

TRANSPORT COMMITTEE

Objectives:

The institute is located in the suburbs of Hyderabad. A very good public transport commutation is available to the students to reach the institute. However most of the students are staying in the far remote places and reaching in time to the college by travelling on a public transport vehicle is not a viable option. To overcome this problem the college is running buses from the appropriate nodes near to the students residences which will play in time and ensure safe and timely reach to the college and reach home safely in time after the college hours.

To maintain the time schedule and to ensure the bus facility available to the students and to make necessary arrangements in the event of breakdown of the buses the college has appointed a Transport committee which will address the commutation problems of the students.

Functions & Responsibilities:

1. To ensure that the driver of the buses reach the specified boarding points on time and reach the college in time, and leave the college on time and drop the students in time on the return journey.
2. To ensure that the drivers follow traffic rules and regulations strictly to avoid untoward incidents.
3. To ensure that the drivers attend to their duties in time.
4. To ensure that all the drivers wear the uniform while on duty.
5. To ensure that the drivers maintain the buses cleanly and in good and fit condition.
6. To ensure that the drivers drive the buses in such manner as to get maximum mileage and the same recorded in the log book;
7. To ensure that the drivers inform the Committee as and when repairs are required and seek proper prior permission for undertaking the repairs and enter the details of such repairs in the log books.
8. To ensure that the drivers behave properly with the students;
9. To ensure that the bus in charges travel in their respective buses without fail to maintain discipline in the bus;
10. To ensure that the contact telephone members are visibly displayed in the bus and also informed to the parents through students;

11. To brief the drivers frequently about their duties and also to ensure proper maintenance of buses and behavior of the drivers and the students.
12. To ensure that the taxes and other payments in respect of buses are paid in time.

Frequency of Meeting: Committee shall meet once in every month preferably in the second week. In addition any extraordinary meeting will be conducted in the event of exigency.

Date:01.08.2025

Ref:NNRG/TC/2025

TRANSPORT COMMITTEE

The Transport Committee provides the Academy with a standard procedure for the acquisition, enhancement, use, control, maintenance, repair and disposal of the Vehicles. Accordingly, the Transport Committee has been constituted for the Academic Year 2025-26 with the following members:

S.No.	Name	Designation	Department	Nature of the Responsibility
1	Sri T.Sai Bharath Reddy	Transport In-charge	Admin	Convener
2	Sri Anand Paul Meripo	Admin.Officer	Admin.	Member
3	Sri N.Sridhar Reddy	Management	Admin	Member
4	Sri E.Sampath Reddy	Sr.Assistant	Admin	Member
5	Sri B.Venkat Reddy	Accountant	Admin	Member

Roles & Responsibilities of Transport Committee:

To arrange well trained bus drivers to operate the buses. To maintain the buses with clean and good condition every day. Maintaining the record of all drivers' information with their contact umbers. Checking in/out timings of the buses regularly.

To

All the above members.


DIRECTOR
DIRECTOR

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