, PGTD CASU, CISU, Boys' & Girls Hostel.	0721-2662173
2.	Director, Board of College & University Development	Affiliation, Continuation, Extension or Affiliation Colleges/Teachers Approval	0721-2660942
3.	Controller of Examination	All information regarding examination.	0721-2551633
4.	Finance & Accounts Officer	Finance, Accounts & Audit	0721-2662256
5.	Librarian	All information regarding University Library.	0721-2660897

List of Assistant Public Information Officers of Sant Gadgebaba Amravati University, Amravati  
(Section 4(1)(b)(xvi)  
Postal Address - SGBAU, Amravati, 444601(M.S.)  
Website : www.amtuni.com

Sr. No.	Designation of Officer as Assistant PIO	Demarcation of Area/ Activities/Section	Telephone/ e-mail address
1.	Deputy Registrar (Academic)	Academic Council, Syllabus, Board of Studies & other information regarding the Academic Section.	
2.	Deputy Registrar (BCCell/Establishment)	Work Related to BC Cell, University Teaching & Non Teaching Employees.	
3.	Assistant Registrar (Legal / Administration)	Work Related to Legal & Administration Department, Election & Committee of Management Council & Senate.	
4.	Assistant Registrar (Store)	Work Related to University Store Department.	
5.	Head, Computer Centre	Work Related to Computer Centre.	
6.	University Engineer	Work Related to Engineering Department.	
7.	Director, Student Welfare	Work Related to Student Welfare Department.	
8.	Director, Board of Physical Education & Recreation.	Work Related to Physical Education & Recreation.	
9.	Public Relation Officer	Work Related to News & Advertisement, Right to Information Act.	
10.	In-Charge-Officer, PGTD CASU.	All PGTD Departments Information.	

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| 11. | In-Charge-Officer,<br>CISU.                      | Work Related to CISU Department.   |
| 12. | Warden, Boys & Girls Hostel.                     | Work Related to Hostel.  |
| 13. | Assistant Registrar<br>(Exam./Enquiry/Enrolment) | Work Related to Examination Department,<br>Exam Forms, Examination Admission Cards,<br>Result Declaration & Issue of Mark Sheet,<br>Issue of Migration Certificate, Equivalent &<br>Eligibility Certificate. |
| 14. | Assistant Registrar<br>(Confidential)            | Work Related to Confidential Department,<br>Process of Answer-Sheet Zerox & their redressal,<br>Retotaling, Conducting Practical Exams Programme.  |
| 15. | Assistant Registrar<br>(Tabulation)              | Work Related to Tabulation Department,<br>Exam Question Papers, Records of Marks,<br>Degrees, Issue of Degree, Merit, Provisional Degree,<br>Attempt, Passing Certificates.                                  |
| 16. | Assistant Registrar<br>(Ph.D.Cell)               | Work Related to Ph.D.Cell.   |
| 17. | Assistant Registrar (Accounts)                   | Work related to Accounts & Finance Department.   |
| 18. | Assistant Registrar (Audit)                      | Work related to Audit Department.  |
| 19. | Deputy Registrar (Development)                   | Work related to Development Department,<br>Various Grants Process, Permission & Grants<br>of Research Work Project, University Annual Report.  |

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| 20. | Assistant Registrar (Collegiate) | Work related to Collegiate Department,<br>College affiliation, Teaching Approvals,<br>College Advertisement Approval,<br>College Admissions process,<br>College Local Enquiry Committee,<br>College & University Grivance Committee. |
| 21. | Assistant Librarian              | Work related to University Librarian.  |
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