

# Kavikulguru Institute of Technology and Science (KITS)

(Managed by Vodithala Education Society)

Approved by AICTE, Accredited by NBA, New Delhi

Permanently Affiliated to RTM Nagpur University, Nagpur

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Office of the Principal,  
KITS, RAMTEK-441106,

Date : 15-07-2017

Ref. No. KITS/Estt/Grievance Comm./17/ 141

## ORDER

Sub : Reconstitution of Grievance Committee – Reg. ✓

The Grievance Committee is re-constituted as follows:

- |  |    |          |
|--|----|----------|
| 1. Dr. K. Vijaya Mohan, HOD-ESH, Dean(Exams.)      | -- | Convener |
| 2. Smt. Snehal P. Pachpor, Asso. Prof. (ELD)       | -- | Member   |
| 3. Smt. Saroj Shambharkar, HOD(ITD)                | -- | Member   |
| 4. Mr. A. Anja Reddy, Librarian                    | -- | Member   |
| 5. Mr. V. P. Mahatme, HOD-CTD & Asso Dean(ICT)     | -- | Member   |
| 6. Mr. P.M. Pokley, Registrar & Asso. Prof.(ESH)   | -- | Member   |
| 7. Mr. N. Rajender Rao, Head Clerk (Admin. Office) | -- | Member   |

In the absence of Dr. K. Vijaya Mohan the next senior most staff member shall act as the Convener. If felt necessary, the committee may co-opt one or two members for any specific purpose for efficient functioning.

When a complaint is received, the Committee is required to conduct proper enquiry, record its finding and furnish its report with recommendations to the Office of the undersigned as early as possible or within a stipulated time, for redressal of the Grievances.

PRINCIPAL

PRINCIPAL

Kavikulguru Institute of Tech. & Science  
RAMTEK 441 106, Nagpur (Dist.) Mah

All the Concerned.

Copy to : 1. Secretary's file

2. Executive Director (Admin)'s file
3. All the HODs for information
4. PF of concerned members
5. Concerned file.