

## APPENDIX- 8

## FORMAT FOR MANDATORY DISCLOSURE

Mandatory Disclosure : Updated on Date: 02-Jun-2022

AICTE File No. : Eastern /2024-25/1-44515962814

Date & Period of last approval:  
09. May . 2024

1. Name of the Institution : BALASORE INSTITUTE OF TECHNICAL STUDIES

Address of the Institution : AT/PO: SOMANATHPUR, DIST: BALASORE

City &amp; Pin Code : Balasore, Pin Code-756056

State/UT : Odisha

Longitude & Latitude : 21.491838

Phone number with STD code : 9437069684/

FAX number with STD code : 06782-256091

Office hours at the Institution : 9.00 a.m. - 5.00 p.m.

Academic hours at the institution: 9.30 a.m. - 4.30 p.m.

Email : [bitsmgt@gmail.com](mailto:bitsmgt@gmail.com)

Website : [bitsmgt.com](http://bitsmgt.com)

Nearest Railway Station (dist in Km): Balasore, 1km. Nearest

Airport (dist in Km) : Bhubaneswar, 210 Kms

3. Type of Institution : Private-self Financed

Category(1) of the Institution : Non-Minority

Category(2) of the Institution : Co-Ed

4. Name of the organization running: Sikhya O Pragati Charitable Trust (SOP)  
the Institution

Type of the Organization : Trust

Address of the organization : AT-Somanathpur ,  
City-Balasore, Pin Code-756056,  
State-Odisha

Registered with :	SUB-REGISTRAR,BALASORE
Registration date	07/02/1992
Website of the Organization	Bitsmgt.com
5. Name of the affiliating University:	Fakir Mohan University
Address :	At- Nuapadhi , Dist- Balasore , Pin- , Odisha
Website	<a href="http://www.fmuniversity.nic.in">http://www.fmuniversity.nic.in</a>
Latest affiliation period	2023-2024
6. Name of Principal/Director	Mr. Nirmal Chandra Dhal
7. Exact Designation	Director
Phone number	9437069684
Email	<a href="mailto:nirmalchdhal@gmail.com">nirmalchdhal@gmail.com</a>
Highest Degree	M.Com, CAIIB
Field of specialization	Account, Management Principal

8.

#### Governing Board Members

##### **Mr. NIRMAL CHANDRA DHAL**

Designation	: President
Date of Birth	: 2/6/1955
Academic Qualification	: M.COM,HDC,CAIIB
Profession	: Educationalist
MOBILE	: 9437069684

##### **Mr. PRITAM KU. NAYAK**

Designation	: Secretary
Date of Birth	: 18.05.1985
Academic Qualification	: MBA
Profession	: EDUCATIONALIST
MOBILE	: 9861939204

**Mr. BISWAROOP MOHANTY**

Designation	:	Member
Date of Birth	:	21.09.1979
Academic Qualification	:	M.Com
Profession	:	Educationist
MOBILE	:	9937819230

**Dr. TULASI BEJ**

Designation	:	Member
Date of Birth	:	10.06.1981
Academic Qualification	:	MBA, P.HD , M PHIL
Profession	:	Educationist
MOBILE	:	8984332393

**MRS JYOTIREKHA PRADHAN**

Designation	:	Member
Date of Birth	:	28.04.1996
Academic Qualification	:	MCA
Profession	:	Educationist
MOBILE	:	7978101530

**ER. SUSHEEL KUMAR DHAL**

Designation	:	Member
Date of Birth	:	
Academic Qualification	:	M. TECH
Profession	:	Educationist
MOBILE	:	7008432986

**MRS MANJUSHREE DHAL**

Designation	:	Member ( Donor )
Date of Birth	:	07.02.1962
Academic Qualification	:	Graduation
Profession	:	Educationist
MOBILE	:	7978427059

**ER. SAUMYASHREE BEHERA**

Designation	:	Member
Date of Birth	:	09.05.1997
Academic Qualification	:	M.Tech
Profession	:	Educationist

MOBILE : 7440082424

**MRS RASHMIREKHA ROUT**

Designation : Member  
Date of Birth : 10.06.1980  
Academic Qualification : MSW  
Profession : Educationist  
MOBILE : 8342846579

**MRS PRANGYA PARAMITA MOHANTY**

Designation : Member  
Date of Birth : 22.08.1981  
Academic Qualification : Graduation  
Profession : Educationist  
MOBILE : 9938898374

9. Online Grievance Redressal Mechanism is operated by the Edugrievance Software URL  
Internal Complaint Committee (ICC) is established in the institution..  
Establishment of Committee for SC/ ST: Yes

## 10. PROGRAMMES-

Name of Programmes approved by AICTE – BBA & BCA (MBA applied)

Name of Programmes Accredited by NBA – NIL

Status of Accreditation of the Courses – Not Yet Applied

**For each Programme the following details are to be given:**

Name – BBA & BCA(( MBA applied )

Number of seats –BBA – 120, BCA –60

Duration – MBA –2 YEARS, BBA – 4 YEARS, BCA–4YEARS

Cut off marks/rank of admission during the last three years – 50% IN GRADUATION

Fee – MBA Rs.76, 000/- per year BBA – 40,000/- & BCA Rs. 40,000/- PER YEAR

Placement Facilities – YES

Campus placement in last three years with minimum salary, maximum salary and average salary:

Sl. No	Course	Max Salary	Min Salary	Average Salary
1	BBA (2021-22)	2 lakhs	1.5lakhs	1.75lakhs
2	BCA (2021-22)	1.80lakhs	1.20lakhs	1.40lakhs

Number of seats sanctioned with the year of approval:

## 11. ADMISSION

Course	Seats year of Approval	Year	Approved by
BBA	30	2007 to 2023	DHE
BBA	120	2024-2025	AICTE
BCA	30	2007 to 2023	DHE
BBA	60	2024-2025	AICTE

**Number of Students admitted under various categories each year in the last three years:**

2024-25– BBA – 80, BCA – 29

2023-24 – BBA – 30, BCA – 22

2022-23 – BBA– 30, BCA – 20

## 12. Hostel Facilities

### Library

Number of Library books/ Titles/ Journals available (program-wise) MANAGEMENT – Volumes – 700, Titles – 933, BCA – Volumes – 5680 & Titles – 551, List of online National: 06 Nos.

E- Library facilities – Reprographic Facility, Reading Room, Multimedia PCs

### Laboratory and Workshop

**List of Major Equipment/ Facilities in each Laboratory / Workshop:**

PCS, LCD Projector, Server, Power Backup & DG, Knowledge Centre, Digital Lab

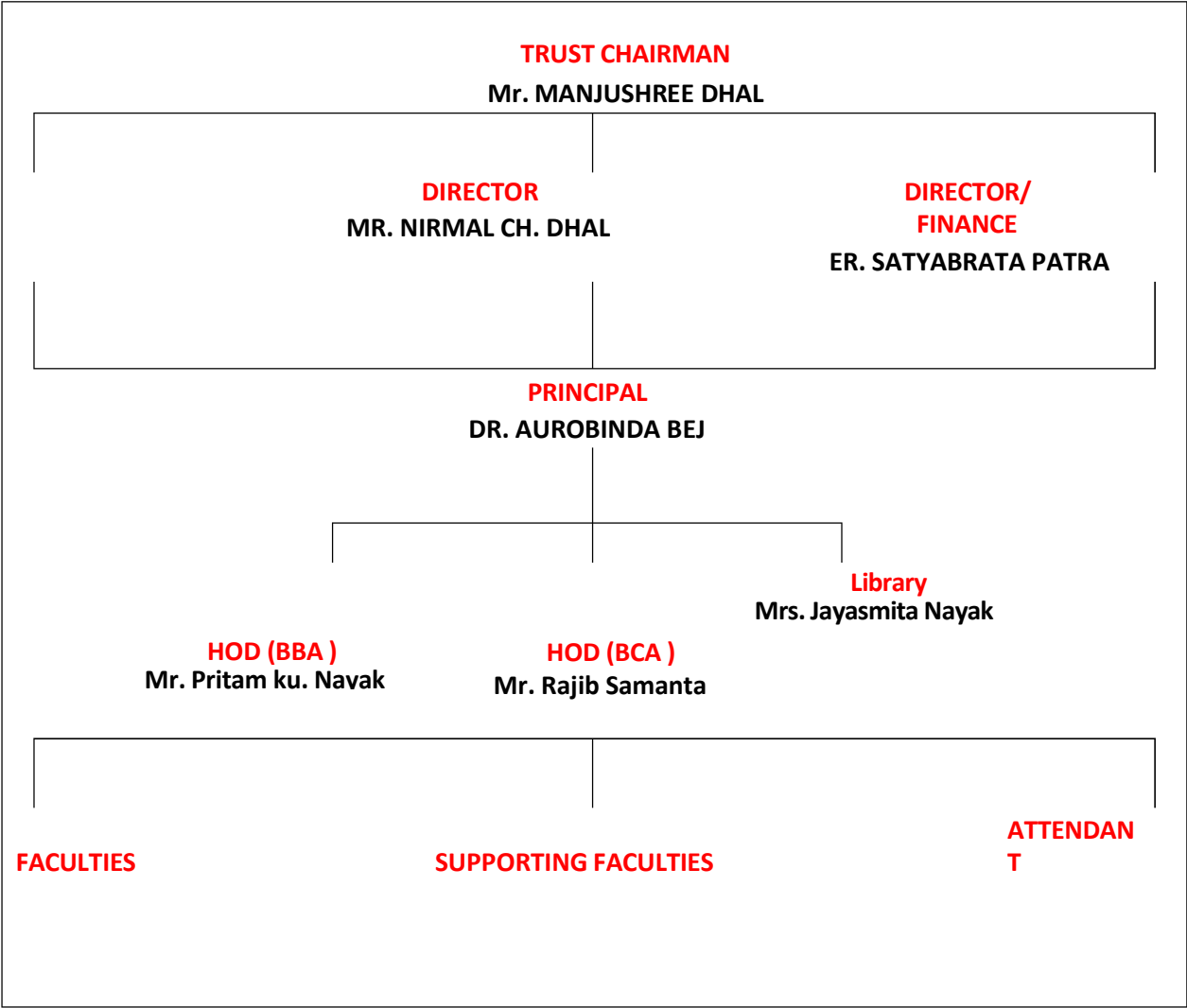
List of Experimental Setup in each Laboratory/ Workshop Lab No 1 PCS 30, LCD Projector, Server, Power Backup & DG Lab No 2 PCS 60, LCD Projector, Server, Power Backup & DG, Knowledge Centre, Digital Lab

13. Frequency of meeting & date of last meeting : Minimum twice in a year & 22.12.21

- Academic Advisory Body :
  - Dr. Aurobinda Bej , Principal , BITS College
  - Er. Susheel ku. Dhal, M. Tech, Director of North Odisha School Engineer
  - Dr. Amarjeet Dhal ,
  - Mrs. Anshu Verma , MBA
  - Mr. Pritam Ku. Nayak , MBA
  - Mr. Dhiren Ku. Khatei

Frequency of meeting & date :  
Of last meeting Quarterly, 08.12.2024

14. Organizational chart and processes-



Student feedback mechanism on: Monthly feedback mechanism has been adapted to  
faculty performance

Grievance redressal mechanism: For faculty, A Grievance redressal cell consisting of  
staff and students: 4 Lecturers is working

Name of the Department : BBA & BCA  
Course : Managements & Computer Application  
Level : UG

1<sup>st</sup> Year of approval by the Council: 180 Candidates

Year wise sanctioned intake : 180

Year wise Actual Admission : 95

%Student passed with Distinction: 50%

%Student passed with First Class: 75%

Students Placed : 30%

Average Pay package, Rs./Year : 2 . 8

I Students opted for Higher Studies: 70%

Accreditation Status of the Course: **Not Accredited**

Doctoral Course : No

Foreign Collaborations, if any : No



Name of Principal/Director		Dr. Aurobinda Bej
Date of Birth	:	28.08.1964
UNIQUE ID	:	1-44762764131
Qualifications	:	MA in Eco, Ph.D.
Total Experience in Years	:	Teaching experience 25 yrs
Designation	:	Principal
Papers Published	:	Nill
Interaction with Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department	:	BBA
Name of Teaching Staff	:	Mr. Pritam Ku. Nayak
Date of Birth	:	18.05.1985
UNIQUE ID	:	1-44762975858
Qualifications	:	M.Com, MBA
Total Experience in Years	:	5yr Industry experience & 10 yr teaching core area marketing & Finance.
Designation	:	Associate Prof.
Papers Published	:	Nill
Interaction with Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department	:	BBA
Name of Teaching Staff	:	Harapriya Pradhan
Date of Birth	:	17/06/1992
UNIQUE ID	:	1- 44762758481
Qualifications	:	MBA
Total Experience in Years	:	Teaching 4 <b>Years</b>
Designation	:	Asst. Prof.
Papers Published	:	Nill
Interaction with Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department	:	BBA
Name of Teaching Staff	:	Swati Mohanty
Date of Birth	:	16.09.1970
UNIQUE ID	:	1- 1-44762858181
Qualifications	:	MA, PG in Rural Management XIBM
Total Experience in Years	:	Experience in teaching 5 Yr.
Designation	:	Asst. Prof.
Papers Published	:	Nill
Interaction with Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department	:	BBA
Name of Teaching Staff	:	Punam Behera
Date of Birth	:	28.04.1996
UNIQUE ID	:	1- 44762975903
Qualifications	:	MBA
Total Experience in Years	:	2 Years Experience in Teaching
Designation	:	Asst. Prof.
Papers Published	:	Nill
Interaction with Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department	:	BBA
Name of Teaching Staff	:	<b>Anshu Verma</b>
Date of Birth	:	23.05.1965
UNIQUE ID	:	1- 44762975995
Qualifications	:	<b>M B A</b>
Total Experience in Years	:	<b>3 years experience</b>
In teaching		
Designation	:	Asst. Prof.
Papers Published	:	Nill
Interaction with Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department	:	<b>MBA</b>
Name of Teaching Staff	:	Mr. Nirmal Ch. Dhal
Date of Birth	:	02.06.1955
UNIQUE ID	:	1- 44762976007
Qualifications	:	M Com HDC, CAIIB
Total Experience in Years to more than 20 yr	:	Long Experience in Management Study worked in Rural development
Designation	:	Associate Prof.
Papers Published	:	Nill
Interaction with Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department	:	<b>MBA</b>
		Dhiren Ku. Khatei
Name of Teaching Staff	:	
Date of Birth	:	20.11.1997
UNIQUE ID	:	1- 44762976035
Qualifications	:	MBA
Total Experience in Years	:	Teaching 3 <b>Years</b>
Designation	:	Asst. Prof.
Papers Published	:	Nill
Interaction with Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department	:	BBA
Name of Teaching Staff	:	Mr. Biswaroop Mohanty
Date of Birth	:	21.09.1979
UNIQUE ID	:	1- 44762976047
Qualifications	:	MBA , M.Com
Total Experience in Years	:	Teaching 3 <b>Years</b>
Designation	:	Asst. Prof.
Papers Published	:	Nill
Interaction with Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department	:	BBA
		Miss Subhashree Patra
Name of Teaching Staff	:	
Date of Birth	:	27.03.2000
UNIQUE ID	:	1- 44764051127
Qualifications	:	MBA
Total Experience in Years	:	Teaching 1 <b>Years</b>
Designation	:	Asst. prof.
Papers Published	:	Nill
Interaction with Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department	:	BBA
Name of Teaching Staff	:	Mr. Dillip Ku. Panda
Date of Birth	:	07.03.1972
UNIQUE ID	:	1- 44782345685
Qualifications	:	MBA
Total Experience in Years	:	Teaching 3 Years
Designation	:	Asst. Prof.
Papers Published	:	Nill
Interaction with Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department	:	BBA
Name of Teaching Staff	:	JNANENDRA PATTNAYAK
Date of Birth	:	20.07.1987
UNIQUE ID	:	1- 44783082015
Qualifications	:	MBA
Total Experience in Years	:	Teaching 3 <b>Years</b>
Designation	:	Asst. Prof
Papers Published	:	Nill
Interaction with Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department : BBA  
Name of Teaching Staff :Mr. Pranab Ku. Mahapatra  
Date of Birth : 02.07.1969  
UNIQUE ID : 1-44766109388  
Qualifications : B. Tech, MBA  
Total Experience in Years : Teaching 1 year  
Designation : Asst. Prof.  
Papers Published : Nill  
Interaction with Professional : Nill  
Consultancy Activities : Nill  
Grants fetched : Nill

Name of the Department : BBA  
Name of Teaching Staff : Mr. Digambar Panda  
Date of Birth : 21.03.1966  
UNIQUE ID : 1-44780356305  
Qualifications : MBA  
Total Experience in Years : Teaching 1 year  
Designation : Asst. Prof.  
Papers Published : Nill  
Interaction with Professional : Nill  
Consultancy Activities : Nill  
Grants fetched : Nil

Name of the Department : BBA  
Name of Teaching Staff : Mr. Ganesh Ch. Patra  
Date of Birth : 21.03.1966  
UNIQUE ID : 1-44780456097  
Qualifications : MBA  
Total Experience in Years : Teaching 3 year  
Designation : Asst. Prof.  
Papers Published : Nill  
Interaction with Professional : Nill  
Consultancy Activities : Nill  
Grants fetched : Nill

Name of the Department	:	MBA
Name of Teaching Staff	:	Mr. Kapila Kumar Chand
Date of Birth	:	22.04.1976
UNIQUE ID	:	1-44785765785
Qualifications	:	P.hd MBA
Total Experience in Years	:	Teaching 3 year
Designation	:	Asst. Prof.
Papers Published	:	Nill
Interaction with Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department : BCA  
Name of Teaching Staff : Mr. Rajib Ku. Samanta  
Date of Birth : 03.05.1975  
UNIQUE ID : 1- 44783082077  
Qualifications : MCA  
Total Experience in Years : Teaching 2 **Years**  
Designation : Asst. Prof  
Papers Published : Nill  
Interaction with  
Professional : Nill  
Consultancy Activities : Nill  
Grants fetched : Nill

Name of the Department : BCA  
Name of Teaching Staff : Amarjit Dhal  
Date of Birth : 23.02.1986  
UNIQUE ID : 1- 44780356305  
Qualifications : B.Tech CS, MS  
Total Experience in Years : Teaching 3 Years  
Designation : Asst. Prof.  
Papers Published : Nill  
Interaction with  
Professional : Nill  
Consultancy Activities : Nill  
Grants fetched : Nill

Name of the Department : BCA  
Name of Teaching Staff : Mrs Jyotirekha Pradhan  
Date of Birth : 28.04.1996  
UNIQUE ID : 1- 44782168465  
Qualifications : MCA  
Total Experience in Years : Teaching 1 year  
Designation : Asst. Prof.  
Papers Published : Nill  
Interaction with  
Professional : Nill  
Consultancy Activities : Nill  
Grants fetched : Nill

Name of the Department	:	BCA
Name of Teaching Staff	:	Mr. Ananta Kisore
Nayak		
Date of Birth	:	18.04.1962
UNIQUE ID	:	1-44762859691
Qualifications	:	MCA
Total Experience in Years	:	Teaching 5 Year
Designation	:	Asst. Prof.
Papers Published	:	Nill
Interaction with		
Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill

Name of the Department	:	BCA
Name of Teaching Staff	:	Mr. Chandrakanta Rout
Date of Birth	:	08.05.1977
UNIQUE ID	:	1-44787139611
Qualifications	:	MCA
Total Experience in Years	:	Teaching 2 Year
Designation	:	Asst. Prof
Papers Published	:	Nill
Interaction with		
Professional	:	Nill
Consultancy Activities	:	Nill
Grants fetched	:	Nill



## INFRASTRUCTURE DETAILS –

### Annex Building - 1

Room No.	Room type (mention class Room/Laboratory/Toilet, etc.)	Carpet area (in m2)	Completion of Flooring	Completion of walls and painting	Completion of Electrification and lightening
01	Principal room & Office	66	Completed	Completed	Completed
02	Staff Common Room	37	Completed	Completed	Completed
03	Lecture Hall	66	Completed	Completed	Completed
04	Girls Common room	37	Completed	Completed	Completed
05	Lecture Hall	66	Completed	Completed	Completed
06	Lecture Hall	66	Completed	Completed	Completed
07	Lecture Hall	66	Completed	Completed	Completed
08	Lecture Hall	66	Completed	Completed	Completed
09	Reading Room	33	Completed	Completed	Completed
10	Lecture Hall	66	Completed	Completed	Completed
11	Computer lab	33	Completed	Completed	Completed
13	Gents Toilet	18	Completed	Completed	Completed
	Girls Toilet	18	Completed	Completed	Completed
	Tutorial Room	37	Completed	Completed	Completed
	Tutorial Room	37	Completed	Completed	Completed
	Girls Common Room	33	Completed	Completed	Completed
	Class Room	33	Completed	Completed	Completed
	Class Room	33	Completed	Completed	Completed
	Staff Toilet	18	Completed	Completed	Completed

### Annex Building - 2

Room No.	Room type (mention class Room/Laboratory/Toilet, etc.)	Carpet area (in m2)	Completion of Flooring	Completion of walls and painting	Completion of Electrification and lightening
14	Lecture Hall	66	Completed	Completed	Completed
15	Lecture Hall	66	Completed	Completed	Completed
16	Lecture Hall	66	Completed	Completed	Completed
17	Lecture Hall	66	Completed	Completed	Completed
18	Lecture Hall	66	Completed	Completed	Completed
19	Lecture Hall	66	Completed	Completed	Completed
20	Lecture Hall	66	Completed	Completed	Completed
21	Lecture Hall	66	Completed	Completed	Completed
22	Tutorial Room	33	Completed	Completed	Completed
23	Tutorial Room	33	Completed	Completed	Completed
24	Seminar Hall	132	Completed	Completed	Completed
25	Library	100	Completed	Completed	Completed
26	Computer Centre	150	Completed	Completed	Completed
	Computer Language Lab	33	Completed	Completed	Completed
	Gents Toilet	18	Completed	Completed	Completed
	Girls Toilet	18	Completed	Completed	Completed

<b>Sl. No.</b>	<b>Type of Room</b>	<b>No. of Rooms</b>	<b>Size in Sqm</b>
	Lecture Hall	14	66
	Tutorial	4	37
	Seminar hall	1	132
	Library	1	100
	Computer Centre	1	150
	Principal room & Office	1	66
	Staff Common Room	1	37
	Girls Common Room	1	33
	Computer Language lab	2	33
	Girls Toilet	2	18
	Gents Toilet	2	18
	Staff Toilet	2	18

## **Computing Facilities-**

Internet Bandwidth – 100 mbps

Number and configuration of System –20

Total number of system connected by LAN –20

Total number of system connected by WAN – 20 Nos

Major software packages available –30

Special purpose facilities available: Server, Power Backup, DG, fully Air Conditioned, WI fi

## **CLASS ROOM -**





## COMPUTER LAB –

## LIBRARY -

## LOBBIES –





Girls Hostel :

Medical & other Facilities at Hostel: Available (One visiting doctor & staff Nurse)

Academic Sessions 2021-2022

Examination system, Year/ Sem : Semester

Period of declaration of results : Half yearly

Counseling/Mentoring : Available Career

Counseling : Yes

Medical facilities : Available (One visiting doctor & One Staff Nurse)

Student Insurance : N.A.

Students Activity Body :  
Yes

Cultural activities	:	Vocal and instrumental music, drama, debate Competition, Annual functions are held
Sports activities	:	Cricket, Badminton, Table tennis, High jump, Long jump etc.
Literary activities	:	Literary competitions are held
Magazine/Newsletter	:	Magazine is published
Technical activities/TechFest	:	Technical seminars are arranged
Industrial Visits/Tours	:	Carried out in each semester
Alumini activities	:	No Alumini (The College is only 2 years old)
Indoor Sports facilities	:	Carom, Chess, Table Tennis etc. are available
Outdoor Sports facilities	:	Cricket, Badminton, volley ball, javelin, sot foot etc. are available

#### **Details of Promoters including their Background:**

The members include eminent personalities from industries, social services, educationist etc. The dynamic our Director Mr. Nirmal Ch. Dhal have very clear intentions of his social, economic, educational belonging towards the peoples of this region. All other members of Trust are also related with

Various education institutes, industries run by different managements. Our members have a very vast experience in social, economical & educational services. As some of our members themselves are promoters of Technical Institutes. We have a very close industry – institute interaction.

Sl. No.	Name of Promoter	Qualification	Details of Experience in Promotion and Management				
			Promotion	Management	Organizational Experience	Teaching	Administration
01	Mr. Nirmal Chandra Dhal	M. Com., HDC, CAIIB	13	35	35	20	35
02	Er. Susheel Ku. Dhal	M.Tech	10	5	10	8	10
03	Mrs. Manjushree Dhal	Graduation	10	0	5	Social Worker	5
04	Mrs. Meerarani Nayak	Graduation	10	0	8	Social Worker	8