

GRIEVANCE REDRESSAL CELL FOR NON-TEACHING STAFF

Minutes of the meeting

Venue: Lecture Hall 3

Date & Time: 28.12.2022 at 10:30 a.m.

Members List:

1. Mr.Manickam.M, Head-Infrastructure, CARE - Convener
2. Ar.Loganathan.T, Professor & Dean, Chettinad School of Architecture - Member
3. Ms. Vishalatchi.VR.S, Manager, Finance & Accounts, CARE - Member
4. Dr.Senthil.P, Professor & Dean i/c, Chettinad School of Physiotherapy - Member
5. Mr.Manikandan.N, Supervisor-Lab Services, Dept. of Biochemistry, CHRI - Member
6. Ms. Vimala Maragatharaj.I, Nursing Superintendent, CHRI - Member
7. Ms. Sournavalli.S, Executive Secretary, Faculty of Allied Health Sciences, CHRI - Member
8. Mr.Palaniraja.E, Secretary, Chettinad College of Nursing - Member

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

Agenda 1: To create awareness among vehicle drivers about low back pain

It was discussed by the committee members to conduct an awareness program among drivers of CARE about low back pain and other illness caused due to prolonged sitting. An initiation in coordination with Physiotherapy department can be made to explain and teach few exercises and stretching for drivers.

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Agenda 2 : To provide automatic soap and sanitizer dispenser in restrooms

The committee members discussed to appeal for automatic handwash and sanitizer dispenser which are touch free in restrooms. As the covid cases are still reported, providing sanitizers near fingerprint biometry will help to prevent unforeseeable diseases.

It was decided to raise a request to Vice Chancellor and Registrar to plan for awareness program and to provide handwash and sanitizer in areas where needed. The convener thanked all the committee members and concluded the meeting.

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