**ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES**

**(AUTONOMOUS)**

**RAJAMPET – 516 126**

**GRIEVANCE & REDDRESSAL CELL**

**1.**

**PREAMBLE**

Annamacharya Institute of Technology and Sciences (AITS) is committed to providing a safe, fair and harmonious learning and work environment. Grievance and Redressal Cell was set up at AITS in accordance with the University Grants Commission regulations 2012 and article XXV of the constitution for handling day-to-day grievances related to students, parents and staff members. Grievances and Redressal Cell facilitates the resolution of grievances in a fair and impartial manner involving the respective College/Dept./Office and maintaining necessary confidentiality, as the case may be. Any stakeholder with a genuine grievance may approach Grievance Redressal Cell to submit his/her grievance in writing.

**2.**

**OBJECTIVES:**

* To provide a facility to the students to give compliant on any aspect in compliant box.
* To provide a facility to the total AITS family (teaching/non-teaching staff).
* To take appropriate solution towards those complaints.
* To support for the assessment of updated things in the AITS.
* To ensure that grievances are resolved promptly, objectively and with sensitivity and in complete confidentiality.

**FUNCTION OF THE CELL**

* Pool up the grievances with more concerted effort
* Involve students in sorting out the issues
* See that there aren’t any complaints regarding maintenance
* Provide healthy and hygienic ambience
* See that there isn’t any sort of discrimination

**4.**

**GRIEVANCE & REDDRESSAL COMMITTEE**

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| **S.No** | **Name of the Staff Members** | **Designation** |
| 1. | Dr. SMV Narayana | Chairman |
| 2. | Prof. M. Subba Rao | Ex-Officio |
| 4. | Mrs. P. Syamala Devi(ECE) | Co-Ordinator |
| 5. | Mr. Shaik Ashraf Ali (Civil) | Member |
| 6. | Ms. S. Rubeena Bi (EEE) | Member |
| 7. | Mrs.N. Keerthi(Mech.) | Member |
| 8. | Dr. K. Karpaga valli(CSE) | Member |
| 9. | Dr. P. Roja(H&S) | Member |
| 10. | Mrs. V. Vedavathi(MBA) | Member |
| 11. | Mrs. P. Kavitha(MCA) | Member |