



# MALLA REDDY INSTITUTE OF DENTAL SCIENCES

(SPONSORED BY : CHANDRAMMA EDUCATIONAL SOCIETY)

Recognized by Dental Council of India, New Delhi, Ministry of Health & Family Welfare Govt. of India  
Affiliated to Kaloji Narayana Rao University of Health Sciences, Warangal, Telangana.

## CIRCULAR

DATE: 20-07-2023

**Circular no: MRIDS/ICM/2023/01**

This is to inform you that an Internal Complaint Meeting has been scheduled for all committee Members. Your participation in this meeting is crucial as we aim to ensure the effective functioning of our IC Committee.

**VENUE:** Council hall 2 at Malla Reddy Institute of Dental Sciences

**Date:** 26-07-2023

### **AGENDA:**

1. Discussion on communication strategies to raise awareness about the ICC role and procedures.
2. Planning of awareness campaigns or materials for employees.



*Name*

**DEAN**

Principal / Dean  
Malla Reddy Institute of Dental Sciences



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## MINUTES OF THE MEETING

DATE: 26-07-2023

### AGENDA:

1. Discussion on communication strategies to raise awareness about the ICC role and procedures.
2. Planning of awareness campaigns or materials for employees.

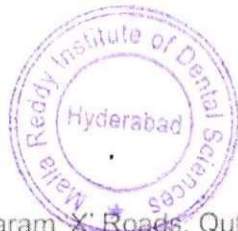
### MINUTES OF THE MEETING

The Internal Complaint Meeting for the internal complaints Committee was held on 26-07-2023 At council hall 2 at Malla Reddy Institute of Dental Sciences. New complaints were presented to the committee since the last meeting. Each complaint was discussed in detail, including the nature of the complaint, relevant facts, and initial assessment. The committee assigned designated members to investigate each complaint further.

### Members attended:

- Dr. A. Lakshmi Prasanna *As*  
Dr. M. Navya *Navya*  
Dr. Y. C. Chaitanya *chat*  
Dr. V. Santoshi Kumari *Santhu*  
Dr. Alekhyia Achanta *Alekhyia*  
Dr. K. Swathi *Swathi*  
Dr. Nirban Mitra  
Dr. Ch Botla Yashwanth Raj *Yes*

*Navya*  
Principal / Dean  
Malla Reddy Institute of Dental Sciences



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## CIRCULAR

DATE: 06-07-2022

**Circular no: MRIDS/ICM/2022/01**

This is to inform you that an Internal Complaint Meeting has been scheduled for all committee members. Your participation in this meeting is crucial as we aim to ensure the effective functioning of our Prevention of Sexual Harassment (POSH) Committee.

**VENUE:** lecture hall 2 at Malla Reddy Institute of Dental Sciences

**Date:** 11-07-2022

### **AGENDA:**

1. Recent Complaints Review: Discuss recent complaints and actions taken.
2. Training Planning: Plan upcoming training sessions on sexual harassment prevention.

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Principal / Dean  
Malla Reddy Institute of Dental Sciences



*Handwritten signature in green ink*  
Principal / Dean



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## MINUTES OF THE MEETING

DATE: 11-07-2022

### AGENDA:

1. Recent Complaints Review: Discuss recent complaints and actions taken.
2. Training Planning: Plan upcoming training sessions on sexual harassment prevention.

### MINUTES OF THE MEETING

The Internal Complaint Meeting for the internal complaints Committee was held on 11-07-2022 at lecture hall 2 at Malla Reddy Institute of Dental Sciences. The committee reviewed recent complaints and discussed progress made in addressing them. Plans for upcoming training sessions on sexual harassment prevention were also outlined. The committee agreed to schedule training sessions bi-monthly to ensure regular awareness among employees. The meeting concluded with a reminder to all members to maintain confidentiality and sensitivity in handling complaints.

### Members attended:

1. Dr. A. Lakshmi Prasanna

2. Dr. M. Navya

3. Dr. Y.C.Chaitanya

4. Dr. V. Santoshi Kumari

5. Dr. Alekhya Achanta

6. Dr. K. Swathi

7. Dr. Nirban Mitra

8. Dr. Ch Botla Yashwanth Raj

*Navya*  
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## CIRCULAR


DATE: 06-9-2021

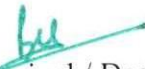
**Circular no: MRIDS/ICM/2021/01**

This is to inform you that our upcoming Internal Committee meeting, scheduled for 15-09-2021 at lecture hall 1at Malla Reddy Institute of Dental Sciences. The purpose of this meeting is to review recent developments, discuss ongoing projects, and plan future initiatives.

### **Agenda:**

1. Review of Organizational Policies and Procedures
2. Employee Engagement Initiatives
3. Health and Safety Protocols.

  
Principal / Dean  
Malla Reddy Institute of Dental Sciences

  
Principal / Dean





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## MINUTES OF THE MEETING

DATE: 15-09-2021

### AGENDA:

1. Review of Organizational Policies and Procedures
2. Employee Engagement Initiatives
3. Health and Safety Protocols

### MINUTES OF THE MEETING

The Internal Complaint Meeting for the internal complaints Committee was held on 15-09-2021 at lecture hall 1 at Malla Reddy Institute of Dental Sciences. The internal committee convened to address recent complaints and strategize for future prevention efforts. Key highlights of the meeting include:

1. The committee examined recent complaints and discussed progress made in their resolution.
2. Plans for upcoming training sessions on sexual harassment prevention were outlined.
3. The sessions will focus on educating employees about prevention strategies and fostering a respectful workplace culture.
4. The meeting concluded with a reminder to all members about the importance of handling complaints with confidentiality and sensitivity.

### MEMBERS ATTENDED:

1. Dr. A. Lakshmi Prasanna
2. Dr. M. Navya
3. Dr. Anitha
4. Dr. V. Santoshi Kumari
5. Dr. R. Rajesh Kumar
6. Dr. K. Swathi
7. Dr. Mangala Sajjanar
8. Dr. Nirban Mitra
9. Dr. Md. Yousuf Qureshi
10. Mrs. Anitha Reddy

*[Handwritten signatures for Dr. A. Lakshmi Prasanna, Dr. M. Navya, and Dr. Anitha]*

*[Handwritten signature for Dr. V. Santoshi Kumari]*

*[Handwritten signature for Dr. R. Rajesh Kumar]*

*[Handwritten signature for Dr. K. Swathi]*

*[Handwritten signature for Principal / Dean]*

Principal / Dean  
Malla Reddy Institute of Dental Sciences



**CIRCULAR**

DATE: 06-7-2020

**Circular no: MRIDS/ICM/2020/01**


This is to inform you that our upcoming Internal Committee meeting, scheduled for 13-07-2020 at lecture hall 3 at Malla Reddy Institute of Dental Sciences. The purpose of this meeting is to review recent developments, discuss ongoing projects, and plan future initiatives.

**AGENDA:**

1. Review of Recent Complaints' and Progress in Resolution
2. Outline of Plans for Upcoming Training Sessions on Sexual Harassment Prevention
3. Agreement on Bi-Monthly Schedule for Training Sessions
4. Reminder on Confidentiality and Sensitivity in Handling Complaints

Principal / Dean  
Malla Reddy Institute of Dental Sciences  




Principal / Dean  
  
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## MINUTES OF THE MEETING

DATE: 13-07-2020

### AGENDA:

1. Review of Recent Complaints and Progress in Resolution
2. Outline of Plans for Upcoming Training Sessions on Sexual Harassment Prevention
3. Agreement on Bi-Monthly Schedule for Training Sessions
4. Reminder on Confidentiality and Sensitivity in Handling Complaints

### MINUTES OF THE MEETING

The Internal Complaint Meeting for the internal complaints Committee was held on 13-07-2020 at lecture hall 3 at Malla Reddy Institute of Dental Sciences. The committee convened to examine recent complaints and discuss the progress achieved in addressing them. Plans for upcoming training sessions on sexual harassment prevention were outlined during the meeting. It was unanimously agreed to schedule these sessions bi-monthly to ensure regular employee awareness. The meeting concluded with a reminder to all members to handle complaints with confidentiality and sensitivity.

### MEMBERS ATTENDED:

1. Dr. A. Lakshmi Prasanna *AP*
2. Dr. M. Navya *Navya*
3. Dr. Anitha *A*
4. Dr. V. Santoshi Kumari *Santoshi V.*
5. Dr. R. Rajesh Kumar - Absent
6. Dr. K. Swathi *Swathi*
7. Dr. Mangala Sajjanar *my*
8. Dr. Nirban Mitra *Nirban*
9. Dr. Md. Yousuf Qureshi - Absent
10. Mrs. Anitha Reddy *Anitha Reddy*



*Navya*  
Principal / Dean  
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## CIRCULAR

DATE: 12-6-2019

**Circular no: MRIDS/ICM/2019/01**

This is to inform you that an Internal Complaint Meeting has been scheduled for all committee members on 22-6-2019 at council hall at Malla Reddy Institute of Dental Sciences. Your participation in this meeting is crucial as we aim to ensure the effective functioning of our Prevention of Sexual Harassment (POSH) Committee.

### **AGENDA:**

1. Project progress review: Assess current projects' status, identify challenges, and allocate tasks.
2. Future initiatives brainstorming: Generate new ideas aligned with objectives and prioritize based on feasibility.

Principal / Dean  
Malla Reddy Institute of Dental Sciences

  
Principal / Dean



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## MINUTES OF THE MEETING

DATE: 22-06-2019

### AGENDA:

1. Project progress review: Assess current projects' status, identify challenges, and allocate tasks.
2. Future initiatives brainstorming: Generate new ideas aligned with objectives and prioritize based on feasibility.

### MINUTES OF THE MEETING

The Internal Complaint Meeting for the internal complaints Committee was held on 22-06-2019 at council hall at Malla Reddy Institute of Dental Sciences. All the points in the last agenda were successfully implemented.

### MEMBERS ATTENDED:

1. Dr. A. Lakshmi Prasanna

2. Dr. M. Navya

3. Dr. Anitha

4. Dr. V. Santoshi Kumari

5. Dr. R. Rajesh Kumar

6. Dr. K. Swathi

7. Dr. Mangala Sajjanar

8. Dr. Nirban Mitra

9. Dr. Md. Yousuf Qureshi

10. Mrs. Anitha Reddy



*Navya*  
Malla Reddy Institute of Dental Sciences



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## CIRCULAR

DATE: 25-7-2018

**Circular no: MRIDS/ICM/2018/01**

This is to inform you that an Internal Complaint Meeting has been scheduled for all committee members on 10-8-2018 at 2<sup>nd</sup> floor lecture hall at Malla Reddy Institute of Dental Sciences. Your participation in this meeting is crucial as we aim to ensure the effective functioning of our Prevention of Sexual Harassment (POSH) Committee.

### **AGENDA:**

1. Recent Complaints Review: Discuss recent complaints and actions taken.
2. Training Planning: Plan upcoming training sessions on sexual harassment prevention.



*Navac*  
Principal / Dean  
Malla Reddy Institute of Dental Sciences

*ba*  
Principal / Dean



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## MINUTES OF THE MEETING

DATE: 10-08-2018

### AGENDA:

1. Recent Complaints Review: Discuss recent complaints and actions taken.
2. Training Planning: Plan upcoming training sessions on sexual harassment prevention.

### MINUTES OF THE MEETING

The Internal Complaint Meeting for the internal complaints Committee was held on 10-8-18 at 2<sup>nd</sup> floor lecture hall @ Malla Reddy Institute of Dental Sciences. The committee reviewed recent complaints and discussed progress made in addressing them. Plans for upcoming training sessions on sexual harassment prevention were also outlined. The committee agreed to schedule training sessions bi-monthly to ensure regular awareness among employees. The meeting concluded with a reminder to all members to maintain confidentiality and sensitivity in handling complaints.

### Members attended:

1. Dr. A. Lakshmi Prasanna

2. Dr. M. Navya

3. Dr. Anitha

4. Dr. Alekhya Achanta

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