

Date:03/07/2018

To

The Convener,
Grievances Redressal Committee (Faculty and Staff),
SMEC,
Dhulapally, Secendrabad.

Sub: Quality of food in our canteen should be improved

Dear sir,

I am T. Penchalaiah working as a Assistant professor in EEE department.

I am writing this letter to bring to your kind notice that the quality food in our canteen should be improved because snacks at evening time not good and the food is of very poor quality.

Kindly consider my request and do the needful.

Thanking you sir,

Yours sincerely

T. Penchalaiah
Assistant professor
EEE department

To

Date: 02-07-2018

The Convener,
Grievances' & Redressal Centre (Faculty & Staff),
SMEC,
Dhulapally,
Secunderabad.

Sub: Quality of Food in Our Canteen should be improved.

Dear Sir,

I am G.Sridhar Babu working as Associate Professor in EEE department. I am writing this letter to bring to your kind notice that the quality of food in our canteen should be improved.

Kindly consider my request and do the needful.

Thanking you sir,

Yours Sincerely

G.Sridhar Babu
Associate Professor
EEE Department