

From,
Tirth Mehta,
Msc(cs)-6

To,
Hod Mam
Department of Computer Science

Subject: Complaint Regarding Cleanliness and Management Issues in Classrooms

Respected Mam,

I hope this letter finds you in good health and spirits. I am writing to formally lodge a complaint regarding the cleanliness and management issues in the classrooms of our department. As a dedicated student of [Your Department], I am deeply concerned about the current state of our learning environment.

- The blackboards/whiteboards are not cleaned regularly, making it difficult to follow the lectures and presentations.

- The trash bins are often overflowing, which contributes to the unpleasant smell and unhygienic conditions in the classrooms.

- Several desks and chairs are broken or damaged, causing discomfort and inconvenience for students during lectures.

- The air conditioning and ventilation systems are not functioning properly in some rooms, leading to an uncomfortable learning atmosphere, especially during extreme weather conditions.

I believe that addressing these issues promptly will significantly improve the learning experience and overall well-being of the students. A clean, well-maintained, and properly managed classroom environment is essential for effective learning and teaching.

I kindly request you to take the necessary steps to resolve these issues at the earliest convenience. This could include scheduling regular cleaning, conducting periodic maintenance checks, and ensuring timely responses to reported problems.

Thank you for your attention to this matter. I look forward to a positive response and immediate action to improve the conditions of our classrooms.

Yours sincerely,

Tirth Mehta