



VIDYA ACADEMY OF SCIENCE & TECHNOLOGY TECHNICAL CAMPUS
(A Unit of Vidya International Charitable Trust)
Kilimanoor, Thiruvananthapuram

Constitution of Staff Welfare Committee

Order No.VAST TC /GEN/ORD/ 11/2024

Date: 18-07-2024

ORDER

Committee No.14

The Staff Welfare Committee is hereby constituted with the following members for the academic year 2024-25.

Sl.No	Name	Designation	Department	Position
1	Mr. Chandu C B	Assistant Professor	ECE	Coordinator
2	Ms. Anchu E S	Assistant Professor	AS	Coordinator
3	Mr. Ratheesh B	Trade Instructor	ME	Coordinator
4	Mr. Ajish K C	Assistant Manager	Admin	Member
5	Mr. Lenin Babu	Assistant Professor	CE	Member
6	Ms. Anjala S.S.	Assistant Professor	EEE	Member
7	Ms. Beena V.R.	Assistant Professor	CSE	Member
8	Mr. Naveen B.	Assistant Professor	ME	Member
9	Mr. Pooja M.S.	Trade Instructor	CE	Member
10	Mr. Shaiju R	Trade Instructor	EEE	Member
11	Mr. Arish A M	Trade Instructor	ECE	Member
12	Ms Reshna R	Assist. Librarian	Library	Member

Duties & Responsibilities

The Staff of VAST TC are the foundation of the Institution and their physical, social and emotional well-being and sense of belonging are crucial. The duties of Staff Welfare Committee are

1. To help the College to look after these needs of the staff & faculty to maintain high staff morale.
2. To plan and organize recreational events and activities that will contribute to meeting these needs.
3. To build a healthy and happy working environment and foster good relationships among the staff.
4. To meet every month to assess the activities
5. Keep records of meetings such as agenda and notes, minutes
6. Keep records of financial transactions and conduct audit.

Copy to

1. Executive Director, VICT
2. Project Director, VICT
3. Director, VASTTC
4. Members
5. All HODS
6. Network cell (for upload in site)
7. All staff members (through e-mail)



PRINCIPAL