





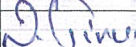
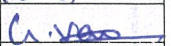




**RISE KRISHNA SAI PRAKASAM GROUP OF INSTITUTIONS:: ONGOLE**  
(Approved by AICTE-NEW DELHI, Affiliated to JNTUK KAKINADA)  
NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

Date: 08.10.2018

**CIRCULAR**

The Right to Information (RTI) Cell is constituted in the college with the following members for the academic Year 2018-2019.

S.No	Faculty Name	Designation	Contact No	Signature
1	Dr.A.V.Bhaskara Rao, Principal	Chairman	9966272111	
2	Dr.Y.Kusuma Latha, Professor & HOD, EEE Dept	Coordinator	9182214319	
3	Dr.K.Suresh Babu, Professor & HOD, CSE Dept	Member	7093383850	
4	Dr.K.Saroja Devi, Professor, S & H Dept	Member	9703785727	
5	Mr.M.Malleswar Rao, Assistant Professor, EEE Dept	Member	9052440319	
6	Mr.K.S.J.Prakash, Assistant Professor, ME Dept	Member	7981329048	
7	Mr. K.Kartheek Babu, Assistant Professor, CE Dept	Member	9966054997	
8	Mr.N.Tirumalesh, Associate Professor, ECE Dept	Member	9014583751	
9	Mr. G.Vasu, Assistant Professor, MBA Dept	Member	9848510555	
10	Mr. 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

PRINCIPAL  
RISE KRISHNA SAI PRAKASAM  
GROUP OF INSTITUTIONS  
VALLUR - ONGOLE.



**RISE KRISHNA SAI PRAKASAM GROUP OF INSTITUTIONS:: ONGOLE**  
(Approved by AICTE-NEW DELHI, Affiliated to JNTUK KAKINADA)  
NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

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**CIRCULAR**

17/07/2018

This is to inform all the RTI Committee members that a meeting has been scheduled on 18/07/2018. All the members are required to attend the meeting without fail.

**VENUE:** EEE HOD Chamber  
**Time:** 03:30 P.M

*Y.K.*  
Coordinator

Copy to:

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



*J. Tirumalaiah*  
*C. V. Rao*  
*T. B. Rao*  
*[Signature]*  
*[Signature]*  
*[Signature]*  
*[Signature]*  
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# RISE KRISHNA SAI PRAKASAM GROUP OF INSTITUTIONS:: ONGOLE

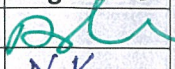
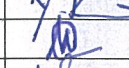
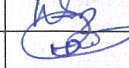
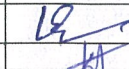
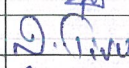
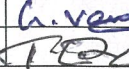


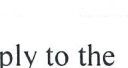

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NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

Date: 08.10.2018

## CIRCULAR

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4	Dr.K.Saroja Devi, Professor, S & H Dept	Member	9703785727	
5	Mr.M.Malleswar Rao, Assistant Professor, EEE Dept	Member	9052440319	
6	Mr.K.S.J.Prakash, Assistant Professor, ME Dept	Member	7981329048	
7	Mr. K.Kartheek Babu, Assistant Professor, CE Dept	Member	9966054997	
8	Mr.N.Tirumalesh, Associate Professor, ECE Dept	Member	9014583751	
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**Term: Once in a semester/6 months**

**Copy to:**

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



  
PRINCIPAL  
PRINCIPAL  
RISE KRISHNA SAI PRAKASAM  
GROUP OF INSTITUTIONS  
VALLUR - ONGOLE.

# RISE KRISHNA SAI PRAKASAM GROUP OF INSTITUTIONS:: ONGOLE

(Approved by AICTE-NEW DELHI, Affiliated to JNTUK KAKINADA)

NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

## MINUTES OF MEETING

18/07/2018

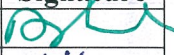
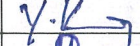
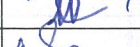

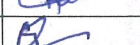
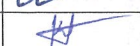

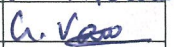


The meeting with committee members has been organized to discuss the following Agenda.

- 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.A.V.Bhaskara Rao, Principal	Chairman	
2	Dr.Y.Kusuma Latha, Professor & HOD, EEE Dept	Coordinator	
3	Dr.K.Suresh Babu, Professor & HOD, CSE Dept	Member	
4	Dr.K.Saroja Devi, Professor, S & H Dept	Member	
5	Mr.M.Malleswar Rao, Assistant Professor, EEE Dept	Member	
6	Mr.K.S.J.Prakash, Assistant Professor, ME Dept	Member	
7	Mr. K.Kartheek Babu, Assistant Professor, CE Dept	Member	
8	Mr.N.Tirumalesh, Associate Professor, ECE Dept	Member	
9	Mr. G.Vasu, Assistant Professor, MBA Dept	Member	
10	Mr. T.Eswariah, Assistant Professor, MCA Dept	Member	

  
Coordinator



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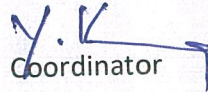
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**CIRCULAR**

06/11/2018

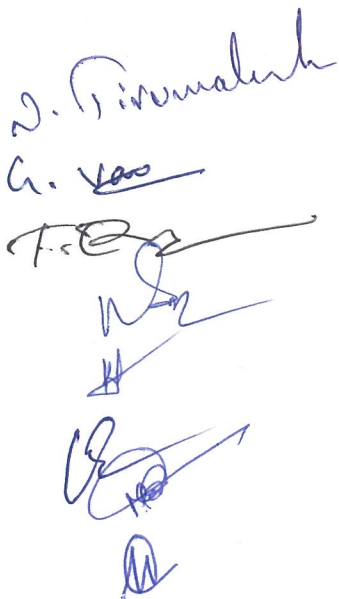
This is to inform all the RTI Committee members that a meeting has been scheduled on 07/11/2018. All the members are required to attend the meeting without fail.

**VENUE:** EEE HOD Chamber  
**Time:** 02:45 P.M

  
Coordinator

Copy to:

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





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## MINUTES OF MEETING

07/11/2018



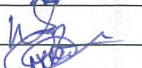
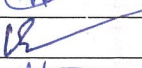
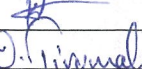
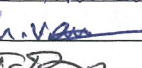




The meeting with committee members has been organized to discuss the following Agenda.

- 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.A.V.Bhaskara Rao, Principal	Chairman	
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9	Mr. G.Vasu, Assistant Professor, MBA Dept	Member	
10	Mr. T.Eswariah, Assistant Professor, MCA Dept	Member	



  
Coordinator