



**ADITYA DEGREE COLLEGE FOR WOMEN
RAJAHMUNDRY**

(Affiliated to Adikavi Nannayya University)

Beside R.T.C. Complex, Tadithota, Rajahmundry-533 103.

Voice : 0883- 2400456. Cell: 9701976664 Email : awdcwjy@aditya.ac.in

RAJAHMUNDRY

Dt: 24-11-2022

CIRCULAR

All the Members of the grievance redressal committee are hereby requested to attend a meeting with the principal at 10 a.m on 25-11-2022 in the principal's chamber to discuss various aspects of Staff & Students grievance redressal committee.

Agenda:

- ⇒ To discuss the duties of the members of Staff & Students grievance redressal Committee.
- ⇒ To provide safe working conditions for the staff.
- ⇒ To Provide safe academic environment for the students.
- ⇒ To discuss the complaint lodged on 23-11-2022

Copy to:

Office

Members of GRC



P. Srinivasulu

PRINCIPAL

PRINCIPAL,
ADITYA DEGREE COLLEGE FOR WOMEN
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Dt: 25-11-2022

Minutes of the Meeting

The Meeting of all the members of Faculty, grievance Committee under the behest of the principal has been conducted in the principal's chamber at 10 a.m on 25-11-2022 to discuss various aspects of Internal Complaints Committee. The following members of the committee have attended the meeting and the following resolutions have been accepted.

S.No	Name of the member	Signature
1.	P. Srinivasulu	P. Srinivasulu
2.	K V V Subhanaya	Subh
3.	K. Ananda Rao	K. Anand
4.	S. Varalakshmi	S. Varalakshmi
5.	P. Padmavathi	P. Padmavathi
6.	G.V.V. Nageswara Rao	G.V.S
7.	E. Prarthana	E. Prarthana
8.	T. Madhuri	Meru
9.	T. Suprathika	T. Suprathika


COORDINATOR




PRINCIPAL
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Dt:25.11.2022

Resolutions

- 1.To publicise rules and regulations of grievance Committee.
2. To indicate the names of the members of Staff & Students grievance Committee to all the students.
- 3.To Conduct awareness programs on the importance of Staff & Students grievance Committee.
- 4.To display the phone nos of all the members of Staff & Students grievance Committee on the notice board of the college.
- 5.To look into various complaints lodged by the staff & the students of the college.
- 6.To Address the complaints & redress them.
- 7.To inform the staff & the students to lodge their complaints in the complaints box provided in the college.
8. Instructions given to Electrician to resolve the redressal lodged on 23-11-22


COORDINATOR




PRINCIPAL

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ADITYA DEGREE COLLEGE FOR WOMEN
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