



MALLA REDDY INSTITUTE OF TECHNOLOGY & SCIENCE

(SPONSORED BY MALLA REDDY EDUCATIONAL SOCIETY)

Permanently Affiliated to JNTUH & Approved by AICTE, New Delhi
NAAC&NBA Accredited, ISO 9001:2015 Certified, Approved by UK Accreditation Centre
Granted Status of 2(f) & 12(b) under UGC Act, 1956, Govt. of India.



Ref: MRITS/OO/GRC/2021-22/01

Date:08.06.2021

OFFICE ORDER

Sub: Constitution of Students Grievance Redressal Committee (SGRC) – reg.

Ref: 1. Procs.No.UAAC/Affiliations/GRC/Nomination/2021, Dated:10-05-2021.

2. Cir. No. UAAC/Student Grievance Redressal Committee/2020/1, Dated:
10/09/2020.

As per JNTUH directions, Students Grievance Redressal Committee (SGRC) has been re-constituted to enquire the complaints received from the aggrieved students including ragging or staff of the college and to recommend to the Ombudsperson and Chairman through the Principal of the college, the penalty to be imposed. The members of the committee are as follows:

Members from Affiliating University:

1. Dr. Jagannath Jetty, Professor of Geology (Retd), OU	Ombudsperson
2. Rector, JNTUH	Chairman
3. Director, Academic & Planning, JNTUH	Member
4. Dr. A. Damodaram, Prof. of CSE & Director, SIT, JNTUH	Member
5. Dr. M. Madhavi Latha, Prof. of ECE, JNTUHCEH	Member
6. Director, University Academic Audit Cell, JNTUH	Secretary

Members from Institution:

1. Dr. K. Ravindra, Principal, MRITS	Chairperson
2. Dr. A. Nagaraju, Assoc. Prof. H&S	Convener
3. Dr. G. Anand, Vice Principal cum HOD, CE	Member
4. Prof. K. Y. Srinivas, HOD, ECE	Member
5. Dr. A Viswanathan, HOD, CSE	Member
6. Dr. J Vignesh, HOD, IT	Member
7. Prof. B. Mohan Kumar, HOD, H&S	Member
8. Mrs. P Manjusha, Coordinator, AAA cum Assoc. Prof., H&S	Member
9. Mrs. G Subhashini, Assoc.Prof., ECE	Member
10. Ms. Chandana Snigdha Muppaneni (18S11A04C5)	Special Invitee
11. Mr. Kiran Aritikatla (18S11A04D6)	Special Invitee

The complaint from an aggrieved student relating to the institution shall be addressed to the Chairperson, SGRC, who is the Principal of the Institution

Copy to:

1. All Committee Members
2. All HoD's for information
3. IQAC Coordinator
4. AAA Coordinator
5. Exam Branch
6. Admin Office
7. Notice Board
8. PA to Principal for filing
9. JNTUH




PRINCIPAL
PRINCIPAL
Malla Reddy Institute of
Technology & Science

Maisammaguda, Dhulapally, Post Via Kompally, Secunderabad - 500 100.

Phone :7416034230,7207034238,Email : mrits_prill@yahoo.co.in

www.mrits.ac.in

Signature of the Students Grievance Redressal Committee (SGRC) Members

S. No.	Name of the staff member	Designation	Position in Committee	Signature
1	Dr. K Ravindra	Principal	Chairperson	
2	Dr. A. Nagaraju	Assoc. Prof. H&S	Convenor	
3	Dr. G. Anand	Vice Principal cum HOD, CE	Member	
4	Prof. K. Y. Srinivas	HOD, ECE	Member	
5	Dr. A Viswanathan	HOD, CSE	Member	
6	Dr. J Vignesh	HOD, IT	Member	
7	Prof. B. Mohan Kumar	HOD, H&S	Member	
8	Mrs. P Manjusha	Coordinator, AAA cum Assoc. Prof., H&S	Member	
9	Mrs. G Subhashini	Assoc.Prof., ECE	Member	
10	Ms. Chandana Snigdha Muppaneni (18S11A04C5)	Student	Special Invitee	
11	Mr. Kiran Aritikatla (18S11A04D6)	Student	Special Invitee	



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Ref: MRITS/GRC/Circular/2021-22/01

Date: 10.06.2021

CIRCULAR

This is to inform you that all the faculty members of the Students Grievance Redressal Committee of Malla Reddy Institute of Technology & Science are requested to attend the meeting to be held on 16.06.2021 (Wednesday) at 2.30 pm in Students Grievance Redressal Committee Cell.

Faculty:

S.No	Name of Members	Role
1.	Dr. K. Ravindra, Principal, MRITS	Chairperson
2.	Dr. A. Nagaraju, Associate Professor (H&S)	Convenor
3.	Dr.G.Anand, HOD ,CE	Member
4.	Prof. K. Y. Srinivas, HOD, ECE	Member
5.	Dr.G.Vishwanathan, HOD,CSE	Member
6.	Dr.J.Vignesh, Prof. Of IT	Member
7.	Prof. B. Mohan Kumar, HOD,H&S	Member
8.	Mrs . P. Manjusha, Assoc.Prof. H&S	Member
9	Mrs. G. Subhashini, Assoc. Prof. ECE	Member
10	Ms. Chandana Snigdha Muppaneni (18S11A04C5)	Special Invitee
11	Mr. Kiran Aritikatla (18S11A04D6)	Special Invitee


Convenor

**Grievance Redressal Committee
Cell**



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Ref: MRITS/GRC/Agenda/2021-22/02

Date: 10.06.2021

AGENDA FOR THE MEETING

Name of the Meeting: Grievance Redressal Committee Meeting

Date of Meeting: 16.06.2021

Time: 2:30 PM

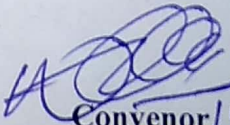
Duration: 1 Hour

Venue: Grievance Redressal Committee Cell

Points to be discussed:

1. Student related problems/issues for the academic year 2021-2022 related to Grievance Redressal Committee Cell
2. Remedies related to Grievance Redressal Committee Cell
3. Any other matter

All are requested to bring relevant documents/information/reports for the discussion in the meeting.


Convenor 10/6/21

Grievance Redressal Committee
Cell

Copy to:

1. Principal
2. All department Notice boards



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Grievance Redressal Committee Cell

Minutes of the Meeting

Ref: MRITS/GRC/MOM/2021-22/03

Date : 16.06.2021

Time : 2 :30 PM

Venue : Grievance Redressal Committee Cell

Attended by :

S.No	Name of Members	Role
1.	Dr. K. Ravindra, Principal, MRITS	Chairperson
2.	Dr. A. Nagaraju, Associate Professor (H&S)	Convenor
3.	Dr.G.Anand, HOD ,CE	Member
4.	Prof. K. Y. Srinivas, HOD, ECE	Member
5.	Dr.G.Vishwanathan, HOD,CSE	Member
6.	Dr.J.Vignesh, Prof. Of IT	Member
7.	Prof. B. Mohan Kumar, HOD,H&S	Member
8.	Mrs . P. Manjusha, Assoc.Prof. H&S	Member
9	Mrs. G. Subhashini, Assoc. Prof. ECE	Member
10	Ms. Chandana Snigdha Muppaneni (18S11A04C5)	Special Invitee
11	Mr. Kiran Aritikatla (18S11A04D6)	Special Invitee

Agenda and Notes:

1. Student related problems/issues for the academic year 2021-2022 related to Grievance Redressal Committee Cell
2. Remedies related to Grievance Redressal Committee Cell
3. Any other matter

Points discussed:

1. Covid Care, Student issues.
2. Overall Ambience
3. Requesting faculty parking area exclusively for the faculty vehicles.



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The following resolutions were made in the meeting:

1. Wearing of Mask by the student is made compulsory, Physical distance should be maintained when in the group talking.
2. Sanitization using fogging periodically at least twice a day inside the classrooms.
3. Requesting faculty parking area exclusively for the faculty vehicles.

Convenor

Grievance Redressal Committee
Cell



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SIGNATURES OF GRIEVANCES REDRESSAL COMMITTEE MEMBERS

S.No	Name of Members	Role	Signature
1.	Dr. K. Ravindra, Principal, MRITS	Chairperson	
2.	Dr. A. Nagaraju, Associate Professor (H&S)	Convenor	
3.	Dr.G.Anand, HOD ,CE	Member	
4.	Prof. K. Y. Srinivas, HOD, ECE	Member	
5.	Dr.G.Vishwanathan, HOD,CSE	Member	
6.	Dr.J.Vignesh, Prof. Of IT	Member	
7.	Prof. B. Mohan Kumar, HOD,H&S	Member	
8.	Mrs . P. Manjusha, Assoc.Prof. H&S	Member	
9.	Mrs. G. Subhashini, Assoc. Prof. ECE	Member	
10.	Ms. Chandana Snigdha Muppaneni (18S11A04C5)	Special Invitee	
11.	Mr. Kiran Aritikatla (18S11A04D6)	Special Invitee	



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Ref: MRITS/GRC/Circular/2021-22/04

Date: 21.10.2021

CIRCULAR

This is to inform you that all the Faculty members of the Students Grievance Redressal Committee of Malla Reddy Institute of Technology & Science are requested to attend the meeting to be held on 23.10.2021 (Saturday) at 3:00 pm in Students Grievance Redressal Committee Cell.

Faculty:

S.No	Name of Members	Role
1.	Dr. K. Ravindra, Principal, MRITS	Chairperson
2.	Dr. A. Nagaraju, Associate Professor (H&S)	Convenor
3.	Dr.G.Anand, HOD ,CE	Member
4.	Prof. K. Y. Srinivas, HOD, ECE	Member
5.	Dr.G.Vishwanathan, HOD,CSE	Member
6.	Dr.J.Vignesh, Prof. Of IT	Member
7.	Prof. B. Mohan Kumar, HOD,H&S	Member
8.	Mrs . P. Manjusha, Assoc.Prof. H&S	Member
9	Mrs. G. Subhashini, Assoc. Prof. ECE	Member
10	Ms. Chandana Snigdha Muppaneni (18S11A04C5)	Special Invitee
11	Mr. Kiran Aritikatla (18S11A04D6)	Special Invitee

Convenor

Grievance Redressal Committee
Cell



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Ref: MRITS/GRC/Agenda/2021-22/05

Date: 21.10.2021

AGENDA FOR THE MEETING

Name of the Meeting: Grievance Redressal Committee Meeting

Date of Meeting: 23.10.2021

Time: 3:00 PM

Duration: 1 Hour

Venue: Grievance Redressal Committee Cell

Points to be discussed:

1. Status of completion of resolutions
2. Resolve the faculty parking place
3. Any other matter

All are requested to bring relevant documents/information/reports for the discussion in the meeting.

Convenor

Grievance Redressal Committee
Cell

Copy to:

1. Principal
2. All department Notice boards



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SIGNATURES OF GRIEVANCES REDRESSAL COMMITTEE MEMBERS

S.No	Name of Members	Role	Signature
1.	Dr. K. Ravindra, Principal, MRITS	Chairperson	
2.	Dr. A. Nagaraju, Associate Professor (H&S)	Convenor	
3.	Dr.G.Anand, HOD ,CE	Member	AM.
4.	Prof. K. Y. Srinivas, HOD, ECE	Member	
5.	Dr.G.Vishwanathan, HOD,CSE	Member	
6.	Dr.J.Vignesh, Prof. Of IT	Member	
7.	Prof. B. Mohan Kumar, HOD,H&S	Member	
8.	Mrs . P. Manjusha, Assoc.Prof. H&S	Member	
9.	Mrs. G. Subhashini, Assoc. Prof. ECE	Member	G. Subhashini
10.	Ms. Chandana Snigdha Muppaneni (18S11A04C5)	Special Invitee	M.chandana
11.	Mr. Kiran Aritikatla (18S11A04D6)	Special Invitee	A.kiran



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Ref: MRITS/GRC/RS/2021-22/06

REPORT SHEET

Date : 23.10.2021

Time : 3:00 PM

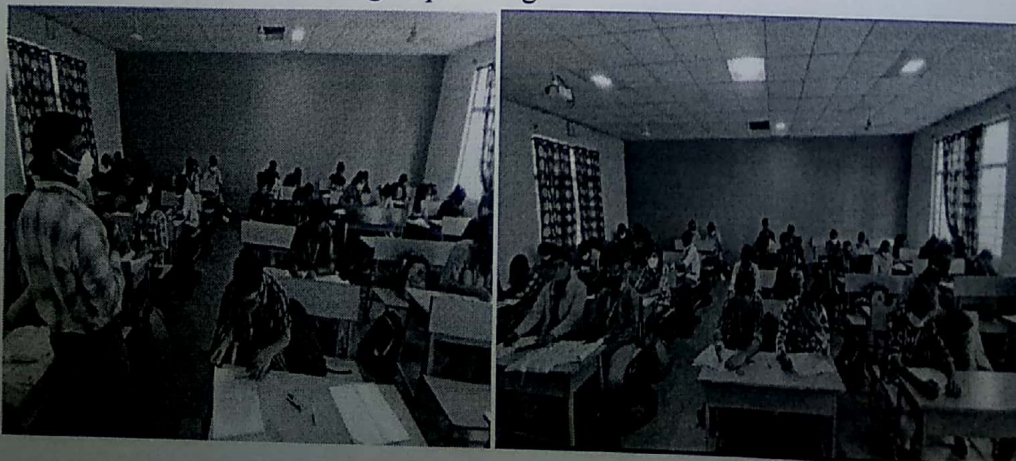
Venue : Grievance Redressal Committee Cell

Attended by :

S.No	Name of Members	Role
1.	Dr. K. Ravindra, Principal, MRITS	Chairperson
2.	Dr. A. Nagaraju, Associate Professor (H&S)	Convenor
3.	Dr.G.Anand, HOD ,CE	Member
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5.	Dr.G.Vishwanathan, HOD,CSE	Member
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10	Ms. Chandana Snigdha Muppaneni (18S11A04C5)	Special Invitee
11	Mr. Kiran Aritikatla (18S11A04D6)	Special Invitee

Achieved Resolutions:

1. Wearing of Mask by the student is made compulsory, Physical distance should be maintained when in the group talking.





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2. Sanitization using fogging periodically at least twice in a day inside the class rooms and Verandah.



3. Resolved the issue regarding faculty parking place by providing parking area exclusively for the faculty vehicles.



Convener

Grievance Redressal Committee
Cell

Chairperson

Grievance Redressal Committee

PRINCIPAL
Cell

Malla Reddy Institute of
Technology & Science