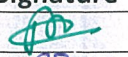

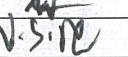
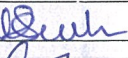

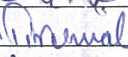

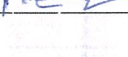


RISE KRISHNA SAI PRAKASAM GROUP OF INSTITUTIONS:: ONGOLE
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NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

Date: 07.09.2016

CIRCULAR

The Right to Information (RTI) Cell is constituted in the college with the following members for the academic Year 2016-2017.

S.No	Faculty Name	Designation	Contact No	Signature
1	Dr. L.Prasad, Principal	Chairman	9966272111	
2	Dr. V.C.Jagan Mohan Reddy, Professor & HOD, EEE Dept	Coordinator	9618541353	
3	Dr.K.Suresh Babu, Professor & HOD, CSE Dept	Member	7093383850	
4	Mr. N.V.Sivarao, Assistant Professor, S & H Dept	Member	9948723073	N.V.S. 12
5	Mrs N.Surekha, Associate Professor, EEE Dept	Member	9885272061	
6	Mr.K.S.J.Prakash, Assistant Professor, ME Dept	Member	7981329048	
7	Mrs. K.Venkata Ramama, Assistant Professor, CE Dept	Member	9966054997	K.V.R. 12
8	Mr.N.Tirumalesh, Assistant Professor, ECE Dept	Member	9014583751	
9	Sri G.Vasu, Assistant Professor, MBA Dept	Member	9848510555	
10	Sri T.Eswariah, Assistant Professor, MCA Dept	Member	9441586799	

Functions:


- 1) The RTI Cell ensures timely reply of all the applications under right to Information act, 2005(online and off line), which are received in the RTI Cell.
- 2) The RTI Cell also co-ordinates with all the departments so as to ensure timely reply to the RTI applicants and appeals.
- 3) The RTI Cell attends all the hearings in the Central information Commission (CIC) as and when filed by the appellants.
- 4) Timely disposal of all RTI matters.
- 5) Effective Monitoring/Tracking of RTI matters within the organization.

Term: Once in a semester/6 months

Copy to:

1. PA to Principal
2. All HoD's
3. All Committee Members




PRINCIPAL
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CIRCULAR

14/07/2016





This is to inform all the RTI Committee members that a meeting has been scheduled on 15/07/2016. All the members are required to attend the meeting without fail.

VENUE: EEE HOD Chamber
Time: 03:00 P.M


Coordinator

Copy to:

- 1) PA to the Principal
- 2) All HoD's
- 3) All Committee members

N. Tirumaluk
Co. Secy
T. B. S.







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MINUTES OF MEETING

15/07/2016




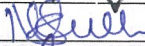

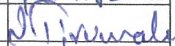

The meeting with committee members has been organized to discuss the following Agenda.

- 1) To discuss the functionalities of the cell
- 2) To discuss the roles and responsibilities of the cell
- 3) Plan to organize one guest lecture by inviting eminent personality from Police/Judicial Departments to enable the students and staff to get benefitted by the RTI Cell.

Resolution:

- 1) Functions of the cell have been discussed and no changes suggested by the members.
- 2) Roles and responsibilities were defined.

Members present:

S.No	Faculty Name	Designation	Signature
1	Dr. L.Prasad, Principal	Chairman	
2	Mr.V.C.Jagan Mohan Reddy, Professor & HOD, EEE Dept	Coordinator	
3	Dr.K.Suresh Babu, Professor & HOD, CSE Dept	Member	
4	Mr.N.V.Sivarao, Assistant Professor, S & H Dept	Member	N.S.R
5	Mrs.N.Surekha, Associate Professor, EEE Dept	Member	
6	Mr.K.S.J.Prakash, Assistant Professor, ME Dept	Member	
7	Mrs. K.Venkata Ramama, Assistant Professor, CE Dept	Member	K.V.R
8	Mr.N.Tirumalesh, Assistant Professor, ECE Dept	Member	
9	Mr.G.Vasu, Assistant Professor, MBA Dept	Member	G.V
10	Mr.T.Eswariah, Assistant Professor, MCA Dept	Member	


Coordinator



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CIRCULAR

04/11/2016

This is to inform all the RTI Committee members that a meeting has been scheduled on 05/11/2016. All the members are required to attend the meeting without fail.

VENUE: EEE HOD Chamber
Time: 02:00 P.M


Coordinator

Copy to:

- 1) PA to the Principal
- 2) All HODs
- 3) All Committee members



N. Tirumalesh

G. V. S.

T. D. S.

N. S. S.

G. S. S.

G. S. S.

M. S. S.

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MINUTES OF MEETING

15/07/2016

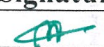




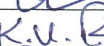
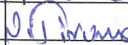



The meeting with committee members has been organized to discuss the following Agenda.

- 1) To discuss the functionalities of the cell and any more functions to be added.
- 2) To discuss the roles and responsibilities of the cell and any previous RTI Cases in the Institute.
- 3) Plan to organize one guest lecture by inviting eminent personality from Police/Judicial Departments to enable the students and staff to get benefitted by the RTI Cell.

Resolution:

- 1) Functions of the cell have been discussed and no changes suggested by the members.
- 2) Roles and responsibilities were defined.

Members present:

S.No	Faculty Name	Designation	Signature
1	Dr. L.Prasad, Principal	Chairman	
2	Dr. V.C.Jagan Mohan Reddy, Professor & HOD, EEE Dept	Coordinator	
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4	Mr.N.V.Sivarao, Assistant Professor, S & H Dept	Member	
5	Mrs.N.Surekha, Associate Professor, EEE Dept	Member	
6	Mr.K.S.J.Prakash, Assistant Professor, ME Dept	Member	
7	Msr. K.Venkata Ramama, Assistant Professor, CE Dept	Member	
8	Mr.N.Tirumalesh, Assistant Professor, ECE Dept	Member	
9	Mr.G.Vasu, Assistant Professor, MBA Dept	Member	
10	Mr.T.Eswariah, Assistant Professor, MCA Dept	Member	




Coordinator