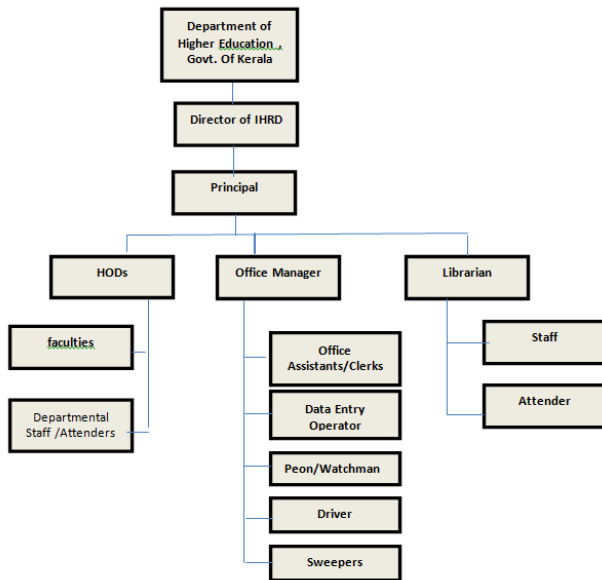# Mandatory Disclosure

(Updated on 25.01.2018)

For Model Polytechnic College Poonjar - a newly established institution of Institute of Human Resources development (IHRD) under Government of Kerala, started functioning in 1998-99 with the approval of AICTE vide its **viability letter No.F770-54/011(NDIP)ET/99 dt.17/2/1998.**

1	Name of the Institution	:	MODEL POLYTECHNIC COLLEGE,POONJAR
2	Address	:	POONJAR SOUTH P.O.
3	City	:	KOTTAYAM
4	State	:	KERALA
5	PIN code	:	676582
6	Phone No. with STD Code	:	04822 272266
7	Fax No. with STD Code	:	04822 274100
8	Email address	:	Mptpoonjar.ihrd@gmail.com
9	Website	:	mptpoonjar.ihrd.ac.in
10	Nearest Railway Station	:	KOTTAYAM - 45 KMs
11	Nearest Airport	:	COCHIN INTERNATIONAL AIRPORT - 86 KMs.

(Route map enclosed in website)

12	Type of the Institution	:	GOVERNMENT
13	Category (1) of the Institution	:	Non. Minority
14	Category (2) of the Institution	:	Co – Ed.
15	Name of the organization running the institution	:	INSTITUTE OF HUMAN RESOURCES DEVELOPMENT (IHRD), THIRUVANANTHAPURAM, KERALA.
16	Type of the organization	:	GOVERNMENT
17	Address of the organization	:	PROJOE TOWERS, VAZHUTHACADU, THIRUVANANTHAPURAM, 695 014
18	Registered with	:	Registered under The Travancore –Cochin Literary, scientific and Charitable society's registrations Act 12 of 1955
19	Registration date	:	28-01-1987
20	Website of the organization	:	www.ihrd.ac.in
21	Name of the affiliating University / Body	:	STATE BOARD OF TECHNICAL EXAMINATIONS, GOVT. OF KERALA
22	Address	:	KAIMANAM PO., THIRUVANANTHAPURAM
23	Website	:	tekerala.org
24	Name of Principal / Director	:	BINDU THOMAS
25	Exact Designation	:	PRINCIPAL(I/C)
26	Phone number with STD code	:	04822 272266
27	FAX number with STD code	:	04822 274100
28	Email	:	Mptpoonjar.ihrd@gmail.com
29	Highest Degree	:	M Tech.
30	Field of specialization	:	Optoelectronics and communication Systems
31	Governing Board Members	:	1. Chairman Dr. P. Suresh Kumar, Director. IHRD 2. Member Dr., V. P. Devasia Additional Director, 3. Member Dr. V. P. Devasia Additional Director, 4. Member AICTE Regional Officer, Thiruvananthapuram (Ex-Officio) 5. MemberAICTE Nominee (Industrialist/Technologist/Educationist)

<table>
<tr><td></td><td></td><td></td><td>6. Member   Director of Technical Education – State Govt. Nominee (Ex Officio)</td></tr>
<tr><td></td><td></td><td></td><td>7. MemberState Government Nominee (Industrialist/Technologist/Educationist)</td></tr>
<tr><td></td><td></td><td></td><td>8. Member Smt. Bindu Thomas, Principal</td></tr>
<tr><td></td><td></td><td></td><td>9. Member Smt. Anit V Jose, Head of Section – Computer,</td></tr>
<tr><td></td><td></td><td></td><td>10. Member   Smt Leji P G, Head of Section Electronics</td></tr>
<tr><td></td><td>Frequency of meetings & date of last meeting</td><td>:</td><td>As per requirement</td></tr>
<tr><td>33</td><td>Academic Advisory Body</td><td>:</td><td>IHRD, Established and Owned by the Govt. of Kerala</td></tr>
<tr><td>34</td><td>Frequency of meetings & date of last meeting</td><td>:</td><td>As per requirement</td></tr>
<tr><td>35</td><td>Organizational Chart</td><td>:</td><td></td></tr>
</table>

Department of Higher Education , Govt. Of Kerala → Director of IHRD → Principal → HODs, Office Manager, Librarian

HODs: faculties, Departmental Staff /Attenders

Office Manager: Office Assistants/Clerks, Data Entry Operator, Peon/Watchman, Driver, Sweepers

Librarian: Staff, Attender

<table>
<tr><td>36</td><td>Departments</td><td>:</td><td>1. Department of Electronics and Computer Engineering</td></tr>
<tr><td>37</td><td>Programme</td><td>:</td><td>1. 3 Year Diploma in Computer Hardware Engineering</td></tr>
<tr><td></td><td></td><td>:</td><td>Intake approved for 2017 – 18 (60)</td></tr>
<tr><td></td><td></td><td>:</td><td>2. 3 Year Diploma in Electronics Engineering</td></tr>
<tr><td></td><td></td><td>:</td><td>Intake approved for 2017 – 18 (60)</td></tr>
<tr><td>38</td><td>Laboratories
(all are common for both the programme)</td><td>:</td><td>1. General Workshop
2. Applied Science Lab
3. Computer Centre</td></tr>
<tr><td>39</td><td>Library</td><td>:</td><td>985 Titles and 2254 Volumes</td></tr>
<tr><td>40</td><td>National Journals</td><td>:</td><td>6Nos.</td></tr>
</table>

41	Computer Centre:	:	70 Nos. Desk top Computers

42	Linkages	:	

	1. With Community	:	• *Awareness programs for hygiene simulation and environmental protection.* • *Awareness programs on energy conservation and non-conventional energy resources.* • *Providing training on DTP, computer awareness , Internet , repair and maintenance of domestic appliances as part of skill development programs*
	2. *with other Technical Institutions*	:	*The institution will take effort to have communication and good relations with all polytechnic in the district and other local institutions for interaction of faculties, students and sharing of facilities etc.*

43. Principal and Staff

1. Principal

Photograph		
Surname	:	Mrs.
First Name	:	Bindu
Middle Name	:	Thomas
Designation	:	Principal
Father's Name	:	V T Thomas
Mother's Name	:	Leelamma Thomas
Address with PIN	:	Pezhumkattil House, Vailkanampara, Aruvithura P.O Pin 686122
City/Village	:	Aruvithura

State	:	Kerala
Religion	:	Christian
Caste (General/OBC/SC/ST)	:	General
Date of Birth	:	06/10/1975
PAN / Adhar No.	:	ADFT9723R
STD Code	:	04822
Land Line #	:	209265
Mobile Phone #	:	8547005085
Email Address	:	Bindusaju2@gmail.com
Programme	:	Engineering/Technology
Course	:	Electronics
Date of Joining	:	01/07/2007
Appointment Type	:	Regular(I/C)
Teaching Experience	:	15 Years
PF number	:	995

Pay	Basic Pay	HRA	OA	% DA	Consolidated
	37940	250	0	112	80683

Educational Details

Qualification	Year of Passing	University	institute	% of marks	Mode (Regular/Distance)	Area of specialization
B Tech	1999	Bharathiyar	Karunya Institute of Technology	67%	Full time	Electronics& Communication
M. E.	2014	CUSAT	Model Engineering College Thrikkakkara	75%	Full time	Optoelectronics & Communication Systems

Other Qualification's	:	Nil

BankAccountNumber	:	57032795962
BankName	:	SBT
Bank Branch Name	:	Erattupetta
IFSC Code	:	SBIN0070113

44. Faculties

Department of Electronics Engineering

1. **Leji P G**
   Lecturer in Electronics Engineering
   Email : lejipg@gmail.com

2. **Revathi M Kumar**
   Lecturer in Electronics Engineering
   Email: revathimkumar14@gmail.com

3. **Arya Govindan**
   Lecturer in Electronics Engineering
   Email: aryagovindan108@gmail.com

4. **Geethu George**
   Lecturer in Electronics Engineering
   Email:geethugeorgetm@gmail.com

5. **Deepthi K G**
   Demonstrator in Electronics Engineering
   Email: geepthikg1990@gmail.com

6. **Amala Baiju**
   Demonstrator in Electronics Engineering
   Email:amalabaiju1@gmail.com

Department of Computer Hardware Engineering

1. **Anit V Jose**
   Lecturer in Computer Engineering
   email: anitvjose379@gmail.com

2. **Fathima Timi P F**
   Lecturer in Computer Engineering
   email:timifathima@gmail.com

3. **Jayalakshmi C.K**
   Lecturer in Computer Engineering
   email : speak2jayalakshmick@gmail.com

4. **Shamanamol V M**
   Computer Programmer
   Email:shamanamuneer10@gmail.com

5. **Manu T Mohan**
   Demonstrator in Computer Hardware And Maintenance
   email: 123manutmohan@gmail.com

Department of Science

1. **Teena Tom**
   Lecturer in English
   email: teenajaralakkattu@gmail.com

2. **Praveena G**
   Lecturer in Mathematics
   email:praveenagmaths@gmail.com

3. **Swaminadhan P**
   Lecturer in Physics
   Email:p.swaminadhan6@gmail.com

4. **Anju R**
   Lecturer in Chemistry
   Email:anjuchemistry1983@gmail.com

5. **Jince Jose**
   Lecturer In Mechanical Engineering
   Email : jincejose10@gmail.com