



**RAMAIAH**

**B S RAMAPRASAD**  
Chief Executive  
Gokula Education  
Foundation

M S Ramaiah Nagar,  
MSRIT Post,  
Bangalore 560 054  
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### Office Order

The Administrative Functions and Responsibilities of the Principal, RCASC as mentioned below:

- a) The Principal shall have the authority to exercise all such disciplinary powers over the students in the college as may be necessary for the proper conduct of the college. The Principal may also frame such supplementary rules, as deemed necessary to maintain discipline in the college.
- b) The Principal shall be the Chairman of Time Table Committee of the College and implement the general time table in the College.
- c) The Principal shall have the administrative control over the College Library, the Society and the Magazine, if any.
- d) The Principal shall supervise all extra-curricular activities of the College.
- e) The Principal shall be In-charge of the College building, lawns, electric and water supply, fittings, class-rooms, equipments and lab-furnitures.
- f) The Principal may delegate some of the powers to any officer working under the Principal for the sake of administrative control and convenience.
- g) The Principal shall also be the appointing authority of teaching and non-teaching staff of the vacant posts of the institute.
- h) The Principal shall perform such other duties as may be assigned by the management and exercise such other powers as may be prescribed by the Regulations from time to time.
- i) Examining of living conditions of students in hostel.
- j) General Administration of College and General administration and overall supervision of teaching programmes.
- k) Maintenance of permanent records of students.

To  
The Principal  
RCASC  
Bangalore - 54

  
Chief Executive

**CHIEF EXECUTIVE**  
**GOKULA EDUCATION FOUNDATION**  
**(ENGINEERING & GENERAL SCIENCES)**  
BANGALORE - 560 054