Ref. No. KITS/Grievance Comm./2021/ Date : 29-12-2021

O R D E R

Sub : Reconstitution of Grievance Committee – Reg.

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The Grievance Committee of the Institute is re-constituted as follows:

1.	Dr. Vilas P. Mahatme, Professor & HOD - CTD	--	Convener
2.	Dr. Snehal P. Pachpor, Professor & HOD - ELD	--	Member
3.	Smt. Saroj Shambharkar, HOD - ITD	--	Member
4.	Mr. A. Anja Reddy, Librarian	--	Member
5.	Mr. P.M. Pokley, Registrar & Asso. Prof.(ESH)	--	Member
6.	Mr. N. Rajender Rao, Superintendent (Admin. Office)	--	Member

In the absence of Dr. Vilas P. Mahatme 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.

OFFICIATING PRINCIPAL

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. Circulars file