



## Grievance Redressal Committee

PEC/ GRC /2024-25/ Circular/01

Date: 06-10-2023

### CIRCULAR

All members of the Grievance Redressal Committee (GRC) are hereby notified to attend the meeting scheduled to take place in the Board Room at 3 pm on 8<sup>th</sup> October- 2024, without fail.

#### Agenda:

1. Introduction of new committee members for GRC for the academic year 2025-2026.
2. Discussion on issues faced by students within the campus.
3. Planning activities for student welfare.
4. Any other matters with the permission of the chair.

S.No	Name of the Faculty	Designation	Role
1.	Dr.Ch. Ravi Kumar	Principal	Chairman
2.	Mr. M. Nikhil	Assistant Professor	Convener
3.	Dr. G. Prasad	Dean - Student Affairs	Co-Convener
4.	Dr G. Suresh	HOD, ECE	Member
5.	Dr. SK.Meera Shareef	HOD, EEE	Member
6.	Dr.K. Subba Reddy	HOD, CSE(AI)	Member
7.	Dr. SK.Suriya Shihab	HOD, S&H	Member
8.	Dr K. Singaiah	HOD, MECH	Member
9.	Dr R.V.S Raghava Sarma	HOD, CIVIL	Member
10.	Dr. K. Lakshmi Pavani	HOD, MBA	Member
11.	Mr. D. Kondala Rao	AO	Member
12.	Mrs. G. Harini	Student Representative	Member
13.	Mrs. Ch. Indu Sree	Student Representative	Member
14.	Mr. P. NagaRaju	Student Representative	Member
15.	Mr. K. Sai Srinivas	Student Representative	Member

  
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#### Copy to:

1. To all the concern
2. HODs for information
3. Office file.



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## Grievance Redressal Committee

PEC/ GRC /2024-25/ MOM/01

Date: 08-10-2024

### Minutes of the Meeting Held on 08-10-2024

1. The chairperson commenced the meeting by introducing the newly appointed members of the Grievance Redressal Committee (GRC) and provided a brief overview of the committee's role within the PEC campus.
2. The committee engaged in a discussion regarding the common problems encountered within the campus, aiming to identify key issues affecting students and stakeholders.
3. A detailed discussion took place regarding the mechanism for grievance redressal within the campus. Various aspects of the existing grievance redressal system were deliberated upon, with a focus on ensuring efficiency and effectiveness in addressing grievances.
4. The chairperson thanked all the members of the committee for their active participation and suggestions.

#### Members Attended:

S.No	Name of the Faculty	Designation	Role	Signature
1.	Dr.Ch. Ravi Kumar	Principal	Chairman	
2.	Mr. M. Nikhil	Assistant Professor	Convener	
3.	Dr. G. Prasad	Dean - Student Affairs	Co-Convener	
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14	Mr. P. NagaRaju	Student Representative	Member	
15	Mr. K. Sai Srinivas	Student Representative	Member	

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## Grievance Redressal Committee

PEC/ GRC /2024-25/ Circular/02

Date: 11-02-2025

### CIRCULAR

All members of the Grievance Redressal Committee (GRC) are hereby notified to attend the meeting scheduled to take place in the Board Room at 3 pm on 11<sup>th</sup> February- 2025, without fail.

#### Agenda:

1. Introduction of new committee members for GRC for the academic year 2025-2026.
2. Discussion on issues faced by students within the campus.
3. Planning activities for student welfare.
4. Any other matters with the permission of the chair.

S.No	Name of the Faculty	Designation	Role
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## Grievance Redressal Committee

PEC/ GRC /2024-25/ MOM/02

Date: 12-02-2025

### Minutes of the Meeting Held on 12-02-2025

1. The chairperson commenced the meeting by introducing the newly appointed members of the Grievance Redressal Committee (GRC) and provided a brief overview of the committee's role within the PEC campus.
2. The committee engaged in a discussion regarding the common problems encountered within the campus, aiming to identify key issues affecting students and stakeholders.
3. A detailed discussion took place regarding the mechanism for grievance redressal within the campus. Various aspects of the existing grievance redressal system were deliberated upon, with a focus on ensuring efficiency and effectiveness in addressing grievances.
4. The chairperson thanked all the members of the committee for their active participation and suggestions.

#### Members Attended:

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Date: 9/7/24

TO

The ~~Principal~~ Governance redressal co-ordinator  
Poakasam Engineering college  
Kandukur

Subject: Request to increase sports and cultural fests.

Respected sir

I am writing to request that the cultural fests events and sports organized on time this year. Sports are important for students physical and mental well-being, and many of us look forward to this event. Timely organization will give us enough time to prepare and participate fully.

I kindly request you to consider this and take necessary steps.

Thanking you.

## Requesting letter.

24/04/2025  
Kandukur.

TO  
The Grievance redressal coordinator  
Prakasam Engineering college.  
Kandukur.

Subject:- complaint Regarding Washroom  
cleaning issues.

Respected sir/Mam.

I am writing to bring to your attention the ongoing issues regarding the cleanliness of the Washroom facilities in our Premises. It has been observed that the Washrooms are not being cleaned regularly, leading to unhygienic conditions. Maintain proper hygienic is essential for health and safety. therefore I kindly request you take immediate action

Thank you.