

**GRIEVANCE REDRESSAL CELL FOR NON-TEACHING STAFF**  
**Minutes of the meeting**

**Virtual meeting**

**Date & Time: 08.01.2021 at 11 a.m.**

Meeting Attendees:

1. Mr. Manickam, Head-Infrastructure, CARE - Convener
2. Ar. Loganathan, Prof & Dean, Architecture - Member
3. Ms. Ruchi Sinha Assistant Prof, Chettinad School of Law - Member
4. Mrs. Esther Kavitha, Sr. Manager, HR, CARE - Member
5. Mrs. I. Vimala - Nursing Superintendent, CHRI - Member
6. Mr. E. Palani Raja - Secretary, Chettinad College of Nursing - Member

The convener welcomed the members and took up the agenda for discussion.

**Agenda:** To conduct health screening among workers

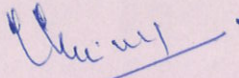
The members of the committee were of the opinion that many of the staff were having undetected health issues which get exacerbated under difficult situations like the current pandemic. To detect the same, the members requested the institution to conduct frequent health screening programs for them and also their family members so as to detect any health problems. Also those who are in need of any psychological support can be identified and necessary treatment can be initiated.

The Convener and all the members of the committee agreed for the same and it was decided to raise a request to Vice Chancellor and Registrar for necessary action.

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The Convener thanked the members. With this the meeting came to an end.

  
Mr. Manickam,

Head- Infrastructure-CARE

Convener, Grievance Redressal Cell for Non-teaching Staff

CC:

The Vice Chancellor, CARE

Registrar, CARE

Dean, CHRI

Director, Research

Principal, FAHS,

Principal, CCN