



Doaba Institute of Engg. & Technology (DIET)

Vill. Ghataur, P.O. Allapur, Tehsil Kharar, Distt. Mohali (Punjab)-140103

PH. NOS.: 0160-5002901-02-05, AUTO FAX NO. : 0160-5002982-84

(6)

Memo No.: DIET/2024-25/306

Dated : 03.1.2025

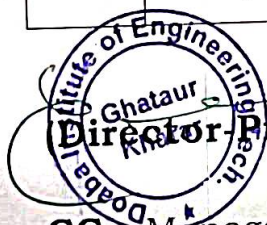
CIRCULAR

INTERNAL COMPLAINT COMMITTEE

In compliance with the Supreme Court Judgement and guidelines particularly against sexual harassment of women at work places (prevention, prohibition and Redressal Act 213 and university Grant commission Education Institution) regulations 2015, an Internal Complaint Committee is constituted in Doaba Institute of Engineering & Technology to provide a healthy and congenial atmosphere to the staff and students. The committee will remain operational till further order.

The detail of Committee is as under:-

S.No	Name	Designation
1	Dr. Sandeep Sharma	Chairperson
2	Ms. Moninderpal Kaur (DSW)	Coordinator
3	Ms. Rita Kashyap(AP-DIET)	Member
4	Mr. Rahul Chandel (AP-DIET)	Member
5	Muskan Bakshi-DIET B-TECH	Member
6.	Samridh Thakur- DIET-Diploma	Member
7	Adarsh Katna DIET B-TECH	Member
8	Inderpal Kaur Bains(NGO)	Member



Director-Principal

CC: Management – for information Please
Concerned Person

To

The Principal

Doaba group of Colleges Eng. & Tech

Subject: To change the door of washroom (Girls)

Respected Sir

We are students of engineering branch in your college. We are writing to request the replacement of the washroom door located in Block A. The current door is totally damaged and not closed properly. By this problem we feel very inconvenience. Kindly request that a new door be installed. Please consider this matter as soon as possible and take necessary action to replace the washroom door. Thank you for your attention to this issue.

Yours sincerely

~~Yours~~

Roshini

Saloni

Shagun

Sirranpreet Kaur

Lavi, Khushboo

Date:- 5/12/24

Respected Sir,

Please consider this matter as soon as possible.

6/12/24

REC
[Signature]

To

The Principal
Doaba Institute of Engg. & Technology.
Chamra.

Subject :- Complaint Regarding Light in Room 105.

R/Sir.

I hope this message finds you well. I am writing to bring to your attention the light is not working in Room 105.

I kindly request that the college take immediate steps to address this issue, such as installing additional lights or repairing the existing ones.

Thank you for your attention to this matter.

Sincerely.

Diploma Students
Class :- ESE, EE,

Date :- 11-Nov. 2024.

Respect Sir,
Please forward this application to the electrician.

Tec
E-SP

11/11/24

To

The Principal
Doaba Institute of Engg. & Technology
Kharar.

Subject:- Complaint for B-block RO are not working properly.

Respected Principal Sir,

We are writing to bring to your attention that we don't have access to clean drinking water is stored water are not cleaned properly. If proper arrangements are not made then students may feel sick.

We kindly request you to make proper arrangements for providing clean drinking water.

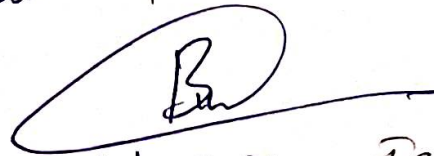
Thank you for your attention to this matter.

Yours sincerely.

Class - Mechanical (Sem-5th)

Date - 7 October 2024

Respected Sir Plz consider the student
concern and service the R.O. and clean
the water cooler by maintenance Deptt.



8 Oct. 2024. Dec

Sec