



# St. Martin's Engineering College

(An UGC Autonomous Institute)

Dhulapally, Secunderabad-500 100

NBA & NAAC A+ Accredited

www.smeac.ac.in



## GRIEVANCES REDRESSAL COMMITTEE

Ref No. SMEC/GRC(FF)/2019-20/01

21 May 2019

### PERSPECTIVE PLAN – ACADEMIC YEAR 2019-20

S. No.	Date of the Event	Plan (Name of the Event)	SOP (Standard Operating Procedure)	Budget for the Event	Name of the Staff Responsible	Target Beneficiary
1	10 July 2019	Committee Meeting	Circular, Minutes of Meeting and Action taken report	Nil	Dr. A A Babu	All faculty and staff
2	03 Sep 2019	Awareness session	Conduct an awareness session on the SOP for grievance redressal	Nil	Dr. A A Babu	All faculty and staff

*A. Babu*