



**VELAGAPUDI RAMAKRISHNA
SIDDHARTHA ENGINEERING COLLEGE**

DEEMED TO BE UNIVERSITY

(Under Section 3 of UGC Act, 1956)

Kanuru, Vijayawada - 520 007, AP. www.vrsiddhartha.ac.in

(Sponsored by Siddhartha Academy of General & Technical Education)

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VRSEC/Registrar's Office/2024

Date: 06-12-2024

O. C. No.

Dr. M. Ravichand, M. A., M. Phil., Ph. D.

REGISTRAR

PROCEEDINGS OF THE REGISTRAR

Subject: Nomination of Administrative Manual Committee

As per the directions of the Hon'ble Vice Chancellor, the following members have been nominated to form Administrative Manual Committee.

The Administrative Manual Committee is responsible for drafting, revising, and updating comprehensive policies and procedures that govern the institution's operations in alignment with statutory and regulatory frameworks. It ensures consistency, transparency, and efficiency in administrative processes by establishing guidelines for various departments and monitoring their implementation.

Administrative Manual Committee:

S. No.	Chapter	Name & Designation
1)	Governance	Dr. D. Sridevi Assistant Professor, English
2)	Admissions	Dr. M. V. D. N. S. Madhavi Assistant Professor, Mathematics
3)	Finance Operations	Dr. K. Raghuvier Sr. Assistant Professor, MBA
4)	Examination and Evaluation	Dr. P. V. R. L. Narasimham Dean, Examinations & Evaluation
5)	Research & Consultancy	Dr. M. Suneetha Dean, Research, Technology Development & IQAC
6)	Human Resources	Dr. G. Pavani Assistant Professor, English
7)	Student Services	Dr. D. Rajani Assistant Professor, Mathematics

We appreciate your dedication and look forward to your continued cooperation in upholding the university's standards.

M. Ravichand

Registrar
V.R.Siddhartha Engineering College
DEEMED TO BE UNIVERSITY
VIJAYAWADA-520 007

To:

All Members

Copy To:

Vice Chancellor; Pro Vice Chancellor,

Director & All Deans;

All HoDs; Library, & Physical Director

Registrar's Office for Records