



## Faculty Grievance & Redressal Committee 2025-26

### **Purpose**

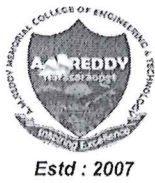
To provide a fair, impartial, and confidential mechanism for the faculty members to voice their grievances and seek resolution, thereby promoting a harmonious, transparent, and supportive work environment.

### **Functions**

- Receive and acknowledge grievances submitted by faculty members.
- Conduct impartial and discreet inquiries into the matters raised.
- Provide a fair hearing to all parties involved in a grievance.
- Recommend appropriate resolutions and corrective actions to the management.
- Ensure strict confidentiality throughout the grievance redressal process.
- Maintain records of all grievances, proceedings, and outcomes.
- Suggest policy changes to management to prevent future grievances.
- Work towards fostering a culture of open communication and trust.

### **Objectives**

- **Fair & Impartial Process**  
Ensure every grievance is heard and addressed without bias.
- **Confidentiality**  
Maintain the highest level of confidentiality to protect all parties involved.
- **Prompt Redressal**  
Work towards resolving issues in a time-bound manner.
- **Supportive Environment**  
Create a safe space for faculty to raise concerns without fear of reprisal.
- **Policy Improvement**  
Use insights from grievances to improve institutional policies and practices.
- **Harmony & Trust**  
Strengthen trust between faculty and administration, promoting workplace harmony.



# A.M. REDDY MEMORIAL COLLEGE OF ENGINEERING AND TECHNOLOGY

(Autonomous)

Approved by AICTE New Delhi, Permanently Affiliated to JNTU - Kakinada, Accredited by NAAC  
Recognized by UGC 2(f), An ISO Certified 9001:2015



Vinukonda Road, Petlurivaripalem, Narasaraopet, Palnadu District, Andhra Pradesh - 522 601.

## Committee Composition

S. No.	Name	Designation	Role in Committee
1.	Dr. Ch. Mallikarjun	Principal	Chairman
2.	Mrs. P.V. Padmavathi	Administrative Officer	Member
3.	Mr. A. Anand Kumar	HOD -- CSE	Member
4.	Mr. P S K Ganesh	HOD -- ECE	Member
5.	Dr. G. Bhaskar Reddy	HOD -- H&S	Member
6.	Mr. N V Krishna Reddy	Senior Faculty, S&H	Member Secretary
7.	Dr. S. Simhachalam	Faculty, EEE	Faculty Representative

## Meeting Frequency

- **Biannual Meetings:** One per semester to review pending and resolved cases.
- **Emergency Meetings:** Convened as required upon receipt of a formal grievance requiring immediate attention.

## Reporting & Documentation

- **Minutes of Meeting (MoM):** Recorded for every meeting, maintaining confidentiality.
- **Grievance Forms:** Standardized forms for submission of grievances.
- **Case Files:** Confidential files for each grievance, containing submissions, findings, and resolutions.
- **Annual Report:** An anonymized summary of grievance types and resolutions, submitted to the management.
- **Compliance Records:** Documentation of adherence to internal and statutory grievance redressal policies.

  
Principal

PRINCIPAL  
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