

## **CIRCULAR**

25<sup>th</sup> June, 2020

Dear members,

Kindly attend Online meeting via Google meet of Grievance Redressal Committee on 26<sup>th</sup> June 2020 at 12.00 pm.

Agenda: Hindi online classes not conducted during lockdown



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleshwaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	<b>26-06-2020</b>
<b>Members Present</b>	Principal Dr. Sushama Bavle Vice Principal Dr. Shashikala A IQAC Co-ordinator Prof. Sharmistha Dutta Dr. Althaf Pasha and Hindi students
<b>Grievance Reported</b>	Hindi online classes not conducted during lockdown
<b>Venue / Mode</b>	Online via google meet
<b>Time</b>	12.00 pm

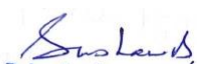
**Discussions:**

**Background:** The college has shifted to an online mode of teaching learning following the lockdown announced by the government due to the Covid-19 pandemic. While the students and teachers are still adjusting to the new mode of teaching-learning, there have been complaints from the Undergraduate students that the hindi classes have not happened in the online mode at all. This has led to a lot of syllabi pending completion.

**Grievance Reported By:** Undergraduate students of all streams

**Grievance Reported On:** Reported to the principal and the class teachers during online classes

**Redressal Mechanism:** The committee members tried reaching out to Mr. Althaf Pasha- Head of the Department- Hindi. According to Mr. Pasha, due to the sudden implementation of lockdown, he is forced to remain in his hometown with no access to online teaching tools. The committee after holding several phone conversations, requested Sir to share the study material.

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru City University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC

**Action Taken:** The study material was collected and shared to the students by the Principal and IQAC Co-Ordinator. Mr. Pasha was asked to resume classes at the earliest.

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru City University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC

## **CIRCULAR**

7<sup>th</sup> July, 2020

Dear members,

Kindly attend Online meeting via Google meet of Grievance Redressal Committee on 8<sup>th</sup> July 2020 at 11.00 a.m.

Agenda: Damaged Washrooms

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

## Maharani Lakshmi Ammanni College for Women Autonomous Malleshwaram, Bangalore

### Minutes of Meeting of Grievance Redressal Cell

<b>Date</b>	<b>08-07-2020</b>
<b>Members Present</b>	Dr. Sushama Bavle Principal and Coordinator Prof. Sharmistha Dutta, Member, Dept of Botany Dr. Shashikala.A, Member, Vice-Principal Mrs. Amsaveni, Member, Dept of Library Mrs. Mercy Vinod, Member, Dept of Psychology
<b>Grievance Reported</b>	Damaged Washrooms
<b>Venue / Mode</b>	Online mode
<b>Time</b>	11.00 am

#### Discussions:

**Background:** The washrooms of first and second floor are in severe need of repairs. Students have met with the class teachers and informed the same. It is reported that some of the flush tanks are damaged and leaking. The taps need repairs and sanitary napkin vending machines are not in a working condition.

**Grievance reported by:** Students of BSc and B.com

**Grievance reported on:** Reported by students to the class teachers.

**Redressal Mechanism:** Principal and committee members inspected the washroom for damages and agreed that it is in need of repairs. The plumbing of the washrooms needed repairs. Infrastructure maintenance team was called for a meeting to address the same.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru City University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC

**Action Taken:** Infrastructure maintenance committee was informed to ensure the flush tanks, taps and sanitary napkin vending machines were repaired and in a working condition again.

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

## **CIRCULAR**

22<sup>th</sup> July, 2020

Dear members,

Kindly attend Online meeting via Google meet of Grievance Redressal Committee on 23<sup>th</sup> July 2020 at 11.00 a.m.

Agenda: Requesting for Offline classes by final year students



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleshwaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	<b>23-07-2020</b>
<b>Members Present</b>	Dr. Sushama Bavle Principal and Coordinator Prof. Sharmistha Dutta, Member, Dept of Botany Dr. Shashikala.A, Member, Vice-Principal Mrs. Amsaveni, Member, Dept of Library Mrs. Mercy Vinod, Member, Dept of Psychology
<b>Grievance Reported</b>	Requesting for offline exams
<b>Venue / Mode</b>	Online via Google meet
<b>Time</b>	11.00 am

**Discussions:**

**Background:** The final examination of the II, IV and VI semesters of the current academic year (2019-20) has been delayed. The II & IV semester exams have been cancelled as per the instructions from the Government. The exams for VI semester students are to be held in the Online mode due to the Covid-19 pandemic. The students have however requested for offline exams to be conducted.

**Grievance reported by:** Final year students

**Grievance reported on:** During online classes

**Redressal Mechanism:** The committee discussed the issues of the students and agreed that the Offline exams cannot happen with the present pandemic situation and decided to go ahead with the online mode of examination for final year students.

  
**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru City University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC

**Action Taken:** Following the Govt. Order, intermediate exams were cancelled. Since it would be a great risk to the health and well-being of all the stake holders, the final year exam would be conducted in the online mode. Students were informed about the same.

  
**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru City University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC

## **CIRCULAR**

3<sup>rd</sup> Aug, 2020

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 4<sup>th</sup> Aug, 2020 at 11.00 a.m. in Principal chamber.

Agenda: cleanliness to be maintained in washrooms

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleswaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	<b>04-08-2020</b>
<b>Members Present</b>	Dr. Sushama Bavle Principal and Coordinator Prof. Sharmistha Dutta, Member, Dept of Botany Dr. Shashikala.A, Member, Vice-Principal Mrs. Mercy Vinod, Member, Dept of Psychology
<b>Grievance Reported</b>	Cleanliness to be maintained in washrooms
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

**Discussions:**

**Background:** Students compliant about the cleanliness in the washrooms during the class hours, they informed that the washrooms would stink and were not cleaned regularly by the maintaining staff.

**Grievance reported by:** Students

**Grievance reported on:** Reported to the class teachers by students

**Redressal Mechanism:** A team was sent to inspect the washrooms and was found that the washrooms were not maintained properly. A meeting was called with the maintenance team.

**Action Taken:** The maintenance team was strictly instructed to regularly clean the washrooms and to maintain hygienic conditions

  
**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru City University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC


## **CIRCULAR**

7<sup>th</sup> Oct, 2020

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 8<sup>th</sup> Oct, 2020 at 11.00 a.m. in Principal chamber.

Agenda: Severe damages rendering the washrooms unusable.

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleshwaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

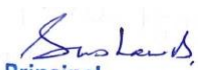
<b>Date</b>	<b>08-10-2020</b>
<b>Members Present</b>	Dr.Sushama Bavle Principal and Co-ordinator Dr. Shashikala A. Vice-Principal Dr. Nagalaxmi B N, Member, Dept of Chemistry Dr.Nanda Kulkarni , Member, Dept of Mathematics Mr. Laxman M D, Member, Dept of Physics Mr. Channappa , Member, Office staff Ms Nakshathra , Member, Office staff
<b>Grievance Reported</b>	Severe damages rendering the washrooms unusable.
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

**Discussions:**

**Background:** The Ground floor washroom has been damaged severely over the years, the students complained about broken tiles, commodes, and stinking of washrooms due to poor plumbing making all the washrooms unusable.

**Grievance reported by:** Several students

**Grievance reported on:** Reported to mentors and class teachers.

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Redressal Mechanism:** The committee inspected the ground floor washrooms and found the same. They proposed for a full renovation of the ground floor washroom

**Action Taken:** Renovation of the ground floor washroom has been proposed.

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

## **CIRCULAR**

13<sup>th</sup> Oct, 2020

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 14<sup>th</sup> Oct, 2020 at 11.00 a.m. in Principal chamber.

Agenda:

1. Partial treatment of students by Sociology teacher
2. Problems with the Sociology department



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
 Malleshwaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	<b>14-10-2020</b>
<b>Members Present</b>	Dr.Sushama Bavle, Principal and Co-ordinator Dr. Shashikala A. Vice-principal Dr. Nagalaxmi B N, Member, Dept of Chemistry Dr.Nanda Kulkarni , Member, Dept of Mathematics Mr. Laxman M D, Member, Dept of Physics Mr. Channappa , Member, Office staff Ms Nakshathra , Member, Office staff
<b>Grievance Reported</b>	1. Partial treatment of students by Sociology teacher 2. Problems with the Sociology department
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

**Discussions:**

**Background:**

1. A BA student reported partial treatment of sociology teacher, Mrs. Saraswati, towards a set of students. The student also reported that she was penalized for being late due to her health condition, to an educational trip to Jalahalli Village. But, one of the students was allowed to accompany her boyfriend to the same trip. The student felt this treatment was partial and unfair.

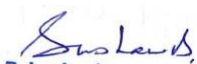
2. Final year B.A students reported a few problems of the sociology department. They found that the sociology teacher is partial towards a few students, speaks informally with the students and is not punctual or organized. According to the complaint the teacher teaches poorly, does not communicate well and does not provide proper study material. She also forces students to involve in activities they are not interested in and threatens allotting low marks to the students.

**Grievance Reported By:** B.A students

**Grievance Reported On:** 12-10-2020

**Redressal Mechanism:** Since the problems reported by the students in both letters were too serious, the principal and the senior faculty, met with some of the B.A students again to confirm the authenticity of the complaint made. The committee members then discussed the problem at hand and held a meeting with sociology teacher

**Action Taken:** The teacher was informed about the conduct of a teacher and warned for her actions and was informed that if this situation repeats severe action will be taken against her. The students were explained the importance of taking part in activities of the department and the institution.

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

## **CIRCULAR**

26<sup>th</sup> Nov, 2020

Dear members,

A meeting of Grievance Redressal Committee have been scheduled on 27<sup>th</sup> Nov, 2020 at 11.00 a.m. in Principal chamber.

Agenda: Gents' washroom used by Public



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

## Maharani Lakshmi Ammanni College for Women Autonomous Malleshwaram, Bangalore

### Minutes of Meeting of Grievance Redressal Cell

<b>Date</b>	<b>27-11-2020</b>
<b>Members Present</b>	Dr. Shashikala A. Principal and Chairperson Dr. Nagalaxmi B N, Coordinator, Dept of Chemistry Dr.Nanda Kulkarni , Member, Dept of Mathematics Ms Nakshathra , Member, Office staff
<b>Grievance Reported</b>	Gents' washrooms used by Public.
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

#### Discussions:

**Background:** Gents' washroom is situated near the front gate of the college and general public usually walk-in to use the washroom which endangers the safety of students in the college.

**Grievance reported by:** Dr. Annadhanesh (Dept. of Kannada) and Dr. Abhinandan N (Dept. of Commerce)

**Grievance reported on:** HoD's meeting, 26-11-2020

  
**Principal**  
 Maharani Lakshmi Ammanni College  
 for Women, Autonomous  
 Science Post, Bangalore - 560 012.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru City University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC

**Action Taken:** Extra security measures were taken on securing the safety on campus.

*Shashikala A*

**Principal**

**Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.**



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru City University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC

## **CIRCULAR**

1<sup>st</sup> Dec, 2020

Dear members,

A meeting of Grievance Redressal Committee have been scheduled on 2<sup>nd</sup> Dec, 2020 at 11.00 a.m.  
in Principal chamber.

Agenda: Drinking water filters not in good condition

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

## Maharani Lakshmi Ammanni College for Women Autonomous Malleshwaram, Bangalore

### Minutes of Meeting of Grievance Redressal Cell

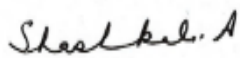
<b>Date</b>	<b>02-12-2020</b>
<b>Members Present</b>	Dr. Shashikala A. Principal and Chairperson Dr. Nagalaxmi B N, Coordinator, Dept of Chemistry Mr. Channappa , Member, Office staff Ms Nakshathra , Member, Office staff
<b>Grievance Reported</b>	Drinking water filters not in good condition
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

#### Discussions:

**Background:** Drinking water filters are installed on all floors of the campus, several students complained about the lack of cleanliness of the water filters and that the water had a foul taste and smell.

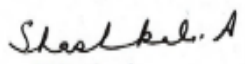
**Grievance reported by:** Students

**Grievance reported on:** 31-12-2020

  
**Principal**  
 Maharani Lakshmi Ammanni College  
 for Women, Autonomous  
 Science Post, Bangalore - 560 012.

**Redressal Mechanism:** Committees went for an inspection and proposed that good quality water filters are to be installed and to be maintained regularly.

**Action Taken:** A proposal was made for installation of good quality water filters in the campus.



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

## **CIRCULAR**

26<sup>th</sup> Jan, 2021

Dear members,

Online meeting via Google Meet of Grievance Redressal Committee has been scheduled on 28<sup>th</sup> Jan, 2021 at 11.00 a.m.

Agenda: Requesting for Online examination



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleshwaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	<b>28-01-2021</b>
<b>Members Present</b>	Dr. Shashikala A. Principal and Chairperson Dr. Nagalaxmi B N, Coordinator, Dept of Chemistry Dr.Nanda Kulkarni , Member, Dept of Mathematics Mr. Laxman M D, Member, Dept of Physics Mr. Channappa , Member, Office staff Ms Nakshathra , Member, Office staff
<b>Grievance Reported</b>	Requesting for Online examination
<b>Venue / Mode</b>	online via google meet
<b>Time</b>	11.00 am

**Discussions:**

**Background:**

Due to the covid-19 pandemic, the final examination of the II, IV and VI semesters of the current academic year (2019-20) has been delayed. As per the instructions from the Government, the II & IV semester exams have been canceled and the exams for VI semester students are to be held in the offline mode only. The students have however requested for offline exams to be conducted.

*Shashikala A*  
**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Grievance reported by:** Final Year Students

**Grievance reported on:** During online classes

**Redressal Mechanism:** Since we had to follow the Govt. Regulations regarding the Final Examination, the committee adhered to the same. The teachers were asked to be available offline in the college for the students to clear doubts.

**Action Taken:** Following the Govt. Orders examination for VI semester to be carried out in the Offline mode and II & IV semester examination were cancelled. The teachers were available offline for the students. The students were informed about the same



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru City University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC


## **CIRCULAR**

7<sup>th</sup> May, 2021

Dear members,

Online meeting of Grievance Redressal Committee have been scheduled on 8<sup>th</sup> May, 2021 at 11.00 a.m..

Agenda: Request for revision classes

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleshwaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	<b>08-05-2021</b>
<b>Members Present</b>	Dr. Shashikala A. Principal and Chairperson Dr. Nagalaxmi B N, Coordinator, Dept of Chemistry Dr.Nanda Kulkarni , Member, Dept of Mathematics Mr. Laxman M D, Member, Dept of Physics Mr. Channappa , Member, Office staff Ms Nakshathra , Member, Office staff
<b>Grievance Reported</b>	Request for revision classes
<b>Venue / Mode</b>	Online via Google meet
<b>Time</b>	3.00 pm

**Discussions:**

**Background:** The college has shifted to an online mode of teaching learning following the lockdown announced by the government due to the Covid-19 pandemic. The final year exams are scheduled to be conducted in the offline mode. The students and parents have requested for revision classes to be conducted before their final offline examination.

**Grievance Reported By:** Final year UG students

**Grievance Reported On:** During Even semester PTM

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru City University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC

**Redressal Mechanism:** Committee members met with the Heads of the department and discussed the issue. It was decided to have 15 days revision classes for all final year students before the examination.

**Action Taken:** The time table committee was asked to make a timetable for 15-day revision classes for all the streams.

*Shashibh. A*  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

## **CIRCULAR**

11<sup>th</sup> Jul, 2021

Dear members,

A meeting of Grievance Redressal Committee have been scheduled on 11<sup>th</sup> Jul, 2021 at 11.00 a.m. in Principal chamber.

Agenda: Syllabus completion pending for foundation course- Contemporary India



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleshwaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	<b>12- 07-2021</b>
<b>Members Present</b>	Dr. Shashikala A. Principal and Chairperson Dr. Nagalaxmi B N, Coordinator, Dept of Chemistry Dr.Nanda Kulkarni , Member, Dept of Mathematics Mr. Channappa , Member, Office staff Ms Nakshathra , Member, Office staff
<b>Grievance Reported</b>	Syllabus completion pending for foundation course- Contemporary India
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

**Discussions:**

**Background:** Foundation course- Contemporary India (CI) is handled by the department of History. There has been a shortage of faculty in the history department and a part time faculty Mr. Mahesh is handling the classes. Students have reported that the syllabus is not complete.

**Grievance Reported By:** Second year students of B.Com and BCA

**Grievance Reported On:** Reported during online classes to the class teacher

**Redressal Mechanism:** The committee discussed the issue and met with Mr. Mahesh. Since, he is a part time faculty, the number of classes taken were less and the syllabus is pending completion. He was advised to take the classes on alternate hours and complete the syllabus. The committee also proposed appointment of new faculty.

**Action Taken:** Department faculty was advised to complete the portion at the earliest and action was taken towards appointment of new faculty.

*Shashikala A*  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

## **CIRCULAR**

30<sup>th</sup> July, 2019

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 31<sup>st</sup> July 2019 at 11.00 am in Principal chamber.

Agenda: Changes in B.A timetable.



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleswaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	31-07-2019
<b>Members Present</b>	Dr. Sushma Bavle Principal and Coordinator Ms. Sharmistha Dutta, Member, Dept of Botany Dr. Shashikala.A, Member, Dept of Zoology Ms. Amsaveni, Member, Dept of Library Ms. Mercy Vinod, Member, Dept of Psychology
<b>Grievance Reported</b>	B.A classes started late. Request to bring in changes in timetable.
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

**Discussions:**

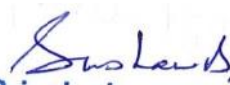
**Background:** B.A classes start from 11 am on all days of the week to accommodate the classes from different streams across the timetable. The students of B.A found it inconvenient to start classes by 11 am and requested to bring in some changes in the timetable such that their classes could start at an earlier hour (8:30 am).

**Grievance Reported By:** B.A students of HEP & HES Combinations

**Grievance Reported On:** 29-07-2019

**Redressal Mechanism:** The time table was reviewed and a meeting with time table committee was held to discuss and redress the issue.

**Action Taken:** Changes in time table were done to ensure classes for BA start early.

  
**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru City University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC

## **CIRCULAR**

6<sup>th</sup> August, 2019

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 7<sup>th</sup> August, 2019 at 11.00 am in Principal chamber.

Agenda: Bed Bugs infestations in Ground floor classrooms.

  
**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

## Maharani Lakshmi Ammanni College for Women Autonomous Malleswaram, Bangalore

### Minutes of Meeting of Grievance Redressal Cell

<b>Date</b>	<b>07-08-2019</b>
<b>Members Present</b>	Dr. Sushma Bavle Principal and Coordinator Prof. Sharmistha Dutta, Member, Dept of Botany Dr. Shashikala.A, Member, Dept of Zoology Ms. Mercy Vinod, Member, Dept of Psychology
<b>Grievance Reported</b>	Bed Bugs infestations in Ground floor classrooms
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

#### Discussions:

**Background:** Students from ground floor classrooms have been complaining about the Bed bugs infestation in most of the ground floor classrooms causing a lot of discomfort amongst the students, during the classes.

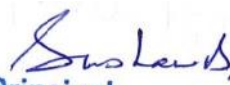
**Grievance reported by:** Students

**Grievance reported on:** 05-08-2019; during classes in ground floor

**Redressal Mechanism:** Principal and the team met with a lot of students and teachers having classes on the ground floor. It was proposed to the Infrastructure maintenance committee for a Pest control to be done in the college campus, especially in the ground floor.

Classes were suspended on 8<sup>th</sup> and 10<sup>th</sup> August, for fumigation of mLAC campus. They were compensated on 17<sup>th</sup> and 24<sup>th</sup> Aug 2019.

**Action Taken:** A pest control unit was called to address the issue.

  
**Principal**  
 Maharani Lakshmi Ammanni College  
 for Women, Autonomous  
 Science Post, Bangalore - 560 012.

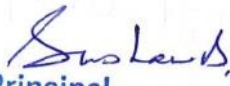
## **CIRCULAR**

21<sup>st</sup> Sep, 2019

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 23<sup>rd</sup> Sept, 2019 at 3.00 pm in Principal chamber.

Agenda: Unhygienic conditions in the college canteen by students and faculty members.



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleswaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	23-10-2019
<b>Members Present</b>	Internal Audit Team Prof. Manjula Shekhar, Department of Commerce Prof. Aruna H.K, Department of Zoology Dr. Manjula K, Department of Journalism Dr. Babitha B, Department of Biotechnology
<b>Grievance Reported</b>	Unhygienic conditions in the college canteen
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	3.00 pm

**Discussions:**


**Background:** The college canteen is run by an external party. Over a few weeks there have been complaints by students as well as faculty regarding the cleanliness and unhygienic conditions in the canteen. It was reported that the canteen is often kept dirty leading to a smelling, unhygienic environment which may not be safe for preparation and consumption of food.

**Grievance Reported By:** Students and faculty

**Grievance Reported On:** 20-10-2019

**Redressal Mechanism:** The committee members inspected the canteen and indeed found it to be unclean. The canteen handlers were made aware of the seriousness of this issue and were asked to clean the area immediately. They were also warned about the serious consequences if this condition were to continue.

**Action Taken:** The canteen handlers were asked to keep the canteen clean and senior faculty were to inspect the canteen periodically.

  
**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

## **CIRCULAR**

7<sup>th</sup> Oct, 2019

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 8<sup>th</sup> Oct, 2019 at 11.00 pm in Principal chamber.

Agenda: Use of plastic in hot idli-making steamer.



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleswaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	08-11-2019
<b>Members Present</b>	Dr. Sushama Bavle Principal and Coordinator Prof. Sharmistha Dutta, Member, Dept of Botany Dr. Shashikala.A, Member, Dept of Zoology Ms. Amsaveni, Member, Dept of Library Ms. Mercy Vinod, Member, Dept of Psychology
<b>Grievance Reported</b>	Use of plastic in hot idli-making steamer
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

**Discussions:**

**Background:** The college canteen is run by an external party. The faculty have complained about use of plastic in the idli making steamer in the canteen. This plastic sheets used at high temperatures could cause leaching of plastic contaminants into the food.

**Grievance Reported By:** Dr. Nagalaxmi, Head of the Department, Chemistry.

**Grievance Reported On:** Reported to the principal on 03-11-2019

**Redressal Mechanism:** The committee members inspected the canteen and asked the canteen handlers to stop the usage of plastic sheets and substitute for eco-friendly cloth sheets.

**Action Taken:** Plastic use was stopped and senior faculty were to inspect the canteen periodically.

  
**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

## **CIRCULAR**

11<sup>th</sup> Jan, 2020

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 13<sup>th</sup> Jan, 2020 at 11.00 pm in Board room.

Agenda: Bad quality food served in the canteen.



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleswaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	13-01-2020
<b>Members Present</b>	Dr.Sushama Bavle IQAC team and Internal Audit Team: Ms. Aruna H.K Dr. Babitha. B Dr. Sushil Kumar Middha Dr. Nagalaxmi B.N Prof.. Sharmistha Dutta Dr. Shashikala Dr. Renuka Shrihari
<b>Grievance Reported</b>	Bad quality food served in the canteen
<b>Venue / Mode</b>	Board room
<b>Time</b>	11.00 am

**Discussions:**

**Background:** The college canteen is run by an external party. The faculty and the students have complained about the quality of food served at the college canteen. One of the faculty has complained about finding pests and adulterants in the cooked food and the students have reported bad quality of food.

**Grievance Reported By:** Students, staff and faculty

**Grievance Reported On:** Reported to the principal on several occasions

**Redressal Mechanism:** The committee met with the canteen handlers and discussed the quality of food to be served at the canteen and also the problems reported by the students, staff and the faculty which could have far reaching consequences. They were strictly warned to not have a repeat of these incidences, following which their contract with the college may be terminated.

**Action Taken:** The canteen handlers were informed to provide good quality food.

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

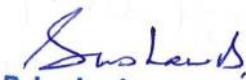
## **CIRCULAR**

28<sup>th</sup> March, 2020

Dear members,

Kindly attend online meeting via Google Meet of Grievance Redressal Committee on 30<sup>th</sup> Mar, 2020 at 11.00 pm.

Agenda: Technical Issues during online Classes.



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

## Maharani Lakshmi Ammanni College for Women Autonomous Malleswaram, Bangalore

### Minutes of Meeting of Grievance Redressal Cell

<b>Date</b>	<b>30-03-2020</b>
<b>Members Present</b>	Dr. Sushama Bavle, Principal and Coordinator Prof. Sharmistha Dutta, Member, Dept of Botany Dr. Shashikala.A, Member, Dept of Zoology Ms. Amsaveni, Member, Dept of Library Ms. Mercy Vinod, Member, Dept of Psychology
<b>Grievance Reported</b>	Technical Issues during online Classes
<b>Venue / Mode</b>	Online Mode via Google meet
<b>Time</b>	11.00 am

#### Discussions:

**Background:** A lot of students from different Combinations complained about the technical issues like battery backup of their mobile phones and recharging their internet connectivity during the continuous hours of online classes.

**Grievance reported by:** Several Students

**Grievance reported on:** Feedback on Online classes and complaints made to the class teachers

**Redressal Mechanism:** The committee discussed the issue and agreed that conducting online classes is inevitable. However, changes in time table can be made to give sufficient breaks in between for the students to recharge their mobiles.

**Action Taken:** Timetable Committee was recommended to give two breaks between four hours of Online class, which would resolve the issue and the classes would be held uninterrupted

  
**Principal**  
 Maharani Lakshmi Ammanni College  
 for Women, Autonomous  
 Science Post, Bangalore - 560 012.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru Central University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC

## **CIRCULAR**

19<sup>th</sup> July, 2018

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 20<sup>th</sup> July 2018 at 3.00 pm in Principal chamber.

Agenda: Rooms not available for BA students.

  
**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
II Sc. Post, 18th Cross,  
Malleswaram, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleshwaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	20-07-2018
<b>Members Present</b>	Dr. Radhakrishna Principal and Coordinator Dr. Sushma Bavle , Member, Dept of Commerce Ms. Sharmistha Dutta , Member, Dept of Botany Ms. Shashikala A, Member, Dept of Zoology Ms. Amsaveni, Member, Dept of Library
<b>Grievance Reported</b>	Rooms not available for BA students
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	3.00 pm

**Discussions:**

**Background:** The BA students complained to the principal that according to the new time table, the classes allotted to BA are also allotted to other sections and therefore, they are not finding rooms to conduct classes.

**Grievance Reported By:** Final Year BA students

**Grievance Reported On:** 17-07-2018

**Redressal Mechanism:** The time table was reviewed and a meeting with the time table committee was held to discuss and redress the issue.

**Action Taken:** Time table committee resolved the issue after reviewing the timetable and allotting rooms for the BA classes.

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
II Sc. Post, 18th Cross,  
Malleshwaram, Bangalore - 560 012.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru Central University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC

## **CIRCULAR**

7<sup>th</sup> August, 2018

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 8<sup>th</sup> August 2018 at 11.00 am in Principal chamber.

Agenda: Unhygienic conditions in the canteen.

  
**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
II Sc. Post, 18th Cross,  
Malleswaram, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleswaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	08-08-2018
<b>Members Present</b>	Dr. Radhakrishna Principal and Coordinator Dr. Sushma Bavle , Member, Dept of Commerce Ms. Sharmistha Dutta , Member, Dept of Botany Ms. Shashikala A, Member, Dept of Zoology Ms. Amsaveni, Member, Dept of Library
<b>Grievance Reported</b>	Unhygienic conditions in the canteen
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

**Discussions:**

**Background:** The students reported that the canteen is not kept clean. Stagnant water in the corners is causing a bad smell to circulate.

**Grievance Reported By:** Final year B.Com students

**Grievance Reported On:** 06-08-2018

**Redressal Mechanism:** The members met with canteen authorities and suggested a complete cleaning of canteen to be done and to especially clean stagnant water holding areas.

**Action Taken:** Canteen was closed for one week and thorough cleaning and repairs were undertaken.

  
**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
II Sc. Post, 18th Cross,  
Malleswaram, Bangalore - 560 012.

## **CIRCULAR**

10<sup>th</sup> August, 2018

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 11<sup>th</sup> August 2018 at 11.00 am in Principal chamber.

Agenda: Broken flush tanks in the washrooms.



**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
II Sc. Post, 18th Cross,  
Malleswaram, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleswaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	11-08-2018
<b>Members Present</b>	Dr. Radhakrishna Principal and Coordinator Dr. Sushama Bavle, Member, Dept of Commerce Ms. Sharmistha Dutta, Member, Dept of Botany Ms. Shashikala A, Member, Dept of Zoology Ms. Amsaveni, Member, Dept of Library
<b>Grievance Reported</b>	Broken flush tanks in the washrooms
<b>Venue / Mode</b>	Principal's chamber
<b>Time</b>	11.00 am

**Discussions:**


**Background:** The students reported that the flush tanks in the bathrooms were broken and this was resulting in dirty washrooms and flooding of water in some washroom stalls rendering them useless.

**Grievance Reported By:** BSc students

**Grievance Reported On:** 09-08-2018

**Redressal Mechanism:** The committee members inspected the washrooms to check the problem and assess the damages. The infrastructure committee was asked to take up repair work immediately.

**Action Taken:** The flush tanks were repaired.

  
**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
II Sc. Post, 18th Cross,  
Malleswaram, Bangalore - 560 012.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru Central University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC

## **CIRCULAR**

9<sup>th</sup> July, 2017

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 11<sup>th</sup> July 2017 at 11 am in Principal chamber.

Agenda: Grievance reported by BA students regarding classroom benches shabby and faded paint on blackboard

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
II Sc. Post, 18th Cross,  
Malleswaram, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleswaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	11-07-2017
<b>Members Present</b>	Dr. Radhakrishna, Principal and Coordinator Dr. SushmaBavle , Member, Dept of Commerce Prof.Nussarath Zareen, Member, Dept of Chemistry Dr.Subramanya Swamy, Member, Dept of Kannada Mrs.Vilochana (Office)
<b>Grievance Reported</b>	Classroom benches shabby and faded paint on blackboard
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

**Discussions:**

**Background:** Students complained of shabby benches, with some unable to be used. students also reported the wornout condition of blackboards in the classrooms.

**Grievance Reported By:** BA students

**Grievance Reported On:** 03-07-2017

**Redressal Mechanism:** The committee members went around the campus and visited classrooms to assess the condition of benches and blackboards. The infrastructure committee was asked to step in to revamp the benches as well as blackboards.

**Action Taken:** The benches were painted and repaired. Black boards were also given a fresh look.

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
II Sc. Post, 18th Cross,  
Malleswaram, Bangalore - 560 012.



**Maharani Lakshmi Ammanni College for Women Autonomous**

Affiliated to Bengaluru Central University  
Re-accredited by NAAC with "A" grade, Recognised by UGC  
under Section 2(f) and 12(b) of the UGC Act 1956  
Conferred the Status of 'College with Potential for Excellence' by UGC

## **CIRCULAR**

19<sup>th</sup> August, 2017

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 21<sup>st</sup> August 2017 at 11 am in Principal chamber.

Agenda: To address final year B.Sc students grievance towards malfunctioning of Projectors

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
II Sc. Post, 18th Cross,  
Malleswaram, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleswaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	21-8-2017
<b>Members Present</b>	Dr. Radhakrishna, Principal and Coordinator Dr. SushmaBavle , Member, Dept of Commerce Prof.Nussarath Zareen, Member, Dept of Chemistry Dr.Subramanya Swamy, Member, Dept of Kannada Mrs.Vilochana (Office)
<b>Grievance Reported</b>	Malfunctioning of Projectors
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

**Discussions:**

**Background:** Students complained of projectors not working properly in some classes and shortage of projectors.

**Grievance Reported By:** Final year students

**Grievance Reported On:** 14-8-2017

**Redressal Mechanism:** The committee members along with the technical assistance team visited the classrooms in the campus to check the working condition of the projectors.

**Action Taken:** New projectors were installed in the classrooms.

  
**Principal**  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
II Sc. Post, 18th Cross,  
Malleswaram, Bangalore - 560 012.

## **CIRCULAR**

25<sup>th</sup> August, 2016

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 26<sup>th</sup> August 2016 at 11 am in Principal chamber.

Agenda: Repair and replacement of computers in Communicative English Lab.



Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleswaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	26-08-2016
<b>Members Present</b>	Prof.Vijaya T M, Principal and Coordinator Dr. Sushama Bavle , Member, Dept of Commerce Mrs.Nussarath Zareen Member Dept. of Chemistry Dr.Subramanya Swamy, Member, Dept. of Kannada Mrs.Vilochana (Office)
<b>Grievance Reported</b>	Repairs of communication English Lab and replacement of computers
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

**Discussions:**

**Background:** The communication english lab was in need of repairs and there were many computers which were not in working condition.

**Grievance Reported By:** B.A and B.Com. students

**Grievance Reported On:** 08-08-2016

**Redressal Mechanism:** The committee advised immediate repairs to be undertaken and repair or replacement of computer systems as required and have the communication english lab fully functional.

**Action Taken:** English language lab repairs were undertaken and the computer systems were repaired or replaced.

  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

## **CIRCULAR**

5<sup>th</sup> October, 2016

Dear members,

Kindly attend meeting of Grievance Redressal Committee on 6<sup>th</sup> October 2016 at 11 am in Principal chamber.

Agenda: Install fire extinguishers in all floors.



Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.

**Principal**

**mLAC**

**Maharani Lakshmi Ammanni College for Women Autonomous  
Malleswaram, Bangalore**

**Minutes of Meeting of Grievance Redressal Cell**

<b>Date</b>	06-10-2016
<b>Members Present</b>	Prof. Vijaya T M, Principal and Coordinator Dr. Sushama Bavle , Member, Dept of Commerce Mrs. Nussarath Zareen Member Dept. of Chemistry Dr. Subramanya Swamy, Member, Dept. of Kannada Mrs. Vilochana (Office)
<b>Grievance Reported</b>	Install fire extinguishers in all floors
<b>Venue / Mode</b>	Principal chamber
<b>Time</b>	11.00 am

**Discussions:**

**Background:** It was brought to the notice of the committee that Fire Extinguishers were not present in some of the floors.

**Grievance Reported By:** B.Sc. Final year students

**Grievance Reported On:** 04-10-2016

**Redressal Mechanism:** The committee advised immediate installment of fire extinguishers and demonstration of their use to the teaching and non-teaching staff

**Action Taken:** Fire Extinguishers were installed in all the floors and demonstration was carried out in the college campus.

*(Signature)*  
Principal  
Maharani Lakshmi Ammanni College  
for Women, Autonomous  
Science Post, Bangalore - 560 012.