

KAKATIYA INSTITUTE OF TECHNOLOGY & SCIENCE, WARANGAL-15
OFFICE OF THE PRINCIPAL



No. 671 /OP/KITS/2024

Date: 21/08/2024

ORDER

Sub: Constitution of Grievance Redressal Committee (GRC) for faculty/staff members- Reg.

Ref: All India Council for Technical Education (Redressal of Grievance of Faculty / Staff Member) regulations, 2021 vide F.no. 1-103/AICTE/ PGRC/ Regulation/2021 dated 25.03.2021

In accordance with the above reference, the Grievance Redressal Committee (GRC) for faculty/staff members is constituted with the following members.

GRIEVANCE REDRESSAL COMMITTEE (GRC)

(grc@kitsw.ac.in)

1.	Prof. K. Ashoka Reddy, Principal	Chairperson	7382520585
2.	Prof. P. Ramesh Reddy, Administrative Officer & Chief Warden, Hostels	Member - Faculty	9440599888
3.	Prof. M. Sreelatha, Dean, Student Affairs	Member - Faculty	9440946457
4.	Prof. K. Venumadhav, Dean, Academic Affairs	Member - Faculty	9032072025
5.	Sri S.Satish, Office Superintendent	Member - Non-Teaching Staff	9395304549
6.	Senior Professor from Kakatiya University, Warangal	External Member	
7.	Nominee of Kakatiya University	External Member	
8.	Prof. M. Komal Reddy, Registrar	Convener	9949749501

The term of office of the members of the committee shall be for a period of one year.

The Committee shall:

1. Ensure the compliance with the provisions of the regulations made by the AICTE
2. Ensure a well-defined process in place for
 - i. receipt of Grievance
 - ii. Grievance Redressal Mechanism and
 - iii. prevention of recurrence of repeated grievances
3. Aim to look into the complaints lodged by any student and refers it as per requirements. The committee ensures that the grievances are resolved on time impartially and confidentially.
4. **(Meeting Cadence)** Conduct the meeting of the committee twice in a year and also as and when required and maintain minutes of meetings.
5. Submit Annual Report with details of complaints received and resolved.

PRINCIPAL

To

1. All above members
2. All HoDs - for faculty & staff circulation

Copy to:

1. The Chairman, KITSW
2. AAC members
3. WebTeam