

**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY  
CALICUT**

**OFFICE MEMORANDUM**

No.DIR/OM/18/01

10<sup>th</sup> January 2018

The following Committees of the Institute are reconstituted as follows with immediate effect:

**I. Students Grievance Redressal and Appeal Committee**

1. Mrs. Sheela V S, Scientist/Engineer-F - Chairperson
2. Mr. Mr. K S Lalmohan, Scientist/Engineer-E - Convenor
3. Mrs. Saritha S, Scientist/Engineer-E - Member
4. Mr. Shoukath C, Scientist/Engineer-D - Member
5. Four students representatives (Two male and two female)  
from formal courses to be nominated by Course Coordinators - Members

**II. Hostel Committee**

1. Mr. Pratap Kumar S, Scientist/Engineer-E - Chairperson
2. Hostel Warden - Convenor
3. Dy. Hostel Warden - Member
4. Chairman, Canteen Committee - Member
5. Mr. N. Manoj, STO - Member
6. Two students representatives (male & female) from  
formal courses to be nominated by Course Coordinator - Members

**III. Staff Welfare Committee**

1. Mr. A Baradharajan, JD (F&A) - Chairman
2. Dr. Reena K.K, Sr. Library Information Officer - Member
3. Mr. Jayaraj U Kidav, Scientist/Engineer-C - Member
4. Mr. Rajesh M, Scientist/Engineer-D - Member

**IV. SC/ST Welfare Committee**

[As per the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act]

1. Mr. P T Sasidharan, Scientist/Engineer-E - Chairman
2. Mr. A Baradharajan, JD (F&A) - Member
3. Mr. E Munivel, Scientist/Engineer-C - Member
4. Mr. J Arumugam, Pr. TO - Convenor
5. Mrs. Soumini M, STO - Member

## V. Academic Discipline, Ethics and Welfare Committee

- |   |   |          |
|---|---|----------|
| 1. Mr. G John, Scientist/Engineer-F         | - | Chairman |
| 2. Mr. Pratap Kumar S, Scientist/Engineer-E | - | Member   |
| 3. Mr. K S Lalmohan, Scientist/Engineer-E   | - | Member   |
| 4. Mrs. Saritha S, Scientist/Engineer-E     | - | Convenor |
| 5. Mrs. Beena C, Asst. Director (F&A)       | - | Member   |

## VI. Sports Committee

- |   |   |          |
|---|---|----------|
| 1. Mr. J Arumugam, Pr.TO  | - | Chairman |
| 2. Mr. N. Manoj, STO  | - | Member   |
| 3. Mr. Manojkumar M.K, STO  | - | Member   |
| 4. Mrs. C B Reshma, TO  | - | Convenor |
| 5. Four student representatives (2 male & 2 female)<br>from formal courses to be nominated by Course Coordinators | - | Members  |

## VII. Women's Forum

- |   |   |             |
|---|---|-------------|
| 1. Mrs. Vimala Mathew, Scientist/Engineer-D                                       | - | Chairperson |
| 2. Mrs. Sini S Nair, STO  | - | Member      |
| 3. Mrs. Deepthi P, AO   | - | Convenor    |
| 4. Two girl students from formal courses to be<br>nominated by Course Coordinator | - | Members     |

## VIII. Anti Ragging Committee

- |   |   |          |
|---|---|----------|
| 1. Executive Director                       | - | Chairman |
| 2. Mrs. Sheela V S, Scientist/Engineer-F    | - | Member   |
| 3. Mr. Pratap Kumar S, Scientist/Engineer-E | - | Member   |
| 4. Mr. K S Lalmohan, Scientist/Engineer-E   | - | Member   |
| 5. Mrs. Saritha S, Scientist/Engineer-E     | - | Member   |
| 6. Mr. A Baradharajan, JD (F&A)             | - | Member   |

## IX. Anti Ragging Squad

- |  |   |          |
|--|---|----------|
| 1. Mr. Shoukath C, Scientist/Engineer-D    | - | Chairman |
| 2. Mr. Ishant Bajpai, Scientist/Engineer-C | - | Member   |
| 3. Mr. E Munivel, Scientist/Engineer-C     | - | Member   |
| 4. Hostel Warden                           | - | Member   |
| 5. Mrs. Soumini M, STO                     | - | Member   |

### Scope of work:

- To keep continuous watch and vigilance for ragging incidents so as to prevent its occurrence.
- To report incidents/complaints of ragging to the Anti Ragging Committee.
- To ensure compliance of the provisions of the Kerala Prohibition of Ragging Act 1998 (Act 10 of 1998).

- X. Training Officer shall also look after Continuing Education activities and act as “Student Counsellor” and establish the Counselling Centre along with Training Cell.
- XI. Secretary, RC, shall also act as In-charge of “Community Service Cell and Eco Club” of the Centre.

*M. P. Pillay*

EXECUTIVE DIRECTOR

Copy to:

- 1) All staff members.
- 2) M.Tech Coordinator
- 3) Training Officer
- 4) Secretary, RC
- 5) Group Heads.
- 6) JD (F&A)
- 7) VO
- 8) PIO
- 9) Web Administrator