

An ISO 9001:2015 Certified Institute, Approved by AICTE, Affiliated to JNTU Kakinada, AP Phone: 0866-2844444, Email: vijayatechfw@gmail.com Website: www.vitw.edu.in College Code: NP, Enikepadu, Vijayawada-521108

Date: 11-09-2018

CIRCULAR

All the members of Ombudsman/Grievance Redressal Committee are here by informed that there will be a meeting on 18th September, 2018 in Principal cabin at 3 PM. All the Committee members are requested to attend the meeting without fail.

Committee Members:

S.NO	Name of the staff	Designation	Signature
1	Dr.G.Chenchamma	Chairman	g.chm
2	Mrs.Y.Sri Lakshmi	Convener	Y-8-W-
3	Ms.T.Shalini	Member	Tolli
4	Mr.J.Krishna	Member	12:52
5	Mr.PNV.Siva Kumar	Member	80
6	Ms.Y.Sireesha	Member	Y. Siguishe
7	Mrs.P.Shilpa	Member	And

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3. Notice Board

PRINCIPAL TECHNOLOGY FOR WOMEN ENIKEPADU, VIJAYAWADA-521 108.



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Date: 19-09-2018

Minutes of Meeting

Minutes of Student Grievance meeting held on 18th September,2018 in Principal cabin at 3 PM.The following members are present.

S.NO	Name of the staff	Designation	Signature
1	Dr.G.Chenchamma	Chairman	g.cm
2	Mrs.Y.Sri Lakshmi	Convener	g.cm
3	Ms.T.Shalini	Member	T. Shi
4	Mr.J.Krishna	Member	Je 6. 81
5	Mr.PNV.Siva Kumar	Member	80
6	Ms.Y.Sireesha	Member	Y. Souiche
7	Mrs.P.Shilpa	Member	Sper

- 1. To discuss action taken on the minutes of the previous meeting
- 2. Grievance Redressal about the rush in the canteen during the lunch time.
- 3. Grievance Redressal about the cleanliness of classrooms.
- 4. Grievance Redressal about the late coming students who come in the college bus.

Discussions/Resolutions:

After discussing the agenda of the meeting the committee resolved the issues as follows.

- 1. The committee decided to split the lunch time based on the year, in order to reduce the rush in the canteen.
- 2. The committee instructed the supervisor to monitor the proper cleanliness of the classrooms.
- 3. In order to prevent the delay caused by the college bus, transport supervisor is instructed to make sure that the college bus arrives at the stipulated time.

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Date: 02-07-2019

CIRCULAR

All the members of Ombudsman/Grievance Redressal Committee are here by informed that there will be a meeting on 9th July,2019 in Principal cabin at 2 PM. All the Committee members are requested to attend the meeting without fail.

Committee Members:

S.NO	Name of the staff	Designation	Signature
1	Dr.G.Chenchamma	Chairman	& cloon
2	Mrs.Y.Sri Lakshmi	Convener	4. Sil
3	Ms.T.Shalini	Member	Tobli
4	Mr.J.Krishna	Member	Je.81-
5	Mr.PNV.Siva Kumar	Member	88
6	Ms.Y.Sireesha	Member	Y' Sinishe
7	Mrs.P.Silpa	Member	Sper

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Date: 10-07-2019

Minutes of Meeting

Minutes of Student Grievance meeting held on 9th July,2019 at Principal cabin at 2 PM.The following members are present.

S.NO	Name of the staff	Designation	Signature
1	Dr.G.Chenchamma	Chairman	G. Umn
2	Mrs.Y.Sri Lakshmi	Convener	y. Sill
3	Ms.T.Shalini	Member	T.Bli
4	Mr.J.Krishna	Member	Jen se
5	Mr.PNV.Siva Kumar	Member	80
6	Ms.Y.Sireesha	Member	Y. Siguishe
7	Mrs.P.Shilpa	Member	John

- 1. To discuss action taken on the minutes of the previous meeting
- 2. Grievance Redressal about the quality of food at hostel mess from hostelers.
- 3. Grievance Redressal about restrictions imposed on check out time on weekends for hostelers.
- 4. Grievance Redressal about the lack of proper internet facility.

Discussions/Resolutions:

After discussing the agenda of the meeting the committee resolved the issues as follows.

- 1. Hostel committee will be suggested to look into the quality of hostel food regularly.
- 2. The committee anonymously rejected the request of hostelers about weekend outings to provide proper security to the girls.
- 3. The committee decided to forward the issue about internet to the management and to make a request to resolve it as early as possible.

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Date: 03-12-2020

CIRCULAR

All the members of Ombudsman/Grievance Redressal Committee are here by informed that there will be a meeting on 10th December,2020 in Principal cabin at 3 PM. All the Committee members are requested to attend the meeting without fail.

Committee Members:

S.NO	Name of the staff	Designation	Signature
1	Dr.G.Chenchamma	Chairman	G.cm
2	Mrs.Y.Sri Lakshmi	Convener	4.8-14.
3	Ms.T.Shalini	Member	Tolli
4	Mr.J.Krishna	Member	Jen 8L
5	Mr.PNV.Siva Kumar	Member	80
6	Ms.Y.Sireesha	Member	Y. Strishe
7	Mrs.P.Silpa	Member	Fel

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Date: 11-12-2020

Minutes of Meeting

Minutes of Student Grievance meeting held on 10th December,2020 in Principal cabin at 3 PM.The following members are present.

S.NO	Name of the staff	Designation	Signature
1	Dr.G.Chenchamma	Chairman	G.chm_
2	Mrs.Y.Sri Lakshmi	Convener	Y. Sile -
3	Ms.T.Shalini	Member	Telli
4	Mr.J.Krishna	Member	Koisi
5	Mr.PNV.Siva Kumar	Member	88
6	Ms.Y.Sireesha	Member	Y. Signishe_
7	Mrs.P.Shilpa	Member	Spl

- 1. To discuss action taken on the minutes of the previous meeting.
- 2. Grievance Redressal about the maintenance of the cleanliness of washrooms.
- 3. Grievance Redressal about study hours in the hostel that there is a heavy rush in all the rooms.
- 4. Grievance Redressal about the students are unable to express their grievances properly.

Discussions/Resolutions:

After discussing the agenda of the meeting the committee resolved the issues as follows.

- 1. The committee instructed the supervisor to monitor the cleanliness of the washrooms by appointing one more extra scavenger.
- 2. The committee decided to reduce the rush in the study hours by providing sufficient rooms.
- 3. The committee decided to put complaint box to receive any grievances from students freely.

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Convener

Principal

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Date: 10-11-2021

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All the members of Ombudsman/Grievance Redressal Committee are here by informed that there will be a meeting on 16th November,2021 in Principal cabin at 4 PM. All the Committee members are requested to attend the meeting without fail.

Committee Members:

S.NO	Name of the staff	Designation	Signature
1	Dr.G.Chenchamma	Chairman	g. chm
2	Mrs.Y.Sri Lakshmi	Convener	G. Chros
3	Ms.T.Shalini	Member	Tobli
4	Mr.J.Krishna	Member	Know
5	Mr.PNV.Siva Kumar	Member	8/
6	Ms.Y.Sireesha	Member	Y. Stoushe
7	Mrs.P.Silpa	Member	Spa

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Date: 17-11-2021

Minutes Of Meeting

Minutes of Student Grievance meeting held on 16th November,2021 at Principal cabin at 3 PM.The following members are present.

S.NO	Name of the staff	Designation	Signature
1	Dr.G.Chenchamma	Chairman	g.cm_
2	Mrs.Y.Sri Lakshmi	Convener	G.Chm2 Y. Sil-
3	Ms.T.Shalini	Member	TELL
4	Mr.J.Krishna	Member	Je o 8
5	Mr.PNV.Siva Kumar	Member	86
6	Ms.Y.Sireesha	Member	Y. Sirishe
7	Mrs.P.Shilpa	Member	Sal

- 1. To discuss action taken on the minutes of the previous meeting.
- 2. Grievance Redressal about the lack of cooling water during summer.
- 3. Grievance Redressal about the students express that drinking water from the coolers may be contaminated and it is not safe.

Discussions/Resolutions:

After discussing the agenda of the meeting the committee resolved the issues as follows.

- 1. The committee decided to bring the issue to the management to add extra water coolers.
- 2. The committee requested for more frequent cleaning of water coolers as there is fear of water contamination.

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Date: 01-02-2022

CIRCULAR

All the members of Ombudsman/Grievance Redressal Committee are here by informed that there will be a meeting on 8th Feb, 2022 in Principal cabin at 3PM. All the Committee members are requested to attend the meeting without fail.

Committee Members:

S.NO	Name of the staff	Designation	Signature
1	Dr.G.Chenchamma	Chairman	G-chm_
2	Mrs. Y. Sri Lakshmi	Convener	Yisid.
3	Ms. T. Shalini	Member	Folli
4	Mr. J. Krishna	Member	1.8
5	Mr. PNV. Siva Kumar	Member	
6	Ms. Y. Sireesha	Member	8
7	Mrs. P. Shilpa	Member	Sa-

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Date: 09-02-2022

Minutes of Meeting

Minutes of Student Grievance meeting held on 8th Feb,2022 in Principal cabin at 3 PM.The following members are present.

S.NO	Name of the staff	Designation	Signature
1	Dr.G.Chenchamma	Chairman	g.chm_
2	Mrs.Y.Sri Lakshmi	Convener	g.chm
3	Ms.T.Shalini	Member	Tolli
4	Mr.J.Krishna	Member	Jes.82
5	Mr.PNV.Siva Kumar	Member	80
6	Ms.Y.Sireesha	Member	Y. Siguishe
7	Mrs.P.Shilpa	Member	John

- 1. To discuss action taken on the minutes of the previous meeting.
- 2. Grievance Redressal about restrictions imposed on check out time on weekends for hostelers.
- 3. Grievance Redressal about the failure of working of fans.
- 4. Grievance Redressal about the cleanliness of classrooms.
- 5. Grievance Redressal about the quality of food at hostel mess from hostelers.

Discussions/Resolutions:

After discussing the agenda of the meeting the committee resolved the issues as follows.

- 1. The committee anonymously rejected the request of hostelers about weekend outings to provide proper security to the girls.
- 2. The committee instructed the supervisor to fix all the fans issues, if needed arrangement of new fans will be done
- 3. The committee instructed the supervisor to monitor the proper cleanliness of the classrooms.
- 4. Hostel committee will be suggested to look into the quality of hostel food regularly.

Convener

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