

GRIEVANCE REDRESSAL CELL

Assam Engineering Institute

Chandmari, Guwahati-3

MINUTES OF THE MEETING

Date : 26th April, 2023

Venue : Conference Room, A.E.I.

Time : 1:00 pm to 2:00pm

A committee meeting was held on 26th April, 2023 at 1:00 pm in the Conference Room, A.E.I.

- It is found that small issues were resolved by the HOD's and at the mentoring level of respective department and they did not escalate to be a formal complaint submission process.
- No formal grievance was logged.
- Dr. Lahon gave a briefing on report generation.



(Dipanjali Gogoi)

Chairperson, Grievance Redressal Cell

H.O.D., Chemical Engineering Department

Assam Engineering Institute

Copy to:

1. **The Principal**, Assam Engineering Institute, Chandmari, Ghy-3.
2. **All Members**.