

**Minutes of Meeting**  
**Student Grievance Redressal**  
**Committee (SGRC)**



# ADITYA ENGINEERING COLLEGE

An Autonomous Institution

Approved by AICTE • Permanently Affiliated to JNTUK • Accredited by NAAC with 'A' Grade

Recognised by UGC under sections 2(f) and 12(B) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533437, Near Kakinda, E.G.Dt., Ph:99498 76662

Date: 22-03-2022

## Circular

All the Student Grievance Redressal Committee members are hereby informed to attend the meeting at Principal's chamber at 2.30pm on 25-03-2022. All the members are requested to attend the meeting without fail and requested to follow COVID-19 protocols.

### Agenda:

1. Welcome address by the Convener.
2. Discussion on received grievances.

Principal

PRINCIPAL

ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437

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Aditya Engineering College  
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Aditya Nagar, ADB Road, Surampalem - 533437, Near Kakina, E.G.Dt., Ph:99498 76662

## Minutes of Meeting

Date: 28-03-2022

Minutes of Student Grievance Redressal Committee held on 25-03-2022

Date: 25-03-2022 at 2:30pm

Venue: Principal's chamber

Chairperson of the meeting: Mr. JD Venkatesh

### Agenda:

1. Welcome address by the Convener.
2. Discussion on received grievances.

### Minutes:

1. Convener welcomed all the members of Student Grievance Redressal Committee and discussed the received grievances. Convener asked the student members about their problems regarding academic and non-academic matters. Convener mentioned that the requests put up by students should be looked into immediately and the college should make the life of students more comfortable.
2. Convener reported that the received grievances are resolved and thanked all the members of the committee for attending the meeting.

SV 107

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Aditya Engineering College  
SURAMPALAM

Members Present

S.NO.	Name of the Committee member	Role	Signature
1	Mr. JD Venkatesh	Convener	J.D.
2	Mr. P. Shiva Kumar	Member	P. Shiva Kumar
3	Mr. Ch. Bapi Ayyappa Raju	Member	Ch. Bapi Ayyappa Raju
4	Ms. V. Pragna	Member	V. Pragna
5	Mr. Bujji Babu	Member	Bujji Babu
6	Ms. N. Akhila	Member	N. Akhila
7	Mr. G. Srinivas	Member	G. Srinivas
8	Mr. P. Suryavenkatesh	Member	P. Suryavenkatesh
9	Mr. N. Surya Kiran	Member	N. Surya Kiran
10	Ms. R. Iswarya	Member	R. Iswarya
11	Mr. N. Rama Swamy	Member	N. Rama Swamy
12	Mr. P. Amarnadh	Member	P. Amarnadh
13	Ms. M. Namratha Sri	Member	M. Namratha Sri
14	Mr. M. Vijaykanth	Member	M. Vijaykanth
15	Mr. P. Charan	Member	P. Charan
16	Ms. G. Sathvika	Member	G. Sathvika
17	Ms. Ch. Tejaswini	Member	Ch. Tejaswini

J.D.  
Convener

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Date: 21-10-2021

## Circular

All the Student Grievance Redressal Committee members are hereby informed to attend the meeting at Ajivika Conference hall, Billgates Bhavan at 3:30pm on 25-10-2021. All the members are requested to attend the meeting without fail and requested to follow COVID-19 protocols.

### Agenda:

1. Welcome address by the Convener.
2. Roles and Responsibilities of Student Grievance Redressal Committee.
3. Submission of the grievance report for 2020-2021 academic year.

  
Principal

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## Minutes of Meeting

Date: 27-10-2021

Minutes of Student Grievance Redressal Committee held on 25-10-2021

Date: 25-10-2021 at 3:30pm

Venue: Ajivika Conference hall, Billgates Bhavan

Chairperson of the meeting: Mr. J. Durga Venkatesh

### Agenda:

1. Welcome address by the Convener.
2. Roles and Responsibilities of Student Grievance Redressal Committee.
3. Submission of the grievance report for 2020-2021 academic year.

### Minutes:

1. Convener welcomed all the members of Student Grievance Redressal Committee to the meeting.
2. Roles and responsibilities of Student Grievance Redressal Committee are discussed and Standard Operating Procedure is finalized. Convener discussed the general grievances faced by the students such as washroom cleanliness, transport facility, Canteen facility. He said that these grievances must be taken utmost care. He suggested that the students must do online certification courses to enhance their knowledge. Convener said that no grievances has been received during the last Academic year.
3. Convener thanked all the members of the committee for attending the meeting and requested all the members to actively participate and feel free for giving any suggestions.

*S. M.*

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Members Present

S.NO.	Name of the Committee member	Role	Signature
1	Mr. JD Venkatesh	Convener	J.D.
2	Mr. P. Shiva Kumar	Member	P. Shiva Kumar
3	Mr. Ch. Bapi Ayyappa Raju	Member	Ch. Bapi Ayyappa Raju
4	Ms. V. Pragna	Member	V. Pragna
5	Mr. Bujji Babu	Member	Bujji Babu
6	Ms. N. Akhila	Member	N. Akhila
7	Mr. G. Srinivas	Member	G. Srinivas
8	Mr. P. Suryavenkatesh	Member	P. Suryavenkatesh
9	Mr. N. Surya Kiran	Member	N. Surya Kiran
10	Ms. R. Iswarya	Member	R. Iswarya
11	Mr. N. Rama Swamy	Member	N. Rama Swamy
12	Mr. P. Amarnadh	Member	P. Amarnadh
13	Ms. M. Namratha Sri	Member	M. Namratha Sri
14	Mr. M. Vijaykanth	Member	M. Vijaykanth
15	Mr. P. Charan	Member	P. Charan
16	Ms. G. Sathvika	Member	G. Sathvika
17	Ms. Ch. Tejaswini	Member	Ch. Tejaswini

J.D.  
Convener

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## Annual Report of Student Grievance Redressal Committee Academic year 2021-2022

S. No	Particulars	Information
1	Number of grievances received in the year	2
2	Number of grievances resolved in the year	2
3	Number of cases pending for more than 7 days	0

*J. a*  
Convener

*S. V. M.*  
PRINCIPAL  
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SURAMPALAM



Surampalem,  
20-05-2022.

To,  
The Head of the Department,  
Electrical and Electronics Engineering,  
Aditya Engineering College (A),  
Surampalem.

Respected Sir,

Sub:- Playing of Indecent Songs in College buses.

I am Asapu Sujitha studying 3rd year B.Tech EEE bearing the roll number 19AG1A0205. From Aditya Engineering college, want to inform you that there is a lot of disturbance in our bus. Boys are playing indecent songs loudly in our bus. I request you to resolve this issue and make our journey comfortable.

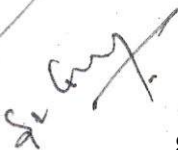
Forwarded to  
Principal Sir



Thanking you sir.

Yours sincerely,  
Asapu Sujitha.

To  
Principal





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## Student Grievance Redressal Report

Surampalem,  
22-05-2022.

From  
The Convener,  
Student Grievance Redressal Committee,  
Aditya Engineering College (A).


To  
The Principal,  
Aditya Engineering College (A).

Respected sir,

### **Sub: Playing of Indecent songs in College buses**

We received grievance from a student named Asapu Sujitha studying III B.Tech EEE bearing the roll number 19A91A0205 of Aditya Engineering College on 20-5-2022 that boys are playing indecent songs loudly in the bus. That grievance is resolved by disallowing loud speakers in the bus.

Thanking you sir,

  
Convener

  
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Surampalem,  
30-11-2021.

To

The Head of the Department,  
Computer Science and Engineering  
Aditya Engineering College(A).

Respected Sir,

Sub: Requirement of new Cricket kit

We, 3<sup>rd</sup> year B.Tech CSE Studying in  
Aditya Engineering College would like to bring  
to your notice that we require new cricket kit  
to play in the evening time as we want to go  
to Sports Competition, so we request you to buy  
new cricket kit so that students can spend their  
time in a better way.

Thanking you sir

forwarded to  
Principal sir,

do-12/11/21

TO  
GRC  
Sub

Yours Sincerely,  
3<sup>rd</sup> CSE CR

Signature

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SURAMPALAM



"Composition Taxble Person, Not Eligible to Collect Tax on Suppliers"

GSTIN : 37BLFPV4293M1Z8

BILL OF SUPPLY  
CASH/CREDIT

Cell : ~~88804~~ 29635  
8555899345  
80197 89456  
~~8428~~ 44854

**SREE SIRI SPORTS**

Opp : Hero Show Room, Main Road KAKINADA

Invoice No.: **180**

State : Andhra Pradesh

Date of Issue : 04-12-2021

State Code : 37

Details of Receiver/Billed to

Name : Aditya College (Surampalem) (Engg)

GSTIN :

No.	Description of Product	HSN Code	Qty.	Rate	Value of Supply
1.	Cricket tennies balls		120	55	6600/-
2.	Cricket bats (SS)		4	1500	6000/-
3.	Cricket stumps		12	80	960/-
4.	Cricket score boards		06	25	150/-
5.	Cricket plastic stumps (set)		03	550	1650/-
6.	Foot Balls - cuss (pink)		12	650	7800/-
7.	Foot ball net		1	2000	2000/-
8.	Wrist band		4	150	600/-

Total Invoice Amount :

25,760/-

Rupees in words: Twenty Five Thousand Seven Sixty Rupees only

Customer Signature

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Aditya Engineering College  
Common Seal  
SURAMPALAM

SREE SIRI SPORTS  
SREE SIRI SPORTS  
Main Road, Gurya Rao Peta,  
KAKINADA  
Authorized Signatory





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## Student Grievance Redressal Report

Surampalem,  
06-12-2021.

From  
The Convener,  
Student Grievance Redressal Committee,  
Aditya Engineering College (A).

To  
The Principal,  
Aditya Engineering College (A).

Respected sir,

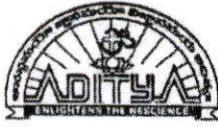
Sub: Requirement of new Cricket Kit

We received grievance from the 3<sup>rd</sup> year B.Tech CSE studying in Aditya Engineering College on 30-11-2021 that they require new Cricket Kit .The issue is resolved by purchasing new Cricket Kit.

Thanking you sir,

  
Convener

  
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Date: 30-03-2021

## Circular

All the Student Grievance Redressal Committee members are hereby informed to attend the meeting at Principal's chamber at 2.30pm on 05-04-2021. All the members are requested to attend the meeting without fail and requested to follow COVID-19 protocols.

### Agenda:

1. Welcome address by the Convener.
2. Discussion on received grievances.

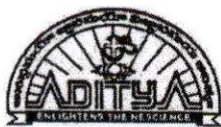
*Su G. V.*  
Principal

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*Su G. V.*

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## Minutes of Meeting

Date: 07-04-2021

Minutes of Student Grievance Redressal Committee held on 05-04-2021

Date: 05-04-2021 at 2:30pm

Venue: Principal's chamber

Chairperson of the meeting: Mr. J. Durga Venkatesh

### Agenda:

1. Welcome address by the Convener.
2. Discussion on received grievances.

### Minutes:

1. Convener welcomed all the members and asked about the health of all Committee members, college staff and students. He asked the student members about the student's academic progress, placements count till now and asked whether students are satisfied with the available facilities in the college or any improvement is required in any aspect. Student members said that everything is ok and all are doing well by following COVID- 19 precautions.
2. Convener reported that no grievances are received in previous semester and thanked all the members for attending the meeting.

*su su*

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Members Present

S.NO.	Name of the Committee member	Role	Signature
1	Mr. J.D Venkatesh	Convener	J.D
2	Ms. Rekha Korimi	Member	Rekha
3	Mr. Chakka Bapi Ayyappa Raju	Member	Chakka
4	Mr. Vinjamuri S N Ch Dattu	Member	Vinjamuri
5	Ms. Satya Sri Devi Baddireddy	Member	Satya
6	Mr. Venkatesh Maganti	Member	Venka
7	Mr. Boddikondla Rajesh	Member	Boddikondla
8	Ms. Ratnakumari Grandhi	Member	Ratnakumari
9	Mr. Gandhi Yaswanth	Member	Gandhi
10	Ms. Muramalla Supriya	Member	M. Supriya
11	Mr. Chamarthi Neeraj	Member	Neeraj
12	Mr. Jalem Narayana Rao	Member	Narayana Rao
13	Ms. Padala Anitha	Member	Anitha
14	Mr. Kambhampati Sai Hemanth	Member	K. Hemanth
15	. Mr Panchada Suryakiran	Member	Suryakiran
16	Ms Kalisipudi Sai Deepika	Member	Sai Deepika
17	Ms. Nandipati Prameela	Member	N. prameela

J.D  
Convener

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Date: 09-11-2020

## Circular

All the Student Grievance Redressal Committee members are hereby informed to attend the meeting at Ajivika conference hall, Billgates bhavan at 3:30pm on 12-11-2020. All the members are requested to attend the meeting without fail and requested to follow COVID-19 protocols.

### Agenda:

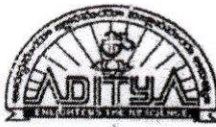
1. Welcome address by the Convener.
2. Roles and Responsibilities of Student Grievance Redressal Committee.
3. Submission of the grievance report for 2019-2020 academic year.

Principal

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## Minutes of Meeting

Date: 16-11-2020

Minutes of Student Grievance Redressal Committee held on 12-11-2020

Date: 12-11-2020 at 3:30pm

Venue: Ajivika Conference hall, Billgates Bhavan

Chairperson of the meeting: Mr. J. Durga Venkatesh

### Agenda:

1. Welcome address by the Convener.
2. Roles and Responsibilities of Student Grievance Redressal Committee.
3. Submission of the grievance report for 2019-2020 academic year.

### Minutes:

1. Convener welcomed all the members of Student Grievance Redressal Committee to the meeting.
2. Roles and responsibilities of Student Grievance Redressal Committee are discussed and Standard Operating Procedure is finalized. Convener said that Corona spread is more and all need to take precautionary measures. Wearing mask and face shield is mandatory and all must use sanitizers. This is compulsory for all students and staff or else will not be allowed. Allow online grievances also and resolve the grievances immediately. He also asked about the Corona sufferers and their families.
3. Convener ended the meeting with a vote of thanks.

  
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Aditya Engineering College  
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## Members Present

S.NO.	Name of the Committee member	Role	Signature
1	Mr. JD Venkatesh	Convener	J.D.
2	Ms. Rekha Korimi	Member	Rk
3	Mr. Chakka Bapi Ayyappa Raju	Member	Chakka Bapi
4	Mr. Vinjamuri S N Ch Dattu	Member	Vinjamuri S N Ch Dattu
5	Ms. Satya Sri Devi Baddireddy	Member	Satya Sri Devi
6	Mr. Venkatesh Maganti	Member	V. Maganti
7	Mr. Boddikondla Rajesh	Member	B. Rajesh
8	Ms. Ratnakumari Grandhi	Member	R. Grandhi
9	Mr. Gandhi Yaswanth	Member	G. Yaswanth
10	Ms. Muramalla Supriya	Member	M. Supriya
11	Mr. Chamarthi Neeraj	Member	C. Neeraj
12	Mr. Jalem Narayana Rao	Member	J. Narayana Rao
13	Ms. Padala Anitha	Member	P. Anitha
14	Mr. Kambhampati Sai Hemanth	Member	K. Sai Hemanth
15	Mr Panchada Suryakiran	Member	P. Suryakiran
16	Ms Kalisipudi Sai Deepika	Member	K. Sai Deepika
17	Ms. Nandipati Prameela	Member	N. Prameela

J.D.  
Convener

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## Annual Report of Student Grievance Redressal Committee Academic year 2020-21

S. No.	Particulars	Information
1	Number of grievances received in the year	0
2	Number of grievances resolved in the year	0
3	Number of cases pending for more than 7 days	0

*J. An*  
Convener

*S. An*

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Date: 27-11-2019

## Circular

All the Student Grievance Redressal Committee members are hereby informed to attend the meeting at Principal's chamber at 2.30pm on 03-12-2019. All the members are requested to attend the meeting without fail.

### Agenda:

1. Welcome address by the Convener.
2. Discussion on received grievances.

**Principal**

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## Minutes of Meeting

Date: 05-12-2019

The Student Grievance Redressal Committee meeting was held on 03-12-2019 in the Principal's chamber at 2.30pm.

### Agenda:

1. Welcome address by the Convener.
2. Discussion on received grievances.

### Minutes:



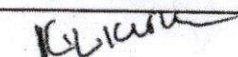
1. Convener welcomed all the members and asked the student members about the academic progress of students and he suggested that students need to pay more concentration on core subjects which is very much useful to acquire jobs in core companies. They are informed to write GATE exam to check their knowledge.
2. Convener reported that the received grievances are resolved and thanked all the members of the committee for attending the meeting and requested all the members to actively participate and feel free for giving any suggestions.

*Signature*

PRINCIPAL  
Aditya Engineering College  
SURAMPALAM



Members present

S.NO.	Name of the Committee member	Role	Signature
1	Dr. Rama Reddy Tetali	Convener	
2	Dr. N. L. Narasimha Rao	Member	
3	Dr. Kommula Bapayyanaidu	Member	K.B.Naidu
4	Mr. Lakshmi Kishor Karedla	Member	
5	Mr. Jagadeesh Samudrala	Member	S.T.
6	Ms. Kamparapu Devi Priya	Member	K.D. Priya
7	Mr. Suravarapu Satish	Member	S. Satish
8	Mr Bantu Tirupati Rao	Member	B.T. Rao
9	Ms. Bonthu Sai Padmini	Member	Sai Padmini
10	Mr.Gorja Mohit Kumar	Member	Mohit Kumar
11	Mr. Doddi Sai Manideep	Member	Sai Manideep
12	Mr. Pala Teja Malli Kishore	Member	P. Teja Malli Kishore
13	Ms. Padala Mamatha	Member	Mamatha
14	Mr. Chappa Srinivasa Rao	Member	Srinivasa Rao
15	Ms.Jomal Jose	Member	Jomal Jose
16	Mr. Bandaru Revanth	Member	Bandaru
17	Ms. Chekka Jyotsna	Member	Chukka

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Convener

  
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Date: 19-06-2019

## Circular

All the Student Grievance Redressal Committee members are hereby informed to attend the meeting at Ajivika conference hall, Billgates Bhavan at 3:30pm on 24-06-2019. All the members are requested to attend the meeting without fail.

### Agenda:

1. Welcome address by the Convener.
2. Roles and Responsibilities of Student Grievance Redressal Committee.
3. Submission of the grievance report for 2018-2019 academic year.

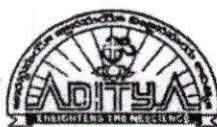
  
Principal

- Copy to all the members

PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPALAM - 533 437

  
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Aditya Engineering College  
SURAMPALAM





# ADITYA ENGINEERING COLLEGE

An Autonomous Institution

Approved by AICTE • Permanently Affiliated to JNTUK • Accredited by NAAC with 'A' Grade

Recognised by UGC under sections 2(f) and 12(B) of UGC Act, 1956

Aditya Nagar, ADB Road, Surampalem - 533437, Near Kakinada, E.G.Dt., Ph:99498 76662

## Minutes of Meeting

Date: 27-06-2019

The Student Grievance Redressal Committee meeting was held on 24-06-2019 in Ajivika conference hall, Billgates Bhavan at 3:30pm.

### Agenda:



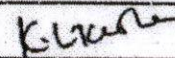
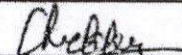
1. Welcome address by the Convener.
2. Roles and Responsibilities of Student Grievance Redressal Committee.
3. Submission of the grievance report for 2018-2019 academic year.

### Minutes:

1. Convener welcomed all the members and discussed the annual report of Student Grievance Redressal Committee.
2. Roles and responsibilities of Student Grievance Redressal Committee are discussed and Standard Operating Procedure is finalized. He suggested that the students must take active part in curricular and extra-curricular activities, by which they can strengthen their resume and improve their skills.
3. Convener reported that the received grievances are resolved and thanked all the members for attending the meeting.

*Sv*  
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Members Present

S.NO.	Name of the Committee member	Role	Signature
1	Dr. Rama Reddy Tetali	Convener	
2	Dr. N. L. Narasimha Rao	Member	
3	Dr. Kommula Bapayyanaidu	Member	K. B. Naidu
4	Mr. Lakshmi Kishor Karedla	Member	
5	Mr. Jagadeesh Samudrala	Member	S. T.
6	Ms. Kamparapu Devi Priya	Member	K. Priya
7	Mr. Suravarapu Satish	Member	S. Satish
8	Mr Bantu Tirupati Rao	Member	B.T. Rao
9	Ms. Bonthu Sai Padmini	Member	Sai Radhuni
10	Mr. Gorja Mohit Kumar	Member	Mohit Kumar
11	Mr. Doddi Sai Manideep	Member	Sai Manideep
12	Mr. Pala Teja Malli Kishore	Member	Tejammalli Kishore
13	Ms. Padala Mamatha	Member	Mamatha
14	Mr. Chappa Srinivasa Rao	Member	Srinivasa Rao
15	Ms. Jomal Jose	Member	Jomal Jose
16	Mr. Bandaru Revanth	Member	Bandaru Revanth
17	Ms. Chekka Jyotsna	Member	

  
Convener

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Aditya Nagar, ADB Road, Surampalem - 533437, Near Kakinda, E.G.Dt., Ph:99498 76662

## Annual Report of Student Grievance Redressal Committee Academic year 2019-2020

S. No	Particulars	Information
1	Number of grievances received in the year	3
2	Number of grievances resolved in the year	3
3	Number of cases pending for more than 7 days	0

  
Convener

  
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SURAMPALEM



Surampalem,  
6-02-2020.

To  
The Head of the Department,  
Electronics and Communication Engineering,  
Aditya Engineering College (A),  
Surampalem.

Respected Sir,

Sub: Transportation facility

I, penke kavya, 2nd year B.Tech ECE bearing the roll number 18A91A0446 of Aditya Engineering College. I am writing this letter to bring to your notice that the transportation facility must be enhanced during examination time. During examination time, buses are combining and they are not going to our respective stops, drivers are dropping far distance from our stops. So, we request you to make arrangement that buses drop us at our stops.

Forwarded to Principal  
G. Sridhar  
6/2/20

Yours Sincerely,  
penke kavya

Go Upc

~~S. Ar~~

S. Ar

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SURAMPALAM





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## Student Grievance Redressal Report

Surampalem,  
10-02-2020.

From  
The Convener,  
Student Grievance Redressal Committee,  
Aditya Engineering College (A).

To  
The Principal,  
Aditya Engineering College (A).

Respected sir,

### **Sub: Transportation Facility**

We received grievance from the Penke Kavya, II Year B.Tech ECE bearing the roll number 18A91A0442 from Aditya Engineering College on 06-02-2020 that during examination time buses do not reach to their respective stops. This grievance is resolved by providing buses to their respective stops.

Thanking you sir,

  
Convener

  
PRINCIPAL  
Aditya Engineering College  
SURAMPALAM

Surampalem  
11-09-2019.

To  
The Head of the Department,  
Electronics & Communication Engineering,  
Aditya Engineering College (A),  
Surampalem

Respected sir,

Sub: Washroom cleanliness

Respectfully, on behalf of students of ECE B Section.  
● Mattaparthi Anitha 2nd year ECE bearing roll number 18A91A0429 want to draw your attention regarding the condition of the toilets of College. We would like to bring to your notice (Boys/girls) toilets of the first floor of Aditya Engineering College. The conditions of the toilets are very pathetic and unbearable. There is a pungent smell, which is noticeable in the whole corridor. Moreover, most of the flushes are not working properly. All these issues add up to a serious concern. An unhygienic environment and need some firm measures implemented at the earliest. We request you to kindly have a look at the scenario and arrange for an immediate solution.

Thanking you sir,

Yours sincerely,  
Mattaparthi Anitha

Forwarded

G. Chandan

11/9/2019

29

Forwarded to UAC

Sr. G.

S. P. V.  
PRINCIPAL  
Aditya Engineering College  
SURAMPALEM





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## Student Grievance Redressal Report

Surampalem,  
12-09-2019.

From  
The Convener,  
Student Grievance Redressal Committee,  
Aditya Engineering College (A).

To  
The Principal,  
Aditya Engineering College (A).

Respected sir,

Sub: Washroom cleanliness

We received grievance from the II Year B.Tech ECE students from Aditya Engineering College that the washrooms are not in good condition on 11-9-2019. The conditions of the toilets are very pathetic and unbearable. That grievance is resolved by cleaning washrooms for every one hour and replacing flushes with new ones.

Thanking you sir,

  
Convener

  
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SURAMPALAM

Surampalem,

12-08-2019.

To

The Head of the Department,  
Electrical and Electronics Engineering,  
Aditya Engineering College (A),  
Surampalem.

Respected Sir,

● Sub: Requirement of competitive examination books

We are the students of 4<sup>th</sup> year B-Tech EEE want to inform you that there are no sufficient books of competitive examinations in our college. So, we unable to take the books from the library. Kindly purchase latest edition competitive books.

● Thanking you sir,

Yours sincerely,

4<sup>th</sup> EEE CR

Q →

PD  
GPR  
Surampalem

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Aditya Nagar, ADB Road, Surampalem - 533437, Near Kakinada, E.G.Dt., Ph:99-198 76662

## Student Grievance Redressal Report

Surampalem,  
17-08-2019.

From  
The Convener,  
Student Grievance Redressal Committee,  
Aditya Engineering College (A).

To  
The Principal,  
Aditya Engineering College (A).

Respected sir,

### **Sub: Requirement of competitive examination books**

We received grievance from the students of 4<sup>th</sup> year B.Tech EEE from Aditya Engineering College on 12-08-2019 that there are no sufficient books of Competitive examinations in the library. New edition competitive examination books are purchased and grievance is resolved.

Thanking you sir,

  
Convener

  
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Date: 03-12-2018

## Circular

All the Student Grievance Redressal Committee members are hereby informed to attend the meeting at Principal's chamber at 2.30pm on 07-12-2018. All the members are requested to attend the meeting without fail.

### Agenda:

1. Welcome address by the Convener.
2. Discussion on received grievances.

Principal

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Aditya Nagar, ADB Road, Surampalem - 533437, Near Kakinada, E.G.Dt., Ph:99498 76662

## Minutes of Meeting

Date: 11-12-2018

The Student Grievance Redressal Committee meeting was held on 07-12-2018 in the Principal's chamber at 2.30pm.

### Agenda:

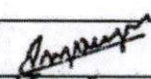
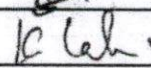
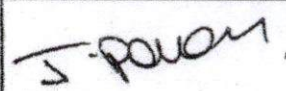
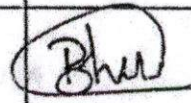
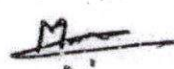
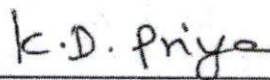

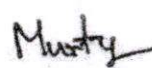
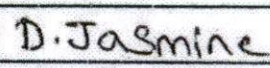
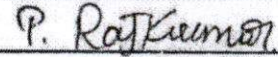
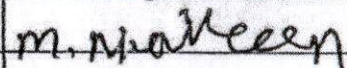
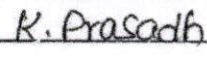
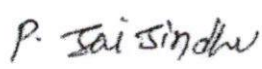
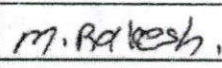
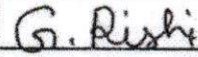
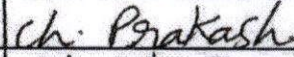
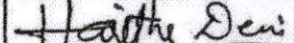
1. Welcome address by the Convener
2. Discussion on received grievances

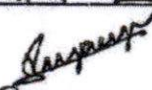
### Minutes:

1. Convener welcomed all the members. Convener asked the student members about their problems regarding academic and non-academic matters. Convener mentioned that the requests put up by students should be looked into immediately and the college should make the life of students more comfortable.
2. Convener reported that the received grievances are resolved.
3. Convener thanked all the members of the committee for attending the meeting and requested all the members to actively participate and feel free for giving any suggestions.

  
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SURAMPALAM

The following members of the committee attended the meeting.

S.NO.	Name of the Committee member	Designation & Department	Signature
1	Dr. V. Suryanarayana	Professor, Dept of H&BS	
2	Ms. Kotapalli Lakshmi	Assoc. Prof., Dept. of CE	
3	Mr. Jonnalagadda Pavan	Assoc. Prof., Dept. of EEE	
4	Mr. D V V S Bhimeshwar Reddy Saragada	Asst. Prof., Dept. of ME	
5	Dr. Murali Mohan Nune	Assoc. Prof., Dept. of ECE	
6	Ms. Kamparapu Devi Priya	Asst. Prof., Dept. of CSE	
7	Mr. Rajan Kumar Gupta	Asst. Prof., Dept. of Mining Engg	
8	Mr. Chitturi Satyasurya Murthy	Assoc Prof., Dept of H&BS	
9	Ms. Dulipalli Jasmine	17A91A0114	
10	Mr. Panniru Rajkumar	17A91A0226	
11	Mr. Moora Naveen	17A91A0331	
12	Mr. Karri Prasadh	17A91A0423	
13	Ms. Pada Garimella Sai Sindhu	17A91A0519	
14	Mr. Muppalla Rakesh	17A91A1233	
15	Mr. G Rishi Kumar	17A91A2615	
16	Mr. Chimakurthi Prakash	17A91A2715	
17	Ms. Lingam Haritha Devi	17A91A3518	

  
Convener

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Aditya Nagar, ADB Road, Surampalem - 533437, Near Kakinada, E.G.Dt., Ph:99498 76662

Date: 20-06-2018

## Circular

All the Student Grievance Redressal Committee members are hereby informed to attend the meeting at Ajivika conference hall, Billgates bhavan at 3:30pm on 25-06-2018. All the members are requested to attend the meeting without fail.

### Agenda:

1. Welcome address by the Convener.
2. Roles and Responsibilities of Student Grievance Redressal Committee.
3. Submission of the grievance report for 2017-2018 academic year.

- Copy to all the members

Principal

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Aditya Nagar, ADB Road, Surampalem - 533437, Near Kakinada, E.G.Dt., Ph:99498 76662

## Minutes of Meeting

Date: 27-06-2018

The Student Grievance Redressal Committee meeting was held on 25-06-2018 in Ajivika conference hall, Billgates Bhavan at 3:30pm.

### Agenda:

1. Welcome address by the Convener.
2. Roles and Responsibilities of Student Grievance Redressal Committee.
3. Submission of the grievance report for 2017-2018 academic year.

### Minutes:

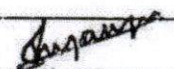
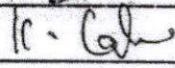
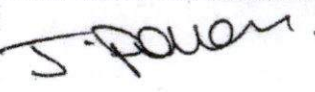
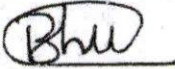

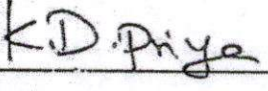
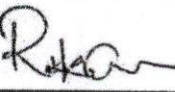
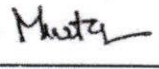
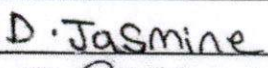
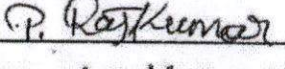
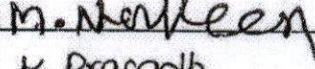
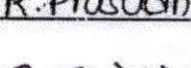
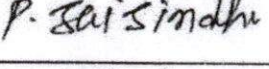
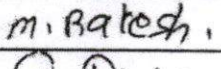
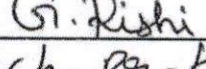
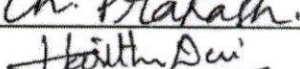
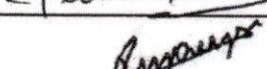
1. Convener welcomed all the members and discussed the received grievances. He addressed the general grievances received.
2. Convener asked the Committee members about the common grievances received by the students and asked whether it is resolved within a time span or not and asked the student members about the details of student willingness of placements and higher studies.
3. Convener submitted a report stating various grievances and thanked all the members for attending the meeting.


*Sub*

PRINCIPAL  
Aditya Engineering College  
SURAMPALAM



The following members of the committee attended the meeting.

S.NO.	Name of the Committee member	Designation & Department	Signature
1	Dr. V. Suryanarayana	Professor, Dept of H&BS	
2	Ms. Kotapalli Lakshmi	Assoc. Prof., Dept. of CE	
3	Mr. Jonnalagadda Pavan	Assoc. Prof., Dept. of EEE	
4	Mr. D V V S Bhimeshwar Reddy Saragada	Asst. Prof., Dept. of ME	
5	Dr. Murali Mohan Nune	Assoc. Prof., Dept. of ECE	
6	Ms. Kamparapu Devi Priya	Asst. Prof., Dept. of CSE	
7	Mr. Rajan Kumar Gupta	Asst. Prof., Dept. of Mining Engg	
8	Mr. Chitturi Satyasurya Murthy	Assoc Prof., Dept of H&BS	
9	Ms. Dulipalli Jasmine	17A91A0114	
10	Mr. Panniru Rajkumar	17A91A0226	
11	Mr. Moora Naveen	17A91A0331	
12	Mr. Karri Prasadh	17A91A0423	
13	Ms. Pada Garimella Sai Sindhu	17A91A0519	
14	Mr. Muppalla Rakesh	17A91A1233	
15	Mr. G Rishi Kumar	17A91A2615	
16	Mr. Chimakurthi Prakash	17A91A2715	
17	Ms. Lingam Haritha Devi	17A91A3518	

  
Convener

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## Annual Report of Student Grievance Redressal Committee Academic year 2018-2019

S. No	Particulars	Information
1	Number of grievances received in the year	3
2	Number of grievances resolved in the year	3
3	Number of cases pending for more than 7 days	0

  
Convener

  
PRINCIPAL  
Aditya Engineering College  
SURAMPALAM



Surampalem,  
10-09-2018.

TO  
The Head of the Department,  
Electrical and Electronics Engineering,  
Aditya Engineering college (A),  
Surampalem.

Respected sir,

sub: White board replacement.


I, Kosana Sai Vamsi Subhash 2nd year B.Tech EEE bearing the roll number 17A91A0265 from Aditya Engineering college. I need to bring to your notice that our class white board is not in good condition. So, I request you to replace that with new white board. Kindly arrange the board as early as possible.

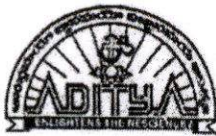
Thanking you sir.

Yours sincerely,  
Kosana Sai Vamsi Subhash



To APC  
Sir

  
PRINCIPAL  
Aditya Engineering College  
SURAMPALAM



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## Student Grievance Redressal Report

Surampalem,  
13-09-2018.

From  
The Convener,  
Student Grievance Redressal Committee,  
Aditya Engineering College (A).


To  
The Principal,  
Aditya Engineering College (A).

Respected sir,

Sub: White board replacement

We received grievance from the student named Kosana Sai Vamsi Subhash 2<sup>nd</sup> year B.Tech EEE bearing the roll number 17A91A0265 from Aditya Engineering College that his class white board is not in good condition. That issue is resolved by replacing that with new white board.

Thanking you sir,

  
Convener

  
PRINCIPAL  
Aditya Engineering College  
SURAMPALAM



Surampalem  
04/09/2018

To  
The head of The Department,  
Computer Science Engineering,  
Aditya Engineering College (A)  
Surampalem.

(Sub: Reclamation of new Tennis & Throwing field.)

Respected Sir

We from 3<sup>rd</sup> year B.Tech CSE want to  
bring to your notice that we require new  
Tennis and Throwing field to play in the evening  
time in the campus. So, I request you to  
provide these so that students can spend  
their time in a better way.

Thanking you Sir

forwarded  
to  
Principal Sir,  
S. N. R.  
4/9/18

To  
S. N. R.  
S. N. R.  
Yours sincerely,  
Third year CSE CR.

S. N. R.  
PRINCIPAL  
Aditya Engineering College  
SURAMPALAM



TAX INVOICE  
(CASH/CREDIT)

Phone No. 2573332

**GENERAL SPORTS**  
**SPORTS SPECIALISTS**  
GANDHINAGAR, VIJAYAWADA - 520 003  
Email : generalsports123@yahoo.in

: Bank Details :  
Bank Ac/Number : 32251739717,  
STATE BANK OF INDIA,  
STATION ROAD BRANCH  
Bank Branch IFSC: SBIN0003481

State Code : 37

GST No. : 37AAKFG8818N1ZM

Name : Aditya Engineering College Date : 8-9-18 S.No. : 565  
Address : Surampalem, PEDDAPURAM Transportation Mode : Navata  
State : AP State Code : 37 Vehicle Number : 2 Two parcels  
GSTIN : — Date & Time of Supply : —  
Adhar 339472979742 Place of Supply : Peddapuram

Sl. No.	Name of the Product	Tax %	HSN ACS	Qty.	Rate	Amount
1	Crick Bat SS KW	12	9506	2	1400	2800
2	Crick Bat BDM KW	12	9506	2	1400	2800
3	Gym Tennis Balls	12	9506	100	55	5500
4	Foot Balls Casto Nilano	12	9506	12	650	7800
5	Foot Ball goal net All duple	12	9506	1pc	1200	1200
6	Shuttle nets Linco	12	9506	12	400	4800
7	Throw Ball nets practice	12	9506	6	350	2100
8	Volley Ball nets Clasp with iron rope	12	9506	6	850	5100
9	Volley Balls Casto Super volley	12	9506	12	900	10800
10	Tennis net string National	12	9506	6	100	600
11	Tennis net practice	12	9506	2	125	250
12	Relay Belans Netco	18	6506	12	80	960

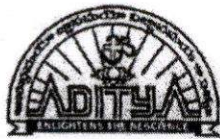
Tax %	Taxable Value	SGST	CGST	IGST	Total Amount Before Tax :
12	43750	26250	26250	—	4471000
18	960	8640	8640	—	271140
					271140
					—
					Grand Total : 150132-80

Total Invoice Amount in Words: Rs. Fifty thousand and one hundred thirty two and eighty paise  
For: GENERAL SPORTS  
Authorized Signatory: [Signature]  
Note: Please provide your GST No. to claim Input Tax Credit. \*NO GUARANTEE & WARRANTY ON SPORTS GOODS.\*

PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPALAM - 533 437

PRINCIPAL  
Aditya Engineering College  
SURAMPALAM





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Aditya Nagar, ADB Road, Surampalem - 533437, Near Kakinada, E.G.D., Ph:99498 76662

## Student Grievance Redressal Report

Surampalem,  
10-09-2018.

From  
The Convener,  
Student Grievance Redressal Committee,  
Aditya Engineering College (A).

To  
The Principal,  
Aditya Engineering College (A).

Respected sir,

**Sub: Requirement of new Tennikoit & Throwball kits**

We received grievance from III year B.Tech CSE students of Aditya Engineering College on 04-09-2018 that they require new Tennikoit & Throwball kits. New Tennikoit & Throwball kits were purchased and the issue is resolved.

Thanking you sir,

  
Convener

  
PRINCIPAL  
Aditya Engineering College  
SURAMPALAM

Suxampalem,  
02-08-2018

To  
The Head of the Department,  
Mechanical Engineering  
Aditya Engineering College (A),  
Suxampalem.

Respected Sir,


● sub: Improper maintenance of canteen

I am Karni Rakshan Kumar, studying 1<sup>st</sup> year B.Tech. Mechanical Engineering having Roll Number 18A91A0318 from Aditya Engineering College. I beg to state that the condition of the canteen is not good. The food served is very oily. Moreover, the prices have hiked up without any improvement in quality. In addition, the menu in the canteen is very limited, which makes everything more complex. So, I request you to take the necessary action and do the needful.

Thanking you Sir.

Yours Sincerely,  
Karni Rakshan Kumar.

Forwarded to GPE  
SVC

  
PRINCIPAL  
Aditya Engineering College  
SUXAMPALAM





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## Student Grievance Redressal Report

Surampalem,  
04-08-2018.

From  
The Convener,  
Student Grievance Redressal Committee,  
Aditya Engineering College (A).

To  
The Principal,  
Aditya Engineering College (A).


Respected sir,

**Sub: Improper maintenance of Canteen**

We received grievance from the student named Karni Rakshan Kumar, studying 1<sup>st</sup> year B.Tech Mechanical Engineering having Roll Number 18A91A0318 from Aditya Engineering College that the canteen maintenance is not good and prices are high with less quality. We resolved the issue by maintaining good quality with reasonable prices.

Thanking you sir,

  
Convener

  
PRINCIPAL  
Aditya Engineering College  
SURAMPALAM



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Date: 05-12-2017

## Circular

All the Student Grievance Redressal Committee members are hereby informed to attend the meeting at Principal's chamber at 2.30pm on 08-12-2017. All the members are requested to attend the meeting without fail.

### Agenda:

1. Welcome address by the Convener.
2. Discussion on received grievances.

Principal

PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437

- Copy to all the members

PRINCIPAL  
Aditya Engineering College  
SURAMPALEM





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## Minutes of Meeting

Date: 11-12-2017

The Student Grievance Redressal Committee meeting was held on 08-12-2017 in the Principal's chamber at 2.30pm

### Agenda:

1. Welcome address by the Convener.
2. Discussion on received grievances.

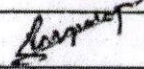
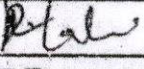
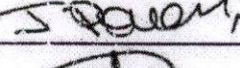
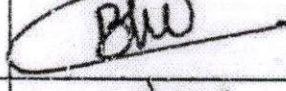
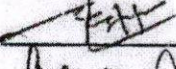
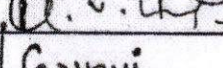
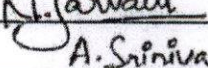
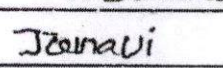
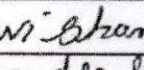
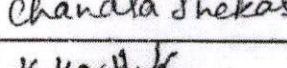
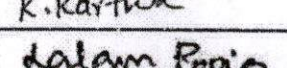
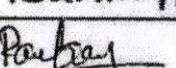
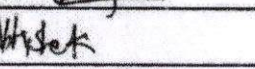
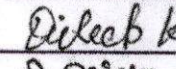
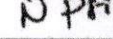


### Minutes:

1. Convener welcomed all the members of Student Grievance Redressal Committee and discussed the received grievances.
2. Convener asked the Committee members about the common grievances received by the students and asked whether it is resolved within a time span or not.
3. Convener reported that the received grievances are resolved and thanked all the members of the committee for attending the meeting.

*Handwritten signature*

PRINCIPAL  
Aditya Engineering College  
SURAMPALAM

The following members of the committee attended the meeting.

S.NO.	Name of the Committee member	Signature
1	Dr. V. Suryanarayana	
2	Ms. Kotapalli Lakshmi	
3	Mr. Jonnalagadda Pavan	
4	Mr. D V V S Bhimeshwar Reddy Saragada	
5	Mr. Srirama Sekhar Maddirala	
6	Mr. Venkata Rajesh Masina	
7	Ms. Nimmadala Sravani	
8	Mr. A. Srinivas	
9	Ms. Duli Pepala Jahnvi	
10	Mr. Ravi Shankar Arumilli	
11	Mr. Kukkala Chandra Shekar	
12	Mr. Karada Kartheek	
13	Ms. Lalam Pooja	
14	Mr. Pankaj Kumar Thakur	
15	Mr. Abhishek Kumar	
16	Mr. Nakka Dileep Kumar	
17	Ms. N Priya	

  
Convener

- Copy to all the members

  
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Date: 27-06-2017

## Circular

All the Student Grievance Redressal Committee members are hereby informed to attend the meeting at Ajivika conference hall, Billgates Bhavan at 3:30pm on 30-06-2017. All the members are requested to attend the meeting without fail.

### Agenda:

1. Welcome address by the Convener.
2. Roles and Responsibilities of Student Grievance Redressal Committee.
3. Submission of the grievance report for 2016-2017 academic year.

- Copy to all the members

  
Principal

PRINCIPAL  
ADITYA ENGINEERING COLLEGE  
SURAMPALEM - 533 437

  
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SURAMPALEM



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## Minutes of Meeting

Date: 03-07-2017

The Student Grievance Redressal Committee meeting was held on 30-06-2017 in Ajivika conference hall, Billgates Bhavan at 3:30pm.

### Agenda:

1. Welcome address by the Convener.
2. Roles and Responsibilities of Student Grievance Redressal Committee.
3. Submission of the grievance report for 2016-2017 academic year.

### Minutes:

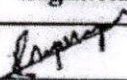
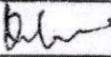



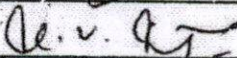
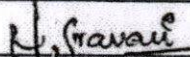
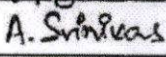
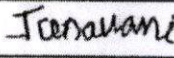

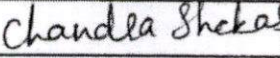
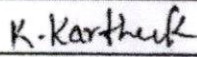
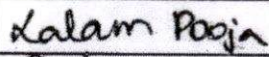


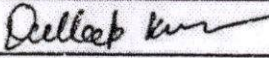
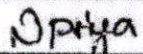
1. Convener welcomed all the members of Student Grievance Redressal Committee to the meeting.
2. Roles and responsibilities of Student Grievance Redressal Committee are discussed and Standard Operating Procedure is finalized. Convener asked the student members about their problems regarding academic and non-academic matters. Convener mentioned that the requests put up by students should be looked into immediately and the college should make the life of students more comfortable.
3. Convener reported that the received grievances are resolved and thanked all the members of the committee for attending the meeting and requested all the members to actively participate and feel free for giving any suggestions.

*[Handwritten signature]*

PRINCIPAL  
Aditya Engineering College  
SURAMPALAM



The following members of the committee attended the meeting.

S.NO.	Name of the Committee member	Signature
1	Dr. V. Suryanarayana	
2	Ms. Kotapalli Lakshmi	
3	Mr. Jonnalagadda Pavan	
4	Mr. D V V S Bhimeshwar Reddy Saragada	
5	Mr. Srirama Sekhar Maddirala	
6	Mr. Venkata Rajesh Masina	
7	Ms. Nimmadala Sravani	
8	Mr. A. Srinivas	
9	Ms. Duli Pepala Jahnavi	
10	Mr. Ravi Shankar Arumilli	
11	Mr. Kukkala Chandra Shekar	
12	Mr. Karada Kartheek	
13	Ms. Lalam Pooja	
14	Mr. Pankaj Kumar Thakur	
15	Mr. Abhishek Kumar	
16	Mr. Nakka Dileep Kumar	
17	Ms. N Priya	

  
Convener

- Copy to all the members

  
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## Annual Report of Student Grievance Redressal Committee Academic year 2017-2018

S. No	Particulars	Information
1	Number of grievances received in the year	1
2	Number of grievances resolved in the year	1
3	Number of cases pending for more than 7 days	0

  
Convener

  
PRINCIPAL  
Aditya Engineering College  
SURAMPALAM



Surampalem,

10-2-2018.

To

The Head of the department,  
Information technology,  
Aditya Engineering College (A),  
Surampalem.

Respected Sir,

Sub: Tap leakage in ladies washrooms.

We the students of B Tech IT Aditya engineering college would like to bring to your kind notice that there is leakage of taps in ladies washrooms. Leakage is increasing day by day and it is becoming very difficult to walk there, it's becoming ugly and it leads to unhygienic condition. In addition to this there is lot of water and power wastage so I request you to solve this problem at the earliest.

Thanking you Sir

Yours Sincerely,  
Second year IT G.C.R.

Forwarded to Principal Mr  
M. B. S.  
10/2/18

Forwarded to HOD  
S.L.

S.L.

PRINCIPAL  
Aditya Engineering College  
SURAMPALAM



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Aditya Nagar, ADB Road, Surampalem - 533437, Near Kakinada, E.G.Dt., Ph:99498 76662

## Student Grievance Redressal Report

Surampalem,  
14-02-2018.

From  
The Convener,  
Student Grievance Redressal Committee,  
Aditya Engineering College (A).

To  
The Principal,  
Aditya Engineering College (A).

Respected sir,

**Sub: Tap leakage in ladies washrooms**

We received grievance from II Year B.Tech IT students that the taps are leaking in ladies washrooms. That grievance is resolved by replacing all leaked taps with new taps.

Thanking you sir,

  
Convener

  
PRINCIPAL  
Aditya Engineering College  
SURAMPALAM