



**SR & BGNR GOVT. ARTS & SCIENCE COLLEGE**  
**AUTONOMOUS**  
**KHAMMAM – 507002**  
**“ENTER TO LEARN, LEAVE TO SERVE”**



**4.4.2 COMMITTEES FOR MAINTENANCE AND UTILISATION OF ACADEMIC  
 AND SUPPORT FACILITIES**

**2021-22**

<b>GAMES &amp; SPORTS COMMITTEE</b>	Dr. B. Venkanna	Physical Education	Convener
	Sri.T.Jeevan Kumar	Physics	Member
	Dr.J.Ramesh	Telugu	Member
	Smt.K.Indira	Economics	Member
	Sri.B.Setram	Commerce	Member
	Smt.J.Anitha Kumari	IMB	Member
	Sri. S.Babu	Botany	Member
	K. Gopi	BBA II	member
B. Mounika	BSC II	Member	

<b>LIBRARY COMMITTEE</b>	Sri.B.Kondala Rao	Library Science	Convener
	Dr.Ch.Srinivasulu	Zoology	Member
	Sri.P.Ramesh	Chemistry	Member
	Sri.A.Samba Siva Rao	Hindi	Member
	Dr.S.Narayana Swamy	Commerce	Member

<b>BUILDING &amp; FURNITURE COMMITTEE</b>	Sri.Ch.Venkateswarlu	History	Convener
	Sri.T.Prabhakar Rao	Physics	Member
	Sri.Y.Mahesh	Chemistry	Member
	Sri.B.Setram	Commerce	Member
	Sri.N.Venkanna	Economics	Member
	Sri.B.Venkateswara Rao	Maths	Member

<b>AUDIO VISUAL AIDS COMMITTEE</b>	Dr.Ch.Srinivasulu	Zoology	Convener
	Sri.S.Ramesh	Commerce	Member
	Sri.G.Raghu	Biotech	Member
	Dr.C.V.Muralidar	Economics	Member
	Sri.M.Bala Krishna	Chemistry	Member

<b>SELF FINANCE/ PURCHASES COMMITTEE</b>	Dr.B.Venketeswara Reddy	Pol.Science	Convener
	All HODs		Member

**2020-21**

<b>LIBRARY COMMITTEE</b>	Sri.B.Kondala Rao	Library Science	Convener
	Dr.Ch.Srinivasulu	Zoology	Member
	Sri.P.Ramesh	Chemistry	Member
	Sri.A.Samba Siva Rao	Hindi	Member
	Dr.S.Narayana Swamy	Commerce	Member
	Sri.B.Ravi Kumar	Physics	Member
	Sri.G.Venkaiah	History	Member
	G.SAI KUMAR	B.Sc(MPC) III	Member

<b>AUDIO VISUAL AIDS COMMITTEE</b>	Dr.Ch.Srinivasulu	Zoology	Convener
	Sri.S.Ramesh	Commerce	Member
	Sri.G.Raghu	Biotech	Member
	Dr.C.V.Muralidar	Economics	Member
	Sri.M.Bala Krishna	Chemistry	Member
	Sri.B.Ravi Kumar	Physics	Member

<b>GAMES &amp; SPORTS COMMITTEE</b>	Dr. B. Venkanna	Physical Education	Convener
	Sri.T.Jeevan Kumar	Physics	Member

	Dr.J.Ramesh	Telugu	Member
	Smt.K.Indira	Economics	Member
	Sri.B.Setram	Commerce	Member
	Smt.J.Anitha Kumari	IMB	Member
	Sri. S.Babu	Botany	Member
	Y. Mohan	BA I	Member

SELF FINANACE/UGC/SPECI	Sri.K.S.S.Ratna Prasad	English	Convener
	All HODs		Member

BUILDING & FURNITURE COMMITTEE	Dr.B.Venkateswara Reddy	Pol.Science	Convener
	Sri.T.Jeevan Kumar	Physics	Member
	Dr.N.Gopi	Economics	Member
	Dr.M.Subhrahmanyam	Chemistry	Member
	Dr.J.Ramesh	Telugu	Member

PURCHASE COMMITTEE	Dr.M.Subhrahmanyam	Chemistry	Convener
	Dr.N.Gopi	Economics	Member
	Sri.B.Setram	Commerce	Member
	Sri.A.Samba Siva Rao	Hindi	Member
	Sri.M.Venkateswara Rao	Zoology	Member
	Sri.T.Prabhakar Rao	Physics	Member

**2019-20**

LIBRARY COMMITTEE	Sri.B.Kondala Rao	Library Science	Convener
	Dr.Ch.Srinivasulu	Zoology	Member
	Sri.P.Ramesh	Chemistry	Member
	Sri.A.Samba Siva Rao	Hindi	Member
	Dr.S.Narayana Swamy	Commerce	Member
	M.KARTHEEK	B.Sc(MPCs) III	Member
	Ch. Bhargavi	BSC (BZC) I	Member

AUDIO VISUAL AIDS COMMITTEE	Dr.Ch.Srinivasulu	Zoology	Convener
	Sri.S.Ramesh	Commerce	Member
	Sri.G.Raghu	Biotech	Member
	Dr.C.V.Muralidar	Economics	Member
	Sri.M.Bala Krishna	Chemistry	Member

BUILDING & FURNITURE COMMITTEE	Sri.Ch.Venkateswarlu	History	Convener
	Sri.T.Prabhakar Rao	Physics	Member
	Sri.Y.Mahesh	Chemistry	Member
	Sri.B.Setram	Commerce	Member
	Sri.N.Venkanna	Economics	Member
	Sri.B.Venkateswara Rao	Maths	Member

2018-19

GAMES & SPORTS COMMITTEE	Sri. B. Venkanna	Physical Director	Convener
	Sri.K.S.S.Ratna Prasad	English	Member
	Sri. P.Ramesh	Chemistry	Member
	Smt K. Indira	Physics	Member
	Sri N. Pavan Kumar	Senior Asst	Member
	B.Sandhya Rani	B.Com III	Member
	K. Murali Venu	BSC (P)	Member

PURCHASE COMMITTEE	Sri.N.Venkanna	Economics	Convener
	Sri.M.Ravindra Reddy	Physics	Member
	Dr.R.Seetha Rama Rao	Telugu	Member
	Sri.G.Venkaiah	History	Member
	B.Venkanna	Physical Director	Member
	Sri.B.Setram	Commerce	Member
	Sri.S.Babu	Botany	Member
	Md.Munwar Pasha	Superident	Member

LIBRARY COMMITTEE	Sri.B.Kondala Rao	Librarian	Convener
	Sri.B.Venkateswar Rao	Maths	Member
	Sri.B.Ravi Kumar	Physics	Member
	Sri.P.Ramesh	Chemistry	Member
	Sri.P.Venkateswarlu	Telugu	Member
	Sri.B.Lalitha Babu	Pol. Science	Member
	Sri.G.Nageswar Rao	Junior Asst	Member
	B. Kamalakar	BAIII	Student Member

RUSA	Sri.P.Ramesh	Chemistry	Convener
	Dr.Ch.Srinivasulu	Zoology	Member
	Smt. P.Anitha	Physics	Member
	Sri ALN Sastry	Commerce	Member
U.G.C. COMMITTEE	Sri.K.S.S.Ratna Prasad	English	Convener
	Dr.J.Ramesh	Telugu	Member
	Smt.G.Vara Lakshmi	English	Member
	Sri.B.Kondala Rao	Librarian	Member
	Sri A. Brahmaiah	A.O	Member

## 2017-18

<b>GAMES &amp; SPORTS COMMITTEE</b>	Dr. P. RAGHUNANDAN	Convener
	Sri P. RAMESH	Member
	Smt S. BINDUSREE	Member
	Sri K. JOHN MILTON	Member
	1. A. Ramesh	BA III
	2. K.Sravya	Bcom II

<b>BUILDING &amp; FURNITURE COMMITTEE</b>	Sri B.V. PRABHAKAR RAO	Convener
	Sri P. RAMESH	Member
	Dr. CH. GANTAI AH GUPTA	Member
	Sri R. SATISH	Member

<b>LIBRARY COMMITTEE</b>	<b>STUDENTS MEMBERS</b>	<b>Student Members</b>
	Sri R. SATISH	Convener
	Dr T.ARUN KUMAR	Member
	Sri K. SUDHARSHAN REDDY	Member
	Sri P. RAMESH	Member
	Sri P. RAVI KUMAR	Member
	Sri B. DHANA MURTHY	Member
<b>STUDENTS MEMBERS</b>	<b>Student Members</b>	

<b>U.G.C. COMMITTEE</b>	Dr. CH. SRINIVASULU	Convener
	Sri G. VEERANNA	Member
	Dr. CH. GANTAI AH GUPTA	Member
	Dr. MD. ZAKIRULLAH	Member
	Sri R. SATISH	Member
	OFFICE SUPERINTENDENT	Member

Staff Council Meeting - 14/12/2021

The Staff Council meeting has been convened under the chairmanship of Dr. Mohd. Zakirullah, Principal of the College to discuss and resolve the agenda.

Agenda

- (A) Academic matters
- (b) IQAC - NAAC
- (c) Examination Branch
- (4) NSS Wing
- (5) Depart of physical education
- (6) Office related matters.
- (F) National Seminar related matter.

(1) It is discussed that all the HOD's should supervise and monitor that the classes are taking properly and the syllabus is maintained properly.

(2) It is discussed that proper maintenance of records register by the faculty.

(3) IQAC - NAAC

(a) Departmental activities have to be organised properly and attached with documentary evidence with register.

(b) It is discussed and resolved that the short coming of activities as per the previous NAAC peer teams report has to be prepared by all the departments.

- (C) It is resolved that the Internal Audit will be conducted under IBAI from 03/01/2022 with on wards.
- (D) It is discussed and resolved for the conduct of "NAAC Workshop for Reaccreditation framework by the financial assistance by TSH EC.

#### (4) Examination Branch

- (a) It is discussed and resolved for the conduct of Internal exams.
- (b) It is discussed to submit the departmental wise exam panel list and BOS nominee list
- (c) It is discussed and resolved for the renewal of paper of SPRS as per invoice.

It is discussed and resolved to meet the expenditure for Rupees 30,000 (thirty thousand) only for the installation of Cement grill in place of rusted iron grill.

It is discussed and resolved to meet the expenditure for Rupees 35,000 (Thirty five thousand only) towards the Computer repair in place of (burnt) Burned Computer and Computer equipment or computer related equipment.

It is discussed and resolved to pay the INTER NET Charges for Rupees. 39,271/- (Thirty nine thousand two hundred Seventy one only)

It is discussed and resolved to pay the Rupees. 19,120, Nineteen thousand one hundred twenty Rupees for one day workshop organized on the

art of translation by the Department of Telugu, Hindi and English on 13/11/2021.

Sports It is discussed and resolved to pay Rs one lakh forty thousand only 1,40,000/- for the participation of College team at K-U Zonal Athletics Competitions from the Sports Special fee fund.

It is discussed and resolved to pay Rupees 1.6 lakhs (one lakh sixty thousand Rupees only) towards the College premises beautification.

It is discussed and resolved that Rupees 12.00 lakhs (Twelve lakh Rupees) only allocated from the available current year Re Structured fund for the purchase of Computers and Computers related equipment as part of acquiring ICT related equipment for the estimated cost of Rs. 56 lakhs (Rupees Fifty Six lakhs only) from Setwin and NSIC.

It is discussed and resolved that two rooms which are adjacent to the Department of physics have been allotted to the NSS wing of the college.

It is discussed and resolved that Rupees 25,000/- (Twenty five thousand) only allocated for the purchase of Principal Chair from P.G fund, and for the purchase of Sofa Rupees 75,000/- (Seventy five thousand) only have been allocated.

It is discussed and resolved that for the utility of IQAC work Rupees 30,000/- (Thirty thousand) only allocated for the purchase of COLOUR-PRINTER



It is discussed and resolved that Rupees 50,000 have been allocated to the Department of Economics and Department of English for the conduct of National Seminar on December 28 & 29, 2021 as an advance under the condition of re-comp. the full amount.

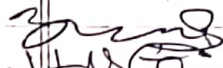
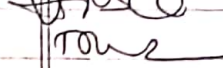
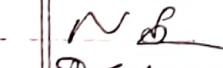
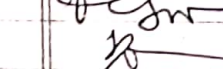
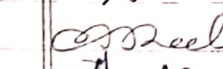
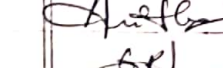
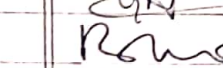
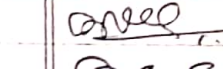
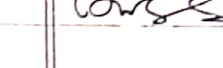

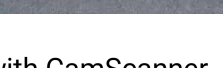

It is discussed and resolved that Rs. 2000/- have been allocated for the expenditure met on the Guest faculty Selection Day.

It is discussed and resolved that Rupees. 1,00,000 (One Lakh) only have been allocated for the conduct of National Seminar on 21 & 22 January 2022 by the Department of Chemistry as an advance under the condition of re-comp. the full amount.

Name of the Faculty

Signature.

- (1) Dr. B. Venkateshwar Rao
- (2) Dr. A. R. SATYANATHI
- (3) T. Tevan Kumar
- (4) N. Srinivas Rao
- (5) H. Subramanyam
- (6) Dr. J. Ramiah
- (7) P. Anuradha
- (8) J. Anitha Kumari
- (9) G. Raghavi
- (10) Ms. Kandala Rao
- (11) V. Sambasiva Rao
- (12) N. V. B. Sune

- |     |                       |
|-----|-----------------------|
| 13. | N. Venicanna.         |
| 14  | Dr. G. Valya          |
| 15  | K. Subraman           |
| 16  | ICSE & PPTD PPTD PPTD |
| 17. | T. Naga               |

~~M. M. M. M.~~

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~~Ad.~~

~~14/10/2021~~

The Staff Council Hold its meeting on 17-01-2022 at 11:00 AM in Principal's Chamber meeting under the Chairmanship of Dr. Mohammad Zakirullah, Principal.

### Agenda

1. Painting of College - Spoiled walls.
2. Digging of water harvesting Pits.
3. Fencing at the auditorium - Side and between Chemistry lab and outer compound wall.
4. Any other matter with permission of the chair.

- 1) It is discussed and resolved that Rs. 1.70 <sup>may be in</sup> lakh seventy thousand from the CPDC Funds towards Painting of College - spoiled walls.
- 2) It is discussed and resolved that Rs. 90,000/- (Ninety thousand from the UG Restroom Funds) <sup>may be incurred</sup> towards Digging of water harvesting Pits; in the College Premises. <sup>to incur</sup>
- 3) It is discussed and resolved that Rs. 99,500/- (Ninety nine thousand five hundred from the CPDC Funds) towards Fencing at the Auditorium - Side and between Chemistry lab and outer compound wall. from the CPDC Fund.

*Mohammad Zakirullah*  
17/1/22

*Dr. Zakirullah*  
*(Chairman)*

Handwritten

By

for

with

the

of

the

of

A SINGAPORE RICE (MILK) COMPANY LTD

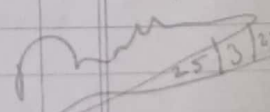
25.03.2022

The Staff Council meeting held on 25.03.2022 at 3:30 pm. at principal's chamber under the chairmanship Dr. Mohammad Zakerullah, principal

### Agenda

1. Installation charges for LED lamps, street lights, Tubes and fans.
2. Repairing and painting of fountains
3. Painting principal's chamber.
4. Approval of CPC committee

1. It is discussed and Resolved to spend an amount one lakh rupees towards installation charges for LED lamps, street lights, Tube lights and fans. The amount is incurred from Restructure funds.
2. It is discussed and Resolved to spend an amount of Rs 15000/- towards repair and white wash for the principal's chamber. The above said amount is met from College maintenance fund.
3. It is discussed and Resolved to spend an amount of Rs 25,000-00 to repair and painting the water fountain in front of the College. The above said amount will be incurred from College maintenance fund.

  
25/3/22

4. It is also discussed and resolved to spend an amount Constituted College planning and development Council CPDC. The below members were incorporated in CPDC.

**SR & BGNR GOVT. ARTS & SCIENCE COLLEGE (AUTONOMOUS)- KHAMMAM**

The College Planning and Development Council is reconstituted as follows from today onwards.

- 1) Principal of the College : Dr Mohammad Zakirullah, M.A., M.Phil., Ph.D  
President
- 2) Lecturers : 1) Dr B.Venkateswara Reddy, Assoc Prof of. Political  
Mobile No: 9441918573  
2) Sri K.S.S.Ratna Prasad, Assoc Prof of. English  
Mobile No: 8297348460  
3) Dr N.Gopi, Asst Prof of. Economics  
Mobile No: 9182226319
- 3) Parents : (1) Dr L.Sridevi, LLB W/o Dr A.Girisimha Rao  
Lab Incharge - Pathology  
Khammam RTC Dispensary  
Flat No.305, Kusuma Residency,  
Sahakar Nagar, Beside Church, Khammam.  
Mobile No.7032812234.  
(2) Sri R.Venkateswarlu (D/o R.Vardana) VRO  
H.No.16-6-168, Gopalpuram, LB Nagar, Lane No.62  
Khammam, Mobile No.9951164689  
(3) Sri D.Jagadish (D/o D.Bhanu Sharanya)  
Sr.Asst, Agricultural Research Station, Madhira  
H.No.11-9-38/2, Burhanpuram, Khammam.  
Mobile No.9912206908
- 4) Industrialist (Philanthropist) : Sri K.Venkata Reddy,  
H.No. 4-2-558, Radhikrishna Nagar, Khammam  
Cell No. 9848156036
- 5) Businessman (Philanthropist) : Sri K.Papa Rao, Telangana Agencies, Khammam  
Cell No. 9676320010
- 6) Other Philanthropist / Social worker : Dr P.Ravimaruti, Peoples Nursing Home,  
Balaji Nagar, Khammam, Cell No. 984911439
- 7) Academic / Technical from a local institution / Industry etc. : Dr U.Veerabhadraiah, Rtd Principal  
SR & BGNR Govt. Arts & Science College (A),  
Khammam.  
Cell No. 9849887050

Copy submitted to all CPDC Members.

1	K. S. S. Rama. Prasad	P. S.
2	<del>Z. S. S. Rama. Prasad</del>	
3	Dr. A. S. S. Rama. Prasad	R. S.
4	P. Anuradha	S. S.
5	M. S. S. Rama. Prasad (CVS Sene)	
6	M. Venkanna	M. Venkanna
7	Dr. G. Valya	R. S.
8	P. Narasimha Rao	K. S.
9	Dr. K. Nagendra Rao	K. S.
10	Dr. V. Shankar Kumar	S. S.
11	J. Anitha Kumari	A. S.
12	V. Sambasiva Rao	S. S.
13	T. Prabhakar Rao (physics)	S. S.
14	A. Sambasiva Rao (Hindi & Urdu)	S. S.

The Restructured Committee met on 20.03.2021 at 4:pm in the principals chamber. Principal Smt. S.S. Ratnaprasad chaired the meeting.

Resolutions

The Committee, discussed thereafore the agenda circulated. The Committee has unanimously taken the following:-

1. It is unanimously resolved by the Committee to approve and satisfy the expenditure incurred by for the Internet facility to the Arts Staff, Languages, library, Microbiology, Zoology, Bioc and Computer Science, Computer application labs to the tune of Rs. 29,400 (Twenty nine thousand four hundred and forty four rupees only). The said amount is for rental charges for six months.
2. Rs 2,29,318 amount was credited into GDC's Madhira account in Obolance to the orders of C.C.E. It is mentioned that as and when the College accumulated then only, GDC Madhira will reimburse to the GDC(A) Khangnam. The Committee satisfied and approved the said amount.

3. The following amounts were approved and satisfied

(A) D.P.R. (RUSA) 1	Rs 10,892 = 00
(B) Sanitizers (due to Covid-19)	Rs 25,948 = 00
(C) AMC (Virtual class room)	Rs 52,967 = 00
(D) AMC (Maintenance of Toilet Block)	Rs 16,200 = 00
(E) Stationary	Rs 22,930 = 00
(F) Water facility's maintenance	Rs 29,098 = 00
TOTAL	1,58,035
(G) Installation inverter Battery	24,250
GRAND TOTAL	1,82,285



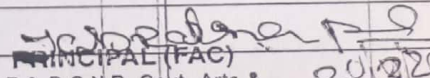
4. As a practice in vogue the electricity charges were paid regularly from these funds and the same amounts would be credited as and when the government releases the funds. It is approved and ratified.

5. To provide internet facility to the Computer Science, labs an amount of Rs. 13,086 is to be incurred, hence the Committee approves. The amount is incurred for six months of rental charges and also for dept. of Maths, physics, Chemistry Rs. 15,696 is to be incurred.

6. The following amounts are approved for the under mentioned departments
- (A) Dept. of Mathematics approximately Rs. 20,000-00
  - (B) Dept. of Computer Science approximately Rs. 11,00,000
  - (C) Dept. of Micro Biology approximately Rs. 20,000-00
  - (D) Dept. of Biotechnology approximately Rs. 20,000-00

7. The Committee unanimously approved and ratified the Mepma workers from 1 to 01.02.2021 of five members. The wages will be borne from the accumulated re-structured amount. Whatever the expenditure incurs during this financial year will be ratified Contingency charge in next meeting.

1. T. Nagar. Mod. Dept of History.
2. N. Srinivasulu N.S. (Dept. of Computer Science application)
3. J. Anitha Kumari - Dept of microbiology - Maths
- 4.
5. V. Sambasiv Rao, Dept. of maths - ~~Sub-sub~~

  
 PRINCIPAL (FAC)  
 S.R. & B.G.N.R. Govt. Arts & Science College (NAAC-B++)  
 Autonomous-Kr. 20/3/2021

Dt: 07.01, 2022,  
Khammam.

The restructured Committee met on 07.01.2022 at 4 PM in the principal chamber. Principal Sri Dr. Md. Takirullah chaired the meeting.

The Committee discussed the agenda circulated. The Committee unanimously has taken the following resolutions.

Resolutions :-

1. As per the instructions of CCE through Video Conference held on 06.01.2022, the Committee unanimously resolved to procure the below mentioned items and:

S.No.	Item	No. of units	Amount
1	RO Plant 1000LPH	1	6172
2	i5 Desktop PC with 19.5"	50	34728
3	Projector with internal storage media port	15	810300
4.	Laptop PC i7 with 4.5"	01	12773
5.	Computer tables	100	4293

Total Amount = 54,57,389 =

In words, Fifty four lakh,  
fifty seven thousand three  
hundred and eighty nine  
only

- 2) It has been resolved to allocate Rs. upto the tune of Rs. 1,00,000/- for procurement of consumable and Non-consumable lab material to Bio-technology lab.
- 3) It has been resolved to allocate upto the tune of Rs. 1,00,000/-, one lakh rupees only, for procurement of Consumable and Nonconsumable lab material to Microbiology lab.
- 4) It has been unanimously resolved to allocate upto the tune of 1,00,000/- one lakh rupees only to Department of Computer Science to Computer repairs (formatting, reinstallation and minor hardware repairs).
- 5) It has been unanimously resolved to purchase executive chair to the principal and a sofa set for the principal chamber up to the tune of Rs. 1,00,000/-, one lakh rupees only.
- 6) It has been resolved to purchase one (or) colour printer for I@Ac and black and white printers for History and English Dept. one each upto 1,00,000/-

M. S. Srinivasan  
11/22

- 1 B. S. Srinivasan
- 2 N. Srinivasan
- 3 V. Sambasivarao, Dept. of Maths
- 4 G. Raghunath, Biotechnology
- 5

Dt: 28.01.2022,  
Phammam.

The restructured Committee met on 28.01.2022. at 3pm in the principal chamber. Principal Dr. Md. Zakirullah chaired the meeting.

The Committee discussed the agenda circulated and taken the following resolutions unanimously.

Resolutions:-

1. The Committee resolved to procure submersible motor as the present motor damaged to the unreparable extent due to short circuit. The committee also resolved to spent upto the tune of Rs.80,000/- Fifty thousand rupees only for procuring and fitting of the submersible motor.
2. The Committee also resolved to spent upto the amount of Rs.50,000 (In words, Fifty thousand only) for the general repairs in the college premises.

1 ~~B. V. Reddy~~  
 2 ~~S. Srinivas Rao~~  
 3 V. Sambasiva Rao, Depr. of Tech. (Gubani)  
 4 G. Raghu Mototechnology GB  
 5

N. Sreenivasulu  
 28/01/22

Date: 19.01.2021

The Special Fee Committee meeting held on 19.01.2021 at 4.00pm at principal chamber. The meeting is chaired by the principal Sri. K. S. S. Ratna prasad, to discuss the following Agenda and take necessary resolutions.

### Agenda.

1. Allotment of Special Fee among the heads.
2. Any matter with permission of the chair.

### Resolutions:

The committee discussed the above agenda in detail and took the following resolution.

Sl. no.	Name of the Head.	Purpose.	Amount.
I. @.	Curricular: Ch	1. Chemistry Lab	Rs. 1,00,000
		2. Physics Lab	Rs. 50,000
		3. Botany Lab	Rs. 50,000
		4. Zoology Lab	Rs. 50,000
		5. Library	Rs. 2,00,000
II.	Co-Curricular Extra-Curricular:-		

Date \_\_\_\_\_  
Page \_\_\_\_\_

has been  
The Committee x Constituted 'UG Special  
Fee Committee with the following  
Members.

- (1). Dr. B. Venkateswara Reddy - ~~to~~ ~~to~~  
HOD, Dept. of Political Science
- (2). Sri. T. Jeevan Kumar  
HOD, Dept. of Physics ~~to~~
- (3). Dr. P. Ramesh  
HOD, Dept. of Chemistry
- (4). Dr. Ch. Srinivasulu ~~to~~ ~~to~~  
HOD, Dept. of Zoology
- (5). Dr. G. Valya, ~~to~~  
HOD, Dept. of Botany
- (6). Dr. B. Venkanna ~~to~~  
Physical Director
- (7). Sri. B. Kondala Rao B. Chandru  
Librarian

- (1) Games & Sports. Rs. 1,00,000
- (2) Hand Book Rs. 25,000
- (3) Cultural & Literary progr. Rs. 1,25,000

III. Administration / maintenance :

- (1) Website maintenance Rs. 1,00,000
- (2) Stationary Rs. 100,000

IV Student welfare → Rs. 1,00,000.

*[Signature]*  
Principal

Signatures.

- 1. Dr. B. Venkateswara Reddy *[Signature]*
- 2. Sri. T. Jeevan Kumar *[Signature]*
- 3. Dr. P. Ramesh *[Signature]*
- 4. Dr. Ch. Srinivasulu *[Signature]*
- 5. Dr. G. Vallya *[Signature]*
- 6. Dr. B. Venkanna *[Signature]*
- 7. Sri. B. Kondala Rao *[Signature]*

*[Signature]*

Date 04-11-2021

Page

20,000

35,000

5,000

The Special Fee Committee meeting held on 04.11.2021 at 3.00 PM at principal chamber. The meeting is chaired by the principal sai. Dr. Md. Zakirulla, to discuss the following Agenda and to take necessary resolutions.

,000

Agenda:

2,000

(1) Allotment of special fee among the heads.

10,000.

(2) Any matter with permission of the chair.

Resolutions:

The committee discussed the above agenda in detail and took the following resolution:

- I. Curricular :
1. Chemistry Lab - Rs. 1,05,000
  2. Physics Lab - Rs. 55,000
  3. Botany Lab - Rs. 55,000
  4. Zoology Lab - Rs. 55,000
  5. Library : - Rs. 2,05,000



II. Co-curricular & Extra-Curricular :

- (1) Games & sports : Rs. 2,65,000
- (2) Hand Book : Rs. 30,000
- (3) Cultural & Literary progr. : Rs. 1,30,000

III. Administration/ Maintenance :

- (1) Website maintenance : Rs. 1,05,000
- (2) Stationary : Rs. 1,05,000

IV. Student welfare → Rs. 2,05,000

Principal

Signatures:

- 1. Dr. B. Venkateswala Reddy
- 2. Sri. T. Jeevan Kumar
- 3. Dr. P. Ramesh
- 4. Dr. Ch. Srinivasulu
- 5. Dr. G. Valiya
- 6. Dr. B. Venkanna
- 7. Sri. B. Kondala Rao

# NOTICE-III

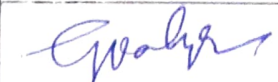


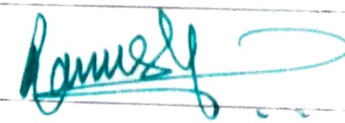
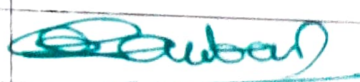

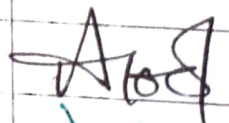
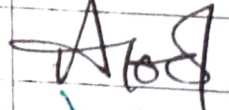

Dt: 13-09-2022.

The following Staff members who are the convenor of the verification committee are requested to submit Annual stock verification report immediately.



PRINCIPAL

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

Sl. No	Name of the Department	Name of the Member	Signature
1	Chemistry & Bio-Chemistry Department (UG & PG)	Dr G.Valya , Convenor	
2	Physics Department (UG & PG)	Dr Ch. Srinivasulu, Convenor	
3	Botany Department (UG & PG)	Sri N.SrinivasaRao, Convenor	
4	Zoology Department (UG & PG)	Dr P.Ramesh, Convenor	
5	Games Department	Dr.P.SarveswarRao, Convenor	
6	Computer Department	Sri V.Samba Siva Rao, Convenor	
7	Library Department	Dr B.Venkateswara Reddy, Convenor	
8	Furniture	Sri T.Nagur, Convenor	
9	Bio-Technology Department	Dr C.V. Muralidhar, Convenor	

Dt: 31-03-2022

To,  
The Principal,  
SR & BGNR Govt. Arts & Science College,  
(Autonomous),  
Khammam.

Respected Sir,

Sub:- Annual Verification of Stock Report for the year 2021-2022 – Department of  
Physics - Regarding.


Ref:- Your office order dated :

@ @ @

After careful observation and Physical Verification of Stock of the department of  
Physics the Committee is herewith submitting.

The Annual Verification of Stocks Report for the year 2021-2022 with the full filled  
prescribed proforma.

Yours faithfully,

  
CONVENOR  
(Dr. Ch. Srinivalulu)

Members:

1) 

2) 

SR & BGNR Govt. Arts & Science College (A), Khammam.  
ANNUAL VERIFICATION REPORT FOR 2021-2022

- A. All the articles purchased during the year were entered in the stock/accession register with full details and the balance at the year and were correctly arrive at.
- B. The articles are physically verified with the balance as shown in the stock/accession register and physically found subject to the following remarks.

1. The following articles /books were found missing.

Sl. No	Name of the article	Page No. of the stock Register

2. The following are broken /damaged and can be bet repaired.

Sl. No	Name of the article	Page No. of the stock Register

Certified that were have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

3. The following are broken/damaged and may be written off.

No	Name of the Article	Cost of the article	No. of articles	Total cost of the articles	Date of Purchase

NIL

Certified that we have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

4. The following have become useless/un-serviceable by way of wear and tear and they may be written off.

Sl. No	Name of the Article	Cost of the article	No. of articles	Total cost of the articles	Date of Purchase	Remarks

NIL

satisfied ourselves that each item now un-serviceable in the ordinary course through

a000  
du

To,  
The Principal,  
SR & BGNR Govt. Arts & Science College,  
(Autonomous),  
Khammam.

Respected Sir,

Sub:- Annual Verification of Stock Report for the year 2021-2022 – Department of  
Botany (UG) - Regarding.

Ref:- Your office order dated :

@ @ @

After careful observation and Physical Verification of Stock of the department of

Botany (UG) the Committee is herewith submitting.

The Annual Verification of Stocks Report for the year 2021-2022 with the full filled  
prescribed proforma.

Yours faithfully,

*N. Srinivas Rao*

CONVENOR

(N. SRINIVASARAO)

Members:

1) M. Balakrishna - *Balaji*  
Asst. Prof. of Chemistry

2) Dr. V. Ravishankar *Ravishankar*  
Asst. Prof. of Zoology

SR & BGNR Govt. Arts & Science College (A), Khammam.  
ANNUAL VERIFICATION REPORT FOR 2021-2022

- A. All the articles purchased during the year were entered in the stock/accession register with full details and the balance at the year and were correctly arrive at.
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1. The following articles /books were found missing.

Sl. No	Name of the article	Page No. of the stock Register

*NIL*

2. The following are broken /damaged and can be bet repaired.

Sl. No	Name of the article	Page No. of the stock Register

*NIL*

Certified that were have personally satisfied ourselves that each item now Recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)





Dt:

To,  
The Principal,  
SR & BGNR Govt. Arts & Science College,  
(Autonomous),  
Khammam.

Respected Sir,

Sub:- Annual Verification of Stock Report for the year 2021-2022 – Department of  
Botany (PG) - Regarding.

Ref:- Your office order dated :

@ @ @

After careful observation and Physical Verification of Stock of the department of  
Botany (PG) the Committee is herewith submitting.

The Annual Verification of Stocks Report for the year 2021-2022 with the full filled  
prescribed proforma.

Yours faithfully,

*N. Srinivasa Rao*  
CONVENOR

(N. SRINIVASA RAO)

Members:

1) M. Balakrishna - *Balaji*  
Asst. Prof. of chemistry -

2) Dr. V. Ravishankar - *Ravishankar*  
Asst. Prof. of zoology

ANNUAL VERIFICATION REPORT FOR 2021-2022

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...stock Register

may be written off.

Sl. No	Name of the Article	Cost of the article	No. of articles	Total cost of the articles	Date of Purchase	Remarks
1.	Carafity slides	52/-	2	104/-	27/11/2006	Stock Reg. Pg. NO. 111
2.	Volumetric flask	195/-	5	975/-	5/4/2008	Pg. NO. 145
3.	Burette stand clamp	48/-	10	480/-	31/8/2009	Pg. NO. 44
4.	Burette stand	90/-	4	360/-	31/8/2009	Pg. NO. 43
5.	Analytical Box caps	270/-	1	270/-	" " "	Pg. NO - 107

Certified that we have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

4. The following have become unless/un-serviceable by way of wear and tear and they may be written off.

Sl. No	Name of the Article	Cost of the article	No. of articles	Total cost of the articles	Date of Purchase	Remarks
1.	Microfuge tubes racks	315/-	1	315/-	22/10/2008	Stock Reg. Pg. NO. 36
2.	Dry Bath	18650/-	1	18650/-	5/4/2008	Pg. NO. 26
3.	Electric Box Store	800/-	1	800/-	25/3/2015	Pg. NO. 24

Certified that we have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

Convener Signature:

*N. Seen...*

Member

*M. Balakrishna*

Member

*Dr. V. Ravishankar*

*[Signature]*  
 31/3/22  
 PRINCIPAL

Dt: 31.3.2022

To,  
The Principal,  
SR & BGNR Govt. Arts & Science College,  
(Autonomous),  
Khammam.

Respected Sir,

Sub:- Annual Verification of Stock Report for the year 2021-2022 – Department of  
zoology - Regarding.

Ref:- Your office order dated :

@ @ @

After careful observation and Physical Verification of Stock of the department of

zoology

the Committee is herewith submitting.

The Annual Verification of Stocks Report for the year 2021-2022 with the full filled prescribed proforma.

Yours faithfully,

CONVENOR

( Dr. P. Ramesh )

Members:

1. Dr. G. Varalaxmi, -

2. Y. Mahesh

SR & BGNR Govt. Arts & Science College (A), Khammam.  
ANNUAL VERIFICATION REPORT FOR 2021-2022

- A. All the articles purchased during the year were entered in the stock/accession register with full details and the balance at the year and were correctly arrive at.
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Certified that were have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

3. The following are broken/damaged and the cannot repaired and as such they may be written off.

Sl. No	Name of the Article	Cost of the article	No. of articles	Total cost of the articles	Date of Purchase	Remarks

Certified that were have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

4. The following have become unless/un-serviceable by way of wear and tear and they may be written off.

Sl. No	Name of the Article	Cost of the article	No. of articles	Total cost of the articles	Date of Purchase	Remarks
1.	Student microscope	@ 910-00	02	1820-00	21.10.71	condemned removed
2.	Dissecting microscope	@ 460-00	02	920-00	15-10-71	"
3.	placord scale	@ 4.00	01	4.00	11.11.71	"
4.	slides	@ 4.00	09	36.00	30.11.71 11.11.71	"
5.	compound microscope	@ 570	03	1710.00	10.7.57	"

Certified that were have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

Convener Signature:  
(Dr. P. Ramesh)

Member : 1. Dr. G. Varalaxmi

Member : 2. Y. Mahesh

  
PRINCIPAL



Dt: 31/3/2022

To,  
The Principal,  
SR & BGNR Govt. Arts & Science College,  
(Autonomous),  
Khammam.

Respected Sir,

Sub:- Annual Verification of Stock Report for the year 2021-2022 – Department of  
LIBRARY - Regarding.

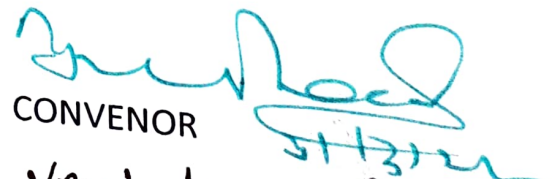
Ref:- Your office order dated :

@ @ @

After careful observation and Physical Verification of Stock of the department of  
LIBRARY the Committee is herewith submitting.

The Annual Verification of Stocks Report for the year 2021-2022 with the full filled  
prescribed proforma.

Yours faithfully,

  
CONVENOR

(Dr. B. Venkateswara Reddy)

Members:

1. N. Venkateswara Reddy

SR & BGNR Govt. Arts & Science College (A), Khammam.  
ANNUAL VERIFICATION REPORT FOR 2021-2022

- A. All the articles purchased during the year were entered in the stock/accession register with full details and the balance at the year and were correctly arrive at.
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2. The following are broken /damaged and can be bet repaired.

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*NIL*

Certified that were have personally satisfied ourselves that each item now Recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)



3. The following are broken/damaged and the cannot repaired and as such they may be written off.


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Certified that were have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

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Certified that were have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

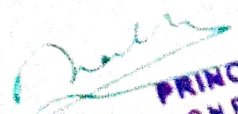
Convener Signature: 

Member 1 : 

Member 2 : 

3 : 

4 : 

  
**PRINCIPAL**  
 SRM GNR Govt Arts &  
 Science College (NAAC-B++)  
 Autonomous KHAMMAN

Dt: 31/3/2022

To,  
The Principal,  
SR & BGNR Govt. Arts & Science College,  
(Autonomous),  
Khammam.

Respected Sir,

Sub:- Annual Verification of Stock Report for the year 2021-2022 – Department of  
LIBRARY - Regarding.

Ref:- Your office order dated :

@ @ @




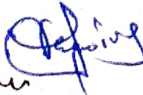
After careful observation and Physical Verification of Stock of the department of  
LIBRARY the Committee is herewith submitting.  
The Annual Verification of Stocks Report for the year 2021-2022 with the full filled  
prescribed proforma.

Yours faithfully,

  
CONVENOR

(Do. B. Venkateswara Reddy)

Members:

1. N. Venkamma —   
Asst. prof. dr Economics
2. Y. Ravindras Reddy   
Asst. prof. dr physics
3. Dr. A.R. Satyanalini  
Asst. prof. dr Commerce 
4. Dr. D. Srinivas  
Asst. prof. dr Commerce 

ANNUAL VERIFICATION REPORT FOR 2021-2022

- A. All the articles purchased during the year were entered in the stock/accession register with full details and the balance at the year and were correctly arrive at.
- B. The articles are physically verified with the balance as shown in the stock/accession Register and physically found subject to the following remarks.

1. The following articles /books were found missing.

Sl. No	Name of the article	Page No. of the stock Register

NIL

2. The following are broken /damaged and can be bet repaired.

Sl. No	Name of the article	Page No. of the stock Register

NIL

Certified that were have personally satisfied ourselves that each item now Recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

3. The following are broken/damaged and the cannot repaired and as such may be written off.

Sl. No	Name of the Article	Cost of the article	No. of articles	Total cost of the articles	Date of Purchase	Remarks

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4. The following have become useless/un-serviceable by way of wear and tear and they may be written off.

Sl. No	Name of the Article	Cost of the article	No. of articles	Total cost of the articles	Date of Purchase	Remarks

Certified that we have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

Convener Signature:

*[Handwritten Signature]*  
3/11/22

Member

1 : *[Handwritten Signature]*

Member

2 : *[Handwritten Signature]*

*[Handwritten Signature]*  
**PRINCIPAL**  
SR & B.G.N.R. Govt. Arts &  
College (NAAC-B++)  
HAMMAM

Dt: 28/03/2022

To,  
The Principal,  
SR & BGNR Govt. Arts & Science College,  
(Autonomous),  
Khammam.

Respected Sir,

Sub:- Annual Verification of Stock Report for the year 2021-2022 – Department of  
MICROBIOLOGY - Regarding.

Ref:- Your office order dated :

@ @ @

After careful observation and Physical Verification of Stock of the department of

MICROBIOLOGY the Committee is herewith submitting.

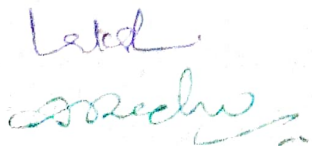
The Annual Verification of Stocks Report for the year 2021-2022 with the full filled prescribed proforma.

Yours faithfully,



CONVENOR

Members:



SR & BGNR Govt. Arts & Science College (A), Khammam.  
ANNUAL VERIFICATION REPORT FOR 2021-2022

- A. All the articles purchased during the year were entered in the stock/accession register with full details and the balance at the year end were correctly arrived at.
- B. The articles are physically verified with the balance as shown in the stock/accession Register and physically found subject to the following remarks.

1. The following articles /books were found missing.

Sl. No	Name of the article	Page No. of the stock Register
	<del>NIL</del>	<del>NIL</del>

2. The following are broken /damaged and can be repaired.

Sl. No	Name of the article	Page No. of the stock Register
	<del>NIL</del>	<del>NIL</del>

Certified that we have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

3. The following are broken/damaged and the cannot repaired and as such they may be written off.

Sl. No	Name of the Article	Cost of the article	No. of articles	Total cost of the articles	Date of Purchase	Remarks
1.	Beaker - 100ml spl	98.00	01	98/-	11/2/2013	Broken during experiment
2.	Separating funnel funnels	425.00	01	425/-	4/7/2001	Broken
3.	Screw cap test tubes (SPB)	19.50	06	117/-	3/9/04	Broken
4.	Haemoglobinometer (VAC)	485.00	01	485.00	14/7/2000	Broken due to wear & tear
5.	Viscometers	47.00	08	376.00	03/02/97	Broken due to wear & tear

Certified that we have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

4. The following have become useless/un-serviceable by way of wear and tear and they may be written off.

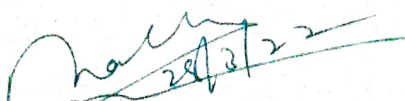
Sl. No	Name of the Article	Cost of the article	No. of articles	Total cost of the articles	Date of Purchase	Remarks
1.	Heating mantle (VAC)	845.00	01	845.00	22/12/98	Not working

Certified that we have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

Convener Signature: 

Member : 

Member : 

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

Dt: 20/3/2022.

To,  
The Principal,  
SR & BGNR Govt. Arts & Science College,  
(Autonomous),  
Khammam.

Respected Sir,

Sub:- Annual Verification of Stock Report for the year 2021-2022 – Department of  
Statistics - Regarding.

Ref:- Your office order dated :

@ @ @

After careful observation and Physical Verification of Stock of the department of

Statistics the Committee is herewith submitting.

The Annual Verification of Stocks Report for the year 2021-2022 with the full filled prescribed proforma.

Yours faithfully,

CONVENOR

Members:

1.

2. B. KORIDAKARATI B. Ganesh

3. D. ... B. ...



SR & BGNR Govt. Arts & Science College (A), Khammam.  
ANNUAL VERIFICATION REPORT FOR 2021-2022

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3. The following are broken/damaged and cannot be repaired and as such they may be written off.

Sl. No	Name of the Article	Cost of the article	No. of articles	Total cost of the articles	Date of Purchase	Remarks

Certified that we have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

4. The following have become useless/un-serviceable by way of wear and tear and they may be written off.


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Convener Signature: 


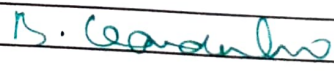
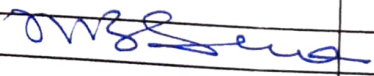

Member : 

Member : 

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

Stationary Stock Balance As on 31-03-2022

Name of the Item	Ground Stock	Sl.No	Name of the Item	Ground Stock
1 TBR	1	43	Dusters Boxes (Each box 10 No's)	10
2 BCR's	1	44	Penciles Boxes (Each box 10)	3
3 Cloth Registers No 1	0	45	Sharpener & Erasers	8
4 Cloth Registers No 2	0	46	Whitener & Markers Pens	2
5 Cloth Registers No 3	0	47	Twine Tride Bundlees	7
6 Cloth Registers No 4	0	48	Scissors	10
7 Cloth Registers No 5	0	49	Locks	7
8 TC Books	14	50	White Boards	6
9 Study & Conduct Books	14	46	Writting Pads	1
10 Admission Registers	0	47	File Covers	0
11 DFCR Registers	0	48	Rubber Bands	0
12 Teaching Dirays	123	49	Rubber Stamps	0
13 Academic Records	2	50	Plastick Buckets (B & S)	10
14 Departmental Activity Registers	73	51	Plastick Muges (B & S)	11
15 Remedial Coaching Registers	12	52	Plastick Dust Pains (B & S)	9
16 Teching Synopsis	1	53	Plastick Dust Bins (B & S)	10
17 Subject wise Student Progression Reports	32	54	Toilet Burches	5
18 Students Attedance Registers	55	55	Floor Clean Sticks	1
19 Menter Ment Registers	9	56	Naphthalene balls (Packets)	9
20 Departmental Meeting Cum Minities	90	57	Pinail	0
21 Curriculam Plan Registers	21	58	Acid	0
22 Long Note Books	26	59	Bleaching Powder	0
23 A4 Size Papers	3	60	Sanitizer Canes	0
24 Legal Size Papers	26	61	Hipocloride canes	0
25 File Padas	3	62	Soft Brooms sticks (మృదువైన చీపురు కర్రలు)	10
26 4 Floder Pads	2	63	Broom sticks (బుచ్చు చీపురు కర్ర)	12
27 File Brakers	190	64	Coconuct broom sticks (కొబ్బరి చీపురు కర్రలు)	12
28 File Tages (కటల్లు)	3	65	Table Cloth	0
29 Stick Files	0	66	Wall Clock Watches	0
30 Touchenes	20	67	Chairs	0
31 Cloth Covers	12			
32 Envelop Covers (Brown)	1150			
33 Transparent Gam Tape	2			
34 Gum Bottels (B & S)	11			
35 Stamp Pad & Ink	0			
36 Paper Weight	9			
37 Staplers (B & S)	0			
38 Staplers Pins (B & S)	2			
39 All Pin Boxes (S & M)	12			
40 All Pin Clip Dispenser	2			
41 Paper hole Punch	2			
42 Check Boxes (Each box 18 No's)	1			

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

Dt: 20/3/2022

To,  
The Principal,  
SR & BGNR Govt. Arts & Science College,  
(Autonomous),  
Khammam.

Respected Sir,

Sub:- Annual Verification of Stock Report for the year 2021-2022 – Department of  
Stelney - Regarding.

Ref:- Your office order dated :

@ @ @

After careful observation and Physical Verification of Stock of the department of

Stelney the Committee is herewith submitting.

The Annual Verification of Stocks Report for the year 2021-2022 with the full filled prescribed proforma.

Yours faithfully,

  
CONVENOR

Members:

1.

2. K. KONDALARA RAO B. Chandu

3. Dr. N. Vijaya Bhaskar Sane DWSane

SR & BGNR Govt. Arts & Science College (A), Khammam.  
ANNUAL VERIFICATION REPORT FOR 2021-2022

- A. All the articles purchased during the year were entered in the stock/accession register with full details and the balance at the year and were correctly arrive at.
- B. The articles are physically verified with the balance as shown in the stock/accession register and physically found subject to the following remarks.

1. The following articles /books were found missing.

Sl. No	Name of the article	Page No. of the stock Register

2. The following are broken /damaged and can be bet repaired.

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Convener Signature:   
 Member :   
 Member : 

  
 PRINCIPAL

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

## Stationary Stock Balance As on 31-03-2022

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41	Paper hole Punch	2			
42	Check Boxes (Each box 18 No's)	1			

PRINCIPAL

S.R. &amp; B.G.N.R. Govt Arts &amp; Science College (NAAC-B++)

Date : 31-03-2022

Khammam

To

The Principal,

SR & BGNR Govt.Arts & Science College(A),

Khammam.

Respected Sir,

Sub :- Annual Verification of Stock Report of the year Department of

Computer Science & Applications Submitting – Reg

Ref :- Your Office Order Date :

@@@



After careful observation and physical verification of stock of the Department of Computer Science & Applications the Committee is herewith submitting. The annual verification of stock of report for the year 2021-2022 with full filled prescribed proforma in triplicate for your kind perusal and necessary action.

Yours faithfully



Convener/Incharge

Members :

1.   
(D. G. Valya)  
Asst. Prof. of Botany
2.   
(T. PRATHANAKR AO)  
Asst. Prof. of Physics.

3. 



SR & BGNR Govt. Arts & Science College (A), Khammam.  
ANNUAL VERIFICATION REPORT FOR 2021-2022

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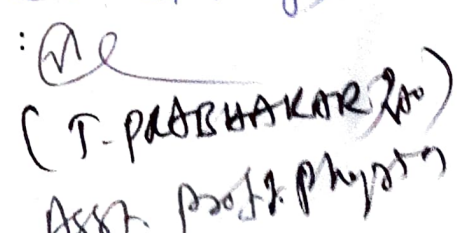
4. The following have become useless/un-serviceable by way of wear and tear and they may be written off.

Sl. No	Name of the Article	Cost of the article	No. of articles	Total cost of the articles	Date of Purchase	Remarks
1	Hp Laser JET	5200=00	01	5200 =00	26-6-08	
2	Hp Laser JET Color	20,696=00	01	20,696 =00	26-6-08	
3	Hp (Scanner)	24,752=00	01	24,752 =00	26-6-08	
4	Hp (Thin clients)	24,187=00	11	2,66,065=00	28-4-11	
5	Hp 240 Server	80,964=00	01	80,964 =00	28-4-11	
6	Hp Computers	31,300=00	03	93,900 =00	13-6-2012	

Certified that we have personally satisfied ourselves that each item now recommended for writing off, have become un-serviceable in the ordinary course through proper usage by wear and tear (article 140 of A.P.T.C.)

Convener Signature: 

Member 

Member :   
(T. PRABHAKAR Rao)  
Asst. Prof. of Physics

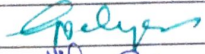

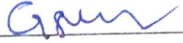



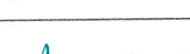


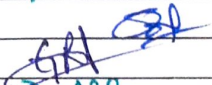

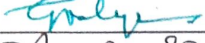
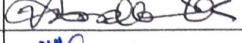



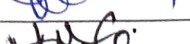




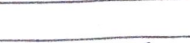



  
PRINCIPAL


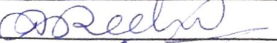




Office of the Principal,  
SR & BGNR Govt. Arts & Science College (A),  
KHAMMAM.

Dt: 10-02-2023.

## OFFICE ORDER

The following Annual Stock Verification Committees have been constituted for the financial year ending 31-03-2023 for the A.Y 2022-2023.

Sl. No	Name of the Department	Name of the Member	Signature
1	Chemistry & Bio-Chemistry Department (UG & PG)	Dr G.Valya , Convenor	
		Dr G.Srinivas Kumar, Member	
		Sri G.Surendra Reddy, Member	
		Dr M.Venkateswara Rao, Member	
2	Physics Department (UG & PG)	Dr Ch. Srinivasulu, Convenor	
		Sri G.Raghu, Member	
		Sri S.Babu, Member	
3	Botany Department (UG & PG)	Sri N.Srinivasa Rao, Convenor	
		Sri M.Bala Krishna , Member	
		Dr V.Ravishankar, Member	
4	Zoology Department (UG & PG)	Dr P.Ramesh, Convenor	
		Sri Y.Mahesh, Member	
		Dr G.Varalaxmi, Member	
5	Games Department	Dr P.Sarveswar Rao, Convenor	
		Dr B.Ravi Kumar, Member	
		Sri G.Raghu, Member	
6	Computer Department	Sri V.Samba Siva Rao, Convenor	
		Dr G.Valya, Member	
		Sri T.Prabhakar, Member	
		Dr P.Ravi Kumar, Member	
7	Library Department	Dr B.Venkateswara Reddy, Convenor	
		Sri N.Venkanna, Member	
		Sri Y.Ravindra Reddy, Member	
		Dr A.Ramasatyavathi, Member	
		Dr D.Sreenivas, Member	
8	Office/Stationery	Dr M.Subramanyam, Convenor	
		Sri B.KondalaRao, Member	
		Dr N.VijayaBhaskar Sharma, Member	
9	Furniture	Sri T.Nagur, Convenor	
		Smt M.Meghamala, Member	
		Dr V.Sanathi Kumar, Member	
		Smt P.Saritha, Member	
		Sri G.Shivaji, Member	


Sl. No	Name of the Department	Name of the Member	Signature
10	Microbiology Department	Dr B.RaviKuar, Convenor	
		Smt M.M.Laxmi, Member	
		Smt P.Anuradha, Member	
		Smt K.Vijaya Lakshmi, Member	
11	Bio-Technology Department	Dr C.V. Muralidhar, Convenor	
		Smt K.Jyothirmayi Rani, Member	
		Sri S.Babu, Member	

The Convener and Members of the each Committee are requested to verify the Stocks Registers with reference to Accession Registers of the Departments by the end of March, 2023 for the year 2022-2023 and to make Annual Verification entries in the Stock Registers with their signatures. During verification of stock, any articles /material is not found this should be noted in the Annual Stock Verification Certificate in the Stock Register.

The Verification should be completed on or before 31-03-2023 and get countersignature of the undersigned and also submit their compliance reports before 05-04-2023.

The Head of Departments are requested to co-operate with the Verification Committee. All the Conveners are requested to submit the compliance report within the stipulated time.

To:  
The Head of the Departments.

  
10/2/23  
**PRINCIPAL**  
SR & BGNR Govt. Arts &  
Science College (NAAC-B++)  
Autonomous - KHAMMAM, T.S.