

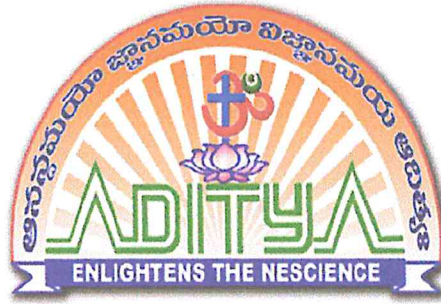
# Aditya College of Pharmacy

Aditya Nagar, ADB Road, Gandepally Mandal,  
Surampalem, Andhra Pradesh– 533 437

Phone: 9949876664

E-mail: [office@acop.edu.in](mailto:office@acop.edu.in),

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## Transport Committee (2021-22)



# ADITYA COLLEGE OF PHARMACY

(Affiliated to JNTUK, Approved by AICTE & PCI)

(ADITYA NAGAR, ADB ROAD, SURAMPALEM 533 437, E.G.Dt, Ph.9949876664)

Website:www.acop.edu.in, Email:office@acop.edu.in

Date: 07-06-2021

## Proceedings of the Principal, Aditya College of Pharmacy, Surampalem

Sub: ACPS, Surampalem – Constitution of Transport committee for the Academic Year 2021-22-  
Orders – Issued – Reg.

\* \* \*

The undersigned is pleased to constitute the transport committee with the following members for the academic year 2021-22 to 2022-23

- **Chairman**

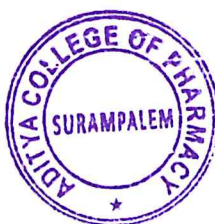
- Dr.K.Ravi Shankar, Principal 9000576662

- **Convener**

- Mr.K.Venkateswarulu 8897993001

- **Members**

- Mr.Amit Kumar, Assoc. Prof, Dept of Pharmacy Practice 8790592977
  - Dr. K. Rama Krishna Assoc. Prof, Dept of Ph. Chemistry 8639002189
  - Mr. D. Raviteja, Asst. Prof,Dept of Pharmaceutics 9639031917
  - Mr.K.SuryaNarayana , Transport Incharge 9177376661



*Xuanmae*  
PRINCIPAL  
PRINCIPAL  
Aditya College of Pharmacy  
SURAMPALEM-533 437

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Website:www.acop.edu.in, Email:office@acop.edu.in

Date: 06-05-2021

## CIRCULAR

All the Staff and Students are hereby informed that Transport committee was formed in the College to prevent the problems faced by students during their journey to the college for the Academic Year 2021-22. The cell comprises of senior faculty representatives and they respond to following duties.

The Committee was constituted as the following.

### Chairman

○ Dr.K.Ravi Shankar, Principal 9000576662

### • Convener

○ Mr.K.Venkateswarulu 8897993001

### • Members

○ Mr.Amit Kumar, Assoc. Prof, Dept of Pharmacy Practice 8790592977

○ Dr. K. Rama Krishna Assoc. Prof, Dept of Ph. chemistry 8639002189

○ Mr. D. Raviteja, Asst. Prof, Dept of Pharmaceutics 9639031917

○ Mr.K.SuryaNarayana , Transport Incharge 9177376661



*K. Ravi Shankar*  
PRINCIPAL

PRINCIPAL  
Aditya College of Pharmacy  
SURAMPALEM-533 437

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Website:www.acop.edu.in, Email:office@acop.edu.in

Date: 06-06-2021

## CIRCULAR

### Transport Committee Meeting

This to inform all the members of Transport committee of Aditya College of Pharmacy, to attend the meeting on 06-06-2021 at 1:00 pm headed by the Chairman Dr. K. Ravi Shankar in the Principal Chamber.

#### AGENDA

5. Activities
6. Rules and Regulations
7. Necessary steps to be followed
8. General

Members are expected to attend the meeting

S.No.	Name	Designation	Signature
1	Dr. K.Ravi Shankar	Chairman	
2	Mr K.Venkateswarulu	Convener	
3	Mr.Amit Kumar	Member	
4	Dr. K. Rama Krishna	Member	
5	Mr. D. Raviteja	Member	
6	Mr. K.Surya Narayana	Transport Incharge	



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Website:www.acop.edu.in, Email:office@acop.edu.in

06-06-2021

## Minutes of Meeting of Transport Committee Meeting held On 06-06-2021

Minutes of the meeting of the Transport Committee of Aditya College of Pharmacy, A.P, Held on 06-06-2021 at 1:00 pm in the Principal Chamber.

### Members attended the meeting :

S.No.	Name	Designation	Signature
1	Dr. K.Ravi Shankar	Chairman	
2	Mr.K.venkateswarulu	Convener	
3	Mr.Amit Kumar	Member	
4	Dr.K.RamaKrishna	Member	
5	Mr. D. Raviteja	Member	
6	Mr. K.Surya Narayana	Transport Incharge	

The meeting of the Transport Committee commenced with a welcome by Dr. K.Ravi Shankar, the Chairman of the Transport Committee. The Convener Mr. K, Venkateswarulu has extended his cordial welcome to all the members.

**Important points discussed and Approved in this meeting are summarized below:**

1. They reviewed the minutes of meeting of 13<sup>th</sup> meeting and satisfied with the actions taken on the issues required.
2. Review on bus availability to the students in existing routes.
3. Review on providing additional bus facility to the students to specific routes who are attending industrial visits.
4. Review on extension and shortening of bus services in existing routes. Discussed about thorough checking of student ID cards in buses by bus in charge.
5. Review on increasing buses to some routes as the student strength is increases.

**Composition of transport committee:**

S.No.	Name	Designation
1	Dr. K.Ravi Shankar	Chairman
2	Mr K.Venkateswarulu	Convener
3	Mr.Amit Kumar	Member
4	Dr. K. Rama Krishna	Member
5	Mr. D. Raviteja	Member
6	Mr. K.Surya Narayana	Transport Incharge

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Website:www.acop.edu.in, Email:office@acop.edu.in

Date: 18-10-2021

## CIRCULAR

### Transport Committee Meeting

This to inform all the members of Transport committee of Aditya College of Pharmacy, to attend the meeting on 18-10-2021 at 1:00 pm headed by the Chairman Dr. K. Ravi Shankar in the Principal Chamber.

#### AGENDA

1. Activities
2. Rules and Regulations
3. Necessary steps to be followed
4. General

Members are expected to attend the meeting

S.No.	Name	Designation	Signature
1	Dr. K.Ravi Shankar	Chairman	
2	Mr K.Venkateswarulu	Convener	
3	Mr.Amit Kumar	Member	
4	Dr. K. Rama Krishna	Member	
5	Mr. D. Raviteja	Member	
6	Mr. K.Surya Narayana	Transport Incharge	

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18-10-2021

## Minutes of Meeting of Transport Committee Meeting held On 18-10-2021

Minutes of the meeting of the Transport Committee of Aditya College of Pharmacy, A.P, Held on 18-10-2021 at 1:00 pm in the Principal Chamber.

### Members attended the meeting :

S.No.	Name	Designation	Signature
1	Dr. K.Ravi Shankar	Chairman	
2	Mr.K.venkateswarulu	Convener	
3	Mr.Amit Kumar	Member	
4	Dr.K.RamaKrishna	Member	
5	Mr. D. Raviteja	Member	
6	Mr. K.Surya Narayana	Transport Incharge	

The meeting of the Transport Committee commenced with a welcome by Dr. K.Ravi Shankar, the Chairman of the Transport Committee. The Convener Mr. K, Venkateswarulu has extended his cordial welcome to all the members.



**Important points discussed and Approved in this meeting are summarized below:**

1. Review on bus availability to the students in existing routes.
2. Review on providing additional bus facility to the students to specific routes who are attending industrial visits.
3. Review on extension and shortening of bus services in existing routes. Discussed about thorough checking of student ID cards in buses by bus in charge.
4. Providing bus facility to the students who are going to write semester exams in other colleges.
5. Review on the bus facility providing to the students going for industrial visits.

**Composition of transport committee:**

S.No.	Name	Designation
1	Dr. K.Ravi Shankar	Chairman
2	Mr K.Venkateswarulu	Convener
3	Mr.Amit Kumar	Member
4	Dr. K. Rama Krishna	Member
5	Mr. D. Raviteja	Member
6	Mr. K.Surya Narayana	Transport Incharge

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Website:www.acop.edu.in, Email:office@acop.edu.in

Date: 01-03-2022

## CIRCULAR

### Transport Committee Meeting

This to inform all the members of Transport committee of Aditya College of Pharmacy, to attend the meeting on 01-03-2022 at 1:00 pm headed by the Chairman Dr. K. Ravi Shankar in the Principal Chamber.

#### AGENDA

1. Activities
2. Rules and Regulations
3. Necessary steps to be followed
4. General

Members are expected to attend the meeting

S.No.	Name	Designation	Signature
1	Dr. K.Ravi Shankar	Chairman	
2	Mr K.Venkateswarulu	Convener	
3	Mr.Amit Kumar	Member	
4	Dr. K. Rama Krishna	Member	
5	Mr. D. Raviteja	Member	
6	Mr. K.Surya Narayana	Transport Incharge	

**Important points discussed and Approved in this meeting are summarized below:**

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**Composition of transport committee:**

S.No.	Name	Designation
1	Dr. K.Ravi Shankar	Chairman
2	Mr K.Venkateswarulu	Convener
3	Mr.Amit Kumar	Member
4	Dr. K. Rama Krishna	Member
5	Mr. D. Raviteja	Member
6	Mr. K.Surya Narayana	Transport Incharge



**Aditya College of Pharmacy**  
Aditya Nagar, ADB Road, Gandepally Mandal,  
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**TRANSPORT COMMITTEE STANDARD OPERATING PROCEDURE**  
**Academic year 2021-2022**

The committee members has discussed on the following aspects and made necessary suggestions.

1. Administer and schedule transport facility for the students and staff to various routes.
2. Daily supervision of the bus route operations is mandatory to maintain the punctuality
3. The fleet of buses should reach the institution on or before 9.AM and leave after 4.PM
4. The conduction of review meeting with transport committee members takes place twice in a semester
5. Providing free bus facility to staff and non- teaching staff.
6. Providing 50 % concession in bus fares for the wards of staff and non-teaching staff of Aditya group of educational institutions.
7. Providing additional transport facility to the students and staff who are staying in the campus beyond working hours for placement and project work.
8. Arrange transport facility for students and also to staff for any educational tour, sports meet, social service activities.
9. Displaying driver route map and stages points inside the bus.
10. Plans to see that at least one faculty must travel in the student bus to maintain display in the bus.
11. Sanitizing and cleaning of all buses at regular intervals of time to maintain the hygienic conditions.



*Principals Chauhan*

**Principal**

**PRINCIPAL**  
**Aditya College of Pharmacy**  
**SURAMPALAM-533 437**