



# ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Permanently Affiliated to JNTUK & Accredited by NAAC  
Recognized by UGC under Sections 2(f) and 12(B) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

Ref: ACOE/RTI/2021-22/Constitution

06-04-2021

## CIRCULAR

The undersigned is pleased to constitute the Right to Information (RTI) committee with the following members:

S. No.	Name of the person	Designation	Role
1	Dr A. Ramesh	Principal	Chairman & Appellate Authority
2	Dr Pullela S.V.V.S. R. Kumar	Dean (A & A)	Public Information Officer (PIO)
3	Mr T.N.V.S. Rama Chandran	Administrative Officer	Assistant Public Information Officer (APIO) & Coordinator
4	Dr G. Rama Krishna	HoD-ECE	Member
5	Prof. K. Manoj Kumar Reddy	HoD-EEE	Member
6	Dr Y.K.S. Subba Rao	HoD-ME	Member
7	Prof. Ch. Naresh	HoD-CE	Member
8	Dr T. Anil Kumar	HoD-PT	Member
9	Dr G.S.N. Murthy	HoD-CSE	Member
10	Prof. N. Punnapu Chandrudu	HoD-Management Studies	Member
11	Prof. M. Srinivasu	HoD-H&BS	Member

### Responsibilities of the committee:

- 1) All the information is to be disposed relevant to RTI within the scheduled time.
- 2) Monitoring and tracking of RTI matters within the organization must be effective.
- 3) Proper coordination with the heads of the departments, employees, all the stakeholders and other organizations in matter relevant to RTI.
- 4) Proper records are to be maintained relevant to RTI.
- 5) At least one meeting shall be organized during the academic year for reviewing, monitoring and/or as and when required.

Cc to: All the members

  
PRINCIPAL  
Aditya College of Engineering  
SURAMPALAM - 533 437



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Ref: ACOE/RTI/2021-22/Circular

06-04-2022

## CIRCULAR

This is to inform all the members of RTI committee that a meeting will be held on 12<sup>th</sup> April 2022 at 10 AM in the Principal's chamber with the following agenda:

### AGENDA

1. RTI matters
2. Any other point

The members are requested to come prepared with relevant data.

  
PRINCIPAL

Cc to: All the members



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Ref: ACOE/RTI/2021-22/Minutes

12.04.2022

## MINUTES OF RTI COMMITTEE AY 2021-22

Date of meeting	12 <sup>th</sup> April 2022	Duration	10 AM
Venue	Principal's Chamber		
Reference	Ref: ACOE/RTI/2021-22/Circular, 06-04-2022		

The meeting of RTI committee of Aditya College of Engineering held on 12<sup>th</sup> April 2022 with the following agenda:

1. RTI matters
2. Any other point

The meeting of RTI committee was commenced with the welcome note by the Coordinator-RTI committee. The Coordinator presented the agenda and requested the Chairman and Appellate authority to start the meeting based on the points of agenda for discussion and the resolutions made are presented here.

The Chairman-RTI committee welcomed all the members to the meeting and discussed the points of the agenda.

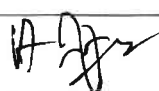
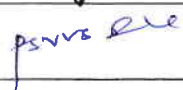



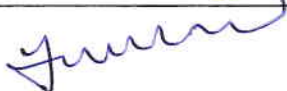

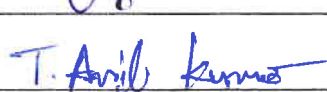
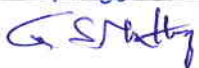

### MINUTES AND RESOLUTIONS

- 1) The Chairman enquired about the requests received under RTI for AY 2021-22 with all the members and members conveyed that one student Mr. Karni Hemanth, Roll No. 17MH1A2709, B.Tech - Petroleum Technology submitted online application in Spandana Grievances portal for his original certificates. Registrar, JNTUK send a letter to our college regarding his issue for necessary action. Actually the student applied in Spandana portal regarding his fee dues in the previous year. Already he received his original certificates from college office and his problem is solved and the same information is conveyed to Registrar, JNTUK through mail on 06.06.2022. Further, Chairman advised all the members to act appropriately for the requests received and dispatch them within time, if requests are received.
- 2) No other point was there to discuss.

Finally, the Coordinator and the Chairman thanked all the members present.

The meeting was concluded with thanks to the Chair.

Members present in the meeting

S. No.	Name of the person	Role	Signature
1	Dr A. Ramesh	Chairman & Appellate Authority	
2	Dr Pullela S.V.V.S. R. Kumar	Public Information Officer (PIO)	
3	Mr T.N.V.S. Ramachandran	Assistant Public Information Officer (APIO) & Coordinator	
4	Dr G. Rama Krishna	Member	
5	Prof. K. Manoj Kumar Reddy	Member	
6	Dr Y.K.S. Subba Rao	Member	
7	Prof. Ch. Naresh	Member	
8	Dr T. Anil Kumar	Member	
9	Dr G.S.N. Murthy	Member	
10	Prof. N. Punnapu Chandrudu	Member	
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