



J.B. INSTITUTE OF ENGINEERING & TECHNOLOGY

UGC AUTONOMOUS

Bhaskar Nagar, Yenkapally (V), Moinabad (M), R.R. District, TS – 500075.

GRIEVANCE & REDRESSAL CELL

Committee Members:

SL. No	Name	Designation	Position
1	Dr. P.C. Krishnamachary	Principal	Chairman
2	Dr. Salauddin	Dean Academics	Member
3	Dr.N.Srinivas Rao	Dean Administration	Member
5	Mr. A. Pavan Kumar	AO	Member

Mechanism to address issued received by Grievance Redressal Cell is outlined below.

- Grievance Redressal Cell is constituted every year ensuring participation of students as well.
- Complaints/suggestions are received by chairman of the cell through email, written complaints, suggestions box etc.
- Chairman and Coordinator discuss the issues along with other members of the cell.
- Enquiry is done by a committee constituted by the chairman of the cell on case to case basis.
- Chairman of the cell receives the report and discusses with all members of the cell.
- Action as deemed fit is initiated based on the report and outcome of the discussion with the members of the cell.
- Review of the actions taken on pending issues is also conducted to address grievances with time bound schedule.

Functions Of Grievance & Redressal Cell:

This committee deals with all the Grievances directly which is related to the common problems at Institute level both Academic and Administrative.

This committee will meet at least once in a semester and submit its minutes of meeting to principal for necessary actions.

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