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(An ISO 9001 : 2015 Certified Institution)

CORRECTIVE / PREVENTIVE ACTION REPORT

Report No.: Sch/R/011.

Date : 20/06/2017

Academic Year: 2017-2018

1. COMPLAINT DESCRIPTION:

Student Name: Prabhu. M Student Ref: II/III/D

DETAILS OF COMPLAINT:

Requested for Medical Emergency.

2. CONTAINMENT ACTION:

Asking the students what kind of Medical emergency needed.

DATE: 20/06/2017

RESPONSIBILITY

3. ROOT CAUSE ANALYSIS (WHY – WHY ANALYSIS)

1 WHY	All basic Medical emergency
2 WHY	available.
3 WHY	
FINAL CAUSE	Add the necessity medical emergency.

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2. PROPOSED CORRECTIVE ACTION:

ACTION PLANNED	RESPONSIBLE / TARGET DATE
20/06/2017 Planed to arrage Ambulance	16 - 06 - 2017

2. VERIFICATION OF CORRECTIVE ACTION:

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Ambulance arranged.	check the needed	20 - 06 - 2017

2. EFFECTIVENESS3E

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Ambulance arranged	Adding on the necessity	23 - 06 - 2017

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FACULTY: E&I

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE: 27/07/1

TIME: 11.00 A

NAME	P. Sarveshwaran
REGISTRATION NO:	16109110161212
DEPARTMENT	EEE
YEAR/SEM/SEC.	II / III
ADDRESS/TEL.NO./ E-MAIL	sarveshwaranp12@gmail.com

SUGGESTIONS / GRIEVANCES

A college has students coming from different parts of the country. In order to know each other and our cultures we should have a "Cultural fest". This festival will help students understand and respect each others culture and ethnicity.

SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	Dean (Student Affairs)
COMPLAINT /GRIEVANCE REGISTRATION	27-07-2017	NATURE OF COMPLAINT: MAJOR / MINOR / INSIGNIFICANT)NO ACTION REQUIRED)	
ACTION INTIATION	31-07-2017	CORRECTIVE ACTION REPORT REF.	
ACTION COMPLETION	04-08-2017	C. B. Palaniveli	

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No.: SCAR/012

Date : 31/07/17

Academic Year: 2017 - 18.

1. COMPLAINT DESCRIPTION:

Student Name: P. Sarveshwaran Student Ref: EEE/II

DETAILS OF COMPLAINT:

Request to organize a Cultural Fest in college.

2. CONTAINMENT ACTION:

Intimated the Events and Management.

DATE: 31/07/21 RESPONSIBILITY

3. ROOT CAUSE ANALYSIS (WHY – WHY ANALYSIS)

1 WHY	lots of events are organised.
2 WHY	
3 WHY	
FINAL CAUSE	Arranged for cultural fest.

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2. PROPOSED CORRECTIVE ACTION:

ACTION PLANNED	RESPONSIBLE / TARGET DATE
27-07-2017 Cultural will be arranged. discussed both management	31/07/17

2. VERIFICATION OF CORRECTIVE ACTION:

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
31-07-2017 End of the Semester management has approved to Conduct	Intimated	

2. EFFECTIVENESS3E

ACTION TAKEN	STATUS	VERIFIED BY / DATE
04-08-2017 As per the request of Students will be arranged in end of the academic year	Organised	

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FACULTY: EST.

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE: 01-08-2017

TIME: 11:30

NAME	Rakesh Ram. S
REGISTRATION NO:	16162110113
DEPARTMENT	I.S.D.E
YEAR/SEM/SEC.	II / III / -
ADDRESS/TEL.NO./ E-MAIL	

SUGGESTIONS / GRIEVANCES

Benches are broken and we Cant able to sit properly and Sometimes the paint is also sticky.

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ACTIONS	DATE / TIME	COMMENTS	Dean (Student Affairs)
COMPLAINT /GRIEVANCE REGISTRATION	1/08/2017	NATURE OF COMPLAINT:MAJOR / MINOR / INSIGNIFICANT)NO ACTION REQUIRED)	
ACTION INTIATION	7/8/2017	CORRECTIVE ACTION REPORT REF.	
ACTION COMPLETION	25/8/2017		

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No.: Sh/R/013

Date : 07/08/2017

Academic Year: 2017-2018

1. COMPLAINT DESCRIPTION:

Student Name: Rakesh Ram.S Student Ref: II / III / -

DETAILS OF COMPLAINT:

Replacement of Benches

2. CONTAINMENT ACTION:

carpenters visits the class rooms

DATE: 07/08/2017 RESPONSIBILITY

3. ROOT CAUSE ANALYSIS (WHY – WHY ANALYSIS)

1 WHY	students not using and maintaining properly.
2 WHY	
3 WHY	
FINAL CAUSE	Replaced the new benches.

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2. PROPOSED CORRECTIVE ACTION:

ACTION PLANNED	RESPONSIBLE / TARGET DATE
07/08/17 To replace broken benches.	1/8/17

2. VERIFICATION OF CORRECTIVE ACTION:

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Benches repaired	checking the benches	7/8/17

2. EFFECTIVENESS3E

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Damage benches were replaced	replaced the demage benches.	25/8/17

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121

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FACULTY: EST.

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE: 18-08-2017

TIME: 10:30

NAME	Harish. P
REGISTRATION NO:	16108l101026
DEPARTMENT	ECE
YEAR/SEM/SEC.	II / III / A
ADDRESS/TEL.NO./ E-MAIL	

SUGGESTIONS / GRIEVANCES

I kindly request the mangement to provid some mouse and keyboards so that more no of students can practice/learn

Harish. P
SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	Dean (Student Affairs)
COMPLAINT /GRIEVANCE REGISTRATION	18 - 08 - 2017	NATURE OF COMPLAINT:MAJOR / MINOR / INSIGNIFICANT)NO ACTION REQUIRED)	
ACTION INTIATION	22 - 08 - 2017	CORRECTIVE ACTION REPORT REF.	
ACTION COMPLETION	25 - 08 - 2017	C. B. Palaniveli	

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No.: SCI/R/014

Date : 22/08/17

Academic Year: 2017-2018

1. COMPLAINT DESCRIPTION:

Student Name: Harish P Student Ref: II / III 'A'

DETAILS OF COMPLAINT:

Requesting for providing mouses and keyboards.

2. CONTAINMENT ACTION:

Checking the available mouses and Keyboards.

DATE: 22/08/17

RESPONSIBILITY

3. ROOT CAUSE ANALYSIS (WHY – WHY ANALYSIS)

1 WHY	Students not maintain properly
2 WHY	
3 WHY	
FINAL CAUSE	Issued the mouse and Keyboard depending On the needed.

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2. PROPOSED CORRECTIVE ACTION:

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Requested to the 18-08-2017 Purchase dept.	18-08-2017

2. VERIFICATION OF CORRECTIVE ACTION:

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
22-08-2017 New mouse and Keyboard were replaced incase any damage.	Checking the availability	~~22-08-2017~~

2. EFFECTIVENESS3E

ACTION TAKEN	STATUS	VERIFIED BY / DATE
25-08-2017 Replaced	Issued	~~25-08-2017.~~

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CUSTOMER COMPLAINTS REGISTER

DATE	CUSTOMER DETAILS	MODE OF COMMUNICATION	COMPLAINT	CAR. NO	CORRECTIVE ACTION INITIATION DATE	CORRECTIVE ACTION COMPLETION DATE	SIGN. (DEPT. HEAD)
24/8/17	Porpali selvi	Grievances slip	Change in College timing Extra time for Lab	001	25/8/17	27/8/17	
28/8/17	Arun. V	Grievances slip	Extension of break time	002	29/8/17	30/8/17	
6/9/17	Rathish kumar	Grievances slip	Extra time for lab paper	003	8/9/17	10/9/17	

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11

FACULTY :

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 24/8/17

TIME : 10.AM

NAME	Pavitali Selvi. S
REGISTRATION NO:	16403116043
DEPARTMENT	Computer Application (BSc Animation & Visual Comm
YEAR / SEM / SEC	II / III / A
ADDRESS / TEL.No. / E-MAIL	

SUGGESTIONS / GRIEVANCES:

I want Change for college timing

I want Extra time for lab

SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	24/8/17	NATURE OF COMPLAINT : MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION	24/8/17	CORRECTIVE ACTION REPORT REF:	HOD
ACTION COMPLETION	28/8/17	CA/AUC/8/17/001	

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / DEPT / MM – YEAR / 00_
Date :

Academic Year : Year – Year

1. COMPLAINT DESCRIPTION :

Student / Parent / Others
Name Ponpalai Selvi. T Student Ref: BSC/AVC/CA/II/A

DETAILS OF COMPLAINT: Due to distance & travel inconvenices I have & Kindly request you to make a Change in Our College timings.

ZX

2. CONTAINMENT ACTION :

Complaints has been moved to Our A.O & Under Process.

DATE: RESPONSIBILITY :

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	The College timing is Common to all.
2 WHY	
3 WHY	

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FINAL CAUSE	Cannot be Changed

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
To change our College timing	24/8/17

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Complaint / has been moved to our A.o office	Cannot change College timing	25/8/17

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
The College timing is Common to all & Cannot be make favourable to One or two Students	Cannot change College timing	C. B. Palanivelu

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FACULTY : E & T

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 29/08/18

TIME :

NAME	II year students & III year students
REGISTRATION NO:	
DEPARTMENT	BMI
YEAR / SEM / SEC	II / ~~BSM~~ III / - III / V
ADDRESS / TEL.No. / E-MAIL	

SUGGESTIONS / GRIEVANCES:

1. Request for permanent classroom

SIGNATURE

1. B. Bhuvana
2. S. Dhanya Kumar

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION		NATURE OF COMPLAINT : MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION		CORRECTIVE ACTION REPORT REF:	
ACTION COMPLETION			

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / DEPT / MM – YEAR / 001
Date :

Academic Year : 2017 - 2021

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name II year students (2017 batch), III " (2016 batch) Student Ref: _Course / Department / Class / Sec.

DETAILS OF COMPLAINT : Request for permanent classroom.

2. CONTAINMENT ACTION :

The complaint was informed to Dean (E&T).

RESPONSIBILITY :

DATE :

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	
2 WHY	
3 WHY	
FINAL CAUSE	

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
* To provide classroom	September 2018

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
classroom alloted VOC 118 – II BMI VOC 214(A) – III BMI	Alloted	September [12/9/18]

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
classroom given Class room given (II and year BMI)	Good	21-9-18 21-9-18

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CUSTOMER COMPLAINTS REGISTER

DATE	CUSTOMER DETAILS	MODE OF COMMUNICATION	COMPLAINT	CAR. NO	CORRECTIVE ACTION INITIATION DATE	CORRECTIVE ACTION COMPLETION DATE	SIGN. (DEPT. HEAD)
31/8/2017	Kodavaluru Sravani	Suggestion Box	Seperate Notice board for ECE dept. in Voc first floor.	CAR/ECE/2017-18/001	31/8/17	21/9/17.	
4/9/2017	A. Anusha	Suggestion Box.	Summary of PPT, we needed for every subject.	CAR/ECE/2017-18/002	14/9/17.	20/10/17.	
20/9/2017	Ashoani Kumar.	Suggestion Box.	Industrial visit needed for every Semester.	CAR/ECE/2017-18/003	20/9/17.	22/9/17.	
10/10/2017	Pavani Chintapally	Suggestion Box	Common website can be arranged in dept. Smartroom.	CAR/ECE/2017-18/004	10/10/17.	20/10/17.	

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Form No.: F/GSGH/001 Rev 0/01.01.2014

FACULTY : Engineering & Technology

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 31/8/2017
TIME : 10.30 a.m

NAME	Kodavaluru Sravani
REGISTRATION NO:	14108110143
DEPARTMENT	ECE
YEAR / SEM / SEC	IV / VII / A
ADDRESS / TEL.No. / E-MAIL	Inamadugu Main road Nellore, Andhrapradesh 9551596437 / Sravanikodavaluru666@gmail.com

SUGGESTIONS / GRIEVANCES:

Separate Notice board needed for ECE department in voc first floor

K. Sravani
SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	31/8/17	NATURE OF COMPLAINT : MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION	12/9/17	CORRECTIVE ACTION REPORT REF:	
ACTION COMPLETION	21/9/17	class comm. II.	

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / DEPT / MM – YEAR / 00_ ECE/CAR-2017/001
Date : 31/8/2017
Academic Year : Year – Year 2017-2018

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name Kodavaluru Sravani Student Ref: _Course / Department / Class / Sec BTech/ECE/IV/A

DETAILS OF COMPLAINT :

Separate notice board needed for ECE department in voc first floor.

2. CONTAINMENT ACTION :

Notice board issue was discussed in class committee TT also and informed to Dean (ET).

DATE : 12/9/17

RESPONSIBILITY :

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	To get information about Seminars arranged in other colleges.
2 WHY	Both Mechanical and ECE dept are there in voc block.
3 WHY	
FINAL CAUSE	Seperate Notice board should be arranged for ECE dept.

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
In class committee I & II, Notice board issue was discussed. and completed.	12/9/17.

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Seperate Notice board is awayed.	Good.	Discussed with MECH(HOD) 21/9/17

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Easy to get information about events.	Good.	K. Sravani 21/9/17.

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II

FACULTY :

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 6/9/17

TIME : 10.AM

NAME	Rathish Kumar. S.R
REGISTRATION NO:	16402110052
DEPARTMENT	CA / BSC Animation & Visual Communication
YEAR / SEM / SEC	II / III / A
ADDRESS / TEL.No. / E-MAIL	

SUGGESTIONS / GRIEVANCES:

I want Extra time for lab Paper
(3D max & Electronic & web)

SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	6/9/17	NATURE OF COMPLAINT : MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION	7/9/17	CORRECTIVE ACTION REPORT REF:	
ACTION COMPLETION	11/9/17	CA/AUC/9/17/001	

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / DEPT / MM – YEAR / 00_
Date :

Academic Year : Year – Year

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name Rathish Kumar S.R Student Ref: BSc/AUC/CA/II/A

DETAILS OF COMPLAINT: I want extra time for lab sessions

ZX

2. CONTAINMENT ACTION :

Permission granted for extension of lab hours

DATE: **RESPONSIBILITY :**

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	Due to Shortage of class timing.
2 WHY	
3 WHY	

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FINAL CAUSE	Due to Students interest

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Extra time for lab Sessions (3Dmax & Electronic web paper)	7/9/17

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Permission granted for extension of Lab hours	Permitted the Students	11/9/17

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Due to Shortage of Class timing & due to Students Interest in lab hours	Extension of time has been Promoted	11/9/17

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FACULTY : Engineering & Technology.

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 14/9/2017

TIME : 2 PM

NAME	A. Anusha
REGISTRATION NO:	14108l101003
DEPARTMENT	ECE
YEAR / SEM / SEC	IV / VII / A.
ADDRESS / TEL.No. / E-MAIL	Plot no-40, Sangamesh nagar, Anantapur, Andhra Pradesh. anushaglory333@gmail.com, 7356657561

SUGGESTIONS / GRIEVANCES:

Summary of PPT, we needed for every subject.

Anusha A.
SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	14/9/17.	NATURE OF COMPLAINT : MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION	20/9/17.	CORRECTIVE ACTION REPORT REF:	
ACTION COMPLETION	20/10/17.	Hod meeting with Staffs.	

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / DEPT / MM – YEAR / 00_ ECE 09/-2017/002
Date : 14/9/2017
Academic Year : Year – Year 2017-2018

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name A. Anusha, Student Ref: _Course / Department / Class / Sec. B.Tech/ECE/IV

DETAILS OF COMPLAINT :

Summary of ppt, we needed for every subject.

2. CONTAINMENT ACTION :

In staff meeting this problem has discussed and all the staffs are instructed to prepare ppt for their respective subjects.

DATE : 20/9/17.

RESPONSIBILITY :

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	To prepare for exams.
2 WHY	Easy to understand.
3 WHY	
FINAL CAUSE	For every subject, PPT is prepared.

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Staffs are instructed to prepare PPT for their Subjects at the end of Semester.	Gopalan 20/9/17.

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
PPTs are prepared for every Subject.	Good.	20/10/17.

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
PPT are collected for Opcan, ED.	Good.	Amch A. 30/10/17.

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FACULTY : EST

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 20/9/2017

TIME : 11. am.

NAME	ASHWANI KUMAR
REGISTRATION NO:	15108101007
DEPARTMENT	ECE
YEAR / SEM / SEC	III / V / A
ADDRESS / TEL.No. / E-MAIL	S/13 1st floor, 1st lane Peria tambi street Royapuram - 13 Kumar1998ashwani@gmail.com

SUGGESTIONS / GRIEVANCES:

Industrial visit need for every semester.

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	20/9/17.	NATURE OF COMPLAINT MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION	22/9/17.	CORRECTIVE ACTION REPORT REF:	
ACTION COMPLETION	22/9/17	NSIC - 15/9/17. for this odd sem. 2017.	

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / DEPT / MM – YEAR / 00_ ECE 09-2017/003
Date : 20/9/2017
Academic Year : Year – Year 2017-2018

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name Ashwani Kumar Student Ref: _Course / Department / Class / Sec. B.Tech/ECE/IV/

DETAILS OF COMPLAINT :
Industrial visit need for every semester

2. CONTAINMENT ACTION :

To get Knowledge and update, Every semester I.V. is planned.

DATE : 22/9/17.

RESPONSIBILITY : for Fy

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	Students interested to go for I.V.
2 WHY	Recent technology should be needed.
3 WHY	for placement purpose.
FINAL CAUSE	Industrial visit should be arranged for every Semester.

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Already 2017 odd semester, NSIC I.V. has been finished.	M. Jeeva 22/9/17.

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Every Semester, I.V. will be arranged.	-	S. Dhanu 22/9/17.

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Good -	-	Ashwa 30/10/17

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FACULTY: A&T

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE: 22-09-2017

TIME: 11.30

NAME	Atchayar. K.
REGISTRATION NO:	15107110010
DEPARTMENT	III / V / 'A'
YEAR/SEM/SEC.	BT
ADDRESS/TEL.NO./ E-MAIL	

SUGGESTIONS / GRIEVANCES

Water is flowing throughout the steps. It make the floor slippery and also looks ugly.

SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	Dean (Student Affairs)
COMPLAINT /GRIEVANCE REGISTRATION	22/09/2017	NATURE OF COMPLAINT:MAJOR / MINOR / INSIGNIFICANT)NO ACTION REQUIRED)	
ACTION INTIATION	25/09/2017	CORRECTIVE ACTION REPORT REF.	
ACTION COMPLETION	03/10/2017		

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No.: Sc/R/015

Date : 13/10/2017

Academic Year: 2017-2018

1. COMPLAINT DESCRIPTION:

Student Name: Vignesh S Student Ref: III IV

DETAILS OF COMPLAINT:

Request to arrange Fan facilities.

2. CONTAINMENT ACTION:

Informed to the Site Office.

DATE: 13/10/2017 RESPONSIBILITY

3. ROOT CAUSE ANALYSIS (WHY – WHY ANALYSIS)

1 WHY	Fans provided each and every class.
2 WHY	due to any small problem its not
3 WHY	working properly.
FINAL CAUSE	Repaired the not working fans in class room.

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2. PROPOSED CORRECTIVE ACTION:

ACTION PLANNED	RESPONSIBLE / TARGET DATE
13-10-17 Informed Site Engg	10-10-17

2. VERIFICATION OF CORRECTIVE ACTION:

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Checked Arranged.	Informed to the electrician	13-10-17

2. EFFECTIVENESS3E

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Checked, Old Fans also replaced.	Repaired the not working fans.	17-10-17

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FACULTY : E&T

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 10/10/2017

TIME : 2.30PM.

NAME	PAVANI . GUNTUPALLY
REGISTRATION NO:	161081101025
DEPARTMENT	ECE
YEAR / SEM / SEC	II / III / A
ADDRESS / TEL.No. / E-MAIL	6-5-114/6/A Chaitanya colony Bansuwada, Telangana - 503187 9492711827 pavani.indu.8@gmail

SUGGESTIONS / GRIEVANCES:

common webinars can be arranged in the department Smart room.

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	10/10/17	NATURE OF COMPLAINT : MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION	10/10/17.	CORRECTIVE ACTION REPORT REF.	
ACTION COMPLETION	20/10/17.		

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / DEPT / MM – YEAR / 00_ ECE/10-2017/004
Date : 10/10/2017
Academic Year : Year – Year 2017-2018

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name Pavani Guntupally Student Ref: _Course / Department / Class / Sec. B.Tech/ECE/IV/

DETAILS OF COMPLAINT :

Common webinars can be arranged in the department smartroom.

2. CONTAINMENT ACTION :

Common webinars will be arranged. In the department Smartroom

DATE : 10/10/17.

RESPONSIBILITY for Dy

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	To update recent technology.
2 WHY	Easy to understand the technology
3 WHY	using audio & video session.
FINAL CAUSE	Webinars should be arranged.

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Webinars arranged in VLSI lab for all ECE Students. those are registered for online certificate Courses.	10/10/17

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
webinars are arranged	Good.	20/10/17

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Good	-	

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FACULTY : Egg & Teen

STUDENT'S SUGGESTION / GRIEVANCES SLIP

(2017-2018)
Even Sem

DATE : 30.1.18
TIME : 12. Noon

NAME	M. PRIYANKA , N. LIKHITHA REDDY
REGISTRATION NO:	151061101079 , 151061101070
DEPARTMENT	CSE
YEAR / SEM / SEC	III / VI / B
ADDRESS / TEL.No. / E-MAIL	9884249132 , 9790921570 Priyankamanoj21@gmail.com, likhitha18f@gmail.com

SUGGESTIONS / GRIEVANCES:

We had Industrial visit to ISRO in the last academic year (16-17). We aware that how the space research activities there based upon our domain and we would like to have Industrial visit to IGCAR to update the Industry technology which using in the atomic energy plant. It will be a great opportunity for us to update our Knowledge.

Priyanka.
SIGNATURE

N. Likhitha

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	30.1.18	NATURE OF COMPLAINT : MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	S. Gupta
ACTION INTIATION	2.2.18	CORRECTIVE ACTION REPORT REF: CAR/CSE/01-2018/002	S. Gupta
ACTION COMPLETION	6.4.18		S. Gupta

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FACULTY : ENGINEERING AND TECHNOLOGY

STUDENT'S SUGGESTION / GRIEVANCES SLIP

(2017 - 2018) - Even Sem

DATE : 25.01.18

TIME : 1. Pm

NAME	S. Swetha , R. Nagalakshmi
REGISTRATION NO:	16112101044 , 16112101027
DEPARTMENT	B.Tech IT
YEAR / SEM / SEC	II / IV / A
ADDRESS / TEL.No. / E-MAIL	8939331185, 7200749907 swethashalu091@gmail.com

SUGGESTIONS / GRIEVANCES:

We need to have industrial visit for our carrier growth, to know about recent technologies & research activities based upon the industry needs.

S. Swetha

SIGNATURE

R. Nagalakshmi

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	25.1.18	NATURE OF COMPLAINT : MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	S. Cutha
ACTION INTIATION	29.1.18	CORRECTIVE ACTION REPORT REF: CAR/CSE/01-2018/001	S. Cutha
ACTION COMPLETION	21.2.18		S. Cutha

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
A Seminar Arranged for the Students by Reputed company HR Person.	Ms. Golda Selia Mar.- 2018

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Skill development Program Arranged on 27. March. 2018	Completed.	S. Gupta 27/3/18

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Students got Knowledge on Resume writing, Mock interview and Personality Development	Completed	S. Gupta 27/3/18

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EVEN 17-18

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / ~~DEPT~~ / ~~MM~~ – YEAR / 00_ CSE 01 – 2018/001
Date : 25.1.18
Academic Year : Year – ~~Year~~ 2017-18 Even Sem

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name S.Swetha & R.Nagalakshmi, B.Tech – CSE / II year / A
Student Ref: _Course / Department / Class / Sec.

DETAILS OF COMPLAINT :

Request for Industrial visit

2. CONTAINMENT ACTION :

Required action has been initiated and created Successfully industrial visit to ISRO.

DATE : 25.1.18

RESPONSIBILITY : Mr. Sree Ram. G

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	To learn about Space research Activity
2 WHY	To Prepare for prospective domain Specilisation
3 WHY	To Aware Current and upcoming Technologies in the Specialization
FINAL CAUSE	To aware the scope on the Space Research.

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CUSTOMER COMPLAINTS REGISTER

DATE	CUSTOMER DETAILS	MODE OF COMMUNICATION	COMPLAINT	CAR. NO	CORRECTIVE ACTION INITIATION DATE	CORRECTIVE ACTION COMPLETION DATE	SIGN. (DEPT. HEAD)
25.1.18	S. Swetha 16112110 44 R. Nagalakshmi 16112110 1027	Suggestion Box	Request for Industrial Visit	CAR/ CSE/ 01-2018/ 001	29.1.18	21.2.18	21/2/18
30.1.18	M. Priyanka 15106110 1079 N. Likhita Reddy 15106110 1070	Suggestion Box	Request for IG CAR Industrial visit	CAR/ CSE/ 01-2018/ 002	2.2.18	6.4.18	6/4/18
8.3.18	Aman Anand. 14106110 1008	Suggestion Box	Require Placement & Skill improvement Programme	CAR/ CSE/ 03-2018/ 003	6.3.18	27.3.18	S. Swetha 27/3/18
15.5.18	Roshini, Surekha	Class Committee Meeting	Request for Rest Room at MT Block II + III floor	CAR/ CSE/ 05-2018/ 004			

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Requested for Industrial visit to ISRO	Mr. G. Sreeram. Feb - 2018

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Industrial visit arranged on 21. Feb. 2018 to ISRO Sriharikotta.	Completed	S. Vijaya 21/2/18

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Students got knowledge on Space Research.	Completed	S. Vijaya 24/2/18

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / ~~DEPT~~ / MM - YEAR / DD CSE/01-2018/002
Date : 30.1.18

Academic Year : 2017-2018 Even Sem.

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name M.Priyanka & N.Likhitha Reddy Student Ref: B.Tech / CSE / III yr / B
Course / Department / Class / Sec

DETAILS OF COMPLAINT :

Request for Industrial visit to IGCAR Kalpakkam.

2. CONTAINMENT ACTION :

Required Action has been initiated and executed Accordingly. Industrial visit to IGCAR

DATE : 30.1.18.

RESPONSIBILITY : Mr. Tamil K

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	To understand about Atomic Energy.
2 WHY	to aware current opportunities in IGCAR.
3 WHY	To know about research activities in IGCAR.
FINAL CAUSE	To aware the Scope on the Atomic energy research activity.

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Requested for Industrial visit to IGCAR	Mr. Tamil Kavi. Apr- 2018

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Industrial visit arranged on 6. Apr. 2018 to IGCAR Kalpakkam.	Completed	S. Gupta 6/4/18

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Students got Knowledge on atomic Energy.	Completed	S. Gupta 6/4/18

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FACULTY : Engg + Tech

STUDENT'S SUGGESTION / GRIEVANCES SLIP

(2017-18) EvenSem

DATE : 10.5.18

TIME : 1.00 Pm.

NAME	Roshini, Surekha
REGISTRATION NO:	16106111169, 16106110139.
DEPARTMENT	CSE
YEAR / SEM / SEC	II / III / D.
ADDRESS / TEL.No. / E-MAIL	Roshnifagarwal1908@gmail.com 9962769684 surekhasakshu@gmail.com 9962834346

SUGGESTIONS / GRIEVANCES:

Need Rest Room at MT Block

En II & III floor

Print Surekha

SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	10.5.18 1pm	NATURE OF COMPLAINT MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	S.Gupta
ACTION INTIATION	15.5.18.	CORRECTIVE ACTION REPORT REF: CAR/CSE/05-28/1004.	S.Gupta
ACTION COMPLETION			

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Informed to Site office. (Dr Edwin Sir). about Rest Room Required in MT Block	SITE OFFICE May. 2018.

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
	Proposal waiting for the approval from Building committe.	S. Gupta

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE

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FACULTY: E&T

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE: 13-02-2018

TIME: 9:30

NAME	JAYASREE M
REGISTRATION NO:	14105110052
DEPARTMENT	CIVIL
YEAR/SEM/SEC.	IV / VIII B
ADDRESS/TEL.NO./ E-MAIL	

SUGGESTIONS / GRIEVANCES

I kindly request the management to arrange sanitary napkins in each block.

SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	Dean (Student Affairs)
COMPLAINT /GRIEVANCE REGISTRATION	13-02-2018	NATURE OF COMPLAINT:MAJOR / MINOR / INSIGNIFICANT)NO ACTION REQUIRED)	
ACTION INTIATION	16-02-2018	CORRECTIVE ACTION REPORT REF.	
ACTION COMPLETION	19-02-2018		

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No.: Sr|R|016

Date : 16-02-2018

Academic Year: 2018-2019

1. COMPLAINT DESCRIPTION:

Student Name: Jayasree. M Student Ref: IV / VIII / B

DETAILS OF COMPLAINT:

Request to provide Sanitary napkins.

2. CONTAINMENT ACTION: with Discuss the Management.

DATE: 16-02-2018 RESPONSIBILITY

3. ROOT CAUSE ANALYSIS (WHY – WHY ANALYSIS)

1 WHY	students waste the napkins.
2 WHY	
3 WHY	
FINAL CAUSE	provide the napkins based on the amount of students request.

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2. PROPOSED CORRECTIVE ACTION:

ACTION PLANNED	RESPONSIBLE / TARGET DATE
16/02/2018 for the counsellor & Student kept in next room	13-02-2018

2. VERIFICATION OF CORRECTIVE ACTION:

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Arranged. Jeyasree	Message passed to the Management	16-02-2018

2. EFFECTIVENESS3E

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Arranged Jeyasree	provided.	19-02-2018

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FACULTY: E & T

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE: 01/03/

TIME: 03.00

NAME	Vihoka Achumi
REGISTRATION NO:	161041101015
DEPARTMENT	chemical
YEAR/SEM/SEC.	II / IV
ADDRESS/TEL.NO./ E-MAIL	vihokaachumi15@gmail.com

SUGGESTIONS / GRIEVANCES

I Kindly request our college facilities to provide better equipped laboratories. We have many practical experiments and if we have more equipments then our learning process will be even better.

SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	Dean (Student Affairs)
COMPLAINT /GRIEVANCE REGISTRATION	09-03-2018	NATURE OF COMPLAINT: MAJOR / MINOR / INSIGNIFICANT)NO ACTION REQUIRED)	
ACTION INTIATION	06-03-2018	CORRECTIVE ACTION REPORT REF.	
ACTION COMPLETION	14-03-2018		

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No.: Sy/R/017.

Date : 06/03/18

Academic Year: 2018-2019

1. COMPLAINT DESCRIPTION:

Student Name: Vihoka Achumi Student Ref: Chemical/II

DETAILS OF COMPLAINT:

Request to get better equipped laboratories in our College.

2. CONTAINMENT ACTION:

Sufficient equipped laboratories provided in our College.

DATE: 06/03/18

RESPONSIBILITY

3. ROOT CAUSE ANALYSIS (WHY – WHY ANALYSIS)

1 WHY	well equipped laboratories provided but
2 WHY	students not maintain it properly.
3 WHY	Now clear it everything.
FINAL CAUSE	Sufficient equipped laboratories provided.

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2. PROPOSED CORRECTIVE ACTION:

ACTION PLANNED	RESPONSIBLE / TARGET DATE
01-03-2018 Planned.	06/03/18

2. VERIFICATION OF CORRECTIVE ACTION:

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
06-03-2018 Arranged.	checking	

2. EFFECTIVENESS3E

ACTION TAKEN	STATUS	VERIFIED BY / DATE
14-03-2018. well equipped cushions arranged	provided	

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FACULTY: EST.

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE: 06-03-2018

TIME: 10:30

NAME	Mohan Raj. D
REGISTRATION NO:	15113101096
DEPARTMENT	Mechanical
YEAR/SEM/SEC.	III / VI / B
ADDRESS/TEL.NO./ E-MAIL	

SUGGESTIONS / GRIEVANCES

Water is not frequently coming in the bathroom, So sometimes it is really bad hygiene for use.

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ACTIONS	DATE / TIME	COMMENTS	Dean (Student Affairs)
COMPLAINT /GRIEVANCE REGISTRATION	6/3/2018	NATURE OF COMPLAINT:MAJOR / MINOR / INSIGNIFICANT)NO ACTION REQUIRED)	Fwd
ACTION INTIATION	9/3/2018	CORRECTIVE ACTION REPORT REF.	
ACTION COMPLETION	12/3/2018	C. B. Palaniveli	

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No.: SG/R/018.

Date : 09/03/2018.

Academic Year: 2017-2018

1. COMPLAINT DESCRIPTION:

Student Name: Mohan Raj. D Student Ref: III / VI / B

DETAILS OF COMPLAINT:

Water availability in Rest Rooms.

2. CONTAINMENT ACTION:

Arrange the meeting with the House Keeping incharge.

DATE:

RESPONSIBILITY

3. ROOT CAUSE ANALYSIS (WHY – WHY ANALYSIS)

1 WHY	Some of rare times it will happens.
2 WHY	Any breakage in the pipe supply.
3 WHY	
FINAL CAUSE	Sweepers alloted to check properly.

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2. PROPOSED CORRECTIVE ACTION:

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Instructions were given 9/3/18 to site office	6/3/18

2. VERIFICATION OF CORRECTIVE ACTION:

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Regular monitoring Meeting is arranged.	Arranged the meeting	9/3/18

2. EFFECTIVENESS3E

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Nil	provide the adequate water	12/3/18

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CUSTOMER COMPLAINTS REGISTER

DATE	CUSTOMER DETAILS	MODE OF COMMUNICATION	COMPLAINT	CAR. NO	CORRECTIVE ACTION INITIATION DATE	CORRECTIVE ACTION COMPLETION DATE	S (I H
04/04/2018	Fatch Sirajpradhit	ccm	Making internship Compulsory from 3rd year.	ECE/04/18001	11/04/18	7/5/18	
23/04/2018	Sai Kiran Das	cem	Extra time should be allotted to meet faculty members.	ECE/04/18202	25/04/18	4/05/18	

C.B.P...

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Form No. F/CSGI/001 Rev 0 01.01.2014

FACULTY : E&T.

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 4/04/18
TIME : 12:38pm.

NAME	fateh singh rajpurohit
REGISTRATION NO:	1410811010.22
DEPARTMENT	ECE
YEAR / SEM / SEC	IV / VII / A sec.
ADDRESS / TEL.No. / E-MAIL	Sri Bhavani traders, 11-40-22, Vijaywada-1. 9790623252 singhfateh938@gmail.com

SUGGESTIONS / GRIEVANCES:

Making internship compulsory from 3rd year.

Fateh Singh.
SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	04/04/18	NATURE OF COMPLAINT	
ACTION INTIATION	11/04/18	MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION COMPLETION	~~7/5/18~~ 7/5/18	CORRECTIVE ACTION REPORT REF. ECE/04/18/001	

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / DEPT / MM - YEAR / 08
Date :

Academic Year : 2018 - Apr

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name SNEHA. S , Student Ref: F - 22

DETAILS OF COMPLAINT:

Class timing is too less, need to extended the college timing.

ZX

2. CONTAINMENT ACTION :

Reduced the Class timing. Now (9:50 to 12:50) need to extended the timing.

DATE: 23/04/18

RESPONSIBILITY :

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	Due to new to the College.
2 WHY	timing to adapt.
3 WHY	

POCO
SHOT ON POCO F1

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FINAL CAUSE	Reduction of Class timing.

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Reduction of Class timing.	8/5/18

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Reduction of Class timing.	Finished.	8/5/18

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Reduction of Class timing.	Good.	8/5/18

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / DEPT / MM - YEAR / 00
Date :

Academic Year : 2018 - APR

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name SUBASH. S , Student Ref: 16401110230

DETAILS OF COMPLAINT:

In need of good parking for Art's Students.

ZX

2. CONTAINMENT ACTION :

Initiated to give seperate Parking for Art's and Science Students.

DATE: 23/04/18.

RESPONSIBILITY :

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	Space Problem
2 WHY	Engineering Staffs are occupying the Same Area.
3 WHY	Renovating the Ground.

G. B. Rajasekaran
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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Initiated to give Seperate Parking.	08/05/18

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Initiated to give Seperate Parking.	Finished	08/05/18

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Initiated to give Seperate Parking.	Good.	08/05/18

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FACULTY : ECE

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 23/04/18.

TIME : 2 pm.

NAME	SAI KIRAN DAS
REGISTRATION NO:	16108110106 7
DEPARTMENT	E.C.E
YEAR / SEM / SEC	IInd / IVth / B
ADDRESS / TEL.No. / E-MAIL	madhuravoyal (Chostel) ; 8428855875 Sai kiran das ece@gmail.com

SUGGESTIONS / GRIEVANCES:

Extra time should be allotted for to meet faculty members

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	23/04/18	NATURE OF COMPLAINT MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION	25/04/18	CORRECTIVE ACTION REPORT REF: ECE/04/08/002	
ACTION COMPLETION	21/05/18		

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / ECE/04/18/002.
Date : 23/04/18
Academic Year : 2017-2018.

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name Sai Kiran Das Student Ref: _

DETAILS OF COMPLAINT :

Time should be allotted for faculty to discuss subjects. meeting doubts.

2. CONTAINMENT ACTION :

This is discussed in class-Committee meeting & informed to Dean(E&

DATE : 23/04/18 RESPONSIBILITY :

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	Tight schedule of subjects allocation.
2 WHY	Only breaktime & lunchtime is free.
3 WHY	Extra hours should be needed.
FINAL CAUSE	Every week one hour should be allotted.

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Discussed in class committee Same opinion was conveyed by other representatives	

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Most Semester time table should be modified with this Change.	O.K.	one hour/week is recommended in time table format. & info Requested to Dean (E&T). 8/7/17.

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Checked & O.K.		by. (Sai Kiran Das)

C-B-

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FACULTY: E&T

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE: 23/4/18

TIME: 12.05 Pm

NAME	J. DHIRAVYA
REGISTRATION NO:	16162110100 4
DEPARTMENT	ISDF
YEAR/SEM/SEC.	IV/7th Sem/A
ADDRESS/TEL.NO./ E-MAIL	Dhiravya.j24@gmail.com.

SUGGESTIONS / GRIEVANCES

We need a regular water can supply to our classroom.

J. Dhiravya
SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	Dean (Student Affairs)
COMPLAINT /GRIEVANCE REGISTRATION	23/4/18.	NATURE OF COMPLAINT:MAJOR / MINOR / INSIGNIFICANT)NO ACTION REQUIRED)	
ACTION INTIATION	25/4/18	CORRECTIVE ACTION REPORT REF.	
ACTION COMPLETION	25/4/18	001 / RO / Apr / 2018	

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No.: 001 | RA | April 2018

Date : 23/4/18

Academic Year: 2017-2018 (Even sem)

1. COMPLAINT DESCRIPTION:

Student Name: J. DHIRAVYA Student Ref: CSE/IV/7th sem/A

DETAILS OF COMPLAINT:

Need of regular drinking water supply to the classroom.

2. CONTAINMENT ACTION:

Regular Checkup were arranged

DATE: 23/4/18

RESPONSIBILITY

Drinking water Supply Incharge.

3. ROOT CAUSE ANALYSIS (WHY – WHY ANALYSIS)

1 WHY	Regular check-ups to be needed,
2 WHY	
3 WHY	
FINAL CAUSE	Regular check-ups to be needed, since most of the time water is not supplied to the classroom Periodic.

C.B. Palaniappan
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2. PROPOSED CORRECTIVE ACTION:

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Water suppliers are instructed to supply drinking water to class room block regularly.	25/4/18

2. VERIFICATION OF CORRECTIVE ACTION:

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Supplied Drinking water to the classroom block regularly.	Process Completed	25/4/18

2. EFFECTIVENESS3E

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Drinking water supplied regularly to all classroom blocks.	Process Completed	25/4/18

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FACULTY: F&T.

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE: 26/04/18

TIME: 12.45.PM

NAME	VINAY KUMAR
REGISTRATION NO:	181061101150
DEPARTMENT	B.Tech CSE
YEAR/SEM/SEC.	II / III / C
ADDRESS/TEL.NO./ E-MAIL	South Point, Andaman & Nicobar Island, 744106 / 9679571310 / Kinaykumarsnsd@gmail.com

SUGGESTIONS / GRIEVANCES

In every class they put the dustbin in the whole over campus. They also put every where the dustbin. Very Unpleasent Smell was coming through the window.

Vinay Kumar.
SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	Dean (Student Affairs)
COMPLAINT /GRIEVANCE REGISTRATION	26/4/18	NATURE OF COMPLAINT: MAJOR / MINOR / INSIGNIFICANT)NO ACTION REQUIRED)	
ACTION INTIATION	30/4/18	CORRECTIVE ACTION REPORT REF.	
ACTION COMPLETION	1/5/18	003/RO/April 2018.	

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2. PROPOSED CORRECTIVE ACTION:

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Intimated sweepers to Place dustbin in each class rooms	30/4/18.

2. VERIFICATION OF CORRECTIVE ACTION:

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Informed the Sweepers to clean Properly and place dustbins	Process completed	30/4/18.

2. EFFECTIVENESS3E

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Dustbins placed in the classrooms.	Process completed	1/5/18.

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No.: 003 | R0 | Apr | 2018.

Date : 26/4/18

Academic Year: 2017 - 2018. (Even sem.)

1. COMPLAINT DESCRIPTION:

Student Name: Vinay kumar Student Ref: II | CSE | III sem C sec)

DETAILS OF COMPLAINT:

Dustbin Facility was not there properly
Unpleasant smell coming through window.

2. CONTAINMENT ACTION:

Besides providing provisions, educating students to keep waste disposal as their responsibility too.

DATE: 26/4/18. RESPONSIBILITY

3. ROOT CAUSE ANALYSIS (WHY – WHY ANALYSIS)

1 WHY	Drainage at back side is the main reason
2 WHY	for Proper dustbin facility & maintenance.
3 WHY	
FINAL CAUSE	Cleaning of drainage is an initial Wastage, dustbin provided.

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2. PROPOSED CORRECTIVE ACTION:

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Intimated sweepers to Place dustbin in each class rooms	30/4/18.

2. VERIFICATION OF CORRECTIVE ACTION:

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Informed the Sweepers to clean Properly and place dustbins	Process completed	30/4/18.

2. EFFECTIVENESS3E

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Dustbins placed in the classrooms.	Process completed	1/5/18.

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FACULTY : Engineering & Technology.

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 14/9/2017

TIME : 2 PM

NAME	A. Anusha
REGISTRATION NO:	14108l101003
DEPARTMENT	ECE
YEAR / SEM / SEC	IV / VII / A.
ADDRESS / TEL.No. / E-MAIL	Plot no-40, Sangamesh nagar, Ananlapus, Andhra Pradesh. Anushaglory333@gmail.com, 7356657561

SUGGESTIONS / GRIEVANCES:

Summary of PPT, we needed for every subject.

Anusha A.
SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	14/9/17	NATURE OF COMPLAINT : MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION	20/9/17	CORRECTIVE ACTION REPORT REF:	
ACTION COMPLETION	20/10/17.	HOD Meeting with Staffs.	

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / DEPT / MM – YEAR / 00_ ECE 09/-2017/002
Date : 14/9/2017
Academic Year : Year – Year 2017-2018

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name A. Anusha, Student Ref: _Course / Department / Class / Sec. B.Tech/ECE/IV

DETAILS OF COMPLAINT :

Summary of ppt, we needed for every subject.

2. CONTAINMENT ACTION :

In staff meeting this problem has discussed and all the staffs are instructed to prepare ppt for their respective subjects.

DATE : 20/9/17.

RESPONSIBILITY :

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	To prepare for exams.
2 WHY	Easy to understand.
3 WHY	
FINAL CAUSE	For every subject, PPT is prepared.

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Staffs are instructed to prepare PPT for their Subjects at the end of Semester.	Gopalan 20/9/17.

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
PPTs are prepared for every Subject.	Good.	20/10/17.

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
PPT are collected for Opcan, ED.	Good.	30/10/17.

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FACULTY : E&T

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 20/9/2017

TIME : 11. am.

NAME	ASHWANI KUMAR
REGISTRATION NO:	15108110100 7
DEPARTMENT	ECE
YEAR / SEM / SEC	III / V / A
ADDRESS / TEL.No. / E-MAIL	S/13 1st floor, 1st lane Peria tambi street Royapuram - 13 Kumar1998ashwani@gmail.com

SUGGESTIONS / GRIEVANCES:

Industrial visit need for every semester.

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	20/9/17.	NATURE OF COMPLAINT MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION	22/9/17.	CORRECTIVE ACTION REPORT REF:	
ACTION COMPLETION	22/9/17	NSIC - 15/9/17. - for this odd sem. 2017.	

C. B. Palaniveli

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / DEPT / MM – YEAR / 00_ ECE 09-2017/003
Date : 20/9/2017
Academic Year : Year – Year 2017-2018

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name Ashwani Kumar, Student Ref: _Course / Department / Class / Sec. B.Tech/ECE/ IV/

DETAILS OF COMPLAINT :
Industrial visit need for every semester

2. CONTAINMENT ACTION :

To get Knowledge and update, Every semester I.V. is planned.

DATE : 22/9/17.

RESPONSIBILITY : for

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	Students interested to go for I.V.
2 WHY	Recent technology should be needed.
3 WHY	for placement purpose.
FINAL CAUSE	Industrial visit should be arranged for every semester.

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Already 2017 odd semester, NSIC I.V. has been finished.	22/9/17.

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Every Semester, I.V. will be arranged.	-	22/9/17.

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Good	-	30/10/17

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FACULTY: ~~A&T~~ BT

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE: 22-09-2017

TIME: 11.30

NAME	Atchayar. K.
REGISTRATION NO:	15107110101O
DEPARTMENT	III / V / 'A'
YEAR/SEM/SEC.	BT
ADDRESS/TEL.NO./ E-MAIL	

SUGGESTIONS / GRIEVANCES

Water is flowing throughout the steps. It make the floor slippery and also looks ugly.

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ACTIONS	DATE / TIME	COMMENTS	Dean (Student Affairs)
COMPLAINT /GRIEVANCE REGISTRATION	22/09/2017	NATURE OF COMPLAINT:MAJOR / MINOR / INSIGNIFICANT)NO ACTION REQUIRED)	Forwarded
ACTION INTIATION	25/09/2017	CORRECTIVE ACTION REPORT REF.	
ACTION COMPLETION	03/10/2017		

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No.: SG/E/015

Date : 13/10/2017

Academic Year: 2017-2018

1. COMPLAINT DESCRIPTION:

Student Name: Vignesh S Student Ref: III IV

DETAILS OF COMPLAINT:

Request to arrange Fan facilities.

2. CONTAINMENT ACTION:

Informed to the Site Office.

DATE: 13/10/2017 RESPONSIBILITY

3. ROOT CAUSE ANALYSIS (WHY – WHY ANALYSIS)

1 WHY	Fans provided each and every class.
2 WHY	due to any small problem its not
3 WHY	working properly.
.	
FINAL CAUSE	Repaired the not working fans in class room.

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2. PROPOSED CORRECTIVE ACTION:

ACTION PLANNED	RESPONSIBLE / TARGET DATE
13-10-17 Informed the	10-10-17

2. VERIFICATION OF CORRECTIVE ACTION:

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Arranged.	Informed to the electrician	13-10-17

2. EFFECTIVENESS3E

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Old Fans also replaced	Repaired the not working fans.	17-10-17

144

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FACULTY : E&T

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 10/10/2017

TIME : 2.30PM.

NAME	PAVANI . GUNTUPALLY
REGISTRATION NO:	161081101025
DEPARTMENT	ECE
YEAR / SEM / SEC	II / III / A
ADDRESS / TEL.No. / E-MAIL	5-5-114/6/A chaitanya colony Banswada, Telangana - 503187 9492741827 pavani.indu.8@gmail

SUGGESTIONS / GRIEVANCES:

common webinars can be arranged in the department smart room.

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	10/10/17	NATURE OF COMPLAINT : MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION	10/10/17.	CORRECTIVE ACTION REPORT REF:	
ACTION COMPLETION	20/10/17.		

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FACULTY : E & T

STUDENT'S SUGGESTION / GRIEVANCES SLIP

(UDD SEM (2018-2019))

DATE : 2/7/2018

TIME : 11.00 am

NAME	Aravind.T
REGISTRATION NO:	16106110 1010
DEPARTMENT	CSE
YEAR / SEM / SEC	III / V / A
ADDRESS / TEL.No. / E-MAIL	19, New Street, Koondasamuthram, Gudiyatham, Vellore - 632602 aravindajith205@gmail.com, 8072001301

SUGGESTIONS / GRIEVANCES:

Kindly organize Seminar on Ethical hacking and its related techniques, technics

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	2/7/2018	NATURE OF COMPLAINT : MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION	4/7/2018	CORRECTIVE ACTION REPORT REF: CAR/CSE/07-2018/001	
ACTION COMPLETION	25/7/2018		

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Well-informed to Event Co-ordinator about the worth & having Ethical hacking and Andoid Application Development Seminar.	Event Co-ordinator

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Ethical hacking & Andoid pplication Development minar conducted on July 2018 at 2pm to 3.45 pm University Conference hall.	Completed	

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Students acquired owledge about hacking & Andoid application elopment.	Completed.	

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177

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CUSTOMER COMPLAINTS REGISTER 2016-2019 (ODD SEM)

DATE	CUSTOMER DETAILS	MODE OF COMMUNICATION	COMPLAINT	CAR. NO	CORRECTIVE ACTION INITIATION DATE	CORRECTIVE ACTION COMPLETION DATE	SIGN. (DEPT. HEAD)
2/7/2018	Aravind.T 16106111010 10	Suggestion Box	Required Seminar on Ethical hacking	CAR/CSE/07-2018/001	4/7/2018	25/7/2018	
5/7/2018	Sriram Vung 16106111165	Class Committee meeting	Required workshop/Seminar on Android Application development	CAR/CSE/07-2018/002	5/7/2018	25/7/2018	

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / DEPT / MM – YEAR / 00_
Date

Academic Year : 2nd & Year 19

ODD SEMESTER

1. COMPLAINT DESCRIPTION :

Student / ~~Parent~~ / ~~Others~~ Aravind.T /
Name Sriram Vinay, Student Ref: B.TECH / CSE / 5th / D
Course / Department / Class / Sec

DETAILS OF COMPLAINT :

Requisie Workshop / seminar on Android Application Development.

2. CONTAINMENT ACTION :

Action has been taken to arange seminar on Ethical Hacking and Android Application Development.

DATE : 5/1/2018 RESPONSIBILITY : Mr. G. Senthilvelan

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	Lack of knowledge on Android application development
2 WHY	Employability position on Android application development
3 WHY	Android found on many devices from Smartphones to Mainframe computers.
FINAL CAUSE	Seminar on Android Application development is required.

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4. PROPOSED CORRECTIVE ACTION:

ACTION PLANNED	RESPONSIBLE / TARGET DATE
Well-informed to Event Co-ordinator about the worth of having Ethical hacking and Android Application Development Seminar.	Event Co-ordinator

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
Ethical hacking & Android pplication Development minar conducted on h July 2018 at 2pm to 3.45 PM University Conference hall.	Completed	

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Students acquired owledge about hacking l Android application elopment.	Completed.	

129

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CUSTOMER COMPLAINTS REGISTER

DATE	CUSTOMER DETAILS	MODE OF COMMUNICATION	COMPLAINT	CAR. NO	CORRECTIVE ACTION INITIATION DATE	CORRECTIVE ACTION COMPLETION DATE	SIGN. (DEPT. HEAD)
5/07/2018	Mr. Chandrasekar III/V/A	Suggestion Box/CCM	Digital class room is needed for Microprocessor subject.	CAR/ECE/07-08-001-2018	29/09/18	11/10/18	
/08/018	Mr. Balamurugan. IV/VIII/A.	Suggestion Box/CCM	Project related training needed.	CAR/ECE/08-01-2018	17/08/18	06/09/18.	
3/08/018.	Mrs. Durga Devi	CCM	Industrial visit needed for this semester.	CAR/ECE/08-18-003	07/08/18	11/08/18	

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FACULTY : E&T

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 25/07/2018

TIME : 10.30 am.

NAME	M. Chandrashekar
REGISTRATION NO:	16108110041
DEPARTMENT	ECE
YEAR / SEM / SEC	III / V / A
ADDRESS / TEL.No. / E-MAIL	7780140111

SUGGESTIONS / GRIEVANCES:

Due to complicated diagram, digital class room is needed for Microprocessor and Microcontroller subject.

M. Chandrashekar
SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	25/07/18 10.30 am	NATURE OF COMPLAINT : MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION	29/09/18	CORRECTIVE ACTION REPORT REF:	
ACTION COMPLETION	11.10.18	CAR/ECE/07-18/001	

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CORRECTIVE / PREVENTIVE ACTION REPORT ECE/07-18/001

Report No : CAR / DEPT / MM - YEAR / 00_
Date : 25/7/18
Academic Year : 2017-2019.

1. COMPLAINT DESCRIPTION :

Student / Parent / Others B.Tech/ECE/III/A

Name M. chandrasekar, Student Ref: _____

DETAILS OF COMPLAINT :
Digital class room is needed for Microprocessor and Microcontroller subject.

2. CONTAINMENT ACTION :

Pin diagram & architecture of Microprocessors are very complicated, so students need digital view instead of black board view.

DATE : 29/09/18

RESPONSIBILITY : M. Jayanthi

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	Clear view of Architecture of 8085 etc
2 WHY	Blackboard views is difficult.
3 WHY	Digital (PPT) is easy to analyze.
FINAL CAUSE	Power point representation is needed.

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4. PROPOSED CORRECTIVE ACTION :

ACTION PLANNED	RESPONSIBLE / TARGET DATE
To organize PPT presentation in Simulation lab.	M. Fareed 29/09/18

5. VERIFICATION OF CORRECTIVE ACTION

A) IMPLEMENTATION

ACTION TAKEN	STATUS	VERIFIED BY / DATE
PPT presentation was organized in Simulation lab for Third year Students.	Good.	11/10/18.

B) EFFECTIVENESS

FEED BACKS FROM ORIGINATOR	STATUS	VERIFIED BY / DATE
Effective and Useful.	Good.	11/10/18.

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FACULTY : E&T

STUDENT'S SUGGESTION / GRIEVANCES SLIP

DATE : 01/08/2018

TIME : 11.30am

NAME	Mr. Balamurugan
REGISTRATION NO:	151081101609
DEPARTMENT	ECE
YEAR / SEM / SEC	IV/VII/A
ADDRESS / TEL.No. / E-MAIL	151081101609

SUGGESTIONS / GRIEVANCES:

Project related training needed.

V. Balamurugan
SIGNATURE

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ACTIONS	DATE / TIME	COMMENTS	CAO / AO / PRINCIPAL
COMPLAINT / GRIEVANCE REGISTRATION	01/08/18 11.30am	NATURE OF COMPLAINT : MAJOR / MINOR / INSIGNIFICANT (NO ACTION REQUIRED)	
ACTION INTIATION	17/08/18	CORRECTIVE ACTION REPORT REF: CAR/ECE/08-18/002.	
ACTION COMPLETION	06/09/18		

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CORRECTIVE / PREVENTIVE ACTION REPORT

Report No : CAR / ECE / 002-18/002
Date : 11.30 am
Academic Year : 01/08/18
2018-2019

1. COMPLAINT DESCRIPTION :

Student / Parent / Others

Name Balamurugan. Student Ref: B.Tech/ECE-A/IV

DETAILS OF COMPLAINT :

To get exposure in recent technology

2. CONTAINMENT ACTION :

MOU signed with Coaem Advanced Institute for Science and Engineering Research CAISER

DATE : 17.02.18

RESPONSIBILITY: Balamurugan

3. ROOT CAUSE ANALYSIS (WHY - WHY ANALYSIS)

1 WHY	To get knowledge of recent technology
2 WHY	hands on experience.
3 WHY	To learn corporate culture.
FINAL CAUSE	To learn about current requirement of the industry.

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