



# SIR ISSAC NEWTON COLLEGE OF ENGINEERING AND TECHNOLOGY

(Approved by AICTE, New Delhi and Permanently Affiliated to Anna University, Chennai.)

(An ISO 9001:2015 Certified Institution)

Velankanni Road, Pappakovil, Anthanapettai - Post, Nagapattinam - 611 102.

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08-08-2023

SINCET/ICC/CIR/07

## Circular

As part of our on-going efforts to ensure a safe and conducive environment for all students, faculty, and staff, we are convening a meeting of the Internal Complaints Committee on 10-08-2023 at 3.30 p.m. All the committee members are advised to attend the meeting without fail.

### Agenda:

1. Opening Remarks and Introduction
2. Review of Previous Meeting Minutes
3. Discussion on Recent Compliance Incidents (if any)
4. Planning and Implementation of Compliance Measures

  
**Principal**  
**PRINCIPAL**  
Sir Issac Newton College  
of Engineering and Technology  
Pappakovil, Nagapattinam - 611 102



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## Minutes of Meeting

Meeting Date: 10-08-2023

Meeting Time: 03.30 p.m.

Meeting Venue: Principal Room

The meeting of the Internal Complaints Committee of the college was conducted on 10-08-2023 at 03.30 p.m. in the principal room. The meeting commenced with the principal welcoming the committee members.

### **Points discussed:**

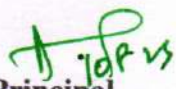
- No complaints registered so far.
- The chairperson appreciated all the staff members for the nil complaints registered.
- No action was required since there is no complaint

### **Suggestions by the members:**

- A Google form should be circulated among the students frequently for any complaints from the students.

### **Members present:**

S.no.	Name of the squad member	Profession	Associated with
01	Ms. S. SHARMILA	MEMBER	ASSISTANT PROFESSOR
02	MRS. VINOOTHINI	MEMBER	OTHERS-NGO
03	Mrs. J. SIVASANKARI	HEAD	ASSISTANT PROFESSOR

  
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