



# V.S.M College of Engineering Ramachandrapuram

CircularNo: 16/2025

Dated: 01/12/2025

Sub: TECHNICAL EDUCATION–ESTABLISHMENT–

- VSM College of Engineering, Ramachandrapuram–
- Formation of Internal Complaints Committee–
- Orders– Issued

## ORDER:

For controlling the allegation Incidents, in discipline and to maintain disciplinary atmosphere at this institution and hostel, the Principal, VSM College of Engineering, Ramachandrapuram is pleased to form an Internal Complaints Committee with the following member of staff,

1.Dr.P Venkateshwar	Principal	Chair Person
2.Dr.KBalaji	Vice Principal	Convener
3.ANarayanaMurthy	HOD–ECE	Member
4.KSurekha	HOD –CSE	Member
5.VVS Manoj	HOD–MECH	Member
6.NLMallika	HOD - HBS	Member
7.AVVSrinivas	HOD –EEE	Member

The above Staff members are requested to see that the atmosphere is peaceful in the institution and not to give any chance for the indiscipline incidents and to educate the students against the indiscipline.



*P. Venkateshwar*  
PRINCIPAL  
V.S.M. COLLEGE OF ENGINEERING  
RAMACHANDRAPURAM

# Internal Complaint - Committee meeting No

VSM College / Internal Complaint - Committee / meeting  
of Engineering 31

Date: 01/12/2024.

## ORDER:

FOR controlling the allegation incidents, Indiscipline and to maintain disciplinary atmosphere at this institution and hostel. The Principal, VSM College of Engineering, Ramachandraswaram is pleased to form an Internal Complaints Committee with the following members of Staff.

Agenda - Items Proposed:

Item No 1:- Review the previous meeting

Item No 2:- Daily verify the complaint letters in the DROP-BOX

Item No 3:- Gathering Information from Committee members

Item No 4:- Achievements on the basis of Previous meeting

Discussion:

Item No 1:- Review the previous meeting

Resolution: we chose review as one item because how much we have achieved and what are the pro's and con's and what we implement those are the points are understood by review.

Discussion:-

Item No 2:- Daily verify the complaint letters in the Drop-Box

Resolution: To take the action on complaints necessary to verify the complaints in the Drop-Box

Discussion:-

Item No 3:- Gathering Information from the committee members

Resolution:- Before the meeting committee conduct a meeting to the All committee members. And Gathering points from them

Discussion:-

Item No 4: what are the drawbacks in the committee  
Drawbacks and some difficulties in before meeting before plan

S.No.	Name of the Person	Department	Designation	Signature
1.	P. Venkateshwar	Principal	Chair Person	
2.	K. Balaji	Vice Principal MECH	Convener	
3.	A. Narayana moorthy	HOD-EEE	Member	A.N.m
4.	K. Swetha	HOD-CSE	Member	K. Swetha
5.	VVS. Manoj	HOD-MECH	Member	(Manoj)
6.	NL. Mallika	HOD-HBS	Member	(Mallika)
7.	Avv. Srinivas	HOD-EEE	Member	

The above Staff members are requested to see that the atmosphere is peaceful in the Institution and not to give any chance for the indiscipline incident and to educate the student against the indiscipline.

S.No	Name of the person	Department	Signature
1.	P. Mounika	II - CSM	P. Mounika
2.	R. Bhavani	III - CCM	R. Bhavani
3.	A. Gayatri	IV - CSM	A. Gayatri
4.	B. Sai	II - CSF	B. Sai
5.	N. Sravani	I <sup>nd</sup> - CSD	<del>NS</del>
6.	K. Teja	IV - EEE	K. Teja