



### **MANDATORY DISCLOSURE**

1. Name and Address of: **Chanderprabhu Jain College of Higher Studies & School of the Institute**  
**Law, Plot No. – OCF, Sector – A8, Narela, Delhi – 110 040**  
Telephone: 011-27284333, 27284334  
Website Address: [www.cpj.edu.in](http://www.cpj.edu.in)  
E-Mail: [cpj.chs@gmail.com](mailto:cpj.chs@gmail.com)
2. Name and Address of the Society/Trust & Chairman of the Society/Trust  
Registration No. of Society/Trust  
Rishi Aurobindo Educational Society (Regd.)  
Shri Subhash Chand Jain  
Telephone: 011-27284333, 27284334  
Website Address: [www.cpj.edu.in](http://www.cpj.edu.in)  
E-Mail: [cpj.chs@gmail.com](mailto:cpj.chs@gmail.com)
3. Name and Address of the Director/Principal of the Institute  
Prof. GS Karkara  
Telephone 9910095277  
E-Mail karkara2gs@yahoo.co.in
4. Affiliated with GGSIP University; Since 2007 - 08
5. Details of the existing programmes

S. No.	Existing programmes	Detail of Intake & Students Admitted during the last two Academic Years							
		Academic Session 2012 – 2013				Academic Session 2013 – 2014			
		Intake		Admitted		Intake		Admitted	
		1 <sup>st</sup>	2 <sup>nd</sup>	1 <sup>st</sup>	2 <sup>nd</sup>	1 <sup>st</sup>	2 <sup>nd</sup>	1 <sup>st</sup>	2 <sup>nd</sup>
1.	BBA(GEN)	120	120	49	16	120	120	92	15
2.	BBA(CAM)	120	120	32	17	120	120	48	16
3.	BCA	90	90	51	05	90	90	55	12
4.	BA.LLB.(H)	140		102		180		180	
5.	B.Com(H)	---	---	---	---	60		53	
6.									
7.									

#### **6. Status of Land**

A	Land
(i)	Area of Land 4154.29 Sq. Mtrs.
(ii)	Ownership of land (Whether rented/leased/ freehold) Owned, Purchased from DDA in auction. Perpetual Lese Deed enclosed
(iii)	Prescribed Land use (whether conforming / non-conforming to Master Plan) Conforming to Master Plan (Institutional Land)
(iv)	Land use Certificate with NOC issued by Delhi Development Authority

	Registration No., Date & Authority	(Institutional Branch vide F 12(16)06/12/45 dated 09.01.2007)	
<b>B</b>	<b>Building</b>		
(i)	Whether Permanent/Temporary	Permanent	
(ii)	Total Built-up area (in Sq Meters)	As per MPD 2021	
(iii)	FAR Achieved (Built up area available per student as against prescribed by the University/Govt. Statutory Body)	150% + 5% Compoundable Area + Basement free from FAR in accordance with MPD2021	
(iv)	Total Built up area required as per norms for all programmes	In accordance with guidelines of DHE & GGSIP University	
(v)	Sanctioned Building Plan from DDA / MCD / Govt. body	Building Plan approved up to 150% by DDA & Applied for sanction of Revised Building Plan to achieve 225% FAR in accordance with the notification from Ministry of Urban Development dated 23/09/2013	
<b>C</b>	<b>Specifications of Accommodation</b>	No.	Size (in Sq Mtrs)
(i)	Number of class/tutorial rooms	39	65 Sq. Mtrs. each
(ii)	Drawing Halls/Conference Room	01	284.35 Sq. Mtrs.
(iii)	Laboratories (give details)	NA	
(iv)	Audio Visual Laboratories	NA	
(v)	Library	02 Mgmt & IT – 179.31 Sq. Mtrs. & Law 179.25 Sq. Mtrs.	
(vi)	Administrative Block	*** Page – 3	
(vii)	Workshop	NA	
(viii)	Computer Centre	02 Lab 1 –183 Sq. Mtrs. Lab 2 –85.15 Sq. Mtrs.	
(ix)	Toilets	24	10 Sq. Mtrs. each
(x)	Common Rooms	04	65 Sq. Mtrs. each
(xi)	Sports facilities (Indoor & Outdoor)	241.15 Sq. Mtrs.	
(xii)	Playground	01	500 Sq. Mtrs app.
(xiii)	Students Canteen	01	250.00 Sq. Mtrs.
(xiv)	Hostel (Total Area/rooms/Number of seats etc.)	**We have arranged hostel accommodation for the students opposite to college premises.	
(xv)	Any other facilities	Moot Court – 01 67.00 Sq. Mtrs. Cubicles for faculty – 48 10 Sq. Mtrs. each	
<b>D</b>	<b>Safety Measures</b>		
	<b>Parameters</b>	<b>Yes</b>	<b>No</b>
	Structural Safety Certificate of building of the Institute/College issued by Registered Architect	Yes	
	Whether Certificate indicating that the building is earthquake resistant has been obtained from local body (S. No. / Dated / Issuing Authority)	Yes	
	Availability of fire fighting devices at the institute and Fire Safety Certificate by Delhi Fire Service or concerned department of the state (NCR) where the Institute is located	Yes	
	Use of basement for other than approved purpose, if any in the Institute		No
<b>Whether the NOC from the concerned department of Govt. of NCT, Delhi required (Yes / No)</b>		Yes	

**7. Status of Director / Faculty / Employee:**

Criteria			
Is the Director, as per norms of Statutory Body/ UGC / University, in position.			
<ul style="list-style-type: none"> <li>• Name</li> <li>• Educational Qualifications.</li> <li>• Experience</li> <li>• Gross Salary</li> </ul>	Prof. GS Karkara LLM, Ph.D 42 years Rs. 90,000.00 per month		
Total No. of Faculty (Programme-wise)	BBA/B.Com.(H)-27	BCA-13	BA.LLB.(H)-25
No. of Professors (Programme-wise)	02	01	02
No. of Associate Professors (Programme-wise)	03	01	01
No. of Assistant Professors (Programme-wise)	22	11	22
No. of Technical Staff (Programme-wise)	04 in Labs		
No. of Non-Teaching / Administrative Staff	12 (including Library)		

**8. Status of Cadre Ratio & Teacher Student Ratio for all programmes:**

Programme/Course	Cadre Ratio	Teacher Student Ratio
BA.LLB.(H)	2 : 1 : 22	1 : 19.5
BBA/B.Com.(H)	2 : 3 : 22	1 : 18.9
BCA	1 : 1 : 12	1 : 17

**9. Teaching Staff (programme wise as per list attached as Annexure 'A')**

Name	Designation	Qualification	Experience	Date of joining	Regular(R)/ Adhoc (A)/ Contract (C)/ Visiting (V)/ Guest (G)	Approved/ recognized by University (Yes/No)	Scale of pay, other allowances/ remuneration paid	Gross Salary	Mode of Payment
As per list attached									

Append duly attested details if required. Annexure No. A

**10. Non - Teaching Staff & Technical Supporting Staff**

Name	Designation	Experience	Date of joining	Regular/ Adhoc/ Contract/	Scale of pay, other allowances / remuneration paid	Gross Salary	Mode of Payment
As per list attached							

Append duly attested details if required. Annexure No. B

**11. Details of Library:**

A	Details of Books	BA.LLB.(H)	BBA/B.Com.(H)	BCA
(i)	No. of Titles	581	562	450
(ii)	No. of Volumes	5711	8327	7881
(iii)	Total number of books	5711	8327	7881

(iv)	No. of Journals/Foreign Journals	14/03	12/03	12/03
(v)	Magazines/News Papers	08/11	10/10	
<b>B</b>	<b>Details of Digital Facilities</b>			
(i)	Whether library operations computerized, internet facility, Reading room facilities, Photocopying facilities available, If yes, give details.	(i)	Library operations are computerized with Libsys Software	
		(ii)	Internet connectivity – 4mpbs (Radiolink) 24 hrs.	
		(iii)	Reading Room facility available in both libraries	
		(iv)	Photocopying facility available	
		(v)	Virtual Library: AIR Supreme Court in CD ROM, AIR Criminal Law in CD ROM	
		(vi)	Binding Services (for both books & project reports) is available throughout servicing	
(ii)	Inter library linkage facilities	Yes – Institutional Membership of DelNet Library		
<b>C</b>	Reading Room and Reprographic facilities (photocopier and book binding)	Both Libraries have reading room facility with seating capacity of 120 students in Mgmt Library & 100 students seating capacity in Law Library.		

Note: The institutes may indicate information as per their own programmes using the above as a sample and append duly attested details if required. (Annexure No. \_\_\_\_\_)

## 12. Status of Labs / Workshops (to be mentioned programme-wise): NA

Parameters	
Availability of equipments / instruments, work table / work stations shall be as per the requirement	
Minimum Technical Lab staff shall be: One Lab Assistant & One Lab Attendant for each labs & for Central/Mechanical workshop: One workshop Superintendent, One Sr. Mechanic & One Junior Mechanic.	
Size of the lab as per norms of statutory body	

## 13. Conferencing / Instructional Facilities:

Parameters	
Availability of:	
• NKN Link	NA
• Edusat	NA
• Conferencing facility	NA
• Video multimedia	NA
• LCD	29
• Overhead Projector with screens	03
• Interactive boards	01
• Wi-Fi connectivity	Yes

**14. Ancillary and Other Essential Facilities:**

<b>Parameters</b>	
Medical / First –Aid facility with Medical Room and availability of Doctors	Yes
Sports and games (indoor / outdoor)	Indoor game facilities like Chess, Carom, Volleyball, Basket Ball, Badminton etc. are available while having arrangement for outdoor sports activities in a playground outside the college.
Computer and Internet facility for the faculty members	Yes
Facilities for physically handicapped	Yes, Ramps, lifts facilities are available for physically handicapped
Separate common rooms for boys and girls	Yes
Students canteen	Yes
Availability of generator	Yes, 125 KV Generator for providing uninterrupted power
Potable water and water coolers for summer season	Yes, 12 RO fitted Coolers (2 on each floor)
Faculty cubicles	Yes, 48 cubicles of 10 Sq. Mtrs each available

**15. Details of other Facilities Available (Yes):**

(i)	Drinking Water	Yes, 12 RO fitted coolers are fitted
(ii)	Generator	Yes, 125 KVA Generator ensuring uninterrupted power
(iii)	Bank facility	Available in Narela at about 500 Mtrs, ATM located just opposite the college.
(iv)	Facilities provided for physically Handicapped	Yes, Ramps and Lift facility
(v)	Transport facilities	Yes, running on seven prefix routes
(vi)	Medical facilities	Yes, Doctor on call facility available in Government Hospital and is situated about 1 KM from the college.

**16. Details of the Labs/Workshops/Work stations available:**

<i>Name of Laboratory</i>	<i>Major Equipment</i>	<i>List of equipment added during previous year</i>
Moot Court for BA.LLB.(H)	DIAS for Judge, Witness Boxes, Chairs & Tables for clerical staff and seating arrangement for	

Append duly attested details if required. Annexure No. \_\_\_\_\_.

**17. Details of Computer Centre**

<i>Name of Laboratory</i>	<i>No. of Computers with configuration</i>	<i>Other Equipment (LAN/Servers/Printers/ firewall etc.</i>	<i>Legal Software (System &amp; Application)</i>
Computer Lab.	<p><b>Server – 04 –</b> P-IV 965 Intel Motherboard, CPU 1.86 GHz Dual core 2 GB RAM integrated sound card, 250 GB HDD, DVD writer, 15” TFT, optical scroll mouse, keyboard, 600 VA UPS.</p> <p>IBM M3 X 3620M3 – rack mount Intel Xeon Quad Core Processor 2.40 GHz speed, RAM-16 GB, HDD-1200 GB Hot swappable, Support Raid-5, DVD-ROM &amp; Redundant Power supply</p> <p><b>Computers – Lab-1 = 95, Lab-2 = 60, Law Library = 15, Admin &amp; faculty = 57:</b> P – IV G-31 Motherboard, CPU 2.9 GHz Core 2 Duo, 2 GB DDR III RAM, 500 GB Hard Disk Drive DVD Writer, 18.5” LCD Monitor</p> <p>P-IV, 945 Intel Motherboard, CPU 3.0 &amp; 1.6 GHZ Dual Core, 1 GB RAM, 80 GB HDD, DVD-RW, 17” TFT, Optical mouse &amp; Keyboard and connected with 10 KV online UPS</p>	<p>Printer - 26</p> <p>Scanner - 08</p> <p>Internet Connectivity - 4 mbps 24 hours</p> <p>OHP - 03</p> <p>LCDs Projectors - 29</p> <p>DVD Writer - 119</p> <p>Laptops - 13</p>	(As per Annex – VIB)

Append duly attested details if required. Annexure No. \_\_\_\_\_.

**18. Any new initiatives/achievements:**

- i) Schemes/Policies for upgrading skills of faculty members in the Area of Research and Mode of Delivery, etc.
- ii) Personality Development Session being organized for students & faculty members
- iii) Active Placement Cell is functional involved in academia corporate interface
- iv) Foreign language learning option available for students
- v) Scholarship Schemes for deserving students is operational