



SSM INSTITUTE OF ENGINEERING AND TECHNOLOGY

Dindigul – Palani Highway, Dindigul – 624 002.

Phone : 0451 – 2448800 – 99 (100 Lines)

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Email : ssmiedgl@gmail.com

Website : www.ssmiet.ac.in

C.No.073/SSMIET/2022

Date: 3rd March 2022

CIRCULAR

There will be a Grievance Redressal meeting for the following faculty on 4th March 2022 at 12.45 p.m. in seminar hall 1.

S.No.	Name	Designation &	S.N	Name	Designation &
1	G SAHAYARAJ	AP/ AUTOMOBILE	24	A S F SUBAMATHI	AP/EEE
2	V SEENIVASA DEDIRIMAI	AP/ AUTOMOBILE	25	P SHANKAR KANNAN	AP/MECH
3	T SIVAGANESAN	AP/ CIVIL	26	P DHEENA THAYALAN	AP/MECH
4	S SARANYA	AP/CIVIL	27	U KARTHICK	AP/MECH
5	P M SARAN KARTHICK	AP/CIVIL	28	T KARTHICK MUNISAMY	AP/MECH
6	DR G PRABU	ASP/CSE	29	V PREETHI	AP/MECH
7	N ANU LAVANYA	AP/CSE	30	M SELWIN	AP/MECH
8	N J DIVYA	AP/CSE	31	R.SATHEESH BABU	AP/ Maths
9	S DIVYA	AP/CSE	32	S.KAVITHA	AP/ Maths
10	A GEETHA	AP/ECE	33	S.SUDHA	AP/ Maths
11	R SENTHIL KUMAR	AP/ECE	34	M.CHRISTOPHER	AP/ Maths
12	J VETRI MANI KUMAR	AP/ECE	35	R.JANANI	AP/ Maths
13	V P GOKULAN	AP/ECE	36	R.SARAVANAN	AP/ Maths
14	G SARANYA	AP/ECE	37	R.VITHYADEVI	AP/ Maths
15	S KARTHICK	AP/ECE	38	S.IIEMALATHA	AP/ Maths
16	R SANGEETHA	AP/ECE	39	DR.J.ABRAHAM HUDSON MARK	AsP / Physics
17	S ABIRAMI	AP/ECE	40	S.NITHYA	AP / Physics
18	K DIVYA	AP/ECE	41	K.THARA	AP/Chemistry
19	T SOUNDHARYA	ACADEMIC INTERN	42	S.SOUNDARALAKSHMI	AP/Chemistry
20	G SATHEESH KUMAR	AP/EEE	43	V.SUMITHRA	AP/English
21	T ARUL KUMAR	AP/EEE	44	J.JOHN PRATEEBA	AP/English
22	S BAVITHRA	AP/EEE	45	P.KOTHAI NATCHIAR	AP/English
23	S VIJAYA SAMUNDEESWARI	AP/EEE			


PRINCIPAL



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C.No.071/SSMIET/2022

Date: 2nd March 2022

CIRCULAR


There will be a Grievance Redressal meeting for Non-Teaching Staff, Drivers, Security Personnel, Estate office workers on 3rd March 2022 at 12.45 p.m. in seminar hall 1.


PRINCIPAL 02/03/22

Copy to: Chairman for kind information


Administrative Officer 

HoD's


AUTO 02/03/2022



Civil



CSE

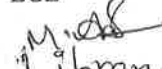

ECE


EEE 2/3/2022

Mech 

S&H 


I year co-ordinator


Library


PRO 2/3/22



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Minutes of Grievance Redressal Attendance

Title: Grievance Redressal Meeting

Date & Time: 3.3.2022 & 12.45 p.m.

Convened by : Dr. G. Selvabharathi, AsP/Civil

Venue : Seminar Hall - I

S.No.	Name	Department	Signature of the Staff
1	V. Perumal	Transport	V. Perumal
2	S. Antonysamy	Transport	S. Antonysamy
3	A. Palanisamy	Transport	A. Palanisamy
4	S. Ganesan	Transport	S. Ganesan
5	A. Muthuraj	Transport	A. Muthuraj
6	S. Thangapandi	Transport	S. Thangapandi
7	P. Alagarsamy	Transport	P. Alagarsamy
8	A. Manobalan	Transport	A. Manobalan
9	I. Susai	Security	I. Susai
10	R. Jeyaraman	Security	R. Jeyaraman
11	V. T. Krishnasamy	Security	V. T. Krishnasamy
12	T. Velusamy	Security	T. Velusamy
13	P. Palanisamy	Security	P. Palanisamy
14	I. Dhanasekar	Security	I. Dhanasekar
15	P. Murugan	Security	P. Murugan
16	V. Aanaimurugan	Security	V. Aanaimurugan
17	S. Perumal	Security	S. Perumal
18	K. Kumaresan	Electrician	K. Kumaresan
19	R. Govindharaj	Electrician	R. Govindharaj
20	S. Santhiyagu	Electrician	S. Santhiyagu
21	I. Vusuvasam Amutha	Housekeeping	I. Vusuvasam Amutha
22	A. Vendamani	Housekeeping	A. Vendamani



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23	J.Chrishti Rebekka	Housekeeping	J. திருப்பிய ரெபேக்கா
24	M. Lakshmi	Housekeeping	மெலக்சுமி
25	S. Jeyaseeli Fathima	Housekeeping	ச. ஜெயசீலி ஃதீமா
26	N. Sulochsana	Housekeeping	N. சூலட்சுமி
27	P. Arockiammal	Housekeeping	P. அரோகியம்மா
28	C. Jebamalai Mary	Housekeeping	C. ஜெபமலை மரிய
29	F. Kulanthai Theras	Housekeeping	F. குலந்தை தீராஸ்
30	M. Kuppayi	Housekeeping	M. கப்பையி
31	V. Rajeshwari	Housekeeping	V. ராஜேஸ்வரி
32	M. Muthammal	Housekeeping	M. முத்துமல்லி
33	B. Dhanalakshmi	Housekeeping	B. தனாலக்ஷ்மி
34	S.Daitha Arockiyammal	Housekeeping	S. தைதா அரோகியம்மா
35	G. Reetha Mary	Housekeeping	G. ரீதா மரிய
36	R. Alphonse mary	Housekeeping	R. அல்போன்ஸ் மரிய
37	S. Elizabeth Rani	Housekeeping	S. எலிசபெத் ராணி
38	A. Suriya	Housekeeping	A. சூரியா
39	S. Poonkodi	Housekeeping	S. பூங்குடி
40	A. Doradeisi	Housekeeping	A. டோராடேசி
41	P. Angusamy	Housekeeping	P. அங்கசாமி
42	P. Thirumalsamy	Housekeeping	P. திருமால்சாமி
43	M. Cithra	Housekeeping	M. சித்ரா
44	R. Gopalakrishnan	Housekeeping	R. கோபாலகிருஷ்ணன்
45	M. Murugammal	Housekeeping	M. முருகம்மா
46	P. Velmurugan	Housekeeping	P. வெல்முருகன்
47	P. Alagarsamy	Housekeeping	P. அலகாசாமி
48	S. Karpakavalli	Mess	S. கர்பகாவலி
49	S. Murugeshwari	Mess	S. முருகேஸ்வரி
50	S. Nagarani	Mess	S. நாசுராணி
51	B. Ambika	Mess	B. அம்பிகா
52	P.Loganathan	Office Assistant	P. லோகநாதன்



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53	K. Vinotha	Office Assistant	
54	C. Banu	Office Assistant	
55	R. Ilavarasi	Office Attender	
56	M. Amutha	Libray Asst.	
57	G. Selvamani	PRO	
58	S. Jayaprathap	Technical Assistant	
59	R. Dinesh	Technical Assistant	
60	R. Thirupathi	Technical Assistant	
61	D. Rex	System Admin	
62	P. Rajesh	Technical Assistant	
63	X. Franklin Aro	Technical Assistant	
64	A. Issack	Technical Assistant	
65	R. Soundra Pandiammal	Technical Assistant	
66	R. Johnbaskaran	Technical Assistant	
67	S. Vairamani	Technical Assistant	
68	K. G. Murugan	Technical Assistant	
69	J. Christhu Raja	Technical Assistant	
70	S. R. Karikalan	Technical Assistant	
71	S. Sivachandiran	Technical Assistant	
72	P. Kaliyappan	Technical Assistant	
73	M. M. Mayilvahanan	Technical Assistant	
74	J. Gopinath	Technical Assistant	
75	P. Ilayaraj	Technical Assistant	
76	M. Antony Doss	Technical Assistant	
77	V. Nagaraj	Technical Assistant	
78	V. Visva Rathinam	Technical Assistant	

Grievance Coordinator

Principal



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Long 77.920685°
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Minutes of Grievance Redressal Meeting		
Title: Grievance Redressal Meeting		Date & Time: 3.3.2022 & 12.45 p.m. 4.3.2022 & 12.45 p.m.
Convened by : Dr. G. Selvabharathi, AsP/Civil		Venue : Seminar Hall - I
Minuted by: Dr. M. Rameswari, Prof & HOD/Mathematics		
AGENDA		
<ol style="list-style-type: none"> 1. Introduction of new members of the committee 2. New system (Online Portal Facility) 3. Grievance Redress Mechanism 4. Process for effective Redress of Grievances 		
S.No.	Description	Points of Discussion
1.	Introduction of new members of the committee	<ul style="list-style-type: none"> ➤ The new members of the committee are introduced. ➤ Their details (mobile number and email address) are given to register grievances
2.	New system (Online Portal Facility)	<ul style="list-style-type: none"> ➤ Students and faculty of the college may be dropped their grievance letters in the suggestion boxes provided in our campus or they can register their grievance in online portal (ONLINE GRIEVANCE REDRESSAL SYSTEM) on our website. https://forms.gle/o1DtoSmqT8XaZksK7
3.	Grievance Redress Mechanism	<ul style="list-style-type: none"> ➤ A box marked 'Grievance Box' is placed on the ground floor. Any student may put in their case/concern with name, date and class in the grievance box. Confidentiality and privacy is maintained. The grievances dropped in the suggestion boxes or registered online form are collected periodically and they are analyzed by the committee and forwarded to the concerned department for remarks. After receiving the remarks, the committee discusses about them, takes suitable actions to solve the grievances if found genuine.



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4.	Process for effective Redress of Grievances	<ul style="list-style-type: none">➤ The committee will meet at least once in a month to resolve the grievances, if any.➤ To take conclusive decision and submit its recommendations to the deciding authority for removal of alleged grievances.➤ The number of grievances settled or pending will be report to the Principal periodically.
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The convener thanked all the members and the meeting was concluded at 1.15 p.m.


PRINCIPAL

Members Present

- All Teaching Faculty (4.3.2022)
- Non-teaching Faculty, Drivers and Security personnel (3.3.2022)
- Estate office workers (3.3.2022)

ED and Chairman – for kind information

Copy to:

- 1) HoDs a. Automobile b. Civil c. CSE d. ECE e. EEE f. Mechanical
g. English h. Mathematics i. Physics j. Chemistry
- 2) Faculty Circulation through HoDs
- 3) Office 4) Library 5) Placement 6) Physical Education



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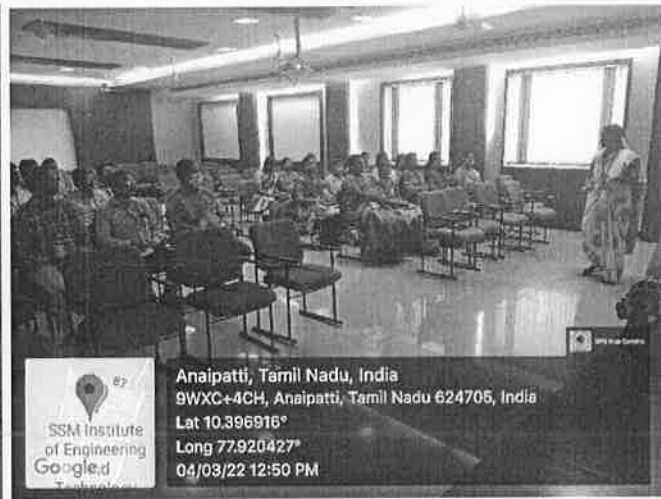
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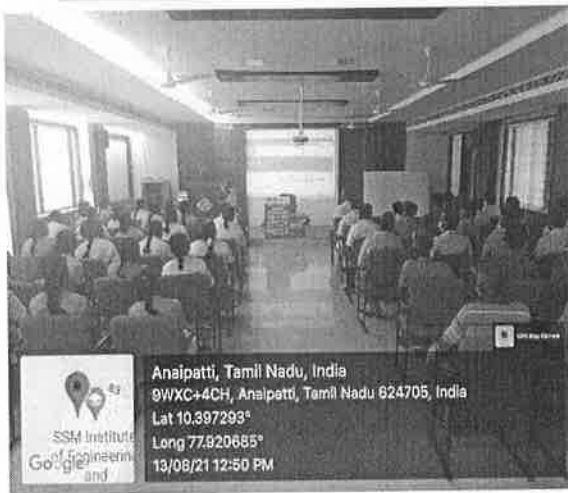
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Principal



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Minutes of Grievance Redressal Attendance

Title: Grievance Redressal Meeting

Date & Time: 4.3.2022 & 12.45 p.m.

Convened by : Dr. G. Selvabharathi, AsP/Civil

Venue : Seminar Hall - I

S.No.	Name	Designation & Department	Signature of the Faculty
1	G SAHAYARAJ	AP/ AUTOMOBILE	
2	V SEENIVASA PERUMAL	AP/ AUTOMOBILE	
3	T SIVAGANESAN	AP/ CIVIL	
4	S SARANYA	AP/CIVIL	
5	P M SARAN KARTHIK	AP/CIVIL	
6	DR G PRABU	ASP/CSE	
7	N ANU LAVANYA	AP/CSE	
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12	J VETRI MANI KUMAR	AP/ECE	
13	V P GOKULAN	AP/ECE	
14	G SARANYA	AP/ECE	
15	S KARTHIK	AP/ECE	
16	R SANGEETHA	AP/ECE	
17	S ABIRAMI	AP/ECE	
18	K DIVYA	AP/ECE	
19	T SOUNDHARYA	ACADEMIC INTERN	
20	G SATHEESH KUMAR	AP/EEE	
21	T ARUL KUMAR	AP/EEE	



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24/3