



Amrita Sai Institute of Science and Technology (Autonomous)

Approved by AICTE, New Delhi; Permanently Affiliated to JNTUK, Kakinada
ISO 9001:2015 Certified Institution, Accredited by NAAC with 'A' grade
Amrita Sai Nagar, Paritala, Krishna District, Andhra Pradesh – 521 180
www.amritasai.org.in, 0866 2428399



Date: 20-12-2020

Circular

This is to inform all the committee members of **Internal complaint committee** that the committee is planned a meeting on 22-12-2020, 3.00 PM. Everyone should attend the meeting without fail.

Venue: MAIN SEMINAR HALL, 1ST FLOOR.


Principal

Copy to:

- Management/CEO
- DOA'S
- All the HOD'S
- All department Notice Board
- All committee members
- Master file

PRINCIPAL
Amrita Sai Institute of Science and Technology
Amrita Sai Nagar, Paritala
Krishna Dist - 521 180



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Date: 22-12-2020

Minutes of the meeting

Meeting minutes of Interaction program with I B. Tech girls students on 22-12-2020, 3.00 PM at Main Seminar Hall, 1st Floor.

- On 22-12-2020 **Internal complaint committee** arranged an interactive session with I B. Tech girls students with the permission of Principal and Head of the department
- Addressing the girl students about the committee
- Instructed the students about their dress code
- Suggest the students that don't share their personal mobile numbers, Social media accounts to anyone.
- Suggested to maintain friendly relationship with the fellow beings.
- Discussed about the sexual harassment committee. how they intimate to the issues relating to sexual harassment, how to resolve the issues by the committee.
- Students raised some doubts about the functioning of the committee. Those are answered by the chairperson.
- Suggested the students that everyone should get awareness on the sexual harassment and how to overcome the problems related to girls issues.
- Said vote of thanks to students and committee members

S.No	Name, Designation	Department	Position	Signature
1	Dr.M.Sridevi, Professor	CSE	Chairperson	Dr. Sri Devi
2	Mrs T.Suhasini, Asst.Prof	EEE	Co-Chairperson	A. Suhasini
3	Dr.A.Vijayalakshmi, Professor	ECE	Secretary	Dr. Vijayalakshmi
4	Mrs P.Anusha , Asst.Prof	CIVIL	Member	P. Anusha
5	Dr.Vijaya Vardhini .professor	S&H	Member	Dr. Vijaya Vardhini
6	Mrs K.Venkata Ramana, Office Assistant,	OFFICE	Member	K.Venkata Ramana
7	Ms D.Ravali, Lab Technician	ECE	Member	Ms. Ravali
8	Abdul Raheeman, Asst.Prof	MBA	Member	Abdul Raheeman
9	Addanki Gayathri, IV B.Tech	ECE	Student	Addanki Gayathri
10	Aluri Sravani, IV B.Tech	CSE	Student	Aluri Sravani
11	Gude Rishitha, IV B.Tech	EEE	Student	G. Rishitha
12	Banka Ramya, IV B.Tech	CIVIL	Student	Banka Ramya
13	Bhukya Manasa, IV B.Tech	MECHANICAL	Student	Bhukya Manasa

M. Sridevi
Co-ordinator

[Signature]
Principal

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Date: 02-03-2021

Circular

This is to inform all the committee members of **Internal complaint committee** that the committee is planned a meeting on 04-03-2021, 11.00 AM. Everyone should attend the meeting without fail.

Venue: E-CLASS ROOM, 3RD FLOOR.


Principal

Copy to:

- Management/CEO
- DOA'S
- All the HOD'S
- All department Notice Board
- All committee members
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Date: 04-03-2021

Minutes of the meeting

Meeting minutes of Interaction program with I B. Tech girls students on 04-03-2021, 11.00 AM at E-Class room, 3rd floor.

- On 04-03-2021 **Internal complaint committee** arranged an interactive session with I B. Tech girls students with the permission of Principal and Head of the department
- Addressing the girl students about the committee
- Instructed the students about their dress code
- Suggest the students that don't share their personal mobile numbers, Social media accounts to anyone.
- Suggested to maintain friendly relationship with the fellow beings.
- Discussed about the sexual harassment committee, how they intimate to the issues relating to sexual harassment, how to resolve the issues by the committee.
- Students raised some doubts about the functioning of the committee. Those are answered by the chairperson.
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3	Dr.A.Vijayalakshmi, Professor	ECE	Secretary	Dr. Vijayalakshmi
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8	Abdul Raheeman, Asst.Prof	MBA	Member	Abdul Raheeman
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10	Aluri Sravani, IV B.Tech	CSE	Student	A. Sravani
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12	Banka Ramya, IV B.Tech	CIVIL	Student	B. Ramya
13	Bhukya Manasa, IV B.Tech	MECHANICAL	Student	B. Manasa

Co-ordinator

Principal

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