

Grievance Redressal Committee

About

- To investigate the complaints lodged by staff and students.
- To address the complaints lodged by staff and students.
- To investigate the complaints and suggest the final action that will start at the institutional level to fix them.
- To enable the student to communicate with the committee members to take the necessary measures to redress the grievance.
- To provide a support system for staff and students to address their complaints.
- To initiate protective measures to address the complaints of staff and students.
- To analyze the complaints and acknowledgments of the affected staff and students and to take action with the relevant authorities for redressed.
- To receive suggestions from staff and students periodically for improvement.
- To ensure amicable resolution of complaints within the prescribed period.
- To encourage staff and students to submit their suggestions to improve the work environment and solve problems,
- To encourage staff and students to use the suggestion box on the campus to express the suggestions and complaints.

| NAME OF THE STAFF | COMMITTEE DESIGNATION |
|-----------------------------|-----------------------|
| Mrs G.Swetha | Co-Ordinator |
| Mr. M Rohith Nagendra Kumar | Member |
| Mr. B.Satyanarayana | Member |

- To make awareness on the grievances among faculty and staff community.
- To be a part in imparting the quality environment by addressing issues of employees.
- To demand issues complaints, investigate by committee recommended and document the activities.
- To analyze, comply and forward all received complaints to the concerned departments for necessary action.
- To compile and record documents as per department wise and semester wise, also keep the information of the parties involved in safe custody.
- To disclose pending cases and act to resolve it amicably, and notify the parties of their status.