

# **K.V.R.GOVERNMENT COLLEGE FOR WOMEN(A)**

## **STUDENTS MANAGED HOSTEL**

### **TEACHING & NON-TEACHING STAFF RESPONSIBILITIES:**

**PRINCIPAL AND WARDEN:** Principal take care of the Hostel as a mother of the children. When ever they call immediately she will give response and take care of the students.

**Dy.Warden:** Dy.Warden take care of students, she helps and guide the students in preparing the estimates, fee structure, mess bill and admissions.

**Addl.Dy.Wardens:** Addl.Dy.Warden take care and gives suggestions and instructions to students in kitchen maintance, cooking, cleaning, mintainance of study hours, permissions etc.

**All Teaching Staff:** All Teaching staff support the students in maintance of hostel in smooth and peaceful manner.

K.V.R.Govt College Hostel is managed by the students. Teaching staff every day as per the hostel duties ascertained by the Principal every lecturer monitor the students with friendly relations, guide,counseling students and secretaries in each and every thing.

**Doctor:** Doctor Visits the hostel regularly and gives treatment to sick students and provides medicines

**Hostel Ministerial Staff:** Ministerial staff support the students in day and night to take care of the students, Helps in collections and payments, supervise hostel activites in day time and night. They will helps the students to take care in case of sick students and they will taken the students to hospitals at night time also.

**Watchman:** Watchmans 24x7 hours they will provide security.

**KVR Govt. College for Women (A), Kurnool.**

**Principal: Dr.M.Indira Santhi, MA, M.Phil., Ph.D**

HOSTEL DUTIES FOR THE MONTH OF FEBRUARY 2021

S.No	Hostel Duties	Name of the In-Charge	Signature
1	16/2/2021	SMT.K.ARUNA KUMARI SMT.VS. NOORJAHAN	<i>[Signature]</i>
2	17/2/2021	DR.G NAGARAJA REDDY Smt.SRAVANTHI	<i>[Signature]</i>
3	18/2/2021	SMT.K. RAJANI DEVI SRI RAJASEKHAR REDDY	<i>[Signature]</i>
4	19/2/2021	SMT.TALAT PARVEEN SRI.PURNESWARA REDDY	<i>[Signature]</i>
5	20/1/2021	DR.SWAPNA SREE SRI. SASIDHARAI AH	<i>[Signature]</i>
6	21/2/2021	MS.S.JYOTHI SRI.MAHADEV	<i>[Signature]</i>
7	22/2/2021	SRI BALUGRAM SMT.TASLIM	<i>[Signature]</i>
8	23/2/2021	SRI.K.CHANDRA MOHAN DR.RAVI KUMAR	<i>[Signature]</i>
9	24/2/2021	HASEENA SMT.J.VASUNDHARAMMA	<i>[Signature]</i>
10	25/2/2021	G.B.EMMANEUAL DR.ARTI CHAKRA	<i>[Signature]</i>
11	26/2/2021	SMT.G.INDRAVATHI USHA SREE	<i>[Signature]</i>
12	27/2/2021	SMT.KALPANA SMT.VANAJA	<i>[Signature]</i>
13	28/2/2021	SMT.P.SANGEETHA MS.SWARNA LATHA	<i>[Signature]</i>
14	3/2/2021	SMT.P.SANGEETHA MS.SWARNA LATHA	<i>[Signature]</i>
15	4/2/2021	SMT.KALPANA SMT.VANAJA	<i>[Signature]</i>

16	5/2/2021	SMT.KALPANA SRI.MAHADEV	<i>[Signature]</i>
17	6/2/2021	SMT. P.JHANSI RANI SMT. H RAJITHA DEVI	<i>[Signature]</i>
18	7/2/2021	SMT.A. SUNITHA DR.S.SUNITHA	<i>[Signature]</i>
19	7/2/2021	NARASIMHA REDDY SRI SREENU BABU	<i>[Signature]</i>
20	8/2/2021	DR.HAVEELA BALA SMT.SONY	<i>[Signature]</i>
21	9/2/2021	DR.FAMIDA BEGUM B.PARIMALA DEVI	<i>[Signature]</i>
22	10/2/2021	DR.B.ANUSHA DR.FARIDA BEGUM	<i>[Signature]</i>
23	11/2/2021	SMT.G.SUNITHA SRI.C.RAMESH	<i>[Signature]</i>
24	12/2/2021	SMT. P.SUBBARAJYAMMA SMT.Y.SUNITHA	<i>[Signature]</i>
25	13/2/2021	DR.R.VINOLIYA KUMARI KUM.V.VINDYAVASINI DEVI	<i>[Signature]</i>
26	14/2/2021	SMT.NASREEN SHAHIDI DR.VENKATALAKSHMAMMA	<i>[Signature]</i>
27	14/2/2021	SRI H.NAZEER AHMED SMT. IRFANA BEGUM	<i>[Signature]</i>
28	15/2/2021	SMT.DHANASREE . B.DY SMT.MUDEENA	<i>[Signature]</i>