

**SR&BGNR GOVERNMENT ARTS AND SCIENCE COLLEGE
(AUTONOMOUS)
KHAMMAM - TELANGANA**



*Annual Quality Assurance Report Of the IQAC for the year
2015-16*

**SUBMITTED TO
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India*

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution

SR&BGNR Government Arts and Science College (Autonomous)

1.2 Address Line 1

Near NTR circle

Address Line 2

Yellandu road

City/Town

KHAMMAM

State

TELANGANA

Pin Code

507002

Institution e-mail address

Srbgnrgdckhammam1956@gmail.com

Contact Nos.

9948076876

Name of the Head of the Institution:

Dr. U. Veerabhadraiah

Tel. No. with STD Code:

08742-228257

Mobile:

9948076876

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺	-	2003	Five years
2	2 nd Cycle	B	2.52	2011	Five years
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

2015-16

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR _____ (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

KAKATIYA UNIVERSITY,
WARANGAL.

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University

University with Potential for Excellence

--

UGC-CPE

DST Star Scheme

--

UGC-CE

UGC-Special Assistance Programme

--

DST-FIST

--

UGC-Innovative PG programmes

--

Any other (Specify)

Identified
college by
the Govt of
Telangana.

UGC-COP Programmes

yes

2. IQAC Composition and Activities

2.1 No. of Teachers

08

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

--

2.4 No. of Management representatives

--

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

--

2.9 Total No. of members

12

2.10 No. of IQAC meetings held 08

2.11 No. of meetings with various stakeholders: No. Faculty
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

1. Orientation on Autonomous status to I year students.
2. Orientation programme to the faculty, regarding procedure for conducting National seminars and applying Minor/Major research projects.

2.14 Significant Activities and contributions made by IQAC

- ✓ Orientation for the first year students on Autonomous system.
- ✓ Implementation of curricular flexibility up to 15% in the syllabi of affiliated university.
- ✓ Research Committee Initiatives on Research, Minor / Major Research Projects and conduct of seminars at various levels.
- ✓ Internal Academic Audit by IQAC.

IQAC action plan for the year 2016-17-Annexure-II

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<p>Curricular Aspects:-</p> <ul style="list-style-type: none"> ➤ To monitor various Curricular & Co-Curricular activities of all departments. ➤ Implementation of Semester system in view of Autonomous status. ➤ To conduct coaching classes for entrance examinations for PG courses in service for the benefit of the final year students. ➤ Proposed to include additional inputs & field work activities in all subjects. ➤ To improve ICT teaching enabled teaching methods. ➤ Strengthening of Women Empowerment Cell <p>Research:</p> <ul style="list-style-type: none"> ➤ To conduct an Inter National Seminar. ➤ To encourage students and faculty to participate and present papers at National Seminar & Conferences. ➤ To Initiate Quality Improvement measures. <p>Infrastructure:-</p> <ul style="list-style-type: none"> ➤ Construction of New class rooms. ➤ Purchase of Journals / Reference Books ➤ Purchase of Computer Software and Installation of Anti-Virus software. 	<ul style="list-style-type: none"> ➤ Internal Academic Audit was Conducted to monitor curricular and Co-curricular activities. ➤ I and II semesters were completed successfully. ➤ Dept of Chemistry, Physics and Telugu conducted coaching classes for entrance into PG courses of various universities. ➤ Student study projects, field works and study tours were conducted by most of the departments. ➤ ICT enabled Teaching Methods were followed. ➤ LCD Projector, Computer Printers & Systems were installed in e-class rooms. ➤ International conference on SCIENCE AND ENGINEERING OF MATERIALS FOR FUTURE NEEDS was conducted by dept/. of Physics. ➤ Student interactions with resource persons were encouraged to create interest in basic sciences research. ➤ Construction of class rooms was initiated with the aid of RUSA. ➤ New toilets for girl students were constructed.

* Attached the Academic Calendar of the year 2015-16 as Annexure I.

2.15 Whether the AQAR was placed in statutory body Yes

Management Yes Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	06	---	--	--
UG	16	01	07	
PG Diploma	--	--	----	--
Advanced Diploma	--	--	--	--
Diploma	--	---	--	--
Certificate	--	---	--	01
Others	--	--	--	--
Total	22	01	07	01

Interdisciplinary	Nil	--	--	--
Innovative	Nil	--	----	--

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

Core curriculum with non Autonomous and core curriculum with Autonomous.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	PG and I degree(Autonomous)
Trimester	nil
Annual	II and III Degree (Non Autonomous)

1.3 Feedback from stakeholders* *(On all aspects)*

Alumni Parents Employers Students

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes. Department of Commerce, Physics and Microbiology made changes suitable to the present day students in the disciplines.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
49	45	04	--	--

2.2 No. of permanent faculty with Ph.D.

15

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
--	11	--	--	---	--	--	--	00	11

2.4 No. of Guest and Visiting faculty and Temporary faculty

02 -- ---

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	09	11	--
Presented papers	11	11	--
Resource Persons	01	01	--

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Student centred learning tools like class seminars, field studies, Group discussions and study projects were conducted.

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding,

SPRS (student performance and review system) software has been installed in the examination branch.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

03	---	
----	-----	--

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	131	01	55	08	39	78.62
B.Sc	101	11	22	09	02	42.36
B.Com	70	01	11	11	05	40

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- Internal audit is being conducted.
- Motivating the faculty to pursue Ph.D programme and other research Initiatives.
- Obtaining feedback from the students.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	01
HRD programmes	--
Orientation programmes	02
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	45
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	21	21	01	09
Technical Staff	01	Nil	--	--

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Research committee encourages the entire faculty to present papers at National Seminars / Symposia etc.
- IQAC conducted work shop on how to prepare proposals for conducting national and International seminars and conferences.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	--	--	02
Outlay in Rs. Lakhs	20.25 Lakhs	--	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01	--	--
Outlay in Rs. Lakhs	1.45 Lakhs	2.5 Lakhs	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	--	--
Non-Peer Review Journals	--	--	--
e-Journals	02	2	--
Conference proceedings	08	3	--

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2012-16	UGC	12,25000	875000
Minor Projects	2013-15	UGC	140000	95000
	2015-17	UGC	250000	180000
Interdisciplinary Projects	--	--	---	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other(Specify)	--	--	--	---
Total			16,15000	11,50000

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from - NA

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

Level	International	National	State	University	College
Number	01	--	--	--	--
Sponsoring agencies	UGC&MNRE				

3.11 No. of conferences organized by the Institution

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	
International	Applied	Nil
	Granted	
Commercialised	Applied	Nil
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
 Of the institute in the year

Total	International	National	State	University	Dist	College
01	--	--	01	--	--	--

3.18 No. of faculty from the Institution
 who are Ph. D. Guides
 and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level	02	State level	1
National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:

University level	08	State level	-
National level	02	International level	--

3.25 No. of Extension activities organized

University forum	--	College forum	--
NCC	08	NSS	04
		Any other	--

3.26. Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Swachha Bharat-Swachha Telangana programme on every fourth Saturday.
2. Communal harmony and social responsibility week conducted by Dept of Library science.
3. Rallies on national education day, world AIDS day etc.,
4. Conducting science exhibitions for school children in collaboration with heavy water plant manuguru.
5. NSS Special camps were conducted.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	30 acres	--	--	30 acres
Class rooms	32	--	--	32
Laboratories	26	--	--	26
Seminar Halls	02	--	--	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	00	00	--	00
Value of the equipment purchased during the year (Rs. in Lakhs)	00	00	--	00
Others	--	--	--	--

4.2 Computerization of administration and library

- | |
|--|
| <p>1. Computerization of administrative section, Automation of library and special software for autonomous examination branch.</p> <p>2. Bio metric attendance to teaching and non teaching staff.</p> |
|--|

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	49536	530000	--	--	49536	530000
Reference Books	4000	320000	--	--	4000	320000
e-Books	Enlist	6500	--	--	Enlist	6500
Journals	20	18000	--	--	20	18000
e-Journals	Enlist	6500	--	--	Enlist	6500
Digital Database	NA	NA	--	---	NA	NA
CD & Video	150	1500	50	500	200	2000
Others (specify) Magazines	05	3500	03	1500	08	5000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	105	70	00	00	35	01	10	00
Added	04	00	00	00	00	03	00	02
Total	109	70	00	00	35	04	10	02

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Internet access to most of the departmental computers.
--

4.6 Amount spent on maintenance in lakhs :

i) ICT	95000
ii) Campus Infrastructure and facilities	120000
iii) Equipments (JIM)	990015
iv) Others	25000
Total :	23, 10,015.

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ❖ Ward counseling, Grievance Redressing cell and Women Empowerment Cell bring awareness about student support services.
- ❖ IQAC monitors Action-Plan of various student support services like Career Guidance and girl student welfare committee.

5.2 Efforts made by the institution for tracking the progression

- ❖ Student Progression Register maintained at Department & Institution Level.
- ❖ Continuous Assessment through Evaluation of Unit tests, Quarterly, Half-Early and Pre-Final Examinations.
- ❖ Conversion of Annual examination system to semester system from 2015-16.
- ❖ Through Academic and Administrative Committees constituted.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1833	395	-0-	-0-

(b) No. of students outside the state

05

(c) No. of international students

00

	Men			Women	
	No	%		No	%
	1710	76.75		525	23.56

Last Year					This Year						
General	SC	ST	O BC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
15	411	833	458	25	1742	52	587	879	678	07	2228

Demand ratio : 1:1

Dropout % : 15.5%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Coaching and guidance to various competitive examinations was given by providing study material and Bit bank.
- Weekly two Coaching classes were taken for P.G Entrance examinations.

No. of students beneficiaries

210

5.5 No. of students qualified in these examinations--05

NET	1	SET/SLET	--	GATE	--	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	01	Others	03

5.6 Details of student counselling and career guidance

- Offers guidance and counseling to Competitive Examinations.
- Various JOB and Entrance examinations notifications were displayed on notice boards placed in the college campus.
- Conduct of placement drives by JKC.

No. of students benefitted 250

5.7 Details of campus placement

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>	
	Number of Students Participated	Number of Students Placed	Number of Students Placed	Number of Students Placed
15	200	20	232	

5.8 Details of gender sensitization programmes

- Programmes like -**Power of women** along with organizations like Science Kalajatha.
- Conducted Health awareness programs for girl students about Health, hygiene and Nutrition.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level 90 National level 25 International level 1

5.9.2 No. of students participated in cultural events

State/ University level 50 National level -- International level --

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level 15 National level 5 International level nil

Cultural: State/ University level 06 National level -- International level --

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	02	2000
Financial support from government	878	161217732
Financial support from other sources (CPDC)	03	3000
Number of students who received International/ National recognitions	00	00

5.11 Student organised / initiatives --Nil.

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: __05._____

Criterion – VI

6. Governance, Leadership and Management

6.1. State the Vision and Mission of the institution.

VISION:

- ❖ To produce autonomous learners who are self-reliant, independent and confident.
- ❖ To impart qualitative education that would mould quality individuals and quality citizens.
- ❖ To impart lasting values coupled with global skills in the young students who would, in turn serve the nation.

MISSION:

- ❖ To provide value based, need based courses in tune with the changing global scenario and market demands.
- ❖ To bring out the latent talents of young students in co-curricular and extra-curricular aspects.
- ❖ To hone the Communication and behavioural skills of the students for their all round personality development and to produce global citizens with multiple skills.
- ❖ To impart job-oriented soft skills through rigorous training in the campus and make them Industry ready.

6.2 Does the Institution has a management Information System – NO.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Semester system introduced from the academic year 2015-16 onwards.
- Every semester contains two internals examinations as a part of continuous assessment.
- BOS of the college decided to bring reforms in syllabi.
- New B. Sc (MCCs) course with combination of Maths, chemistry and computer science was started as restructured self finance course.

6.3.2 Teaching and Learning

- Student Study Projects & Field visits in all Subjects.
- Video lessons through MANA TV telecasted in all subjects.

6.3.3 Examination and Evaluation

- Semester end examination with continuous assessment by two internals for each semester. For any degree there are 6 semesters with yearend practical examinations.
- 20% of marks allotted for internal evaluation and 80% of marks for external semester end examinations.
- Intensive Examination Preparatory Programme (IEPP) was followed for better academic results.
- Practicals introduced in History Examination for II and III year B.A.
- Peer evaluation of students through Slip tests / Assignments etc.

6.3.4 Research and Development

- One International conference was conducted by the Dept of Physics and conference proceedings were published with ISBN number 978-1-329-77498-8.
- 2major and one minor research projects were completed, one minor project is ongoing.
- 17 Research publications were obtained from the institution.
- 20 faculty participated in International and national seminars and 22 papers were presented.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Journals and N-List were subscribed.
- Up scaling of existing network and Internet, ICT Infrastructure like LCD Projector procured.
- JIM facilities are upgraded by latest equipment.

6.3.6 Human Resource Management

- Constitution of Institution level Academic & Administrative Committees consisting of faculty administrative staff and students.
- Ward Counseling for every 30 students.
- The JKC Coordinator acts as a placement training officer and making arrangements for training and counselling the students.

6.3.7 Faculty and Staff recruitment

- Faculty & Staff (Teaching & Non-Teaching) are recruited by Government of Telangana .
- 01 Permanent Administrative staff and 02-Guest Faculty were recruited in the academic year 2015-16.

6.3.8 Industry Interaction / Collaboration

- Department of Zoology has MOU with Local diagnostic centre for pathology investments.

6.3.9

- Admissions conducted by admission committee.
- Constitution of admission helpline centre for admission process and courses offered.
- Brochure/ Hand book / Prospectus updated about offering courses and facilities at college.

6.4 Welfare schemes for

Teaching	Nil
Non teaching	Nil
Students	Scholarships

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes No

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	CCE	YES	IQAC
Administrative	YES	AG	No	No

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No N

For PG Programmes Yes No N

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Online payment of Examination fees, Issues of Hall Tickets for non autonomous II and III year students.
- Semester system introduced from 2015-16 onwards.
- Special software installed for semester end examination system.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Autonomous status sanctioned during the year 2015-16.

6.11 Activities and support from the Alumni Association

- Continuation of Donor Prizes and Gold medals to Merit students by Alumni.
- Cash contributions by CPDC members.
- Books donated to library by faculty and Alumni.

6.12 Activities and support from the Parent – Teacher Association

- Conduct parent teacher meetings to improve Attendance and Result.

6.13 Development programmes for support staff

- Basics and application of File running programme for office staff was conducted.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Growing of Saplings and distributed during Haritha haram.
- No plastic campaigns by ECO club.
- Maintenance of Ethanobotanical garden by department of Botany.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Intensive examination preparatory program.
- Autonomous status to the Institution.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Annexure-I

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Annexure-III

**Provide the details in annexure (annexure need to be numbered as i, ii, iii)*

7.4 Contribution to environmental awareness / protection

- NSS KU Warangal and DR.M.C.H.R.D Institute jointly organised One day Training Program on Bio diversity & environment Education.

7.5 Whether environmental audit was conducted? NO

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOT Analysis:-

The data that was used for SWOT analysis was taken from all stakeholders of the institution by feed back from students, parents, Alumni, industry and recruiting agencies.

Strengths:-

- ✓ Autonomous status to the institution.
- ✓ Well qualified and experienced faculty
- ✓ Sufficient number of class rooms 90.796 acres of campus area.
- ✓ 07 Restructured UG Courses and 06 Self Financed PG courses.
- ✓ Well equipped laboratories.
- ✓ Add on Certificate Courses.
- ✓ JKC and ELL Labs.
- ✓ Faculty with Minor / Major Research Projects
- ✓ Safe drinking water, water purification plant (R.O)

- ✓ Co-operative stores and canteen in the campus
- ✓ Well maintained JIM facilities available in indoor stadium.
- ✓ On campus open University Study Centre (DRBRAOU)

Weaknesses:-

- Conventional Learning Resources.
- No Major linkages with industry.
- Lack of student exchange programs due to policy matters
- Lack of in campus hostel facilities for girls

- Lack of Wi-Fi, Centralized Computer Services.

- First generation learners and vernacular medium students.

Opportunities:-

- ✓ Institution has potential for NAAC A Grade.
- ✓ Potential for producing national and International sports men.
- ✓ Potential for establish interdisciplinary courses at U.G level.
- ✓ Institute has potential for wide range of research activities with the aid of sufficient financial support.
- ✓ The institution has the potential for introducing CBCS in U.G courses.

Threats/ Challenges

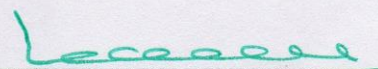
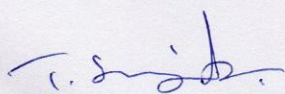
- To mould the first generation learners with rural background.
- Fluency in English communication is yet to gain momentum
- Suitability of the existing courses for future needs of fast growing and globalization trends of world.

8. Plans of institution for next year:

- Introduction of CBCS for the next year i.e.2016-17.
- Introduce Skill based certificate courses.
- To start PG courses in Zoology and Political science.
- To provide Internet access to all the departments.
- Establishment of E- Class room.

Name Dr. T. Sujatha

Name Dr. U. Veerabhadraiah



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

PRINCIPAL
S.R. & B.G.N.R. Govt. Arts &
Science College (NAAC-B)
KHAMMAM.

COLLEGE ACADEMIC PLAN-2015-16**Action Taken Report (ATR)**

Month	Week	Tentative dates	Proposed activity	Name of the department responsible.	Remarks	
June	1	2-6-15	Telangana state formation day	All Departments	Conducted	
			Advertisement for Admissions Sale of Applications & Registrations.		Conducted	
		5-6-15	World environment Day	All Departments	Conducted	
	2	14-6-15	World blood donors day	Red ribbon club	Conducted	
		19-6-15	Awareness program on sickle cell Anemia	Department of Zoology	Conducted	
	3	20-6-15	International yoga day	All Departments	Conducted	
			Constitution of various Academic and Administrative Committees for 2015-16.		Conducted	
	4	28-6-15	Swachha Bharat- SwachhaTelangana.	All Departments	Conducted	
			Staff Council meeting Preparation of Time-Table and Annual Academic Plan, Action Plan.		Conducted	
			Review of results, paper wise & group wise			
	July	1		IQAC council meeting	IQAC	Conducted
				Implementation of Autonomous system and commencement of Ist semester to I year students.		Implemente d.
			Constitution of BOS for all the departments in view of Autonomous status.		Constituted	
2.		10-7-15	Orientation for the first year students on Autonomous system.	Arts, Commerce and Science faculty in charges.	Conducted	
		14-7-15	DRC Meeting		Conducted	
3		15-7-15 to 23-7-15	Conduct of Quiz, Group discussions and student seminars.	All departments	Conducted	

			Enrolment of students into NSS/NCC/Sports/ Cultural Activities.	NSS/NCC Sports / Cultural Committees.	
	4	23-7-15	ManaTv Program	JKC	Conducted
			TelanganaHaritha haram	All Departments	Conducted
		26-7-15	Swachha Bharat-Swachhatelangana	All Departments	Conducted
		26-7-15 to 30-7-15	Conduct of BOS meetings to finalize the syllabi.	All departments.	Conducted
August	1		Staff meeting regarding Coverage of Syllabus as per Curricular Plan .		Conducted
		6-8-15	Prof Jaya Shankar jayanthi.	Staff and students	Conducted by Department of Telugu.
	2	11-8-15	Awareness program on Anti ragging	Women Empowerment cell	Conducted
		12-8-15	Placement drive	JKC	Conducted
	3	13-8-15	NSS Youth Festival	All NSS units	Conducted
		15-8-15	Independence Day Celebrations	All Departments	Conducted
		19-8-15	One day program on biodiversity Environment Education	NSS Units	Conducted
	4	22-8-15 to 28-8-15	Conduct of field trips/study tour.	All departments.	Conducted
		28-8-15	Telugu BhashaDinostavam.	Department of Telugu	Conducted
		30-8-15	Swachha Bharat-SwachhaTelangana	All Departments	Conducted
September	1	5-9-15	Teachers day celebrations	All Departments	Conducted
		8-9-15	International Literacy day	NSS/NCC	Conducted
		9-9-15	Kaloogijayanthi/ TelanganaBhashadinostavam.	Department of Telugu	Conducted
		10-9-15	World suicide prevention Day	NSS	Conducted
		7-9-15 to 14-9-15	Commencement of I st Internal examinations for the first year students.	Examination branch .	
	2	10-9-15 to 12-9-15	Science Exhibition	Department of Physics	Conducted
		11-9-15	Power of women-Science Kalajatha	Women Empowerment cell	Conducted
		14-9-15 to 19-9-15	Sports Meet	Department of Physical Education	Conducted
		22-9-15	ORI program	NSS	Conducted

		21-9-15 to 22-9-15	Hindi divas	Department of Hindi	Conducted
		24-9-15	NSS day	NSS	Conducted
		27-9-15	Swachha Bharat	All Departments	Conducted by all the department at their convenient date.
October					
	1	2-10-15	Gandhi Jayanthi and lalbhadrurjayanthi	All Departments	Conducted
			Implementation of remedial coaching for the students appearing for supplementary examinations.		Conducted
		12-10-15	Essay writing on RTI	NSS	Conducted
	3	22-10-15 to 24-10-15	Vigilance Awareness week on preventive vigilance as a tool for good governance.	NSS	Conducted
	4	30-10-15	India statue inauguration at college Entrance		
		31-10-15	National Integration Day	NSS and NCC	Conducted
	31-9-15	Eye Health awareness program and Generic medicine	Department of zoology and NSS	Conducted	
November	1	1-11-15 to 7-11-15	Commencement of II nd Internal examinations for the first year students.		Conducted
		9-11-15 to 14-11-15	Swachha Bharat and Swachha Telangana week	All Departments	
	2	11-10-15	National Education day	Department of Botany	Conducted
			Extension program	College	Conducted
		14-11-15	PanditJawaharlalJayanthi and world diabetes day	NSS students and staff	Conducted
	3	16-11-15	Hemoglobin estimation camp by clinical pathology	Dept of Zoology	Conducted
		17-11-15	Exhibition on Medicinal plants	Department of Botany	Conducted
		18-11-15	Commencement of I semester end Examinations for I year students	Examination Branch	Conducted
	4	24-11-15 to 28-11-15	Communal Harmony -college Social responsibility week	Department of Library science	Conducted
		27-11-15 and 28-11-15	Abhiruchi Day Essay writing Elocution	Department of Telugu Hindi and	Conducted

			Creative writing Painting	Microbiology		
December	1	1-12-15	AIDS Day Rally	NCC and NSS	Conducted	
		2-12-15	Commencement of OJT program (One month training)	JKC	Conducted	
		8-12-15	Yuvatharangam- District level cultural and sports competitions.		Conducted	
	2	10-12-15	Human rights Day	Political science dept.	Conducted	
		12-12-15 To 20-12-15	Parent Teacher Meeting and feed back from parents and students.	Ward counseling	Feed back taken.	
	3	15-12-15	State level Athletic meet	Department of physical education	Conducted	
		16-12-16	State level Yuvatharangam	college	Conducted	
		18-12-16	District level Extension lecture on Bio diesel and Jatropa	Department of Botany	Conducted	
		19-12-15	Conduct of Health awareness program for girl students	Women empowerment cell	Conducted	
		19-12-15 to 20-12-16	District level Essay writing and Elocution competitions on Consumer awareness.	Department of commerce	Conducted	
	4	21-12-15 to 22-12-15	INTERNATIONAL CONFERENCE ON SCIENCE AND ENGINEERING OF MATERIALS FOR FUTURE NEEDS.	Department of physics	Conducted	
		23-12-15 to 28-12-15	Conduct of Interactive programs with resource persons.	Science departments	Conducted	
	January	1	4-1-16	Staff Meeting Coverage of Syllabus as per Academic Plan		Conducted
				Collection of Feed Back from students / parents/ Academic Peers		Feedback taken
6-1-16 to 8-1-16			Conduct of job drive	JKC	Conducted	
2		11-16 to 12-1-16	CCE and DRC Review meeting		Conducted	
3		18-1-16 to 21-1-16	Release of results for first semester end examinations.	Examination branch		
4		25-1-16	National Voters day rally	NSS and NCC	Conducted	

		26-1-16	Republic Day Celebrations, Conduct of Various Cultural Literary, Patriotic songs competitions.	All deartments	Conducted
		25-1-16 to 30-1-16	Internal academic Audit.	IQAC	Conducted
February	1	1-2-16	Staff meeting for Revision of Syllabus, Pre Final Examinations and common core examinations. Commencement of Annual Practical Examinations		Conducted
	2	3-2-16 to 10-2-16	Conduct of Extension lectures	All departments.	Conducted
	3	15-2-16 to 22-2-16	College Annual Sports and Cultural Day Celebrations		Conducted
	4	28-2-16	National science day celebrations	Department of Physics.	Conducted
March	1	8-3-16	International Women's Day Celebrations	All depts.	Conducted
	2&3 week		International Women's Day Celebrations Commencement of Annual Theory Examinations as per University ALMANAC for II and III year.		Conducted
	4		II internal examination for II semester.	Examination branch	
			Conduct of Practical examinations for I degree.		Conducted
April	1	2-4-16	Staff meeting to conduct class work and examinations as per the Autonomous almanac.		Conducted
		14-4-15	Dr.B.R.Ambedkar Birth Anniversary.	All the staff and students.	Conducted

SR&BGNR GOVT ARTS AND SCIENCE COLLEGE (AUTONOMOUS): KHAMMAM
INTERNAL QUALITY ASSURANCE CELL - IQAC
ACTION PLAN FOR THE YEAR 2016-17.

S.No	Month	Proposed Activity	Remarks
1	June 2016	<ul style="list-style-type: none"> ➤ Re constitution of IQAC Committee ➤ Constitution of various Academic and Administrative Committees. ➤ IQAC meeting with all departments 	
2	July	<ul style="list-style-type: none"> ➤ Review of Results – Department, Lecturer Wise, Group Wise. ➤ Preparation of IQAC Action Plan ➤ IQAC Committee Meeting . ➤ Grading /marks system to CBCS system. 	
3	August	<ul style="list-style-type: none"> ➤ Up-gradation of E-Class room with LCD projector. ➤ Conduct of District level seminar on “Salient features of CBCS system for the under graduate courses”. ➤ IQAC meeting with all departments ➤ Research Committee Initiatives on Research, Minor / Major Research Projects. 	
4	September	<ul style="list-style-type: none"> ➤ Integration of ICT in Student Seminar Presentations ➤ Submission of Proposals for start of certificate courses ➤ Submission of proposals for National Seminar ➤ Internalization Best Practices at Department & Institutional level. 	
5	October	<ul style="list-style-type: none"> ➤ IQAC Evaluation - Students Feedback on teachers ➤ Ward Counseling – Parent Teacher Meetings. 	
6	November	<ul style="list-style-type: none"> ➤ IQAC meeting ➤ Preparation of RAR for the third cycle of NAAC accreditation. 	
7	December	<ul style="list-style-type: none"> ➤ Inclusion Field work in all subjects ➤ Conduct of online certificate/ diploma courses for the students. 	
8	January	<ul style="list-style-type: none"> ➤ Internal Academic Audit by IQAC ➤ Conduct of certificate course on communicative English. 	
9	February	<ul style="list-style-type: none"> ➤ IQAC meeting with all departments ➤ Preparation and validation of API – Academic Performance Indicator, ADPI ➤ Preparation of Annual Reports of Academic & Administrative Committee. 	
10	March	<ul style="list-style-type: none"> ➤ Preparation & Submission AQAR to NAAC. 	

ANNEXURE-III

BEST PRACTICE-I

BLOOD DONATIONS

Context

- Every year our nation requires about **5 Crore units** of **blood**, out of which only a meager **80 Lakh units** of blood are available.
- The **gift of blood** is the **gift of life**. There is no substitute for human blood.
- Every two seconds someone needs blood.
- More than 38,000 blood donations are needed every day.
- A total of 30 million blood components are transfused each year.
- The average red blood cell transfusion is approximately 3 pints.
- The blood type most often requested by hospitals is **Type O**.
- Sickle cell patients can require frequent blood transfusions throughout their lives.
- More than 1 million new people are diagnosed with **cancer** each year. Many of them will need blood, sometimes daily, during their chemotherapy treatment.
- A single car **accident** victim can require as many as 100 units of blood
- **The blood is red gold in time of saving a life.**
- **Five minutes of donors' time + 350 ml. of blood = One life saved.**
- **Blood is the most precious thing in this world a human being have**

Objective

Objective of this practice is to create **social responsibility** among the students and to **save lives of needy people, emergency accident cases, dengue cases, Thalassemia patients**. In our society, there will be so many people who require blood transfusion due to so many health conditions like cancer, dengue etc. But in many cases it is difficult for the people to get the blood due to **unavailability** of the required group blood or due to **cost** of each blood bag as some of the people is very poor and is not financially fit to buy.

A healthy person can donate blood once in every 3 months.

Practice

The practice we are following is

“BLOOD DONATION”

Blood is made only in Human Beings; it is not prepared in Factories

Donate blood and save life.

In our college, **CLINICAL PATHOLOGY**, a 6 months Certificate Course, Sponsored by **UGC** is running since 2012. In this lab we are conducting blood group identification program for I yr students. The data is recorded and is utilized in blood transfusions. In this academic year, we have conducted blood group identification for 600 students.

Based on the above discussed issues and availability and willingness of students we are encouraging our students who are **healthy, physically fit with good hemoglobin percentage** to donate blood as it is an essential for life saving in **needy people, emergency accident cases, dengue cases, Thalassemia patients**

In khammam, there are nearly 150 identified Thalassemia patients who require blood transfusion very frequently. It is a genetic disorder which is more prevalent in tribal children. These children require saline washed blood which is a very costly affair. Some blood banks are coming forward to do the saline wash freely but they require a donor to do all this. From our college, we are motivating the students to donate blood to these children as most of the children are from rural back ground and are financially weak. In this academic year, I have sent **8** students for blood donation to Thalassemia children.

In patients with Dengue also, some times it is required to have platelet transfusion, other wise the condition of the patient will be fatal. **3** students donated blood to Dengue patients.

In **3** emergency accident cases also, we have sent our students to save life. Blood is donated to **3** cancer patients also. In pregnant ladies, during delivery time we have provided blood from **3** students.

Obstacles Faced

Since 2 years we are practicing BLOOD DONATION habit. But until now we have not encountered any problem regarding this, as our students are voluntarily coming forward to donate blood.

Thanks to all students who are coming forward voluntarily to donate blood to save many lives.

Required Resources

For practicing this habit our students only are the resources.

Evidence of success

Healthy people who received blood donation from our students.

Some of the blood donations by our students



BEST PRACTICE-II

**Hemoglobin tests for Girl students...to identify anemic girls
and to provide Iron-Folic acid Tablets**

Context

Hemoglobin (also spelled haemoglobin - Abbreviated Hb or Hgb), is the iron-containing oxygen-transport metalloprotein in the red blood cells of all vertebrates (with the exception of the fish family Channichthyidae) as well as the tissues of some invertebrates.

Hemoglobin in the blood carries oxygen from the respiratory organs (lungs or gills) to the rest of the body (i.e. the tissues). There it releases the oxygen to permit aerobic respiration to provide energy to power the functions of the organism in the process called metabolism. The iron molecule in hemoglobin helps maintain the normal shape of red blood cells.

Hemoglobin (Hb or Hgb) - Defined as the protein molecule in red blood cells that carries oxygen from the lungs to the body's tissues and returns carbon dioxide from the tissues back to the lungs.

Anemia - A term that means less than normal levels of red blood cells or hemoglobin in the blood. The term is derived from the Greek term *anaimia*, meaning lack of blood.

There are **three main types of anemia**:
that due to blood loss,
that due to decreased red blood cell production,
and
that due to increased red blood cell breakdown

Treatments: *Treatments for anemia depend on cause and severity. Vitamin supplements given orally (folic acid or vitamin B₁₂) or intramuscularly (vitamin B₁₂) will replace specific deficiencies*

Oral iron

Nutritional iron deficiency is common in developing nations. An estimated two-thirds of children and of women of childbearing age in most developing nations are estimated to suffer from iron deficiency; one-third of them have the more severe form of the disorder, anemia.

Injectable iron

In cases where oral iron has either proven ineffective, would be too slow (for example, pre-operatively) or where absorption is impeded (for example in cases

of inflammation), parenteral iron can be used. The body can absorb up to 6 mg iron daily from the gastrointestinal tract. In many cases the patient has a deficit of over 1,000 mg of iron which would require several months to replace. This can be given concurrently with erythropoietin to ensure sufficient iron for increased rates of erythropoiesis.

Blood transfusions

A blood transfusion in those without symptoms is not recommended until the hemoglobin is below 60 to 80 g/L (6 to 8 g/dL). In those with coronary artery disease who are not actively bleeding transfusions are only recommended when the hemoglobin is below 70 to 80g/L (7 to 8 g/dL). Transfusing earlier does not improve survival. Transfusions otherwise should only be undertaken in cases of cardiovascular instability.

Conditions associated with these causes of anemia include the following:

- Sickle cell anemia
- Iron-deficiency anemia
- Vitamin deficiency
- Bone marrow and stem cell problems
- Other health conditions

Anemia associated with other conditions usually occurs when there are too few hormones necessary for red blood cell production. Conditions causing this type of anemia include the following:

- Advanced kidney disease
- Hypothyroidism
- Other chronic diseases, such as cancer, infection, lupus, diabetes, and rheumatoid arthritis
- Old age.

Objective

Objective of this practice is to make future women strong and healthy to provide a nation with healthy and strong next generation young ones.

Hemoglobin is an important biological structure in human life. If Hemoglobin is less , the person is called anemic and becomes weak, lethargic and loses all physical and mental strength. Though it is essential for both male and female,

female are more anemic generally than male. If young and teenage girls are anemic, it will lead to many problems in future also.

As some of the girl students are very much anemic, nearly 4 grams ,some are advised for a physician's check up, which they did and now are using medicines.

Practice

The practice we are doing is **IRON TABLETS DISTRIBUTION TO ANEMIC GIRL STUDENTS.**

This is done by testing the hemoglobin percentage for girl students by Sahlis Method. By this, we will be able to identify the **anemic** students, guide the students to take balanced diet to improve the hemoglobin content in their blood. We, in our CLINICAL PATHOLOGY lab, tested the students for their Hb content and identified many anemic cases. We advised them to take banced diet and tested them for Hb content again after a period of three months. But shockingly what we identified is there is no change in the Hb contents in many of the students. Then, we decided to distribute Iron –folic acid tablets to all anemic students.

I approached District Medical Health Officer with due permission from our principal Dr.U.VeeraBhdraiah, to provide us Iron-Folic acid tablets for students. They responded immediately and provided us the required number of tablets.

On behalf of our college, we have invited a gynecologist and RMO Dr.Shobha Devi and Dr. Ramesh BabuGaru to provide awareness and information regarding anemia and related things and distributed **Iron-Folic Acid**tablets to anemic students.

As some of the girl students are very much anemic, nearly 4 grams ,the condition called as GROSS ANEMIA are advised for a physician's check up, which they did and now are using medicines.

After knowing the ill effects of anemia and importance of Hemoglobin, we conducted hemoglobin percentage tests for our college girl students in our clinical pathology laboratory guided by M.sunandaon 17/11/2015.Hb percentage is identified for nearly 110 students. After identifying the

percentages, the students with low Hb percentage are identified and are suggested to take balanced diet. And these students are regularly monitored at regular intervals to note any change in Hb levels.

In most of the students it has been identified that there is no or little increase in Hb percentages. So it has been decided to provide Iron tablets for the anemic student.

The details of percentages obtained in our study

S.NO	Hb in grams	Hb in percentage	no.of students	Percentage of students
1.	4	28	2	1.8
2.	5	35	--	--
3.	6	42	5	4.5
4.	7	50	3	2.7
5.	8	57	21	19
6.	8.5	60	1	0.9
7.	9	64	15	13.6
8.	9.1	65	1	0.9
9.	9.5	68.5	2	1.8
10.	9.8	70	1	0.9
11.	10	71.5	17	15.4
12.	10.5	75	4	3.6
13.	11	78.5	12	10.9
14.	11.1	79.2	1	0.9
15.	11.5	82.1	2	1.8
16.	11.9	85	1	0.9
17.	12	85.7	8	7.2
18.	12.3	87.5	1	0.9
19.	12.5	90	6	5.4
20.	12.9	92	2	1.8
21.	13	92.8	2	1.8
22.	13.5	96.4	--	--
23.	14	100	1	0.9
24.	14.5	103.5	--	--
25.	14.9	106.4	1	0.9
26.	16	114	1	0.9



Guests in the Dias explaining the importance of iron and about anemia



Guests in the Dias explaining the importance of iron and about anemia



Iron-Folic Acid tablets for distribution



Dr. Ramesh Babu and Dr. Shobha Devi, Principal Dr. U. Veera Bhadrachari distributing IRON-FOLIC ACID tablets to Anemic girl students



Dr.RameshBabu and Dr. Shobha Devi distributing IRON-FOLIC ACID tablets to Anemic girl students

Obstacles Faced

It is difficult to motivate the students as most of them belong to rural back ground and parents are uneducated, in the beginning it is difficult to conduct Hb tests also.

By creating awareness among the students we are able to conduct Hb tests in our laboratory it self and identified the Hb percentages.

After supplying Iron- folic acid tablets also many students are having many doubts regarding the usage and the consequences

They raised so many questions to our astonishment, but our doctors cooperated well and clarified their doubts.Now.I came to know many of the students started using the tablet.

BEST PRACTICE-III

EXTENSION OF EXPERIMENTAL WORK ON PHYSICS FOR HIGH SCHOOL AND JUNIOR COLLEGE LEVEL.

Goal:

- To address the experimental problems of the new syllabus.
- To develop the students towards research.
- To make the students work on practicals.
- To ensure quality and create better learning environment.

The Context:

- Introducing the new experiments.
- Inculcating interest in experimental work
- Inculcating team dynamics as part of education.
- Need for research and analysis.
- Need for innovative experimental work.
- Opportunities on experiments.
- Need specific steps to improve the lab equipment.

The practice:

The teacher demonstrate the Experiments to students. Students work out the practical and execute experiments as per the teacher guidelines. They practice the experimental work. They consult faculty and other experts on the subject to improve the skill. Students also given opportunities to work in collaboration with other institutes while executing the experiments.

Evidence of Success:

- Practical skills helped students do better in the future studies.

- Students updated knowledge for better understanding of the subject.
- Education provided through experiments.
- Number of workshops increased.
- Active participation of students in workshop.
- Several school children shown interest about physics subject.
- Initiatives taken to establish physics laboratories in the schools.

Problems Encountered and Resources Required:

- Providing laboratories for all the participants.
- Participating schools do not have minimum laboratory facilities.
- Colleges and schools should collaborate with District resource centers for facilities and equipment.
- Special fund from funding agencies like UGC should be allotted to the degree colleges for such programmes.





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