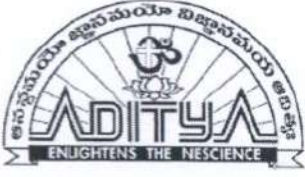


**MINUTES OF MEETING OF  
GRIEVANCE REDRESSAL  
COMMITTEE**



# ADITYA DEGREE COLLEGE

(Affiliated to Andhra University)

Gopalapatnam, Visakhapatnam – 530 027

Ph: 0891 – 2769469, 7997836662

Email:adcgpt@aditya.ac.in

Date:04-02-2023.

## CIRCULAR

All the Staff & Student Members of the Grievance Redressal Committee are hereby requested to attend a meeting with the principal at 4 pm on 06-02-23 in the principal's chamber to discuss various aspects of Grievance Redressal Committee .

### **Agenda:**

- 1) To discuss the duties of member of Grievance Redressal Committee
- 2) To Provide safe academic environment for the students
- 3) To Provide safe working environment for the staff.

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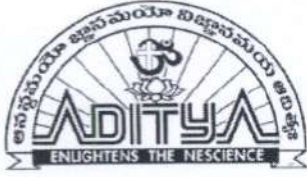
Office

GRC Members

**Principal**



Principal  
ADITYA DEGREE COLLEGE  
Gopalapatnam, Visakhapatnam-27



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Date 06-02-2023.

## Minutes of the Meeting

The meeting of all the members of the Grievance Redressal Committee under the edict of the Principal has been conducted in the principal's chamber at 4 pm on 06-02-23 to discuss various aspects of Grievance Redressal Committee. The following members of the committee have attended the meeting and the following resolutions have been accepted.

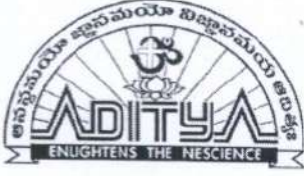
| S.No | Name of the member   | Designation    | Signature |
|------|----------------------|----------------|-----------|
| 1    | K Murali Mohan Rao   | Co-ordinator   |           |
| 2    | B.Satish             | Staff Member   |           |
| 3    | Gumma Meghana        | Student Member |           |
| 4    | Parapati Jhansi rani | Student Member |           |

**Co-ordinator**

**Principal**

Principal  
ADITYA DEGREE COLLEGE  
Gopalapatnam, Visakhapatnam-27





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Email: adcgpt@aditya.ac.in

Date: 06-02-2023.

## Resolutions

1. To publicise rules and regulations of Grievance Redressal Committee .
2. To indicate the name of the members of Grievance Redressal Committee to all the students.
3. To Conduct awareness programs on the importance of Grievance Redressal Committee .
4. To display the phone numbers of all the members of Grievance Redressal Committee on the notice board of the college.
5. To look into various complaints lodged by the Staff & students of the college.
6. To Address the complaints & redress them.
7. To inform the students to lodge their complaints in the complaints box provided in the college or in the website goggle form.
8. A grievance with regard to the change of not working fans and lights was lodged with the grievance redressal committee on 04-01-2023
9. An appropriate action was initiated by the college on 05-01-23 to repair the defective fans and lights and to redress the grievance effectively.

**Co-ordinator**

**Principal**



Principal  
ADITYA DEGREE COLLEGE  
Gopalapatnam, Visakhapatnam-27