



THAMIRABHARANI ENGINEERING COLLEGE
 Chathirampudukulam, Chidambaranagar-Vepemkulam Road
 Thatchanallur, Tirunelveli – 627 358.

Internal Complaint Committee

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Chathirampudukulam, Chidambaranagar - Vepemkulam Road
Thatchanallur, Tirunelveli 627 358, Tamil Nadu.

Internal Complaint Committee
Members List 2020-2021

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	HoD/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. Muthukumar A	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. R. Mariswari	Member	I year student representative	
8.	Ms. V. Kavitha	Member	II year student representative	
9.	Ms. K. Prathysha	Member	III year student representative	
10.	Ms. S. Jeya Priya	Member	IV year student representative	

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Internal Complaint Committee
Members List 2019-2020

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal is	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	HOD/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. A. Muthukumar	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. M. Deivakani	Member	I year student representative	
8.	Ms. M. Karthik Devi	Member	II year student representative	
9.	Ms. M. Dhanalakshmi	Member	III year student representative	
10.	Ms. S. Surya	Member	IV year student representative	

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Internal Complaint Committee
Members List 2018-2019

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal is	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	AP/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. A. Muthukumar	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. A. Ambika	Member	I year student representative	
8.	Ms. S. Jeya Priya	Member	II year student representative	
9.	Ms. S. Surya	Member	III year student representative	
10.	Ms. V. Abitha	Member	IV year student representative	

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Internal Complaint Committee
Members List 2017-2018

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	AP/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. Muthukumar A	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. M. Dhanalakshmi	Member	I year student representative	
8.	Ms. T. Iswarya	Member	II year student representative	
9.	Ms. J. Sumithra	Member	III year student representative	
10.	Ms. M. Chitra	Member	IV year student representative	

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Internal Complaint Committee

Members List 2016-2017

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	AP/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. A. Muthukumar	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. R. Rithika	Member	I year student representative	
8.	Ms. V. Salomiya	Member	II year student representative	
9.	Ms. V. Sudalaimani	Member	III year student representative	
10.	Ms. R. Manisha	Member	IV year student representative	

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Thatchanallur, Tirunelveli 627 358, Tamil Nadu.

Dated: 12.06.2020

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CONSTITUTION OF INTERNAL COMPLAINT COMMITTEE [2020-2021]

The following members are deputed as members of Internal Complaint Committee for the academic year 2020 – 2021.

S. No.	Name	Position	Designation	Mobile number	Mail ID	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	9360904669	tec_principal@yahoo.in	
2.	Dr. R. Rajakumari	Member	HOD/S&H	9443971394	rajakumarir@tec-edu.in	
3.	Mrs. A. Annalakshmi	Member	HoD/CSE	8248068151	saravanaselvip@tec-c-edu.in	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	8248068151	saravanaselvip@tec-c-edu.in	
5.	Mr. A. Muthukumar	Member	Lab Assistant	9788936212	tamilvisiondigitals@gmail.com	
6.	Mr. N. Mariappan	Member	Office Superintendent	7904944150	tec_edu_in@yahoo.com	
7.	Ms. P. Packiyalakshmi	Member	I year student representative	7339167997	packiyalakshmi@2020@gmail.com	
8.	Ms. V. Kavitha	Member	II year student representative	6384092636	kavitha25042002@gmail.com	
9.	Ms. K. Prathysya	Member	III year student representative	9500788393	prathiyukshakanna@gmail.com	
10	Ms. S. Jeya Priya	Member	IV year student representative	7339924525	jeyapriya12062000@gmail.com	

The Internal Complaints Committee is responsible for investigating every formal written complaint of sexual harassment and taking appropriate remedial measures to respond to any substantiated allegations of sexual harassment.

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Dated: 12.06.2020

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CONSTITUTION OF INTERNAL COMPLAINT COMMITTEE [2020-2021]

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S. No.	Name	Position	Designation	Mobile number	Mail ID	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	9360904669	tec_principal@yahoo.in	
2.	Dr. R. Rajakumari	Member	HOD/S&H	9443971394	rajakumarir@tec-edu.in	
3.	Mrs. A. Annalakshmi	Member	HoD/CSE	8248068151	saravanaselvip@tec-edu.in	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	8248068151	saravanaselvip@tec-edu.in	
5.	Mr. A. Muthukumar	Member	Lab Assistant	9788936212	tamilvisiondigitals@gmail.com	
6.	Mr. N. Mariappan	Member	Office Superintendent	7904944150	tec_edu_in@yahoo.com	
7.	Ms. P Packiyalakshmi	Member	I year student representative	7339167997	packiyalakshmiece2020@gmail.com	
8.	Ms. V. Kavitha	Member	II year student representative	6384092636	kavitha25042002@gmail.com	
9.	Ms. K. Prathysha	Member	III year student representative	9500788393	prathyukshakanna@gmail.com	
10.	Ms. S. Jeya Priya	Member	IV year student representative	7539924525	jeyapriya12062000@gmail.com	

The Internal Complaints Committee is responsible for investigating every formal written complaint of sexual harassment and taking appropriate remedial measures to respond to any substantiated allegations of sexual harassment.

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Dated: 25.06.2020

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CONSTITUTION OF INTERNAL COMPLAINT COMMITTEE [2019-2020]

The following members are deputed as members of Internal Complaint Committee for the academic year 2019 - 2020.

S. No.	Name	Position	Designation	Mobile number	Mail ID	Signature
1.	Dr. K. Asan Mohideen,	Chair person	Principal I/C	9360904669	tec_principal@yahoo.in	
2.	Dr. R. Rajakumari,	Member	HOD/S&H	9443971394	rajakumarir@tec-edu.in	R. Rajakumari
3.	Mrs. A. Annalakshmi	Member	HOD/CSE	9944239002	tec_csdept12@yahoo.in	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	8248068151	saravanaselvip@tec-edu.in	P. Saravanaselvi
5.	Mr. Muthukumar A	Member	Lab Assistant	9788936212	tamilvisiondigitals@gmail.com	
6.	Mr. N. Mariappan	Member	Office Superintendent	7904944150	tec_edu_in@yahoo.com	Mariappan
7.	Ms. Deivakani M	Member	I year student representative	6345232167	deivakanim246@gmail.com	Deivakani
8.	Ms. Karthik Devi M	Member	II year student representative	7558166378	karthickdevi2001@gmail.com	Karthik Devi
9.	Ms. Dhanalakshmi M	Member	III year student representative	9384259118	dhanacool2001@gmail.com	Dhanalakshmi
10	Ms. Surya S	Member	IV year student representative	7708825379	suryas200599@gmail.com	Surya S

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The Internal Complaints Committee is responsible for investigating every formal written complaint of sexual harassment and taking appropriate remedial measures to respond to any substantiated allegations of sexual harassment.


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Copy to:

1. The Chairman/Secretary
2. The Principal
3. All HODs
4. Office
5. Notice Board

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Dated: 13.06.2018

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CONSTITUTION OF INTERNAL COMPLAINT COMMITTEE [2018-2019]

The following members are deputed as members of Internal Complaint Committee for the academic year 2018 - 2019.

S. No.	Name	Position	Designation	Mobile number	Mail ID	Signature
1.	Dr. K. Asan Mohideen,	Chair person	Principal I/C	9360904669	tec_principal@yahoo.in	
2.	Dr. R. Rajakumari	Member	HOD/S&H	9443971394	rajakumarir@tec-edu.in	
3.	Mrs. A. Anna Lakshmi	Member	HOD/CSE	9944239002	tec_csdept12@yahoo.in	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	8248068151	saravanaselvip@tec-edu.in	
5.	Mr. Muthukumar A	Member	Lab Assistant	9788936212	tamilvisiondigitals@gmail.com	
6.	Mr. N. Mariappan	Member	Office Superintendent	7904944150	tec_edu_in@yahoo.com	
7.	Ms. Ambika A	Member	I year student representative	9629104132	ambikaa2022@gmail.com	
8.	Ms. Jeya Priya S	Member	II year student representative	7598889382	jeyapriya12062000@gmail.com	
9.	Ms. Surya.S	Member	III year student representative	7708825379	suryas200599@gmail.com	
10	Ms. Abitha V	Member	IV year student representative	6374718582	abithagreat@gmail.com	

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Thatchanallur, Tirunelveli 627 358, Tamil Nadu.

Dated: 30.05.2017

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CONSTITUTION OF INTERNAL COMPLAINT COMMITTEE [2017-2018]

The following members are deputed as members of Internal Complaint Committee
for the academic year 2017 - 2018.

S. No.	Name	Position	Designation	Mobile number	Mail ID	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	9360904669	tec_principal@yahoo.in	
2.	Dr. R. Rajakumari	Member	HOD/S&H	9443971394	rajakumarir@tec-edu.in	R. Rajakumari
3.	Mrs. A. Anna Lakshmi	Member	AP/CSE	9944239002	tec_csdept12@yahoo.in	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	8248068151	saravanaselvip@tec-edu.in	P. Saravanaselvi
5.	Mr. A. Muthukumar	Member	Lab Assistant	9788936212	tamilvisiondigitals@gmail.com	
6.	Mr. N. Mariappan	Member	Office Superintendent	7904944150	tec_edu_in@yahoo.com	Mariappan
7.	Ms. Dhanalakshmi	Member	I year student representative	9384259118	dhanacool2001@gmail.com	Dhanalakshmi
8.	Ms. Iswarya T	Member	II year student representative	9870947323	iswaryat@gmail.com	Iswarya. T
9.	Ms. Sumithra.J	Member	III year student representative	9344340894	sumithra11864@gmail.com	Sumithra. J
10.	Ms. Chitra M	Member	IV year student representative	9942104814	chirtram18@gmail.com	M. Chitra M.

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Dated: 13.05.2016

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CONSTITUTION OF INTERNAL COMPLAINT COMMITTEE [2016-2017]

The following members are deputed as members of Internal Complaint Committee for the academic year 2016 – 2017.

S. No.	Name	Position	Designation	Mobile number	Mail ID	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	9360904669	tec_principal@yahoo.in	
2.	Dr. R. Rajakumari	Member	HOD/S&H	9443971394	rajakumarir@tec-edu.in	
3.	Mrs. A. Annalakshmi	Member	AP/CSE	9944239002	tec_csdept@yahoo.in	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	8248068151	saravanaselvip@tec-edu.in	
5.	Mr. A Muthukumar	Member	Lab Assistant	9788936212	tamilvisiondigitals@gmail.com	
6.	Mr. N. Mariappan	Member	Office Superintendent	7904944150	tec_edu_in@yahoo.com	
7.	Ms. R Rithika	Member	I year student representative	9698119755	riyarishita084@gmail.com	
8.	Ms. V Salomiya	Member	II year student representative	9498823590	Salomiyav90@gmail.com	
9.	Ms. V Sudalaimani	Member	III year student representative	7358012533	sudalaimanimano@gmail.com	
10	Ms. M Gomathi	Member	IV year student representative	9384258290	gomathimari95@gmail.com	

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Date: 08.04.2021

CIRCULAR –INTERNAL COMPLAINT COMMITTEE MEETING

This is to inform you that the Internal Complaint Committee meeting will be held on 09.04.2021 at 2.00 pm through Google Meet for the academic year 2020-2021.

Google meet link: <http://meet.google.com/kmd-saai-zjt>

Agenda

1. Review of previous semester complaints if any.
2. Discussion of Events organized by ICC.
3. Interaction with First year students.
4. Safety measures on Covid-19 pandemic discussion

All the members are requested to attend the meeting without fail.

S. No.	Name	Position	Designation	Signature
1.	Dr. A. Annalakshmi	Chairperson	Principal I/C	
2.	Dr. R. Rajakumari,	Member	HOD/S&H	
3.	Mrs. P. Saravanaselvi	Member	AP/ECE	
4.	Mr. E. Subramaniam	Member	AP/EEE	
5.	Mr. A. Muthukumar	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. P. Packiyalakshmi	Member	I year student representative	
8.	Ms. V. Kavitha	Member	II year student representative	
9.	Ms. K. Prathysha	Member	III year student representative	
10.	Ms. S. Jeya Priya	Member	IV year student representative	

Coordinator 8/4/21

Principal

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Minutes of the Internal Complaint committee Meeting

The Internal Complaint Committee meeting was held on 09.04.2021 at 2.00 pm in the Google meet for the academic year 2020-2021. The Meeting was started with a short note of welcome by the Principal. Chairperson expressed her gratitude to the Management, Staff members and Students as there was no complaint in the campus last semester. Chairperson requested the Committee members to take the necessary steps to maintain the same status in the upcoming academic year too.

Members present:

S. No.	Name	Position	Designation	Signature
1.	Dr. A. Annalakshmi	Chairperson	Principal Incharge	
2.	Dr. R. Rajakumari,	Member	HOD/S&H	
3.	Mrs. P. Saravanaselvi	Member	AP/ECE	
4.	Mr. E. Subramaniam	Member	AP/EEE	
5.	Mr. A. Muthukumar	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. P. Packiyalakshmi	Member	I year student representative	
8.	Ms. V. Kavitha	Member	II year student representative	
9.	Ms. K. Prathysha	Member	III year student representative	
10.	Ms. S. Jeya Priya	Member	IV year student representative	

Further, the meeting was opened to discuss the different ways to prevent complaints in the campus. The following points were expressed by the members:

1. The Chair person chaired the meeting. Minutes of the previous meeting were approved and follow up actions initiated was reviewed.

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Date: 12.08.2020

CIRCULAR -INTERNAL COMPLAINT COMMITTEE MEETING

This is to inform you that the Internal Complaint Committee meeting will be held on 13.08.2020 at 2.30 pm through Google Meet for the academic year 2020-2021.

Google meet link: <http://meet.google.com/kmd-saal-zjt>

Agenda

1. Review of previous year event.
2. Discussion of Events organized by ICC
3. Interaction with First year students
4. Safety measures on Covid-19 pandemic discussion

All the members are requested to attend the meeting without fail.

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen,	Chairman	Principal	
2.	Dr. R. Rajakumari,	Member	HOD/S&H	R. Rajakumari
3.	Mrs. A. Annalakshmi	Member	HoD/CSE	Annalakshmi
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	P. Saravanaselvi
5.	Mr. Muthukumar A	Member	Lab Assistant	Muthukumar A
6.	Mr. N. Mariappan	Member	Office Superintendent	N. Mariappan
7.	Ms. Packiyalakshmi P	Member	I year student representative	P. Packiyalakshmi
8.	Ms. Kavitha V	Member	II year student representative	Kavitha V
9.	Ms. Prathysha K	Member	III year student representative	Prathysha K
10.	Ms. Jeya Priya S	Member	IV year student representative	Jeya Priya S

P. Saravanaselvi
Coordinator 13/8/20

Principal

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Minutes of the Internal Complaint Committee Meeting

The Internal Complaint Committee meeting was held on 13.08.2020 at 2.30 pm in the Google meet for the academic year 2020-2021. The Meeting was started with a short note of welcome by the Principal. Chairperson expressed her gratitude to the Management, Staff members and Students as there was no complaint in the campus last year. Chairperson requested the Committee members to take the necessary steps to maintain the same status in the upcoming academic year too.

Members present:

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen,	Chair person	Principal	
2.	Dr. R. Rajakumari,	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	HoD/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. Muthukumar A	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. P. Packiyalakshmi	Member	I year student representative	
8.	Ms. V Kavitha	Member	II year student representative	
9.	Ms. K Prathysha	Member	III year student representative	
10.	Ms. S Jeya Priya	Member	IV year student representative	

Further, the meeting was opened to discuss the different ways to prevent complaints in the campus. The following points were expressed by the members:

1. The Chair person chaired the meeting. Minutes of the previous meeting were approved and follow up actions initiated was reviewed.
2. Interaction with first year students to introduce committee members.
3. Chairperson instructed all the HoDs to intimate the I Year Students about the rules and regulations of Internal Complaint Committee in order to achieve the objective of

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Date: 22.04.2020

CIRCULAR - INTERNAL COMPLAINT COMMITTEE MEETING

This is to inform you that the Internal Complaint Committee meeting will be held on 23.04.2020 at 1.00 pm through Google Meet for the academic year 2019-2020.

Google meet link: <http://meet.google.com/kmd-saai-zjt>

Agenda

1. Review of previous semester complaints if any.
2. Discussion of Events organized by ICC.
3. Interaction with First year students.
4. Safety measures on Covid-19 pandemic discussion

All the members are requested to attend the meeting without fail.

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	HOD/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. Muthukumar A	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. Deivakani M	Member	I year student representative	
8.	Ms. Karthik Devi M	Member	II year student representative	
9.	Ms. Dhanalakshmi.M	Member	III year student representative	
10.	Ms. Surya.S	Member	IV year student representative	

Coordinator 22/4/20

Principal



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Minutes of the Internal Complaint committee Meeting

The Internal Complaint Committee meeting was held on 23.04.2020 at 1.00 pm in the Google meet for the academic year 2019-2020. The Meeting was started with a short note of welcome by the Principal. Chairperson expressed her gratitude to the Management, Staff members and Students as there was no complaint in the campus last semester. Chairperson requested the Committee members to take the necessary steps to maintain the same status in the upcoming academic year too.

Members present:

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	HOD/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. Muthukumar A	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. M Deivakani M	Member	I year student representative	
8.	Ms. M Karthik Devi	Member	II year student representative	
9.	Ms. M Dhanalakshmi	Member	III year student representative	
10.	Ms. S Surya.	Member	IV year student representative	

Further, the meeting was opened to discuss the different ways to prevent complaints in the campus. The following points were expressed by the members:

8. The Chair person chaired the meeting. Minutes of the previous meeting were approved and follow up actions initiated was reviewed.
9. Counselling for hostel students of all Departments shall to be conducted to tell them about forms of harassments.
10. Discussions were held on the importance of creating awareness and continuous sensitization among the employees.

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Date: 15.07.2019

CIRCULAR - INTERNAL COMPLAINT COMMITTEE MEETING

This is to inform you that the Internal Complaint Committee meeting will be held on 16.07.2019 at 3.00 pm for the academic year 2019-2020.

Agenda

1. Review of previous year event.
2. Discussion of Events organized by ICC
3. Interaction with First year students
4. Any other matter

All the members are requested to attend the meeting without fail.

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	R. Rajakumari
3.	Mrs. A. Annalakshmi	Member	HOD/CSE	A. Annalakshmi
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	P. Saravanaselvi
5.	Mr. Muthukumar A	Member	Lab Assistant	M. Muthukumar A
6.	Mr. N. Mariappan	Member	Office Superintendent	N. Mariappan
7.	Ms. Deivakani M	Member	I year student representative	M. Deivakani
8.	Ms. Karthik Devi M	Member	II year student representative	M. Karthik Devi
9.	Ms. Dhanalakshmi.M	Member	III year student representative	M. Dhanalakshmi
10.	Ms. Surya.S	Member	IV year student representative	S. Surya

Coordinator 15/7/19

Principal

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Minutes of the Internal Complaint committee Meeting

The Internal Complaint Committee meeting was held on 16.07.2019 at 3.00 pm in the Principal's chamber for the academic year 2019-2020. The Meeting was started with a short note of welcome by the Principal.

Members present:

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari,	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	HOD/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. Muthukumar A	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. Deivakani M	Member	I year student representative	
8.	Ms. Karthik Devi M	Member	II year student representative	
9.	Ms. Dhanalakshmi.M	Member	III year student representative	
10.	Ms. Surya.S	Member	IV year student representative	

Further, the meeting was opened to discuss the different ways to prevent complaints in the campus. The following points were discussed:

1. Chairperson expressed her gratitude to the Management, Staff members and Students as there was no complaint in the campus last year.
2. Chairperson requested the Committee members to take the necessary steps to maintain the same status in the upcoming academic year too.
3. The Chair person chaired the meeting. Minutes of the previous meeting were approved and follow up actions initiated was reviewed.
4. Interaction with first year students to introduce committee members.
5. Chairperson instructed all the HoDs to intimate the I Year Students about the rules and regulations of Internal Complaint Committee in order to achieve the objective of making our institution "Grievance Free Zone".



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Date: 24.04.2019

CIRCULAR -INTERNAL COMPLAINT COMMITTEE MEETING

This is to inform you that the Internal Complaint Committee meeting will be held on 25.04.2019 at 2.00 pm for the academic year 2018-2019.

Agenda

1. Review of previous semester complaints if any.
2. Discussion of Events organized by ICC.
3. Interaction with First year students.

All the members are requested to attend the meeting without fail.

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	R. Rajakumari
3.	Mrs. A. Annalakshmi	Member	HOD/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	P. Saravanaselvi
5.	Mr. Muthukumar A	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	Mariappan
7.	Ms. Ambika A	Member	I year student representative	Ambika
8.	Ms. JeyaPriya S	Member	II year student representative	Jeyapriya
9.	Ms. Surya.S	Member	III year student representative	Surya.S
10.	Ms. Abitha V	Member	IV year student representative	V. Abitha

P. Saravanaselvi
Coordinator

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Principal

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Minutes of the Internal Complaint committee Meeting

The Internal Complaint Committee meeting was held on 25.04.2019 at 2.00 pm in the Principal's chamber for the academic year 2018-2019. The Meeting was started with a short note of welcome by the Principal.

Members present:

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen,	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	R. Rajam
3.	Mrs. A. Annalakshmi	Member	HOD/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	P. Saralini
5.	Mr. Muthukumar A	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	Mariappan
7.	Ms. Ambika A	Member	I year student representative	Ambika
8.	Ms. JeyaPriya S	Member	II year student representative	Jeyapriya
9.	Ms. Surya.S	Member	III year student representative	Surya.S
10.	Ms. Abitha V	Member	IV year student representative	V. Abitha


Further, the meeting was opened to discuss the different ways to prevent complaints in the campus. The following points were expressed by the members:

1. The Chairman chaired the meeting. Minutes of the previous meeting were approved and follow up actions initiated was reviewed.
2. Counselling for hostel students of all Departments shall to be conducted to tell them about forms of harassments.
3. Discussions were held on the importance of creating awareness and continuous sensitization among the employees.

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4. Complaint regarding Sexual Harassment against women can be made in paper form to be put in the Complaint drop box, through the complaint portal in the webpage or by sending e-mail.
5. Till yet no complaints has been received related to Sexual Harassment.
6. The Chairman conveyed her thanks to the members for attending the meeting and the members agreed that the Committee will meet twice per year on a regular basis or earlier, if need arise.
7. Next meeting of the Committee will be held in the month of July, 2019.

P. Sathya
Coordinator


Principal
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Date: 17.07.2018

CIRCULAR - INTERNAL COMPLAINT COMMITTEE MEETING

This is to inform you that the Internal Complaint Committee meeting will be held on 18.07.2018 at 3.00 pm for the academic year 2018-2019.

Agenda

1. Review of previous year event
2. Discussion of Events organized by ICC
3. Interaction with First year students
4. Any other matter

All the members are requested to attend the meeting without fail.

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen,	Chairman	Principal	
2.	Dr. R. Rajakumari,	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	HOD/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. Muthukumar A	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. Ambika A	Member	I year student representative	
8.	Ms. JeyaPriya S	Member	II year student representative	
9.	Ms. Surya.S	Member	III year student representative	
10.	Ms. Abitha V	Member	IV year student representative	

Coordinator

Principal

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Minutes of the Internal Complaint committee Meeting

The Internal Complaint Committee meeting was held on 18.07.2018 at 3.00 pm in the Principal's chamber for the academic year 2018-2019. The Meeting was started with a short note of welcome by the Principal.

Members present:

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	HOD/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. Muthukumar A	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. Ambika A	Member	I year student representative	
8.	Ms. JeyaPriya S	Member	II year student representative	
9.	Ms. Surya.S	Member	III year student representative	
10.	Ms. Abitha V	Member	IV year student representative	

Further, the meeting was opened to discuss the different ways to prevent complaints in the campus. The following points were discussed:

1. Chairman expressed her gratitude to the Management, Staff members and Students as there was no complaint in the campus last year.
2. Chairman requested the Committee members to take the necessary steps to maintain the same status in the upcoming academic year too.
3. The Chairman chaired the meeting. Minutes of the previous meeting were approved and follow up actions initiated was reviewed.
4. Interaction with first year students to introduce committee members.
5. Chairman instructed all the HODs to intimate the I Year Students about the rules and



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Date: 26.04.2018

CIRCULAR -INTERNAL COMPLAINT COMMITTEE MEETING

This is to inform you that the Internal Complaint Committee meeting will be held on 27.04.2018 at 2.00 pm for the academic year 2017-2018.

Agenda

1. Review of previous semester complaints if any.
2. Discussion of Events organized by ICC.
3. Interaction with First year students.

All the members are requested to attend the meeting without fail.

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	R. Rajakumari
3.	Mrs. A. Annalakshmi	Member	AP/CSE	A. Annalakshmi
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	P. Saravanaselvi
5.	Mr. A. Muthukumar	Member	Lab Assistant	A. Muthukumar
6.	Mr. N. Mariappan	Member	Office Superintendent	N. Mariappan
7.	Ms. Dhanalakshmi	Member	I year student representative	Dhanalakshmi
8.	Ms. T Iswarya	Member	II year student representative	T. Iswarya
9.	Ms. J Sumithra	Member	III year student representative	J. Sumithra
10.	Ms. M Chitra	Member	IV year student representative	M. Chitra

P. Saravanaselvi
Coordinator 26/4/18

Principal

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Minutes of the Internal Complaint committee Meeting

The Internal Complaint Committee meeting was held on 27.04.2018 at 2.00 pm in the Principal's chamber for the academic year 2017-2018. The Meeting was started with a short note of welcome by the Principal.

Members present:

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	AP/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. A Muthukumar	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. Dhanalakshmi	Member	I year student representative	
8.	Ms. T Iswarya	Member	II year student representative	
9.	Ms. J Sumithra	Member	III year student representative	
10.	Ms. M Chitra	Member	IV year student representative	

Further, the meeting was opened to discuss the different ways to prevent complaints in the campus. The following points were expressed by the members:

1. The Chair person chaired the meeting. Minutes of the previous meeting were approved and follow up actions initiated was reviewed.
2. Counselling for hostel students of all Departments shall to be conducted to tell them about forms of harassments.
3. Discussions were held on the importance of creating awareness and continuous sensitization among the employees.

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Date: 13.07.2017

CIRCULAR - INTERNAL COMPLAINT COMMITTEE MEETING

This is to inform you that the Internal Complaint Committee meeting will be held on 14.07.2017 at 1.00 pm for the academic year 2017-2018.

Agenda

1. Review of previous year event.
2. Discussion of Events organized by ICC
3. Interaction with First year students

All the members are requested to attend the meeting without fail.

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	AP/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. Muthukumar A	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. Dhanalakshmi M	Member	I year student representative	
8.	Ms. Iswarya T	Member	II year student representative	
9.	Ms. Sumithra.J	Member	III year student representative	
10.	Ms. Chitra M	Member	IV year student representative	

Coordinator

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Principal

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Minutes of the Internal Complaint Committee Meeting

The Internal Complaint Committee meeting was held on 14.07.2017 at 1.00 pm in the Principal's chamber for the academic year 2017-2018. The Meeting was started with a short note of welcome by the Principal.

Members present:

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	AP/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. A. Muthukumar	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. Dhanalakshmi	Member	I year student representative	
8.	Ms. T Iswarya	Member	II year student representative	
9.	Ms. J Sumithra	Member	III year student representative	
10.	Ms. M Chitra	Member	IV year student representative	

Further, the meeting was opened to discuss the different ways to prevent complaints in the campus. The following points were discussed:

1. Chairperson expressed her gratitude to the Management, Staff members and Students as there was no complaint in the campus last year.
2. Chairperson requested the Committee members to take the necessary steps to maintain the same status in the upcoming academic year too.
3. The Chair person chaired the meeting. Minutes of the previous meeting were approved and follow up actions initiated was reviewed.
4. Interaction with first year students to introduce committee members.
5. Principal instructed all the HoDs to intimate the I Year Students about the roles and responsibilities of Internal Complaint Committee in order to achieve the objective of

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Date: 20.04.2017

CIRCULAR - INTERNAL COMPLAINT COMMITTEE MEETING

This is to inform you that the Internal Complaint Committee meeting will be held on 21.04.2017 at 2.00 pm for the academic year 2016-2017.

Agenda

1. Review of previous semester complaints if any.
2. Discussion of Events organized by ICC.
3. Interaction with First year students.

All the members are requested to attend the meeting without fail.

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	AP/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. A. Muthukumar	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. R. Rithika	Member	I year student representative	
8.	Ms. V. Salomiya	Member	II year student representative	
9.	Ms. V. Sudalaimani	Member	III year student representative	
10.	Ms. M. Gomathi	Member	IV year student representative	

Coordinator 20/4/17

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Minutes of the Internal Complaint committee Meeting

The Internal Complaint Committee meeting was held on 21.04.2017 at 2.00 pm in the Principal's chamber for the academic year 2016-2017. The Meeting was started with a short note of welcome by the Principal.

Members present:

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	AP/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. Muthukumar A	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. R Rithika	Member	I year student representative	
8.	Ms. V Salomiya	Member	II year student representative	
9.	Ms. V Sudalaimani	Member	III year student representative	
10.	Ms. M Gomathi	Member	IV year student representative	

Further, the meeting was opened to discuss the different ways to prevent complaints in the campus. The following points were expressed by the members:

1. The Chairman chaired the meeting. Minutes of the previous meeting were approved and follow up actions initiated was reviewed.
2. Counselling for hostel students of all Departments shall to be conducted to tell them about forms of harassments.
3. Contact details of the committee members be displayed.
4. Posters and notices defining sexual harassment be placed at prominent places in the campus.
5. Discussions were held on the importance of creating awareness and continuous sensitization among the employees.

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Date: 08.07.2016

CIRCULAR -INTERNAL COMPLAINT COMMITTEE MEETING

This is to inform you that the Internal Complaint Committee meeting will be held on 11.07.2016 at 3.00 pm for the academic year 2016-2017.

Agenda

1. Review of previous year event.
2. Discussion of Events organized by ICC
3. Interaction with First year students

All the members are requested to attend the meeting without fail.

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	AP/CSE	
4.	Mrs. P. Saravanaselvi	Member	AP/ECE	
5.	Mr. A Muthukumar	Member	Lab Assistant	
6.	Mr. N. Mariappan	Member	Office Superintendent	
7.	Ms. R Rithika	Member	I year student representative	
8.	Ms. V Salomiya	Member	II year student representative	
9.	Ms. V Sudalaimani	Member	III year student representative	
10.	Ms. M. Gomathi	Member	IV year student representative	

Coordinator 8/7/16

Principal

Copy to

1. The Chairman/Secretary
2. The Principal
3. All HODs
4. Office
5. Notice Board

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Minutes of the Internal Complaint committee Meeting

The Internal Complaint Committee meeting was held on 11.07.2016 at 3.00 pm in the Principal's chamber for the academic year 2016-2017. The Meeting was started with a short note of welcome by the Principal.

Members present:

S. No.	Name	Position	Designation	Signature
1.	Dr. K. Asan Mohideen	Chairman	Principal	
2.	Dr. R. Rajakumari	Member	HOD/S&H	
3.	Mrs. A. Annalakshmi	Member	AP/CSE	
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7.	Ms. R. Rithika	Member	I year student representative	
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10.	Ms. M Gomathi	Member	IV year student representative	

Further, the meeting was opened to discuss the different ways to prevent complaints in the campus. The following points were discussed:

1. Chairperson expressed her gratitude to the Management, Staff members and Students as there was no complaint in the campus last year.
2. Chairperson requested the Committee members to take the necessary steps to maintain the same status in the upcoming academic year too.
3. The Chair person chaired the meeting. Minutes of the previous meeting were approved and follow up actions initiated was reviewed.
4. Interaction with first year students to introduce committee members.
5. Principal instructed all the HoDs to intimate the I Year Students about the roles and responsibilities of Internal Complaint Committee in order to achieve the objective of making our institution "Grievance Free Zone".

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