

OFFICE ORDER

Sub: Constitution of Grievance Redressal Committee - Reg.

A Committee is hereby constituted for the purpose of looking into the Grievances of students of the Institute and to resolve the grievances in a stipulated time.

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| 1. | Dr. P. Ravinder Reddy, Principal | - Chairman |
| 2. | Prof.P.Sreenivas Sarma, Director, SA | - Co-ordinator |
| 3. | Dr. C. Srikanth Reddy, Librarian | - Co-ordinator |
| 4. | Dr. P. V. Naga Prapurna, Assoc. Professor
Dept. of Chem. Engg. | - Member |
| 5. | Sri B. Sateesh, Assistant Professor, Dept. of CSE | - Member |

The Committee has to address all the grievances of the students. The functions of the Committee are given here under.

PRINCIPAL

To
The above Individuals, for information & necessary action.

Functions of the committee:

- Any student of the institute could address his/her grievance in writing to the Principal which will be forwarded to the Committee.
- To examine and enquire the student(s) involved.
- To propose the punishment depending upon the gravity of the offense.
- To consider the inputs received from students, observers and staff regarding indiscipline, ragging and sexual harassment activities of the student.
- The committee shall also look into the ragging cases. It should counsel the students for anti-ragging and follow the principle of preventive actions. Programmes to communicate with senior students shall be organised at each department level.
- The committee shall look into the matters regarding harassment(s), if any.

Tenure: The tenure of the nominated members shall be two years.

Frequency of Meeting: The Committee shall meet twice in a year or as and when required.

Quorum: Two thirds (2/3) of members