

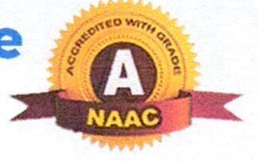


**Sri Venkateshwaraa Dental College**

(Recognized by Dental Council of India ; Affiliated to Pondicherry University)

(A Unit of Ramachandra Educational Trust)

Ariyur, Puducherry - 605 102



Ref No: SVDC/Cir/2025-26/88

Date: 16.11.25

**INTERNAL COMPLAINTS COMMITTEE**

**CIRCULAR**

This is to inform you that, all the members are hereby directed to attend the Internal Complaints Committee meeting scheduled on 18/11/2025.

Venue: Meeting Hall, Ground floor

Timing: 02.30AM – 03.30PM

PRINCIPAL

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Ariyur, Puducherry - 605 102.

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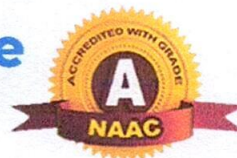
Chairman (for information)

COO

General Manager

Vice principals

All Department HOD's



## INTERNAL COMPLAINTS COMMITTEE

### Minutes of the meeting

The Internal complaints Committee meeting was held on 18/11/2025. The following members were present

Sl. No	Name and Designation	Contact Number	Member Designation
1	Dr. S. Senthilnathan Principal, SVDC.	94431 33088	Chairperson
2	Dr. Vidhya R Chief Operating Officer, SVGI.	9994457097	Member
3	Dr. Devameena S Senior Lecturer, Department of Prosthodontics, SVDC.	9486009408	Member Secretary
4	Dr. E. Ahila Reader, Department of Periodontics, SVDC.	9894181600	Member
5	Dr. R. Piradhiba Reader, Department of Orthodontics, SVDC.	9003917321	Member
6	Dr. M. Keerthana Rao Senior Lecturer, Department of Oral Surgery, SVDC.	7598 163 577	Member
7	Dr. Helen Queen State Co-ordinator, Samgra Siksha, Education Department, Puducherry.	90471 80885	Member
8	Mrs. S. Magasvari Administrative Officer, SVDC	96266 82444	Member
9	Mrs. Suganthi P Library Assistant, SVDC	9789341892	Member
10	Dr. Kaviya. G I year PG student, Department of Periodontics, SVDC.	8056792202	Member (Female Student)
11	Dr. Rubini M I year PG student, Department of Pedodontics, SVDC.	6379197022	
12	Ms. Sathyanarayani M II year UG Student, SVDC.	8778459818	

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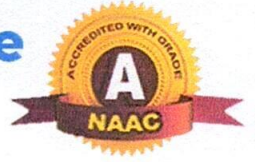


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## AGENDA

Gender sensitivity program to be planned

## MINUTES OF THE MEETING

- 1) Gender sensitization for students, teaching, non- teaching faculties to be planned.
- 2) Resource person from the concerned department to be selected and invited
- 3) Awareness on POSCO and POSH to be created among all members of SVDC
- 4) Sensitization of girls and female staffs regarding the internal complaints committee

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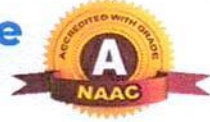


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Ref No: SVDC/ICC/2024 - 2025/245

Date: 28.02.2025

## **INTERNAL COMPLAINTS COMMITTEE**

### **CIRCULAR**

This is to inform you that all the members are hereby directed to attend a meeting that is going to be held on 04.03.2025

Venue: Meeting Hall, Ground floor

Timing: 10.30 AM-11.30 AM

Copy to

Chairman (for information)

General Manager

Vice Principals

All Department HODs

  
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**Sri Venkateshwaraa Dental College**

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Date: 04.03.2025

## INTERNAL COMPLAINTS COMMITTEE

### MINUTES OF THE MEETING

The Internal Complaints Committee meeting was held on 04.03.2025. The following members were present.

S.No	Name of the faculty	Dept./Designation	Member Designation
1.	Dr.S.Senthilnathan	Principal,SVDC	Chairperson
2.	Dr.Vidhya.R	Chief operating officer,SVGI.	Member
3.	Dr.Devameena.S	Reader,Department of Prosthodontics	Member Secretary
4.	Dr.E.Ahila	Reader,Department of Periodontics	Member
5.	Dr.R.Piradhiba	Reader,Department of Orthodontics	Member
6.	Dr.Keerthana Rao	Senior Lecturer,Department of Oral Surgery	Member
7.	Dr.Helen Queen	State Co-Ordinator,Samgra Siksha,Education Department,Puducherry	Member
8.	Mrs.S.Magasvari	AO,SVDC	Member
9.	Mrs.Suganthi.P	Library Assistant,SVDC	Member
10	Dr.Kaviya.G	I year PG Student, Department of Periodontics	Member(Female Student)
11	Dr.Rubini.M	I year PG Student, Department of Pedodontics	
12	Ms.Sathyanarayani.M	II Year UG Student,SVDC	

  
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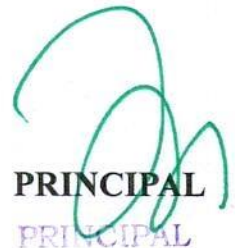


#### **AGENDA:**

- To discuss on conducting meeting with undergraduate students, faculties and non - teaching staffs to sensitize them about the process to make a complaint if they have any problem.
- To familiarize the committee members to the students, faculties and non - teaching staffs
- To discuss about organizing International Women's Day Celebration for the year 2025.

#### **MINUTES OF THE MEETING**

- New Committee members were familiarised with the committee.
- Discussed about the previous meeting held by the committee members with the undergraduate students, faculties and non- teaching staffs.
- International Women's Day Celebration planning was done. Events to be conducted was discussed.



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