



## AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, Regd. By Govt. of T.S & Affiliated to JNTUH, Hyderabad)

NAAC "B++" Accredited Institute

Gunthapally (V), Abdullapurmet(M), RR Dist, Near Ramoji Film City, Hyderabad -501512.

[www.aietg.ac.in](http://www.aietg.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

**Date: 27-12-2022.**

### CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 29-12-2022 at 2.00 pm at college board room to discuss the following agenda as per the complaints received.

#### Agenda:

- Action on the items from previous meeting minutes.
- To discuss on issue related to improving the quality of food in the canteen
- To discuss about replacement of fan in the waiting hall
- To discuss about the request made by students to change bus stop point.
- Any other matters with the discussion on Chairman.

Chairman

#### Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office

**PRINCIPAL**  
Avanthi Institute of Engg. & Tech  
Guntihapally (V), Abdullapurmet (Mdl) R.R.Dist

05-12-2022  
Hyderabad.

TO  
THE PRINCIPAL,  
AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY,  
Grunthapally,  
Hyderabad

SUB:- Regarding issue on the quality of food in  
the canteen.

Respected Sir,

We are D. Vidhyasagar, G. Dileep and K. Shankar  
of 4<sup>th</sup> year MECH. came out with a problem related  
to the quality of food provided in the canteen.  
So, Sir kindly take the action on this issue.

Thanking you Sir.

forwarded to hae



Yours faithfully  
G. Dileep  
D. Vidhyasagar  
K. Shankar

25-11-2022  
Hydrabad.

TO  
The principal,  
Avanhi Institute of Engineering and Technology,  
Guntapally,  
Hydrabad.

SUB: Regarding the issue of replacement of fan in the  
waiting hall.

Respected sir,

We are P. Sathwika, S. Anusha, P. Sravana sandhya  
of III ECE - about replacemet of fan in the waiting hall.  
So we kindly request to take the action on this  
issue as soon as possible.

Thanking you sir,

Yours faithfully,  
P. Sathwika,  
S. Anusha,  
P. Sravana  
Sandhya

Forwarded to you  
SAR

01-11-2022  
Hydreb ad,

TO

The principal,  
Avanathi Institute of Engineering and Technology  
Guntapally,  
Hydreb ad.

Sub :- Regarding the issue to change the Bus stop point.

We are faculty members, we are here to  
with a problem raised by students to change bus stop  
point from Guntatpally to near college gate. we kindly  
request you to take action as soon as possible

Thanking you sir.

Yours faithfully,  
faculty member.

Forwarded to NAL

—SARU



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[www.aietg.ac.in](http://www.aietg.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

**Date: 29-12-2022.**

## MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 29-12-2022 at 2:00 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2022-23. The Chairman heartily welcomed the members for the meeting. Further, the Chairman briefed about the responsibilities of the committee and its functions to the members.

**Item 1:** Action on the items from previous meeting minutes.

- To discuss on matters related to repair of fan in 2<sup>nd</sup> EEE year class room.  
Action taken: Fan in the second year class room was not working which replaced with new one .
- To discuss about providing curtains due to improper view of board while using projector.  
Action taken: Curtains were provided in the class rooms which are equipped with projectors.
- To discuss about the request of providing additional cricket bats.  
Action taken: Additional cricket bats were provided.

**Item 2:** To discuss on issue related to improving the quality of food in the canteen

**Resolution:** The following students D.Vidhyasgar,G. Dileep and K. Shankar of IV year MECH came out with a problem related to the quality of food provided in the canteen and also requested to improve the quality of food. The Grievance Redressal Committee Chairman asked AO, MrPitchireddy, to look into this matter and also advised him to discuss with the concerned canteen manager in order to improve the quality of food supplied in the canteen. Mr D Prahlad, faculty from MECH department has been appointed to look into this matter closely and check whether the problem is resolved in less than a week's time.

The Chairman also directed the AO to monitor this issue and check whether it is resolved at the earliest.

**Item 3:** To discuss about replacement of a fan in the waiting hall.

**Resolution:** As per the requisition placed by the girl students, P.Sathvika,S.Anusha and P.Sravana Sandhya of III ECE, about the replacement of a fan in the waiting hall. The Chairman of the committee advised the Maintenance Supervisor and told him about the problem and asked him to immediately replace the fan which is not working. He also



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advised to monitor such issues and resolve them on a regular basis to avoid such type of compliants further from students.

**Item 4:** To discuss requisition made by the faculty about the change of bus stop point.

**Resolution:** As per the request made by the faculty members, the Chairman of the GRC committee asked AO MrPitchireddy to have a discussion with the concerned buses in charges and check the possibility of changing to the requested bus stop point and to respond in a positive manner to the concerned request of faculty.

**Members present:**

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	DR G RAMA CHANDRA REDDY	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	DIRECTOR - HR	COORDINATOR	
3	Mr.PITCHI REDDY	AO	MEMBER	
4	Dr. CHANDRA SHEKAR RAO	Assistant Professor	MEMBER	
5	Mr.KAPA REDDY RAJA MANOHAR	Assistant Professor	MEMBER	
6	Mr.PITTALA VENKATSWAMY	Assistant Professor	MEMBER	
7	Ms.SRILAKSHMI DAMERLA	Assistant Professor	MEMBER	
8	Ms.ALLA SRAVANI	Assistant Professor	MEMBER	
9	Mr.BALAKRISHNA GOUD GARDULLA	Assistant Professor	MEMBER	
10	GOPU BHASKER 19Q61A0523	Student (IV CSE)	MEMBER	
11	K AJAY KARTHIK 19Q61A0426	Student (IV ECE)	MEMBER	






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12	S RAJESH GUPTA 20Q61A0571	Student (III MECH)	MEMBER	
13	GUNTA MAHESH 20Q61A0410	Student (III ECE)	MEMBER	
14	GURRALA NAGA SAI 21Q61A6651	Student (IICSE-AIML)	MEMBER	

08-12-2022  
Hyderabad

To  
The Principal,  
Avanthi Institute of Engineering And Technology,  
Gunturpally,  
Hyderabad

Sub:- Thanking you regarding the quality of food in  
the canteen

Respected Sir,

We are D. Vidhyasagar, G. Dileep and K. Shankar  
of 4<sup>th</sup> year Mech. are thanking you to that  
you have taken the serious and immediate  
action on the quality of food provided in the  
canteen.

Thanking you Sir.

Yours faithfully  
D. Vidhyasagar  
G. Dileep  
K. Shankar



29-11-2022,  
Hydrabad

TO  
The principal,  
Avantni Institut of Engineering and technology,  
Guntapally,  
Hydrabad.

Sub: Thanking you regarding the replacement of fan in waiting hall.

we are P. Sathwika, S. Anusha, P. Sravana  
sandhya of III ECE are thanking you that you have  
taken an immediate action on replacement of fan in  
waiting hall.

Thanking you Sir,

Your faithfully,  
P. Sathwika,  
S. Anusha  
P. Sravana  
sandhya

05-11-2024,  
Hydrabad.

TO,  
The principal,  
Avanathi Institute of Engineering & Technology,  
Guntapally,  
Hydrabad.

Sub: Thanking you for changing the bus stop point.

We are faculty member of Avanathi  
Institute of Engineering & Technology. We are here to  
thank you for resolving the issue raised by students  
to change bus stop point.

Thanking you sir.

Yours faithfully  
Faculty member



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Date: 26/10/2022.

### CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 28/10/2022 at 10:00amin board room to discuss the following agenda as per the complaints received.

#### Agenda:

- . Action on the items from previous meeting minutes.
- To discuss matters related to repair of fan in EEE 2<sup>ND</sup> Year class room
- To discuss matter related to providing of curtains due to improper view of board while using projector.
- To discuss the request made for providing additional cricket bats.
- Any other matters with the discussion of Chairman.

Chairman

**PRINCIPAL**

Avanathi Institute of Engg. & Tech

Guntihapally (V), Abdullapurmet (Mdl) R.R. Dist

#### Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office

10/10/2022,  
Hyderabad,

To,  
The principal Sir,  
Avanthi Institute of Engineering and Technology,  
Gunthapally,  
Hyderabad.

Sub : Regarding a repairing of fan in II<sup>nd</sup> year classroom in the  
Department of EEE

Respected Sir,

We are D. Manish, R. Ramesh and S. Sidhar students of  
EEE II<sup>nd</sup> year. We want to bring to your notice that the fan not working  
in my classroom. So we are kindly requesting you to repair the fan so as  
soon as possible.

Thanking you Sir,

Yours faithfully,

D. Manish

R. Ramesh

S. Sidhar

forwarded to us



11/10/2022,  
Grunthapally.

To  
the principal  
AVanthi Institute of Engineering & Technology,  
Hyderabad.

SUB: Requesting for window curtains Regarding on projector class  
respected sir,

we are T. mahendhar, T. Pravalika, U. Teja from  
the final year CSE Department. sir we are not able  
to see the projector board while classes are running.  
Due to the light enters from the window is  
falling on the projector board. so we need  
window curtains.

so kindly accept our request and resolve  
it as soon as possible

∴ Thanking you :-

Yours Faithfully:

T. mahendhar

T. Pravalika

U. Teja

Final year CSE.

Forwarded to me



3/10/2022

Guntthapally.

TO

The principal

Avanathi Institute of Engineering & Technology.

Hyderabad.

Sub:- Regarding to providing additional cricket bats

Respected sir,

We are M. Bharath, CH. Akash and T. Sai Kumar of III ECE department, sir. The college ~~base~~ bats are damaged. So we are kindly requesting you that for provide additional cricket bats

So kindly accept our request and resolve it as soon as possible.

Thanking you sir;


Yours' faithfully,

M. Bharath

CH. Akash

T. Sai Kumar

3<sup>rd</sup> year ECE.

Forwarded to use  




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Date: 28-10-2022.

## MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 28-10-2022 at 10:00 am in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2022-23. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

The Committee discussed the following agenda item wise at the meeting:

**Item 1:** Action on the items from previous meeting minutes.

- To discuss matters related to the request made by II CSD students about proper fixation of class room window doors.

Action taken: The classroom window doors of II CSD are replaced based on the complaint.

- To discuss request made by the students about insufficient chairs in the library.

Action taken: As per the directions of Chairman of the GRC, additional chairs were provided.

- To discuss request made by girl students to provide mirror in the girls washroom.

Action taken: Mirror in the washroom has been provided.

**Item 2:** To discuss matters related repair of fan in EEE 2<sup>ND</sup> Year class room

**Resolution:** It was discussed to look into the problem addressed by the second year EEE students, D Maneesh, R Ramesh and S Sridhar regarding repair of fan in the second year class room. The Grievance and Redressal Committee has called upon the concerned Maintenance Supervisor and informed him about the problem. The committee advised the concerned Work Supervisor to complete the task within a day. The complaint was resolved by repairing fan which is not in proper condition.

**Item 3:** To discuss about providing curtains due to improper view of board while using projector.

Resolution: With reference to the complaint filed by T Mahendhar, T. Pravalika and U. Teja of final year CSE, the committee members contacted concerned Maintenance department



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supervisor to look in to the matter properly and respond immediately by assigning this task to the buildingmaintenance supervisor and check that the window curtains are arranged as soon as possible.

**Item 4:** To discuss on request made for providing additional cricket bats.

**Resolution:** As per the request made by the students, M.Bharath,CH.Akash and T.Saikumar of III ECE, about providing additional cricket bats, the Chairman of thecommittee asked AO Mr. Pitchireddyto have a discussion with the Physical Director, Mr. Vali, to look into this matter and arrange necessary sports material at the disposal of thestudents.

**Members present:**

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	DR G RAMA CHANDRA REDDY	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	DIRECTOR - HR	COORDINATOR	
3	Mr.PITCHI REDDY	AO	MEMBER	
4	Dr. CHANDRA SHEKAR RAO	AssistantProfessor	MEMBER	
5	Mr.KAPA REDDY RAJA MANOHAR	Assistant Professor	MEMBER	
6	Mr.PITTALA VENKATSWAMY	Assistant Professor	MEMBER	Venkatswamy
7	Ms.SRILAKSHMI DAMERLA	Assistant Professor	MEMBER	Srilakshmi
8	Ms.ALLA SRAVANI	Assistant Professor	MEMBER	
9	Mr.BALAKRISHNA GOUD GARDULLA	Assistant Professor	MEMBER	








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10	GOPU BHASKER 19Q61A0523	Student (IV CSE)	MEMBER	
11	K AJAY KARTHIK 19Q61A0426	Student (IV ECE)	MEMBER	
12	S RAJESH GUPTA 20Q61A0571	Student (III MECH)	MEMBER	S. Rajesh.
13	GUNTA MAHESH 20Q61A0410	Student (III ECE)	MEMBER	
14	GURRALA NAGA SAI 21Q61A6651	Student (IICSE-AIML)	MEMBER	G. Nagar Sai

14/10/2022,  
Gunturpally.

To  
the principal  
Avanthi Institute of Engineering & Technology.  
Hyderabad.

SUB: Very thankful for providing curtains in project rooms.  
Respected sir,

We are ~~the~~ T. Mahendhar, T. Pravalika, U. Teja from  
the final year CSE department. We are very thankful  
for providing window curtains sir.

Thank you for your immediate response sir.

∴ Thanking you

Yours faithfully

T. Mahendhar,  
T. Pravalika,  
U. Teja,

From final year CSE.

12/10/2022,  
Hyderabad.

To  
The principal sir,  
Avanthi Institute of Engineering & Technology,  
Gundhampally,  
Hyderabad.

Subi Thankful for responding on our Issue.  
Respected sir,

we are D. Manish, R. Ramesh and S. Sridhar  
students of EEE II Year. Thank you sir

for repairing of fan in our class.

Thanks for your response.

∴ Thanking you sir. :-

Yours faithfully

D. Manish,  
R. Ramesh,  
S. Sridhar.

7/10/2022

Gunthapally.

TO

The principal

Avanathi institute of Engineering & Technology

Hyderabad.

Sub:- Thank you sir for providing cricket bats.

Respected sir.

We are M. Bharath, CH. Akash and T. Sai Kumar  
of III EEE Department sir. we are thanking you that  
for providing additional cricket bats. and we are thanking  
you for your immediate response. Thanking you sir for provi-  
ding additional cricket bats.

thank you sir

Yours faithfully

M. Bharath

CH. Akash

T. Sai Kumar

3<sup>rd</sup> year EEE



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Date: 20-02-2023.

## CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 22-02-2023 at 2.00 pm at college Conference hall to discuss the following agenda as per the complaints received.

### Agenda:

- Action on the items from previous meeting minutes.
- To discuss the complaint filed by III yr CSE students to change the bench.
- To discuss the request on replacement of Volley ball net.
- To discuss request for changing of tube light in the library.
- Any other matters with the permission of chairman

Chairman

**PRINCIPAL**

**Avanthi Institute of Engg. & Tech**  
Guntihapally (V), Abdullapurmet (Mdl) R.R.Dist

Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office


03/02/2023,  
Grunthapally.

TO  
the principal,  
AVanthi Institute of Engineering & Technology.  
Grunthapally,  
Hyderabad.

Subject: Regarding change of Tube light in the library.  
Respected Sir,

We D. Priyanka, Ch. Venu, Gr. Tharun  
are students of EED & CSE AIML. We are requesting  
you to change tube light in the library which is  
not lighting properly. Please resolve this issue  
as soon as possible Sir.

∴ Thanking you Sir.

Forwarded to nrc  


Yours Faithfully  
D. Priyanka,  
Ch. Venu,  
Gr. Tharun.

II yr. CED &  
CSE AIML.

01/2/2023  
Guntapally

TO  
The Principal,  
A Vanthi Institute of engineering and technology,  
Guntapally,  
Hyderabad.

sub:- Requesting about the change of bench

Respected sir,

We T. Narsimhulu, V. Bhuvanesh and S. Rajesh Gupta  
are students of III<sup>rd</sup> year CSE students. We are request to change  
the bench in classroom due to damage. So please resolve the  
problem as soon as possible

Thanking you sir

forwarded to HAC  
— GAD

Your faithfully,  
T. Narsimhulu  
V. Bhuvanesh  
S. Rajesh Gupta

30-01-2023

Gunthapally

To

the Principal,

Avanathi Institute of Engineering & Technology

Gunthapally,

Hyderabad.

Subject: replace The volley ball net.

Respected sir,

We P. Pavan, N. Ganesh and R. Nikhil are students of ECE.

We are requesting you to change the volley ball net.

So kindly request you to take the action on the issue.  
as soon as possible.

Thanking you sir.



Your's faithfully

P. Pavan

N. Ganesh

R. Nikhil

I yn ECE





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Date: 22-02-2023.

## MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 22-02-2023 at 2:00 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2022-23. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

**Item 1:** Action on the items from previous meeting minutes.

- To discuss on issue related to improving the quality of food in the canteen  
Action taken: The problem has been addressed and the quality of food provided in the canteen is good. Regular monitoring is also done.
- To discuss replacement of fan in the waiting hall  
Action taken: The fan in the waiting hall which was making noise has been replaced.
- To discuss the request made by students to change bus stop point.  
Action taken: The bus stop point has been changed to a convenient place as per the request made by students.

**Item 2:** To discuss on the compliant given by III yr CSE students to change the bench.  
**Resolution:** With reference to the compliant received from T.Narsimhulu,V.Bhuvanesh and S.RajeshGuptha students of III CSE students about replacement of bench in the classroom for which the nails came out and also that some students got their dress torn due to this. The Chairman of the committee discussed with the concerned Maintenance supervisor to look into this matter and resolve the issue within a day.

**Item 3:** To discuss on the request on replacement of Volley ball net.

**Resolution:** As per the compliant received by P.Pavan,N.Ganesh and R.Nikhil of II year ECE about the replacement of old Volley Ball net, the Chairman asked AO MrPitchireddy and also PD Mr Vali to check the possibility of replacing the old Volley ball net with a new one.

**Item 4:** To discuss on request for changing of tube light in the library.

**Resolution:** As per the request made by the II year CSE-DS and CSE-AIML students, about the dull tube lights in the library, the Chairman of the committee discussed with librarian Mr.M.Jagannadham and also the Maintenance Supervisor to look into this matter and respond



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immediately so that the students do not face any problem while they are using library facilities. He also advised librarian Mr.M.Jagannadham to observe such matters and bring it to the notice of AO Mr. Pitchireddy in order to react to such problems immediately and resolve it immediately to avoid any type of inconvenience(s) to the students.

### Members present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	DR G RAMA CHANDRA REDDY	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	DIRECTOR - HR	COORDINATOR	
3	Mr.PITCHI REDDY	AO	MEMBER	
4	Dr. CHANDRA SHEKAR RAO	Assistant Professor	MEMBER	
5	Mr.KAPA REDDY RAJA MANOHAR	Assistant Professor	MEMBER	
6	Mr.PITTALA VENKATSWAMY	Assistant Professor	MEMBER	
7	Ms.SRILAKSHMI DAMERLA	Assistant Professor	MEMBER	
8	Ms.ALLA SRAVANI	Assistant Professor	MEMBER	
9	Mr.BALAKRISHNA GOUD GARDULLA	Assistant Professor	MEMBER	
10	GOPU BHASKER 19Q61A0523	Student (IV CSE)	MEMBER	
11	K AJAY KARTHIK 19Q61A0426	Student (IV ECE)	MEMBER	




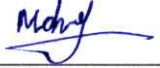

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12	S RAJESH GUPTA 20Q61A0571	Student (III MECH)	MEMBER	
13	GUNTA MAHESH 20Q61A0410	Student (III ECE)	MEMBER	
14	GURRALA NAGA SAI 21Q61A6651	Student (IICSE-AIML)	MEMBER	

09/02/2023,  
Grunthapally.

TO  
the principal,  
Avanthi Institute of Engineering & Technology.  
Grunthapally,  
Hyderabad.

Subject: Thankful for providing Tube light in library  
Respected sir,

we D. Priyanka,  
students from 2<sup>nd</sup> yr ch. Venu, Gr. Tharun are  
CSD & CSE AIML.

we are very thankful for providing Tube light  
in the library.

∴ Thanking you sir ∴

Yours Faithfully

D. Priyanka,  
Ch. Venu,  
Gr. Tharun.

2<sup>nd</sup> yr CSD &  
CSE AIML.

03/02/2023  
Gonthapally.

To,

The principle

Avanthi Institute of engineering and technology.

Gonthapally,  
Hyderabad.

Sub:- Thankful for providing bench and change of bench.

Respected Sir,

We To Narsimhulu, Vishwanath and S. Rajesh Gupta  
are students of III<sup>rd</sup> year CSE students. We are thankful for  
providing bench and changing of bench in the classroom.  
Thanking you Sir.

Yours faithfully,  
To Narsimhulu  
Vishwanath  
S. Rajesh Gupta.

02-02-2023

Gunthapally.

To

the principal,

Avanthi Institute of Engineering & Technology.

Gunthapally,

Hyderabad.

Subject: Thankful for providing volley ball net.

Respected Sir,

we P.Pavan, N.Ganesh and R.Nikhil are students of ECE  
2<sup>nd</sup> yr. we are very thankful for providing volley ball  
net.

∴ Thanking you sir ∴

yours faithfully

P. Pavan

N. Ganesh.

R. Nikhil

2<sup>nd</sup> yr ECE



# AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY

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Date: 13/10/2021.

## CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 14-10-2021 at 2.00 pm at the college Board Room to discuss the following agenda as per the complaints received.

### Agenda:

- Action on the items from previous meeting minutes.
- To discuss on matters related proper maintenances of dustbins in girls wash room.
- To discuss about electrical problem in 2nd CSE class room.
- Any other matters with the discussion of Chairman.

Chairman

**PRINCIPAL**

Avanathi Institute of Engg. & Tech  
Guntihapally (V), Abdullapurmet (M) R.R. Dist

### Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office

Date = 11/8/2021

Hyderabad

To

The Principal

AVANTH institute of engineering & Technology

Nunthapally

Hyderabad

Sub: = Regarding In proper maintenance

of dust bins in girls wash room

Respected Sir

we are K. Saavya, K. Nikitha, &

Ch. Prathushya students of final year EC Department

I want to notice you that in proper maintenance of dust bins in girls wash room. We request you to kindly take action on this issue.

Thanking you Sir.

forwarded to GR



Yours faithfully

K. Saavya

K. Nikitha

Ch. Prathushya



Date:- 14/09/21  
Hyderabad.

TO

The principal,

Avanthi, Institute of Engg and Technology,

Gunturpally,

Hyderabad.

sub:- Regarding Electrical connection boards, sacket,  
not working

Respected Sir.

we are U. Sahasra, R. Anuja, T. Lohitha

Students of 2<sup>nd</sup> year CSE department. In my class room  
Electrical sacket is not working. We request you to solve this  
problem as soon as possible.

Thanking you Sir.

Forwarded to HRC



Yours faithfully

U. Sahasra

R. Anuja

T. Lohitha



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Date: 14-10-2021.

## MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 14-10-2021 at 2:00 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2021-22. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

The Committee discussed the following agenda item wise at the meeting:

**Item 1:** Action on the items from previous meeting minutes.

- Placement of dustbins in corridor of each floor in the college building.  
Action taken: Dustbins are placed in corridor of each floor in the college building
- Proper fixation of classroom doors and need to fix door stoppers.  
Action taken: Classroom doors are fixed and door stoppers are also fixed. Shortage of beds in rest room.
- Action taken: 4 extra beds are provided in the restroom.

**Item 2:** To discuss on matters related proper maintenance of dustbins in girls wash room.

**Resolution:** It was discussed to look after the problem addressed by the final year girl students: K.Sravya, K.Nikitha and CH.Prathyusha regarding the improper maintenance of dustbins in the girls washroom. The Grievance and Redressal Committee has called upon the concerned maintenance supervisor and addressed him about the problem. The committee suggested to respond to this matter immediately and resolve the problem. Work supervisor are advised to complete the task within a day.

**Item 3:** To discuss about electrical problem in 2nd CSE class room.

**Resolution:** With reference to the complaint filed by U Sahasra, R.Anuja and T.lohitha of 2nd year CSE, the committee members contacted concern maintenance department supervisor to look in to the matter properly and respond immediately by assigning this task to the electrician and resolve the problem within a day.



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### Members present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	DR G RAMA CHANDRA REDDY	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	DIRECTOR - HR	COORDINATOR	
3	Mr.PITCHI REDDY	AO	MEMBER	
4	Mr.KALLUBHAVI OBULESH	AssistantProfessor	MEMBER	
5	Mr.RAGHU SALLA	Assistant Professor	MEMBER	
6	Ms.SHADA SOWMYA	Assistant Professor	MEMBER	
7	Ms.SHIRISHA MEKA	Assistant Professor	MEMBER	
8	Ms.SIRIKONDA VASANTHA	Assistant Professor	MEMBER	
9	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	MEMBER	
10	V.SURESH 19Q65A0352	Student (III MECH)	MEMBER	
11	V.SHIVA KUMAR 20Q61A0574	Student (II CSE)	MEMBER	
12	TEEGALA SAI KUMAR 18Q61A0437	Student (IV CSE)	MEMBER	
13	AREBOINA KISHORE 19Q61A0216	Student (III EEE)	MEMBER	

Date:- 16/09/2021

Hyderabad.

To

The Principal,

Aranth Institute of Engg and Technology

Guntapally,

Hyderabad

Sub:- Regarding Thank ful for responding  
on the issue.

Respected sir

we are U. Sahasra , R. Anuja , T. Lohita  
students of 2nd year cse department. Thankful for  
responding and solving this problem.

Thanking you sir

*Forwarded to UPE*

Your's faithfully

U. Sahasra

R. Anuja

T. Lohita

Date :- 13/8/2021

Hyderabad.

To

The Principal

AVANTAR Institute of Engineering & Technology

Unnithapally

Hyderabad.

Sub :- Regarding thank full for taking on this

issue.

Respected Sir :-

We are K. Saavya. K. Nikitha Ch. Prathushya

Students of final year EC Department thank full for

taking on this issue.

We are thank ful for responding on the issue

Thanking you sir

Yours faithfully

K. Saavya.

K. Nikitha

Ch. Prathushya



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Date: 22-11-2021.

### CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 24-11-2021 at 2.00 pm at college Board Room to discuss the following agenda as per the complaints received.

#### Agenda:

- Action on the items from previous meeting minutes.
- To discuss on issue related to students facing problems of pests in III ECE classroom..E
- Insufficient chairs in the restroom.
- To discuss about the request made by students to change blackboard in III EEE Classroom.
- Any other matters with the discussion on Chairman.

Chairman  
**PRINCIPAL**

Avanthi Institute of Engg. & Tech  
Guntihapally (V), Abdullapurmet (M) R.R. Dist

#### Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office

Date: 12/11/2021,  
Hyderabad.

To.

The principal,

Avanthe Institute of Engineering & Technology

Guntapally,

Hyderabad

Sub :- Regarding, Insufficient's chairs in the Rest  
Room

Respected Sir !

We are P. Priya, Deepika, P. Sindhu. We want  
to notice you that Insufficient's chairs in the Rest room.  
We request you to kindly provide sufficient  
chairs in the rest room.

Thanking you Sir !

Forwarded to HRC



Yours faithfully.

P. Sindhu

H. Deepika

P. Priya.

Date : 26/10/2021  
Hyderabad,

TO  
The principal  
Allanthi Institute of Engg & Tech  
Gunthapally,  
Hyderabad.

Sub :- Regarding of Replacement of  
board.

Respected sir,

We are S. Mohan Keerthi, Dinesh  
and D. Venkatesh. Students of EEE department  
of 3<sup>rd</sup> year. We want to notice that in our  
class replace the black board. We request  
you to kindly to response on this issue as  
soon as possible.

Thanking you sir

Forwarded to APC



Yours faithfully

S. Mohan Keerthi

M. Dinesh

D. Venkatesh.



Date: 27/10/2021,  
Hyderabad.

To,  
The principal,  
Avanthi institute of Engg & Tech,  
Gunthapally,  
Hyderabad.

Sub: Regarding problem with pests in my classroom.

Respected sir,

We are S. Ganesh ; D. Gauthami and P. Sandeep department of ECE 3<sup>rd</sup> year students. In my classroom problem with pests. We kindly request you to, solve this problem as soon as possible.

Thanking you sir,

Forwarded to HRC



Yours faithfully,

S. Ganesh,  
D. Gauthami,  
P. Sandeep.



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**Date: 24-11-2021.**

### MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 24-11-2021 at 2:00 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2021-22. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

**Item 1:** Action on the items from previous meeting minutes.

- To discuss on matters related proper maintenances of dustbins in girls wash room.  
Action taken: Dustbins are changed in the girls wash rooms.
- To discuss about electrical problem in 2nd CSE class room.  
Action taken: The electrical problem in the 2nd CSE class room has been resolved.

**Item 2:** To discuss on issue related to students facing problems of pests in III ECE classroom.

**Resolution:** The following students S Gnanesh, D Gowthami, P Sandeep of IIIrd year ECE addressed the problem they are facing with the pests in the classroom. Grievance Redressal Committee has called upon the concerned work supervisor and maintenance supervisor and advised to look into the matters and take necessary action. The Chairman asked AO to monitor this issue and check whether it is resolved at the earliest.

**Item 3:** Insufficient chairs in the restroom.

**Resolution:** As per the requisition placed by the students P Priya, Deepika N, P Sindhu related to insufficient chairs in the restroom the Grievance Redressal Committee Chairman addressed the AO, Mr Pitchi Reddy, to look into this matter and respond immediately by providing the requested chairs to the restroom to avoid any discomfort to the girl students.

**Item 4:** To discuss about the request made by students to change blackboard in III EEE Classroom.

**Resolution:** As per the request made by S. Mohan Kireeti, D. Venkatesh, M. Dinesh 3rd year EEE. The Chairman discussed with the administrative department and suggested to check about the compliant and resolve it at the earliest.



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### Members present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	DR G RAMA CHANDRA REDDY	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	DIRECTOR - HR	COORDINATOR	
3	Mr. PITCHI REDDY	AO	MEMBER	
4	Mr. KALLUBHAVI OBULESH	Assistant Professor	MEMBER	
5	Mr. RAGHU SALLA	Assistant Professor	MEMBER	
6	Ms. SHADA SOWMYA	Assistant Professor	MEMBER	
7	Ms. SHIRISHA MEKA	Assistant Professor	MEMBER	
8	Ms. SIRIKONDA VASANTHA	Assistant Professor	MEMBER	
9	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	MEMBER	
10	V.SURESH 19Q65A0352	Student (III MECH)	MEMBER	
11	V.SHIVA KUMAR 20Q61A0574	Student (II CSE)	MEMBER	
12	TEEGALA SAI KUMAR 18Q61A0437	Student (IV CSE)	MEMBER	
13	AREBOINA KISHORE 19Q61A0216	Student (III EEE)	MEMBER	

Date :- 28/10/2021,  
Hyderabad,

TO  
The principal,  
Allanthi Institute of Engg & Tech  
Gunthapally,  
Hyderabad.

Sub :- Thankful for Replacement of  
board.

Respected sir,

We are S. Mohan Keerthi, M. Dinesh  
and D. Venkatesh students of EEE department  
of 3<sup>rd</sup> year. Thank you for Replacement of  
board in our class. We are thankful for  
responding on the issue.

Thanking you sir

Yours faithfully

S. Mohan Keerthi

M. Dinesh

D. Venkatesh

Date: 14/1/2021,  
Hyderabad

To.

The principal,  
Avanti Institute of Engineering & Technology  
Guntapally,  
Hyderabad.

Sub :- thank you sir for providing sufficient chairs  
in the rest room.

Respected sir!

we are P. Priya, N. Deepika, P. Sindhu. we  
are requested to you sufficient chairs are provide in the  
rest room. thank you for accepting our request. and provided  
sufficient chairs in the rest room.

Thanking you sir!

Your faithfully

P. Priya

N. Deepika

P. Sindhu.

Date: 28/10/2021,  
Hyderabad.

TO,  
The principal,  
Avanthi Institute of Engg & Tech,  
Guthipally,  
Hyderabad.

Sub: Regarding Thankful for solve this <sup>prob</sup> problem  
respected sir,

we are S. Ganesh, D. Gauthami and P. Sandeep  
department of ECE 3<sup>rd</sup> year students. Thank you for responding  
and solving this problem.

Thanking you sir,

Yours faithfully,

S. Ganesh,  
D. Gauthami,  
P. Sandeep.



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Date: 15-01-2022.

### CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 16-01-2022 at 2.00 pm at college Board Room to discuss the following agenda as per the complaints received.

#### Agenda:

- Action on the items from previous meeting minutes.
- To discuss on the complaint given by IV MECH students about the tube lights which are not working.
- To discuss on the issue regarding the request made by students to change curtains and doormats in girls waiting hall.
- To discuss on request for weekly 2 hours for self defense / cultural activity classes.
- Any other matters with the permission of chairman

Chairman

PRINCIPAL

Avanthi Institute of Engg. & Tech  
Guntihapally (V), Abdullapurmet (M) R.R. Dist

Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office

Date: 25/11/2021

Hyderabad

To

The principal

Avanthi institute of engineering & technology,

Gunthapally,

Hyderabad.

Sub:- Regarding, Replacement of tubelight in my  
class room.

Respected sir,

I leave K. Leela Sagar, K. Murali, N. Sai. department  
of IV Mech students want to you notice that tubelight  
in the classroom not working. We request you to kindly replace  
the tubelight

Thanking you sir,

Your faithfully

K. Leela Sagar

K. Murali

N. Sai

Forwarded to HRC

— SARU



Date:- 28-12-2021,  
Hyderabad.

TO  
The Principal  
Avanthi Institute of Engineering & Technology,  
Gunthapally,  
Hyderabad.

Sub:- Regarding, Replacement of curtains and doormats  
in girls waiting hall.

Respected Sir,

We are K. Leela Sagar, K. Murali and N. Sai  
Students of IV Mech department. We want you to notice  
to change curtains and doormats in girls waiting hall.  
We request you to kindly change curtains and doormats.

Thanking you Sir,

Your faithfully

K. Leela Sagar

K. Murali

N. Sai

Forwarded to HRC



Date :- 26/11/2021  
Guntthapally.

To,

the principal,

Avanthi Institution of Engineering and Technology.

Guntthapally (Hyderabad)

Sub:- Regarding provide self-defence activity / cultural activity. weekly 2 hours.

Respected sir,

we are B. venkatasai deva , L. kiran , G. pratap sai.

4<sup>th</sup> year CSE . We kindly requesting you to provide self-defence activity / cultural activity for weekly 2 hours.

please accept the request.

Thanking you sir,

Your's faithfully,

B. venkatasai deva,

L. kiran,

G. pratap sai,

CSE - 4<sup>th</sup> year.

forwarded to. ncc.





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Date: 16-01-2022

### MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 16-01-2022 at 2:00 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2021-22. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

**Item 1:** Action on the items from previous meeting minutes.

- To discuss on issue related to students facing problems of pests in III ECE classroom.  
Action taken: The problem of III ECE classroom is resolved by taking pest control measures.
- Insufficient chairs in the restroom..  
Action taken: Sufficient chairs are provided in the rest room.
- To discuss about the request made by students to change blackboard in III EEE Classroom.  
Action taken: The blackboard in III EEE Classroom is replaced with a new one.

**Item 2:** To discuss on the compliant given by IV MECH students about the tube lights which are not working.

**Resolution:** With reference to the compliant received from K Leela Sagar, K Murali, N Sai students of IV MECH, the Chairman of the committee discussed with the concerned maintenance supervisor to look into this matter and assign the electrician to solve this problem. The chairman also said that this issue must be resolved at the earliest.

**Item 3:** To discuss on the issue regarding the request made by students to change curtains and door mats in girls waiting hall.

**Resolution:** As per the compliant received by A Siri Chandana, G Sharmila, M Swathi, the Chairman asked AO Mr M Santosh Kumar to provide new curtains and doormats in girls waiting hall immediately to avoid discomfort to the girl students.

**Item 4:** To discuss on request for weekly 2 hours for self defense/cultural activity classes.  
Resolution: As per the request made by the 4th year students B Venkata Saideva, L. Kiran, GPratap Sai



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S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	DR G RAMA CHANDRA REDDY	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	DIRECTOR - HR	COORDINATOR	
3	Mr. PITCHI REDDY	AO	MEMBER	
4	Mr. KALLUBHAVI OBULESH	Assistant Professor	MEMBER	
5	Mr. RAGHU SALLA	Assistant Professor	MEMBER	
6	Ms. SHADA SOWMYA	Assistant Professor	MEMBER	
7	Ms. SHIRISHA MEKA	Assistant Professor	MEMBER	
8	Ms. SIRIKONDA VASANTHA	Assistant Professor	MEMBER	
9	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	MEMBER	
10	V.SURESH 19Q65A0352	Student (III MECH)	MEMBER	
11	V.SHIVA KUMAR 20Q61A0574	Student (II CSE)	MEMBER	
12	TEEGALA SAI KUMAR 18Q61A0437	Student (IV CSE)	MEMBER	
13	AREBOINA KISHORE 19Q61A0216	Student (III EEE)	MEMBER	

Date: 29/11/2021

To  
The principal,

Avanthi Institute of engineering Technology,  
Gunthapally,  
Hydrabad.

Sub: Regarding Thankful for replace the tubelight

Respected sir,

We are k. Neela sagar, k. murali, N. Sai students of

TV Mech - Thank you for Replacement of tubelight in the class  
room.

We are thankful for responding on the issue

Thanking you sir,

Yours faithfully,

k. Neela sagar

k. murali

N. Sai

Date:- 31-12-2021

Hyderabad.

To  
the principal

Avanthi institute of engineering & technology,  
Gunthapally,  
Hyderabad.

Sub:- Regarding Thankful for replace of Curtains  
and doormats.

Respected sir,

We are K. Leela Sagar, K. Murali and N. Sai  
Students of IV mech department. Thank you for Replacement  
of curtains and doormats in girls waiting hall.

Thanking you sir

Yours faithfully

K. Leela Sagar

K. Murali

N. Sai

Date:- 29/11/2021

To,

The principal,

Avonhi Institut of Engineering and Technology

Gunthapally, (Hydrabad).

sub:- Thank you for providing self-defence / cultural activity.

Respected sir,

we are B. Venkatasai deva, L. Kiran, G. pratap sai  
4th year CSE. we are thank full for providing self-defence  
activity weekly 2 hours. and responding

Thanking you sir,

Yours faithfully

B. Venkatasai deva

L. Kiran

G. pratap sai



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[ic.in](http://www.avanthi.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

Date: 18-02-2022.

### CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 20-02-2022 at 2.30 pm at college Board Room to discuss the following agenda as per the complaints received.

#### Agenda:

- Action on the items from previous meeting minutes.
- To maintain ground properly, as the grass is overgrown and the trees need pruning.
- To provide Cricket pitch and cricket tool kit for the student.
- Any other matters with the permission of Chairman.

Chairman

**PRINCIPAL**

Avanthi Institute of Engg. & Tech  
Guntihapally (V), Abdullapurmet (Mdl) R.R.Dist

#### Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office



17/01/2022,  
Gunthapally.

To

Respected Principal,  
Avanthi Institute of Engineering & Technology,  
Gunthapally, hyd.

Sir,

We are D. vamsnikrishna & sathish of final  
year (IV) yr mechanical branch.

Here we are requesting you to provide a  
good cricket pitch & ground and a new cricket  
kit for the campus students to improve our spo  
skills.

Sir, Please kindly requesting and hoping  
to fulfill our request.

Thanking You.

Forwarded to HAC



Yours obediently

D. Vamsnikrishna

Sathish

IV Year,  
Mechanical

Date:- 18-01-22  
Hyderabad

To

The principal,

Avanthi Institute of Engg and Tech,

Gunthapally

Hyderabad

sub:- Regarding maintain ground properly, grass  
over ground.

Respected Sir

We are T. Jaswanth, S. Salkiran, E. Pavan, N. Vamsi  
department of 3rd year students. we want you notice  
that maintain ground properly, grass over ground.

Thanking you sir

Forwarded to UAC



Your's faith fully

T. Jaswanth

S. Salkiran

E. Pavan

N. Vamsi



# AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, Regg. By Govt. of T.S& Affiliated to JNTUH, Hyderabad)

NAAC "B++" Accredited Institute

(V), Abdullapurmet(M), RR Dist, Near Ramoji Film City, Hyderabad -501512.

[www.avanthi.ac.in](http://www.avanthi.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

Date: 20-02-2022.

## MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 20-02-2022 at 2:30 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2021-22. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

The Committee discussed the following agenda item wise at the meeting:

Item 1: Action on the items from previous meeting minutes.

- To discuss on the complaint given by IV MECH students about the tube lights which are not working.  
Action taken: Tube lights in IV MECH class room are changed.
- To discuss on the issue regarding the request made by students to change curtains and door mats in girls waiting hall.  
Action taken: Curtains and doormats in girls waiting hall has been changed.
- To discuss on request for weekly 2 hours for self defense / cultural activity classes.

Action taken: The HODs and principal decided to provide extra hours for self defense / cultural activity classes from next academic year.

**Item 2:** To maintain ground properly, as the grass is overgrown and the trees need pruning

**Resolution:** As per the request made by the 3rd year students: T Jashwanth, S Sai Kiran, E Pavan, N Vamsi about the overgrown grass, the chairperson and the committee member had discussion on the issues which were raised by the student the Grievance Redressal Committee for the Academic year 2018-19. The committee called maintenance department to keep neat, clean and tidy ground for the student. To reduce any sort of injury while playing on the ground.

**Item 3:** To provide Cricket pitch and cricket tool kit for the student.

**Resolution:** As per the request made by the 4th year students Satish, D Vamsi Krishna, the Chairman requested to the sports department head to resolve the cricket pitch issue as early as possible as most of the student love to play games and have good sports background along with their studies. Also, the co-curricular activities help in keeping student's mind fresh. And they can release tight schedule timings and the study load.



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### Item 4: Shortage of beds in rest room.

Resolution: As per the request made by the students Ayyala Sai Jyothirmayi, Duvvu Bhavani, Patnana Roshini of 2nd CSE, regarding the facilities in the rest room, the coordinator directed the AO S Santhosh Kumar to resolve the problem by equipping the rest room with necessary beds.

### Members present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	DR G RAMA CHANDRA REDDY	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	DIRECTOR - HR	COORDINATOR	
3	Mr. PITCHI REDDY	AO	MEMBER	
4	Mr. KALLUBHAVI OBULESH	Assistant Professor	MEMBER	
5	Mr. RAGHU SALLA	Assistant Professor	MEMBER	
6	Ms. SHADA SOWMYA	Assistant Professor	MEMBER	
7	Ms. SHIRISHA MEKA	Assistant Professor	MEMBER	
8	Ms. SIRIKONDA VASANTHA	Assistant Professor	MEMBER	
9	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	MEMBER	
10	V.SURESH 19Q65A0352	Student (III MECH)	MEMBER	






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11	V.SHIVA KUMAR 20Q61A0574	Student (II CSE)	MEMBER	
12	TEEGALA SAI KUMAR 18Q61A0437	Student (IV CSE)	MEMBER	
13	AREBOINA KISHORE 19Q61A0216	Student (III EEE)	MEMBER	

25/01/2022,  
Gunthapally.

To

Respected Principal Sir,  
Awanthi Institute of Engineering & Technology,  
Gunthapally, Hyd.

Sir,

We are D. Vamsi Krishna & Sathish belonging  
to IV yr Mechanical branch.

Here we are thanking you for providing  
the cricket pitch & new cricket kit for the  
campus students.

Thank you for fulfilling our request, Sir.

Yours obediently,  
D. Vamsi Krishna  
Sathish,  
IV Year,  
Mechanical.

Date :- 20-01-22  
Hyderabad.

To

The principal,  
Avanthi Institute of Engg & Tech  
Gunthapally,  
Hyderabad.

Sub:- Regarding Thankful for cleaning, ~~by~~  
cutting over grown grass

Respected sir

We are T. Jaswanti, S. Saikiran, E. Pavan  
N. Vamsi 3rd year students. Thankful for  
by cutting over grown grass and cleaning.

Thanking you sir

Your's faith fully

T. Jaswanti

S. Saikiran

E. Pavan

N. Vamsi



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[www.aietg.ac.in](http://www.aietg.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

Date: 09/12/2020.

### CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 10-12-2020 at 2.30 pm at the college conference hall to discuss the following agenda as per the complaints received.

Agenda:

- Action on the items from previous meeting minutes.
- To discuss on matters related to sanitation facilities including neat and tidy washrooms, continuous water supply, etc
- To repair the benches in 2<sup>nd</sup> year class room in the department of ECE.

Chairman

**PRINCIPAL**

Avanthi Institute of Engg. & Tech

Gunthapally (V), Abdullapurmet (M), R.R. Dist

Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office



02-11-2020,  
Gunthapally.

To  
The principal,  
Avanthe Institute of Engg & Tech  
Gunthapally,  
Hyderabad.

Sub:- Regarding improper maintenance of washroom.

Respected sir,

We are K.Madhu, S.Lokesh and Y.SaiTeja  
Students of CSE-AIML department of 1st year. We are  
requesting for improper maintenance of washroom's.  
We are kindly requesting to solve this problem as  
soon as possible.

Thanking you.

yours faithfully

K.Madhu

S.Lokesh

Y.Sai Teja

forwarded to HPC



Gunthapally,  
02-11-2020

To  
The principal,  
Avanthi Institute of Engg & tech  
Gunthapally,  
Hyderabad.

Sub: Regarding of bench's replacement.

Respected Sir,

we are M. Karthik, K. Swapna and  
P. Srija Students of ECE department of 2<sup>nd</sup> year.  
we are requesting you to Replace the bench's  
in our class, we are kindly requesting you to  
change the bench's as soon as possible.

Thanking you.

forwarded to HPC



yours faithfully

M. Karthik

K. Swapna

P. Srija.





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Date: 10/12/2020.

### MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 10-12-2020 at 2:30 pm. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2020-21. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the Importance of the committee and its functions to the members.

The Committee discussed the following agenda item wise at the meeting:

**Item 1:** Action on the items from previous meeting minutes.

1. To discuss matter related to insufficient chairs in the waiting hall

Action taken: sufficient chairs provided in the girls waiting hall .

2. To discuss on complaint received that cooling water fridge is not working..

Action taken: Cooling water fridge repaired

3. To discuss about problem faced by students in bus during rain.

Action taken: Broken window replaced by new one.

**Item 2:** To discuss on matters related to sanitation facilities including neat and tidy washrooms, continuous water supply, etc.

**Resolution:** It was discussed to look after the problem addressed by K.Madhu, S.Lokesh and Y. SaiTeja of 1st year CSE-AIML department, regarding providing of tidy washrooms with proper water supply. The Grievance and Redressal Committee has called upon the concerned work supervisor and Administrative officer and explained the issue. The committee requested for needed support and solution to the problem in a stipulated time to dispose the grievances at the earliest. Work supervisor are advised to complete the task within a day.

**Item 3:** To repair the benches

**Resolution:** With reference to the complaint filed by M Karthik, K.Swapna and P.Srija of 2nd year ECE, the committee members contacted concern maintenance department supervisor to look in to the matter properly with understanding of repairs, maintenance of wooden and fabricated furniture in the classroom.



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After, discussion with the supervisor, the committee addresses them to issue a requisition to order raw material such as wood, hardware tools and equipments and parts, also fabrication material wherever it's necessary. Further, same request has made to the finance and account department to provide finance for buying those materials.

### Members present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.G. RAMA CHANDRA REDDY	Principal	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	Director - HR	COORDINATOR	
3	Mr. PITCHI REDDY	AO	MEMBER	
4	Mr. RAGHU SALLA	Assistant Professor	MEMBER	
5	Ms. SHADA SOWMYA	Assistant Professor	MEMBER	
6	Ms. SHIRISHA MEKA	Assistant Professor	MEMBER	
7	Ms. SIRIKONDA VASANTHA	Assistant Professor	MEMBER	
8	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	MEMBER	
9	Mr.S.RAJENDHAR	Assistant Professor	MEMBER	
10	CHERUKURI RAKESH 19Q61A0519	Student (II CSE)	MEMBER	
11	N SRIKANTH REDDY 19Q65A0408	Student (III ECE)	MEMBER	



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12	GUNTI NAVEEN 18Q61A0209	Student (III EEE)	MEMBER	<i>Naveen</i>
13	DEVA NITHIN 17Q61A0417	Student (III EEE)	MEMBER	<i>Nithin</i>
14	ARJILLI HARISH 17Q61A0564	Student (IVCSE)	MEMBER	<i>A. Harish</i>
15	CHETTY VIKAS 19Q65A0327	Student (II MECH)	MEMBER	<i>C. VIKAS.</i>

05-11-2020,  
Gunthapally.

To  
The principal,  
Avanathi Institute of Engg & tech  
Gunthapally,  
Hyderabad.

Sub:- Regarding of thanking for Solving the  
problem of improper maintenance of  
washroom's.

Respected Sir,

We are K. Madhu, S. Lokesh and Y. Sai Teja  
Students of CSE - AIML department of 1'st year.

We are thanking for solving the problem of  
improper maintenance of washroom's.

Thanking you

your's faithfully

K. Madhu

S. Lokesh

Y. Sai Teja

Gunthapally,  
05-11-2020,

To  
the principal,  
Avanthi Institute of Engg. & Tech.,  
Gunthapally,  
Hyderabad,

Sub: Regarding of thanking for Replacement  
of bench's.

Respected Sir,

we are M. Karthik, K. Swapna & P. Srija  
Students of ECE department of 2<sup>nd</sup> year.

we are thanking for responding and  
Replacement bench's.

Thanking you.

Yours faithfully

M. Karthik  
K. Swapna  
P. Srija



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[www.aietg.ac.in](http://www.aietg.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

Date: 27-01-2021.

### CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 28-01-2021 at 2.00 pm at college Board Room to discuss the following agenda as per the complaints received.

#### Agenda:

- Action on the items from previous meeting minutes.
- To maintain daily cleaning and hygiene of the water storage tank also to maintain proper water supply without shortages.
- Maintenance of medical kit in every department.

Chairman

PRINCIPAL

Avanthi Institute of Engg. & Tech  
Guntihapally (V), Abdullapurmet (M) R.R. Dist

Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office



Date: 06/12/2020,  
Hyderabad.

To  
The principal,  
Avarthi Institute of Engg & Tech,  
Gunturpally,  
Hyderabad.

Sub: Regarding cleaning & hygiene of water storage  
tanks

Respected sir,

We are B. Mahesh, S. Sindhu and B. Shiva  
Kumar students of 1st year MECH. We want you  
notice that drinking water storage tanks not  
cleaning properly. We kindly request you to solve this  
issue as soon as possible

Thanking you sir,

Yours faithfully

B. Mahesh  
S. Sindhu  
B. Shiva.

forwarded to UAC

— GRL

Date: 12/01/2021  
Hyderabad.

To  
The principal,  
Ananthi Institute of Engg & Tech  
Bunthapally,  
Hyderabad.

Sub: Regarding provide medical kit  
in every department

Respected sir,

We are K. Pranay, B. Raju and R. Sai Kumar  
third year MECH students. We are requesting  
you to provide medical kit in every  
department. We hope you will provide as  
soon as possible.

Thanking you sir

Yours faithfully

K. Pranay

B. Raju

R. Sai Kumar

forwarded to HAC





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Date: 28-01-2021.

### MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 28-01-2021 at 2:00 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2020-21. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

**Item 1:** Action on the items from previous meeting minutes.

1. To discuss on matters related to sanitation facilities including neat and tidy washrooms, continuous water supply, etc

Action taken: Sanitation is maintained in the washrooms and separate staff is assigned to continuously monitor the tidiness in washrooms.

2. To repair the wooden furniture such as benches, windows, and doors at the classrooms also make an extra wooden benches for the classroom,

Action taken: Now-a-days all the benches are in proper condition.

3. To provide separate dining room for non-teaching female staff members.

Action taken: A separate dining room for non-teaching staff is provided.

**Item 2:** To maintain daily cleaning and hygiene of the water storage tank also to maintain proper water supply without shortages.

**Resolution:** The following students B.Mahesh, S.Sidhu and B.Shivakumar of 1st year MECH addressed the problem of improper maintenance of water storage tank and improper water supply. After brief discussion, the committee member has called the concerned department that is maintenance department supervisor and the housekeeping in charge to look in to the matter properly with understanding of health issues which often spread by unsafe drinking water. The committee member has advised to clean the tanks for every week, and maintain cleaning and maintenance Rota register system with proper worksheets, so to watch on non development of any sort of algae and the eggs of mosquitoes in any water tanks. Grievance Redressal Committee has called upon the concerned work supervisor and Administrative officer and explained the



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issue. The committee requested for needed support and solution to the problem in a stipulated time to dispose the grievances at the earliest.

**Item 3:** Maintenance of medical kit in every department.

**Resolution:** As per the request made by k. Pranay, B. Raju and B.Saikumar 3rd year MECH. As per the deliberations made during the meeting, the management decided to provide medical kit to all the departments to meet any minor unforeseen incidents.

**Members present:**

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.G. RAMA CHANDRA REDDY	Principal	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	Director - HR	COORDINATOR	
3	Mr. PITCHI REDDY	AO	MEMBER	
4	Mr. RAGHU SALLA	Assistant Professor	MEMBER	
5	Ms. SHADA SOWMYA	Assistant Professor	MEMBER	
6	Ms. SHIRISHA MEKA	Assistant Professor	MEMBER	
7	Ms. SIRIKONDA VASANTHA	Assistant Professor	MEMBER	
8	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	MEMBER	
9	Mr. S. RAJENDHAR	Assistant Professor	MEMBER	
10	CHERUKURI RAKESH 19Q61A0519	Student (II CSE)	MEMBER	








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11	N SRIKANTH REDDY 19Q65A0408	Student (III ECE)	MEMBER	
12	GUNTI NAVEEN 18Q61A0209	Student (III EEE)	MEMBER	
13	DEVA NITHIN 17Q61A0417	Student (III EEE)	MEMBER	
14	ARJILLI HARISH 17Q61A0564	Student (IVCSE)	MEMBER	
15	CHETTY VIKAS 19Q65A0327	Student (II MECH)	MEMBER	

Date: 18/12/2020,  
Hyderabad.

To  
The principal,  
Aarathi Institute of Engg & Tech,  
Ganthapally,  
Hyderabad.

Sub:- Regarding thanking for responding immediately  
and solving the issue of water storage tank  
cleaning.

We are B. Mahesh, S. Sididhu and B. Shiva  
Kumar Students of 1st year MECH. ~~Thank~~  
we want to thank you for responding and  
solving the problem of water storage tank cleaning.  
Thanking you sir,

Yours faithfully,

B Mahesh  
S. Sididhu  
B. Shiva Kumar.

Date: 16/12/2021,  
Hyderabad.

To

The principal,  
-Avanhi Institute of Engg & Tech,  
Bunthapally,  
Hyderabad.

Subj: Regarding thanking for providing  
medical kit in the department.

Respected Sir,

We are K. Pranay, B. Raju and B. Saikumar  
third year MECH students. We want to thank you  
for providing medical kit in every depart-  
ment as per our request.

Thanking you Sir,

Yours faithfully

K. Pranay  
B. Raju  
B. Saikumar



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Date: 08-03-2021.

### CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 09-03-2021 at 2.00 pm at college Board Room to discuss the following agenda as per the complaints received.

Agenda:

- Action on the items from previous meeting minutes.
- To provide quality food in canteen.
- To discuss on the issue regarding the college buses which are not reaching on time to the college premises.
- Any other matters with the permission of chairman.

Chairman

**PRINCIPAL**

**Avanthi Institute of Engg. & Tech**

Guntihapally (V), Abdullapurmet (M) R.R. Dist

Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office



10/02/2021,  
Hyderabad

To,

The principal sir,

Avanthi Institute of Engineering Technology,  
Gunturpally,  
Hyderabad.

Sub: Regarding a improvement of quality food  
in canteen.

Respected sir,

we are G. pavan, K. prasad and M. srinivas  
students of 3rd year EEE. we want to you notice  
that quality food in the canteen was not good.  
we kindly request you to take an action on  
this issue.

Thanking you sir,

forwarded to HSE



Your's faithfully,

G. Pavan  
K. prasad  
M. srinivas

09-02-2021

Gunturpally.

TO

The principal sir

Avanthi institute of Engineering technology

Hyderabad.

Sub:- regarding the college bus which are not reaching on time to the college.

Respected sir,

We are P. Vamshi, A. Kishore and M. Manikanta 2nd year EEE department. The college bus A3 are not reaching on time to the college premises. Sir we are kindly requesting you that take the action and resolve the problem on this issue.

Thanking you sir.

Yours faithfully.

P. Vamshi

A. Kishore

M. Manikanta

2nd year EEE.

forwarded to HSE





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Date: 09-03-2021.

### MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 09-03-2021 at 2:00 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2020-21. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

**Item 1:** Action on the items from previous meeting minutes.

1. To maintain daily cleaning and hygiene of the water storage tank also to maintain proper water supply without shortages.

Action taken: Water storage tank is maintained hygienically by cleaning it at regular intervals.

2. Maintenance of medical kit in every department.

Action taken: Each department is provided with separate medical kits.

**Item 2:** To provide quality food in canteen.

**Resolution:** With reference to the complaint received from G.Pavan, K.Prasad and M.Srinivas students of 3rd year EEE, the chairman of the committee and the principal discussed with the canteen head about the complaints received on the quality of food provided in the canteen and also suggested to take immediate action to improve the quality of food. Mr. D. Srinivas, faculty Member of EEE department is assigned to monitor continuously on this issue until it is resolved.

**Item 3:** To discuss on the issue regarding the college buses which are not reaching on time to the college premises.

**Resolution:** As per the complaint received by P.Vamshi, A.Kishore and M.Manikanta 2nd yr EEE department, the chairman, coordinator along with principal had a discussion with the bus incharge and informed about the complaint received from students regarding buses that they are not reaching at proper time and also asked him to identify problems if any and solve by discussion with the concerned bus drivers.



## AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY

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[www.aietg.ac.in](http://www.aietg.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

### Members present.

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.G. RAMA CHANDRA REDDY	Principal	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	Director - HR	COORDINATOR	
3	Mr. PITCHI REDDY	AO	MEMBER	
4	Mr. RAGHU SALLA	Assistant Professor	MEMBER	
5	Ms. SHADA SOWMYA	Assistant Professor	MEMBER	
6	Ms. SHIRISHA MEKA	Assistant Professor	MEMBER	
7	Ms. SIRIKONDA VASANTHA	Assistant Professor	MEMBER	
8	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	MEMBER	
9	Mr.S.RAJENDHAR	Assistant Professor	MEMBER	
10	CHERUKURI RAKESH 19Q61A0519	Student (II CSE)	MEMBER	
11	N SRIKANTH REDDY 19Q65A0408	Student (III ECE)	MEMBER	
12	GUNTI NAVEEN 18Q61A0209	Student (III EEE)	MEMBER	



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13	DEVA NITHIN 17Q61A0417	Student (III EEE)	MEMBER	<i>Nithin</i>
14	ARJILLI HARISH 17Q61A0564	Student (IVCSE)	MEMBER	<i>Harish</i>
15	CHETTY VIKAS 19Q65A0327	Student (II MECH)	MEMBER	<i>Vikas</i>

12/02/2021

Hyderabad

To,

The principal sir,

Avanthi Institute of Engineering Technology,

Gunthapally,

Hyderabad.

Sub: Regarding. Thank you sir for taking an action on quality of canteen food.

Respected sir,

We are G. pavan, K. prasad and M. srinivas students of 3<sup>rd</sup> year EEE. We are thanking you for providing the quality food in the canteen. We are so grateful for taking an immediate action on that issue.

Thanking you sir,

Yours faithfully,

G. pavan

K. prasad

M. srinivas

12-02-2021

Gunthapally.

TO

The principal sir

Avanthi Institute of Engineering Technology

Hyderabad.

Sub: Thank you sir regarding the bus which are not reaching on time to the colleges you taken an action on it.

Respected sir,

We are P. Vamshi A. Kishore and M. Manikanta  
2nd year EEE department, thanking you sir taking  
an action on college bus are not reaching on time  
and thank you sir for resolve the problem and taking  
action in it.

Thank you sir

Your faithfully

P. Vamshi

A. Kishore

M. Manikanta

2nd year EEE



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[www.aietg.ac.in](http://www.aietg.ac.in) email:[principal.avanathi@gmail.com](mailto:principal.avanathi@gmail.com)

Date: 19-04-2021.

### CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 20-04-2021 at 2.00 pm at college conference hall to discuss the following agendaas per the complaints received.

Agenda:

- Action on the items from previous meeting minutes.
- Placement of dustbins in corridor of each floor in the college building.
- Proper fixation of classroom doors and need to fix door stoppers.
- Shortage of beds in rest room.

Chairman

PRINCIPAL

Avanathi Institute of Engg. & Tech  
Guntihapally (V), Abdullapurmet (Mdl) R.R. Dist

Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office



15/03/2021  
Hyderabad

To,

The principal sir,

Avanthi Institute of Engineering & Technology,

Gunthapally,

Hyderabad.

SUB: Regarding issue on shortage of beds in the rest room.

Respected sir,

We are G. Vinisha, N. Nandhini and S. Anusha of 2nd CSE. We are requesting to improve the shortage beds in the rest room. So, sir, kindly take the action on this issue and provide additional beds in the rest room.

Thanking you sir,

forwarded to HEC  
GAL

Yours faithfully

G. Vinisha,  
N. Nandhini,  
S. Anusha.

24/03/2021  
Hyderabad

To,  
The Principal sir,  
Aravathi Institute of engineering and technology.  
Guntthapally,  
Hyderabad.

Sub: regarding about providing the dustbins of each floor

Respected sir,

We are A. Dinesh, B. kalpana and D. Anusha of 4th  
year EEE department. We are requesting to provide the dustbins  
in corridor of each floor in the college building. So sir kindly  
take the action on this issue and provide to dustbins in corridor  
of each floor.

Thanking you sir,

forwarded to HKE



Yours faithfully  
A. Dinesh  
B. kalpana  
D. Anusha

25-03-2021

Hyderabad.

To,

The principal sir,

Avanthi Institute of engineering and Technology.

Gunthapally,

Hyderabad.

Sub: regarding The issue of proper fixation of classroom doors and need to fix door stoppers.

Respected sir,

We are G. Bhaskar Rao, P. Dilip Kumar, of 3<sup>rd</sup> year CSE. department. we are requesting you to provide proper fixation of classroom doors and need to fix door stoppers. So we kindly request to take immediate action on this issue.

Thanking you sir.

Yours faith fully

G. Bhaskar Rao,

P. Dilip Kumar.

forwarded to hrc





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Date: 20-04-2021.

## MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 20-04-2021 at 2:00 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2020-21. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

The Committee discussed the following agenda item wise at the meeting:

**Item 1:** Action on the items from previous meeting minutes.

1. To provide quality food in canteen.

Action taken: Now-a-days Healthy and Hygienic food in canteen

2. To discuss on the issue regarding the college buses which are not reaching on time to the college premises.

Action taken: All the college buses are reaching at the right time to the college campus.

**Item 2:** Placement of dustbins in corridor of each floor in the college building.

**Resolution:** As per the complaint received from A.Dinesh, B.Kalpana and D.Anusha of 4th year EEE, the maintenance department personnel were called and informed regarding the complaint raised by the students. They were advised to tackle the situation by providing the dustbins wherever it is necessary.

**Item 3:** Proper fixation of classroom doors and need to fix door stoppers.

**Resolution:** G BhaskarRao, P Dilip Kumar, B Chinnammadu the students of 3<sup>rd</sup> year CSE raised the complaint regarding the fixation of class room doors and need to fix door stoppers. So the Grievance and Redressal Committee Chairman along with the Coordinator discussed the maintenance issue addressed by the students. They were advised to check proper maintenance of college furniture etc.

**Item 4:** Shortage of beds in rest room.

**Resolution:** As per the request made by the students G.Vinisha, N.Nandhini and S.Anusha of 2<sup>nd</sup> CSE, regarding the facilities in the rest room, the coordinator directed the AO Pitchireddy to resolve the problem by equipping the rest room with necessary beds.



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The tentative date for next meeting for the formation of Committee in the next academic year has been proposed by the Chairman of the committee.

### Members present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.G. RAMA CHANDRA REDDY	Principal	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	Director - HR	COORDINATOR	
3	Mr. PITCHI REDDY	AO	MEMBER	
4	Mr. RAGHU SALLA	Assistant Professor	MEMBER	
5	Ms. SHADA SOWMYA	Assistant Professor	MEMBER	
6	Ms. SHIRISHA MEKA	Assistant Professor	MEMBER	
7	Ms. SIRIKONDA VASANTHA	Assistant Professor	MEMBER	
8	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	MEMBER	
9	Mr.S.RAJENDHAR	Assistant Professor	MEMBER	
10	CHERUKURI RAKESH 19Q61A0519	Student (II CSE)	MEMBER	
11	N SRIKANTH REDDY 19Q65A0408	Student (III ECE)	MEMBER	







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12	GUNTI NAVEEN 18Q61A0209	Student (III EEE)	MEMBER	
13	DEVA NITHIN 17Q61A0417	Student (III EEE)	MEMBER	
14	ARJILLI HARISH 17Q61A0564	Student (IVCSE)	MEMBER	
15	CHETTY VIKAS 19Q65A0327	Student (II MECH)	MEMBER	

29-03-2021  
Hydrabad,

To,  
The principal,  
Aparna Institute of Engineering & Technology,  
Guntapally,  
Hydrabad,

Sub: Thanking you regarding the fixation of doors and  
fixing door stopper.

We are G. Bhaskar Rao, P. Dilip Kumar, the  
students of 3rd year CSE. We came out are thanking you  
for taking an immediate action on issue of proper fixation  
of classroom doors and fixing door stoppers.

Thanking you Sir,

Yours faithfully  
G. Bhaskar Rao  
P. Dilip Kumar

26/03/2021  
Hyderabad

To,  
The Principal sir,  
Aranthi Institute of engineering and technology  
Gunthapally,  
Hyderabad

Sub: regarding about solving the problem of dustbins in each floor

Respected sir,

we are A. Dinesh, B. Kalpana and D. Anusha of 4<sup>th</sup> year EEE department. We are thankful for the solving of the problem regarding about dustbins in each floor and we are thanking about immediate action towards the problem and providing dustbins.

Thanking you sir,

Yours faithfully  
A. Dinesh  
B. Kalpana  
D. Anusha.





18/03/2021  
Hyderabad

To,

The principal sir,  
Avanthy Institute of Engineering and Technology,  
Gunthapally,  
Hyderabad.

Sub: Regarding Thankyou sir for providing  
additional beds in the rest room.

Respected sir,

We are G. Vinisha, N. Nandini and S. Anusha  
students of 2<sup>nd</sup> year CSE. We are thankyou  
sir for providing the additional beds in the  
rest room. and responding immediately on this issue.

Thanking you sir

Yours faithfully,  
G. Vinisha,  
N. Nandini,  
S. Anusha.



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Date: 22-08-2019.

## CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 23-08-2019 at 2.00 pm at the college Board Room to discuss the following agenda as per the complaints received.

Agenda:

- Action on the items from previous meeting minutes.
- To discuss request to replace broken glass window in washroom.
- To discuss on complaint regarding immediate replacement of projector board in E Classroom.
- To discuss on the complaint regarding change of seat in the bus as the cushion is torn.
- Any other matters with the discussion of Chairman.

Chairman

PRINCIPAL

Avanathi Institute of Engg. & Tech  
Gunthapally (V), Abdullapurmet (Mdl), R.R. Dist.

Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office

Date: 26/7/2019.

Hyderabad.

TO

The principal,

Avanathi institute of Engineering & technology,

Gunthapally,

Hyderabad.

Sub:- Regarding, Replacement of projector board

Respected sir,

We are V. Jagdeesh, A. Asha, B. Ranjith department of ECE. We want to you notice that Replacement of projector board we request you to kindly Replace the ~~table light~~ projector board.

Thanking you sir,

Your faithfully

V. Jagdeesh

A. Asha

B. Ranjith

Forwarded to AEC



Date : 10/08/2019,  
Hyderabad

To,  
The principal,  
Avantii Institute of Engineering & Technology,  
Gurustapally,  
Hyderabad

Sub & Regarding, Replace broken glass in wash rooms.

Respected sir!

We are P. Ramya, V. Vanitha, W. Vaishnavi. We want  
to notice you that Replace broken glass in wash rooms.  
We request you to kindly Replace broken glass in wash  
room.

Thanking you sir!

Forwarded to HPC



Your faithfully,

P. Ramya

V. Vanitha

W. Vaishnavi

Date: 14/08/2019  
Hyderabad.

TO  
The principal  
Allanthi Institute of Engg & Tech  
Gunthapally,  
Hyderabad.

Sub:- Regarding of Bus seat change

Respected sir,

We are M. Chandana, P. Pallani  
and K. Mahesh students of A8 bus. The bus  
seat ~~is~~ is damaged. We kindly request you  
to change the bus seat.

Thanking you sir

Forwarded to URC  
— GRL

Yours faithfully  
M. Chandana  
P. Pallani  
K. Mahesh.



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Date: 23-08-2019.

## MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 23-08-2019 at 2:00 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2019-20. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members. The Committee discussed the following agenda item wise at the meeting:

**Item 1:** Action on the items from previous meeting minutes.

- To discuss on the request made by girl students to provide extra bed in waiting hall.  
Action taken: Additional bed is provided in the waiting hall.
- To discuss on request received from students about quality of food.  
Action taken: Quality of food in canteen is improved.
- To discuss on request made by students to provide extra bench.  
Action taken: Extra bench is provided in the class room.

**Item 2:** To discuss request to replace broken glass window in washroom.

**Resolution:** As per the request received from the girl students: P.Ramya, V.Vanitha and W.Vaishnavi about the inconvenience caused by the broken glass window in wash room, the Chairman of the committee M. Rama Chandra Reddy asked the maintenance supervisor to look into this matter and replace the window as early as possible.

**Item 3:** To discuss on complaint regarding immediate replacement of projector board in E Classroom.

**Resolution:** With reference to the complaint filed by V.Jagdeesh, A.Asha and B.Ranjith, the chairman of the committee asked AO Mr. Pitchireddy to look into this problem and provide a new projector board in E Class room.

**Item 4:** To discuss on the complaint regarding change of seat in the bus as the cushion is torn.

**Resolution:** As per the complaint received by the students: M.Chandana, P.Pavani and K.Mahesh regarding the problem faced by them in the bus during rain, the Chairman of the committee told the Transport incharge to check the bus on which the complaint is received and also to take necessary action to resolve the issue at the earliest.



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### Members present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.G. RAMA CHANDRA REDDY	Principal	Chairman	
2	Dr. Y. JAYAPRADHA	Director - HR	Coordinator	
3	Mr. PITCHI REDDY	AO	Member	
4	Mr. RAGHU SALLA	Assistant Professor	Member	
5	Ms. SHADA SOWMYA	Assistant Professor	Member	
6	Ms. SHIRISHA MEKA	Assistant Professor	Member	
7	Ms. SIRIKONDA VASANTHA	Assistant Professor	Member	
8	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	Member	
9	Mr.S.RAJENDHAR	Assistant Professor	Member	
10	G AKASH KUMAR 16Q61A0587	Student (IV CSE)	Member	
11	GAI SAI KIRAN 16Q61A0425	Student (IV ECE)	Member	
12	PRITI KUMARI 17Q61A0214	Student (III EEE)	Member	






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13	GURRAM SOWMYA 17Q61A0474	Student (III ECE)	Member	
14	KOTLA MAHESH 18Q61A0572	Student (II CSE)	Member	
15	VANJA MANASA 16Q61A0574	Student (IV CSE)	Member	



Date:- 30/7/2019

Hyderabad

To  
The principal  
Avanishi institute of Engineering & Technology  
Gunthapally  
Hyderabad.

Sub: Regarding Thankful for Replacement of  
Projector board

Respected sir,

We are V. Jagdeesh, A. Asha, B. Ranjith department of ECE.

Thank you for replacement of Projector Board.

We are thankful for responding on the issue

Thank you sir,

Yours faithfully

V. Jagdeesh

A. Asha

B. Ranjith.

Date : 12/08/2019,  
Hyderabad.

To .

The principle ,

Aravind Institute of Engineering & Technology.

Grantapally .

Hyderabad

Sub :- Reg. thankyou sir for Replaced glass in  
wash rooms

Requested sir !

we are P. Ramya , V. Vanitha , w. Vaishnavi . we  
requested that Replace broken glass in wash rooms .  
thankyou sir for accepted my request & Replaced that  
broken glass in wash rooms .

Thanking you sir !

your faithfully .

P. Ramya

V. Vanitha

w. Vaishnavi.

Date : 16/08/2019  
Hyderabad.

TO  
The principal,  
Awanthi Institute of Engg & Tech  
Gunthapally,  
Hyderabad.

Sub:- Thankful for changing bus seat

Respected sir,

we are M. Chandana, P. Pallani  
and K. Mahesh students of A8 bus.

Thanking you for changing the bus seat  
in A8 bus. we are thankful for responding  
on this issue.

Thanking you sir

Yours faithfully

M. Chandana

P. Pallani

K. Mahesh.



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Date: 24-10-2019.

### CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 25-10-2019 at 2.30 pm at college Board Room to discuss the following agenda as per the complaints received.

Agenda:

- Action on the items from previous meeting minutes.
- To discuss about replacement of tube light in the lab.
- To discuss on complaint received about taps which are not working.
- To discuss about the complaint, receive to clean the ground properly.
- Any other matters with the discussion on Chairman.

Chairman

Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office

PRINCIPAL  
Avanathi Institute of Engg. & Tech.  
Gunthapally (V), Abdullapurmet (Mdl), R.R. Dist.

Date 12/5/10/2019,

Hyderabad

To,

The principle,

Aravind Institute of Engineering & Technology,

Guntapally,

Hyderabad.

Sub :- Regarding, Replacement of tube lights in the  
LAB.

Respected Sir!

we are B. Swathi, K. Raju, Ch. Vinay Kumar.

We want to notice you that Replacement of tube lights in the  
Computer Lab we request you to kindly provide to replace of  
tube lights in Computer Lab.

Thanking you Sir!

Forwarded to NAC



Yours faithfully,

B. Swathi

K. Raju

Ch. Vinay Kumar.

25/10/2019,  
Gunthapally.

To

Respected Principal sir,  
Aranthi Institute of Engineering & Technology,  
Gunthapally, hyd.

Sir,  
We are M. Saikiran, R. Shashikumar and S. Sunny  
belonging to 2<sup>nd</sup> year EEE branch.

Here we are requesting you to clear the  
seepage of taps in washrooms and some of them  
are not working which became us a problem to wash  
our hands.

Sir, Please kindly requesting you to take an  
action to clear the issue.

Thanking You.

forwarded to H R

—GRR

Yours obediently,  
M. Saikiran,  
R. Shashikumar,  
S. Sunny,  
2<sup>nd</sup> year,  
EEE Branch.

Date: 9/9/2019

Hyderabad

To

The principal,  
Avanthi institute of Engg & Tech,  
Gunthapally,  
Hyderabad.

sub: regarding clean ground.  
Respected sir,

We are T. Akhila, P. Deepthi and R. Vinodhakar.  
Department of ECE students. We want you to notice  
clean the ground. We request you to kindly clean the  
ground.

Thanking you sir,

Yours faithfully,

T. Akhila,

P. Deepthi,

R. Vinodhakar.

Forwarded to NRC





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Date: 25-10-2019.

## MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 25-10-2019 at 2:30 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2019-20. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

**Item 1:** Action on the items from previous meeting minutes.

To discuss request to replace broken glass window in washroom.

Action taken: The broken window is replaced.

To discuss on complaint regarding immediate replacement of projector board in E Class room.

Action taken: A new projector board has been provided in the E Classroom.

To discuss on the complaint regarding change of seat in the bus as the cushion is torn.

Action taken: The seat in the bus is replaced with a new one.

**Item 2:** To discuss about replacement of tube light in the lab.

**Resolution:** The following students: B.Swathi,K.Raju and CH.Vinay kumar gave a requesting letter to change the tube lights in the computer lab. So the chairman of the committee asked the maintenance supervisor to immediately replace the tube lights which are not working properly.

**Item 3:** To discuss on complaint received about taps which are not working.

**Resolution:** As per the requisition placed by the students M.Sairam,R.Shashi kumar and S.Sunny about the taps which are not working properly, the chairman of the committee told this issue to maintenance supervisor and asked him to take necessary action.

**Item 4:** To discuss about the complaint receive to clean the ground properly.

**Resolution:** As per the request made by the students: T.Akhila,P.Deepthi and R.Vinod Naik the chairman and coordinator of the committee discussed this issue with the AO and the maintenance supervisor and asked him to take necessary action so that students do not face any discomfort during the sports hours.





## AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, Regd. By Govt. of T.S& Affiliated to JNTUH, Hyderabad)

NAAC "B++" Accredited Institute

Gunthapally (V), Abdullapurmet(M), RR Dist, Near Ramoji Film City, Hyderabad -501512.

[www.aietg.ac.in](http://www.aietg.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

### Members Present :

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.G. RAMA CHANDRA REDDY	Principal	Chairman	
2	Dr. Y. JAYAPRADHA	Director - HR	Coordinator	
3	Mr. PITCHI REDDY	AO	Member	
4	Mr. RAGHU SALLA	Assistant Professor	Member	
5	Ms. SHADA SOWMYA	Assistant Professor	Member	
6	Ms. SHIRISHA MEKA	Assistant Professor	Member	
7	Ms. SIRIKONDA VASANTHA	Assistant Professor	Member	
8	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	Member	
9	Mr.S.RAJENDHAR	Assistant Professor	Member	
10	G AKASH KUMAR 16Q61A0587	Student (IV CSE)	Member	
11	GAI SAI KIRAN 16Q61A0425	Student (IV ECE)	Member	
12	PRITI KUMARI 17Q61A0214	Student (III EEE)	Member	






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13	GURRAM SOWMYA 17Q61A0474	Student (III ECE)	Member	
14	KOTLA MAHESH 18Q61A0572	Student (II CSE)	Member	
15	VANJA MANASA 16Q61A0574	Student (IV CSE)	Member	

80/10/2019,  
Gunthapally.

To

Respected Principal Sir,  
Avarthi Institute of Engineering & Technology,  
Gunthapally, hyd.

Sir,

We are M. Saikiran, R. Shashikumar and S. Sunny  
belonging to 2nd year BEE branch.

Here we are thanking you for clearing the  
issue of working of taps in washrooms. Now the  
taps are working perfectly.

Thank you Sir.

Yours obediently,  
M. Saikiran,  
R. Shashikumar,  
S. Sunny,  
2nd year,  
AEE Branch.

Date: 27/08/2019,  
Hyderabad.

To,

The Principal,

Avantika Institute of Engineering & Technology,

Guntapally.

Hyderabad.

Sub: Thank you sir for Replaced tube lights in  
The Computer Lab.

Respected Sir!

We are B. Swathi, K. Raju, Ch. Vinay Kumar.

We are requested to you for provide tube tube lights in  
Computer Lab. Thankyou sir for accepted my request &  
Provided to Replaced tube lights in The Computer Lab.

Thanking you Sir!

Your faithfully

B. Swathi

K. Raju

Ch. Vinay Kumar.

Date :- 11/9/2019

Hyderabad.

To

The Principal

Avanathi Institute of Engineering & Technology

Unnithapally

Hyderabad

Sub: Regarding thankful for cleaning ground

Respected Sir,

we are T. Akhila, P. Deepthi R. Vinod

Maik. students of ECE. Thank you for

cleaning ground

we are thankful for responding on the

issue

Thanking you Sir.

Yours faithfully

T. Akhila,

P. Deepthi

K. Vinod Maik.



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[www.aietg.ac.in](http://www.aietg.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

Date: 19-12-2019.

### CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 20-12-2019 at 2.00 pm at college Board Room to discuss the following agenda as per the complaints received.

Agenda:

- Action on the items from previous meeting minutes.
- To discuss the issue of improper maintenance of sanitation in boys washroom at main block.
- To discuss on the request on replacement of board in II ECE class room.
- Any other matters with the permission of chairman

Chairman

**PRINCIPAL**

Avanthi Institute of Engg. & Technol.  
Guntihapally (V), Abdullapurmet (Mdl) R.R. Dist

Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office

Date: 26/10/2019,  
Hyderabad.

To  
The principal,  
Anantwi Institute of Engineering & Technology,  
Guntapally,  
Hyderabad.

Sub:- Regarding, Improper maintenance of Sanitarians  
in boys washrooms.

Respected sir!

We are A. uday, B. Navan, D. Narash. we want  
to notice you that. Improper maintenance of Sanitarians in  
boys washrooms. we are request kindly provide proper  
maintenance of Sanitarians in boys washrooms.

Thanking you Sir!

forwarded to HR



your faithfully

A. uday.

B. Navan

D. Narash.

Date: 14/12/2019

Hyderabad.

TO

The principal,

Avanthi Institute of engineering & Technology,

Aunthapally

Hyderabad

sub:- Regarding change of class room board.

Respected sir,

We are D. Sai Kiran, K. Nikitha, R. Ramesh department of E.C.E II<sup>nd</sup> year students. We want you notice that change of class room board. We requested you to kindly replace the class room board

Thanking you sir,

Yours faithfully.

D. Sai Kiran

K. Nikitha

R. Ramesh

forwarded to APL







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Date: 20-12-2019.

## MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 20-12-2019 at 2:30 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2019-20. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

**Item 1:** Action on the items from previous meeting minutes.

To discuss about replacement of tube light in the lab.

Action taken: The tube light which is not working has been replaced with a new one.

To discuss on complaint received about taps which are not working.

Action taken: The taps in the wash room which are not working properly are repaired.

To discuss about the complaint receive to clean the ground properly.

Action taken: The ground is maintained neatly.

**Item 2:** To discuss the issue of improper maintenance of sanitation in boys washroom at main block.

**Resolution:** With reference to the complaint received from: A. Uday, B. Naveen and D. Naresh Regarding improper maintenance of sanitation in boys washroom and the problem faced by the boy students due to improper sanitation, the maintenance incharge is advised to immediately takenecessary action.

**Item 3:** To discuss on the request or replacement of board in II ECE class room.

**Resolution:** As per the complaint received by II ECE students: D.Saikiran, K.Nikitha and M.Ramesh. The chairman of the committee asked the AO to take necessary action and replace the board.



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### Members present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.G. RAMA CHANDRA REDDY	Principal	Chairman	
2	Dr. Y. JAYAPRADHA	Director - HR	Coordinator	
3	Mr. PITCHI REDDY	AO	Member	
4	Mr. RAGHU SALLA	Assistant Professor	Member	
5	Ms. SHADA SOWMYA	Assistant Professor	Member	
6	Ms. SHIRISHA MEKA	Assistant Professor	Member	
7	Ms. SIRIKONDA VASANTHA	Assistant Professor	Member	
8	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	Member	
9	Mr.S.RAJENDHAR	Assistant Professor	Member	
10	G AKASH KUMAR 16Q61A0587	Student (IV CSE)	Member	
11	GAI SAI KIRAN 16Q61A0425	Student (IV ECE)	Member	
12	PRITI KUMARI 17Q61A0214	Student (III EEE)	Member	






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13	GURRAM SOWMYA 17Q61A0474	Student (III ECE)	Member	
14	KOTLA MAHESH 18Q61A0572	Student (II CSE)	Member	
15	VANJA MANASA 16Q61A0574	Student (IV CSE)	Member	

Date: 28/10/2019,  
Hydrabad.

TO

The principal.

Aravind Institute of Engineering & Technology.

Guntapally

Hydrabad.

Sub :- Thank you sir. for provided proper  
maintenance & sanitations in boys washrooms.

Respected Sir !

We are A. uday , B. Naveen , D. Naveen . we  
requested that provide proper maintenance & sanitations in  
Boys wash rooms. Thankyou sir for accepted request &  
provided proper maintenance & sanitations in Boys  
wash rooms.

Thanking you sir !

your faithfully

A. uday

B. Naveen

D. Naveen.

Date:- 10/12/2019

Hyderabad

To.

The principal,

Avanthi Institute of Engineering & Technology

Gunthapally

Hyderabad.

sub:- Regarding Thankful for change of class room board

Respected sir,

We are D.sai kiran, K.Nikitha, R.Ramesh department of  
E.CE II<sup>nd</sup> year students. We want you a Thank you for Replacement  
class room board.

We are thankful for responding on the issue.

Thanking you sir,

Yours faithfully,

D.sai kiran

K.Nikitha

R.Ramesh.



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Date: 20-02-2020.

## CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 21-02-2020 at 2.30 pm at college Board Room to discuss the following agendaas per the complaints received.

### Agenda:

- Action on the items from previous meeting minutes.
- To discuss on the request made by girl students to provide extra chairs in the girls waiting hall.
- To discuss on complaint received that cooling water fridge is not working.
- To discuss about problem faced by students in bus during rain.
- Any other matters with the permission of Chairman.

Chairman

Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office

**PRINCIPAL**  
Avanthi Institute of Engg. & Tech  
Gunthapally (V), Abdullapurmet (Mdl), R.R. Dist.

date: 2/1/2020,

Hyderabad.

To  
The principal,  
Avanthi institute of Engg & Tech,  
Guntur,  
Hyderabad.

sub: Regarding To provide extra chairs in girls  
waiting hall.

Respected sir,

We are A. Revathi and B. Deepa requesting  
you to provide extra chairs in girls waiting hall for  
sitting.

Thanking you sir,

Yours faithfully,

A. Revathi,

B. Deepa.

*forwarded to NRC*

*[Signature]*

Date: 22/12/2019,  
Hyderabad,

To.

The principal.

Avanti Institute of Engineering & Technology

Guntapally

Hyderabad.

Sub :- Regarding , Cooling fridge Not working .

Respected Sir!

we are K. Sraavan Reddy , M. Rahul , N. Uthuk. we want to notice you that ~~the~~ Cooling fridge is not working. kindly request to repair the Cooling fridge to work properly.

Thanking you sir!

forwarded to BIR

— SAR

your faithfully,

K. Sraavan Reddy.

M. Rahul

N. Uthuk.



28/01/2020,  
Gunthapally.

To  
Respected Principal,  
Avarathi Engineering & Technology,  
Gunthapally, hyd.

Sir,

We are P. Ganesh, S. Raju, K. Eshwal of AVITH  
Campus travelling in (A2) bus.

Here we are about to request you to replace  
a new window glass of A2 bus which was broken  
since few days.

Kindly requesting you to clear the issue sir.

Thanking You.

forwarded to nra



Yours obediently

P. Ganesh,  
S. Raju,  
K. Eshwal.



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[www.aietg.ac.in](http://www.aietg.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

Date: 21-02-2020.

## MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 21-02-2020 at 2:30 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2019-20. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

The Committee discussed the following agenda item wise at the meeting:

**Item 1:** Action on the items from previous meeting minutes.

- To discuss the issue of improper maintenance of sanitation in boys washroom at main block.

Action taken: No-a-days sanitation in boys wash room is maintained well.

- To discuss on the request on replacement of board in II ECE class room.

Action taken: The board in II ECE class room is replaced.

**Item 2:** To discuss on the request made by girl students to provide extra chairs in the girls waiting hall.

**Resolution:** As per the request made by the students: A.Revathi, B.Deepa, the chairman of the committee asked the AO Mr Pitchireddy to check the possibility and provide additional chairs in the waiting hall to avoid any kind of discomfort to the girl students.

**Item 3:** To discuss on complaint received that cooling water fridge is not working.

**Resolution:** As per the request made by the students: K.Sravanreddy, M.Rahul and N.Lithesh Regarding the bad condition of cooling water fridge and that the fridge is not working properly, the chairman of the committee asked AO to check the possibility of repairing or replacing the cooling water fridge so that students can comfortably drink cool water during summer.

**Item 4:** To discuss about problem faced by students in bus during rain.

**Resolution:** As per the request made by the students: P.Ganesh, S.Raju and K Eshwar, that they are facing problem due to rain. The bus which is provided to their route has a broken window through which rain water is getting inside and students are facing problem due to this. So the

Committee chairman asked AO and Transport incharge to take necessary action on this.



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### Members present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.G. RAMA CHANDRA REDDY	Principal	Chairman	
2	Dr. Y. JAYAPRADHA	Director - HR	Coordinator	
3	Mr. PITCHI REDDY	AO	Member	
4	Mr. RAGHU SALLA	Assistant Professor	Member	
5	Ms. SHADA SOWMYA	Assistant Professor	Member	
6	Ms. SHIRISHA MEKA	Assistant Professor	Member	
7	Ms. SIRIKONDA VASANTHA	Assistant Professor	Member	
8	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	Member	
9	Mr.S.RAJENDHAR	Assistant Professor	Member	
10	G AKASH KUMAR 16Q61A0587	Student (IV CSE)	Member	
11	GAI SAI KIRAN 16Q61A0425	Student (IV ECE)	Member	
12	PRITI KUMARI 17Q61A0214	Student (III EEE)	Member	







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12	PRITI KUMARI 17Q61A0214	Student (III EEE)	Member	
13	GURRAM SOWMYA 17Q61A0474	Student (III ECE)	Member	
14	KOTLA MAHESH 18Q61A0572	Student (II CSE)	Member	
15	VANJA MANASA 16Q61A0574	Student (IV CSE)	Member	

Date: 5/1/2020,  
Hyderabad.

To,  
The principal  
Awanthi institute of Engg & Tech,  
Gunthapally,  
Hyderabad.

Sub: .. Thankful to you sir for providing extra  
chairs in girls waiting hall.

Respected sir,

we are A. Revathi and B. Deepa. Thankful to  
you sir for providing extra chairs in girls waiting  
hall.

Thanking you sir,

Yours faithfully,  
A. Revathi,  
B. Deepa.

03/02/2020.  
Gunthapally.

To

Respected Principal,  
Aarathi Engineering & Technology,  
Gunthapally, Hyd.

Sir,  
We are P. Ganesh, S. Raju, K. Eshwar of AVITH  
campus travelling in A2 bus.

Here we are thanking you for taking the action  
about replacing the A2 bus window with new one which  
was broken.

Thankyou for dealing the issue sir.

Yours obediently,

P. Ganesh,  
S. Raju,  
K. Eshwar.

Date: 24/12/2019,  
Hyderabad.

To.

The principal,

Aravathi Institute of Engineering & Technology,

Guntapally

Hyderabad.

Sub:- Thankyou sir for Repairing Cooling fridge  
~~to~~ to work properly.

Respected sir!

we are K. Sraavan Reddy, M. Rahul, N. Lathish.

we requested that Cooling fridge is not working. &

Thankyou sir for accepted request & provided for

Repairing Cooling fridges to work properly.

Thanking you sir!

your faithfully,

K. Sraavan Reddy

M. Rahul.

N. Lathish.



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[www.aietg.ac.in](http://www.aietg.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

Date: 17-09-2018.

### CIRCULAR

All the committee members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 19/09/2018 at 2.00 pm at the college Board Room to discuss the following agenda as per the complaints received.

Agenda:

- Action on the items from previous meeting minutes.
- To discuss on matter related to the repair of cooling water filter.
- To discuss on complaint received by students about ceiling fan making noise in 2<sup>nd</sup> year CSE class room.
- Any other matters with the discussion of Chairman.

Principal  
Avanthi Institute of Engg. & Tech  
Gunthapally (V), Abdullapurmet (M), R.R. Dist.

Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office



Date: 10-07-2018  
Hyderabad.

To  
The principal,  
Avanthi institute of Engineering & Technology,  
Gunthapally,  
Hyderabad.

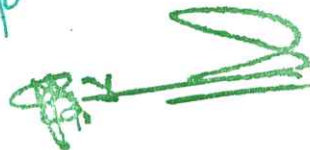
Sub:- Regarding , Repair or cooling water filter

Respected Sir!

We are P. Arun Kumar, S. Sandeep, and  
V. Harshitha department of CSE. Students we want to notice  
you that cooling water filter is not working. We  
request you to kindly repair the cooling water filter.

Thanking you Sir!

forwarded to Mr



Your's faithfully  
P. Arun Kumar  
S. Sandeep  
V. Harshitha

26/7/2018,  
Hyderabad.

To  
The Principal,  
AVANThi Institute of Engineering & Technology  
Gunthapally  
Hyderabad

Sub: Regarding Replacement of fan in my Classroom

Respected sir,

We are G. Anilkumar, L. Divya, K. Prangana department of CSE 2<sup>nd</sup> year students. In my class room ceiling fan is making noise. We kindly Request you to Replace fan.

Thanking you sir,

Yours faithfully  
G. Anilkumar,  
L. Divya  
K. Prangana.

forwarded to HRC





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Date: 19-09-2018.

## MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 19/09/2018 at 2:00 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2018-2019. The Chairman welcomed the members to the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

The Committee discussed the following agenda item wise at the meeting:

**Item 1:** Action on the items from previous meeting minutes.

- Placement of dustbins in corridor of each floor in the college building.  
Action taken: Dustbins are placed in corridor of each floor in the college building
- Proper fixation of classroom doors and need to fix door stoppers.  
Action taken: Classroom doors are fixed and door stoppers are also fixed.
- Shortage of beds in rest room.  
Action taken: 2 extra beds are provided in the restroom.



**Item 2:** To discuss on matter related to the repair of cooling water filter.

**Resolution:** With reference to the complaint filed by students, P. Arun kumar, S.Sandeep and V.Harshitha about the water filter which is not working, the chairman of the committee discussed this with the maintenance supervisor and asked him to immediately take necessary action.

**Item 4:** To discuss on complaint received to change fans in the classroom

**Resolution:** As per the complaint received by the students G.Anilkumar, K.Pragna and L.Divya of CSE second year. Regarding the problem faced by them in the class room due to the fan which makes noise. The fan is making noise and there is disturbance in the class due to this. So the chairman asked maintenance supervisor to change the fan immediately.

**Members present:**

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.MD.YUSUF ALI	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	DIRECTOR - HR	COORDINATOR	
















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3	Mr. PITCHI REDDY	AO	MEMBER	
4	Mr. KALLUBHAVI OBULESH	Assistant Professor	MEMBER	
5	Mr. RAGHU SALLA	Assistant Professor	MEMBER	
6	Ms. SHADA SOWMYA	Assistant Professor	MEMBER	
7	Ms. SHIRISHA MEKA	Assistant Professor	MEMBER	
8	Ms. SIRIKONDA VASANTHA	Assistant Professor	MEMBER	
9	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	MEMBER	
10	B.DILIP 15Q61A0563	Student (IV CSE)	MEMBER	
11	MANDADI SINDHU 15Q61A0424	Student (IV ECE)	MEMBER	
12	S.PRASHANTH 16Q61A0224	Student (III EEE)	MEMBER	
13	MUTYALA VIVEK 16Q61A0319	Student (III MECH)	MEMBER	
14	YARADLA TEJASWINI 17Q61A0557	Student (II CSE)	MEMBER	
15	P.VINEETH KUMAR 17Q65A0225	Student (II EEE)	MEMBER	

Date:- 16/07/2018,  
Hyderabad.

To  
The principal,  
Avanthi Institute of Engg & Tech  
Gurthapally,  
Hyderabad .

sub:- Regarding Thankful for repairing cooling  
water filter.

Respected sir,

. we are P. Arunkumar, S. Sandeep, & V. Harshitha  
Students of CSE department thank you for repairing,  
cooling water filter in the main block  
we are thank ful for responding on the issue.

Thanking you sir

your's faithfully  
P. Arun Kumar  
S. Sandeep  
V. Harshitha

Date :- 30/7/2018

To  
The Principal  
Ananthi Institute of Engineering & Technology  
Gunthapally  
Hyderabad.

Sub: Regarding Thankful for replacement of fan

Respected Sir <sup>B</sup>/<sub>S</sub>

We are G. Anil Kumar, L. Divya, K. Prangana  
Students of C.S.E. department Thank you for Replacement  
of fan in the class room  
we are thank ful for responding on the issue

Thanking you Sir

Yours faithfully

G. Anil Kumar,

L. Divya

K. Prangana



# AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, Recg. By Govt. of T.S & Affiliated to JNTUH, Hyderabad)

NAAC "B++" Accredited Institute

Gunthapally (V), Abdullapurmet(M), RR Dist, Near Ramoji Film City, Hyderabad -501512.

[www.aietg.ac.in](http://www.aietg.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

Date: 26-11-2018.

## CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 28-11-2018 at 2:00 pm at college Board Room to discuss the following agenda as per the complaints received.

### Agenda:

- Action on the items from previous meeting minutes.
- To discuss on the complaint given by II ECE students to change the tube lights which are not working.
- To discuss on request for changing of chairs in the library.
- To discuss about the request of providing additional cricket bats.
- Any other matters with the discussion on Chairman.

Chairman

### Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office

PRINCIPAL  
Avanthi Institute of Engg. & Tech.  
Gunthapally (V), Abdullapurmet (M), R.R. Dist.

Date: 12/10/2018,  
Hyderabad.

TO

The principal,  
Avanthi Institute of Engg & Tech,  
Gunthapally,  
Hyderabad.

Sub:- Regarding provide additional  
cricket bats.

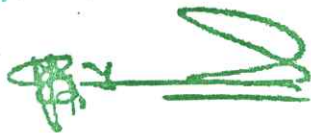
Respected sir,

We are D. Sunny Kumar, K. Vidya Sagar  
and N. Mahanathi. We are requesting you to  
provide additional cricket bats because cricket  
bats damaged (broken). So we are kindly  
requesting you to provide additional cricket  
bats.

Thanking you sir

Yours faith fully  
D. Sunny Kumar  
K. Vidya Sagar  
N. Mahanathi.

Forwarded to NAC





Date : 23/10/2018

Hyderabad

To

The principal,

Avanthi institute of Engineering & technology,

Gunthapally,

Hyderabad.

Sub: Regarding, Replacement of tubelight in my

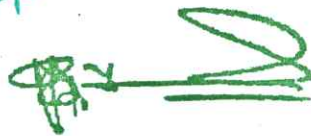
class room

Respected sir,

we are A. Nagendra, B. premganesh and  
A. Bhishmasree department of ECE. 2<sup>nd</sup> year students. we  
want you notice that tubelight in the classroom  
not working. we request you to, kindly replace  
the tubelight

Thanking you sir,

forwarded to URC



yours faithfully

A. Nagendra,

B. premganesh,

A. Bhishmasree.

Date: 26/10/2018

To,  
The Principle  
Avanathi Institute of Engineering & Technology  
Gunthapally,  
Hyderabad.

Subject: Regarding, Changing of chairs in the library.

Respected Sir,

We are ch. Sudheer, J. Ganesh, K Gopalakrishna Murthi  
ECE 2<sup>nd</sup> year students. We want to notice  
that, changing of chairs in the library, that  
are in bad condition. We request you to  
Kindly replace the chairs in library.

Thanking you, Sir

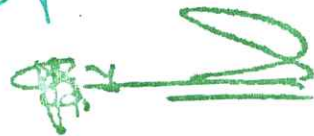
Yours faithfully

Ch. Sudheer

J. Ganesh

K. Gopalakrishna Murthi

Forwarded to HCL





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[www.aietg.ac.in](http://www.aietg.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

Date:28-11-2018.

## MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 28-11-2018 at 2:00 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2018-2019. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

**Item 1:** Action on the items from previous meeting minutes.

- To discuss on matter related to the repair of cooling water filter.  
Action taken: cooling water filter repaired.
- To discuss on compliant received by students about ceiling fan making noise in 2<sup>nd</sup> year CSE class room.  
Action taken: Ceiling fan in the class room replaced with new one.

**Item 2:** To discuss on the compliant given by II ECE students to change the tube lights which are not working.

**Resolution:** As per the request made by the students: G Nagendra, B Prem Ganesh, A Bishma Sree of to change the tube light in their class room. The chairman of the committee asked maintenance supervisor to change tube light immediately.

**Item 3:** To discuss on request for changing of chairs in the library.

**Resolution:** As per the requisition placed by the students Ch Sudheer, J Ganesh, K Gopala Krishna Murty, it is observed that some chairs in the library are in bad condition. So the Chairman of the committee asked AO to replace those chairs with new ones.

**Item 4:** To discuss about the request of providing additional cricket bats. Resolution: As per the request made by the students: D Sunny Kumar, K Vidya Sagar, N

Mahanthi, about the cricket bats which are old and they need some extra bats. So the Chairman of the committee asked AO and Physical Director to look into this matter and provide the required sports material.

The tentative date for next meeting for the month of February, 2019 has been propose by the Principal.



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### Members present:

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.MD.YUSUF ALI	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	DIRECTOR - HR	COORDINATOR	
3	Mr. PITCHI REDDY	AO	MEMBER	
4	Mr. KALLUBHAVI OBULESH	AssistantProfessor	MEMBER	
5	Mr. RAGHU SALLA	Assistant Professor	MEMBER	
6	Ms. SHADA SOWMYA	Assistant Professor	MEMBER	
7	Ms. SHIRISHA MEKA	Assistant Professor	MEMBER	
8	Ms. SIRIKONDA VASANTHA	Assistant Professor	MEMBER	
9	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	MEMBER	
10	B.DILIP 15Q61A0563	Student (IVCSE)	MEMBER	
11	MANDADI SINDHU 15Q61A0424	Student (IV ECE)	MEMBER	
12	S.PRASHANTH 16Q61A0224	Student (III EEE)	MEMBER	





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13	MUTYALA VIVEK 16Q61A0319	Student (III MECH)	MEMBER	
14	YARADLA TEJASWINI 17Q61A0557	Student (II CSE)	MEMBER	Tejaswini
15	P.VINEETH KUMAR 17Q65A0225	Student (II EEE)	MEMBER	

date: 26/10/2018.

To

The principal,

Avanthi Institute of Engineering & Technology,

Gunthapally,

Hyderabad.

Sub: Regarding Thankful for replace the tubelight

Respected sir,

We are G. Nagendra, B. Premganesb and A. Bhismasree  
students of ECE 2nd year. Thank you for Replacement of  
tubelight in the classroom

We are thankful for responding on the issue.

Thanking you sir,

Yours faithfully,

G. Nagendra

B. Premganesb.

A. Bhismasree.

29/10/2018,  
Hyderabad.

To

The principal,

Avanathi Institute of Engineering & Technology,

Gunthopally,

Hyderabad,

Sub: Thankful for replacing the chairs in the  
library.

Respected sir,

We are Ch. Sudheer, J. Ganesh, K. Gopalakrishna  
Musthy, students of ECE 2<sup>nd</sup> year. Thank you for Replace  
ment of chairs in the library.

We are thankful for responding on this issue.

Thanking you sir,

Yours faithfully,

Ch. Sudheer,

J. Ganesh,

K. Gopalakrishna  
Musthy.

15/10/2018,  
Hyderabad.

To  
The principal,  
Avanthi Institute of Engineering & Technology,  
Gruntha Pally,  
Hyderabad.

sub: Thankful for arranging cricket bats.

Respected sir,

We are D. Sunny Kumar, K. Vidya Sagar and  
N. Mahanati. Thank you sir for arranging additional  
cricket bats in our sports room.

Thank you for your immediate response sir.

-: Thanking you:-

Yours faithfully

D. Sunny Kumar,  
K. Vidya Sagar,  
N. Mahanati.





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[www.aietg.ac.in](http://www.aietg.ac.in) email:[principal.avanthi@gmail.com](mailto:principal.avanthi@gmail.com)

Date: 22-01-2019.

## CIRCULAR

All the members of the Grievance Redressal Committee (GRC) are requested to attend the meeting on 24-01-2019 at 2.00 pm at college Board Room to discuss the following agenda as per the complaints received.

Agenda:

- Action on the items from previous meeting minutes.
- To discuss on matter that A2 bus is not coming on time to the campus.
- To discuss on the request on replacement of board in II CSE class room.
- Any other matters with the permission of chairman.

Chairman

**PRINCIPAL**  
Avanthi Institute of Engg. & Tech  
Gunthapally (V), Abdullapurmet (Mdl), R.R. Dist.

Copy to:

1. Principal office
2. All HOD's
3. IQAC
4. Office

Date: 5-01-2019  
Hyderabad

To

The principal

Avanthi Institute of engineering and technology

Gunthapally

Hyderabad.

Sub:- Regarding A2 college bus is not coming on time  
to college

Respected sir.

We are B. Rohini, D. Manikyan and N. Ganasaidevi  
students of IV yr. we want to notice you that A2  
bus is not coming on time to the campus. So we  
kindly request you to solve this problem as soon as  
possible

Thanking you sir

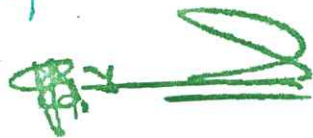
Yours faithfully

B. Rohini

D. Manikyan

N. Ganasaidevi

forwarded to nrc



18/01/2019,  
Hyderabad.

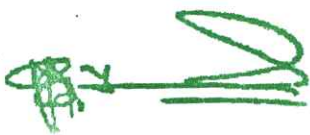
To  
the principal  
Ananthi Institute of Engineering & Technology  
Urnthapally,  
Hyderabad.

Sub: Replacement of board

Respected sir,  
we are Ch. Vikas, D. Kiran and K. Sravan;  
from II year CSE. sir our board was very  
ugly. we are not able to see letters on  
the board properly. so kindly accept our  
request and arrange the board as early as  
possible.  
-: Thanking you sir :-

Yours faithfully  
Ch. Vikas  
D. Kiran  
K. Sravan

forwarded to nrc





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Date: 24-01-2019.

## MINUTES OF GRIEVANCES AND REDRESSAL COMMITTEE MEETING

Minutes of the meeting of the committee held on 24-01-2019 at 2:00 p.m. in the Board Room to look into the complaints lodged by the students and to resolve such issues in the college for the academic year 2018-2019. The Chairman heartily welcomed the members for the meeting. Further, Chairman briefed about the importance of the committee and its functions to the members.

**Item 1:** Action on the items from previous meeting minutes.

- To discuss on the complaint given by II ECE students to change the tube lights which are not working properly.  
Action taken: The tube light which is not working has been replaced with a new one.
- To discuss on request for changing of chairs in the library.  
Action taken: chairs in the library changed with new ones.
- To discuss about the request of providing additional cricket bats.  
Action taken: Additional cricket bats provided.

**Item 2:** To discuss on matter that A2 bus is not coming on time to the campus.

**Resolution:** With reference to the complaint received from students: B Rohini, D Manikyam Dora, N Ganasaidevi, it is observed that some buses are reaching late to the college regularly and also the students of that bus are facing problems to attend 1 hour class. The Chairman of the committee asked Transport Incharge to closely monitor on this issue and take necessary action.

**Item 3:** To discuss on the request on replacement of board in II CSE class room.

**Resolution:** As per the complaint received by II CSE students: Ch Vikas, D Kiran, K Sravani The chairman of the committee asked the AO to take necessary action and replace the board.

**Members present:**

S.No	MEMBER	DESIGNATION	ROLE	SIGNATURE
1	Dr.MD.YUSUF ALI	PRINCIPAL	CHAIRMAN	
2	Dr. Y. JAYAPRADHA	DIRECTOR - HR	COORDINATOR	
3	Mr. PITCHI REDDY	AO	MEMBER	



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4	Mr. KALLUBHAVI OBULESH	AssistantProfessor	MEMBER	<i>Kf</i>
5	Mr. RAGHU SALLA	Assistant Professor	MEMBER	<i>Rah</i>
6	Ms. SHADA SOWMYA	Assistant Professor	MEMBER	<i>Sof</i>
7	Ms. SHIRISHA MEKA	Assistant Professor	MEMBER	<i>Sh</i>
8	Ms. SIRIKONDA VASANTHA	Assistant Professor	MEMBER	<i>S.Vasantha</i>
9	Mr. SOUDA SRAVAN VARDHAN	Assistant Professor	MEMBER	<i>Sou</i>
10	B.DILIP 15Q61A0563	Student (IVCSE)	MEMBER	<i>Dilip</i>
11	MANDADI SINDHU 15Q61A0424	Student (IV ECE)	MEMBER	<i>Sindhu</i>
12	S.PRASHANTH 16Q61A0224	Student (III EEE)	MEMBER	<i>Prashanth</i>
13	MUTYALA VIVEK 16Q61A0319	Student (III MECH)	MEMBER	<i>Vivek</i>
14	YARADLA TEJASWINI 17Q61A0557	Student (II CSE)	MEMBER	<i>Tejaswini</i>
15	P.VINEETH KUMAR 17Q65A0225	Student (II EEE)	MEMBER	<i>Vineeth Kumar</i>

Date: 5/5/18  
Hyderabad

To

The principal Sir,  
Avanthi Institute of Engineering and Technology,  
Gunthapally,  
Hyderabad.

Subject:- Thank you Sir immediately Responding on  
the matter.

Respected Sir

We are B. Rohini, D. Manikyam, and N. Ganasaidevi  
Students of IV yr. Thank you Sir for immediately  
Responding on the matter

Thanking you Sir

Yours faithfully,

B. Rohini  
D. Manikyam  
N. Ganasaidevi

23/01/2019,  
Hyderabad.

To  
the principal  
Arunthi Institute of Engineering & Technology.  
Gundhampally,  
Hyderabad.

Subi Thanking for arrangement of board on II CSE.

Respected sir,

we are students from II yr CSE.

Thank you sir for arranging the board in  
our class.

once again thanking you sir for your  
immediate response.

∴ Thanking you sir:

Yours faithfully

Ch. Vikas,

D. Kiran

K. Sravani