



PANDIAN SARASWATHI YADAV ENGINEERING COLLEGE

(Approved by AICTE & Affiliated to Anna University, Chennai)

Madurai - Sivagangai Highway, Arasanoor, Thirumansolai Post, Sivagangai Dt. - 630 561, Tamilnadu
Mobile : 9842102628, 7373002628 Email: info@psyec.edu.in Website : www.psyec.edu.in

City Office : 10, Pandian Saraswathi St, Sivagami Nagar, Narayanapuram, Madurai - 625 014. Telefax- 0452 2682338, Mobile : 98423-02628

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

**Timely Redressal of the
Grievances through
appropriate committees**



PANDIAN SARASWATHI YADAV ENGINEERING COLLEGE

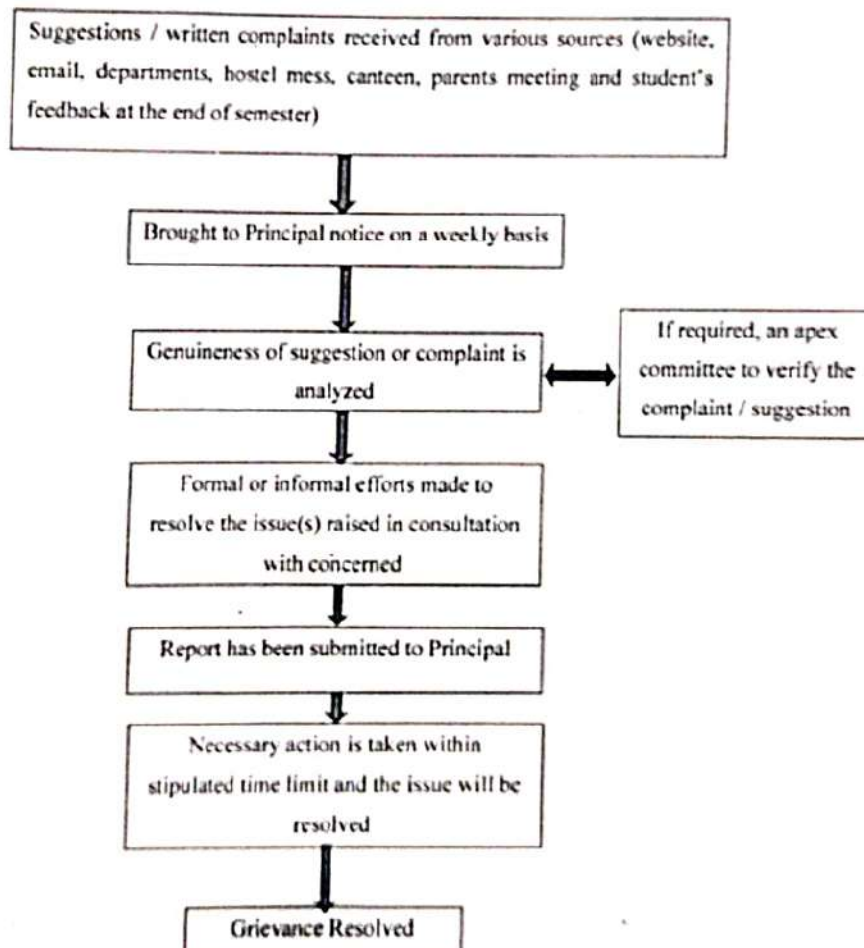
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Grievances and Redressal Mechanism

The purpose of the Committee is to look into the complaints lodged by any student/faculty/non-teaching staff and judge its merit. Students with a genuine grievance may approach the Counsellor, faculty members of the department or HOD in person. In Case the person is unwilling to appear in self, grievances may be dropped in writing at the Complaint box/suggestion bon kept on all floors and respective hostels or by sending an email to the college mail id.



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PANDIAN SARASWATHI YADAV
ENGINEERING COLLEGE
Arasanor, Thirumansolai P.O-630 561
Sivagangai Dist. Tamilnadu



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RefNo:PSYEC/GRC/2022-2023

18.07.2022

Circular

The First meeting of the Grievance Redressal Committee is scheduled to convene on 22.07.2022 with the primary objective of addressing and resolving the grievances put forth by the students.

Agenda: Regarding Grievances received through the suggestion box opened on 13.07.2022.


CONVENER


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PANDIAN SARASWATHI YADAV
ENGINEERING COLLEGE
Arasanoor, Thirumansolai P.O-630 561
Sivagangai Dist. Tamilnadu

Copy To:

1. File / Students Grievance cum Redressal Committee members
2. IQAC



Request Letter

From

K. Sagan, (912021106016)

II - ECE,

Pandiyar Saraswathi Yadav Engineering College,
Arasanoor.

To

The Principal,

Pandiyar Saraswathi Yadav Engineering College,
Arasanoor.

Respected Sir,

Sub: Request for repairing the pipe leakage in
mess block - regarding

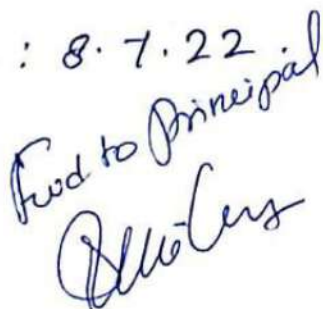
As I am studying in II-ECE department
in our esteemed institution. This is to inform
that, I request to repair of the pipe leakage
in the mess block. It causes the bad smell in
the surroundings. kindly do the needful as soon as
possible.


A. K. Murali

Thanking You .

Place : Arasanoor.

Date : 8.7.22

Prod to Principal


Yours Sincerely
K. Sagan

Forwarded to Building Section.
Do the needful.


PRINCIPAL
PANDIYAR SARASWATHI YADAV
ENGINEERING COLLEGE
Arasanoor Thirumansolai P.O-650 561

From

S. Anitha (912020106002)

II - ECE,

PSYEC,

Arasanoor.

To

The Principal,

PSYEC,

Arasanoor.

Dear Sir,

Sub: Fan & Tube light not working - req.

In my class room 2H-EC-04,
Fans and lights are not working.
Kindly request you to repair the same
as early as possible. kindly do the
needful.

Thanking you.

yours faithfully,

S. Anitha

Arasanoor.

29.06.2022.

For the principal

Principals

A. Anitha

forwarded to Building Section.

R.B.



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25.07.2022

Ref No: PSYEC/GRC/2022-2023

MINUTES OF THE MEETING OF STUDENTS GRIEVANCE CUM REDRESSAL COMMITTEE

ACTION TAKEN REPORT

A meeting of the Students Grievance cum Redressal Committee was held on 22.07.2022 at 10.30 a.m. in the Seminar Hall.

The following were the proceedings of the meeting:

As per the grievances received from the students through the complaint box, following were expressed:

1. Repair the pipe leakage in the mess block.
2. In Lecture Hall No.EC-04 Two ceiling fans are not working.

The action taken report for the above grievances:

| S.No | Grievances Received through Suggestion Box opened on 13.07.2022 | Action Taken |
|------|---|---|
| 1. | Repair the pipe leakage in the mess block. | Necessary action was taken and Repaired the pipe leakage in the mess block. |
| 2. | In Lecture Hall No.EC-04 Two ceiling fans are not working. | The electricians attended to the problem and all fans are functioning well. |



PRINCIPAL
Dr. R. RAJA M.E., Ph.D.,
PRINCIPAL
PANDIAN SARASWATHI YADAV
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Sivagangai Dist, Tamil Nadu



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ACTION TAKEN



Repaired pipe leakage in the mess block and tap is functioning well



All fans and Tube lights are functioning well in the Lecture Hall No.EC-04