

दक्षिणी क्षेत्रीय कार्यालय
अखिल भारतीय तकनीकी शिक्षा परिषद
(भारत सरकार के अधीन सांविधिक संस्था)
"शास्त्री भवन", २६, हेड्राज रोड
नुंगमबाकम, चेन्नै-६०० ००६.
दूरभाष: (०४४) ८२७५६५० / ८२७९९९८
फैक्स : ०४४-८२५५८६३
ई-मेल : aictesouth@vsnl.com



SOUTHERN REGIONAL OFFICE
ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
(A Statutory Body of Govt. of India)
"Shastri Bhavan", 26, Haddows Road,
Nungambakkam, CHENNAI-600 006.
Phone : (044) 8275650 / 8279998
Fax : (044) 8255863
E-mail : aictesouth@vsnl.com

Dr. M.G. DEVAMANE, M.Tech (IITB) Ph.D. (IITM)
Regional Officer and Member Secretary,
Southern Regional Committee of AICTE

F.No.P-36/2002 / 2864

10th April, 2002

To

The Secretary/Correspondent,
T.K.R. Educational Society,
16-2-751/31/C, Tirumala Hills,
Asman Gadh, Malkapet,
Hyderabad-500 036.

SUB: Establishment of new Institutions (Degree (E&T) programme) - visits -
regarding.

Sir,

In response to the Letter of Intent issued by AICTE, New Delhi, it is informed that the visit of the Expert Committee for verification of infrastructural and instructional facilities created will take place at any time after **22nd April, 2002**. Kindly keep all the relevant Original documents ready along with a xerox copy of the same as per enclosed list.

Encl: As above

Yours faithfully,

(DR. M.G. DEVAMANE)
Regional Officer

**LIST OF DOCUMENTS IN ORIGINAL AND ONE SET OF XEROX COPY EACH
TO BE KEPT READY FOR PRODUCTION AT THE TIME OF INSPECTION**

01. Copy of Original Application Submitted to AICTE ✓
02. Original Trust/Society Deed Indicating the members of the Trust/Society ✓
03. Society Registration Certificate ✓
04. Minutes of Trust/Society Meetings ✓
05. Original Land Documents ✓
06. Village Map / Location Map / Index Map/Topo Sketch ✓
07. Land Use Certificate ✓
08. Original Approved Building Plan ✓
09. N.O.C's from State Govt & University ✓
10. Copy of Syllabus from Concerned Affiliating University ✓
11. List of Equipment Available and Requirement as per Syllabus ✓
12. Stock Register for Equipments ✓
13. Copy of Invoice/ Cash Memo for Equipments ✓
14. Cash Book of Institution/Trust ✓
15. Accession Register for Library ✓
16. Invoice / Cash Memo for Library Books ✓
17. Advertisement for Recruitment of faculty members ✓
18. Composition of Staff Selection Committee ✓
19. Minutes of Selection Committee of faculty members ✓
20. Appointment / Offer Letters Issued to the faculty members ✓
21. Joining Report of faculty members ✓
22. One page biodata of Principal / Director appointed ✓
23. List of faculty appointed / Identified with qualification and experience ✓
24. Acquittance Register ✓
25. Building Completion Certificate ✓
26. Fund Position / Bank Certificate / FDR Copy ✓
27. Cash Flow Statement for the next two years for the proposed Institution showing projected expenses and source of funds. ✓
28. Audited statement of accounts of the trust ✓
29. Phasewise plan of construction ✓
30. Details of Built up Structure Available Exclusively for the Proposed New Institution at the Permanent site ✓
31. Photographs of the Institution ✓
 - a. Front portion of the entire building in close view
 - b. Back side of the entire building in close view
 - c. Internal portion of at least one class room
 - d. Internal portion of computer room along with computers
 - e. Internal portion of entire Institute with Institution's name board in close view
 - f. Internal portion of Physics and Chemistry labs
 - g. Internal portion of drawing hall with furniture and drawing boards
 - h. Internal portion of Principal's sitting room
 - i. Internal portion of library room
 - j. Internal portion of faculty sitting room