



ANNAPOORANA ENGINEERING COLLEGE

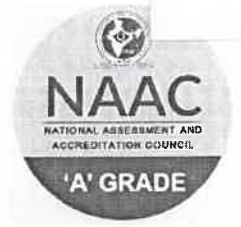
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Recognized by UGC with 2(f) & 12(B) and ISO 9001:2015 Certified Institution

NH-47, Sankari Main Road, Periyaseeragapadi, Salem-636308, Tamil Nadu.

www.aecsalem.edu.in



AEC/GRC/2021-2022/01

Date: 06.07.2021

CIRCULAR

A Complaints and Grievance Redressal committee meeting is arranged on 09.07.2021 at zoom platform at 10.45 a.m. All the members are informed to attend the meeting.

Meeting ID: 3997497232

Password: 070707

AGENDA

- Welcome note
- Elaborating the importance of Complaints and Grievance Redressal committee
- Formation of Complaints and Grievance Redressal committee members
- Introduction of members
- Explaining the functions of Complaints and Grievance Redressal committee

Copy To

- Principal
- All members Complaints and Grievance Redressal committee
- Notice board


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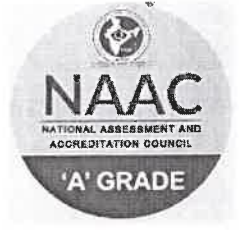
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AEC/GRC/2021-2022/02

Date: 10.08.2021

CIRCULAR

A Complaints and Grievance Redressal committee meeting is arranged on 13.08.2021 at zoom platform at 3 p.m. All the members are informed to attend the meeting.

Meeting ID: 3997497232

Password: 070707

AGENDA

- Welcome note
- Discussion on the grievance collected during the period
- Submitting the grievance to the concerned department
- Discussion on the action to be taken


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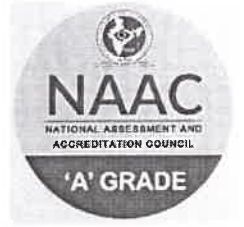
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14.08.2021

Minutes of meeting of complaints and Grievance redressal committee conducted on 13.08.2021

S.NO	Grievance discussed	Responsibility	Target date
NIL			

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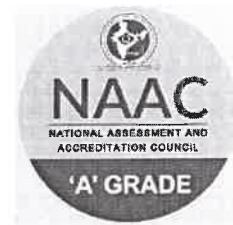
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AEC/GRC/2021-2022/03

Date: 09.11.2021

CIRCULAR

A Complaints and Grievance Redressal committee meeting is arranged on 12.11.2021 at Hall 204 at 11 a.m. All the members are informed to attend the meeting.

AGENDA

- Welcome note
- Discussion on the grievance collected during the period
- Submitting the grievance to the concerned department
- Discussion on the action to be taken

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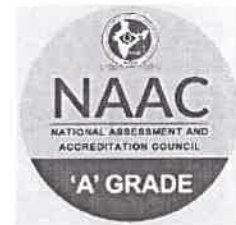
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16.11.2021

Minutes of meeting of complaints and Grievance redressal committee conducted on 12.11.2021

S.NO	Grievance discussed	Responsibility	Target date
1	Girl students asked for women entrepreneurship details	EDC Coordinator	Before 10.12.2021
2	More ideas and sharings requested by students on Entrepreneurship	EDC & IIC Coordinator	Once in two week
3	Study hours preponement requested by hostel students	Hostel warden	With immediate effect


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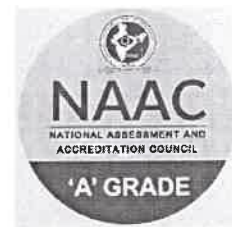
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20.11.2021

Action taken in complaints and Grievance redressal committee conducted on
12.11.2021

S.NO	Grievance discussed	Action taken
1	Girl students asked for women entrepreneurship details	Awareness programme planned
2	More ideas and sharings requested by students on Entrepreneurship	Motivational and idea sharing sessions are planned
3	Study hours preponement requested by hostel students	Request was accepted and duty was scheduled for faculty members


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AEC/GRC/2021-2022/01

Date: 09.02.2022

CIRCULAR

A Complaints and Grievance Redressal committee meeting is arranged on 12.02.2022 at zoom platform at 5.15 p.m. All the members are informed to attend the meeting.

Meeting ID: 3997497232

Password: 070707

AGENDA

- Welcome note
- Discussion on the grievance collected during the period
- Submitting the grievance to the concerned department
- Discussion on the action to be taken


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14.02.2022

Minutes of meeting of complaints and Grievance redressal committee conducted on 12.02.2022.

S.NO	Grievance discussed	Responsibility	Target date
		NIL	

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AEC/GRC/2021-2022/02

Date: 18.05.2022

CIRCULAR

A Complaints and Grievance Redressal committee meeting is arranged on 21.05.2022 at smart class room at 1 p.m. All the members are informed to attend the meeting.

AGENDA

- Welcome note
- Discussion on the grievance collected during the period
- Submitting the grievance to the concerned department
- Discussion on the action to be taken

Copy To

- Principal
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- Notice board


18/5
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23.05.2022

Minutes of meeting of complaints and Grievance redressal committee conducted on 21.05.2022

S.NO	Grievance discussed	Responsibility	Target date
1	Incinerator for Ladies restroom in college and hostel Sanitary pad Vending machine in Ladies restroom	Women Empowerment cell	Before 28.05.2022
2	Inconvenience faced in using water doctor	Director-Administration	Before 28.05.2022

22/5

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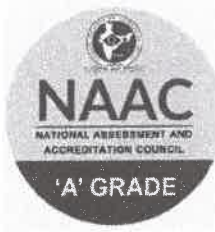
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28.05.2022

Action taken in complaints and Grievance redressal committee conducted on 21.05.2022

S.NO	Grievance discussed	Action taken
1	Incinerator for Ladies restroom in college and hostel Sanitary pad Vending machine in Ladies restroom	Incinerator and Sanitary pad Vending machine purchased and installed on 26.05.2022
2	Inconvenience faced in using water doctor	Location of water doctor changed on 25.05.2022


28/5

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