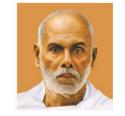


Sree Narayana Guru College of Engineering & Technology



CHALAKKODE P.O., KOROM, PAYYANUR, KANNUR-670 307

APPOINTMENT ORDERS OF VARIOUS CELLS AND COMMITTEES

SNGCET/ALU/02/2022

05th May 2022

OFFICE ORDER

Sub: SNGCET Alumni Association (SNAAP)

The college Alumni Association (SNAAP) has been reconstituted with the following members. The committee will organize a meeting of the Alumni in the college. The Alumni General Body shall be conducted to elect the Executive Members of Alumni.

Chief Patron

: Sri.KP Balakrishnan, President, SBSY, Kannur

Patron

: Sri K P Pavithran, Secretary, SBSY, Kannur.

President

: Dr. Leena.A.V

Chairman

: Mr. Ebrahim Sainudheen

Vice President

: Sri. Ashok Hegde.L

: Dr. Susan Abraham

: Prof. Saritha Sasindran

Secretary

: Prof. Sunder.V

Joint Secretary CSE: Prof. Varsha.M

: Prof. Thulasibai.A

Joint Secretary EEE: Prof. Prabha Chandran

Joint Secretary ME : Mr. Arjun Govind

Joint Secretary ECE: Prof. Bushra Abdulla.N.T.

: Prof. Meera.M

Joint Secretary CE : Mr. Akhil.K.C

Treasurer

: Prof. Manu.C

ISTRATIVE OFFICER

To

All Members /HODs

President/ Secretary for kind information.



SNGCET/AC/04/2022

OFFICE ORDER

12-08-2022

WOMEN'S GRIEVANCE CELL (WGC)

The Women's Grievance Cell is hereby constituted in the college to look after the grievances of women employees and female students including sexual harassment of women at work place. All grievances of the women employees and female students shall be referred to this committee and the committee can deliberate and recommend actions against the concerned Faculty/Students to the Principal appropriately.

Dr. Susan Abraham, Dean UG & PG

Ms. Saritha Sasindran, AP CE

Ms. Varsha M, AP CSE

Ms. Archana C P, AP EEE

Ms. Meera M, AP ECE

Ms. Aswathi Sreejith, AP S&H

Convenor

Joint Convenor

Member

11

PRINCIPAL

To

Members of the committee.

HODs / AO

President/Secretary for kind information.

DIE TO LA ALUE GE OF THE WANTER



SNGCET/AC/08/2022

12-08-2022

OFFICE ORDER

STUDENT GRIEVANCE REDRESSAL COMMITTEE

A Student Grievances Redressal Committee is hereby reconstituted to address the grievances of the students and to consider their appeals on any decisions made by the college. The committee can meet as and when required depending upon the requirements of student's grievances and appeal and give its recommendations to the undersigned for action. Based on the recommendations of the committee the undersigned will take necessary action on student's grievances.

♦ Dr. Leena A V, Principal	Chairperson
♦ Ms. Mary Sonia George, HOD CE	Member
♦ Mr. Abhilash Krishnan T K	11
♦ Mr. Sunder V	33
♦ Mr. Rajath Manoharan, S5 CE	Special Invitee
♦ Ms. Aswathi P.P. S5 EEE	11

PRINCIPAL

To

Members of the committee.
Student notice board
HODs / AO
President/Secretary for kind information.

SREE NARLY NA GURU COULEGE OF PATTANOLOGY, PAYYANUR ENCINCERING & TECHNOLOGY, PAYYANUR KANNUR



SNGCET/AC/11/2022

12-08-2022

OFFICE ORDER

STUDENT'S WELFARE COMMITTEE

A Student's Welfare Committee (SWC) is hereby reconstituted for looking after the welfare of the students. The committee can meet as and when required on student's welfare activities. Based on the recommendations of the committee the undersigned will take necessary actions on student's welfare.

♦ Mr. Abhilash Krishnan T K, AP EE	Chairman
♦ Ms. Bindiya M C, AP S&H	Member
♦ Mr. Sunder V, HOD CSE	Member
❖ Mr. Nikesh.K, S3 M.Tech	Student Member
♦ Ms. Anjali.M.P, S7 CE	n
♦ Ms. Shahana sherin, S5 CE	"
♦ Mr. Abhinav C, S5 EEE	n
♦ Mr. Hrudhul Rag, S5 EEE	n
♦ Mr. Arjun. M, S5 CSE	11
♦ Ms. Anagha.K, S7 CSE	11
♦ Mr. Sourag.K, S5 ME	"
♦ Mr. Athul.B, S7 ME	n
♦ Ms. Keerthana.C.V, S7 ECE	19
♦ Ms. Thejasree T.K, S5 ECE	n
♦ Mr. Nikhil.M, HOD S& H	Convenor

PRINCIPAL

To

Members of the committee.
HODs / AO
President/Secretary for kind information.

STRE NARAYANA GURU COLLEGE OF STRE NARAYANA GURU COLLEGE OF STREEN STREET OF THE STREE



SNGCET/AC/12/2022

12-08-2022

OFFICE ORDER

GRIEVANCE AND APPEAL COMMITTEE

A Grievances and Appeal Committee is hereby reconstituted for the college to address the grievances of the students and to consider their appeals on any decisions made by the college. The committee can meet as and when required depending upon the requirements of student's grievances and appeals and give its recommendations to the undersigned for action. Based on the recommendations of the committee the undersigned will take necessary action on student's grievances and their appeals.

♦ Dr. Susan Abraham, Dean UG & PG

Chairperson

♦ Mr. Rahul A M, AP ME

Member

♦ Mr. Manu C. AP EEE

35

♦ Ms. Saritha Sasindran, AP CE

Convenor

PRINCIPAL

To

Members of the committee.

HODs / AO

President/Secretary for kind information.

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SNGCET/AC/06/2022

12-08-2022

OFFICE ORDER

DISCIPLINARY ACTION COMMITTEE (DAC)

Every student of the college is required to observe discipline and decorous behavior inside the campus. Any act of indiscipline, misbehavior and unfair practice in Examinations will be referred to the Disciplinary Action Committee. Malpractice in Examinations shall be viewed very seriously and any such incident observed or reported by a Faculty member or Invigilator associated with the examinations shall be reported to the Principal who in turn shall refer it to DAC. On the basis of the report and evidence available or gathered, DAC shall immediately initiate an enquiry giving the concerned student a chance to explain his/her case.

Based on this the Committee shall recommend the course of action in line with the guidelines formulated for this by the Controller of Examinations of the University and forward it to the Principal for action. A Disciplinary Action Committee is hereby constituted with the following members:

Dr	Susan	Abraham.	Dean	LIG	& PG	
UI.	Jusan	Augualli.	Deall	UU	U I U	

Chairperson

Ms. Shilpa Valsakumar, AP CE

Member

Mr. Nikhil M. HOD S&H

Member

Mr. Sunder V, HOD CSE

Convenor

The Committee can meet as and when required with the prior permission from the undersigned.

PRINCIPAL

To

Members of the committee. HODs / AO President/Secretary for kind information.

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SNGCET/AC/19/2022

21-10-2022

OFFICE ORDER

HOSTEL COMMITTEE

A Hostel Committee is hereby constituted with the following members to maintain overall discipline inside the Girl's and Boy's Hostel. The committee will enquire the cases of breach of hostel conduct rules pertaining to hostel and take suitable action along with respective authorities. Maintaining of the discipline in the mess and mess related activities shall be frequently monitored by the committee members.

❖ Dr. Leena A V, Principal	Chairperson
♦ Ms. Mary Sonia George , HOD CE	LH Incharge
❖ Mr. Jacob Thomas , HOD ME	MH Incharge
♦ Mr. Pappan K, Men's Hostel Warden	Member
♦ Mrs. Sulochana K V, Girl's Hostel Warden	"
♦ Mr. Athul Raj P P, AP ME	73
♦ Mr. Jishnu Namboodiri V N, AP ME	33
→ Ms. Revathi P, AP CE	33
→ Ms. Abhaya D K, AP ECE	33
→ Mr. Akhil K C, CE Lab Staff	"
→ Ms. Gana N, Assistant Librarian	"
♦ Mr. Sandesh K Dinesh, S7 ME	***
→ Mr. Alen Alex, S5 CE	33
→ Ms. Drishya K P, S3 M.Tech	"
→ Ms. Aparna P, S5 CE	11

PRINCIPAL

To

Members of the committee.
Faculty/HODs / AO/Notice Board.
President/Secretary for kind information.

SREE NARLYANA GURU COLLEGE OF ENCINEERING & TECHNOLOGY, PAYYANUR KANNUR



SNGCET/AC/25/2022

26-10-2022

OFFICE ORDER

DRUG ABUSE PREVENTION CELL

A Drug Abuse Prevention Cell is hereby constituted with the following members to ensure a drug- free campus by imposing a total ban on the possession or consumption or use of drugs and alcohol by students of the college, within or outside the campus/hostels.

Drug Abuse Prevention Cell are to organize awareness programmes in the college and hostels with the help of government authorized agencies/ organizations and also maintain necessary warning sign boards against the use of drugs. Educating the students about the illeffects of drugs and alcohol, encouraging peer policing among students against the use of drugs and reporting of any noticed use of drugs to the cell.

❖ Mr. Jacob Thomas , HOD ME	Chairman
♦ Ms. Archana C P, AP EEE	Member
♦ Ms. Vijina Vijayan, AP CSE	11
♦ Ms. Abhaya D K, AP ECE	33
♦ Ms. Revathi P, AP CE	"
♦ Mr. Priyesh Padmanabhan, AP ME	"
♦ Ms. Drishya K P, S3 M.Tech	Student Member
♦ Mr. Vidyasagar P, S7 ME	Student Member
♦ Ms. Bindiya M C, AP S&H	Convenor

PRINCIPAL

To

Members of the committee.
Faculty/HODs / AO/Notice Board.
President/Secretary for kind information.

SKE NAR JANGURU COLLEGE OF LAVYANUR KANNUR KANNUR



SNGCET/AC/01/2023

16-01-2023

OFFICE ORDER

TRANSPORTATION COMMITTEE

A Transportation Committee is hereby reconstituted with the following members to provide smooth transportation facilities to staff and students of the college. The committee shall monitor the overall discipline in the college bus and take necessary action in case of any complaints received from students.

❖ Dr. Leena A V, Principal	Chairperson
♦ Mr. Rakesh A K, Office Staff	Co-ordinator
♦ Mr. Vyjith A N , AAO	Member
♦ Mr. Sharath Chandra V, Office Staff	Member
♦ Mr. Sunder V, HOD CSE	Faculty - bus in charge
♦ Mr. Abhilash Krishnan.T.K, HOD EEE	33
♦ Ms. Shilpa Valsakumar, AP CE	,,
♦ Mr. Divyathej M V, AP ME	"
♦ Mr. Nishanth K P, CSE Dept.	"

PRINCIPAL

To

Members of the committee.

Dean/Faculty/HODs /Notice Board.

President/Secretary for kind information.

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SNGCET/AC/02/2023

18-01-2023

OFFICE ORDER

CANTEEN COMMITTEE

A Canteen Committee is hereby reconstituted with the following members to monitor the functioning of the Canteen.

♦ Dr. Leena A V, Principal	Chairperson
♦ Mr. Unnikrishnan O, PED	Member
♦ Mr. Nishanth KP, CSE Staff	,,
♦ Mr. Akhil K C, CE Staff Member	n
♦ Mr. Pradeep T V, CSE Staff	***
♦ Mr. K N Muhammed Mishal, S5 ME	Student Member
♦ Mr. Aswitha Gangadharan , S7CE	Student Member
♦ Mr. Nikhil M, HOD S&H	Convenor

Functions of the committee:

- The members should inspect the canteen and kitchen frequently for ensuring general cleanliness and hygiene.
- To report complaints and grievances related to the Canteen if any to the undersigned.
- To ensure that the updated price list of the food items are properly displayed in the canteen.

The committee should meet at least twice in a semester.

PRINCIPAL

To

Members of the committee.

Dean/Faculty/HODs /Notice Board.

President/Secretary for kind information.

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SNGCET/CIR/03/2023

18-01-2023

OFFICE ORDER

NATURE CLUB

The Nature Club of SNGCET which was constituted on the event of World Environment Day 2022 is hereby reconstituted with the following members to coordinate the activities of the Nature Club.

♦ Mr. Vilas P, EEE Staff	Chairman
♦ Ms. Gana N, Asst. Librarian	Treasurer
♦ Mr. Dhanaraj K, ME, WS Supdt.	Member
♦ Ms. Nimmitha Murali, AP S&H	Member
♦ Mr. Divyathej M V, AP ME	Member
♦ Mr. Rakesh A K, Office Staff	Member
♦ Mr. Gangadharan A, ME Staff	Member
♦ Mr. Nishanth KP, CSE Staff	Member
♦ Mr. Sreejith K, ECE	Member
❖ Mr. Akhil K C, CE Staff	Member
♦ Mr. Manu C, AP EEE	Convenor

PRINCIPAL

To

All Members
Dean/Faculty/HODs /Notice Board.
President/Secretary for kind information.

DE LEEUA A V.

DE LEEUA A V.

SEENARI MAGURU COLLEGE OF

SEENARI MAGUROLOGY, PANYANUR

ENCINE SING & LOUNDER OF MANYANUR



SNGCET/CIR/05/2023

21-01-2023

OFFICE ORDER

TIME TABLE COMMITTEE

The time table committee is hereby reconstituted to prepare the time table for the even semester. A draft copy of the time table is to be submitted to the undersigned on or before 25-01-2023.

♦ Dr. Susan Abraham, Dean UG &PG	Chairperson
♦ Mr. Sunder V, HOD CSE	Co-ordinator
♦ Ms. Saritha Sasindran, AP CE	Member
♦ Mr. Divyathej M V, AP ME	Member
♦ Ms. Veena K K, AP CSE	Member
♦ Ms. Meera M, AP ECE	Member
♦ Ms. Archana C P, AP EEE	Member

PRINCIPAL

Copy to:

- 1) Members of the committee.
- 2) Dean/HOD's /Faculty/Staff
- 3) File
- 4) President/ Secretary for kind information.

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SNGCET/CIR/30/2023

05-04-2023

OFFICE ORDER

The ISO Certification committee is hereby reconstituted to carry out the work related to obtaining ISO 21001:2018 Certification for the institution.

•	Dr. Susan Abraham, Dean UG&PG	Coordinator
•	Ms .Prabha Chandran, AP EEE	Deputy Coordinator
•	Ms. Tulasibai A, AP CSE	Member
•	Ms. Pooja K P, AP CE	•
•	Ms. Abhaya D K, AP ECE	u .
•	Mr. Divyathej M V, AP ME	"
•	Ms. Aswathi Sreejith , TPO	n
•	Mr. Sunesh P, Office Staff	,

PRINCIPAL

Copy to:

- 1) All members
- 2) Dean/HoDs /Faculty/Staff
- 2) File
- 4) President/ Secretary for kind information

Dr. LEENA A. V.

PRINCIPAL

PRINCIPAL

SREENARWANA GURU COLLEGE OF
ENOINEERING & TECHNOLOGY, PAYVANUR
ENOINEERING & TECHNOLOGY, PAYVANUR

KANNUR



SNGCET/AC/10/2023

03-05-2023

OFFICE ORDER

STAFF WELFARE COMMITTEE

A Staff Welfare Committee is hereby constituted for looking after the welfare of the Faculty and Staff members of the college. The committee can meet as and when required on Staff welfare activities. Based on the recommendations of the committee the undersigned will take necessary actions on staff welfare.

❖ Dr. Leena A V, Principal	President
♦ Mr. Jacob Thomas, HOD ME	Vice President
♦ Ms. Mary Sonia George, HOD CE	Secretary
♦ Mr. Vyjith A N, AAO	Treasurer
♦ Ms. Vijina Vijayan, AP CSE	Member
♦ Mr. Jishnu V N, AP ME	"
♦ Mr. Shibin B, AP CE	"
♦ Ms. Thrishna S, AP ECE	n
♦ Ms. Nimmitha Murali, AP S& H	"
♦ Mr. Nishanth K P, Lab Staff CSE	"

PRINCIPAL

To

All Members
Dean/ HODs /Faculty/ File.
President/Secretary for kind information.

Dr. LEENA A. V.
PRINCIPAL
SREE NARAYANA GURU COLLEGE OF
ENGINEERING & TECHNOLOGY, PAYYANUR
KANNUR



SNGCET/AC/21/2023

23-06-2023

OFFICE ORDER

GRIEVANCE REDRESSAL CELL FOR FACULTY AND STAFF

A Grievance Redressal Cell for Faculty and Staff is hereby reconstituted with following members to address the grievances of the Faculty and Staff in the college. The committee can meet as and when required depending upon the requirements of Faculty and Staff members grievances and give its recommendations to the undersigned for action. Based on the recommendations of the committee the undersigned will take necessary action on grievances.

❖ Dr. Leena A V, Principal	Chairperson
♦ Dr. Sudhin Chandran, AP ME	Member
♦ Ms. Saritha Sasindran, AP CE	"
♦ Ms. Prabha Chandran, AP EEE	99
♦ Ms. Varsha M, AP CSE	25
♦ Ms. Mary Sonia George, HOD CE	Convenor

PRINCIPAL

To

Members of the committee.

HODs / AO

President/Secretary for kind information.

Dr. LEENA A. V.

BREENARWANA GURU COULEGE OF

GREENARWANA GURU COULEGE OF

ROINEERING & TECHNOLOGY, PAYYANUR

NOINEERING & TECHNOLOGY, PAYYANUR

NOINEERING & TECHNOLOGY, PAYYANUR



SNGCET/AC/18/2023

22-06-2023

OFFICE ORDER

Sub: Career Guidance and Placement Cell

A Career Guidance and Placement Cell is hereby reconstituted with following members to provide guidance and assistance for the students to achieve their career goals. The Career Guidance Placement Cell shall provide services in areas of career counselling, Training Programmes, Campus Interviews, Job Placements to students that enable them to develop applicable skills in the competitive job environment.

♦ Dr. Leena A V, Principal	Chairperson
♦ Ms. Shamya Sukumaran M, AP CE	Member
♦ Ms. Veena K K, AP CSE	93
♦ Mr. Manu C, AP EEE	33
♦ Ms. Vani R, AP ECE	33
♦ Mr. Rahul C G, AP ME	"
♦ Ms. Anusree T K, TPO	Convenor

PRINCIPAL

To

All Members
Dean/Faculty/HODs /File.
President/Secretary for kind information.

DE LEENA A.V.

DE LEENA A.V.

SREE NARIYANA GURU COLLEGE OF LEEN ARIYANUR RECHNOLOGY, PAYYANUR KANNUR KANNUR



SNGCET/AC/17/2023

22-06-2023

ANTI RAGGING COMMITTEE (ARC)

Ragging has ruined countless innocent lives and careers. An anti-ragging committee is hereby constituted for creating a ragging free environment in the college campus. The anti-ragging committee shall implement strategies for curbing the menace of ragging in the college by adopting array of activities, including recommending action against such students. The committee is also authorized to enquire and recommend action against students who encourage /supporting or are involved ragging.

	Dr. Leena A V, Principal	Chairperson
	Dr. Susan Abraham, Dean UG & PG	Vice Chairperson
	Sri. Suresh Babu K V, Member, Kankol	
	Alapadamba Grama Panchayath	Member
*	Sri. Subhash P, SHO, Peringome Police Station	n
44	Sri. Jalaluddeen K V, PTA Vice President	n
	Ms. Mary Sonia George, HOD CE	я
	Mr. Jacob Thomas, HOD ME	39
	Mr. Sunder V, HOD CSE	31
	Ms. Bindiya M C, HOD S&H	11
	Mr. Abhilash Krishnan.T.K, HOD EEE	19
	Ms. Leena Narayanan, HOD ECE	n
	Mr. Unnikrishnan O, HOD Phy. Edu.	n
	Mr. Dhanaraj K, Workshop Supdt.	11
	Ms. Gana N, Assistant Librarian	11
M	Mr. Rajath Manoharan, S6 CE	n
	Ms. Thejasree T K, S6 ECE	"
		V

PRINCIPAL

To

All Members
Dean/Faculty/HODs /File.
President/Secretary for kind information.

SREENARYANA GUNUR CHNOLOGY, PAYYANUR KANNUR



SNGCET/UTY/E/2023

02-06-2023

OFFICE ORDER

Sub: Conducting APJAKTU Examinations.

An Examination Committee is hereby reconstituted with following member to the smooth conduct of APJAKTU University Examinations in the college.

❖ Dr. Leena A V, Principal Chief Superintendent

♦ Mr. Sunder V, HOD CSE Deputy Chief Superintendent

Assistant

❖ Mr. Vaishak M Nayanar, AP EEE Assistant

♦ Mr. Hareesh Kumar C, Office Staff
Support Staff

PRINCIPAL

To

Members of the committee.
Faculty/HODs / AO/Notice Board.
President/Secretary for kind information.

♦ Ms. Revathi P. AP CE

DY LEEDA A.V.
PITYCIPAL
SREENARAYANA GURU COLLEGE OF
ENGINEERING & TECHNOLOGY, PAYYANUR
ENGINEERING & TECHNOLOGY, PAYYANUR
KANNUR



SNGCET/AC/19/2023

22-06-2023

OFFICE ORDER

SPORTS COUNCIL

A sports council is hereby reconstituted with the following members to coordinate the sports and extracurricular activities conducted by APJAKTU and other colleges. The proposals for attending the extracurricular activity are to be submitted to the committee after getting recommendation from the Head of the Department. The committee shall verify the same and submit their recommendations to the undersigned.

	Mr. Abhilash Krishnan T K, AP EEE	Chairman
ш	Mr. Abhirosh K, AP S&H	Member
	Ms. Meera M, AP ECE	Member
	Mr. Vilas P, Lab Staff	Member
	Ms. Gana N, Assistant Librarian	Member
	Ms. Nandhana T, S2 CSE	Member
	Mr. Rajath Manoharan, S6 CE	Member
	Mr. Unnikrishnan O, HOD Phy. Edu.	Convenor

PRINCIPAL

To

All Members
Dean/Faculty/HODs /File.
President/Secretary for kind information.

DI LEENA A.V.

DI LEENA A.V.

SREENARVANA GURU COLLEGE OF CANNUR STECHNOLOGY, PAYYANUR KANNUR KANNUR



SNGCET/AC/20/2023

23-06-2022

OFFICE ORDER

SC/ST COMMITTEE

A SC/ST Committee is hereby reconstituted with the following members to provide special inputs in areas where the students experience difficulties. The committee also monitors the implementation of reservation policy in the institution and provides awareness regarding the various Government and Non-Government scholarship schemes to the students.

♦ Dr. Leena A V, Principal	Chairperson
♦ Ms. Archana C P, AP EEE	Member
♦ Ms. Meera M, AP ECE	"
♦ Mr. Shibin B, AP CE	39
♦ Ms. Vijina Vijayan, AP CSE	39
♦ Mr. Rahul A M, AP ME	"
→ Mr. Abhirosh K, AP S&H	n
♦ Mr. Rajath Manoharan, S6 CE	n
♦ Ms. Sreelakshmi K, S6 CE	39
❖ Dr. Susan Abraham	Convenor

PRINCIPAL

To

All Members
Dean/Faculty/HODs /File.
President/Secretary for kind information.

DF. LEENA A. V.
PRINCIPAL
SREE NARAYANA GURU COLLEGE OF
ENGINEERING & TECHNOLOGY, PAYYANUR
KANNUR