



# CHADALAWADA RAMANAMMA ENGINEERING COLLEGE

(UGC-Autonomous)

(Approved by AICTE, Affiliated to JNTUA, Recognized by UGC, State Govt. of AP)

(Accredited by NAAC with 'A' Grade, NBA – 2011-12, ISO 9001-2015 Certified)

Chadalawada Nagar (P), Renigunta Road, Tirupati, Chittoor (Dist.) – 517506, AP, INDIA

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## Important Circular

03-11-2022

The following committees with the faculty members are formed for the academic year 2022-23. All the co-ordinators & members are required to note the same and ensure that the committees function effectively.

S.NO	Name of the Committee/Cell	Members	To be coordinated by
1	Anti – Ragging Committee	Dr.Bhaskar Patel Dr.P.Ramesh Kumar Dr.M.Madhu Sekhar Dr.A.Rama Mohan Reddy Dr.J.Srinu Naick Dr.P.Krishna Murthy Mr. G. Nikhil Ms. J. Manasa Mr. P. Kiran Raja Mr. A.V. Anirudh Mr. Arava Poorna Chandu Kumar Mr. Kayathanapally Vamshi	Dr.M.Madhu Sekhar
2	SC/ST Grievance Committee	Dr.Bhaskar Patel Dr.J.Srinu Naick Mr.G.Seshadri Sekhar Mr. M. Govind Naik Mrs.M.Anitha Dr.K.Prasanthi Mr.D.Tirupathiah	Dr.J.Srinu Naick
3	Complaints cum redressal committee	Dr.Bhaskar Patel Mrs. S. Shafivun Mr.D.Tirupathiah Dr. Sekhar	Dr. M. Madhu Sekhar

  
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		Mr. M. Adisheshaiah Mr. Md. Rafi Dr. G. Anupama Mr.P.Nagaraj	
4	Woman Protection committee/Internal complaint committee	Dr.Bhaskar Patel Dr.M.Neeraja Mrs. T. Nishkala Dr.M.Vijaya Laxmi Dr.K.Sailaja Mrs.B.Jyothirmai Mrs.M.Sri Lakshmi Preethi Mrs. G. Subhashini Dr.K.S.Deepa Rani Mrs. J. Sarada Mrs. C. Sakunthala	Dr.M.Neeraja
5	Intellectual Property Rights Cell	Dr.Bhaskar Patel Dr.A.Rajani Dr.N.Giri Babu Mr.M.C.V.Suresh Dr.N.Vikram Mr.K.Kiran Kumar Rao	Dr. A.Rajani
6	Institute Innovation Cell	Dr.Bhaskar Patel Dr.A.Balamanikandan Dr. G. Anupama Dr.C.Jagadeeswar Reddy Dr.S.Thulasee Krishna Mr. T. Suman	Dr.S.M.Jameel Basha (Innovation Lab)
7	IQAC (Internal Quality Assurance Cell)	Dr.Bhaskar Patel Dr.S.M.Jameel Basha Dr.S.Thulasee Krishna Mr.V.Chengal Reddy Dr.M.Neeraja Dr.T.Chengaiiah	All Coordinators
8	Industry Institute Interaction Cell (IIIC)	Dr.Bhaskar Patel Dr.A.Balamanikandan Dr. G. Anupama Dr.C.Jagadeeswar Reddy Dr.S.Thulasee Krishna Mr. T. Suman	Mr. T. Suman
9	Entrepreneurship Cell	Dr.N.Giri Babu Dr.J.Narendra Babu Dr.N.Vikram	Dr.N.Giri Babu

		Mr.M.C.V.Suresh Mrs. T. Nishkala	
10	Website/Media Committee	Dr.J.Narendra Babu Mr.V.Chengal Reddy Mr.M.C.V.Suresh Mr. T. Suman Mr.V.Hanumantha Rao Dr.K.Vijaya Bhaskar Dr.B. Partha Sarathy Naidu	Dr.J.Narendra Babu
11	Library Committee	Mr. N. Srinivasulu Mrs.A.Satya Prabha Mr.R.Adikesavulu Mrs.A.Kusuma Kumari Mr.K.Nagendra Rao Dr.C.Viswanatha Vachaspati Dr.K.Prasanthi Mr.K.Mohan Kumar	Mr. N. Srinivasulu
12	Training and Placement Cell	Dr.V.Rajinikanth Mr. T. Suman Mr.J.Vishnu Vardhan Yadav Mr.M. Ram Kumar Mr.K.S.Aravindh Mr.D.Rajesh Sharma Mr.S.Srinivasan	Dr.V.Rajinikanth/ Mr. T. Suman
13	Examination Section	Dr. P. Ramesh Kumar Dr. A. Pulla Reddy	Dr. P. Ramesh Kumar
14	Student Counsellor Committee	Dr.Bhaskar Patel Dr.A.Rama Mohan Reddy Dr.J.Srinu Naick Dr.P.Krishna Murthy Dr.S.M.Jameel Basha Dr.N.Giri Babu Dr.M.Madhu Sekhar Dr.K.Sailaja	Dr.K.Sailaja
15	Research and Development Cell	Dr.A.Rama Mohan Reddy Dr. P. Ramesh Kumar Dr.K.V.R.B.Prasad Dr.N.Vikram Dr.P.Krishna Murthy Dr.CH.Santaiah Dr.K.Vijaya Bhaskar	Dr.A.Rama Mohan Reddy

  
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		<b>Dr. G. Anupama Dr. K. Saritha</b>	
<b>16</b>	<b>NSS</b>	<b>Mr.V.Chengal Reddy Dr.A.Balamanikandan Mr.M.C.V.Suresh Mr.K.Nagendra Rao Mr.A.Rushi Kesava Mr.S.Sai Kumar</b>	<b>Mr.V.Chengal Reddy</b>
<b>17</b>	<b>MOOCS Monitoring Committee</b>	<b>Mr.M.C.V.Suresh Mr. K. Ankaiah Mr.S.Ali Asgar Dr.CH.Santaiah Dr.T.Chengaiyah Mr.B.Dhananjaya Mrs.J.Sarada Mrs. R. Jhansi Rani</b>	<b>Dr.CH.Santaiah</b>
<b>18</b>	<b>Gate Club</b>	<b>Mr.M.C.V.Suresh Mr. K. Ankaiah Mr.S.Ali Asgar Dr.CH.Santaiah Dr.T.Chengaiyah Mr.B.Dhananjaya Mrs.J.Sarada Mrs. Sai Keerthi</b>	<b>Mr.S.Ali Asgar</b>

**Issued for compliance.**



*B. Suresh*  
**Director**

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Chadalawada Ramanamma Engineering College  
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**CC:**

- 1. Chairman Sir for information**
- 2. Dean (Aca)/HODS for information & intimation to all the co-ordinators & members.**
- 3. File.**

*B. Suresh*  
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**CHADALAWADA RAMANAMMA ENGINEERING COLLEGE: TIRUPATI  
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(Affiliated to Jawaharlal Nehru Technological University Anantapur, Ananthapuramu)

**Code of Conduct & Regulations of the Institute**

1. All students admitted to the Institute and hostels are subject to the discipline and control of the Institute authorities. The students are required to adhere strictly to the rules and regulations.
2. Every student shall carry his/her Identity Card and shall produce whenever asked for.
3. The student should adhere to the dress regulations prescribed by the Institute. i.e. for Boys -- a formal dress & for Girls -- salwar suit. Sleeveless dresses are not allowed.
4. Ragging is strictly prohibited. Any student found to have indulged in ragging will be summarily expelled from the Institute as per the rules stipulated by the Government.
5. The students are not authorized to organize meetings or join discussions on public matters.
6. Smoking, drinking alcohol and use of drugs are strictly prohibited.
7. The students are required to show due regard to the property of the Institute. Any student found guilty of defacing or damaging property like furniture, equipment, fixtures, books, building, vehicles, etc. of the Institute or of hostels is punishable and is liable for expulsion from the Institute.
8. No student should take law into his/her own hands whatever may be the circumstances. Any case of personal violence by a student on any other person will be viewed seriously and dealt with severely. The student should represent any difficulty through the Head of the department to the Principal and the decision of the Principal in these matters shall be final.

*B. Srinivas*

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9. The students shall behave in a disciplined manner and follow all the instructions issued by the Principal from time to time and shall not indulge in any act of indiscipline within or outside the premises of the Institute or Hostels that shall be unbecoming of a good student. Every student should endeavor to uphold the values, the good image of the Institute.
10. Every student should be punctual in attending the classes, tutorials, submission of assignments and mid-tests or otherwise they will lose marks proportionately.
11. Students are required to put up attendance of not less than 75%. Condonation of shortage of attendance will be granted only once during the course of 4 years.
12. Proper observation of Institute discipline, good conduct and participation in sports and games and other events will play an important role in recommending for the final University Examination or any special scholarship or for a job at the end of the course or for the award of a certificate at the time of leaving the Institute.
13. A student shall not be permitted to appear for the University Examination unless he/she has paid all his/her dues of the Institute/Hostel and his/her progress, conduct and attendance are found to be satisfactory.
14. The Institute authorities under no circumstances shall accept any liability in respect of an accident/suicide which a student may meet with or commit during his stay at the Institute or on an educational visit. The students are, therefore, cautioned to conduct themselves in a careful manner.
15. The Principal reserves the right to suspend, if any student fails to pay the Institute / Hostel dues in time and has a consistently poor performance.
16. The Principal reserves all the rights to delete, add or amend the rules and regulations as and when felt necessary.

17. The students will strictly abide by the various undertakings etc submitted by them from time to time.

#### **FOR THE HOSTELS**

1. Inmates of the Hostel should stay only in the rooms allotted to them by the Warden. They should not either interchange the rooms among themselves or shift to another room without the prior permission of the Warden.
2. Inmates of the Hostel should not entertain any guest or outsider in their rooms. If the parent of any student happens to visit and desires to stay in the hostel, the concerned student should inform the same to the Warden and take permission.
3. Inmates should not leave station without informing the Warden. They must observe the study hours from 9am onwards on all days. During the inspection visits of the Warden, if any student is found to be not present in his/her room, disciplinary action will be taken against him/her.
4. Timings: All the girls must be in the hostel by 6.00pm. Boys must be in the hostel by 7.00 pm and after 9.00 pm, they are permitted only by prior permission from the concerned warden/Sr. warden and by depositing their I-Card.
5. Hostellers who desire to go out on genuine reasons such as purchase of books, etc. should apply to the Warden in writing stating the purpose and the place of visit and obtain prior permission for going out.
6. Inmates are responsible for the furniture and other fittings (switch boards, lights, fans, etc.) provided to them. They are expected to check the above when they occupy the room. They are required to hand over all the above items in good condition when they vacate the Hostel. Cost of damages, if any or losses of the above will be recovered from them.
7. Inmates should not use electrical appliances such as heaters, table fans, rechargeable lamps, irons etc.



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8. Hostellers should not disfigure surface of walls, doors and windows by writing or pasting posters, calendars, etc. If any person violates the rules he/she is liable for expulsion from the Hostel.
9. Boarders of the Mess should observe decency and decorum in the dining hall both in dress and in table manners.
10. Boarders should observe the mess timings as notified from time to time by the Warden.
11. Guests will not be allowed on credit basis.
12. Extra food items to the maximum extent of Rs. 50/- per month will be allowed to any boarder provided he/she does not have arrears. Extras will be permitted only if the required items are available in surplus.
13. Residents who are involved in any act of indiscipline either in the dining hall or in the rooms or outside the Hostel will be liable for expulsion or rustication from the Hostel as decided by the authorities.
14. Students expelled from the Hostels will not get any refund of room rent or the deposit.
15. Students entering into the campus after consuming intoxicants will be liable for serious punishment.
16. Hostellers should vacate and handover the furniture and fittings in the rooms in good condition at the time of leaving the Hostel for summer vacation.
17. Students, who are granted condonation of attendance, will not be entitled for hostel accommodation.
18. The boarders of mess are not supposed to carry the food to their rooms from the mess without prior permission from warden/sr. warden.

All the inmates are expected to strictly adhere to the above rules and regulations or otherwise, they will be liable for disciplinary action as decided by the Hostel Management.



## FOR THE LIBRARY

1. Library is open from 9am to 6.30 pm, with one hour lunch break on all days.
2. All the students should enroll as members to borrow books from the Library.  
Each member can borrow three books.
3. Reference books and Encyclopedias will not be issued.
4. Books will be issued for duration of 15 days.
5. Books which are returned can be re-issued immediately to the same borrower.
6. Fine@0.50 rupee per day per book will be charged if a book is not returned on the due date.
7. If a book is lost or torn of, an amount equal to the cost of the book plus will be recovered from the borrower.
8. For reservation of books, applications are to be given to the Library Assistant.
9. Students are not allowed to carry their own text books/guides inside the Library.
10. A special Book Bank facility is available for the SC/ST students.
11. The student may keep the books for one semester and should return to the Library after the completion of University exams.
12. Using mobile phones in the library is strictly prohibited and if found using the same, mobile phones shall be confiscated.
13. Whispering, murmuring and discussing in the reading area is strictly prohibited.
14. The Library is under the CCTV surveillance.
15. Kindly leave the books on the reading tables only after using them.
16. Photo copying facility is available in the library.
17. E-Journals are subscribed by the library in the interest of students and faculty members.



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