



2023-2024  
5-1-4

**ANTI-RAGGING COMMITTEE**  
**COMMITTEE MEMBERS -2023-2024**

Name of the Faculty	Designation	Position	Contact Number	Email ID
Dr.S.Pradeep Devaneyan	Principal	Principal	9047007444	principal@svcet.ac.in
Dr.K.B.Jayarraman	Dean Academics	Member Secretary	9952184215	dean@svcet.ac.in
Mrs.B.Vijayalakshmi (B.A., B.L.)	Advocate	Member	9597166565	veenavijayalakshmi@gmail.com
Sub Inspector of Police	Police Department Viliyanur – Puducherry	Member	0413-2666321	vilps.pon@nic.in
Thasildar	Revenue Viliyanur – Puducherry	Member	0413-2666364	talukvil.pon@nic.in
M. Sivaraman	Media Person	Member	8124055202	narensivaraman@gmail.com
Mrs.S.Punitha	AP/EEE	Member	9943818011	punitha@svcet.ac.in
Mrs. K. Sujatha	AP/ ECE	Member	7826031308	sujathaupt@svcet.ac.in
Mr.V.Karthikeyan	AP/MECH	Member	7010723371	karthikeyan.v@svcet.ac.in
Ms.S.Vinitha	AP/CSE	Member	8525864318	vinithacse@svcet.ac.in
Mr.S.Balaji	HOD/BME	Member	9791632819	hod.bme@svcet.ac.in
Mr.M.Thirumaran	ASP/S&H	Member	9345776321	thirumaran2022@svcet.ac.in
Mrs.P.Sasikala	AP?MBA	Member	9994300873	sasikala@svcet.ac.in
Mrs. Revathy	Warden	Member	8883506758	GH.warden@svcet.ac.in
Mr. Rajkumar	Warden	Member	9865845698	BH.warden@svcet.ac.in
Ms.P.Varsha Alias Madumitha	Student	Member	8825562476	varshuprabu@gmail.com
Ms.S.Dhanushri	Student	Member	7708105257	Shanvel416@gmail.com
Ms.S.Rubini	Student	Member	9894615522	rubisundaramoorthi@gmail.com
Mr.R.Ramesh	Parent	Member	9655956693	-----



**PRINCIPAL**  
SRI VENKATESHWARA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.

**Anti-ragging squad:**

Name of the faculty	Designation	Contact Number	Email ID
Dr.B.Magimairaj	HOD/MECH	9677835595	hod.mechanical@svcet.ac.in
Mr.V.Ganesan	ASP/S&H	9994502202	hod.humanities@svcet.ac.in
Mr.G.Palanivel	AP/MECH	9698803994	Palanivel.g14@svcet.ac.in
Mrs.V.Anbukarasi	AP/CIVIL	8838268959	gugansharika@svcet.ac.in



  
Principal  
**PRINCIPAL**  
SRI VENKATESHWARA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.



No: SVCET/CIRCULAR/2023-2024/ANTI-9

Date: 11.10.23

**CIRCULAR (ODD SEMESTER – 2023-2024)**

All the members of Anti Ragging Committee are here by informed that there will be a meeting on 13.10.23 at 12.30 pm in the Board room.

S.NO	NAME OF THE FACULTY	DESIGNATION	POSITION	SIGNATURE
1	Dr. S. PradeepDevaneyan	Principal	Principal	
2	Dr.K.B.Jayarraman	Dean/Academics	Member Secretary	
3	Mrs.S.Punitha	AP/EEE	Member	
4	Mrs.K.Sujatha	AP/ECE	Member	
5	Mr.V.Karthikeyan	AP/MECH	Member	
6	Ms.S.Vinitha	AP/CSE	Member	
7	Mr. S. Balaji	AP/BME	Member	
8	Mr.M.Thirumaran	ASP/S&H	Member	
9	Mrs.P.Sasikala	AP/MBA	Member	

**Anti Ragging Squad:**

S.NO	NAME OF THE FACULTY	DESIGNATION	SIGNATURE
1	Dr. B. Magimairaj	PROF./MECH	
2	Mr.V.Ganesan	ASP/S&H	
3	Mr.G.Palanivel	AP/MECH	
4	Mrs.V.Anbukkarasi	AP/CIVIL	

Principal

**PRINCIPAL**

**SRI VENKATESHWARAA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.**

Copy to: 1. Circular file

2. All department HOD's and the Mmembers of the Ccommittee





**MINUTES OF THE MEETING –ANTI RAGGING COMMITTEE  
(ODD SEMESTER -2023-2024)**

**Date of meeting : 13.10.23**

**Venue : Board room**

Ragging is strictly prohibited in this institution as per Government order. Anti-ragging committee meeting was conducted on 13.10.23 at 2:30 pm. The following members were present in the meeting.

S.NO	NAME OF THE FACULTY	DESIGNATION	POSITION	SIGNATURE
1	Dr. S. PradeepDevaneyan	Principal	Principal	
2	Dr.K.B.Jayarraman	Dean/Academics	Member Secretary	
3	Mrs.S.Punitha	AP/EEE	Member	
4	Mrs.K.Sujatha	AP/ECE	Member	
5	Mr.V.Karthikeyan	AP/MECH	Member	
6	Ms.S.Vinitha	AP/CSE	Member	
7	Mr. S. Balaji	AP/BME	Member	
8	Mr.M.Thirumaran	ASP/S&H	Member	
9	Mrs.P.Sasikala	AP/MBA	Member	

**Anti ragging squad:**

S.NO	NAME OF THE FACULTY	DESIGNATION	SIGNATURE
1	Dr. B. Magimairaj	PROF./MECH	
2	Mr.V.Ganesn	ASP/S&H	
3	Mr.G.Palanivel	AP/MECH	
4	Mrs.V.Anbukkarasi	AP/CIVIL	

The following items were discussed during the meeting.

**Item No: 1**

To read and confirm the minutes of the anti-Ragging Committee meeting conducted previously.



**PRINCIPAL**  
SRI VENKATESHWARAA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.

To read and confirm the minutes of the anti-Ragging Committee meeting conducted previously.

**Item No: 2**

**Discipline during break time and Lunch time:** During break hours faculty members should keep an eye on the activities of the students. If any incident of ragging, fighting or assault is noticed by any of the faculty members or even by the non-teaching staff, it should be immediately brought to the notice of the Dean-secretary member.

**Item No: 3**

**Anti-Ragging posters:** As per the directions of AICTE/UGC regulations Anti-Ragging flex boards were printed and displayed on prime locations of the SVCET campus.

**Item No: 4**

**Complaint related to Ragging:** Since, no single complaint was filed during the academic year (even semester) 2022-2024, SVCET stands as a Ragging-free campus.

The meeting concluded with vote of thanks and regards to all the members present.

Copy to:

1. File
2. All department HOD's and Committee Members



A handwritten signature in blue ink, appearing to be "S. Venkateshwararao".

**Principal**

**PRINCIPAL**

**SRI VENKATESHWARA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.**



No: SVCET/CIRCULAR/2023-2024/ANTI-10

Date: 12.02.24

**CIRCULAR (EVEN SEMESTER – 2023-2024)**

All the members of Anti Ragging Committee are here by informed that there will be a meeting on 14.02.24 at 12.30 pm in the Board room.

S.NO	NAME OF THE FACULTY	DESIGNATION	POSITION	SIGNATURE
1	Dr. S. Pradeep Devaneyan	Principal	Principal	
2	Dr.K.B.Jayarraman	Dean/Academics	Member Secretary	
3	Mrs.S.Punitha	AP/EEE	Member	
4	Mrs.K.Sujatha	AP/ECE	Member	
5	Mr.V.Karthikeyan	AP/MECH	Member	
6	Ms.S.Vinitha	AP/CSE	Member	
7	Mr. S. Balaji	AP/BME	Member	
8	Mr.M.Thirumaran	ASP/S&H	Member	
9	Mrs.P.Sasikala	AP/MBA	Member	

**Anti-Ragging Squad:**

S.NO	NAME OF THE FACULTY	DESIGNATION	SIGNATURE
1	Dr. B. Magimairaj	PROF./MECH	
2	Mr.V.Ganesan	ASP/S&H	
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4	Mrs.V.Anbukkarasi	AP/CIVIL	

Principal

**PRINCIPAL,**  
SRI VENKATESHWARAA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.

Copy to: 1. Circular file

2. All department HOD's and the Mmembers of the Ccommittee





**MINUTES OF THE MEETING –ANTI RAGGING COMMITTEE**  
**(EVEN SEMESTER 2023-2024)**

**Date of meeting : 14.02.24**

**Venue : Board room**

Ragging is strictly prohibited in this institution as per Government order. Anti-ragging committee meeting was conducted on **14.02.24** at 2:30 pm. The following members were present in the meeting.

S.NO	NAME OF THE FACULTY	DESIGNATION	POSITION	SIGNATURE
1	Dr. S. PradeepDevaneyan	Principal	Principal	
2	Dr.K.B.Jayarraman	Dean/Academics	Member Secretary	
3	Mrs.S.Punitha	AP/EEE	Member	
4	Mrs.K.Sujatha	AP/ECE	Member	
5	Mr.V.Karthikeyan	AP/MECH	Member	
6	Ms.S.Vinitha	AP/CSE	Member	
7	Mr. S. Balaji	AP/BME	Member	
8	Mr.M.Thirumaran	ASP/S&H	Member	
9	Mrs.P.Sasikala	AP/MBA	Member	

**Anti-ragging squad:**

S.NO	NAME OF THE FACULTY	DESIGNATION	SIGNATURE
1	Dr. B. Magimairaj	PROF./MECH	
2	Mr.V.Ganesn	ASP/S&H	
3	Mr.G.Palanivel	AP/MECH	
4	Mrs.V.Anbukkarasi	AP/CIVIL	

The following items were discussed during the meeting.

**Item No: 1**

To read and confirm the minutes of the anti-Ragging Committee meeting conducted previously.



**PRINCIPAL**  
SRI VENKATESHWARA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.

**Item No: 2**

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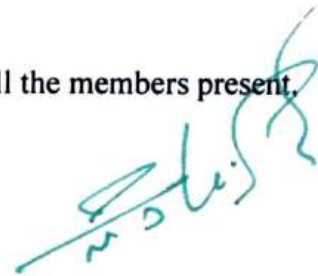
**Item No: 4**

**Complaint related to Ragging:** Since, no single complaint was filed during the academic year (Odd semester) 2023- 2024, **SVCET stands as a Ragging –free campus.**

The meeting concluded with vote of thanks and regards to all the members present.

Copy to:

1. File
2. All department HOD's and Committee Members



**Principal**

**PRINCIPAL**  
**SRI VENKATESHWARAA COLLEGE OF**  
**ENGINEERING & TECHNOLOGY**  
**ARIYUR, PUDUCHERRY - 605 102.**





## AFFIDAVIT BY THE STUDENT ON ANTI-RAGGING

I, R. Pugazhendhi (full name of student with admission/registration/enrolment number) S/o D/o Mr./Mrs./Ms. R. Shanthy ..... having been admitted to SVCEIT ..... (name of the institution) ..... have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.

- 2). I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 3). I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case. I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4). I hereby solemnly aver and undertake that
- a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
  - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 5). I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 6). I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this WEDNESDAY day of NOVEMBER month of.... 2023.....year.

R. Pugad  
Signature of deponent

Name: R. Pugazhendhi

### VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at: ARIYUR... (place)..... on this the Wednesday (day)..... of NOV (month)..... (year) 2023

R. Pugad  
Signature of deponent



[Signature]  
PRINCIPAL,  
SRI VENKATESHWAR COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.

## AFFIDAVIT BY PARENT/GUARDIAN ON ANTI-RAGGING

I, Mr./Mrs./Ms. B. Sayed Hussain (full name of parent/guardian),  
father/mother/guardian of S. Shafana (full name of student),  
with admission/registration/enrolment number B.Tech. CSE,  
(name of the institution) S.V.C.E.T., having been admitted to  
UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009,  
(hereinafter called the "Regulations"), carefully read and fully understood the provisions  
contained in the said Regulations.

2). I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3). I have also, in particular, perused clause 7 and clause 9.1 Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4). I hereby solemnly aver and undertake that

a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5). I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6). I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this 1st Wednesday day of November month of 2023 year.

B. Sayed Hussain

Signature of deponent

Name: B. Sayed Hussain

Address: Plot no: 15, 1st cross,

Vaahidh Nagar, Sullthanpet,

Villianur, puducherry

605110

Telephone/Mobile No.:

9597959369

### VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at ARIYUR (place) on this the 1st Wednesday day of November (month) 2023 (year) 2023



B. Sayed Hussain

Signature of deponent

PRINCIPAL,  
SRI VENKATESHWAR COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.



## ANTI RAGGING GENERAL AWARENESS PROGRAM

The Anti Ragging Committee of Sri Venkateshwaraa College of Engineering and Technology holds within itself, the ultimate responsibility of fostering a safe and hostile study environment. The awareness program was held on the 20<sup>th</sup> of October, 2023. The committee member brought to light the activities which may be deemed as ragging and the punishments which the accused will have to undergo under the Indian Penal Code (section 294, 323, 324), UGC Regulations on curbing the menace of ragging in higher educational institutions, 2009 and other government bodies, if at all the evidences match. The students were known about the Prevention of Ragging Act, 1997, and its amendments. The students were encouraged to report any cases of discomfort within the campus.

The banner features the college logo and ISO 21001 certification on the left. The central text reads "ANTI-RAGGING AWARENESS PROGRAM". To the right, there are icons for "STOP RAGGING" and "NO RAGGING". Below these, a list of "RAGGING" consequences includes: "Creates hatred", "Creates self-esteem", "Induces Negative Attitude", "Leads to Mental & Physical Trauma", and "Of course, leads to jail".

Session held under by Mrs. J. Vijayalakshmi, Advocate, and External Member of Anti Ragging Committee



*[Handwritten Signature]*  
Principal

**PRINCIPAL**  
SRI VENKATESHWARA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.

## ANTI RAGGING AWARENESS PROGRAM



Session held by Mrs. J. Vijayalakshmi, Advocate and External Member of Anti Ragging Committee



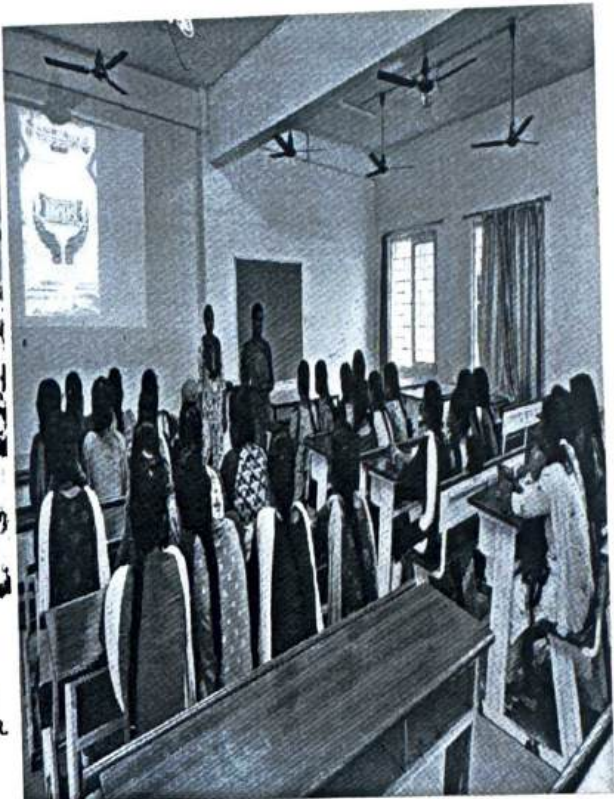
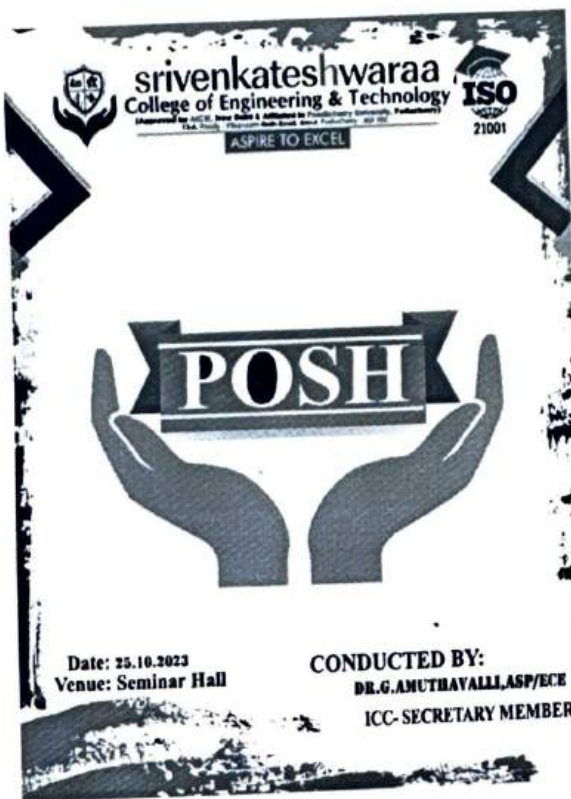
  
Principal

PRINCIPAL,  
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ARIYUR, PUDUCHERRY - 605 102



## LEGAL AWARENESS PROGRAM

The Legal Awareness Program, organized for college students, took place on 25.10.23 under the initiative of an Internal Complaint Cell by Dr. G. Amuthavalli, ASP/ECE and Secretary Member of ICC. The program aimed to enhance students' understanding of legal rights, responsibilities and the judicial system, fostering a more informed and legally conscious generation. The program sparked interest in legal issues affecting society, encouraging students to actively engage in discussions and advocacy. Students gained a deeper understanding of the legal landscape. The event served as a valuable Opportunity to bridge the gap between legal knowledge and practical application in real-life situations.



Session by Dr. G. Amuthavalli, ASP/ECE and Secretary Member of ICC



*[Handwritten signature]*

PRINCIPAL,  
SRI VENKATESHWARA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.



## ANTI RAGGING AWARENESS PROGRAM

It is necessary that educational institutions must put out a platform to voice concerns about maintaining one's integrity and dignity. The Anti Ragging committee of Sri Venkateshwaraa College of Engineering and Technology realizes this need and therefore has created a safe and respectful learning environment for all students, to raise awareness about the consequences of ragging on the campus. In awareness program held on the 19<sup>th</sup> February 2024, the committee member gave the attendees a sense of condemning such behaviors and to show zero tolerance when such actions of defying one's worth and respect are taking place. It was explained how it is mandatory to understand not to take matters into own hands but rather seek help and support from the committee, where rest assured, whatever is needed will be done. It is imperative to continue conducting such events to make sure that a safe and nurturing environment for all students is created.

The poster features the college's logo and ISO 21001 certification at the top. The main title 'ANTI-RAGGING AWARENESS PROGRAM' is displayed in large, bold letters. Below the title, there are three key elements: a circular graphic on the left detailing the event's time and venue; a central graphic with 'STOP RAGGING' and a list of negative impacts of ragging; and a 'NO RAGGING' slogan on the right.

**srivenkateshwaraa**  
College of Engineering & Technology  
ASPIRE TO EXCEL  
Ariyur, Puducherry-605 102.

**ISO**  
21001

# ANTI-RAGGING

## AWARENESS PROGRAM

**STOP RAGGING**

**NO RAGGING**

**TIME & VENUE**  
DATE: 19/02/2024  
TIME: 11:30 AM TO 12:30 PM  
VENUE: BCE SEMINAR HALL.

**RAGGING**

- Creates hatred
- Crashes self-esteem
- Instigates Negative Attitude
- Leads to Mental & Physical Trauma
- Of course, leads to jail

Session conducted by Dr. K. B. Jayarraman, Vice Principal, Secretary Member



*[Handwritten Signature]*  
**Principal**

PRINCIPAL  
SRI VENKATESHWARA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.

# ANTI RAGGING AWARENESS PROGRAM



Session held on 19.02.24, Venue: ECE seminar hall



**Principal**

PRINCIPAL,  
SRI VENKATESWARA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.



**INTERNAL COMPLAINT COMMITTEE - 2023-2024**

**COMMITTEE MEMBERS**

Name of the Faculty	Designation	Position	Contact Number	Email ID
Dr. S. Pradeep Devaneyan	Principal	Principal	9047007444	principal@svcet.ac.in
Dr. K. B. Jayarraman	Dean Academics	Dean Academics	9952184215	dean@svcet.ac.in
Dr.G.Amuthavalli	PROF/ECE	Secretary Member	9843222603	amuthavalli@svcet.ac.in
Dr. B.Magimairaj	PROF/ ECE	Member	9677835595	hod.mechanical@svcet.ac.in
Mrs.K.Sujatha	AP/ECE	Member	7826031308	sujathaupt@svcet.ac.in
Mrs. P.Gandhimathi	AP/S&H	Member	9787981900	gandhivikash@svcet.ac.in
Mr.C.Sandou Loius Kishor	AP/ EEE	Member	9952417992	sandoulouiskishor@svcet.ac.in
Mrs.M.Sowmiya	AP/ BME	Member	7550360985	sowmiya@svcet.ac.in
Mrs.A.Anitha	AP/MBA	Member	8870382239	anitha@svcet.ac.in
Ms.S.Abinaya	Student	Member	7530047928	abinayaselvakannan@gmail.com
Mr.B.Parthsarathi	Student	Member	7094074489	sarathi70940@gmail.com
Mrs.B.Vijayalakshmi (B.A., B.L.)	External Member	Member	9597166565	veenai vijayalakshmi@gmail.com



*[Handwritten signature in blue ink]*

**Principal**

**PRINCIPAL**  
**SRI VENKATESHWARAA COLLEGE OF**  
**ENGINEERING & TECHNOLOGY**  
**ARIYUR, PUDUCHERRY - 605 102.**





No. SVCET/CIRCULAR/2022-2023/ICC -5

Date: 13.10.23

**CIRCULAR (2023 TO 2024)**

All the members of Internal Complaint Committee (ICC) are requested to attend the meeting on 17.10.23 at 2.40 pm in board room.

**Agenda:**

1. Discuss about the roles, responsibility and functioning of ICC.
2. Report on cases relating sexual harassment for the academic year of 2023-2024.
3. Workshops/seminars to be conducted.
4. Celebration of International Women's Day
5. Celebrate international day for elimination of violence against women.

Sl. No	Name of the faculty	Designation	Position	Signature
1	Dr. S. PradeepDevaneyan	Principal	Principal	
2	Dr. K. B. Jayarraman	Dean-Academics	Dean-Academics	
3	Dr.G.Amuthavalli	PROF./ECE	Member	
4	Dr. B.Magimairaj	PROF./MECH	Member	
5	Ms.K.Sujatha	AP/ECE	Member	
6	Mrs.P.Gandhimathi	AP/S&H	Member	
7	Mr.C.Sandou Louis kishor	AP/EEE	Member	
8	Ms.M.Sowmiya	AP/BME	Member	
9	Mrs. A. Anitha	AP/MBA	Member	
10	Ms.Abinaya	Student	Member	
11	Mr.B.Parthasarathi	Student	Member	
11	Mrs. B. Vijayalakshmi (B.A., B.L)	Advocate	External Member	

Copy to

1. Circular file.
2. All department HOD's and the Committee Members



Principal  
**PRINCIPAL**  
SRI VENKATESHWARARA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.



**Minutes of meeting of Internal Complaints Committee**  
**(Academic year-2023-2024)**

The following members were present during the Internal Complaints Committee meeting held on 17.10.23 at 2.30 pm in board room.

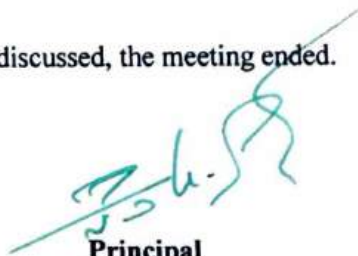
A discussion on the events that will be conducted during odd semester of the academic year (2023-2024) for the Students, Staff, and Faculty members

Sl.No	Name of the faculty	Designation	Position	Signature
1	Dr. S. PradeepDevaneyan	Principal	Principal	
2	Dr. K. B. Jayarraman	Dean-Academics	Dean-Academics	
3	Dr.G.Amuthavalli	PROF./ECE	Member	
4	Dr. B. Magimairaj	PROF./MECH	Member	
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6	Mrs.P.Gandhimathi	AP/S&H	Member	
7	Mr.C.Sandou Louis kichor	AP/EEE	Member	
8	Ms.M.Sowmiya	AP/BME	Member	
9	Mrs. A. Anitha	AP/MBA	Member	
10	Ms.Roshini L shatheezh	Student	Member	
11	Mr.B.Parthasarathi	Student	Member	
11	Mrs. B. Vijayalakshmi (B.A., B.L)	Advocate	External Member	

## Activities for academic year 2023-2024

1. Dr. G. Amuthavalli, secretary member of ICC, welcomed the gathering. She explained in detail the roles and responsibilities of ICC. She also elicited how to approach the committee for their problems. Furthermore, she listed some events which are planned by the committee to be conducted for the students their year 2024.
2. To conduct a lecture by a law personnel for the students and Faculty in this semester.
3. Planned to conduct ICC meeting with the girl student representatives along with woman faculty and discuss about the preventive measures' of Sexual harassment.
4. To celebrate International Woman's day in the second week of March 2024.
5. The committee International noted that no complaint of sexual harassment has been received from any girl student or women employee of the institution either in written form (or) E-mail.
6. Preparations to celebrate International day for an elimination of violence against women on 25.11.23.

Since all concerning matters regarding the domain of the committee were discussed, the meeting ended.

  
Principal

Copy to

1. File
2. All department HOD's and the Committee Members

**PRINCIPAL**  
**SRI VENKATESHWARA COLLEGE OF**  
**ENGINEERING & TECHNOLOGY**  
**ARIYUR, PUDUCHERRY - 605 102.**





**STUDENT'S GRIEVANCES AND REDRESSAL COMMITTEE -2023-2024**

**COMMITTEE MEMBERS**

Name of the Faculty	Designation	Position	Contact Number	Email ID
Dr.S.PradeepDevaneyan	Principal	Principal	9047007444	principal@svcet.ac.in
Dr.K.B.Jayarraman	Dean Academics	Member Secretary	9952184215	dean@svcet.ac.in
Mr. R. Venkedesh	AP/EEE	Member	9443797768	hod.eee@svcet.ac.in
Dr. V. Nagaraj	PROF./ ECE	Member	9894188982	hod.ece@svcet.ac.in
Dr. B. Magimai Raj	PROF./MECH	Member	9677835595	hod.mechanical@svcet.ac.in
Dr. N. Balaji	PROF./ CSE	Member	9944199803	hod.cse@svcet.ac.in
Mr. S. Balaji	AP/BME	Member	9600805985	hod.bme@svcet.ac.in
Mr.V.Ganesan	AP/S&H	Member	9994502202	ganesan@svcet.ac.in
Mrs. A. Anitha	AP/MBA	Member	8870382239	anitha@svcet.ac.in
A.Srilatha	Student	Member	6381321220	mariyamariya6027@gmail.com
Roshini L Shatheezh	Student	Member	8072602453	roshinishatz@gmail.com

**Principal**

**PRINCIPAL**  
**SRI VENKATESHWARAA COLLEGE OF**  
**ENGINEERING & TECHNOLOGY**  
**ARIYUR, PUDUCHERRY - 605 102.**



No. SVCET/CIRCULAR/2023-2024/GRC- 17

Date: 04.10.23

**CIRCULAR**

**1<sup>st</sup> GRC Meeting (For Academic year 2023-2024 Odd Semester)**

All the members of the Grievance Redressal Committee are here by informed that there will be a meeting on **06.10.23** at 12.30 pm in Board room. The following points will be discussed during the meeting.

1. Grievances received from Students/teaching & non-teaching staffs/Parents.
2. Grievance Redressed/Actions taken

The respective heads of the departments and the members are requested to attend the meeting without fail.

Name of the Faculty	Designation	Position	Signature
Dr. S. Pradeep ODevaneyan	Principal	Principal	
Dr.K.B.Jayarraman	Dean Academics	Member Secretary	
Mr. R. Venkedesh	AP/EEE	Member	
Dr. V. Nagaraj	PROF./ ECE	Member	
Dr. B. Magimai Raj	PROF./MECH	Member	
Dr. N. Balaji	PROF./ CSE	Member	
Mr. S. Balaji	AP/BME	Member	
Mr.V.Ganesan	AP/S&H	Member	
Mrs. A. Anitha	AP/MBA	Member	
A.Srilatha	Student	Member	
Roshini L Shatheezh	Student	Member	

Copy to:

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ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.



Date: 06.10.23

**Minutes of meeting of Grievance Redressal Committee (Odd semester - 2023-2024)**

The following members were present during the Grievance Redressal Committee meeting held on 06.10.23 at 12.30 pm in the board room.

Name of the Faculty	Designation	Position	Signature
Dr. S.Pradeep Devaneyan	Principal	Principal	
Dr.K.B.Jayarraman	Dean Academics	Member Secretary	
Mr. R. Venkedesh	AP/EEE	Member	
Dr. V. Nagaraj	PROF./ ECE	Member	
Dr. B. Magimai Raj	PROF./MECH	Member	
Dr. N. Balaji	PROF./ CSE	Member	
Mr. S. Balaji	AP/BME	Member	
Mr.V.Ganesan	AP/S&H	Member	
Mrs. A. Anitha	AP/MBA	Member	
A.Srilatha	Student	Member	
Roshini L Shatheezh	Student	Member	

The Suggestions/Grievances posted by the Students/Teaching & Non-Teaching Staff/Parents were discussed during the meeting.

**Grievances of Students:**

1. Requested frequent toilet cleaning.
2. Increase the working speed of fans in classrooms.
3. Clean dining tables at mess room.

**Actions taken:**

1. Toilet cleaning timetable was given to the workers.
2. Repaired motors were replaced in the classroom fans.
3. Cleaning schedule was allocated for the workers .



**Principal**

**Copy to:**

All department HODs and the Members of the Committee

**PRINCIPAL**  
**SRI VENKATESHWARAA COLLEGE OF**  
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**ARIYUR, PUDUCHERRY - 605 102.**



No. SVCET/CIRCULAR/2023-2024/GRC- 18

Date: 13.12.23

**CIRCULAR**

**2<sup>nd</sup> GRC Meeting (For Academic year 2023-2024 Odd Semester)**

All the members of the Grievance Redressal Committee are here by informed that there will be a meeting on **15.12.23** at 12.30 pm in Board Room. The following points will be discussed during the meeting.

1. Identification of Students/staff grievances
2. Grievance Redressal Procedure

The respective heads of the departments and the members are requested to attend the meeting without fail.

Name of the Faculty	Designation	Position	Signature
Dr. S. Pradeep Devaneyan	Principal	Principal	
Dr.K.B.Jayarraman	Dean Academics	Member Secretary	
Mr. R. Venkedesh	AP/EEE	Member	
Dr. V. Nagaraj	PROF./ ECE	Member	
Dr. B. Magimai Raj	PROF./MECH	Member	
Dr. N. Balaji	PROF./ CSE	Member	
Mr. S. Balaji	AP/BME	Member	
Mr.V.Ganesan	AP/S&H	Member	
Mrs. A. Anitha	AP/MBA	Member	
A.Srilatha	Student	Member	
Roshini L Shatheezh	Student	Member	

**Principal**  
**PRINCIPAL**  
**SRI VENKATESHWARAA COLLEGE OF**  
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Date: 15.12.23

**Minutes of meeting of Grievance Redressal Committee (Odd semester - 2023-2024)**

The following members were present during the Grievance Redressal Committee meeting held on 15.12.23 at 12.30 pm in the board room.

Name of the Faculty	Designation	Position	Signature
Dr. S.Pradeep Devaneyan	Principal	Principal	
Dr.K.B.Jayarraman	Dean Academics	Member Secretary	
Mr. R. Venkadesh	AP/EEE	Member	
Dr. V. Nagaraj	PROF./ ECE	Member	
Dr. B. Magimai Raj	PROF./MECH	Member	
Dr. N. Balaji	PROF./ CSE	Member	
Mr. S. Balaji	AP/BME	Member	
Mr.V.Ganesan	ASP/S&H	Member	
Mrs. A. Anitha	AP/MBA	Member	
A.Srilatha	Student	Member	
Roshini L Shatheezh	Student	Member	

The Suggestions/Grievances posted by the Students/Teaching & Non-Teaching Staff/Parents were discussed during the meeting.

**Grievances of Students:**

1. Requested to clear out the dustbin every two hours.
2. Wipe the classroom tables to remove dust.

**Actions taken:**

1. The issue was let known to the workers
2. The workers were instructed to do so.

**Copy to:**

All department HODs and the Members of the Committee

Principal

**PRINCIPAL**  
SRI VENKATESHWARAA COLLEGE OF  
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No. SVCET/CIRCULAR/2023-2024/GRC-19

Date: 20.02.24

**CIRCULAR**

**3<sup>rd</sup> GRC Meeting (For Academic year 2023-2024 Even Semester)**

All the members of the Grievance Redressal Committee are here by informed that there will be a meeting on **22.02.24** at 12.30 pm in Board Room. The following points will be discussed during the meeting.

1. Identification of Students/staff grievances
2. Grievance Redressal Procedure

The respective heads of the departments and the members are requested to attend the meeting without fail.

Name of the Faculty	Designation	Position	Signature
Dr. S. Pradeep Devaneyan	Principal	Principal	
Dr.K.B.Jayarraman	Dean Academics	Member Secretary	
Mr. R. Venkedesh	AP/EEE	Member	
Dr. V. Nagaraj	PROF./ ECE	Member	
Dr. B. Magimai Raj	PROF./MECH	Member	
Dr. N. Balaji	PROF./ CSE	Member	
Mr. S. Balaji	AP/BME	Member	
Mr.V.Ganesan	AP/S&H	Member	
Mrs. A. Anitha	AP/MBA	Member	
A.Srilatha	Student	Member	A. Srilatha
Roshini L. Shatheezh	Student	Member	Roshini

Principal

**PRINCIPAL**  
SRI VENKATESHWARAA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.

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Date: 22.02.24

**Minutes of meeting of Grievance Redressal Committee (Even semester - 2023-2024)**

The following members were present during the Grievance Redressal Committee meeting held on 22.02.24 at 12.30 pm in the board room.

Name of the Faculty	Designation	Position	Signature
Dr. S.Pradeep Devaneyan	Principal	Principal	
Dr.K.B.Jayarraman	Dean Academics	Member Secretary	
Mr. R. Venkedesh	AP/EEE	Member	
Dr. V. Nagaraj	PROF./ ECE	Member	
Dr. B. Magimai Raj	PROF./MECH	Member	
Dr. N. Balaji	PROF./ CSE	Member	
Mr. S. Balaji	AP/BME	Member	
Mr. V. Ganesan	ASP/S&H	Member	
Mrs. A. Anitha	AP/MBA	Member	
A.Srilatha	Student	Member	
Roshini L Shatheezh	Student	Member	

The Suggestions/Grievances posted by the Students/Teaching & Non-Teaching Staff/Parents were discussed during the meeting.

**Grievances of Students:**

1. Need for refilling hand washing liquid dispensary in girl's Toilet.
2. Improve food taste in canteen.

**Actions taken:**

1. Hand washing liquid has been refilled in all rest rooms.
2. The issue was notified to the canteen incharge

Copy to:

All department HODs and the Members of the Committee

Principal

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SRI VENKATESHWARAA COLLEGE  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102



No. SVCET/CIRCULAR/2023-2024/GRC-20

Date: 25.04.24

**CIRCULAR**

**4<sup>th</sup> GRC Meeting (For Academic year 2023-2024 Even Semester)**

All the members of the Grievance Redressal Committee are here by informed that there will be a meeting on **27.04.24** at 02.40 pm in Board Room. The following points will be discussed during the meeting.

1. Identification of Students/Staff grievances
2. Grievance Redressal Procedure

The respective heads of the departments and the members are requested to attend the meeting without fail.

Name of the Faculty	Designation	Position	Signature
Dr. S.Pradeep Devaneyan	Principal	Principal	
Dr.K.B.Jayarraman	Dean Academics	Member Secretary	
Mr. R. Venkedesh	AP/EEE	Member	
Dr. V. Nagaraj	PROF./ ECE	Member	
Dr. B. Magimai Raj	PROF./MECH	Member	
Dr. N. Balaji	PROF./ CSE	Member	
Mr. S. Balaji	AP/BME	Member	
Mr.V.Ganesan	AP/S&H	Member	
Mrs. A. Anitha	AP/MBA	Member	
A. Srilatha	Student	Member	
Roshini L. Shatheezh	Student	Member	



Principal

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**ENGINEERING & TECHNOLOGY**  
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Date: 27.04.24

**Minutes of meeting of Grievance Redressal Committee Even Semester - 2023-2024)**

The following members were present during the Grievance Redressal Committee meeting  
Held on 27.04.24 at 02.40 pm in the board room.

The Suggestions/Grievances posted by the Students/Teaching & Non-Teaching Staff/Parents were discussed during the meeting.

Name of the Faculty	Designation	Position	Signature
Dr. S.Pradeep Devaneyan	Principal	Principal	
Dr.K.B.Jayarraman	Dean Academics	Member Secretary	
Mr. R. Venkedesh	AP/EEE	Member	
Dr. V. Nagaraj	PROF./ ECE	Member	
Dr. B. Magimai Raj	PROF./MECH	Member	
Dr. N. Balaji	PROF./ CSE	Member	
Mr. S. Balaji	AP/BME	Member	
Mr.V.Ganesan	AP/S&H	Member	
Mrs. A. Anitha	AP/MBA	Member	
A.Srilatha	Student	Member	
Roshini L Shatheezh	Student	Member	



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SRI VENKATESHWARA COLLEGE OF  
ENGINEERING & TECHNOLOGY  
ARIYUR, PUDUCHERRY - 605 102.

Grievances of Students:

1. Need additional coaching classes for problematic papers.
2. Need more training classes for getting placement.

Actions taken:

1. The Principal instructed all department HOD's to frame special time table for conducting additional coaching classes for problematic papers.
2. Additional Training classes were arranged for placement and effectively conducted.

  
Principal

**Copy to:**

1. Circular file
2. All department HODs and the Members of the Committee

**PRINCIPAL,**  
SRI VENKATESHWARRA COLLEGE OF  
ENGINEERING & TECHNOLOGY,  
ARIYUR, PUDUCHERRY - 605 102



### Anti Ragging

Nodal Officer		ANTI RAGGING COMMITTEE -2023-2024		ANTI -RAGGING SQUAD
Sl.No	Name of the member	Designation	Mail ID	Mobile Number
01	Dr.K.B.Jayaraman	Dean Academics	dean@svcet.ac.in	9952194215



### Anti Ragging

Nodal Officer		ANTI RAGGING COMMITTEE -2023-2024		ANTI -RAGGING SQUAD
Name of the faculty	Designation	Position	Contact number	Email ID
Dr. S. Pradeep Devaneyan	Principal	Principal	9647007444	principal@svcet.ac.in
Dr.K.B.Jayaraman	Dean/ Academics	Member Secretary	9952194215	dean@svcet.ac.in
Mrs.B.Vijayalakshmi, B.A, B.L	Advocate	External Member	9997160565	venkajyotlaxmi@gmail.com
Sub Inspector of Police	Police department - Willyanur, Puduchery	External Member	9413-2666321	Vikr.pon@nic.in
Thasidur	Revenue Department - Willyanur, Puduchery	External Member	9413-2666364	sakulipon@nic.in
M. Sarevanan	Media Person	External Member	8124055202	sarevanan@gmail.com
Mrs. S. Punitha	AD/EEE	Member	9943818011	Punitha@svcet.ac.in



## Anti Ragging

Nodal Officer ANTI RAGGING COMMITTEE -2023-2024 ANTI -RAGGING SQUAD

S. no	Name of the faculty	Designation	Contact number	Email-id
1	Dr. B. Magimani	PROF./MECH	9677815545	Nod.mech@svcet.ac.in
2	Mr.V.Ganeshan	ASP/PS&H	994963232	Nod.humanities@svcet.ac.in
3	Mr.G.Palanisai	AP/MECH	995823994	Palanisai.g18@svcet.ac.in
4	Mrs.V.Anubhaskari	AP/CIVIL	883203959	guganishanki@svcet.ac.in



## Students Grievance Redressal Cell

**Students Grievance Redressal Cell**  
 The Grievance Redressal Cell will receive the grievances and suggest the final action to be initiated at the institutional level for the redressal of the same. Any student may approach the committee members if he/she has any grievance regarding academic and non-academic matters and the committee will take necessary action.

**Objectives**  
 • To provide a support system for the students to address their grievances. • To initiate prompt measures to redress the grievances of the students. • To ensure the compliance and representation of aggrieved students and to take action with the appropriate authorities for redressal. • To get suggestions periodically from the students for improvement.

**Responsibilities**  
 The grievances at departmental level are governed by the concerned teachers, class coordinators and department heads and will be forwarded grievances at the departmental level are referred to the Grievance Redressal Cell of the institution.

### Members

Designation	MEMBER
Chairman	Dr. A. Rameshbabu
Managing Director	Mr. S. Raju Reddy
Chief Operating Officer	Dr. E. Vidya
HR - Head	Mrs. Lakshmi
Finance	Dr. S. Prasad Subramanian
Member - Convener	Dr. P. S. Jayaraman
Member - CEE	Mr. S. Venkatesh, HOD/IT
Member - CEE	Dr. S. Nagaraj, HOD
Member - MECH	Dr. B. Magimani, HOD
Member - CSE	Dr. A. Sankar, HOD
Member - BME	Mr. S. Balaji, HOD/CE
Member - S&H	Mr. S. Sankaranarayanan
Member - MBA	Mr. J. Anand, HOD/IT







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## Online Grievance Redressal Google Form

ADMISSION FORM

### ONLINE GRIEVANCE REDRESSAL FORM

Only genuine grievances are expected to be posted. Yours identity will kept confidential

[sivasankari@svcet.ac.in](mailto:sivasankari@svcet.ac.in) [Switch account](#) 🗑️

\* Indicates required question

**Email \***

Record [sivasankari@svcet.ac.in](mailto:sivasankari@svcet.ac.in) as the email to be included with my response

**Roll Number \***

Your answer \_\_\_\_\_

**Name \***

Your answer \_\_\_\_\_

**Phone Number \***

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**E-Mail \***  
Your answer

**Stake Holders \***

Parent  
 Student  
 Faculty  
 Employer  
 Other: \_\_\_\_\_

**Nature of Complaint \***

Academic  
 Non-Academic  
 Fees  
 Others

**Complaint Details \***  
Your answer

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## Students Grievance Redressal Form

[ADMISSION FORM](#)

### Students Grievance Redressal Portal

[wpforms id="31066" title="Title" description="Title"]

**Declaration**

I declare that the information provided above is true to the best of my knowledge, and I am willing to cooperate in any investigation related to this Complaint.

**Date** **Signature**

**Please return the completed form to:-**

Dr. K. B. Jayaraman, Dean -Member Secretary, Anti Ragging Committee  
 Mobile Number : 99521 84215  
 Mail id : [dsan@svcet.ac.in](mailto:dsan@svcet.ac.in)

