



# ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to JNTUK, Kakinada

Recognized by UGC under Section 2(f) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

Ref: ACOE/NSSC/2018-19

Date:19/7/2018

## NSS COMMITTEE

The undersigned is pleased to constitute NSS Committee with the following members to plan and monitor the activities of NSS Unit for the academic year 2018-2019.

S.NO	NAME OF THE FACULTY	DESIGNATION	Role	MOBILE NO.
1.	Dr.T.K.Rama Krishna Rao	Principal	Chairman	9000476662
2.	Mr.G.Bala Mohana Raju	Asst. Professor, H&BS & NSS PO	Convener	7013923015
3.	Mr.N.Pravven	Asst. Professor, CSE	Member	9908241113
4.	Mr.G.Veera Pandu	Asst. Professor, ECE	Member	9133995597
5.	Mr.M.Somi Reddy	Asst. Professor, EEE	Member	9704188596
6.	Mr.M.Surya Teja	Asst. Professor, ME	Member	8985405094
7.	Mr.Giri Prasad	Asst. Professor, CSE	Member	9502245695
8.	Mrs.P.Sridevi	Asst. Professor, CSE	Member	9603783773
9.	Mr. Naga Babu	III ECE	Student member	918270996
10.	Mr. Sai Datta	III MECH	Student member	7793914451
11.	Ms. N. Bhavani	III EEE	Student member	7729995179



Frequency of Meeting: Once in a Year (or) as and when required

Functions and Responsibilities

1. To organize the social activities like Swachh Bharath
2. To enhance the social responsibility among students
3. To oversee the medical camps like blood donation.
4. To increase the awareness about common man needs like literacy & To  
organize extension activities in surrounding places.
5. To organize extension activities in collaboration with different  
Organizations (or) social service groups.



  
PRINCIPAL

PRINCIPAL  
Aditya College of Engineering  
SURAMPALAM-533 437



# ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to JNTUK, Kakinada

Recognized by UGC under Section 2(f) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

## STANDARD OPERATING PROCEDURE FOR NSS COMMITTEE

1. Instil the idea of social responsibility and their role in social welfare activities in students and enrol the highly motivated students as volunteers
2. Conduct meetings to discuss the various type of events to be conducted and prepare action plan.
3. To organize activities that creates awareness and benefit the society at large.
4. Prepare an action plan to organize the program discussed in the meeting.
5. To request principal for a permission to organise a particular event
6. To provide a circular among the volunteers for their active participation
7. To pick sufficient number of volunteers for the for organising the event
8. Convene a meeting with student volunteers to discuss the plan of action for every activity to be organised
9. Documenting the event and preparing post event report and Submit the report for ratification of principal
10. Uploading the same in JNTUK NSS web portal

  
PRINCIPAL



PRINCIPAL  
Aditya College of Engineering  
SURAMPALAM-533 437





# ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to JNTUK, Kakinada

Recognized by UGC under Section 2(f) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

Ref:ACOE/NSSC/2018-19

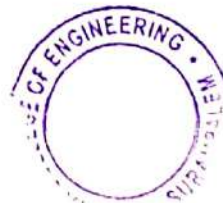
Date:25/7/2018

## CIRCULAR

All the NSS committee members are hereby informed to attend the meeting on 26/07/2018 at 10.30 am in board room, Ramanujan bhavan, ACOE

### AGENDA:

1. To organize the social activities like Swatch bharath
2. To enhance the social responsibility among students
3. To oversee medical camps, Blood donation camps
4. To follow and organize the days proposed by AICTE



Cc to:

1. To all committee members

  
PRINCIPAL

PRINCIPAL  
Aditya College of Engineering  
SURAMPALEM-533 437



# ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to JNTUK, Kakinada

Recognized by UGC under Section 2(f) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

Dt:26/07/2018

## MINUTES OF MEETING

The meeting of NSS Committee was held on 26/07/2018 at 10.30 A.M in the board room of Ramanujan Bhavan, ACOE

The following members were present:

S.NO	NAME OF THE FACULTY	DESIGNATION	DEPARTMENT	SIGN
1.	Dr.T.K.Rama Krishna Rao	Chairman	PRINCIPAL	
2.	Mr.G.Bala Mohana Raju	Convener	BSE	
3.	Mr.U.V Eswarudu	Member	CE	
4.	Mr.G.Veera Pandu	Member	ECE	
5.	Mr.M.Somi Reddy	Member	EEE	
6.	Mr.M.Surya Teja	Member	ME	
7.	Mr.Giri Prasad	Member	CE	
8.	Mrs.P.Sridevi	Member	MBA	
9.	Mr. Naga Babu	Student member	III ECE	
10.	Mr. Sai Datta	Student member	III MECH	
11.	Ms. N. Bhavani	Student member	III EEE	

### Points Discussed:

1. To review on social activities like Swatch bharath
2. To review on enhancing the social responsibilities among students
3. To review on medical camps, Blood donation camps
4. To review and organize the days proposed by AICTE

## RESOLUTIONS

- 1) The NSS committee members reviewed various programs held under swatch bharath program and suggested to conduct more extension activities under swatch bharath
- 2) Committee made resolution on organizing adequate number of seminars and orientation programs to enhance the social responsibility among the students
- 3) The committee identified the importance of maintaining a panel of doctors to have their support in organizing medical camps in rural areas.
- 4) The committee reviewed the last years action taken reports and proposed to organize few more activities as per AICTE guidelines
- 5) The perspective plan proposed by the NSS program Officer is discussed and approved by the committee members



PRINCIPAL

PRINCIPAL  
Aditya College of Engineering  
SURAMPALEM-533 437





# ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to JNTUK, Kakinada

Recognized by UGC under Section 2(f) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

## PERSPECTIVE PLAN FOR NSS COMMITTEE 2018-19

S.no	Name of the activity	Organising unit/ agency/ collaborating agency	Name of the scheme	Year of the activity	Budget if any	Remarks
1	Special camp	NSS With Institutional	National Service Scheme	2019		To organise a 1 week program in a rural village and conduct awareness programs, plantations, swatch bhara and other programs
2	Blood donation camp	NSS With medical	National Service Scheme	2019		To plan a couple of blood donation camps during the academic year
3	Republic day celebrations	NSS With JNTUK, Kakinada	National Service Scheme	2019		To be a part of republic day celebrations to be held at JNTUK university
4	Service program at Subrahmanya Sastri, Biccavolu	NSS With AP Police	Sastri utsava kamiti	2018		Our volunteers are supposed to support police in clearing the mob and maintaining discipline
5	Aids Awareness program	NSS With Institutional	National Service Scheme	2018		To visit a remote and provide awareness among the villagers regarding Aids
6	Donation of Weekly groceries, daily needs and fruits etc to the needy	NSS With Institutional	One Rupee Fund	2018		Service supposed to be done by using one rupee fund

7	Gandhi Jayanthi celebrations	NSS With Institutional	National Service Scheme	2018		To celebrate Gandhi jayanthi by conducting essay writing, debate and other compitations
8	NSS Foundation day	NSS With Institutional	National Service Scheme	2018		To celebrate NSS foundation day and to honour the best volunteers
9	Clay Ganesha Idol Distribution	NSS With Institutional	National Service Scheme	2018		To distribute clay Ganesh idols as part environmental protection
10	Teachers day	NSS With Institutional	National Service Scheme	2018		Volunteers are supposed to plan and celebrate teachers day
11	Career Orientation to School children	NSS With Institutional	National Service Scheme	2018		visit a nearby school and conduct an orientation program
12	Independence day celebrations	NSS With JNTUK	Independence day 2018	2018		To be a part of independence day celebrations to be held at JNTUK university
13	Swachhbharat summer Internship	NSS With government of India	swachh bharath summer Internships 2018	2018		To conduct an internship program on the importance of having clean premises
14	Kargil Vijay diwas	NSS With Institutional	National Service Scheme	2018		To organise an event remembering the soldiers demised during kargil war
15	Women Rights awareness program	NSS With Institutional	National Service Scheme	2018		To organize a awareness program regarding women rights



16	Tree Plantation	NSS With State Government	Vanamahostavam 2018	2018		To plant multiple plants in remote areas and road sides as a part of green revolution and vanamahotsavam
17	Volunteers Orientation Seminar	NSS With Institutional	National Service Scheme	2018		To conduct an orientation program for the new volunteers and provide them all the basic information and duties to be performed as NSS volunteer
18	Yoga Practice session	NSS With Central Government	International Yoga day -2018	2018		To organize yoga practice session by inviting yoga experts



  
PRINCIPAL

PRINCIPAL  
Aditya College of Engineering  
SURAMPALEM-533 437



# ADITYA COLLEGE OF ENGINEERING

Approved by AICTE, Affiliated to JNTUK, Kakinada

Recognized by UGC under Section 2(f) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533 437, E.G.Dist., Ph: 99631 76662.

## Action taken report for 2018-19

S.No	Name of the activity	Organising unit/ agency/ collaborating agency	Name of the scheme	Year of the activity	Budget if any	Remarks
1	Special camp 19-02-2019	NSS With Institutional	National Service Scheme	2019	22000	Conducted a 1 week program in a rural village and conduct awareness programs ,plantations, swatch bharat and other programs
2	Blood donation camp 28-01-2019	NSS With medical	National Service Scheme	2019	2100	Donated 418 units of blood
3	Republic day celebrations 26-01-2019	NSS With AP JNTUK	National Service Scheme	2019	1000	Our volunteers Participated in jntuk, Kakinada Republic day celebrations
4	Service program at Sasty,Biccavolu	NSS With AP Police	Sasty utsava kamiti	2018	2500	Our volunteers supported police in clearing the mob and maintaining discipline
5	AIDS awareness program 01-12-2018	NSS With Institutional	National Service Scheme	2018		Conducted a rally in surampalem village and did door to door campaign to provide AIDS awareness
6	Donation of Weekly groceries 25-11-2018	NSS With Institutional	One Rupee Fund	2018	4000	Donated to old age home located at kakinada
7	NSS Foundation day 24-09-2018	NSS With Institutional	National Service Scheme	2018		NSS volunteers conducted debates, essay writing competitions and the best volunteers are handed with mementos



8	Clay Ganesha Idol Distribution 11-09-2018	NSS With Institutional	National Service Scheme	2018		Distributed clay Ganesha idols as a symbol for environmental protection
9	Teachers day 05-09-2018	NSS With Institutional	National Service Scheme	2018		Our NSS volunteers felicitated faculty members and distributed plants to all the faculty members
10	Fruits Distribution at Old age home 03-09-18	NSS With Institutional	One Rupee Fund	2018	3000	Donated as a part of social activities by using one rupee fund
11	Career Orientation to School children 30 to 31-08-2018	NSS With Institutional	National Service Scheme	2018		Our NSS volunteers visited surampalem high school and conducted a career orientation program
12	Raising funds to Kerala flood victims 18 to 26-08-2018	NSS With Institutional	National Service Scheme	2018		Our NSS volunteers raised funds for Kerala flood victims and transferred the amount through our Institution
13	Independence day celebrations 15-08-2018	NSS With JNTUK, Kakinada	Independence day 2018	2018		Participated in 2K Run and flag hoisting at JNTUK, Kakinada
14	Pulihora & Ravva kesari Distribution to School children 15-08-2018	NSS With Institutional	One Rupee Fund	2018	3000	Donated as a part of social activities by using one rupee
15	Swachhbharat summer Internship 27 to 31-07-18	NSS With government of India	swachh bharath summer Internships 2018	2018		We conducted a orientation program and summer internship on swachh bharath
16	Kargil Vijay Diwas 26-07-2018	NSS With Institutional	National Service Scheme	2018		We have celebrated Kargil Vijay Diwas remembering the demised soldiers and offered condolences.

17	Tree Plantation 19-07-2018	NSS With State government	Vanamahostavam 2018	2018	4000	We have planted about 70 plants as a part Vanmahostsavam
18	Volunteers Orientation Seminar 21-06-2018	NSS With Institutional	National Service Scheme	2018		Senior volunteers and the PO conducted an an orientation program for the newly inducted volunteers
19	Books & stationary donation to school children, magatoothi 28-06-2018	NSS With Institutional	One Rupee Fund	2018	2800	Donated as a part of social activities by using one rupee fund
20	Yoga Practice session 21-06-2018	NSS With Central Government	International Yoga day -2018	2018		Organised International Yoga Day by having an yoga practice session in our Yoga hall and conducted an essay writing competition on Yoga and its importance in day to day life



  
PRINCIPAL

PRINCIPAL  
Aditya College of Engineering  
SURAMPALEM-533 437