

## ACTION TAKEN REPORT (ATR) (2018-2019)

SL. NO.	Suggestions	Ref. Meeting No.	Date	Action Taken
1	Grievances to be classified	09/18-19	28-07-2018	Done by grievance cell.
2	Lab instructors to be trained for first aid	-do-		First aid training given.
3	To put up charts in Reading room	-do-		Done by Librarian.
4	All HODs to maintain departmental profile during NAAC visit	-do-		Done by all HODs
5	To mention the improvements after SSR submission in the press and for NAAC team visit.	-do-		Done by Principal
6	IQAC presentation should include feedback sys., placements, higher studies, PD classes, Teacher training, etc.	-do-		Done by IQAC Co-ordinator
7	All the cells should be checked for resources in working conditions.	10/18-19	27-11-2018	Meetings are held regularly
8	Students should be involved in skill development program.	11/18-19	06-04-2019	MoU with Adityapur Autocluster was signed and students of all departments are sent for job training.