



St. Martin's Engineering College

An Autonomous Institute

Approved by AICTE / Affiliated to JNTUH, Hyderabad / NAAC-Accredited 'A+' Grade
2(f) & 12(B) status (UGC) / ISO Certified / NBA Accredited / SIRO (DSIR) / UGC-Paramarsh

Recognized Remote Center of IIT, Bombay
Dhulapally, Secunderabad – 500100

www.smec.ac.in



COMMITTEES 2020-2021

INTERNAL COMPLIANT COMMITTEE

The administration is decentralized, complying with all the norms of the concerned regulatory/governing agencies including state and central governments and transparency is maintained by constituting various committees with senior faculty members. The internal compliant committee is constituted with the following members:

S. No.	Name of the Faculty	Designation	Dept.
1	Dr. P. Santosh Kumar Patra	Convener	PRINCIPAL
2	Dr. G. Sridhar	Member	IQAC
3	Mr. A. Suresh Kumar	Member	ADMIN
4	Mr. Rajesh	Member	ADMIN

Frequency of Meeting: As and when required

Functions and Responsibilities

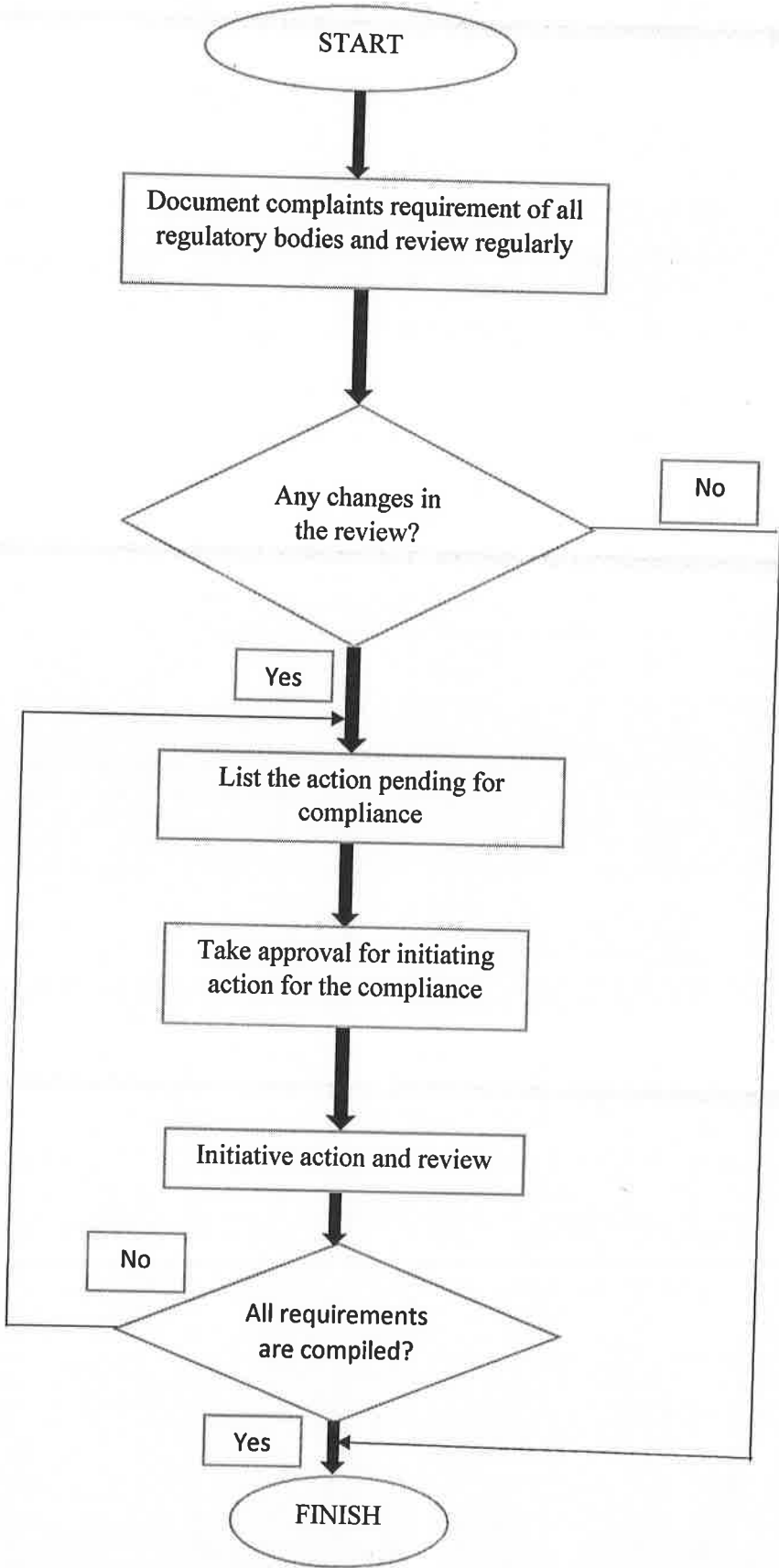
- Admissions are complying with all the norms of the concerned regulatory/governing agencies including state and central governments.
- Conduct meeting with the members of all the internal compliant committee and have a detailed discussion on the rules of regulatory body for each academic year, etc.
- In case of any regulation changes on regulatory bodies, take out the matter officially with the internal compliant committee and implement the new regulation with the help of corresponding committee and departments.

PRINCIPAL
PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
UGC - AUTONOMOUS

Survey No. 98 & 100, Dhulapally (V)
Dundigal-Gandimaisamma (M), Medchal-Malkajgiri (D)
Secunderabad-500 100, Telangana.

STANDARD OPERATING PROCEDURE FOR INTERNAL COMPLIANT CELL –FLOW CHART





St. Martin's Engineering College

An Autonomous Institute

Approved by AICTE / Affiliated to JNTUH, Hyderabad / NAAC-Accredited 'A+' Grade
2(f) & 12(B) status (UGC) / ISO Certified / NBA Accredited / SIRO (DSIR) / UGC-Paramarsh

Recognized Remote Center of IIT, Bombay
Dhulapally, Secunderabad – 500100

www.smec.ac.in



Ref: SMEC/ICC/2020-21/01

Date: 21.09.2020

CIRCULAR

All the Internal compliant committee members are hereby informed to attend the meeting on 22 - 09 - 2020 at 10.30 A.M in the IQAC room, MG Block, SMEC.

Convener
PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
UGC - AUTONOMOUS

Survey No. 98 & 100, Dhulapally (V)
Jawahar-Narasimha (M), Medchal-Malkajgiri (D)
Secunderabad-500 100, Telangana.

cc to: 1) The Chairman & Executive Director – For kind information

2) All HODs, Deans, IQAC coordinator.

3) Administrative Officer.

4) IQAC file.



St. Martin's Engineering College

An Autonomous Institute

Approved by AICTE / Affiliated to JNTUH, Hyderabad / NAAC-Accredited 'A+' Grade
2(f) & 12(B) status (UGC) / ISO Certified / NBA Accredited / SIRO (DSIR) / UGC-Paramarsh

Recognized Remote Center of IIT, Bombay
Dhulapally, Secunderabad – 500100

www.smec.ac.in



MINUTES OF MEETING

The meeting of the internal compliant committee was held on 22 - 11 - 2020 at 10.30 A.M in the IQAC Room of MG Block, SMEC.

The following Members were present:

S. No.	Name of the Faculty	Designation	Dept.	Signature
1	Dr. P. Santosh Kumar Patra	Convener	Principal	
2	Dr. G. Sridhar	Member	IQAC	
3	Mr. A. Suresh Kumar	Member	Admin	
4	Mr. Rajesh	Member	Admin	

Points Discussed:

- 1) EEE & IT departments were accredited by NBA
- 2) NBA re accreditation for CSE and fresh accreditation for MBA are also advised to get accreditation under the guidance IQAC.
- 3) State government norms for student admissions.
- 4) All regulatory bodies updated procedure in various direction related to institution.
- 5) Changes in all regulatory body is intimated to corresponding committee and department for necessary action.

The above points are thoroughly debated and forwarded to the Management.

CONVENER
PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
UGC - AUTONOMOUS
Survey No. 98 & 100, Dhulapally (V)
Dundigal-Gandimaisamma (M), Medchal-Malkajgiri (D)
Secunderabad-500 100, Telangana.



St. MARTIN'S ENGINEERING COLLEGE

Dhulapally, Secunderabad – 500100.

NBA & NAAC A⁺ Accredited



COMMITTEES 2019-2020

INTERNAL COMPLIANT COMMITTEE

The administration is decentralized, complying with all the norms of the concerned regulatory/governing agencies including state and central governments and transparency is maintained by constituting various committees with senior faculty members. The internal compliant committee is constituted with the following members:

S. No.	Name of the Faculty	Designation	Dept.
1	Dr. P. Santosh Kumar Patra	Convener	PRINCIPAL
2	Dr. G. Sridhar	Member	IQAC
3	Mr. A. Suresh Kumar	Member	ADMIN
4	Mr. Rajesh	Member	ADMIN

Frequency of Meeting: As and when required

Functions and Responsibilities

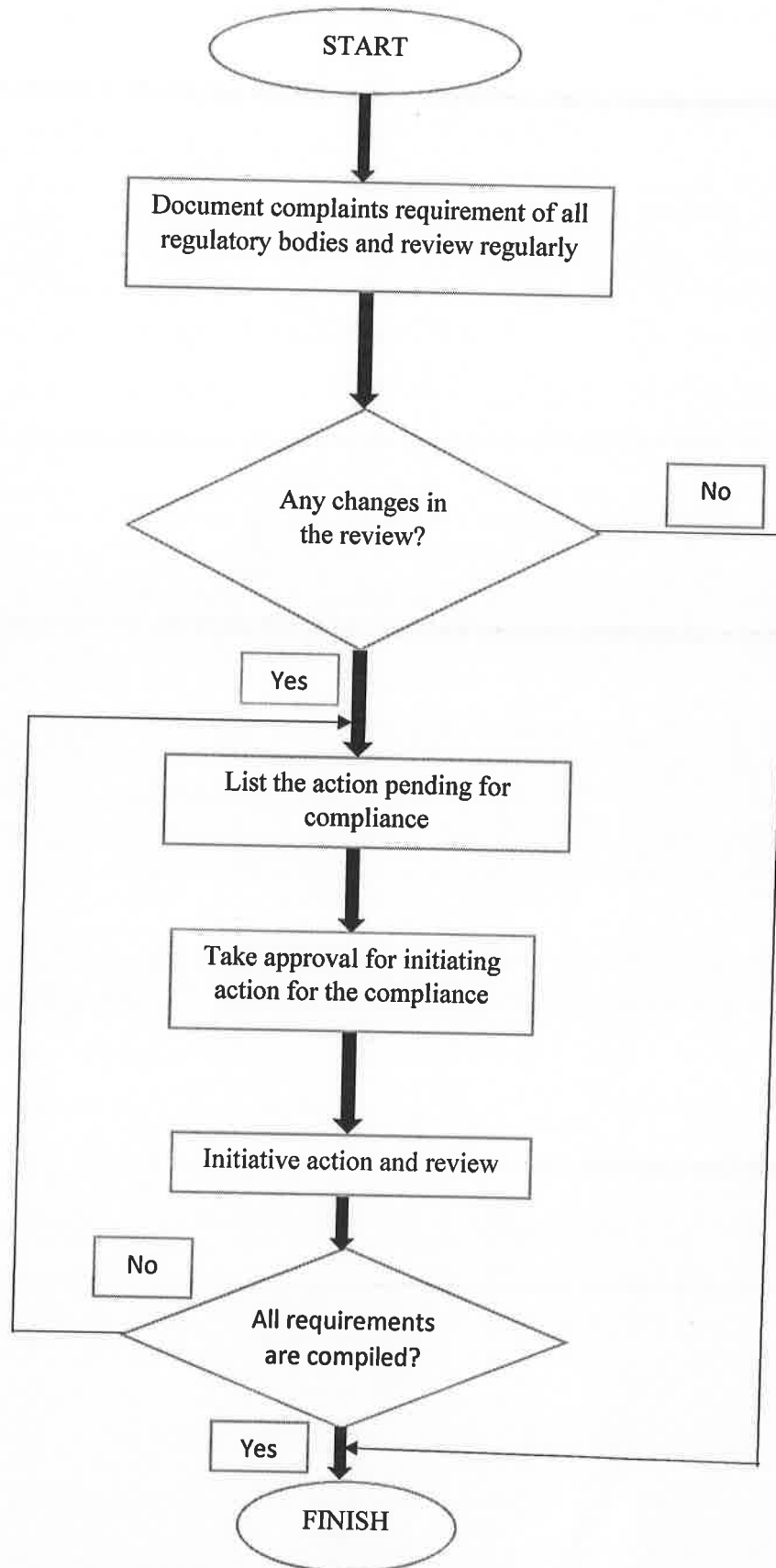
- Admissions are complying with all the norms of the concerned regulatory/governing agencies including state and central governments.
- Conduct meeting with the members of all the internal compliant committee and have a detailed discussion on the rules of regulatory body for each academic year, etc.
- In case of any regulation changes on regulatory bodies, take out the matter officially with the internal compliant committee and implement the new regulation with the help of corresponding committee and departments.

PRINCIPAL

PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M),
Medchal-Malkajgiri (D), Secunderabad-500 100.

STANDARD OPERATING PROCEDURE FOR INTERNAL COMPLIANT CELL -FLOW CHART





St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad – 500100.



Ref: SMEC/ICC/2019-20/01

Date: 30.03.2019

CIRCULAR

All the Internal compliant committee members are hereby informed to attend the meeting on 8 - 4 - 2019 at 10.30 A.M in the IQAC room, MG Block, SMEC.

Convener

PRINCIPAL

St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M),
Medchal-Malkajiri (D), Secunderabad-500 100.

cc to: 1) The Chairman & Executive Director – For kind information.

2) All HODs, Deans, IQAC coordinator.

3) Administrative Officer.

4) IQAC file.



St. MARTIN'S ENGINEERING COLLEGE
Dhulapally, Secunderabad – 500100.



MINUTES OF MEETING

The meeting of the internal compliant committee was held on 8 - 4 - 2019 at 10.30 A.M in the IQAC Room of MG Block, SMEC.

The following Members were present:

S. No.	Name of the Faculty	Designation	Dept.	Signature
1	Dr. P. Santosh Kumar Patra	Convener	Principal	
2	Dr. G. Sridhar	Member	IQAC	
3	Mr. A. Suresh Kumar	Member	Admin	
4	Mr. Rajesh	Member	Admin	

Points Discussed:

- 6) Mechanical department was accredited by NBA
- 7) NBA re accreditation for EEE, IT, CSE and fresh accreditation for MBA are also advised to get accreditation under the guidance IQAC.
- 8) State government norms for student admissions.
- 9) All regulatory bodies updated procedure in various direction related to institution.
- 10) Changes in all regulatory body is intimated to corresponding committee and department for necessary action.

The above points are thoroughly debated and forwarded to the Management.

CONVENER

PRINCIPAL
St. MARTIN'S ENGINEERING COLLEGE
Dhulapally (V), Dundigal-Gandimaisamma (M),
Medchal-Malkajgiri (D), Secunderabad-500 100.