

AICTE Mandatory Disclosure

Mandatory Disclosure	Updated on 21.05.2024
1. AICTE File No	Southern/1-43665194498/2024/EOA
Date & Period of Last approval	23-Mar-2024 for the Academic Year 2024-25

NAME OF THE INSTITUTION

Name of the Institution	SRIRAM POLYTECHNIC COLLEGE
Address of the Institution	Perumalpattu, Tiruvallur Taluk, Tiruvallur District
Pin code	602 024
State/UT	Tamil Nadu
Phone number with STD code	044 – 27689180
Fax number with STD code	044 – 27689180
Office hours at the Institution	8.45 A.M. to 4.45 P.M.
Academic hours at the Institution	9.15 A.M. to 4.30 P.M.
Email	srtpoly@gmail.com ,

NAME OF THE INSTITUTION	
	srptpoly@yahoo.co.in
Website	www.srptc.edu.in
Nearest Railway Station (dist in Km)	1 Km (Veppampattu R.S) 35 Km (Chennai-Central)
Nearest Airport (dist in Km)	35 m (Chennai – Meenambakkam)

1. Type of Institution

Type of Institution : Private-SelfFinanced
 Category (1) of the Institution : Minority
 Category (2) of the Institution : Co-Ed

2. Name of the organization running the Institution

Name of the organization running the Institution : Sriram Educational
 Trust Type of the organization : Trust
 Address of the organization : No.49, Anna Salai (Inside Devi Theatre Complex)
 Chennai – 600 002.
 Registered with : Joint Sub Registrar I,
 In the Cadre of District Registrar, Madras (North)
 Registration No. & Date : F.No.1179, 20.10.1983
 Website of the Organization : www.sriramtrust.org

3. Name of the Affiliating University

Name of the affiliating University : Directorate of Technical
Education
Address : Guindy, Chennai-600025.
Website : tndte.gov.in/site/

4. Name of The Principal

Name of Principal / Director : Dr. V.Dattatreya
Exact Designation : Principal
Phone number with STD code : 044 – 27689180
FAX number with STD code : 044 – 27689180
Email : srptpoly@gmail.com
Highest Degree : Ph.D.,
Field of specialization : Thermal Engineering and I.C. Engines

5. Governing council Members

Dr. R. Narayanasamy, M.A.,B.Ed.,Ph.D.,

Chairman

Dr. P. Govindarajulu

Trustee

Dr. S. Sumathi

Trustee

Shri. M. D. Rajkumar

Secretary & Trustee

Smt. Kastury Parthasarathy

Trustee

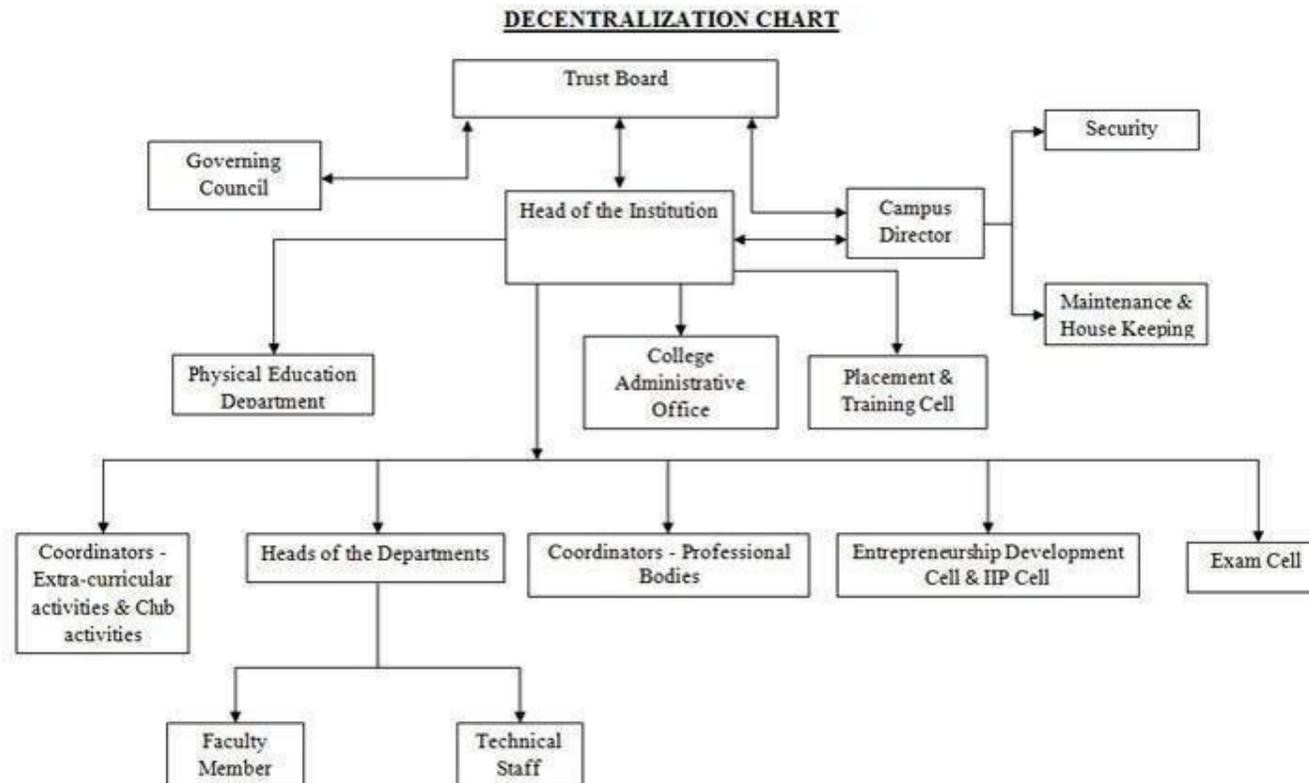
Dr.V.Dattatreya,

Principi, Sriram polytechnic college,

Mr.V.Sai Murali Krishnan,

HOD/Mech, Sriram Polytechnic college,

6. Executive Component : Organisation chart and Process



7. Grievance redressal mechanism for faculty, staff and students



Sriram Polytechnic College- Perumalpattu - 602024

Reconstitution of Grievances Redressal Committee

The Grievances Redressal Committee is re-constituted with effect from 02nd Feb .2015 with the following members:-

S.No.	Name of Committee Members	Role	Apointment order Ref.No/Dt	Contact No.	E- mail address
1.	Mr.V.DATTATREYA Principal	Convener	SRET/SRPTC/GC/001 Dated 14-11-2012	9444252328	srptpoly@gmial.com
2.	Mrs.N.P.SAYEE SANKARI Senior Lecturer	Member	SRET/SRPTC/GC/002 14-11-2012	7708186160	bsayee1995@gmail.com
3.	Mr.D. BABU H.O.D.,	Member	SRET/SRPTC/GC/003 dated 02-02-2015	9444289089	babujoothi@gmail.com

- 1) In case of any grievances from the students, they can contact the committee members.
- 2) They can also contact the Mentor (Faculty Member)
- 3) They can drop a letter in the 'Grievances Redressal' box kept in the main block (opp. to Administrative Office).
- 4) The convener will open the 'Grievances Redress' box every week, for taking prompt action to redress the grievances.




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8. (i) Anti ragging committee members



SRIRAM POLYTECHNIC COLLEGE
PERUMALPATTU-602024

Anti-Ragging Committee

Date : 13-11-2023

The Anti Ragging Committee is re-constituted with effect from 13th November 2023 following members :

Convener :

Sl.No.	Name	Appointment order Ref.No.Dt	e-mail Id	Mobile No.
1.	Er.V.Dattatreya Principal	SRPTC/AR/001 Dt.12-11-2012	srptprincipal@gmail.com	8667063296

Members :

Sl.No.	Name	Appointment order Ref.No.Dt	e-mail Id	Mobile No.
1.	Mr.D.Babu HOD/AUTOMOBILE	SRPTC/AR/002 Dt.13-11-2023	babujoothi@gmail.com	9444289089
2.	Mr.S.K.Loganadan Sr.Lecturer/EEE	SRPTC/AR/003 Dt.12-11-2012	sklogu@gmail.com	9840819232
3.	Mrs.R.MeeraSridhar Sr.Lecturer/Basic	SRPTC/AR/004 Dt.13-11-2023	meerasridhar@gmail.com	8778063367
4.	Mr.R.Venkatesan Workshop Instructor/Auto	SRPTC/AR/005 Dt.13-11-2023	Srptcantirag@gmail.com	9444733167
5.	Mr.M.Balasubramanian Campus Director(I/c)	SRPTC/AR/006 Dt.12-11-2012	ushbalan@yahoo.com	9444653671
6.	Sub.Inspector of Police Sevwapet Police Station	SRPTC/AR/007 Dt.12-11-2012	sptvlr@gmail.com	044- 27620210
7.	Mr.B.Soundarapandian Parent	SRPTC/AR/008 Dt.13-11-2023	Soundarapandian@gmail.com	9444837574
8.	Ms.J.Barkavi Student Representative	SRPTC/AR/009 Dt.13-11-2023	barkavijai@gmail.com	8610775739
9.	Ms.V.Jothi Student Representative	SRPTC/AR/010 Dt.13-11-2023	23jothisasi@gmail.com	8056208742



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8. (ii) Antiragging Squad members



SRIRAM POLYTECHNIC COLLEGE
PERUMALPATTU-602024

Anti-Ragging Squad

Date : 13-11-2023

The Anti Ragging Squad is re-constituted with effect from 13th November 2023 following members :

Convener :

Sl.No.	Name	Appointment order Ref.No.Dt	e-mail Id	Mobile No.
1.	Mr. T.Ramsekar Sr.Lecturer	SRPTC/ARS/001 Dt.12-11-2012	Trsssquad306@gmail.com	9841556215

Members :

Sl.No.	Name	Appointment order Ref.No.Dt	e-mail Id	Mobile No.
1.	Mr.S.Sahul Hameed Lecturer	SRPTC/ARS/003 Dt.12-11-2012	sahulv@gmail.com	9790284561
2.	Mr.V.Saravanan Lecturer	SRPTC/ARS/002 Dt.12-11-2012	Saravana.sv82@gmail.com	9710024689
3.	Mr.A.P.Senthil Kumar Lecturer	SRPTC/ARS/006 Dt.12-01-2021	Apsenthil_79@yohoo.co.in	9941363613
4.	Mr.G.Kodeesvaran Lecturer	SRPTC/ARS/005 Dt.12-11-2012	sgkodeesvaran@gmail.com	9003232711
5.	Mr.L.Thamizhvanan Physical Education Teacher	SRPTC/ARS/007 Dt.13-11-2023	Trsssquad306@gmail.com	7339073030



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9. INTERNAL COMPLAINT COMMITTEE (I CC)



SRIRAM POLYTECHNIC COLLEGE
PERUMALPATTU-602024

INTERNAL COMPLAINT COMMITTEE (ICC)

THE SEXUAL HARASSMENT OF WOMEN AT WORKPLACE (PREVENTION, PROHIBITION AND REDRESSAL)

Date : 13-11-2023

As per the G.O. No.14 2013 to provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto

Establishment of Internal Complaint Committee (ICC) (As per Section 4 All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulations, 2016

The internal complaint committee is reconstituted with effect from 13th November 2023 with the following members:-

Sl.No.	Name	Appointment order Ref.No.Dt	e-mail Id	Mobile No.
	Chairperson			
1.	Mrs.N.Andal Sr.Lecturer	SRET/SRPTC/ICC/022 Dt.14-03-2022	srptcicc@gmail.com	9445615265
	Members			
1.	Mrs.M.Kavitha Sr.Lecturer	- do -	- do -	9841243212
2.	Mrs.S.Devanai Lecturer	SRET/SRPTC/ICC/023 Dt.13-11-2023	- do -	9080349788
3.	Mrs.M.Vedavalli Lab Asst.	SRET/SRPTC/ICC/023 Dt.13-11-2023	- do -	8248297283
4.	Mr.J.Alexander Student Counsellor	SRET/SRPTC/ICC/022 Dt.14-03-2022	- do -	8939425894
5.	Mrs.A.Sarah Typist	- do -	- do -	9551004731
6.	Ms.K.Vaishnavi Student	SRET/SRPTC/ICC/023 Dt.13-11-2023	- do -	9360150955
7.	Ms.R.Kaviya Student	- do -	- do -	7871408177
8.	Ms.M.Lavanya Student	- do -	- do -	7550149869



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10. ESTABLISHMENT OF COMMITTEE FOR SC/ST



SRIRAM POLYTECHNIC COLLEGE
PERUMALPATTU-602024

ESTABLISHMENT OF COMMITTEE SC/ST

Date : 14-03-2022

As per the G.O. No.33 of 1989 dt.11-09-1989 to prevent the commission of offences of atrocities against the members of Scheduled Castes and Scheduled Tribes . The establishment of committee for SC /ST is re-constituted with effect from 14th March 2022 with the following members .

Sl.No.	Name	Appointment order Ref.No.Dt	e-mail Id	Mobile No.
	Presiding Officer			
1.	Mrs.A.Praveena Lecturer	SRET/SRPT/SC/022 Dt.14-03-2022	srptcscst@gmail.com	9750141989
	Members			
1.	Mr.C.Kamalakaran Lecturer	- do -	- do -	9789690847
2.	Mr.R.Shanmuga Sundaram, Lecturer	- do -	- do -	8344380202
3.	Mr.L.Murali Lecturer	- do -	- do -	9789677759
4.	Mrs.S.Devanai Lecturer	-do-	-do-	9080349788




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11. INDUSTRY INSTITUTE INTERACTION CELL (IIIC)



SRIRAM POLYTECHNIC COLLEGE
PERUMALPATTU-602024

Industry Institute Interaction Cell

Date : 13-01-2021

The Industry Institute Interaction Cell constituted with effect from 13th January 2021 following members :

Convener :

Sl.No.	Name	Appointment order Ref.No.Dt	e-mail Id	Mobile No.
1.	Mr.R.Mohan Lecturer	SRET/SRPTC/IIIC/14 Dt.13.01.2021	mohanramaswamy2@gmail.com	9486465130

Members :

Sl.No.	Name	Appointment order Ref.No.Dt	e-mail Id	Mobile No.
1.	Mr.V.Paranthaman Lecturer	-do-	vparanthaman1@gmail.com	9043415665
2.	Mr.V.Kotteswaran Sr.Engineer / TAFE	-do-	kotteswarankv@tafe.com	9626123773
3.	Mr.G.Dayanandan RSM/CANNON	-do-	dayanandan.g@cannon.co.in	9444446966



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12.INTERNAL QUALITY AND ASSURANCE CELL



Sriram Polytechnic College
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INTERNAL QUALITY AND ASSURANCE CELL

As per AICTE norms Institute of Public Enterprise (IPE) has formally set up IQAC in May 2017, **INTERNAL QUALITY AND ASSURANCE CELL** is constituted with effect from 22nd June 2020 with the following members:-

Sl. No.	Name of Committee Members	Role	Appointment order Ref.No/Dt	Contact No.	E- mail address
1.	Dr.V.Dattatreya Principal	Chairman	SRET/SRPTC/IQAC/OO1 22.06.2020	9444252328	srptpoly@gmail.com
2.	Mr. V.SaiMurali Krishna HOD / Mechanical	Coordinator	SRET/SRPTC/IQAC/OO2 22.06.2020	9952919180	srptcdme@gmail.com
3.	Mr.A.Suresh HOD /Computer	Member	SRET/SRPTC/IQAC/OO3 22.06.2020	8667513209	Sura1968@gmail.com
4.	Mr.A.Sathiyathan HOD /ECE	Member	SRET/SRPTC/IQAC/OO4 22.06.2022	9789349209	Shp7974@gmail.com
5.	Mr.S.K.Loganathan Sr.Lecturer/EEE	Member	SRET/SRPTC/IQAC/OO5 22.06.2020	9840819232	loganadansk.eee@srptc.edu.in
6.	Mrs.N.P.Sayee Sankari Sr. Lecturer/ Comp	Member	SRET/SRPTC/IQAC/OO6 22.06.2020	7708186160	bsayee1995@gmail.com




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13. STUDENTS INDUCTION PROGRAM COMMITTEE



Sriram Polytechnic College Perumalpattu – 602024

Students Induction Programme Committee

Students Induction Programme Committee is constituted with effect from 21st June 2020 with the following members:-

Sl. No.	Name of Committee Members	Role	Appointment order Ref.No/Dt	Contact No.	E- mail address
1.	Dr.V.Dattatreya Principal	Chairman	SRET/SRPTC/IPC/001 21.06.2020	9444252328	srptpoly@gmail.com
2.	Mr. M.THİYAGARAJULU HOD /BASIC	Coordinator	SRET/SRPTC/IPC/002 21.06.2020	9444184698	srpthodbasic@gmail.com
3.	Mr.D. BABU H.O.D.,	Member	SRET/SRPTC/IPC/003 21-06-2020	9444289089	babujoothi@gmail.com
4.	Mr.A.Sathiyathan HOD /ECE	Member	SRET/SRPTC/IPC/004 21.06.2022	9789349209	Shp7974@gmail.com
5.	Mrs.N.P.SAYEE SANKARI Senior Lecturer	Member	SRET/SRPTC/IPC/005 21.06.2020	7708186160	bsayee1995@gmail.com
6.	Ms.A.Praveena Lecturer	Member	SRET/SRPTC/IPC/006 21.06.2020	9884513105	srptcscst@gmail.com




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Sriram Polytechnic College

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POLICY FOR INTERNSHIP

Introduction:

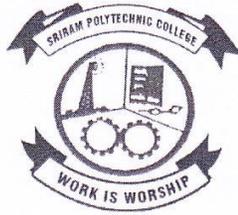
The rise in global competition has prompted organizations to devise strategies to have a talented and innovative workforce to gain a competitive edge. Developing an internship policy is an impactful strategy for creating a future talent pool for the industry. The Internship program helps the student to gain professional know-how, to learn fresh perspectives on business issues and even mould future business leaders. Keeping this in view, Sriram polytechnic college has developed the policy for Internship Guidelines for organizing Internship for diploma engineering students. These guidelines comprise of steps for Establishing, Maintaining & Fostering Internships. Sriram polytechnic college has a strong Industry Institute Interaction and also having MOUs with various organizations, and MSMEs to facilitate internship. Further, Alumnus of our college provides Internship for students.

Objectives:

1. Exposure to students to the industrial environment, which cannot be provided in the classroom and hence creating industry ready professionals for the industry.
2. Learn to implement the Technical knowledge in real industrial situations.
3. To learn and work in machineries, in different materials, products and their applications along with relevant aspects of quality control.
4. Understand the psychology of the workers and their habits, attitudes and approach to problem solving




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TEACHERS TRAINING POLICY

Fresher Induction program (FIP) :

A new faculty member who completes his/ her studies in a timely manner from any specialized institution and joins in our polytechnic council needs introductory training, he/ she's needed to give quality labors in the short run so that they lead to meaningful issues for the discipline in the medium duration which in turn a precious impact for the institutions in the long duration. Thus the faculty member is needed to plan the sweats and their directions to make the academic carrier meaningful.

Faculty induction programme (FIP) has to be implemented just after recruitment of fresh teachers.

- He/She has to keep abreast with the latest DOTE syllabus in his/her subject.
- New faculty members are trained to develop the art of preparing a systematic lesson plan and effective classroom interaction developing competence in communication skill in various models relevant to technical problems.
- Training in human values through an appropriate process of self exploration happened to be, by for the most important component of the training of fresh teachers.
- A teacher also has to learn the knack of continuous knowledge updating and lifelong learning.
- Apply the concepts, principles, and process of instructions and learning to ensure effective implementation of the curriculum.
- Demonstrate ethical and responsible, professional behaviour in the performance of his duties and rules.
- Also at successive stages of teaching career, training inputs about curricular development, infrastructure development, Institutional development, disciplinary and other important aspects of educational administration and policy formulation etc., will also be needed.
- To prescribe the structure and contents of the training program at different levels.
- To monitor, facilitate and successfully improve the quality of training by proposing to develop suitable resource person's resource material and carrying out action research.
- Basic understanding of the teaching – learning process.
- Training in preparing a systematic lesson plan and effective classroom interaction.
- Guided exposure to good teaching practice and lab development.
- Teaching in miscellaneous expects other than teaching such as administrative procedure, financial procedure and legal implication etc.,
- A fresher is required to attend two seminar / workshop / conferences in an academic year.




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Department wise Details- (Refer our website)

Civil Engineering

Automobile

Engineering

Mechanical

Engineering

Electrical and Electronics Engineering

Electronics and communication

Engineering Computer Engineering

Department wise Teaching Faculty — Bio-data Form – (Refer our website.)

Civil Engineering

Automobile

Engineering

Mechanical

Engineering

Electrical and Electronics Engineering

Electronics and communication

Engineering Computer Engineering

FEES DETAILS

Tuition Fees -- Rs 35,000 /- per Annum

Infrastructural Information – (Refer our website)

Various departments

Class Rooms

Library

Auditorium

Seminar & Conference Halls

Sports Facility

Buildings Hostel

Medical Facility

Placement Training

Cafeteria

Transport Facility

Academic Facility

300 Mbps internet connectivity

Wi-Fi Facility

Green Campus the solar power plant(100Kw)

Power Backup (Generator) - 24hrs standby

RO water Plant.

Sewage Treatment Plant

Water Filtering Plant

Bank with ATM

- **Academic Sessions**

Academic Sessions : **Engineering & Technology**

Examination System, Year /Semester : Semester Pattern @ Two semester per year

Period of declaration of results : within 1 – 2 months after closure of examinations

- **Counselling / Monitoring**

Counseling / Monitoring - Regular Counseling for students by faculty advisors / mentors once in every week. If required, Counselings shall be done to the students by the Students Counselors (available all the time during working hours) as directed by the mentors.

Career Counseling - Done by faculty advisors regularly and also by department Placement coordinators. A separate finishing school is conducted every year during Jan – March.

Medical Facility : -

- A Medical Room is provided in the Institute / Hostel equipped with a doctor .
Dr. B. Srinivasan,

Medical Officer is visiting twice in a week between 4.00 pm and 6.00 pm.

Student Insurance - All Students are covered under Safety Insurance & Road Safety Package Scheme with M/s. United India Insurance Co. Ltd.,

Sum assured - Accidental death of student - Rs. 1,00,000/-
Hospitalization expenses incurred for the student arising out of accident - Rs. 50,000/-

- **Students Activity Body**

Sports activities - Facilities available in the Sports are

Outdoor Games

Football Field(1) Hockey Field(1) Cricket
Ground

Volleyball Courts (2) Badminton Courts (2)
Cricket Nets

Kabaddi Court (1)

Indoor Games

Carrom

Gym

Chess

Table Tennis

I. NSS

II. RRC

III. Consumer Club

IV. Rotaract Club

14. Co - curricular activities-

- | | |
|-----------------------------------|--|
| Technical activities/Tech. | 1. Every department conducts a national level technical symposium in every Year |
| Fest | - 2. Departments are also conducting National Conference, International Conference etc., |
| Industrial Visits/Tours | - Industrial Visits/Tours Arranged |
| Alumni activities | - Every Year Alumni Meet is organized |