



RISE KRISHNA SAI PRAKASAM GROUP OF INSTITUTIONS:: ONGOLE

(Approved by AICTE-NEW DELHI, Affiliated to JNTUK KAKINADA)
(An ISO 9001:2015 certified institute, NBA accredited for B.Tech. in ECE, EEE, CE and ME)
NH-16, Valluru,-523272, Ongole, Prakasam District, A.P

Date: 08.10.2021

CIRCULAR

The Right to Information (RTI) Cell is constituted in the college with the following members for the academic Year 2020-2021.

S.No	Faculty Name	Designation	Contact No	Signature
1	Dr.A.V.Bhaskara Rao, Principal	Chairman	9966272111	
2	Dr.J.Uday Bhaskar, Professor & HOD, EEE Dept	Coordinator	8555054468	
3	Dr.K.Suresh Babu, Professor & HOD, CSE Dept	Member	7093383850	
4	Dr.K.Saroja Devi, Professor, S & H Dept	Member	9703785727	
5	Sri P.Sanathi Kumar, Associate Professor, EEE Dept	Member	9573626304	
6	Mr. Y. Venugopal, Associate Professor, ME Dept	Member	9849487827	
7	Mr.L.V.Nagaraja, Assistant Professor, CE Dept	Member	8074131868	
8	Ms.K.Vyshnavi, Assistant Professor, ECE Dept	Member	9491432819	
9	Sri G.Sekhar Babu, Assistant Professor, MBA Dept	Member	9052254234	
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

PRINCIPAL

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VALLUR - ONGOLE.**



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CIRCULAR

05/08/2020

This is to inform all the RTI Committee members that a meeting has been scheduled on 06/08/2020. All the members are required to attend the meeting without fail.

VENUE: EEE HOD Chamber
Time: 03:45 P.M

Judy Mark
Coordinator

Copy to:

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

Vishu
Ben
T.B.
W.S.
g.
D.





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MINUTES OF MEETING

06/08/2020

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.J.Uday Bhaskar, 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	Sri P.Santhi Kumar, Associate Professor, EEE Dept	Member	
6	Mr. Y. Venugopal, Associate Professor, ME Dept	Member	
7	Mr.L.V.Nagaraja, Assistant Professor, CE Dept	Member	
8	Ms.K.Vyshnavi, Assistant Professor, ECE Dept	Member	
9	Sri G.Sekhar Babu, Assistant Professor, MBA Dept	Member	
10	Sri T.Eswariah, Assistant Professor, MCA Dept	Member	



Coordinator



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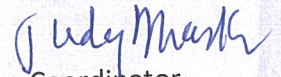
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CIRCULAR

07/12/2020

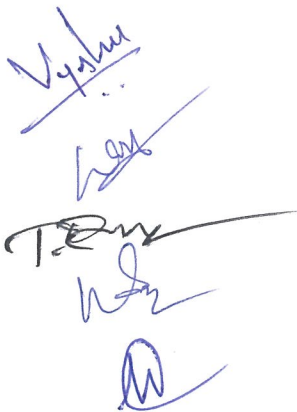
This is to inform all the RTI Committee members that a meeting has been scheduled on 08/12/2020. All the members are required to attend the meeting without fail.

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

08/12/2020

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:

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Coordinator

