

### **GRIEVANCE REDRESSAL POLICY**

The College has a Grievance Redressal Committee. The functions of the Committee are to look into the complaints lodged and judge its merit. The Grievance Redressal Committee is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the Grievance Redressal Committee members in person. In case the person is unwilling to appear in self, grievances may be sent in writing. Grievances may also be sent through e-mail to the officer in-charge of Grievance Redressal Committee or Principal.

#### **Objective:-**

The objective of the Grievance Redressal Committee is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute. A Grievance Redressal Committee has been constituted for the redressal of the problems reported by the Students of the College with the following objectives:

- Upholding the dignity of the College by ensuring strike free atmosphere in the College through promoting cordial Student-Student relationship and Student-teacher relationship etc.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box have been installed in in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising All the Students to refrain from inciting Students against other Students, teachers and College administration
- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.

#### **Responsibilities**

- Provide an avenue for the aggrieved students to redress their individual grievances in order to have a healthy atmosphere among students, staff and management in the Institute.
- Discuss and resolve the grievances, if any received in writing from the concerned students.

**Procedure:-**

- The setting of the Grievance Redressal Committee will be widely published.
- The students may feel free to put up a grievance and drop it in boxes placed at conspicuous locations.
- The GRC will act upon those cases which have been forwarded along with the necessary documents.
- The GRC will take up only those matters which have not been solved by the different departments.

**Establishment of a Grievance Redressal Committee**

“Grievance Redressal Committee” has been constituted to enquire the nature and extent of grievance. The committee can suggest the final action to be initiated at the institutional level for the redressal of the same.



**PRINCIPAL**  
S.R. & B.G.N.R. Govt. Arts &  
Science College (NAAC-B++  
Autonomous-KHAMMA..

PROCEEDINGS OF THE PRINCIPAL, SR & BGNR GOVT. ARTS & SCIENCE  
COLLEGE (AUTONOMOUS), KHAMMAM.

PRESENT:- Dr Mohammad Zakirullah, M.A., M.Phil., Ph.D.

Rc.No. B/GRC & HCC/ committee/2021

Dt:10-09-2021.

Sub:- SR & BGNR Govt. Arts & Science College (A), Khammam -  
Grievance Redrassal Cell & Health Centre Cell Committee  
at College Level- Orders - Issued.

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ORDERS:-

The under signed is pleased to constitute Committees for Grievance Redrassal Cell & Health Centre at College Level. The order will be in force forth with.

S. No	Name of the Faculty	Designation	Designation
<b>Grievance Redrassal Cell</b>			
1	Dr V.Shanthi Kumar	Asst Prof of. Chemistry	Co-ordinator
2	Smt K.Jyothirmayi Rani	Asst Prof of. Mathematics	Member
3	Dr P.Ravi Kumar	Asst Prof of. Telugu	Member
4	Sri G.Venkalah	Asst Prof of. History	Member
5	Dr B.Venkanna	Asst Prof of. Phy.Edn	Member
<b>Health Centre</b>			
1	Dr.Ch.Srinivasulu	Assoc Prof of. Poli. Sci	Co-ordinator
2	Smt J.Anitha Kumari	Asst Prof of. Mico. Biology	Member
3	Dr B.Venkanna	Asst Prof of. Phy.Edn	Member

  
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Autonomous - KHAMMAM

Copy to the Individuals.  
Copy to A.O for information.

For redressal of grievance, please submit your grievance:

[https://docs.google.com/forms/d/1oEaTHa\\_1a6ii8ZGBnVJKif1djMxouLx2i26\\_SceUCUM/edit](https://docs.google.com/forms/d/1oEaTHa_1a6ii8ZGBnVJKif1djMxouLx2i26_SceUCUM/edit)