



CMR COLLEGE OF ENGINEERING & TECHNOLOGY

An Autonomous Institution with NAAC Accreditation (A Grade)

*Approved by AICTE *Permanently affiliated to JNTUH *NBA Accreditation




Kandlakoya (V), Medchal Road, Hyderabad -501401.

GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Report of Opening Grievance Boxes in the Campus

Date: 21 / Jul / 2018

The grievance boxes in the campus are opened on 21 Jul, 2018 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal 
2. Convener – Mr. P. Raveendra babu, Associate Professor 
3. IQAC Coordinator – Prof. G. Devadasu, HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be “1”.


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CMR COLLEGE OF ENGG. & TECH.
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Kandlakoya (V), Medchal Road, Hyderabad -501401.

CMRCET/PRIN/GRM/2018-19/CIR- 02

Date: 21/ Jul/2018.

CIRCULAR

This is to inform to all the members of grievance redress mechanism that a meeting is scheduled on 23 Jul, 2018 i.e Monday at 11:15AM in principal conference hall. To hear and address the various grievances received from the grievance boxes on 21 Jul, 2018. All the members are requested to attend.

21/7/18

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

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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Minutes of Meeting held on 23 Jul, 2018.

With reference to circular CMRCET/PRIN/GRM/2018-19/CIR- 02, dated 21 Jul, 2018. A meeting was held on 23 Jul, 2018 with all the members of grievance redressal mechanism committee

The following members were present

1. Chairman - Major. Dr. V. A. Narayana, Principal
2. Convener - Mr. P. Raveendra babu, Associate Professor, ECE *P.R.*
3. Member - Dr. P. Anjusha, Associate Professor, CSE *Anjusha*
4. Member - Dr. P. Alekhya, Assistant Professor, MBA *P. Alekhya*
5. Member - Mrs. K. Soujanya, Associate Professor, EEE *Soujanya*
6. Member - Mr. P. Sridhar, Associate Professor, ME *P. Sridhar*
7. Member - Mr. M. Chandra Shekar Reddy, Associate Professor, H&S *Chandy*
8. Member - Mrs. M. Sirin Kumari, Assistant Professor, ECE *Sirin*
9. Member - Mr. H. Shiva Naik, Assistant Professor, CE *Shiva Naik*
10. Student Member - Alakuntla Ankitha *ANKITHA*
11. Student Member - Chennoji Santhosh *Santhosh*
12. Student Member - Thakkalapelly Rakesh Rao *Rakesh*
13. Student Member - Amaravathi Puneeth Kumar *Apo*

Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 21 Jul, 2018.

Grievances Received:

A total of "1" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss about the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that only "0" grievances are acceptable grievances and accepted for redressal of grievances as soon as possible.

The list of grievances accepted for redressal are appended below with details.

S. No	Name of the Aggrieved Stake Holder	Designation	Grievance related to	Grievance received on	Brief Description of Grievance	Remarks
1						
2						
3						
4						
5						

(Signature)
PRINCIPAL
CMR COLLEGE OF ENGG. & TECH.
Kandlakoya (V), Medchal Road,
Hyderabad-501401.

(Signature)
Coordinator
Grievance Redressal Committee



CMR COLLEGE OF ENGINEERING & TECHNOLOGY



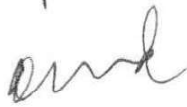
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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Report of Opening Grievance Boxes in the Campus

Date: 18 / Aug / 2018

The grievance boxes in the campus are opened on 18 Aug, 2018 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal 
2. Convener – Mr. P. Raveendra babu, Associate Professor 
3. IQAC Coordinator – Prof. G. Devadasu, HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be “1”.


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CMRCET/PRIN/GRM/2018-19/CIR- 03

Date: 18/ Aug/2018.

CIRCULAR


This is to inform to all the members of grievance redress mechanism that a meeting is scheduled on 20 Aug, 2018 i.e Monday at 11:30AM in principal conference hall. To hear and address the various grievances received from the grievance boxes on 18 Aug, 2018. All the members are requested to attend.


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


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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Minutes of Meeting held on 20 Aug, 2018.

With reference to circular CMRCET/PRIN/GRM/2018-19/CIR- 03, dated 18 Aug, 2018. A meeting was held on 20 Aug, 2018 with all the members of grievance redressal mechanism committee

The following members were Present

1. Chairman - Major. Dr. V. A. Narayana, Principal
2. Convener - Mr. P. Raveendra babu, Associate Professor, ECE
3. Member - Dr. P. Anjusha, Associate Professor, CSE
4. Member - Dr. P. Alekhya, Assistant Professor, MBA
5. Member - Mrs. K. Soujanya, Associate Professor, EEE
6. Member - Mr. P. Sridhar, Associate Professor, ME
7. Member - Mr. M. Chandra Shekar Reddy, Associate Professor, H&S
8. Member - Mrs. M. Sirin Kumari, Assistant Professor, ECE
9. Member - Mr. H. Shiva Naik, Assistant Professor, CE
10. Student Member - Alakuntla Ankitha
11. Student Member - Chennoji Santhosh
12. Student Member - Thakkalapelly Rakesh Rao
13. Student Member - Amaravathi Puneeth Kumar

Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 18 Aug, 2018.

Grievances Received:

A total of "1" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss about the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that only "0" grievances are acceptable grievances and accepted for redressal of grievances as soon as possible.

The list of grievances accepted for redressal are appended below with details.

S. No	Name of the Aggrieved Stake Holder	Designation	Grievance related to	Grievance received on	Brief Description of Grievance	Remarks
1						
2						
3						
4						
5						

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Coordinator
Grievance Redressal Committee



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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Report of Opening Grievance Boxes in the Campus

Date: 15 / Sept / 2018

The grievance boxes in the campus are opened on 15 Sept, 2018 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal 
2. Convener – Mr. P. Raveendra babu, Associate Professor 
3. IQAC Coordinator – Prof. G. Devadasu, HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be “0”.


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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

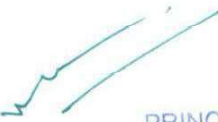
Report of Opening Grievance Boxes in the Campus

Date: 20 / Oct / 2018

The grievance boxes in the campus are opened on 20 Oct, 2018 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal 
2. Convener – Mr. P. Raveendra babu, Associate Professor 
3. IQAC Coordinator – Prof. G. Devadasu, HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be “0”.



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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Report of Opening Grievance Boxes in the Campus

Date: 17 / Nov / 2018

The grievance boxes in the campus are opened on 17 Nov, 2018 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal 
2. Convener – Mr. P. Raveendra babu, Associate Professor 
3. IQAC Coordinator – Prof. G. Devadasu, HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be “8”.


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CMRCET/PRIN/GRM/2018-19/CIR- 04

Date: 17/ Nov/2018.

CIRCULAR

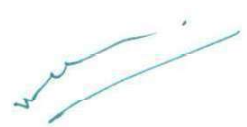
This is to inform to all the members of grievance redress mechanism that a meeting is scheduled on 19 Nov, 2018 i.e Monday at 09:30AM in principal conference hall. To hear and address the various grievances received from the grievance boxes on 17 Nov, 2018. All the members are requested to attend.


17/11/18
Principal

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

Copy to: (1) All HODs

- (2) Vice Principal
- (3) Administrative Officer
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- (5) PA


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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Minutes of Meeting held on 19 Nov, 2018.

With reference to circular CMRCET/PRIN/GRM/2018-19/CIR- 04, dated 17 Nov, 2018. A meeting was held on 19 Nov, 2018 with all the members of grievance redressal mechanism committee

The following members were Present

1. Chairman - Major. Dr. V. A. Narayana, Principal
2. Convener - Mr. P. Raveendra babu, Associate Professor, ECE
3. Member - Dr. P. Anjusha, Associate Professor, CSE
4. Member - Dr. P. Alekhya, Assistant Professor, MBA
5. Member - Mrs. K. Soujanya, Associate Professor, EEE
6. Member - Mr. P. Sridhar, Associate Professor, ME
7. Member - Mr. M. Chandra Shekar Reddy, Associate Professor, H&S
8. Member - Mrs. M. Sirin Kumari, Assistant Professor, ECE
9. Member - Mr. H. Shiva Naik, Assistant Professor, CE
10. Student Member - Alakuntla Ankitha
11. Student Member - Chennoji Santhosh
12. Student Member - Thakkalapelly Rakesh Rao
13. Student Member - Amaravathi Puneeth Kumar

Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 17 Nov, 2018.

Grievances Received:

A total of "8" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss about the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that only "3" grievances are acceptable grievances and accepted for redressal of grievances as soon as possible.

The list of grievances accepted for redressal are appended below with details.

S. No	Name of the Aggrieved Stake Holder	Designation	Grievance related to	Grievance received on	Brief Description of Grievance	Remarks
1	Mr. Ch. Chander (16H51A0108)	Student	Infrastruct ure	17.11.2018	Request to shift Library from third floor to ground floor	Accepted
2	Dr. M. Nagaraju Naik	Associate Professor	Infrastruct ure	17.11.2018	Increase the space for staff vehicle parking	Accepted
3	Mr. N. Prudhvi Kumar Raddy (16H51A0439)	Student	Academics	17.11.2018	Request to increase the number of text books in Library	Accepted

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Coordinator
Grievance Redressal Committee

Grievant's Profile			
Name:	Ch. Chandar	Student/Parent/Staff Member	
Roll Number:	16H51AD108	Branch:	CIVIL
Gender:	Male/Female		
Mobile No:	9949983288	Email Id:	—
Grievance Details			
Type of Grievance: Academics Extension & Extra Curricular Amenities & Maintenance ✓ Placements & Internships General Administration Other Related Issues			
Date of Occurrence	Have you Discussed this issue with your Mentor and/or HOD/Director/ Controlling Officer? Yes/No/NA: — Date of Discussion :	Mentor's/ HoD's/Director's/Controlling Officer's/ Name: — Mobile Number: —	
Issue of Grievance: (Describe what happened, when and where, how your student experience or employment has been affected, and indicate names of others involved. Attach any supporting documentation.) Dear sir as our central library is located in 3rd floor it is very difficult to visit frequently			
Action Requested: Indicate the action(s) that would resolve your grievance. Kindly shift library from 3rd floor to ground floor so, that we can use effectively.			

I declare that the information provided by me is true and factual to the best of my knowledge.

Date: 13/11/18

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 Hyderabad-501401.

Grievant Signature

Grievant's Profile

Name:	D. M. Nagaraju Male	Student/Parent/Staff Member
Roll Number:	_____	Branch: ECE
Gender:	Male/Female	
Mobile No:	9441809595	Email Id: nagarajunaik126@cmrcet.org

Grievance Details

Type of Grievance: Academics
 Extension & Extra Curricular
 Amenities & Maintenance ✓
 Placements & Internships
 General Administration
 Other Related Issues

Date of Occurrence	Have you Discussed this issue with your Mentor and/or HOD/Director/ Controlling Officer? Yes/No/NA: <u>yes</u> Date of Discussion : _____	Mentor's/ HoD's/Director's/Controlling Officer's/ Name: <u>Admin. Officer</u> Mobile Number: <u>9248727210</u>
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Issue of Grievance: (Describe what happened, when and where, how your student experience or employment has been affected, and indicate names of others involved. Attach any supporting documentation.)

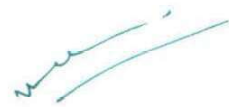
Dear Sir
 This is to bring to your kind notice that the parking place available for 4-wheeler of staff members is not sufficient. due to limited space I am not able to park my vehicle in same place.

Action Requested: Indicate the action(s) that would resolve your grievance.

Kindly increase the parking place for staff members

I declare that the information provided by me is true and factual to the best of my knowledge.

Date: 12/11/18




Grievant Signature

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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Report of Opening Grievance Boxes in the Campus

Date: 15 / Dec / 2018

The grievance boxes in the campus are opened on 15 Dec, 2018 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal 
2. Convener – Mr. P. Raveendra babu, Associate Professor 
3. IQAC Coordinator – Prof. G. Devadasu, HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be "0".


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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

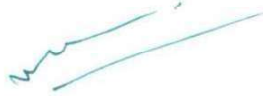
Report of Opening Grievance Boxes in the Campus

Date: 19 / Jan / 2019

The grievance boxes in the campus are opened on 19 Jan, 2019 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal 
2. Convener – Mr. P. Raveendra babu, Associate Professor 
3. IQAC Coordinator – Prof. G. Devadasu, HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be “0”.


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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

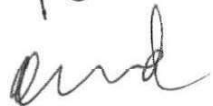
Report of Opening Grievance Boxes in the Campus

Date: 16 / feb / 2019

The grievance boxes in the campus are opened on 16 feb, 2019 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal 

2. Convener – Mr. P. Raveendra babu, Associate Professor 

3. IQAC Coordinator – Prof. G. Devadasu, HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be “0”.


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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Report of Opening Grievance Boxes in the Campus

Date: 16 / Mar / 2019

The grievance boxes in the campus are opened on 16 Mar, 2019 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal
2. Convener – Mr. P. Raveendra babu, Associate Professor
3. IQAC Coordinator – Prof. G. Devadasu, HOD EEE.

After Opening the grievance boxes, the total grievances received are found to be "0".



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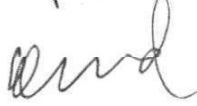
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GRIEVANCE REDRESSAL MECHANISM COMMITTEE


Report of Opening Grievance Boxes in the Campus

Date: 20 / Apr / 2019

The grievance boxes in the campus are opened on 20 Apr, 2019 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal 
2. Convener – Mr. P. Raveendra babu, Associate Professor 
3. IQAC Coordinator – Prof. G. Devadasu, HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be “3”.


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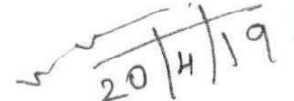
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CMRCET/PRIN/GRM/2018-19/CIR- 05

Date: 20/ Apr/2019.

CIRCULAR

This is to inform to all the members of grievance redress mechanism that a meeting is scheduled on 22 Apr, 2019 i.e Monday at 09:45AM in principal conference hall. To hear and address the various grievances received from the grievance boxes on 20 Apr, 2019. All the members are requested to attend.


20/4/19
Principal

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

Copy to: (1) All HODs

- (2) Vice Principal
- (3) Administrative Officer
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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Minutes of Meeting held on 22 Apr, 2019.

With reference to circular CMRCET/PRIN/GRM/2018-19/CIR- 05, dated 20 Apr, 2019. A meeting was held on 22 Apr, 2019 with all the members of grievance redressal mechanism committee

The following members were Present

1. Chairman - Major. Dr. V. A. Narayana, Principal ✓
2. Convener - Mr. P. Raveendra babu, Associate Professor, EGE ✓ P.R.
3. Member - Dr. P. Anjusha, Associate Professor, CSE ✓
4. Member - Dr. P. Alekhya, Assistant Professor, MBA ✓ P. Alekhya
5. Member - Mrs. K. Soujanya, Associate Professor, EEE ✓ Soujanya
6. Member - Mr. P. Sridhar, Associate Professor, ME ✓ P.S.
7. Member - Mr. M. Chandra Shekar Reddy, Associate Professor, H&S ✓ Chandra Shekar Reddy
8. Member - Mrs. M. Sirin Kumari, Assistant Professor, ECE ✓ Sirin Kumari
9. Member - Mr. H. Shiva Naik, Assistant Professor, CE ✓ Shiva Naik
10. Student Member - Alakuntla Ankitha - ABSENT
11. Student Member - Chennoji Santhosh - ABSENT
12. Student Member - Thakkalapelly Rakesh Rao - ABSENT
13. Student Member - Amaravathi Puneeth Kumar ✓ A.P.

Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 20 Apr, 2019.

Grievances Received:

A total of "3" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss about the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that only "0" grievances are acceptable grievances and accepted for redressal of grievances as soon as possible.

The list of grievances accepted for redressal are appended below with details.

S. No	Name of the Aggrieved Stake Holder	Designation	Grievance related to	Grievance received on	Brief Description of Grievance	Remarks
1						
2						
3						
4						
5						

PRINCIPAL
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Coordinator
Grievance Redressal Committee



CMR COLLEGE OF ENGINEERING & TECHNOLOGY

An Autonomous Institution with NAAC Accreditation (A Grade)

*Approved by AICTE *Permanently affiliated to JNTUH *NBA Accreditation

Kandlakoya (V), Medchal Road, Hyderabad -501401.

GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Report of Opening Grievance Boxes in the Campus

Date: 18 / May / 2019

The grievance boxes in the campus are opened on 18 May, 2019 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal
2. Convener – Mr. P. Raveendra babu, Associate Professor
3. IQAC Coordinator – Prof. G. Devadasu, HOD EEE.

After Opening the grievance boxes, the total grievances received are found to be "1".

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CMRCET/PRIN/GRM/2018-19/CIR- 06

Date: 18/ May/2019.

CIRCULAR

This is to inform to all the members of grievance redress mechanism that a meeting is scheduled on 20 May, 2019 i.e Monday at 10:00AM in principal conference hall. To hear and address the various grievances received from the grievance boxes on 18 May, 2019. All the members are requested to attend.

18/5/19

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

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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Minutes of Meeting held on 20 May, 2019.

With reference to circular CMRCET/PRIN/GRM/2018-19/CIR- 06, dated 18 May, 2019. A meeting was held on 20 May, 2019 with all the members of grievance redressal mechanism committee

The following members were Present

1. Chairman - Major. Dr. V. A. Narayana, Principal ✓
2. Convener - Mr. P. Raveendra babu, Associate Professor, ECE ✓ P.R.
3. Member - Dr. P. Anjusha, Associate Professor, CSE ✓
4. Member - Dr. P. Alekhya, Assistant Professor, MBA ✓ P. Alekhya
5. Member - Mrs. K. Soujanya, Associate Professor, EEE ✓ Soujanya
6. Member - Mr. P. Sridhar, Associate Professor, ME ✓ PS
7. Member - Mr. M. Chandra Shekar Reddy, Associate Professor, H&S ✓ M. Chandra Shekar Reddy
8. Member - Mrs. M. Sirin Kumari, Assistant Professor, ECE ✓ Sirin Kumari
9. Member - Mr. H. Shiva Naik, Assistant Professor, CE ✓ Shiva Naik
10. Student Member - Alakuntla Ankitha ✓ ANKITHA
11. Student Member - Chennoji Santhosh - ABSENT
12. Student Member - Thakkalapelly Rakesh Rao ✓ Rakesh Rao
13. Student Member - Amaravathi Puneeth Kumar ✓ APK

Agenda of the Meeting:

- To hear and address the Grievances received from the grievance boxes on 18 May, 2019.

Grievances Received:

A total of "1" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss about the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that only "0" grievances are acceptable grievances and accepted for redressal of grievances as soon as possible.

The list of grievances accepted for redressal are appended below with details.

S. No	Name of the Aggrieved Stake Holder	Designation	Grievance related to	Grievance received on	Brief Description of Grievance	Remarks
1						
2						
3						
4						
5						

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Coordinator
Grievance Redressal Committee



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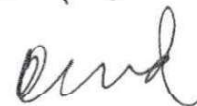
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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

Report of Opening Grievance Boxes in the Campus

Date: 15 / Jun / 2019

The grievance boxes in the campus are opened on 15 Jun, 2019 in presence of the following members.

1. Chairman – Major. Dr. V. A. Narayana, Principal 
2. Convener – Mr. P. Raveendra babu, Associate Professor 
3. IQAC Coordinator – Prof. G. Devadasu, HOD EEE. 

After Opening the grievance boxes, the total grievances received are found to be "0".


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