



SIR C.V. RAMAN INSTITUTE OF TECHNOLOGY AND SCIENCES

Anantapuramu Road, TADIPATRI - 515 411. Anantapuramu Dist. (A.P.)

Approved by : A.I.C.T.E. NEW DELHI. Affiliated to JNTUA, Anantapuramu.

mail : scvrits@gmail.com website : www.cvrt.in Ph : 08558 - 227800 Cell : 9490732667

Research & Development Cell

Functions of R&D Cell

- Identification of thrust areas of research in each department.
- Advise and encourage the faculty to carry out research in-house and in collaboration with other organizations.
- Visit various departments and meet the faculty to encourage and motivate them to undertake research projects and to scrutinize the proposals before submitting to funding agencies.
- Identification of physical and human resources to carryout research.
- Identify the budgetary requirements and resources for funding the research.
- Review the progress of research and offer necessary guidance whenever required.
- Monitor and propose the funding from college budget for promotion of research activities.
- Identify different organizations/ industries to undertake collaborative research on current topics of mutual interest.

PRINCIPAL

Sir C.V Raman Institute of
Technology And Sciences
TADIPATRI - 515 411 Anantapur Dist
Andhra Pradesh



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Date: 01.08.2022

CIRCULAR

The Research and Development meeting for the Academic Year 2022-2023 is scheduled to be held on 04.08.2022 in the Seminar Hall at 11.00 AM.. All the members of research committee are requested to attend the Meeting.

Agenda :

1. All the department are motivated to get more consultancy projects.
2. The faculty members are encouraged to publish their research work in reputed journals.
3. More number of faculty members are invited to do PhD programme.
4. The Research committee continues to promote and motivate all departments of the Institution to apply for a Research Centre.

During The Meeting the Following Members Will Attend:

S.No	NAME	DESIGNATION	SIGNATUTE
1	Dr.M.Neelima	Chairmen	H. Neelima
2	Dr.Sivaraman	Convener	Sivaraman
3	Mr.M.Amarnath Reddy	Member	M. Amarnath Reddy
4	Mr.A.RaviKiran	Member	A. Ravi Kiran
5	Mrs.C.Madhavi	Member	M. C. Madhavi
6	Mr.P.Nagendra	Member	P. Nagendra

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DATE: 04.08.2022

MINUTES OF THE MEETING

The research committee chairman along with its members assembled at Seminar Hall by 11.00 AM dated 04.08.2022 to discuss the research related activities of the college.

The following points were related discussed:

1. The faculty of all the Departments are motivated to get more consultancy projects.
2. The faculty members are encouraged to publish their research work in reputed journals.
3. More number of faculty members are invited to do PhD programs
4. The Research committee continues to promote and motivate all departments of the Institution to apply for a Research Centre.

The Following Members Were Present:

S.No	Name	Designation	Signatute
1	Dr.M.Neelima	Chairmen	
2	Dr.Sivaraman	Convener	
3	Mr.M.Amarnath Reddy	Member	
4	Mr.A.RaviKiran	Member	
5	Mrs.C.Madhavi	Member	
6	Mr.P.Nagendra	Member	


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Date: 01.03.2023

CIRCULAR

The Research and Development meeting for the Academic Year 2022-2023 is scheduled to be held on 04.03.2023 in the Seminar Hall at 10.30 AM. All the members of research committee are requested to attend the Meeting.

Agenda

1. MOUs with companies.
2. The faculty members are encouraged to publish journals.
3. Conduct and attending of FDPs .
4. The Research committee continues to promote and motivate all departments of the students to do more innovative projects.

During The Meeting the Following Members Will Attend:

S.No	Name	Designation	Signatute
1	Dr.M.Neelima	Chairmen	
2	Dr.Sivaraman	Convener	
3	Mr.M.Amarnath Reddy	Member	
4	Mr.A.RaviKiran	Member	
5	Mrs.C.Madhavi	Member	
6	Mr.P.Nagendra	Member	

Copy to:

Committee Members

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DATE: 04.03.2023

MINUTES OF THE MEETING

The research and Development committee chairman along with its members assembled at Seminar Hall by 10.30 AM. dated 04.03.2023 to discuss the research related activities of the college.

The following points were discussed:

1. MOUS with companies.
2. The faculty members are encouraged to publish journals.
3. Conduct and attending of FDPs
4. The Research committee continues to promote and motivate all departments of the students to do more innovative projects.

The Following Members Were Present:

S.No	Name	Designation	Signatute
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6	Mr.P.Nagendra	Member	



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Right to Information (RTI)

The statutory declaration Sir C.V.Raman Institute of Technology and Sciences under Sri Varasiddi Vinayaka educational society Website. It covers all the rules and regulations which are implemented by Govt. of Andhra Pradesh, India. Our college is a "College of co-education", which is registered under the societies act by Govt. of Andhra Pradesh and affiliated to JNTUA, Ananthapuramu. The College has a Governing Body that is approved by the authority appointed by Govt. of Andhra Pradesh. It runs as per rules and regulations made by the Govt. from time to time.

The College comes under the "Private Self Financing" category and therefore financial transactions are audited by the private auditors. The College has different Bodies to maintain all types of disciplines in the campus. All the cells or committees of the institution are under Statutory Bodies and comes under section 8,21,9,10 of the RTI Act 2001. The applications under the RTI Act along with a postal order/demand draft for Rs.10.00 obtained in favour of the Director, Sir C.V.Raman Institute of Technology and Sciences may be sent to the Public Information Officer (PIO) or handed over in his office.

All information about the college under Section 8,21,9,10 of RTI Act 2001 is open for the public and it can be obtained by a citizen of India.Names, Designations, and Other Particulars of public information officers.

Note: The Public Information Officer deals only with the matters pertaining to the right to information Act.

S.No	Name	Designation	Contact Details
1	Dr.M.Indudhara Reddy	Director/ Vice Principal	9490732667
2	Mr.M.Amarnath Reddy	Asst.Prof	9963946623



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Date: 02.09.2022

CIRCULAR

The Social Welfare Committee of Sir C.V.Raman Institute of Technology and Sciences for the Academic Year 2022-2023 is scheduled to be held a meeting on 7.09.2022 in the Seminar Hall at 11.30 AM. All the members of Social Welfare committee are requested to attend the Meeting.

Agenda :

- Review of previous meeting
- List out the new join SC/ST/BC students
- Guidelines about various scholarship schemes to new students

During The Meeting the Following Members Will Attend:

S.No	NAME	DESIGNATION	SIGNATURE
1	P.Nagendra	Chairmen	
2	C.Madhavi	Convener	
3	V.Pravallika	Member	
4	A.Karunakar	Member	
5	U.Dinesh	Member	
6	D.Jeevana Jyothi	Member	
7	D.Jakir Hussain	Member	

Copy to:

Committee Members


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DATE: 07.09.2022

MINUTES OF THE MEETING

The Social Welfare Committee chairman along with its members assembled at Seminar Hall by 11.30 AM dated 07.09.2022 to discuss Social Welfare activities in the college.

The following points were discussed:

- Review of previous meeting
- List out the new join SC/ST/BC students
- Guidelines about various scholarships schemes to new students

The Following Members Were Present:

S.No	NAME	DESIGNATION	SIGNATURE
1	P.Nagendra	Chairmen	
2	C.Madhavi	Convener	
3	V.Pravallika	Member	
4	A.Karunakar	Member	
5	U.Dinesh	Member	
6	D.Jeevana Jyothi	Member	
7	D.Jakir Hussain	Member	

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SPORTS & GAMES COMMITTEE

Functions & Responsibilities:

- To prepare sports calendar and an action plan to implement the same.
- To suggest the methods which encourage students and faculty to utilize sports and games facilities available in the college.
- To take up the responsibility of preparing the budget estimate, requirement of Infrastructure, equipment, maintaining the equipment and play fields.
- To assist and encourage the students to participate actively in organizing and conducting indoor and outdoor games across various disciplines.
- To make sure smooth conduct of sports events within the college.
- To prepare the details of attendance exemption to be given to the students representing college in various sports and games.
- To increase the cordial relations between students and faculty by organizing exhibition games between the teams of students and faculty wherever possible.

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Date: 03.02.2022

CIRCULAR

The Sports & games committee of Sir C.V. Raman Institute of Technology and Sciences for Academic Year 2022-2023 is scheduled to be held on 03.02.2023 in the Seminar Hall at 03.30 PM. All the members of Sports & games committee are requested to attend the meeting.

Agenda:

- Conducting of sports day in the college.
- Budget for sports days.
- Rules and regulation for sport activities.

During The Meeting the Following Members Will Attend:

S.No	NAME	DESIGNATION	SIGNATURE
1	D.Jakir Hussain	Chairmen	
2	A.BhagyaLaxmi	Convener	
3	J.Murali Krishna	Member	
4	P.Kumar	Member	
5	N.Vamsi	Member	
6	D.Mohammad rafi	Member	
7	A.Ravi Kiran	Member	

Copy to:

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DATE: 03.02.2023

MINUTES OF THE MEETING

The Sports & games committee chairman along with its members assembled at Seminar Hall by 3.30 PM. dated 03.02.2023 to discuss Sports, games in the college.

The following points were discussed:

- Discus and finalize the date for sports day in the college
- Discuss and finalize the Budget for sports day
- Rules and regulations for sport activates

The Following Members Were Present:

S.No	NAME	DESIGNATION	SIGNATURE
1	D.Jakir Hussain	Chairmen	
2	A.BhagyaLaxmi	Convener	
3	J.Murali Krishna	Member	
4	P.Kumar	Member	
5	N.Vamsi	Member	
6	D.Mohammad rafi	Member	
7	A.Ravi Kiran	Member	



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Date: 31.08.2022

CIRCULAR

The Sports & games committee for the Academic Year 2022-2023 is scheduled to be held on 02.09.2022 in the Seminar Hall at 10.30 AM. All the members of Sports & games committee are requested to attend the meeting.

Agenda:

- Preparation for indoor and outdoor play field.
- Cricket ground

During The Meeting The Following Members Will Attend:

S.No	NAME	DESIGNATION	SIGNATURE
1	D.Jakir Hussain	Chairmen	
2	A.BhagyaLaxmi	Convener	
3	J.Murali Krishna	Member	
4	P.Kumar	Member	
5	N.Vamsi	Member	
6	D.Mohammad rafi	Member	
7	A.Ravi Kiran	Member	

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Date : 02-09-2022

Minutes of the meeting

The sports & games committee chairman with it's members assembled at seminar hall at 10:30 Am dated 02-09-2022 to discuss sports & games in the college.

The following points were discussed:

- Preparation for indoor and outdoor play field.
- Cricket ground

The Following Members Were Present:

S.No	NAME	DESIGNATION	SIGNATURE
1	D.Jakir Hussain	Chairmen	
2	A.BhagyaLaxmi	Convener	
3	J.Murali Krishna	Member	
4	P.Kumar	Member	
5	N.Vamsi	Member	
6	D.Mohammad rafi	Member	
7	A.Ravi Kiran	Member	

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STUDENTS AFFAIRS, WELFARE & ALUMNI CELL

- To prepare, plan and execute programs for holistic development of the students.
- To monitor day to day essential support required for academic and co-curricular activities of students.
- To arrange for special care for the weaker and needy sections of students.
- To enable students to participate effectively in the management of hostels and also in organization of the students' related activities.
- To advice student council as and when required.
- To keep in touch with the guardians as and when required.
- To arrange for maintenance of students discipline in the institution.
- To arrange for congenial living environment in the campus hostels for the students.



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Date: 23.03.2022

CIRCULAR

The Students Affair's Welfare & Alumni Cell for the Academic Year 2022-2023 is scheduled to be held a meeting on 25.03.2023 in the Seminar hall at 11.00 AM. All the members of Student Affairs, Welfare & Alumni committee are requested to attend the Meeting.

The following points will be discussed:

- The committee coordinator explains about Identification of social service activities.
- Planning for the events in consultation with the
- HODs.
- Identification of faculty coordinators and student volunteers for different activities.

During the Meeting The Following Members Will Attend:

S.no	Name	Designation	Signature
1	Mr.M.Amarnath Reddy	President	
2	Mr.A.Ravi Kiran	Vice President	
3	Mr.A.Karunakar	Secretary	
4	Mr.J.Murali Krishna	Joint Secretary	
5	Mr.P.Kumar	Treasurer	
6	Smt.B.Praveena	Chief Patron	
7	Mr.B.V.BaskaraReddy	Patron	
8	Mr.D.Jakeer Hussain	Executive Member	
9	Smt. C.Madhavi	Executive Member	
10	Kum.V.Pravallika	Executive Member	
11	Kum.D.Naveena	Executive Member	
12	Mr.N.Vamsi	Executive Member	
13	Kum.B.Bhagya Laxmi	Executive Member	
14	Mr.S.Bhaskar Rao	Executive Member	

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DATE: 13.01.2023

MINUTES OF THE MEETING

The Student Affairs Welfare & Alumni Cell chairman along with its members assembled in the Seminar hall at 11 AM dated 13.01 2023 to discuss the Students Affairs Welfare & Alumni Cell activities of the college.

The following points were discussed:

- Identification of faculty coordinators and student volunteers for different activities.
- Identification of social service activities.
- Planning for the events in consultation with the HODs.

During the Meeting The Following Members Will Attend:

S.no	Name	Designation	Signature
1	Mr.M.Amarnath Reddy	President	
2	Mr.A.Ravi Kiran	Vice President	
3	Mr.A.Karunakar	Secretary	
4	Mr.J.Murali Krishna	Joint Secretary	
5	Mr.P.Kumar	Treasurer	
6	Smt.B.Praveena	Chief Patron	
7	Mr.B.V.BaskaraReddy	Patron	
8	Mr.D.Jakeer Hussain	Executive Member	
9	Smt. C.Madhavi	Executive Member	
10	Kum.V.Pravallika	Executive Member	
11	Kum.D.Naveena	Executive Member	
12	Mr.N.Vamsi	Executive Member	
13	Kum.B.Bhagya Laxmi	Executive Member	
14	Mr.S.Bhaskar Rao	Executive Member	

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Date: 21.10.2022

CIRCULAR

The Student Affairs Welfare & Alumni Cell for the Academic Year 2022-2023 is scheduled to be held meeting on a 28-10-2022 in the Seminar hall at 11.30 AM. All the members of Student Affairs, Welfare & Alumni Cell requested to attend the Meeting.

Agenda

- Planning for and organizing the events.
- Preparation of Reports and maintenance of proper records of the events organized
- Adopt the village for the awareness in the sector of health, education, pollution, organic farming and soil testing.

During The Meeting the Following Members Will Attend:

S.no	Name	Designation	Signature
1	Mr.M.Amarnath Reddy	President	
2	Mr.A.Ravi Kiran	Vice President	
3	Mr.A.Karunakar	Secretary	
4	Mr.J.Murali Krishna	Joint Secretary	
5	Mr.P.Kumar	Treasurer	
6	Smt.B.Praveena	Chief Patron	
7	Mr.B.V.BaskaraReddy	Patron	
8	Mr.D.Jakeer Hussain	Executive Member	
9	Smt. C.Madhavi	Executive Member	
10	Kum.V.Pravallika	Executive Member	
11	Kum.D.Naveena	Executive Member	
12	Mr.N.Vamsi	Executive Member	
13	Kum.B.Bhagya Laxmi	Executive Member	
14	Mr.S.Bhaskar Rao	Executive Member	

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DATE: 28.10.2022

MINUTES OF THE MEETING

The Student Affairs, Welfare & Alumni Cell Chairman along with its members assembled at Seminar Hall at 11.30 AM dated 28.10.2022 to discuss the Student Affairs, Welfare & Alumni Cell activities of the college.

The following points were discussed:

- Planning and organizing the events.
- Preparation of Reports and maintenance of proper records of the events organized.
- Adopt the village for the awareness in the sector of health, education, pollution, organic farming and soil testing.

The Following Members Were Present:

S.no	Name	Designation	Signature
1	Mr.M.Amarnath Reddy	President	
2	Mr.A.Ravi Kiran	Vice President	
3	Mr.A.Karunakar	Secretary	
4	Mr.J.Murali Krishna	Joint Secretary	
5	Mr.P.Kumar	Treasurer	
6	Smt.B.Praveena	Chief Patron	
7	Mr.B.V.BaskaraReddy	Patron	
8	Mr.D.Jakeer Hussain	Executive Member	
9	Smt. C.Madhavi	Executive Member	
10	Kum.V.Pravallika	Executive Member	
11	Kum.D.Naveena	Executive Member	
12	Mr.N.Vamsi	Executive Member	
13	Kum.B.Bhagya Laxmi	Executive Member	
14	Mr.S.Bhaskar Rao	Executive Member	



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Training and Placement Cell

Training and Placement Cell Activities:

- Interaction between industry and institute.
- Campus Recruitment Training to students.
- Arranging Campus Interviews to students.
- Guest lecturers by eminent industry experts.
- Entrepreneurship Development Programme.
- Counselling and Personality Development.
- Conducting Mock Interviews and Group discussions.
- To motivate students to develop technical knowledge and soft skills in terms of career planning, goal setting.
- To motivate students aspire for higher studies and guiding them to take competitive exams such as CAT, GATE, TOEFL, GRE, IES,UPSC,TNPSC etc.
- Aiming to Place the maximum number of students through campus & off-campus interviews conducted by the top companies.



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Andhra Pradesh



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Date: 15.03.2023

CIRCULAR

The Training & placement Cell for the Academic Year 2022-2023 is scheduled to be held a meeting on 18-03-2023 in the Seminar Hall at 10.30 AM. All the members of Training & placement committee are requested to attend the Meeting.

Agenda:

1. Campus Recruitment Training to students.
2. Arranging Campus Interviews to students.
3. Entrepreneurship Development programme.
4. Competitive exams such as CAT, GATE, TOEFL, GRE, IES, UPSC, APPSC.

During The Meeting the Following Members Will Attend:

S.no	NAME	DESIGNATION	SIGNATURE
1	P.Raghu	Chairmen	
2	P.Kumar	Convener	
3	D.Jeevanajyothi	Member	
4	A.Haseena	Member	
5	A.Karunakar	Member	
6	D.Jakeer Hussain	Member	
7	U.Dinesh	Member	

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Date: 18.10.2022

MINUTES OF THE MEETING

The Training & placement Cell chairman along with its members assembled at Seminar Hall by 10.30 AM. dated 18.10.2022 to discuss the Training & placement related activities of the college.

The following points were discussed:

1. Discuss the implementation of Interaction between industry and institute.
2. Discuss to Conducting Mock Interviews and Group discussions for final year students.
3. Discuss and approve of arrange of Guest lecturers by eminent industry experts.

The Following Members Were Present:

S.no	NAME	DESIGNATION	SIGNATURE
1	P.Raghu	Chairmen	
2	P.Kumar	Convener	
3	D.Jeevanajyothi	Member	
4	P.Haseena	Member	
5	A.Karunakar	Member	
6	D.Jakeer Hussain	Member	
7	U.Dinesh	Member	

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Date:15.10.2022

CIRCULAR

The Training & placement Cell for the Academic Year 2022-2023 is scheduled to be held a meeting 18.10.2022 in the Seminar Hall at 10.30 AM. All the members of Training & placement committee are requested to attend the Meeting.

Agenda:

1. Interaction between industry and institute.
2. Conducting Mock Interviews and Group discussions.
3. Guest lecturers by eminent industry experts.

During The Meeting the Following Members Will Attend:

S.no	NAME	DESIGNATION	SIGNATURE
1	P.Raghu	Chairmen	
2	P.Kumar	Convener	
3	D.Jeevanajyothe	Member	
4	A.Haseena	Member	
5	A.Karunakar	Member	
6	D.Jakeer Hussain	Member	
7	U.Dinesh	Member	

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Date: 18.03.2023

MINUTES OF THE MEETING

The Training & placement Cell chairman along with its members assembled at Seminar Hall by 10.30 AM dated 18.03.2023 to discuss the Training & placement related activities of the college.

The following points were discussed:

1. Discuss to Arranging Campus Interviews to the students.
2. Discuss about students crack the competitive exams such as CAT, GATE, TOEFL, GRE, IES, UPSC, APPSC.
3. Discuss about Campus Recruitment Training to students.

The Following Members Were Present:

S.no	NAME	DESIGNATION	SIGNATURE
1	P.Raghu	Chairmen	
2	P.Kumar	Convener	
3	D.Jeevanajyothi	Member	
4	D.Haseena	Member	
5	A.Karunakar	Member	
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TRANSPORT COMMITTEE

Functions:

- To interact with APSRTC to arrange RTC busses in addition to 10 college buses to ensure smooth functioning of transport facility.
- Provides bus schedules and takes all the necessary logistics of transport.
- Arranges special buses for students writing exams at other centers.
- Arranging buses for local industrial visits.
- Collection of transport fee from students.
- Ensures all the buses arrive in time.
- To ensure travel by authorized persons only in the college buses.
- Provide Facilities and Maintenance of buses.

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Date: 06.03.2023

CIRCULAR

The transport committee for the academic year 2022-2023 is scheduled to be held a meeting on 09.03.2023 in the seminar hall at 10.30 am. All the members of transport committee are requested to attend the meeting.

Agenda:

- Interact with APSRTC.
- Ensures all the buses arrive in time.
- To discuss Arranging buses for local industrial visits.

During The Meeting The Following Members Will Attend:

S.no	NAME	DESIGNATION	SIGNATURE
1	V.Pravallika	Chairmen	
2	A.Karunakar	Convener	
3	B.Bhagya Laxmi	Member	
4	N.Vamsi	Member	
5	U.Dinesh	Member	
6	D.Jeevana Jyothi	Member	
7	D.Saleema	Member	

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DATE: 09.03.2023

MINUTES OF THE MEETING

The transport committee chairman along with its members assembled at seminar hall by 10.30 am dated 09.03.2023 to discuss transport facilities in the college.

The following points were discussed:

- Discus Arranging buses for local industrial visits based on request of HOD through principal approval.
- Interact with APSRTC to provide more buss and special bus on college name.
- Fixed the starting point timings to ensures all the buses arrive in time.

The Following Members Were Present.

S.no	NAME	DESIGNATION	SIGNATURE
1	V.Pravallika	Chairmen	
2	A.Karunakar	Convener	
3	B.Bhagya Laxmi	Member	
4	N.Vamsi	Member	
5	U.Dinesh	Member	
6	D.Jeevana Jyothi	Member	
7	D.Saleema	Member	

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Date: 22.08.2022

CIRCULAR

The transport committee for the academic year 2022-2023 is scheduled to be held a meeting on 24.08.2022 in the seminar hall at 10.30 am. All the members of transport committee are requested to attend the meeting.

Agenda:

- To discuss college transport fee structure.
- Interact with APSRTC.
- Bus timings.
- Bus route maps.

During The Meeting the Following Members Will Attend :

S.no	NAME	DESIGNATION	SIGNATURE
1	V.Pravallika	Chairmen	
2	A.Karunakar	Convener	
3	B.Bhagya Laxmi	Member	
4	N.Vamsi	Member	
5	U.Dinesh	Member	
6	D.Jeevana Jyothi	Member	
7	D.Saleema	Member	

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DATE: 24.08.2022

MINUTES OF THE MEETING

The transport committee Chairman along with its members assembled at seminar hall by 10.30 am. Dated 24-08.2022 to discuss transport facilities in the college.

Agenda

- Interact with APSRTC and finalize the route map and fee.
- Discuss and decide the Bus timings.
- Discuss and finalize the Bus route maps.
- Discus and finalize the college transport fee structure.

The Following Members Were Present:

S.no	NAME	DESIGNATION	SIGNATURE
1	V.Pravallika	Chairmen	
2	A.Karunakar	Convener	
3	B.Bhagya Laxmi	Member	
4	N.Vamsi	Member	
5	U.Dinesh	Member	
6	D.Jeevana Jyothi	Member	
7	D.Saleema	Member	



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