

TRANSPORTATION COMMITTEE-2024-25

Purpose

To plan, manage, and oversee all aspects of the institution's transportation system, ensuring safe, reliable, efficient, and cost-effective commute services for students, faculty, and staff.

Functions

- Assess and plan transportation routes and schedules to meet the needs of the college community.
- Recommend the procurement, maintenance, and replacement of college vehicles.
- Ensure all vehicles comply with safety regulations and have necessary permits and insurance.
- Address grievances and suggestions related to transportation services from students and staff.
- Monitor the performance and punctuality of bus services.
- Liaise with external transport vendors and contractors as needed.
- Plan and oversee driver training programs on safety and conduct.
- Manage the transportation budget and ensure cost-effectiveness.

Objectives

- **Safety & Compliance:** Ensure zero compromise on vehicle safety and full compliance with all RTO and legal regulations.
- **Reliability & Punctuality:** Provide a dependable and punctual transportation service.
- **Cost Efficiency:** Optimize routes and resources to provide efficient service within budget.
- **User Satisfaction:** Address user feedback promptly to improve service quality.
- **Sustainable Operations:** Explore and implement eco-friendly transportation initiatives where feasible.

Committee Composition

S. No.	Name	Designation	Role in Committee
1	Dr. Ch. Mallikarjun	Principal	Chairman
2	Mrs. P.V. Padmavathi	Administrative Officer	Member
3	Mr. P.S.K.Ganesh Kumar	HOD -- ECE	Member
4	Mr.A.Anand Kumar	HOD -- CSE	Member
5	Mr.K.Ramu	Transport In-charge	Coordinator
6	Mr.I.Anil Kumar	Student Affairs Coordinator	Member Secretary
7	Ms. T. Neha	Student -- Final Year EEE	Student Representative
8	Mr. K. Ravi	Student -- Final Year Civil	Student Representative
9	Mr. S. Kumar	Chief Driver	Invitee

Meeting Frequency

- **Semester-wise Meetings:** At the start of each semester to review routes, schedules, and issues.
- **Review Meetings:** Convened as needed to address urgent operational or safety issues.

Reporting & Documentation

- **Minutes of Meeting (MoM):** Recorded for every meeting with decisions and action items.
- **Vehicle Maintenance Logs:** Regular reports on vehicle health and servicing.
- **Fuel Consumption Reports:** Documentation for monitoring efficiency and costs.
- **Incident Reports:** Documentation of any accidents or major breakdowns and resolutions.
- **Feedback Summary Reports:** Compiled feedback from students and staff.