



SRI BHARATHI ARTS AND SCIENCE COLLEGE FOR WOMEN

G.O.NO 226(Per) 18.07.2005
(Affiliated to Bharathidasan University)
Kaikurichi, Pudukkottai - 622 303.



TRANSPORT COMMITTEE 2017-2022

Submitted by
IQAC

SRI BHARATHI ARTS AND SCIENCE COLLEGE FOR WOMEN
Kaikurichi, Pudukkottai - 622 303.



College : 04322-242183
Mobile : 97509 28020, 97509 28026
e-mail : sribharathicollege@gmail.com

SRI BHARATHI ARTS & SCIENCE COLLEGE FOR WOMEN

G.O.No. 226 (Per) 18.7.2005
[Affiliated to Bharathidasan University]

KAIKKURICHI, PUDUKKOTTAI - 622 303.

Date : 22.06.17

CIRCULAR

DATE : 22.06.2017

TRANSPORT COMMITTEE 2017 - 2018

The Following Members are should attend the Meeting on : 05.07.2017

PARTICULAR	NAME	SIGNATURE
Chair Person	Dr.K.Thilakam Principal	<i>K. Thilakam</i>
Transport Manager	A.Krishnamoorthy Manager	<i>A. Krishnamoorthy</i>
Coordinator	M.Shahiladevi Office	<i>M. Shahiladevi</i>
Driver Incharge	S.Natarajan Driver	<i>S. Natarajan</i>
Member	S.Sumathi Office	<i>S. Sumathi</i>
Member	P.Vanidha Department of English	<i>P. Vanidha</i>
Member	P.Priyanka Information Technology	<i>P. Priyanka</i>
Member	S.Brundha Department of Biotechnology	<i>S. Brundha</i>
Member	G.Kannammal Department of Commerce	<i>G. Kannammal</i>



K. Thilakam

PRINCIPAL
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Date : 05.07.2017

MINUTES OF MEETING - I

Date: 05.07.2017

1. Check the ID Card.
2. Maintenance of the students discipline at the Boarding place.
3. Maintain the code of conducting during arrival and departure.
4. Ensure Smooth relationship between students and drivers.
5. To sort out students Grievances related to Transport facility and Arrangement.
6. To insist and instruct the students to reach the boarding spot on time.
7. All staffs arrival on the bus and maintenance for the students.



K. Jhilakam

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G.O.No. 226 (Per) 18.7.2005

[Affiliated to Bharathidasan University]

KAIKKURICHI, PUDUKKOTTAI - 622 303.

Date : 30/8/2017

CIRCULAR

DATE : 03.08.2017

TRANSPORT COMMITTEE 2017 - 2018

The Following Members are should attend the Meeting on : 30.08.2017

PARTICULAR	NAME	SIGNATURE
Chair Person	Dr.K.Thilagam Principal	K. Thilagam
Transport Manager	A.Krishnamoorthy Manager	A. Krishnamoorthy
Coordinator	M.Shahiladevi Office	M. Shahiladevi
Driver Incharge	S.Natarajan Driver	S. Natarajan
Member	S.Sumathi Office	S. Sumathi
Member	P.Vanidha Department of English	P. Vanidha
Member	P.Priyanka Information Technology	P. Priyanka
Member	S.Brundha Department of Biotechnology	S. Brundha
Member	G.Kannammal Department of Commerce	G. Kannammal



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Date: 30/8/2017

MINUTES OF MEETING – II

Date: 30.08.2017

1. To ensure that 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.
3. Untoward incidents. 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.
6. Condition to ensure that the drivers drive the buses in such manner as to get maximum.
7. To ensure that the drivers inform the committee as and when repairs
8. Required and seek proper prior permission for undertaking.



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KAIKKURICHI, PUDUKKOTTAI - 622 303.

Date 25.09.2017

CIRCULAR

DATE : 25.09.2017

TRANSPORT COMMITTEE 2017 - 2018

The Following Members are should attend the Meeting on : 13.10.2017

PARTICULAR	NAME	SIGNATURE
Chair Person	Dr.K.Thilagam Principal	K. Thilagam
Transport Manager	A.Krishnamoorthy Manager	A. Krishnamoorthy
Coordinator	M.Shahiladevi Office	M. Shahiladevi
Driver Incharge	S.Natarajan Driver	S. Natarajan.
Member	S.Sumathi Office	S. Sumathi
Member	P.Vanidha Department of English	P. Vanidha
Member	P.Priyanka Information Technology	P. Priyanka.
Member	S.Brundha Department of Biotechnology	S. Brundha
Member	G.Kannammal Department of Commerce	G. Kannammal
Member	D.Soundarya Department of Mathematics	D. Soundarya
Member	T.Saritha Department of BBA	T. Saritha
Member	M.Muthulakshmi History	M. Muthulakshmi



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Date: 13/10/2017.

MINUTES OF MEETING – III

Date: 13.10.2017

1. To ensure that the drivers behave properly with the students.
2. To ensure that the bus in charges travel in their respective buses without fail to.
3. Maintain discipline in the bus; To ensure that the contact bus incharge are visibly displayed in the bus.
4. And also informed to the parents through students; To brief the drivers frequently about their duties and also to ensure proper.
5. Maintenance of buses and behavior of the drivers and the students. To ensure that the taxes and other payments in respect of buses.
6. Maintenance of the bus card.



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Date : 22.01.2018

CIRCULAR

DATE : 22.01.2018

TRANSPORT COMMITTEE 2018 – 2019

The Following Members are should attend the Meeting on : 23.02.2018

PARTICULAR	NAME	SIGNATURE
Chair Person	Dr.K.Dhanam Principal	K. Dhanam
Transport Manager	A.Krishnamoorthy Manager	A. Krishnamoorthy
Coordinator	M.Shahiladevi Office	M. Shahiladevi
Driver Incharge	S.Natarajan Driver	S. Natarajan
Member	P.Vanidha Department of English	P. Vanidha
Member	M.Neelambal Department of English	M. Neelambal
Member	S.Vellaiammal Department of Physics	S. Vellaiammal
Member	D.Soundarya Department of Mathematics	D. Soundarya
Member	S.Brundha Department of Biotechnology	S. Brundha
Member	G.Kannammal Department of Commerce	G. Kannammal



K. Dhanam
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KAIKKURICHI, PUDUKKOTTAI - 622 303.

Date : 23.02.2018

MINUTES OF MEETING – I

Date: 23.02.2018

1. College authority and transport committee is responsible to verify compliance of the norms by Transport providers of the college.
2. To as a regular practice has been monitoring transport accordance to the government guidelines and has verified records of all necessary documents namely RTO permit, registration of vehicle, insurance, PUC (bi – yearly), road tax document, copy of driver's license and his badge.
3. All the authorized college buses maintain a daily student attendance register giving details of each student, department, bus stop, address, contact number. The PTA representatives present had a chance to see the above mentioned documents.
4. Transport committee takes all the private transporters in the ambit the college and monitor the same.
5. The college is continuously monitoring and reinforcing bus rules with students.
6. The Transport committee will meet every three months.



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Date : 28.03.2018

CIRCULAR

DATE : 28.03.2018

TRANSPORT COMMITTEE 2018 – 2019

The Following Members are should attend the Meeting on : 06.04.2018

PARTICULAR	NAME	SIGNATURE
Chair Person	Dr.K.Dhanam Principal	<i>K. Dhanam</i>
Transport Manager	A.Krishnamoorthy Manager	<i>A. Krishnamoorthy</i>
Coordinator	M.Shahiladevi Office	<i>M. Shahiladevi</i>
Driver Incharge	S.Natarajan Driver	<i>S. Natarajan</i>
Member	P.Vanidha Department of English	<i>P. Vanidha</i>
Member	M.Neelambal Department of English	<i>M. Neelambal</i>
Member	S.Vellaiammal Department of Physics	<i>S. Vellaiammal</i>
Member	D.Soundarya Department of Mathematics	<i>D. Soundarya</i>
Member	S.Brundha Department of Biotechnology	<i>S. Brundha</i>
Member	G.Kannammal Department of Commerce	<i>G. Kannammal</i>



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Date : 06.04.2018

MINUTES OF MEETING – II

Date: 06.04.2018

1. Providing and scheduling transport facility for student and staff for different routes
2. Processing new route or change in existing routes for student and staff.
3. Providing additional transport facility to students/staff that are staying in the campus beyond working hours for placement /project or course activities.
4. Conducting regular reviews on new routes to be included (or) extension of existing routes and purchasing new buses and sending proposals concerned to the higher authorities.
5. Conducting meeting with all committee members of transport once.
6. Use the bus Medical purpose. Driver and staffs caring on the particular student carefully.



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Date : 23/01/19

CIRCULAR

DATE : 23.01.2019

TRANSPORT COMMITTEE 2019 – 2020

The Following Members are should attend the Meeting on : 04.02.2019

PARTICULAR	NAME	SIGNATURE
Chair Person	Dr.M.Kumudha(i/c) Principal	
Transport Manager	A.Krishnamoorthy Manager	
Coordinator	M.Shahiladevi Office	
Driver Incharge	S.Natarajan Driver	
Member	P.Vanidha Department of English	
Member	M.Neelambal Department of English	
Member	T.Saritha Department of BBA	
Member	D.Soundarya Department of Mathematics	
Member	S.Brundha Department of Biotechnology	
Member	G.Kannammal Department of Commerce	



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Date : 04.02.2019

MINUTES OF THE MEETING – I

Date: 04.02.2019

- 1.Daily Attendance FN & AN should be maintain in the College bus by the staff incharge.
- 2.Students should be advised not to extend their hands or heads outside while travelling in College bus.
- 3.Student should not change their sloppings without getting permission from Principal.
- 4.Student should wear face mask in the bus.
- 5.Parents may explain their grievence only to the management regarding bus.




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KAIKKURICHI, PUDUKKOTTAI - 622 303.

Date : 11.03.2019

CIRCULAR

DATE : 11.03.2019

TRANSPORT COMMITTEE 2019 – 2020

The Following Members are should attend the Meeting on : 12.04.2019

PARTICULAR	NAME	SIGNATURE
Chair Person	Dr.M.Kumudha(i/c) Principal	
Transport Manager	A.Krishnamoorthy Manager	
Coordinator	M.Shahiladevi Office	
Driver Incharge	S.Natarajan Driver	
Member	P.Vanidha Department of English	
Member	M.Neelambal Department of English	
Member	T.Saritha Department of BBA	
Member	D.Soundarya Department of Mathematics	
Member	S.Brundha Department of Biotechnology	
Member	G.Kannammal Department of Commerce	



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KAIKKURICHI, PUDUKKOTTAI - 622 303.

Date : 12.04.2019.

MINUTES OF THE MEETING – II

Date: 12.04.2019

- 1.If there are any problems in the bus student should inform the
bus incharge staff
- 2.Students must follow the rules and regulations of the bus.
- 3.Students should not reserve their seats in the bus through their friends.
- 4.Students who miss their College bus should not chase and overtake the bus in
Two wheeler
- 5.Celebrations (Birthday party,Farewell,etc.,) should not be conducted in the
College bus




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KAIKKURICHI, PUDUKKOTTAI - 622 303.

Date: 03.06.2021

CIRCULAR

DATE : 03.06.2021

TRANSPORT COMMITTEE 2021 – 2022

The Following Members are should attend the Meeting on : 06.07.2021

PARTICULAR	NAME	SIGNATURE
Chair Person	Dr.S.Kavitha Principal	
Transport Manager	A.Krishnamoorthy Manager	
Coordinator	M.Shahiladevi Office	
Driver Incharge	K.Murugesan Driver	
Member	P.Vanidha Department of English	
Member	M.Neelambal Department of English	
Member	T.Saritha Department of BBA	
Member	D.Soundarya Department of Mathematics	
Member	S.Brundha Department of Biotechnology	
Member	G.Kannammal Department of Commerce	



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KAIKKURICHI, PUDUKKOTTAI - 622 303.

Date: 06/07/2021

MINUTES OF MEETING – I

Date: 06.07.2021

1. All Students, staffs & drivers are should be must vaccinated against corona.
2. All Students must wear the face mask.
3. Because it is corona period. You should sit in the bust with space apart.
4. Student should know the temperature while boarding the bus.
5. Students should not wash their hands after eating inside the bus.
6. Students, staffs & drivers are compulsory silent of the bus.



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KAIKKURICHI, PUDUKKOTTAI - 622 303.

Date : 04.08.2021

CIRCULAR

DATE : 04.08.2021

TRANSPORT COMMITTEE 2021 – 2022

The Following Members are should attend the Meeting on : 31.08.2021

PARTICULAR	NAME	SIGNATURE
Chair Person	Dr.S.Kavitha Principal	
Transport Manager	A.Krishnamoorthy Manager	
Coordinator	M.Shahiladevi Office	
Driver Incharge	K.Murugesan Driver	
Member	P.Vanidha Department of English	
Member	M.Neelambal Department of English	
Member	T.Saritha Department of BBA	
Member	D.Soundarya Department of Mathematics	
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Date: 31.08.2021

MINUTES OF MEETING - II

Date: 31.08.2021

1. All these regulations are to be followed by the college for the students in the college bus also.
2. The professors coming in the college bus should ensure that there is no problem among the students.
3. Students should not walk back and forth inside the public bus where the college bus is coming.
4. Students should travel only in their allowed college bus.
5. Student coming by college bus must get permission before coming at other stops and buses.
6. All time PD and all the incharge take care of the students perfectly arrangement of the bus.



[Signature]
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Dato : 03.09.2021

CIRCULAR

DATE : 03.09.2021

TRANSPORT COMMITTEE 2021 - 2022

The Following Members are should attend the Meeting on : 29.09.2021

PARTICULAR	NAME	SIGNATURE
Chair Person	Dr.S.Kavitha Principal	
Transport Manager	A.Krishnamoorthy Manager	
Coordinator	M.Shahiladevi Office	
Driver Incharge	K.Murugesan Driver	
Member	P.Vanidha Department of English	
Member	M.Neelambal Department of English	
Member	T.Saritha Department of BBA	
Member	D.Soundarya Department of Mathematics	
Member	S.Brundha Department of Biotechnology	
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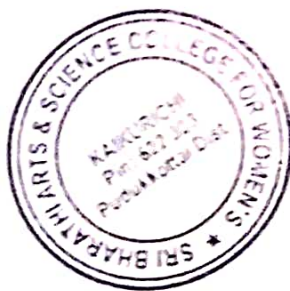
KAIKKURICHI, PUDUKKOTTAI - 622 303.

Date: 29.09.2021

MINUTES OF MEETING - III

Date: 29.09.2021

1. All students should wear ID card and come in the college bus.
2. Student should not get on and down on the bus while running.
3. Coordinate various bus routes regularly with the help of bus incharges.
4. All students and staffs are should be must keep the timing.
5. All buses are should be must Exam time.



[Signature]
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