

**CIRCULAR**

Sub.: Constitution of Students Grievance Redressal Committee (SGRC) – reg.

Students Grievance Redressal Committee (SGRC) is constituted with the following members under the "AICTE Regulations, 2019 which is published in official Gazette of India on 19.11.2019". The members of SRGC shall hold the office for a period of two years from the date of issuance of this order.

Sl. No.	Name	Designation	Position
1	Dr. T. Kannan	Principal	Chairman
2	Dr. R. S. Jayaram	AP/Mech. Engg.	Member
3	Ms. D. L. Ahila	AP/EEE	Member
4	Ms. T. Pratheeba	AP/CSE	Member
5	Ms. K. J. Harishma	III B.E. (ECE)	Member
6	Mr. C. Sundar	III B.E. (Mech. Engg.)	Member
7	Dr. Allan J Wilson	AP/ECE	Member Secretary

Functions of the Committee:

- To attend the complaints promptly.
- To review all the grievances formally and act according to the rules and regulations of the institution.
- To make enquires on the grievances and provide suggestions for the issues.
- To recommend an appropriate action against the complaints.
- To monitor the status of the complaint recorded and track it continuously.

To

All the members

Copy to:

All HoDs - With a request to circulate among all the faculty members.
Administrative Manager
Office Manager
Jr. Executive - Facilities
File

PRINCIPAL

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