

MAR BASELIOS COLLEGE OF ENGINEERING AND TECHNOLOGY
(Autonomous College affiliated to APJ Abdul Kalam Technological University)
NALANCHIRA, THIRUVANANTHAPURAM-695015

INTERNAL ADMINISTRATIVE AUDIT- SCHEDULE
(EVEN SEMESTER APRIL 2025-MARCH 2026)

SCHEDULE APRIL 21, 2026 To MAY 29, 2026

Date: 20-04-2026

Sl. No	Division	Auditors	Contact Information
1.	Governance, Leadership and Management	Dr. K Muraleedharan Nair Dr. M. J. Jayashree	Director, Principal, Deans and HoDs
2.	Administrative and Management Office	Dr. Nisha G.K. Dr. Neethu Roy	Finance Officer, Mr. Mohan George
3.	IT Infrastructure	Mr. Praveen G.L. Ms. Sojy Rajan	Mr. V.S. Shibu
4.	Central Computing Facility	Dr. Rajesh T.N. Dr. Vinod V.	Ms Priya Rani
5.	Central Library	Mr. Praveen G.L. Dr. K Muraleedharan Nair	Mr. Binu K. John
6.	Committees	Ms. Jean Molly Simon Mr. V.S. Shibu	Committee Heads
7.	Training and Placement	Dr. Vinod V. Dr. Nisha G.K.	Placement Officer
8.	Maintenance	Ms. Anaswara Johny Dr. Christi Francis	Mr. Justy George
9.	Professional Bodies, Societies, IEDC, IIC	Dr. Sreedevi P. Ms. Anaswara Johny	Faculty Advisors
10.	Clubs	Ms. Jean Molly Simon Ms. Surasmi N. L	Faculty in Charges
11.	Cells / Groups / NSS, UBA etc.	Dr. Christi Francis Mr. Praveen G.L.	Faculty in Charges
12.	Physical Education	Dr. Rajesh T.N. Mr. Praveen G.L.	Dr. Deepak Raj
13.	Transport	Dr. Nisha G.K. Dr. Rajesh T.N.	Mr. Justy George
14.	Training Programs Conducted for faculty, Staff	Dr. Sreedevi P. Ms. Surasmi N.L.	HoDs
15.	Exam Cell (Autonomous)	Dr. Vinod V. Dr. Nisha G.K.	Dr. Rajesh T.N.

16.	Exam Cell (KTU)	Dr. Neethu Roy Ms. Sojy Rajan	Ms. Asha S.
17.	Health Centre	Dr. Neethu Roy Dr. Sreedevi P.	Lt Col. Sify Kuriakose.
18.	Counseling	Ms. Surasmi N.L. Dr. Nisha G.K.	Dr. Shobha Theresa George
19.	Security	Dr. Nisha G.K. Dr. Tessy Mathew	Securities
20.	House Keeping	Dr. Nisha G.K. Dr. M. J. Jayashree	Mr. Justy George
21.	Canteen	Mr. V.S. Shibu Dr. Nisha G.K.	Mr. Rejish Babu F. R.
22.	Hostel	Dr. Tessy Mthew Dr. Christi Francis	Director
23.	MBCETAA	Mr. V.S. Shibu Dr. Deepak Raj	Ms. Midhun G.
24.	Teaching Learning Centre	Dr. Tessy Mthew Ms. Jean Molly Simon	Ms. Shuju Susan Mathew
25.	Admissions	Dr. Deepak Raj Dr. Nisha G.K.	Ms. Elizabeth Varghese
26.	IQAC	Dr. K. Muraleedharan Nair Ms. Anaswara Johny	Dr. Nisha G.K.
27.	Website	Dr. M. J. Jayashree Ms. Anaswara Johny	Dept. Coordinators

N.G.K.

IQAC Coordinator
(Dr. Nisha G K)

20-04-2026