

Qualitative traces of evidences of Standard Operating Procedures (SOPs)

People Management, Systems, Processes and Implementation

1. Provides a consistent and standardized approach to people management, systems, processes, and implementation ensuring the tasks are carried out uniformly, minimizing variations and errors and it is visible in the system especially in the day -to- day operations
2. Establishing a system-driven working environment rooted in Standard Operating Procedures (SOPs) for efficient management of systems, processes, and personnel. This involves implementing structured guidelines to ensure a cohesive and organized operational ecosystem. As an example, the streamlining of faculty members' appraisal system submission aligns precisely with their date of joining. This enables the institution to provide constructive feedback, fostering professional development and contributing to annual institutional growth. This meticulous approach is evident across the entire academic ecosystem
3. Adhering to standard operating procedures and timelines during administrative meetings ensures the organized functioning of the system. This approach facilitates prompt decision-making for continuous improvement without unnecessary delays in the system

Office of the Controller of Examinations

1. Building stakeholder confidence through the implementation of well-established processes and systems
2. Adhering to the academic calendar for examination scheduling and conduct in accordance with SOPs, despite being obligated to follow the calendar
3. Ensuring timely valuation and prompt declaration of results
4. Enhancing transparency in the valuation process by displaying scripts
5. Implementing measures to create a disciplined examination eco-system
6. Elevating the happiness index among students through improved valuation processes, with no reported grievances due to the display of scripts
7. Upholding the quality of assessment instruments through a scrutiny mechanism and collaboration with institutions with decades of autonomy in the process

Industry – Institute Linkage Cell

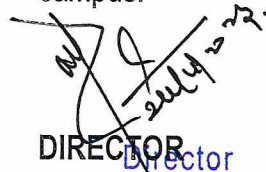
1. Compliance with the schedule regarding the allocation and onboarding of interns within the respective companies
2. Implementation of a well-structured process for intern allocation while upholding the quality of internship training

3. The evolving transformation of internships into pre-placement offers that culminate in placements
4. Creation of new leads for the purpose of enhancing industry-institute governance effectively
5. Guaranteeing the quality of internships by aligning the learning outcomes with the context of outcome-based education

Course Outcome Formulation

1. The institution consistently endeavors to formulate Standard Operating Procedures (SOPs) even for routine tasks, ensuring uniformity in workflow and upholding consistent quality standards. In this context, the SOP for Course Outcome formulation enables the institution to develop course outcomes in compliance with Revised Bloom's Taxonomy (RBT) and Outcome based Education (OBE)

Broadly speaking, the Standard Operating Procedures (SOPs) allow the institution to uphold consistent standards throughout, ensuring our actions align on a similar trajectory across the campus.



A handwritten signature in black ink, appearing to be 'N.S. Raju', is written over a blue stamp. To the right of the signature, the date '20/11/2022' is written in black ink.

DIRECTOR
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