



PRAGATI ENGINEERING COLLEGE

(AUTONOMOUS)

#1-378, ADB Road, Surampalem - 533437, Near Peddapuram, E.G Dist., A.P.
(Approved by AICTE, Permanently Affiliated to JNTUK, Kakada & Accredited by NBA)
(Recognized by UGC Under Sections 2(f) and 12 (b) of UGC act, 1956)
Ph: 08852 - 252233, 252234, 252235 Fax: 08852 - 252232, website www.pragati.ac.in

Date: 10-02-2022

NOTICE

All the members of the Grievance Cell are hereby informed to attend the meeting on 11-02-2022.

Time: 2:00 PM

Venue: EDC-I Lab at ECE Block.

Agenda:

1. According to academic calendar for 2021-2022 II Semester, planning of smooth running of grievance cell activities.
2. If any grievances for students & staff/faculty please inform to department wise members for proper resolving.
3. Process of grievance cell activities.
4. Any other issues.


CONVENER

Grievance Cell Members:

S.No	Name	Designation	Department	Status
1	Dr.D.Nataraj	Professor	ECE	Convener
2	Mrs. V Tanuja	Asst.Professor	CE	Member
3	Mr. T.Prasanth Jaya Kumar	Asst.Professor	EEE	Member
4	Mr.P.Ram Prasad	Asst.Professor	ME	Member
5	Mr.John Saida Shaik	Asst.Professor	ECE	Member
6	Mrs. T.Durga	Asst.Professor	CSE	Member
7	Mr. Ch.Venkata Ramana	Asst.Professor	IT	Member
8	Mrs. P.Sravani	Asst.Professor	BS&H	Member
9	Mr. Abbireddi Vinay Charan Reddy	19A31A0156	CE	Student
10	Mr. Rajam Sai Suraj	20A31A0344	ME	Student

- Copy to: 1) Principal/Vice Principal for kind information
2) All HODs
3) Grievance Cell Members
4) All Maintenance departments
5) Office file



PRAGATI ENGINEERING COLLEGE

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Surampalem

DT: 14-02-2022

To,

The Principal,

Pragati Engineering College,

Surampalem.

From,

The Convener (Grievance Cell)

Pragati engineering College

Surampalem.

Respected sir,

Sub: Minutes of Grievance Cell meeting held on 11/02/2022- Reg

With reference to the subject cited above I am here by enclosing a copy of the minutes of Grievance Cell meeting held on 11/02/2022.

Thanking you sir,

Yours Faithfully,

M. Nataraj
14/2/22

CONVENER (Grievance Cell)

Dr.D.Nataraj
Professor
Dept of ECE



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Minutes of Grievance Cell meeting held on 11/02/2022:

1. According to academic calendar for 2021-2022 II Semester, planning of smooth running of grievance cell activities.
2. Grievance Cell member list information must send to students & staff/faculty.
3. Grievances from student or staff/faculty must be reported grievance cell in the form of written letter which is clearly mentioning the grievance/problem.
4. If grievances from student or staff/faculty reporting orally at first to concern department member means cordially ask them to report in written format representing to grievance cell convener for proper resolving.
5. After receiving grievances from any student or staff/faculty, grievance cell member of corresponding department represent to grievance cell convener and convener act according to grievances received.
6. Grievance cell resolve grievances by coordinating grievance related to all Maintenance departments.
7. After resolving grievances from student or staff/faculty, grievance cell must give feedback to grievances raised from student or staff/faculty.
8. Resolving statement has to mention in written format corresponding letter of grievance raised from student or staff/faculty.
9. According to grievances priority resolution must be one or two days / two or three days.

Grievance Cell Members attended:

S.No	Name	Designation	Department	Status	Signature
1	Dr.D.Nataraj	Professor	ECE	Convener	
2	Mrs. V Tanuja	Asst.Professor	CE	Member	
3	Mr. T.Prasanth Jaya Kumar	Asst.Professor	EEE	Member	
4	Mr.P.Ram Prasad	Asst.Professor	ME	Member	
5	Mr.John Saida Shaik	Asst.Professor	ECE	Member	
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7	Mr. Ch.Venkata Ramana	Asst.Professor	IT	Member	
8	Mrs. P.Sravani	Asst.Professor	BS&H	Member	
9	Mr. Abbireddi Vinay Charan Reddy	19A31A0156	CE	Student	
10	Mr. Rajam Sai Suraj	20A31A0344	ME	Student	



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Date: 25-09-2021

NOTICE

All the members of the Grievance Cell are here by informed to attend the meeting on 28-09-2021.

Time: 2:00 PM

Venue: EDC-1 Lab at ECE Block.

Agenda:

1. According to academic calendar for 2021-2022 I Semester, planning of smooth running of grievance cell activities.
2. Grievance Cell member list information must send to students & staff/faculty.
3. Process of grievance cell activities.
4. Any other issues.


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Surampalem

DT: 29-09-2021

To,

The Principal,

Pragati Engineering College,

Surampalem.

From,

The Convener (Grievance Cell)

Pragati engineering College

Surampalem.

Respected sir,

Sub: Minutes of Grievance Cell meeting held on 28/09/2021- Reg

With reference to the subject cited above I am here by enclosing a copy of the minutes of Grievance Cell meeting held on 28/09/2021.

Thanking you sir,

Yours Faithfully,



CONVENER (Grievance Cell)

Dr.D.Nataraj
Professor
Dept of ECE



PRAGATI ENGINEERING COLLEGE

(AUTONOMOUS)

#E-178, ADH Road, Surampalem - 513437, Near Peddapuram, E.G Dist., A.P.
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