



GOVERNMENT DEGREE COLLEGE



YELLANDU

BHADRADRI KOTHAGUDEM DIST.

(Affiliated to Kakatiya University, Warangal, Re-Accredited by NAAC With "B" Grade)

gdcyellandu.jkc@gmail.com

GRIEVANCE REDRESSAL POLICY

The College has a Students' Grievance Redressal Committee. The functions of the Committee are to look into the complaints lodged by any student, 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, may feel free to put up a grievance in drop box placed at conspicuous location.

GOAL:-

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 strife 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 front of the Administrative Block 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.



- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.

SCOPE OF GRIEVANCE REDRESSALCELL

The Committee deals with Grievances received in writing from the students about any of the following matters:-

1. Academic Matters: Related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters. Withhold or refuse to return any document in the form of certificates of degree, or other document deposited with it by a student for the purpose of seeking admission.
2. Financial Matters: Related to dues and payments for various items from library, hostels Refund of fees, in case a student withdraws the admission within the stipulated time etc.
3. Other Matters: Related to certain misgivings about conditions of sanitation, availability of transport etc.,

Functions:-

The cases are attended promptly on receipt of written grievances from the students. The Committee formally meets to review all cases, prepares a statistical reports about the number of cases received, attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.

Procedure:-

The setting of the Grievance Redressal Committee for students will be widely published. The students may feel free to put up a grievance in drop 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. The Committee is requested to Contribute effectively to dispose the grievances at the earliest.

The following procedure is followed in our college.

1. The departmental level grievances are attended by the concerned class teachers who are mentors along with the department heads. The student coordinators and staff coordinators of various clubs and associations act as facilitators to communicate and sort out the grievances pertaining to various clubs and associations.



2. Unresolved grievances at the departmental level and association level are referred to as the Grievance Redressal Cell of the institution. The students can approach the Grievance Redressal Cell of the institution with their complaints of common interest too. They can directly communicate them to the Principal/Educational consultant/management representative who visits the college on a weekly basis.

3. Depending on the seriousness of the problem, the issues are settled by the Cell or by the Principal in consultation with other members of the management, parents, and faculty. With the collective efforts of all the stakeholders -the management, department heads, class teachers, various staff coordinators of clubs and associations, the Grievance Redressal Cell resolves the complaints promptly and efficiently. The effective complaint management mechanism improves better stakeholder relationships and contentment at all levels.

“Grievance Redressal Committee” of Government Degree College, Yellandu has been constituted with following Staff in different positions 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.

The Student or Person, who are willing to launch any complaints, shall send their representation for Redressal of their grievance to the above Grievances Redressal Committee. All aggrieved parents and the stockholders may also thenceforth approach to the Grievance Redressal Committee.

p. padma
PRINCIPAL
Govt Degree College
Yellandu





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PROCEEDINGS OF THE PRINCIPAL, GOVT. DEGREE COLLEGE : YELLANDU

Present: Dr.B.Sudhakar, M.A,Ph.D.,

File No.GDCYLD/6/2016

Dated: 30-06-2016

Sub: GDC, YELLANDU- Constitution of Grievance Redressal Committee for the
academic year 2016-2017- orders - issued

The Grievance Redressal Committee has been constituted for the academic year 2016-2017 with the following members as per the guidelines.

The convener and members are strictly instructed to conduct meetings, organize programs regularly and submit compliance report to the Principal of this college in time.

Grievance Redressal Committee:

S.No.	Name	Designation	Role
1	Dr. B Sudhakar	Principal	Chairperson <i>AAV</i>
2	Smt. CH Praveena	Asst. Prof of Political Science	Convener <i>Praveena</i>
3	Sri. P.Srinivas	Lecturer in Commerce	Member <i>P.Srinivas</i>
3	Sri. B.Babu	Lecturer in Chemistry	Member <i>B.Babu</i>
4	Sri. P.Raju	Lecturer in Zoology	Member <i>Raju</i>

AAV
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Govt Degree College
Yellandu

To

The Individuals concerned.

Copy to the Principal, Govt. Degree College, Yellandu

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GRIEVANCE REDRESSAL COMMITTEE

MINUTES OF MEETING

2016-2017

The convener and other members of the **Grievance and Reddressal Cell (GRC)** met on 30-06-2016 at 3:30 PM in Principle Chamber. In response to the representation of students the following issues are addressed for restoration.

1. It is recommended to issue Duplicate Marks Sheet, TC's and Conduct Certificates in time.
2. It is resolved to engage the Scavengers to clean the toilets with Acid in every two days.
3. It is resolved to take action in response to the representation of the students mentioning untidy toilets.
4. It is resolved to motivate the students to come up with their problems freely.

Convener
ATY x principal
Praveen

Principal
Govt Degree College
Yellandu

Members:

- 1 *Praveen*
- 2 *P. S. S. S.*
- 3 *(Signature)*



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PROCEEDINGS OF THE PRINCIPAL, GOVT. DEGREE COLLEGE : YELLANDU

Present: B.Setram, M.COM

File No.GDCYLD/6/2017

Dated: 08-06-2017


Sub: GDC, YELLANDU- Constitution of Grievance Redressal Committee for the
academic year 2017-2018- orders - issued

The Grievance Redressal Committee has been constituted for the academic year 2017-2018 with the following members as per the guidelines.

The convener and members are strictly instructed to conduct meetings, organize programs regularly and submit compliance report to the Principal of this college in time.

Grievance Redressal Committee:

S.No.	Name	Designation	Role
1	B.Setram	Principal (FAC)	Chairperson
2	Smt. A Narasamma	Asst. Prof of English	Convener
3	Sri. G.Naresh	Lecturer in Economics	Member


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GRIEVANCE REDRESSAL COMMITTEE

MINUTES OF MEETING

2017-2018

- The convener and other members of the GRC met on 24-08-2017 in the principal chamber at 3:30 PM.
- In response to the representation of students on untidy classrooms and more of the following resolutions.
- It is resolved to give the strict instructions to the sweeper to do her duty properly and pursue the situation to clean the rooms without fail.

Convener



Members:

- 1 
- 2 
- 3



Principal
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PROCEEDINGS OF THE PRINCIPAL, GOVT. DEGREE COLLEGE: YELLANDU

Present: Dr.P.PADMA, M.Sc., M.Phil., B.Ed.,Ph.D.,

File No.GDCYLD/7/2018

Dated: 06-07-2018

Sub: GDC, YELLANDU- Constitution of Grievance Redressal Committee for the academic year 2018-2019 orders - issued

The Grievance Redressal Committee has been constituted for the academic year 2018-2019 with the following members as per the guidelines.

The convener and members are strictly instructed to conduct meetings, organize programs regularly and submit compliance report to the Principal of this college in time.

Grievance Redressal Committee:

S.No.	Name	Designation	Role
1	Dr.P.Padma	Principal	Chairperson <i>P. Padma</i>
2	Sri.B.Chenchurathnaiah	Asst. Prof. of Zoology	Convener <i>B. Chenchurathnaiah</i>
3	Smt.S.Indrani	Asst. Prof. of Botany	Member <i>S. Indrani</i>
3	Sri. M.Pitchaiah	Asst. Prof. of Economics	Member <i>M. Pitchaiah</i>
4	Sri. T.Raju	Lecturer in English	Member <i>T. Raju</i>

P. Padma
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Govt Degree College
Yellandu

To

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GRIEVANCE REDRESSAL COMMITTEE

MINUTES OF MEETING

2018-2019

- The convener and other members of the GRC met on 11-09-2018 in the principal chamber at 3:30 PM.


Complaints Received From The Students:

1. Regarding the sanitation.
2. Regarding coming of monkeys to the college premises.
3. Regarding cleaning of classrooms.
4. Regarding repair of ceiling fans in the classrooms.




Issues Resolved By The Committee:

- The convener and the members of grievance cell met in the principal's room to resolve the above issues.
- We have given a special representation to the CCE regarding the trapping of monkeys.
- We have given strict instructions to the sweepers to clean the classrooms frequently.
- We have resolved to repair the ceiling fans.
- We have given strict instruction to the scavenger to clean the toilets properly and regularly.


Convener


Principal
PRINCIPAL
Govt Degree College
Yellandu.

Members:

- 1 
- 2 
- 3 

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PROCEEDINGS OF THE PRINCIPAL, GOVT. DEGREE COLLEGE : YELLANDU

Present: Dr.P.PADMA, M.Sc., M.Phil., B.Ed.,Ph.D.,

File No.GDCYLD/6/2019

Dated: 25-06-2019

Sub: GDC, YELLANDU- Constitution of Grievance Redressal Committee for the academic year 2019-2020 orders - issued

The Grievance Redressal Committee has been constituted for the academic year 2019-2020 with the following members as per the guidelines.

The convener and members are strictly instructed to conduct meetings, organize programs regularly and submit compliance report to the Principal of this college in time.

Grievance Redressal Committee:

S.No.	Name	Designation	Role
1	Dr.P.Padma	Principal	Chairperson <i>P. Padma</i>
2	Sri.B.Chenchurathnaiah	Asst. Prof of Zoology	Convener <i>Chenchurathnaiah</i>
3	Smt.S.Indrani	Asst. Prof of Botany	Member <i>Indrani</i>
3	Sri. M.Pitchaiah	Asst. Prof of Economics	Member <i>Pitchaiah</i>
4	Sri. T.Raju	Lecturer in English	Member <i>Raju</i>

P. Padma
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To

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GRIEVANCE REDRESSAL COMMITTEE

MINUTES OF MEETING

2019-2020

- The convener and other members of the GRC met on 27-07-2019 in the principal chamber at 3:30 PM.

Complaints Received From The Students Regarding:

1. Drinking water facility
2. Untidy washrooms
3. Regarding maintenance of blackboard


Issues Resolved By the Committee:

- Drinking water facility in the college is restored immediately after their complaint. **RO Plant** is also cleaned properly for providing Safe drinking water to the students.
- Regarding the cleaning of washrooms the scavenger is strictly instructed to clean the washrooms properly and periodically
- Black Boards issue is also resolved in stipulated time.


Convener


PRINCIPAL
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Yellandu

Members:

- 1 
- 2 
- 3 



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PROCEEDINGS OF THE PRINCIPAL, GOVT. DEGREE COLLEGE : YELLANDU

Present: Dr.P.PADMA, M.Sc., M.Phil., B.Ed.,Ph.D.,

File No.GDCYLD/8/2020

Dated: 28-08-2020

Sub: GDC, YELLANDU- Constitution of Grievance Redressal Committee for the
academic year 2020-2021 orders - issued

The Grievance Redressal Committee has been constituted for the academic year 2020-2021 with the following members as per the guidelines.

The convener and members are strictly instructed to conduct meetings, organize programs regularly and submit compliance report to the Principal of this college in time.

Grievance Redressal Committee:

S.No.	Name	Designation	Role
1	Dr.P.Padma	Principal	Chairperson <i>p. padma</i>
2	Sri.B.Chenchurathnaiah	Asst. Prof of Zoology	Convener <i>[Signature]</i>
3	Smt.S.Indrani	Asst. Prof of Botany	Member <i>[Signature]</i>
3	Sri. M.Pitchaiah	Asst. Prof of Economics	Member <i>[Signature]</i>
4	Sri. T.Raju	Lecturer in English	Member <i>[Signature]</i>

p. padma
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Govt Degree College
Yellandu

To

The Individuals concerned.

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Notice

All the members of Grievance Redressal Committee are informed to attend a meeting on 06.02.2021 in Room No. 5 to discuss about the complaints against certain misgivings about conditions of sanitation, availability of transport etc, and to aware students about dropping of their complaints in the complaint box.

Meeting

Grievance Redressal Committee conducted a meeting on 06.02.2021, to explain the students about the complaints against certain misgivings about conditions of sanitation, availability of transport etc, and to aware students about dropping of their complaints in the complaint box.

p. padma
PRINCIPAL
PRINCIPAL
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Yellandu

Sri.B.Chenchurathnaiah

Convener

Smt. S.Indrani

Member

Sri.M.Pitthaiah

Member

Sri.T.Raju

Member



Notice

All the members of Grievance Redressal Committee are informed to attend a meeting on 21.03.2021 at 2.45p.m. in Room No. 8 to explain the students about the complaints against financial matters related to dues and payments for various items from library, hostels etc, and to aware students about dropping of their complaints in the complaint box.

Meeting

Grievance Redressal Committee conducted a meeting on 21.03.2021 at 2.45p.m. in room number 8 to explain the students about the complaints against financial matters related to dues and payments for various items from library, hostels etc, and to aware students about dropping of their complaints in the complaint box.

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PRINCIPAL
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Yellandu

Sri.B.Chenchurathnaiah

Convener

Smt. S.Indrani

Member

Sri.M.Pitchaiah

Member

Sri.T.Raju

Member



Notice

All the members of Grievance Redressal Committee are informed to attend a meeting on 6.04.2021 at 3.30p.m in room number 5, to explain the students about the complaints against academic matters: related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters.

Meeting

Grievance Redressal Committee conducted a meeting on 6.04.2021 at 3.30p.m in room number 5, to explain the students about the complaints against academic matters: related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters. Dr.P.Padma, Principal Government Degree College, Yellandu presided over the meeting. All the students and members of GRC participated in it.


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Sri.B.Chenchurathnaiah

Convener



Smt. S.Indrani

Member



Sri.M.Pitchaiah

Member



Sri.T.Raju

Member



GOVERNMENT DEGREE COLLEGE, SUDIMALLA-Vill, YELLANDU,
Bhadradi Kothagudem-Dist
E Mail: gdcyellandu.jkc@gmail.com



Date: 07.06.2018

From,
Dr.P.Padma, M.Sc., Ph.D.
Principal
Govt Degree College,
Yellandu,
Bhadradi Kothagudem-Dist

To,
The Controller of Examinations,
U.G. Section,
Kakatiya University,
Warangal.

Rc.No. GDC, Yld/Ann III Yr/2018

Dt. 07.06.2018

Sir,

Sub:- Govt Degree College, Yellandu, Khammam-dist – KU Annual Theory Exams March-2018 -
discrepancy in the result – Request - regd.

reference to @ @ @

With the subject cited above, our III Year B.Com students whose Hall ticket No. 080162001,
080162002, 080162004 have appeared for the exam ADA in March-2018 Annual Theory Exams, But the
result is found as absent in the subject CAG. But CAG is not a subject of our student, their actual subject is
ADA.

Hence, I request you please rectify the problem and declare the results in the subjects ADA,
'D' forms enclosed for reference.

Thanking you,

Yours faithfully,

P.Padma
08/6/18

P. Padma
PRINCIPAL 7.6.18
PRINCIPAL
Govt Degree College
Yellandu

I.C.
31-10-18 (1001/15)

**PROCEEDINGS OF THE COMMISSIONER OF COLLEGIATE EDUCATION
GOVERNMENT OF TELANGANA, HYDERABAD
Present: Sri. Navin Mittal, I.A.S**

Rc No.01/ICC/AC/2018

Dated: 17.07.2018

Sub: Collegiate Education-Constitution of Internal Compliance -Committee under section 4 of Sexual Harassment Women at Workplace Act 2013- Reg

Ref: Memo No. 3238/OP&MC/A2/2018, Dated: 27.06.2018.

The Government of India has enacted the Sexual Harassment of Women at workplace(Prevention, Prohibition, and Redressal) Act, 2013 Central Act No. 14 of 2013 to provide protection against Sexual Harassment of Women at Workplace and for the prevention and redressal of compliance of Sexual Harassment and for the matters connected therewith or incidental thereto.

As per section 4 of Sexual Harassment Act 2013

- a. Every employer of a work place shall, by an order in writing constitute a committee to be known as the internal Compliance Committee.
- b. Every department shall be considered as a Unit to constitute ICC as per under section 4 (1) Sexual Harassment of Women at Work place Act 2013.

In this regard, the Principals of Government Degree Colleges which have not constituted ICC are instructed to constitute an ICC immediately. The GDCs which have already constituted ICCs are instructed to initiate various programmes related to it for the academic year 2018-19.

It is further instructed that the Internal Compliance committee shall consist of a coordinator, two faculty members preferably woman faculty and 3 students representing I, II and III years of under graduate courses of the College.

The list of programmes to be conducted under ICC is as follows:

- To provide a safe working environment at the workplace which shall include safety from the persons coming into contact at the workplace by organizing workshops and awareness programmes at regular intervals for sensitizing the employees to treat sexual harassment as misconduct and initiate action for such misconduct.
- Provide assistance to any woman if she chooses to file complaint in relation to the offence under the Indian penal code for any other law for the time being in force.
- Penal consequences of sexual harassment and the order constituting shall be displayed at the Colleges which are under the purview of CCE.

- A training programme on Un Armed combating (UAC) techniques shall be organized in collaboration with department of Physical Education, Osmania University, Hyderabad for all NSS, NCC and Physical Education Directors working in GDCs.
- Programmes on Legal awareness shall be organized in Colleges in collaboration with the District awareness cells or courts.
- Ward counseling system to be conducted on a fortnightly basis by the Lecturers and ICC coordinator.

The Principals are informed to submit the report of the conduct of the above mentioned activities promptly to O/o CCE **on or before 31 October, 2018.**

Sd/- Sri Navin Mittal
Commissioner of Collegiate Education

To
All the Principals of GDCs

// True copy attested//


For Commissioner of Collegiate Education


17/07/2018

విసత్ర పత్రం

D: 20-11-2021,

స్థలం : ఇల్లందు.

(నెయిట గౌరవనీయులైన principal మేడం గార్య్కే
నమస్కరించి (వాయునది. ఏమనగా.

విషయం : కార్యక్రమాలకు సమస్యలు.

- 1) Drinking water
- 2) cleaning of washroom
 - 1) cleaning of Tank
 - 2) water Tap
 - 3) washroom Door
- 3) Time-to Time bell

P.Pad
20-11-2021

ఇట్లు
తమ విధేయులు
Students of
this college.

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signatures

G. Anjali
V. Niharika

G. Sindhu
Ch. Sandhya Sri
K. Sailaja
J. Shreetha
E. Mamatha.

M. Saritha