

CMRCET/PRIN/GRM/2014/01

Date: 2nd September, 2014.

OFFICE ORDER

(Establishment of Grievance Redressal Mechanism)

With reference to the Gazette of India, vide No: DL-(N) – 04/0007/2003-05 Dated March 23, 2013. It is mandatory to have a grievance redress mechanism for any institution which is under university grants commission, now our institution CMR College of Engineering & Technology has received UGC Autonomous status from the A.Y 2014-15, with the recommendations from the IQAC it is decide to establish a grievance redress mechanism in our institute to address the grievances posted by stake holders of the organization.

For smooth functioning of grievance redress mechanism a committee has been formed with following members for the A.Y 2014-15.

S. No	Name of the Faculty	Designation	Position
1	Dr. M. Ramalinga Reddy	Principal	Chairman
2	Mr. P. Raveendra babu	Associate Professor, ECE	Convener
3	Mrs. K. Soujanya	Associate Professor, EEE	Member
4	Mr. P. Sridhar	Associate Professor, ME	Member
5	Mrs. P. Hima Bindhu	Associate Professor, MBA	Member
6	Mr. M. Chandra Shekar Reddy	Associate Professor, H&S	Member
7	Mrs. Y. Saveri Reddy	Assistant Professor, ECE	Member
8	Mr. V. Venkataiah	Assistant Professor, CSE	Member
9	Mr. A. Kashiram	Assistant Professor, CE	Member
10	B Nikhil Kumar	Student(14H51A0102)	Student Member
11	G Manoj Kumar	Student (13H51A0375)	Student Member
12	Chitedi Janardhan	Student (12H51A0211)	Student Member
13	Pitta Uday	Student (11H51A1246)	Student Member

OBJECTIVES OF THE COMMITTEE

- To ensure a fair, impartial and consistent mechanism for redressal of varied issues faced by the stakeholders;
- To uphold the dignity of the organization by promoting cordial Student-Student relationship, Student-teacher relationship, teacher-teacher relationship;
- To develop a responsive and accountable attitude among the stakeholders, thereby maintaining a harmonious atmosphere in the University campus;

- To ensure that grievances are resolved promptly, objectively and with sensitivity and in complete confidentiality;
- To ensure that the views of each grievant and respondent are respected and that any party to a grievance is neither discriminated against nor victimized;
- To advise stakeholders to respect the right and dignity of one another, and not to behave in a vindictive manner towards any of them for any reason.

Roles & Responsibilities of the Committee:

- The Committee will address the various grievance posted by all stake holders of the organization on various issues.
- The Committee will work in line with the guidelines given by the university grants commission and gazette of India.
- The committee will conduct the regular meetings once in a month to discuss the various grievances posted during that period.
- The grievances received must be addressed by the committee as soon as possible.


Principal

Copy Submitted to: (1) The Secretary garu (for kind information please).

Copy to: (1) All HODs

(2) Vice Principal

(3) Administrative Officer

(4) To all the Concerned above

(5) PA

R & D	BT	ECE	EEE	Mech.	Civil	CSE	H&S	IT	T&P	MBA	MCA	Library	Exam Cell	PD
Accounts														


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