



# ADITYA DEGREE COLLEGE

(Affiliated to Andhra University)  
Gopalapatnam, Visakhapatnam – 530 027  
Ph: 0891 – 2769469, 7997836662  
Email:adcgpt@aditya.ac.in

Date: 19-02-  
2025.

## CIRCULAR

All the Staff & Student Members of the Grievance Redressal Committee are hereby requested to attend a meeting with the principal at 4 pm on 21-02-25 in the principal's chamber to discuss various aspects of Grievance Redressal Committee .

### Agend

- a:
- 1) To discuss the duties of member of Grievance Redressal Committee
  - 2) To Provide safe academic environment for the students
  - 3) To Provide safe working environment for the staff.

### Copy

to: Office  
GRC Members

  
**Principal**  
Principal

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Date:21-02-2025.

## Minutes of the Meeting

The meeting of all the members of the Grievance Redressal Committee under the edict of the Principal has been conducted in the principal's chamber at 4 pm on 21-02-25 to discuss various aspects of Grievance Redressal Committee. The following members of the committee have attended the meeting and the following resolutions have been accepted.

S. No	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. Kola Devi Priya	Chair Person	Professor	
2	K .Murali Mohan Rao	Member	Assistant Professor	
3	B. Satish	Member	Assistant Professor	
4	MocherlaRadha	Member	Assistant Professor	
5	KesavapatnamJagadheeswara Rao	Member	Assistant Professor	
6	SANJAY BORA	Member	Student	
7	PRASANTHI MEESALA	Member	Student	
8	ANUSHA GOMPA	Member	Student	

Co-ordinator

Principal  
Principal  
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Date: 21-02-2025.

## Resolutions

- 1.To publicise rules and regulations of Grievance Redressal Committee .
- 2.To indicate the name of the members of Grievance Redressal Committee toall the students.
- 3.To Conduct awareness programs on the importance of Grievance RedressalCommittee .
- 4.To display the phone numbers of all the members of Grievance RedressalCommittee on the notice board of the college.
- 5.To look into various complaints lodged by the Staff & students of the college.
- 6..To Address the complaints & redress them.
- 7.To inform the students to lodge their complaints in the complaints boxprovided in the college or in the website goggle form.
- 8.A grievance with regard to the change of not working speakers in LCD ClassRoom was lodged with the grievance redressal committee on 13-02-2025
- 9.An appropriate action was initiated by the college on 20-02-25 to change thedefective Speaker with new Speaker and to redress the grievance effectively.
10. A grievance with regard to the change of broken Dustbin in 1<sup>st</sup> MAIRCSCClass was lodged with the grievance redressal committee on 14-02-2025

## ADITYA DEGREE COLLEGE

11. An appropriate action was initiated by the college on 17-02-25 to change the broken Dustbin in 1<sup>st</sup> MAIRCS Class room and to redress the grievance effectively.

  
**Co-ordinator**

  
**Principal**

Principal  
ADITYA DEGREE COLLEGE  
Gopalapatnam, Visakhapatnam-27.