

**SOUTHERN REGIONAL OFFICE
ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
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F.No.TACA-243/2003/1341

13th February, 2003

To

The Principal,
Lakireddy Balareddy College of Engg.,
Velvadam (V),
Mylaaram Mandal,
Krishna Dist. 521 230

ph. NO. 08659 - 83494 / 22932
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8 FEB 2003



Sir,

I am to state that an Expert Committee will be visiting to your institution on **Saturday 22nd, February 2003 (FN)** for (**MCA Programme**) as per details given below:

The terms of reference of the Committee are to examine the infrastructural and instructional facilities available with the Institution for extension of approval beyond the academic year 2002-2003 and submit its observations.

Sl. No.	Existing Approved Courses	Approved Intake	Period of approval
1.	MCA (Full Time)	60	2002-2003
	Total	60	

I request you to kindly make necessary arrangements for the visit of the Expert Committee on **Saturday 22nd, February 2003 (FN)**. During the visit, the Expert Committee will inspect complete infrastructural facilities created by the Trust/Society by way of buildings, equipments, library, etc. Hence, necessary arrangements may be made to present a complete picture in this regard to the Committee. **You are also requested to submit a copy of the Part II [Institutional Profile] of the Expert Committee's Report which was sent to you and document details listed in the 2nd page of this letter to the Expert Committee at the time of visit.**

If necessary, the undersigned may be contacted at the above address in case of any clarification/difficulty with regard to the visit of the Expert Committee to your Institution.

It is the responsibility of the management to provide generator, if power supply is not available at the time of inspection.

It has come to our notice that a few of the Managements had, in the past, indulged in certain unethical practices during the visit of AICTE's Expert Committees, by way of providing fabulous gifts, pleasantries like garlands, shawls and also taking photographs/videographs of the visit of the team etc. **You are requested to ensure that, during the visit of the Expert Committee, the above practices are strictly to be avoided.**

To
AICTE files
MCA files

Contd....

ABC
18/2/03