

SONTYAM, ANANDAPURAM, Visakhapatnam-531173

NSRIT/CIR/Staff/2019-20/080

Date: 15-04-2019

CIRCULAR

STOCK VERIFICATION COMMITTEE 2018-19

The following committee is constituted for stock verification for various departments. The members of each committee shown below will carry out physical stock verification of the department shown against their names and submit the report as per the format attached herewith.

The stock verification will be carried out during the period from 15.04.2019 to 20.04.2019. Each team coordinator has to submit the report along with the certificate to the Principal on or before 22.04.2019

The report should clearly bring out the following:

1. Items not in working conditions
2. Items broken
3. Items transferred to other departments with transfer voucher
4. Items physically missing
5. Items recommended for condemnation

S.No.	Inspecting Department	Department to be Inspected
1	S&H	MBA
2	EEE	CSE
3	CE	ECE
4	ECE	ME
5	ME	EEE
6	CSE	CE
7	MBA	S&H
8	EXCLUSIVE TEAM	LIBRARY, ASSET VERIFICATION

1. S&H COMMITTEE

- | | |
|-------------------------|-------------|
| ➤ Dr. B.Shyam Kumar | COORDINATOR |
| ➤ Mrs. E.Madhavi | Member |
| ➤ Mr. B.K.Maheswara Rao | Member |
| ➤ Mr. B.Kumara Naidu | Member |

2. EEE COMMITTEE

- | | |
|---------------------------|-------------|
| ➤ Mr. B.V.Veeranjanyulu | COORDINATOR |
| ➤ Mr. A.Yellaji | Member |
| ➤ Mr. K.M.M.Tarakesh | Member |
| ➤ Mr.R.S.R.Krishnam Naidu | Member |

3. MBA COMMITTEE

- Mrs. A.Madhavi Latha COORIDNATOR
- Mr.M.Rajesh Member
- Mr.D.Madhuri Member
- Mr.T.Naga Lakshmi Member

4. ECE COMMITTEE

- Mrs. M.V.S.Roja Ramani COORIDNATOR
- Mrs.K.V.E.Sarojini Member
- Mrs.U.Sadhana Member
- Mr.D.Rahul Member

5. MECHANICAL COMMITTEE

- Mr.P.V.S.Murali Krishna COORIDNATOR
- Mr.B.Ramanjaneyulu Member
- Mr. K.Ram Prasad Member
- Mr.K.V.Chandra Mohan Member

6. CSE COMMITTEE

- Dr.K.Madhavi COORIDNATOR
- Mr.G.Srinivasa Rao Member
- Mrs.P.Kavya Member
- Mr.P.V.S.Prabhakar Member

7. CE COMMITTEE

- Mrs.S.Pavani COORIDNATOR
- Ms.P.Lavanya Member
- Ms.G.Santoshi Kumari Member
- Mr. B.Hara Gopal Member

8. EXCLUSIVE TEAM

- Mr.V.Lakshminarayana COORIDNATOR
- Mr. N.Naga Raju Member,ME
- Mr. N.Kishore Kumar Member,ME
- Mr. B.Ramireddy Member,EEE
- Mr. K.Santhosh Reddy Member,EEE
- Mr.T.Sivasmaran Member,CSE
- Mr. K.Uday Shankar Member,CSE
- Mrs. M.V.L.Sasikala Member,S&H
- Mr. A.Anil Member,CE
- Mr.K.Jaya Ram Member,ECE

CO-ORDINATOR

Copy to:

1. **Secretary** – for information
2. **Correspondent:** for information
3. **A.O.:** for information
4. **All HODs – CE/EEE/ME/ECE/CSE/S&H/MBA/DIP/IQAC/OIE/LIB:** for information.

HoDs:

S&H	CIVIL	EEE	ME	ECE	CSE	DME	DEEE	DIP INCH.	MBA



PRINCIPAL

Dr. V. VAMSIDHAR
PRINCIPAL
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