



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 : awdcrjy@aditya.ac.in

Rajahmundry

Date: 14-11-2022

CIRCULAR

All the Members of the Internal Complaints Committee are hereby requested to attend a meeting with the principal at 10a.m on 16-11-2022 in the principal's chamber to discuss various aspects of Internal Complaints Committee.

Agenda:

- To discuss the duties of the members of Internal Complaints Committee.
- To provide safe working conditions for the staff.
- To Provide safe academic environment for the students.

Copy to:
Office
members of ICC



P. Brinivam
PRINCIPAL

PRINCIPAL
ADITYA DEGREE COLLEGE FOR WOMEN
RAJAHMUNDRY



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RAJAHMUNDRY
Dt:16-11-2022

Minutes of the Meeting

The Meeting of all the members of Internal Complaints Committee under the behest of the principal has been conducted in the principal's chamber at 10 a.m on 16-11-22 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.	N. Vandana	
2.	M. Maheswari	M. Maheswari
3.	P. Naga Sirisha.	P. Naga Sirisha.
4.	Ch. Rupa Devi	Ch. Rupa Devi
5.	N. Suneetha	N. Suneetha
6.	J. Aruna	
7.	A. Suma Sri	
8.	T. Lavanya	T. Lavanya



COORDINATOR

PRINCIPAL,
ADITYA DEGREE COLLEGE FOR WOMEN
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Resolutions

- 1.To publicise rules and regulations of Internal Complaints Committee.
- 2.To indicate the names of the members of Internal Complaints Committee to all the students.
- 3.To Conduct awareness programs on the importance of Internal Complaints Committee.
- 4.To display the phone nos of all the members of Internal Complaints 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.


COORDINATOR





PRINCIPAL

PRINCIPAL,
ADITYA DEGREE COLLEGE FOR WOMEN
RAJAHMUNDRY