



Assam down town University

OFFICE OF THE REGISTRAR

Gandhinagar, Panikhaiti, Guwahati-26

(Permission Granted Via The ASSAM ACT. NO. VIII OF 2010, Gazette No. LGL9/2010/11)

Memo No:AdtU/R/2021/440A

Date: 02/09/2021

CIRCULAR

Internal Complaint Committee meeting will be held on 3rd September 2021 at 2:30p.m in the Council Room, AdtU. All the members of the committee are requested to attend the meeting.

Agenda:

1. Review of Previous Meeting Minutes.
2. Collaboration with Other Committees


(Ashim Barman)
Additional Registrar (Administration),
Assam down town University



Copy for favour of their information to:

1. OSD to Vice Chancellor, AdtU
2. P.S. to Dean of Studies, AdtU
3. P.S to Managing Trustee, dtCT
4. P.S to Resident Trustee, dtCT
5. Grievance & Redressal Cell Committee Members.
6. IQAC Office
7. **Chairperson/Dean/Director/Associate Dean/ HoD (For circulation)**
8. **Committee Members (for necessary action)**
9. Office of the Controller of Examinations, AdtU
10. All Officers
(Admin/Academic/IT/Accounts/Admission/Marketing/Legal/
Placement/Library/T&D)
11. HR Office
12. **Notice Boards/Message Desk (For display)**
13. Office file (for record)