

GRIEVANCE REDRESSAL CELL FOR NON-TEACHING STAFF

Minutes of the meeting

Venue: Lecture Hall 3

Date & Time: 02.05.2022 at 10:30 a.m.

Members List:

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. Dr. P Senthil, Prof & Dean i/c, Chettinad School of Physiotherapy - Member
5. Mr. Manikandan, Sr. Technician, Dept.of Biochemistry, CHRI - Member
6. Mrs. I. Vimala, Nursing Superintendent, CHRI - Member
7. Mrs. Sournavalli, Secretary, FAHS, CHRI - Member
8. Mr. E. Palani Raja - Secretary, Chettinad College of Nursing - Member

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

Agenda 1: To update fingerprint biometry system to facial recognition biometry system

It was discussed by the committee members upon the request of the non-teaching staffs to upgrade from fingerprint biometry to facial recognized biometry as it is contactless and saves time.

Agenda 2 : Grievance reporting sensitization

The committee members deliberated to conduct sensitization programme at frequent intervals among non-teaching staffs of CARE to report grievance at the earliest to the committee for appropriate and timely action.

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The members of the committee agreed for the same and it was decided to raise a request to Vice Chancellor and Registrar for upgradation to facial recognized biometry device installation for non-teaching staffs. The convener thanked all the members and with this the meeting came to an end.

A handwritten signature in blue ink, appearing to read 'Manickam', written over a horizontal line.

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