



Vidya Academy of Science & Technology

(A unit of Vidya International Charitable Trust)

Thalakkottukara PO, Thrissur, Kerala, India, Pin- 680 501

Phone: +91-4885-287751, 287752, Fax: 288366

Annual Report for Student's Grievance Redressal Committee

2022-23

Introduction:

The institution has established the Grievance Redressal Committee to offer an accessible and efficient mechanism for the prompt resolution of students' daily genuine grievances, ensuring a hassle-free experience.

Members:

The Student Grievance Redressal Committee consists of a Principal, faculty members, and student representatives, striving to uphold a balanced and impartial approach to addressing grievances. The members are as follows:

Sl No.	Name	Role	Designation
1	Dr. Saji C B	Chairman	Principal
2	Mr. Anil Kumar K R	Member	Asso. Prof, CE Dept.
3	Mr. Anil M	Member	Asst. Prof, ECE Dept
4	Ms. Shameem S	Member	Asst. Prof, CSE Dept
5	Mr. Manoj Chalakkal	Member	PTA President
6	Ms. Divena Maria	Member	Student – MCA Dept.
7	Mr. Vaishnav P S	Member	Student – CSE Dept.

Report:

- The meetings were convened on 19th May 2023, 11th April 2023, 11th January 2023, and 10th October 2022.
- It was observed that the college has not received any grievances from students through the online website, but we have received some complaints/grievances in the hostel through the register book.



PRINCIPAL

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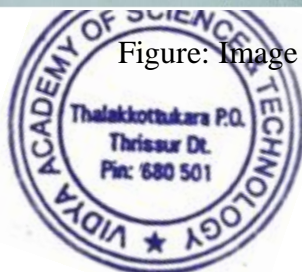
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SAMPLE OF PETTY GRIEVANCES ENTERED IN LADIES HOSTEL COMPLAINT REGISTER

VIDYA ACADEMY OF SCIENCE AND TECHNOLOGY					Register for General Complaint				
Sl. No	Room No	Name	Details of Complaints	Date	Location	Rectified by name & Signature	Date	Items Changed or repaired	Remarks
1	L2-1-110	Lini Sudhan	Flush Complaint	4/11/21	L2-1-110	Lini Sudhan	5/11/21	✓	ok
2	221	Lini Sudhan	Tube not working	4/11/21	L2-2-221	Lini Sudhan	5/11/21	✓	ok
3	10	Lini Sudhan	Flush leak	4/11/21	L2-2-010	Lini Sudhan	5/11/21	✓	ok
4	113	Lini Sudhan	Flush leak	8/11/21	L2-1-113	Lini Sudhan	5/11/21	✓	ok
5	220	Lini Sudhan	Door lock complaint	8/11/21	L2-2-220	Lini Sudhan	13/11/21	✓	ok
6	202	Madhumitha.C	Fan's Regulator box change	12/11/21	L2-2-202	Madhumitha		✓	ok
7	213	Femin Yusuf.P	Fan's Speed is slow	12/11/21	L2-2-213	Femin Yusuf	14/11/21	✓	ok
8	2nd floor	Madhumitha.C	Common light Flickering (in front of room 202 & 203)	12/11/21	L2-2-202	Madhumitha	15/11/21	✓	ok
			In 2 nd floor (Tabletop)		"	"	"	✓	ok
9	L2-1-111	Lini	Mirror Fitting	18/11/21	L2-1-111	Lini Sudhan	20/11	✓	ok
10	LH-2	Lini	Mirror Fitting	16/11/21	L2-2-202	Lini Sudhan	25/11	✓	ok
11	LH-2	Lini	Tube light not working	16/11/21	L2-2-211	Lini Sudhan	17/11	✓	ok
12	LH-2	Lini	Flush Tank Complaint	16/11/21	L2-2-211	Lini Sudhan	"	✓	ok
13	LH-2	Lini	CFL not working	16/11/21	L2-3-311	Lini Sudhan	"	✓	ok
14	LH-2	Honey Rajan	Window frame damaged	20/11/21	L2-2-202	Honey Rajan	21/11	✓	ok
15	MS-1-107	Arachchana.S	Flush complaint and no CFL	21/11/21	MS-1-107	Arachchana	22/11	✓	ok
16	005	Lini	CFL not working	23/11/21	L2-0-005	Lini Sudhan	29/11	✓	ok
17	005	Lini	Flush not working	23/11/21	L2-0-005	Lini Sudhan	29/11	✓	ok
18	311	Lini	FL CFL not working	23/11/21	L2-3-311	Lini Sudhan	"	✓	ok
	004	Lini	Plug cover	23/11	L2-0-004	Lini Sudhan	26/11	✓	ok
	007	Lini	Exhaust fan	23/11	L2-0-007	Lini Sudhan	26/11	✓	ok
	"	"	door Bath room Corridor	23/11	L2-0-007	Lini Sudhan	23/12	✓	ok
19	102	Nisha	Hand leak	04/12	Hex hall-102	Nisha	5/12	✓	ok
20	106	Ranjitha	Clogging of water in wash basin	5/12	Hex hall-106	Ranjitha	6/12	✓	ok

Figure: Image of Ladies Hostel Complaint Register

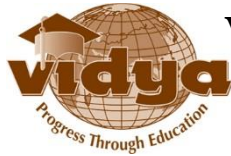


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Sl. No	Room No	Name	Details of Complaints	Date	Location	Rectified by name & Signature	Date	Items Changed of repaired	Remarks
21	111	Mridula M.M	Flush leak, wash room door can't lock from inside	3/1/22	L2-2-111	Mridula M.M	4/1/22	Yes	ok
		Lin	Tube light not working	10/1/22	L2-2-211	Lin	17/2	"	ok
22	211	Lin	Tube light not working	10/1/22	L2-0-103	Lin	13/3	"	ok
	013	Lin	Holder Complaint	10/2/22	L2-0-013	Lin	15/3	"	ok
	ms)	Lin	Tap Complaint	12/3/22	Mess kitchen	Lin	25/3	"	ok
23	012	Sreelakshmi T.R	To open my shelf	12/2/22	L2-0-012	Sreelakshmi T.R	14/4	"	ok
24	102	NEHA BAJU	WASHROOM LIGHT NOT WORKING	19/2/22	MESS BLOCK	Neelha Bajju	20/3	"	ok
25	111	Mridula M.M	Flush leak, can't lock bathroom door from inside	4/3/22	L2-1-111	Mridula M.M	5/1/4	"	ok
	"	"		14/4/2022	L2-2-111	"	8/10	"	ok
26	222	Neha	Stagging of water	14/02/2022	L2-2-222	Neha	15/1/22	"	ok
	222								-
27	210	Driya V	Socket - change	5/4/22	LH2-2-210	Driya V	7/4/22	"	ok
28	105	Mareena Jolly	Tube light not working	21/4/22	LH2-1-105	Mareena Jolly	22/4	"	ok
29	211	Abhinav C	Tube light not working	22/4/22	LH2-2-201	Abhinav C	25/4	"	ok
30		Aishwarya Sankar	Washroom door passage over tubelight damaged	07/5/22	LH-1 st floor	Aishwarya Sankar	25/4	"	ok
31	121	THEERTHA .A	CHARGING SOCKET NOT WORKING.	13/5/22	LH2-1 st floor	THEERTHA .A	17/5/22	"	ok
32	012	RAMYA C V	Exhaust fan not working	28/5/22	LH2-ground floor	Ramya C V	23/5	"	ok
	003		Washroom door lock complaint		common wash			"	ok
	common		Tap - Low force					"	ok
33	102	Amisha Ramesh	Washroom door lock	04/06/22	LH2-1 st floor	Amisha Ramesh	7/6	"	ok
		Adithyan MP	complaint (1 st floor)	"	"	Adithyan MP	"	"	ok
104		Ashna, Sankha	1 st floor mirror damage	"	"	Ashna	"	"	ok

Figure: Image of Ladies Hostel Complaint Register



(Handwritten Signature)

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