



MUMTAZ COLLEGE OF ENGINEERING & TECHNOLOGY

(UNDER THE AEGIS OF MUMTAZ YAR-UD-DOWLA WAKF (REGD.))

#16-2-737 Malakpet, Hyderabad - 500 036, Telangana State.

Muslim Minority Institution

(Approved By Aicte, New Delhi & Affiliated To Jntuh, T.G.)

9640338122, 7842138122

Mumtazcet@gmail.com

Ref.no. **MMTZ/PRL/ACAD/06001**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has proposed for “**Implementation of Mandatory Internship Policy for Students**” through the established Training & Placement Cell (TPC) and Innovation and Entrepreneurship Development Cell (IEDC) in association with Institution Industry Interaction Cell (IIC) to supports students to undergo internship program at Industry/ Institute during their winter/summer vacation.

Reference:

1. Internship syllabus of JNTUH-All Disciplines
2. AICTE Model Internship policy guidelines and procedures – 2019.
<https://www.aicte-india.org/sites/default/files/Aicte%20Internship%20Policy-%202002.04.2019.pdf>

Preamble:

The rise in global competition has prompted organizations to devise strategies to have a talented and innovative workforce to gain a competitive edge. The internship offers the students an opportunity to gain hands-on industrial or organizational exposure; to integrate the knowledge and skills acquired through the coursework; interact with professionals and other interns; and to improve their presentation, writing, and communication skills. Internship often acts as a gateway for final placement for many students. Developing an internship policy is an impactful strategy for creating a future talent pool for the industry. AICTE has initiated various activities for promoting industrial internship at the graduate level in technical institutes. The main aim of these initiatives is enhancement of the employability skills of the students passing out from Technical Institutions. Keeping this in view, AICTE has developed this Model Internship Guidelines for organizing Internship at degree and diploma level. These guidelines comprise of Steps for Establishing, Maintaining & Fostering Internships. AICTE's MoUs with various Ministries, Government/ Non-Government/ Private organizations to facilitate internship have also been included. The internship experience will augment outcome based learning process and inculcate various attributes in a student in line with the graduate attributes defined by the NBA.

Purpose:

This policy lays down the procedures for assisting the students to find an internship in the industry at the end of the semester (Summer/Winter break). The policy also highlights the Standard Operating Procedures to be followed by students passing out from Technical Institutions.

Scope:

Procedures laid down in this document are applicable to all the eligible and interested students passing out from Technical Institutions.


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Ref.no. **MMTZ/PRL/ACAD/0500**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) “**Display Of Courses And Approved Intake At Entrance**” of all the programmes/courses run under the institution with maximum/approved intake, year of introduction at all the prominent locations of the building and entrance of the main campus to facilitate the dissemination of the information about the programmes/courses to all the stake holders.

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Ref.no. **MMTZ/PRL/ACAD/0599**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has appropriately placed adequate number of “**General And Departmental Notice Boards**” on all the prominent locations at each floor/block in all the buildings of the campus to facilitate and disseminate the information to all the stake holders.

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Mumtazcet@gmail.com

Ref.no. *MMTZ/PRL/ACAD/0598*

Date : *14-10-25*

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has ample space earmarked to enable “**Parking Of Vehicles**” of the staff, students, visitors, vendors, contractors and all other stake holders in the campus. The mission is to provide a safe, well-maintained parking infrastructure ensuring equitable parking for all the stake holders of MCET.

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Ref.no. **MMTZ/ARL/ACAD/0597**

Date : **14-10-25**

CERTIFICATE

In view of guiding and counseling the students for their career opportunities and options, a Career Guidance and Counseling Cell, with Principal as Chairman, Sr. Professor (Student Welfare), HoDs as members, has “**appointed student counselor**” by Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) The cell organizes sessions with internal resource persons covering higher education opportunities in India and Overseas, employment opportunities, industry requirement of skill sets, Student Development Programmes, etc. The above activities are helping the students to set their career goals. For purpose of mentoring, ‘Proctorial system’ has been adopted and followed meticulously. As per this procedure, each faculty member is assigned with the overall development of 10-15 students in respect of academic and non-academic activities.

Contact Details

Mr. MOHAMMED MUSHTAQ AHMED

Student Counselor
9964075550

Mr. SAGGURTHI PADMA RAO

Student Counselor
9182246888

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Ref.no. **MMTZ/PRL/ACAD/0596**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has displayed the “**copies of AICTE approvals**” (LoA and EoA of subsequent years) obtained since inception of the institution till date on the website of the institution.

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Ref.no. **MMTZ/PRL/ACAD/06002**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has established "Institution Industry Interaction Cell (IIIC) with the following objectives:

- To synchronize the quality of education to meet the trend of industry
- To produce industry-ready students
- To conduct other value added programs based on industry requirements
- To integrate industrial training and other inputs to develop students
- To offer research, development, consultancy and testing services to solve industrial problems
- To share the experience and expertise between institution and industry for mutual benefits
- To improve curricula, faculty, infrastructure in line within the industry requirement
- To develop good work culture among students
- To organize lecture by experts from industry

INDUSTRY INSTITUTE INTERACTION CELL

S.No.	Name /Members	Designation	Committee Affiliation
1	MOHAMMED AZIZUDDIN	Principal	Chairman
2	MOHD UDDIN	Asst Prof	Member
3	SALMAN BAIG MIRZA	Asst Prof	Member
4	SALEHA SHIREEN	Asst Prof	Member
5	PALLI MOHAMMED SAIFULLAH	Asst Prof	Member


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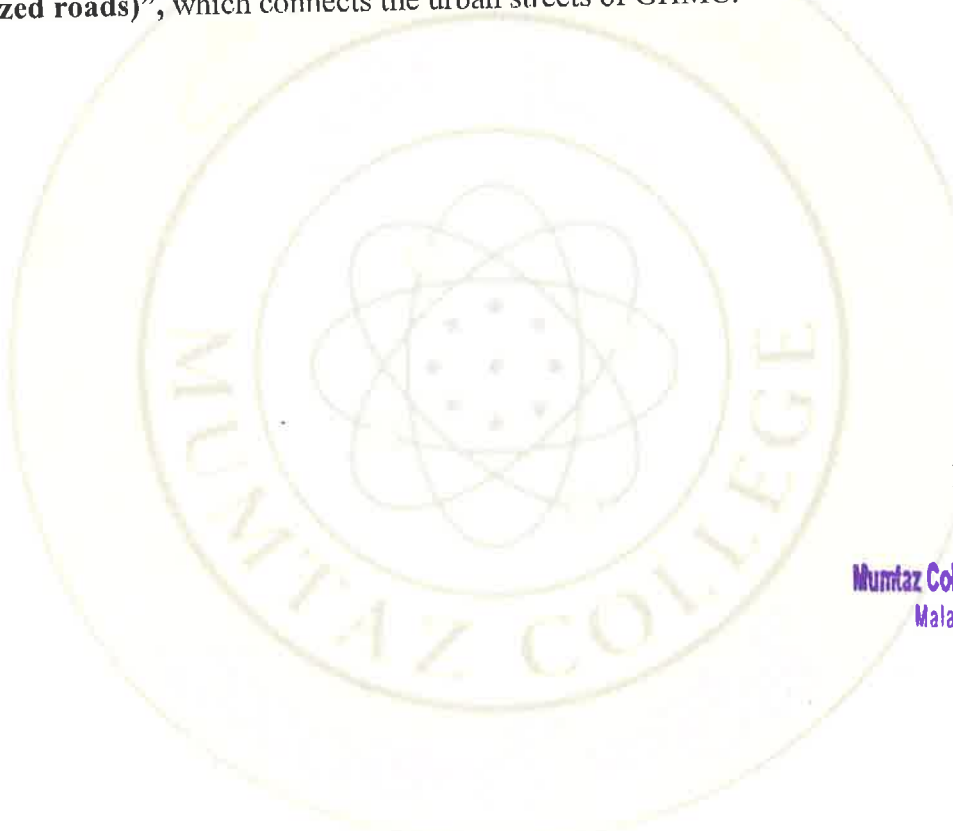
Mumtazcet@gmail.com

Ref.no. MMTZ/PPRL/ACAD/0595

Date : 14-10-25

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) is located in the heart of the city of Hyderabad and is well connected with urban streets and roads of GHMC. Besides, the road network within the campus is connected with “**all-weather approach (motorized roads)**”, which connects the urban streets of GHMC.



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Ref.no. **MMTZ/PR/ACAD/0594**

Date : **14-10-25**

CERTIFICATE

That the Mumtaz College Educational Trust vide its executive meeting held on 02-Mar-2022 at 11:30 AM vide item No.2, has discussed on the existing health care facilities provided to the students and employees at health care centre of Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) and Owaisi Group of Hospitals under the Trust, besides, health care facilities for the employees through hospitals under Employees State Insurance Corporation.

It is resolved to further renew and raise health “**Group accident policy for the employees**”, through National Insurance Company Limited or any other suitable insurance agency, effective for this academic year and shall accordingly allocate required funds.

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Ref.no. **MMTZ/PRL/ACAD/0593**

Date : **14-10-25**

CERTIFICATE

That the Mumtaz Education Trust vide its executive meeting held on 02-May-2024 at 11:30 AM vide item No.2, has discussed on the existing health care facilities provided to the students and employees at health care centre of Mumtaz College of Engineering and Technology, Hyderabad (1-6596191)

It is resolved to further renew "Insurance for the students" through National Insurance Company Limited for this academic year and shall accordingly allocate required funds.


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Ref.no. **MMTZ/PRL/ACAD/0592**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has well established “**first aid**” health centre occupied with adequate beds with a resident medical officer, specialist consultants, ambulance facility, modern medical equipments, lab facility which provides first aid in case of any medical emergency within the campus.

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Ref.no. MMTZ/PRL/ACAD/0591

Date : 14-10-25

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) “display board within the premises” and also on the website of the institution indicating the “feedback facility of students and faculty” available in the AICTE web portal.

The feedback facility for students and faculty is available on the institution website hyperlink:
<https://www.aicte-india.org/feedback/index.php>

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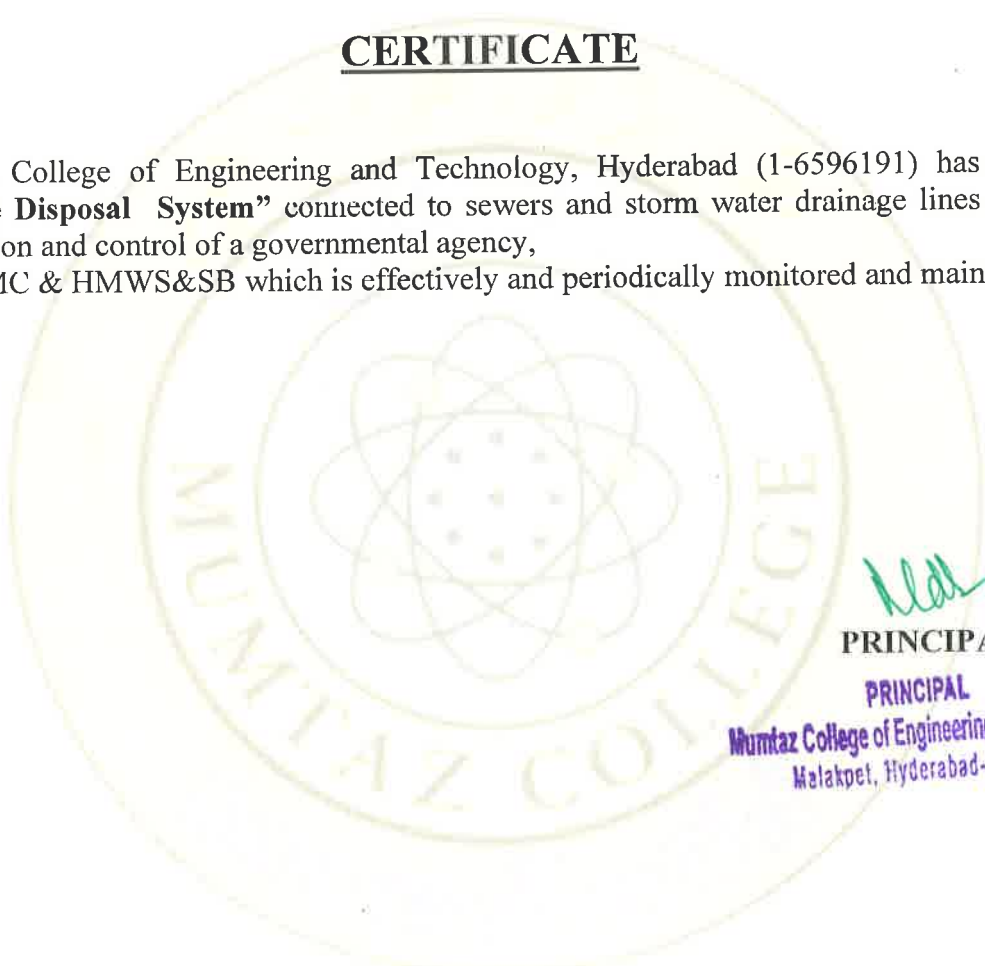
Mumtazcet@gmail.com

Ref.no. *MMTZ/PRL/ACAD/0590*

Date : *14-10-25*

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has approved "Sewage Disposal System" connected to sewers and storm water drainage lines under the jurisdiction and control of a governmental agency, i.e. GHMC & HMWS&SB which is effectively and periodically monitored and maintained.



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Ref.no. **MMTZ/PRL/ACAD/0589**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has been implementing “**The Green Campus, Energy and Environment Policy**” to develop exciting new co-curricular and extracurricular practices that encourage students and staff to take the lead in creating positive change as per the requirement of the AICTE Approval Process Handbook. These initiatives call for a thorough review of all infrastructural, administrative functions from the standpoints of energy efficiency, sustainability and the environment. The institution has created a policy document for its practice.

The Green Campus, Energy and Environment Policy

Scope of the Policy:

The Green Campus and Environment Policy will develop exciting new co-curricular and extracurricular practices that encourage students and staff to take the lead in creating positive change. These initiatives call for a thorough review of all infrastructural, administrative functions from the standpoints of energy efficiency, sustainability and the environment.

The focus areas of this policy are:

- Clean Campus Initiatives
- Landscaping Initiatives
- Clean Air Initiatives
 - Smoking free campus
- Infrastructure
 - Solar Power Plant
 - Installation of Energy Efficiency Equipment
 - Water Conservation through Rainwater Harvesting System
- Waste Management processes
 - Solid Waste Management
 - Liquid Waste Management
 - E-Waste Management
- Awareness Initiatives
- Environment-centric Student Societies and Department Activities
- Green Audit
- Energy Audit
- Plastic-Free Campus

Objectives of the Policy:

- To protect and conserve ecological systems and resources within the campus.
- To ensure judicious use of environmental resources to meet the needs and aspirations of the present and future generations.
- To integrate environmental concerns into policies, plans and programmes for social development and outreach activities.



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Ref.no. MMTZ/PRL/ACAD/0588

Date : 14-10-25

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Physical fitness plays an important role in developing the overall personality of a student since a physically balanced student is mentally balanced too. Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) equally emphasizes the need to develop physical activities and encourages Sports and games making it an integral part of the curriculum. DGI is provided with various “**sports facility**” to the students within the campus. Various sports competitions such as inter departmental, Inter collegiate, Inter University, etc help in developing team spirit among students. Their interpersonal relationship is enhanced a very healthy manner. Students are provided with honors like medals, trophies and certificates.

Games and Sports:

Cricket Ground, a Basket Ball Court, Volley Ball Courts, Badminton Courts, Table Tennis, Caroms, Chess

Gymnasium: Modern gym with latest equipment.


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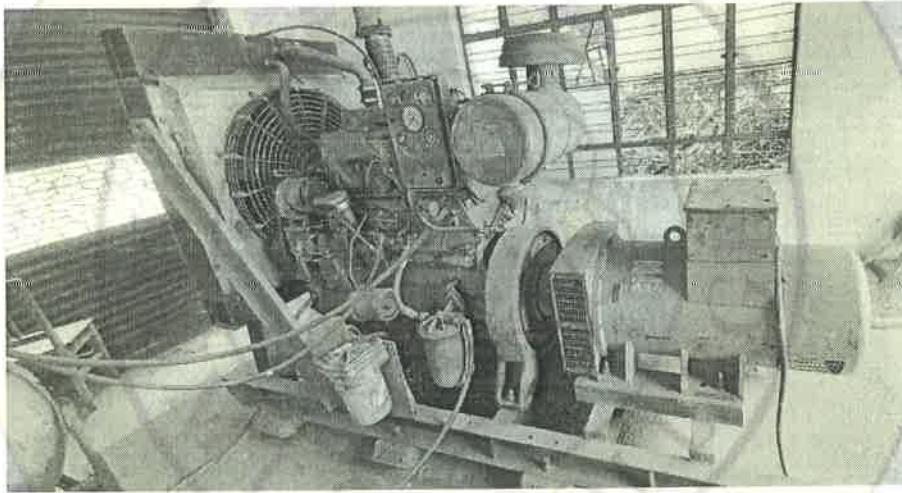
Ref.no. **MMT2/PRL/ACAD/0587**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) is equipped with “**backup electric supply**”, Kirloskar Cummins, 125 KVA Diesel Generator powered by engine model NTC -495-G, 4 in-line, developing @ 1500 RPM fitted, with Mechanical Governor and fitted with Alternator model GALED-295, 4 pole, 3 phase, and several safeties for the engine and alternator with. Rated output 125kVA with 50 Hz.

Back up Electric Supply



Lead
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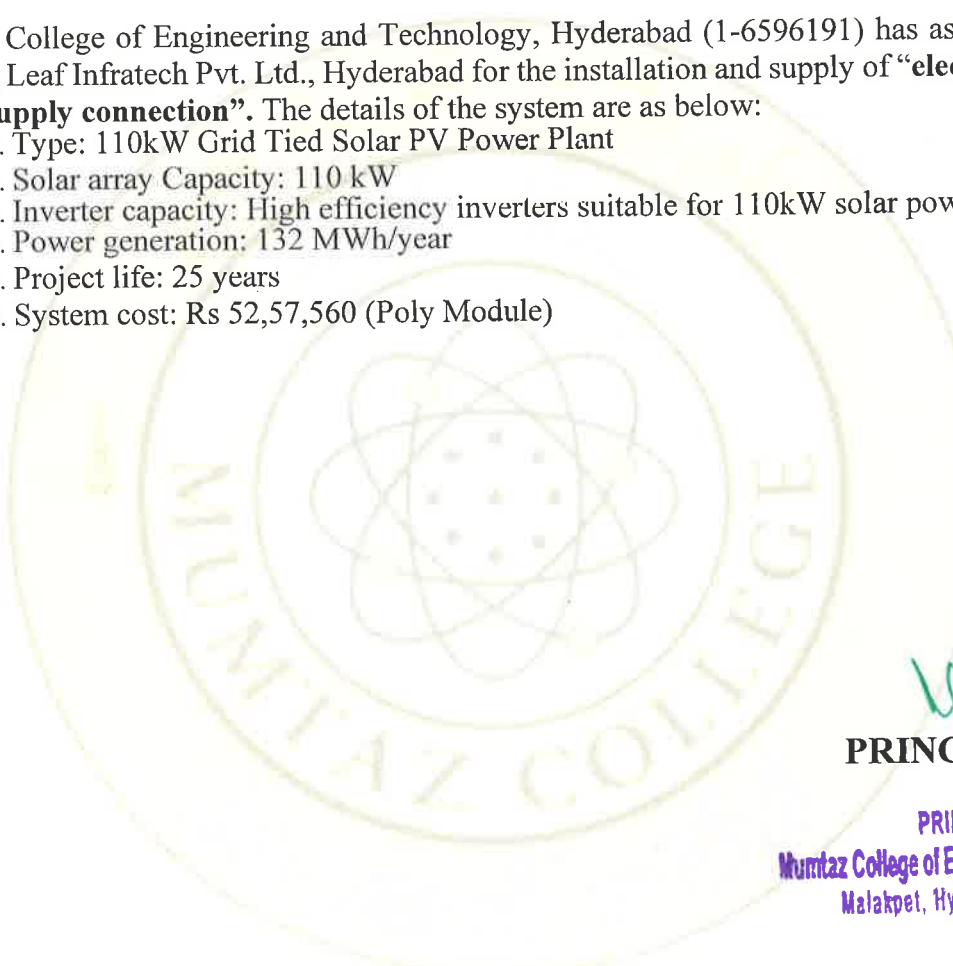
Ref.no. *MMTZ /PRL/ACAD/0586*

Date : *14-10-25*

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has assigned M/s Budding Leaf Infratech Pvt. Ltd., Hyderabad for the installation and supply of “**electrical grid power supply connection**”. The details of the system are as below:

1. Type: 110kW Grid Tied Solar PV Power Plant
2. Solar array Capacity: 110 kW
3. Inverter capacity: High efficiency inverters suitable for 110kW solar power plant
4. Power generation: 132 MWh/year
5. Project life: 25 years
6. System cost: Rs 52,57,560 (Poly Module)



Leaf

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Ref.no. **MMTZ/PRL/ACAD/0585**

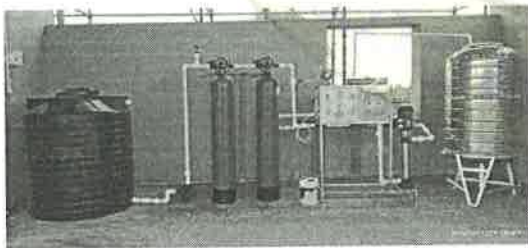
Date : **14-10-25**

CERTIFICATE

UV-RO Water plant is available within the campus of Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) for constant “**potable water supply**” of safe and pure drinking water

- Purified water is supplied in campus
- Storage capacity: 1000 LPH SS container (2 No's.)
- Filtration Capacity: 250 liters/hr
- Treatment: UV – RO treated oxidized

The drinking water needs of all students, teachers, support staff, and visitors are met by the Reverse Osmosis Plant placed in the students' amenities centre. Raw water with an average Total Dissolved Solids [TDS] of 1800- 2000 ppm is treated to lower the TDS content to less than 100 ppm, which is the universally accepted TDS upper limit. This is accomplished in three stages: pretreatment, transit of the water through six parallel RO membrane filters, and post treatment. The plant's maximum capacity is 1000 LPH. Potable water capacity is 1000 LPH. This water is pure and hygienic, making it ideal for human consumption. The plant's waste water is used for washing and gardening. This plant not only ensures the safe supply of drinking water, but it also eliminates the otherwise prohibitive cost of purchasing drinking water for the campus's vast human resources. Now that we have our own RO water, we can be more generous with it at the institution. The water purification system is on the roof spaced apart from the electrical substation and drainage systems. All floors, administrative offices, canteens, and hostels receive pure drinking water on a daily basis.



Reverse Osmosis Plant

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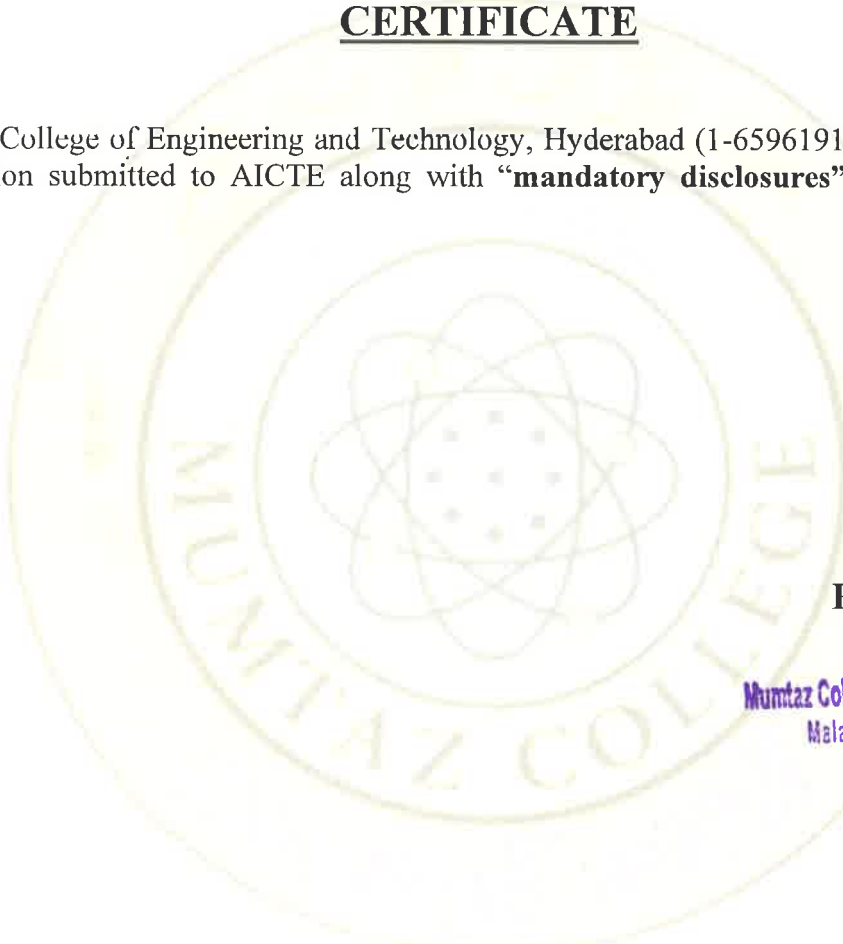
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Ref.no. **MMTZ/PR4/ACAD/0584**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has displayed the information submitted to AICTE along with “**mandatory disclosures**” on the institution website.



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Ref.no. **MMTZ/PR/ACAD/0583**

Date : **14-10-25**

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Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) is implementing “**digital payments for all financial transactions as per MHRD directive**” to bring transparency and propriety, that is all receipts and payments related to the functioning of the institutions viz. student fees, exam fees, vendor payments, salary wage payments etc. is made through online mode.


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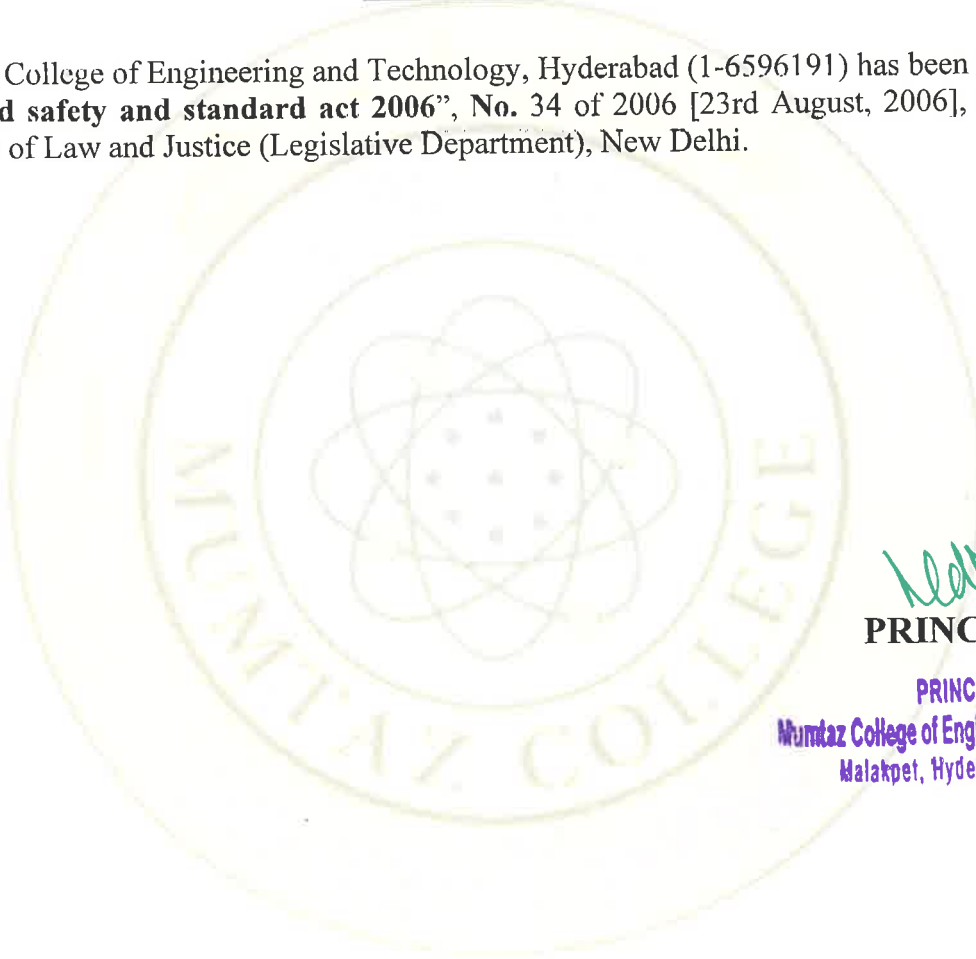
Mumtazcet@gmail.com

Ref.no. MMTZ/PR/ACAD/0582

Date : 14-10-25

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has been following the "food safety and standard act 2006", No. 34 of 2006 [23rd August, 2006], issued by Ministry of Law and Justice (Legislative Department), New Delhi.



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(Approved By Aicte, New Delhi & Affiliated To Jntuh, T.G.)

9640338122, 7842138122 Mumtazcet@gmail.com

Ref.no. **MMTZ/PRL/ACAD/0581**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has been strictly implementing “**safety and security measures**” continuously monitoring taking into cognizance to safe guard students, staff and all other stake holders in the campus providing 24 x 7 surveillance under CCTV installed in all the buildings, including instructional areas, amenities area, administrative area, campus, checking of ID cards of all the students, staff and all other stake holders at all the entry/exit points, etc in the campus. The following measures are taken:

1. To make students and staff security conscious.
2. To encourage students and staff to speak up for any suspicious or concerning issue.
3. To prepare students and staff to act in the case of an emergency.
4. To conduct training sessions for self defense and sexual abuse awareness.
5. To keep security in place to control entry of visitors.
6. To comply with crime reporting mandates.
7. To regularly test, review and update plans of security measures.
8. To improve security and safety with consistency in policies, processes and technology systems.
9. To implement the right technologies that supports policy implementation and compliance.
10. To use wireless networks in campus for access to video streams, security system interfaces, floor plans for security monitoring.


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MUMTAZ COLLEGE OF ENGINEERING & TECHNOLOGY

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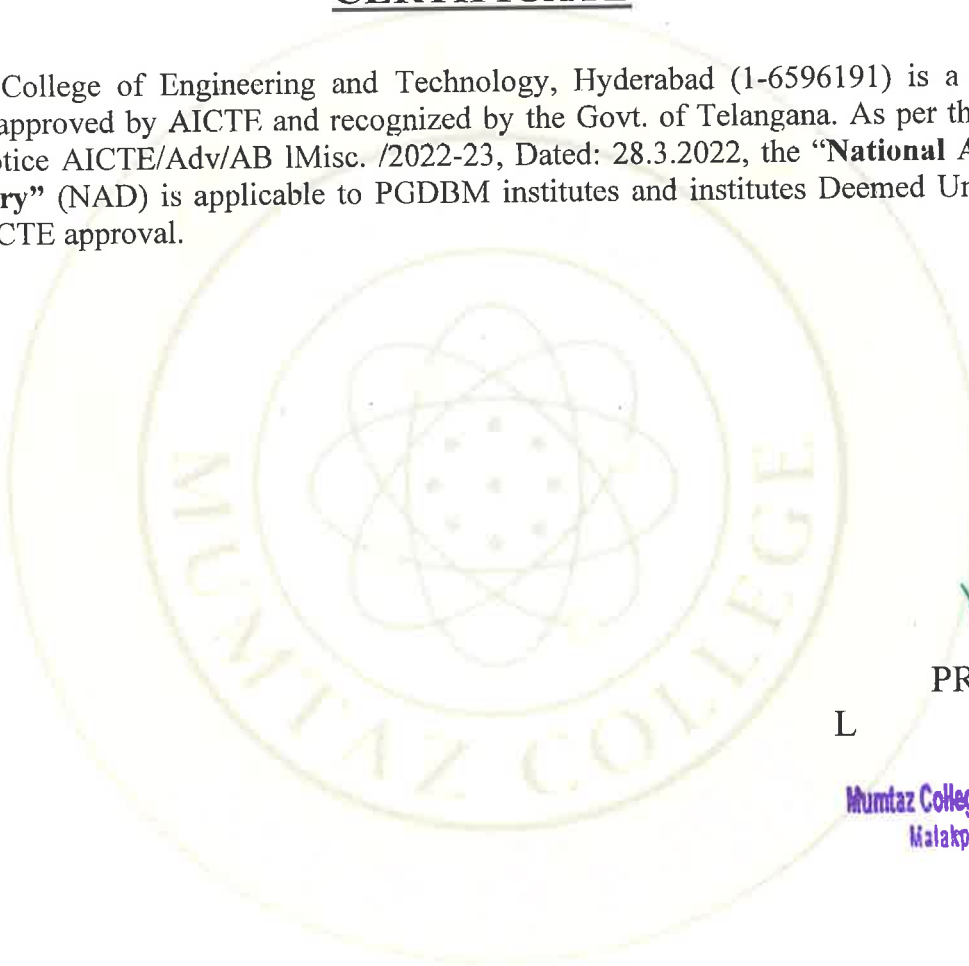
Mumtazcet@gmail.com

Ref.no. **MMTZ/PR/ACAD/0580**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) is a technical campus, approved by AICTE and recognized by the Govt. of Telangana. As per the AICTE public notice AICTE/Adv/AB IMisc. /2022-23, Dated: 28.3.2022, the “**National Academic Depository**” (NAD) is applicable to PGDBM institutes and institutes Deemed Universities under AICTE approval.



[Handwritten Signature]

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Mumtazcet@gmail.com

Ref.no. MMTZ/PRL/ACAD/0579

Date : 14-10-25

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has signed “**MoUs with various organizations**” in an around the twin cities of Hyderabad. The MoU is intended to recognize the general basis for a cooperative and a collaborative working relationship between the two parties. The purpose of MoU is to have mutual intentions to jointly work on projects required for industries and research needs, with learned faculty of good industrial experience and promising students, jointly agree to exchange their expertise for mutual benefit and growth, on the areas specified below:

1. Industrial Visits
2. In-plant Training & special Technical Training to make the students industry-ready
3. Guest Lectures
4. Mini Projects and Main Project Work
5. Research & Development
6. Problem Solving
7. Studies & Survey
8. Placements
9. Internships
10. Establishing Advanced Labs

List of MoUs

S. No	Name of the Company/Organization	Date of MoU Signed (Continued)	Branch
1.	Osmania Technology Business Incubator (OTBI), Osmania University, Hyderabad.	17th Jan, 2024	CSE, IT, Mech., ECE, EEE, EIE, Civil, PE, MBA, MCA, MHM, Architecture and Pharmacy
2.	RUSA-Rashtriya Uchchatar Shiksha Abhiyan Osmania University, Hyderabad.	25th Jan, 2024	CSE, IT, Mech., ECE, EEE, EIE, Civil, PE and MCA
3.	National Centre for Additive Manufacturing (NCAM), Osmania University, Hyderabad.	13th Feb, 2024	Mechanical & PE
4.	The Cybersecurity Centre of Excellence (CCoE), Kukatpally, Hyderabad	13th Feb, 2024	CSE, IT and MCA
5.	uLektz Learning Solutions Pvt Ltd, Chennai, Tamilnadu	27th Feb, 2024	CSE, IT, Mech., ECE, EEE, EIE, Civil, PE, MBA, MCA, MHM, Architecture and Pharmacy



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Ref.no. **MMTZ/PRL/ACAD/0578**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has prepared the Standard Operating Protocol for “**Implementation of Teacher Training Policy**” as per the AICTE document on A comprehensive training policy for technical teachers-2018 which included a training program at the induction level of newly recruited technical teachers called “inductee teachers” as well as propose additional training inputs at various stages of the teaching career of technical teachers.

Preamble

Teachers Training Policy at the institute is prepared using guidelines given by AICTE and considering practical scenario in Un aided Professional Technical institutes. The training need of teachers in their career can be classified under two distinct categories of the training program:

1. Faculty Induction Program to be provided just after joining the institute.
2. In-service training program for specific requirements at various levels of the career.

Objectives

- To identify the training needs at different levels of career and for different categories of teachers, considering the expectations from a good teacher and technical education scenario.
- To prescribe the structure and contents of the training program at different levels.
- To monitor, facilitate and successively in industry, institutions, government agencies and NGOs.
- Prove the quality of training through suitable resource persons and resource material.
- Continuous updating of technical subject expertise by successful completion of at least one subject course offered through technology-based means every year.
- To know latest trends in technology through Industry Institute Interaction.
- To develop healthy, technology oriented academic and research culture in the institute which will be eventually percolated upto students

Training Policy:

1. Faculty Induction Program:

1. General orientation about the present scenario and challenges of technical education, need of teamwork resulting in feeling of ownership, duties and expectations.
2. Basic understanding of the teaching-learning process, outcome-based education, details about Academic, R&D and Internship Policies of institute.
3. Orientation about relevant ICT tools supporting effective teaching-learning and resources for lifelong learning.
4. Exposure to good teaching practices, lab development, Industry Institute Interaction etc.
5. Orientation about importance of various feedbacks resulting into appraisal.

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Ref.no. **MMTZ/PRL/ACAD/0577**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) possesses valid “**fire and safety certificate**” issued by the competent authority, Govt of Telangana. Document issued by competent authority is appended through next pages.


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Ref.no. MMTZ/PRL/ACAD/0576

Date : 14-10-25

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has been implementing “**barrier free environment**” for the PWD and elderly persons as per APH. The Government of India formulated the national policy for persons with disabilities in February 2006 which deals with educational rehabilitation of persons with disabilities, therefore in view of this AUCET has implemented these policies in the teaching and learning process. The policy recognizes that persons with disabilities are valuable human resource for the institution and seeks to create an environment that provides equal opportunities, protection of their rights and full participation in the academic environment. The focus of the policy is on the following:

1. To ensure that the design of the building such as ramp/ lift should be according to the disabled persons.
2. To ensure the accessible, gender-sensitive, safe, usable and functional washroom facilities should be provided for disabled persons.
3. To ensure the proper text and pictogram signage such as tactile path, lights, display boards, signposts are necessary, located to be visible and touchable.
4. The use of signage of male and female symbols, in accordance with local customs and standards, with raised outlines and bright color contrast will be more evident to everyone and particularly helpful for persons with visual impairments.
5. Learners with disabilities need to be adequately and appropriately supported in and out of the classroom with the right resources and assistive technology, and with leadership, teaching staff and college communities that are responsive to their needs.
6. To ensure the accessibility of software tools and technology for the people with disabilities.
7. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading material, screen reading

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Mumtazcet@gmail.com

Ref.no. **MMTZ/PRL/ACAD/0575**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) proposed for establishment of "IQAC" committee for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities. The Hyperlink for composition of IQAC is available on the institution website

PROPOSED IQAC COMMITTEE

S.NO	NAME OF THE STAFF	POSITION	DESIGNATION	Mobile number
1	Dr MOHAMMED AZIZUDDIN	CHAIRPERSON	PRINCIPAL	9247341412
2	SYEDA ARSHIYA LATEEF	MEMBER	ASSISTANT PROFESSOR	9059313965
3	KOTHAPALLY RAMADEVI	MEMBER	ASSISTANT PROFESSOR	7386775942
4	AFSHAN KHATOON	MEMBER	ASSISTANT PROFESSOR	6304495158
5	AMATUS AYESHA	MEMBER	ASSISTANT PROFESSOR	8309345172
6	BEGUM KHAN BAIG	MEMBER	ASSISTANT PROFESSOR	9640196201
7	SHAIK MOHAMMED SIDDIQ	MEMBER	ASSISTANT PROFESSOR	8801488485


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Ref.no. **MMTZ/PRL/ACAD/574**

Date : **14-10-25**

CERTIFICATE

ESTABLISHMENT OF COMMITTEE FOR SC/ST

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has constituted the SC/ST Committee headed by a senior professor. This is in compliance with "The Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989, No. 33 of 1989, Dated: 11.09.1989" and "The Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Amendment Act, 2015, Dated: 1st January 2016", which being statutory in nature, are binding on Technical Institutions. In this direction, Deccan Group of Institutions has constituted the SC/ST Committee in August 2016. Before this, matters of this nature were dealt directly by the administration through need-based committees headed by the senior most faculty members.

COMPOSITION OF THE COMMITTEE FOR SC/ST

S. No.	Name of the Staff	Position	Designation	Mobile Number
1.	MOHAMMED AZIZUDDIN	CHAIRPERSON	PRINCIPAL	9247341412
2.	MOHAMMED TAJ UDDIN	MEMBER	ASSISTANT PROFESSOR	8801975690
3.	KHADEEJA YASMEEN	MEMBER	ASSISTANT PROFESSOR	9640196201
4.	AFSHAN KHATOON	MEMBER	ASSISTANT PROFESSOR	6304495158
5.	NILOUFER RAFATH	MEMBER	ASSISTANT PROFESSOR	8639175426
6.	PRATIBHA JHA	MEMBER	ASSISTANT PROFESSOR	8074041247
7.	SAMEERA FARHEEN	MEMBER	ASSISTANT PROFESSOR	9948377864

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Ref.no. MMT2/PRL/ACAD/0573 CERTIFICATE

Date : 14-10-25

INTERNAL COMPLAINTS COMMITTEE (IC)

(Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions)

Annual Report- Internal Complaint Committee (IC) - 2025

In pursuance to Supreme Court and AICTE Directive, the Institute has constituted an Internal Complaints Committee (ICC) for Gender Sensitization and Complaints against Sexual Harassment. The committee shall address discriminatory behavior including Sexual Harassment that they observe or of which they become aware of. The committee will also advise remedial actions including punishment to the offender. Committee composition consists of representatives from senior faculty members. The ICC comprises of the following members:

1. MOHAMMED AZIZUDDIN - PRINCIPAL
2. ZEENATH FATIMA - MEMBER
3. BEGUM KHAN BAIG - MEMBER
4. FOUZIA SULTANA - MEMBER
5. KHADEEJA YASMEEN - MEMBER
6. SHAZIA FATIMA - MEMBER
7. BIBI SARA - MEMBER

held are as follows:

The meeting of ICC was held on September 23, 2024, at MCET, Hyderabad

Points discussed

1. The Presiding Officer welcomed the members and briefed them about the background, composition, scope and objectives of the committee.
2. A copy of the AICTE Regulations applicable to all Institutes was circulated amongst the members and the Presiding Officer read out and discussed the important clauses relevant for the Institute.
3. It was decided that the earlier document compiled on Policy Against Sexual Harassment for MCET, Hyderabad needs to be re-drafted. After incorporating all suggestions from the committee members the below policy has been finalized.

Policy and Guidelines for the Internal Complaints Committee – MCET, Hyderabad

1. Objective:

- 1.1 As per Section 4 All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances


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Mumtazcet@gmail.com

Ref.no. MMTZ/PR/ACAD/0572

CERTIFICATE

Date : 14-10-25

GRIEVANCE REDRESSAL COMMITTEE

(Mechanism for Grievance Redressal in Technical Institutions)

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has constituted the Grievance Redressal Committee (GRC) headed by a senior professor. This is in compliance with the All India Council for Technical Education, Official Gazette Notification, Dated: 25th May 2012, vide No.: F.No.37- 3/Legal/2012, Regulations, 2012, which being statutory in nature, are binding on Technical Institutions. In this direction, Deccan Group of Institutions has set up an GRC in August 2016. Before this, matters of this nature were dealt directly by the administration through need-based committees headed by the senior most faculty members. The Hyperlink for composition of GRC is available on the institution

COMPOSITION OF THE GREIVANCE REDRESSAL COMMITTEE (GRC)

S. No.	Name of the Staff	Position	Designation	Mobile Number
	MOHAMMED AZIZUDDIN	CHAIRPERSON	PRINCIPAL	9247341412
	MAZHARUDDIN MOHD	MEMBER	ASSISTANT PROFESSOR	9640196201
	MASEERA SADEF	MEMBER	ASSISTANT PROFESSOR	9700381380
	SALEHA SHIREEN	MEMBER	ASSISTANT PROFESSOR	9553903240
	RANA MAQSOOD	MEMBER	ASSISTANT PROFESSOR	9603560082
	MOHAMMED AHMED	MEMBER	ASSISTANT PROFESSOR	9640196201
	KHADEEJA YASMEEN	MEMBER	ASSISTANT PROFESSOR	9640196201

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9640338122, 7842138122 Mumtazcet@gmail.com

Ref.no. **MMTZ/PRL/ACAD/0571**

ANTI RAGGING COMMITTEE

Date : **14-10-25**

(Prevention and prohibition of Ragging in technical Institution, Universities including Deemed to be Universities imparting technical education)

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has constituted the Anti Ragging Committee (ARC) headed by a senior professor. This is in compliance with the All India Council for Technical Education, Official Notification, Dated: 1st July 2009, vide F.No.37- 3/Legal/2009, which being statutory in nature, are binding on Technical Institutions. In this direction, Deccan Group of Institutions has set up an ARC in August 2016. Before this, matters of this nature were dealt directly by the administration through need-based committees headed by the senior most faculty members. The Hyperlink for composition of ARC is available on the institution

COMPOSITION OF THE ANTI RAGGING COMMITTEE

S. No.	Name of the Staff	Position	Designation	Mobile Number
1	Dr. MOHAMMED AZIZUDDIN	chairperson	PRINCIPAL	9247341412
2	SALMA BEGUM	Member	ASSISTANT PROFESSOR	9666053207
3	SYED AMJAD	Member	ASSISTANT PROFESSOR	8008450007
4	FATHIMA MASARATH	Member	ASSISTANT PROFESSOR	9640196201
5	SEEMA FARHA	Member	ASSISTANT PROFESSOR	9963063419
6	AJAZ ABDUL	Member	ASSISTANT PROFESSOR	9640196201
7	MUBEENA BEGUM	Member	ASSISTANT PROFESSOR	9640196201
8	SALMAN BAIG MIRZA	Member	ASSISTANT PROFESSOR	9885527861

Any person desire to file a complaint can send an email to mumtaz@gmail.com or can forward a hard copy of the same to the Convener of ARC at the office.

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Ref.no. **MMTZ/PRL/ACAD/0570**

Date : **14-10-25**

CERTIFICATE

Mumtaz College of Engineering and Technology, Hyderabad (1-6596191) has established “**Online Grievance Redressal Mechanism**” to raise the grievance from staff and students as specified in the AICTE Approval Process Handbook. The Hyperlink for online grievance redressal mechanism is available on the institution.


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