

AICTE Mandatory Disclosure	
Mandatory Disclosure	Updated on 22.07.2023
1. AICTE File No	<b>Southern/1-36963416857/2023/EOA</b>
Date & Period of Last approval	15-May -2023 for the Academic Year 2023-24
NAME OF THE INSTITUTION	
Name of the Institution	<b>SRIRAM POLYTECHNIC COLLEGE</b>
Address of the Institution	Perumalpattu, Tiruvallur Taluk, Tiruvallur District
Pin code	602 024
State/UT	Tamil Nadu
Phone number with STD code	<b>044 – 27689180</b>
Fax number with STD code	<b>044 – 27689180</b>
Office hours at the Institution	<b>8.45 A.M. to 4.45 P.M.</b>
Academic hours at the Institution	<b>9.15 A.M. to 4.30 P.M.</b>
Email	srtpoly@gmail.com ,

NAME OF THE INSTITUTION	
	srtpoly@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](http://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/](http://tndte.gov.in/site/)

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### 2. 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](mailto:srptpoly@gmail.com)  
Highest Degree : Ph.D.,  
Field of specialization : Thermal Engineering and I.C. Engines

### **3. 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*

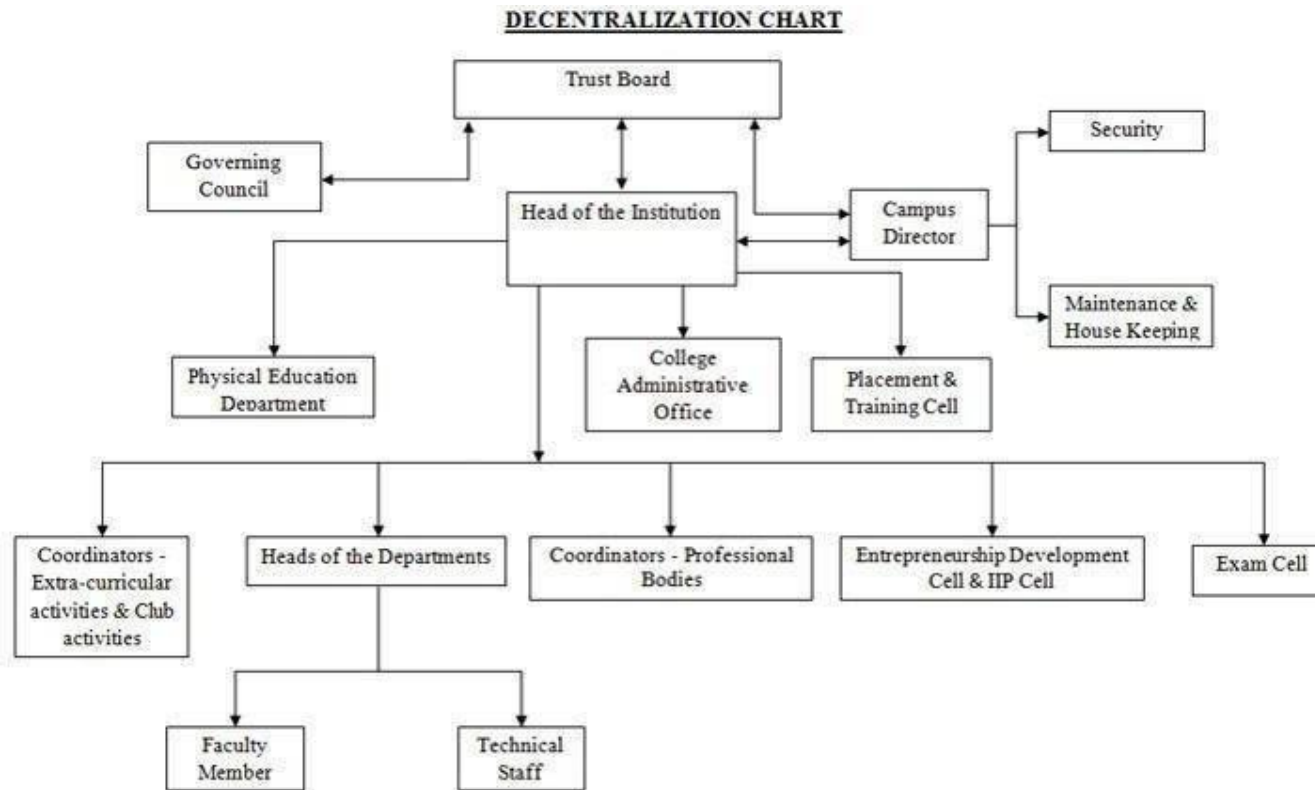
*Dr.V.Dattatreya,*

*Principi,l,Sriram polytechniccollege,*

*Mr.V.Sai Murali Krishnan,*

*HOD/Mech,SriramPolytechnic ollege,*

#### 4. Executive Component : [Organisation chart and Process](#)



## 10. 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 02<sup>nd</sup> Feb., 2015 with the following members:-

S.No.	Name of Committee Members	Role	Appointment order Ref.No./Dt	Contact No.	E- mail address
1.	Mr.V.DATTATREYA Principal	Convener	SRET/SRPTC/GC/001 Dated 14-11-2012	9444252326	srppnly@gmail.com
2.	Mrs.N.P.SAYEE SANKARI Senior Lecturer	Member	SRET/SRPTC/GC/002 14.11.2012	7700186160	bsayee1995@gmail.com
3.	Mr.D. BABU H.O.D.,	Member	SRET/SRPTC/GC/003 dated 02-02-2015	9444289089	babujooth@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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## 11. (i) Anti ragging committee members



**SRIRAM POLYTECHNIC COLLEGE**  
**PERUMALPATTU-602024**

### Anti-Ragging Committee

**Date : 13-01-2021**

The Anti Ragging Committee is re-constituted with effect from 13<sup>th</sup> January 2021 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	vdsrpt@yahoo.com	9444252328

#### **Members :**

Sl.No.	Name	Appointment order Ref.No.Dt	e-mail Id	Mobile No.
1.	Mr.A.Sathyanathan HOD/ECE	SRPTC/AR/002 Dt.12-11-2012	srptcantirag@gmail.com	9789349209
2.	Mr.S.K.Logandan Sr.Lecturer/EEE	SRPTC/AR/003 Dt.12-11-2012	sklogu@gmail.com	9840819232
3.	Mrs.M.Kavitha Sr.Lecturer/Maths	SRPTC/AR/004 Dt.12-11-2012	kavitham@gmail.com	9841243212
4.	Mr.M.Balasubramanian Campus Director(I/c)	SRPTC/AR/005 Dt.12-11-2012	ushbalan@yahoo.com	9444653671
5.	Sub.Inspector of Police Sevvapet Police Station	SRPTC/AR/006 Dt.12-11-2012	sptvlr@gmail.com	044- 27620210
6.	Ms.A.C.Vanishree Student Representative	SRPTC/AR/007 Dt.13-01-2021	Chinnavani1311@gmail.com	9566043557
7.	Ms.K.Bhagavathi Student Representative	SRPTC/AR/008 Dt.13-01-2021	Bhagavathi81@gmail.com	7010620138



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## (ii) Antiragging Squad members



**SRIRAM POLYTECHNIC COLLEGE**  
**PERUMALPATTU-602024**

### Anti-Ragging Squad

**Date : 12-01-2021**

The Anti Ragging Squad is re-constituted with effect from 15<sup>th</sup> December, 2020 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	Trssquad306@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	<a href="mailto:sahulv@gmail.com">sahulv@gmail.com</a>	9790284561
2.	Mr.V.Saravanan Lecturer	SRPTC/ARS/002 Dt.12-11-2012	<a href="mailto:Saravana.sv82@gmail.com">Saravana.sv82@gmail.com</a>	9710024689
3.	Mr.A.P.Senthil Kumar Lecturer	SRPTC/ARS/007 Dt.12-01-2021	<a href="mailto:Apsenthil_79@yahoo.co.in">Apsenthil_79@yahoo.co.in</a>	9941363613
4.	Mr.G.Kodeesvaran Lecturer	SRPTC/ARS/005 Dt.12-11-2012	<a href="mailto:sgkodeesvaran@gmail.com">sgkodeesvaran@gmail.com</a>	9003232711
5.	Mr.G.Paramasivam Physical Education Director	SRPTC/ARS/006 Dt.20-09-2018	<a href="mailto:Shiva77@gmail.com">Shiva77@gmail.com</a>	8148129135



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## 12. 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 : 21-03-2020**

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 21<sup>st</sup> March 2020 with the following members:-

Sl.No.	Name	Appointment order Ref.No.Dt	e-mail Id	Mobile No.
	<b>Chairperson</b>			
1.	Mrs.N.Andal Sr.Lecturer	SRET/SRPTC/ICC/012 Dt.21-03-2020	<a href="mailto:srptcicc@gmail.com">srptcicc@gmail.com</a>	9445615265
	<b>Members</b>			
1.	Mrs.M.Kavitha Sr.Lecturer	- do -	- do -	9841243212
2.	Ms.R.Sahana Lecturer	- do -	- do -	9677564391
3.	Mr.J.Alexander Student Counsellor	- do -	- do -	8939425894
4.	Mrs.A.Sarah Typist	- do -	- do -	9551004731
5.	Ms.R.Ramya Student	- do -	- do -	6382331542
6.	Ms.S.Keerthana Student	- do -	- do -	8825625919
7.	Ms.S.Vedavalli Student	- do -	- do -	9790745577



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### 13. 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 14<sup>th</sup> March 2022 with the following members .

Sl.No.	Name	Appointment order Ref.No.Dt	e-mail Id	Mobile No.
<b>Presiding Officer</b>				
1.	Mrs.A.Praveena Lecturer	SRET/SRPT/SC/022 Dt.14-03-2022	srptcscst@gmail.com	9750141980
<b>Members</b>				
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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## 14. 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 13<sup>th</sup> 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-	kotteswaranvk@tafe.com	9626123773
3.	Mr.G.Dayanandan RSM/CANNON	-do-	dayanandan.g@cannon.co.in	9444446966



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## 15. INTERNAL QUALITY AND ASSURANCE CELL



**Sriram Polytechnic College**  
Perumalpattu – 602024

### INTERNAL QUALITY AND ASSURANCE CELL

As per AICTE norms Sriram Polytechnic College has formally set up IQAC in May 2017, **INTERNAL QUALITY AND ASSURANCE CELL** is reconstituted with effect from 22<sup>nd</sup> 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/001 22.06.2020	9444252328	srtptc.y@gmail.com
2.	Mr. V.SaiMurali Krishna HOD / Mechanical	Coordinator	SRET/SRPTC/IQAC/002 22.06.2020	9952919180	srtcdmc@gmail.com
3.	Mr.A.Suresh HOD /Computer	Member	SRET/SRPTC/IQAC/003 22.06.2020	9667513209	Sura1968@gmail.com
4.	Mr.A.Sathiyazhathan HOD /ECE	Member	SRET/SRPTC/IQAC/004 22.06.2020	9739349209	Ghp7974@gmail.com
5.	Mr.S.K.Loganathan Sr. Lecturer/LLL	Member	SRET/SRPTC/IQAC/005 22.06.2020	0840819232	ggnanaganes.sreed@srmpp.edu.in
6.	Mrs.N.P.Sayee Sarikari Sr. Lecturer/ Comp	Member	SRET/SRPTC/IQAC/006 22.06.2020	7708186160	bsayee1995@gmail.com

  
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**Sriram Polytechnic College**  
Perumalpattu – 602024

### Students Induction Programme Committee

Students Induction Programme Committee is constituted with effect from 21<sup>st</sup> 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	srtpo.y6@gmail.com
2.	Mr. M.THEYAGARAJULU HOD /BASIC	Co-ordinator	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	babujoth@gmail.com
4.	Mr.A.Sathiyathan HOD /ECE	Member	SRET/SRPTC/IPC/004 21.06.2022	9789349209	Sho7974@gmail.com
5.	Mrs.N.P.SAYEE SANKARI Senior Lecturer	Member	SRET/SRPTC/IPC/005 21.06.2020	7705186163	bsayan1995@gmail.com
6.	Mrs.A.Praveena Lecturer	Member	SRET/SRPTC/IPC/006 21.06.2020	9884513105	srpreest@gmail.com

  
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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.

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. To learn and work in machineries, in different materials, products and their applications along with relevant aspects of quality control.
3. Understand the psychology of the workers and their habits, attitudes and approach to



## Srirani Polytechnic College

Perumalpattu – 602d24

### TEACHERS TRAINING POLICY

#### Objectives of the Policy (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 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 careers 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 far 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.
- The various stages of teacher's career, training programme at-on various levels: development, infrastructure development, institutional development, disciplinary and other important aspects of educational administration and policy formulation etc., will be covered.
- 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 aspects other than teaching such as administrative procedure, financial procedure and legal implication etc., will be covered.

### **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 department  
Class Room

First Year

Library

Auditorium

m

Seminar & Conference Halls

Sports Facility

Buildings Hostel Medical Facility

Placement

Training Cafeteria

Transport Facility

Academic Facility

Wi-Fi Facility

Green Campus the solar power plant(100Kw) 42

Mbps internet connectivity. RO water Plant.

Power Backup (Generator) - 24hrs

standby Sewage Treatment Plant

Water Filtering

Plant Bank with

ATM

## 18. 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

## 19. 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/-

## 20. 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**

## 21. Co - curricular activities -

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

