



SANSKRITHI SCHOOL OF BUSINESS

Approved by AICTE, New Delhi. Affiliated to JNTUA, Anantapur.

Beedupalli Road, Prasanthigram, Puttaparthi, Sri Sathya Sai District – 515 134

5.1.4 - 8. Online Offline Grievances

ESTABLISHMENT OF ONLINE GRIEVANCE REDRESSAL MECHANISM

Grievance Redressal cell

Establishment:

The institute has set up a Grievance Redressal Committee to look into the grievance of the students, faculty members and staff members. The cell consists of senior members of faculty, closely interacts with all the students, faculty members and staff members, and thus facilitates effective redressal of grievances of any kind. As the supervision is highly transparent and the communication flows freely at a faster pace, hardly any grievance in the campus is shorted out immediately. The Grievance can be registered online through the following link

<https://www.sanskrithibschool.com/grievance-redressal-cell/>

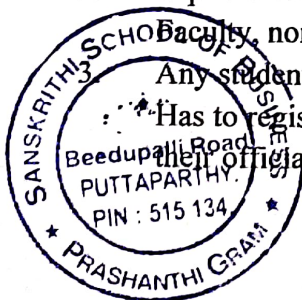
Institution has a transparent mechanism for timely redressal of student's grievances. Grievance redressal cell has been established with the objective of addressing student grievances including sexual harassment. This cell has a committee constituting Principal, Vice principal, HOD and 1 senior faculty member male and one female in order to handle sensitive issues if any. Committee members are revised once with the commencement of new academic year and meeting minutes are filed. Institute website has designated tab mentioned as student grievance cell.

MECHANISM:

1. Awareness is created by publicizing about these committees
Among the staff and students by displaying the details of members and the contact points in the institutes web portal, notice boards of various departments.
2. Separate icons are created in the institute's web portal for
Faculty, non-teaching staff and students.

Any student, faculty member or non-teaching staff member

Has to register by seeking access through their respective icons/ access points through their official email ids. They will be permitted to upload their grievances in the portal



Dr. Balakrishnan

PRINCIPAL

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only after successful verification of their details and confirmation of authenticity there on.

4. Normally, after the approval of the grievance, the concerned Student/ faculty/non-teaching staff will be intimated about the consideration of their grievance and the probable time that may take to address the same.

The resolutions of the committee with respect to any grievance will be recorded and the intimation given to the concerned person in this regard will also be recorded.

ESTABLISHMENT OF GRIEVANCE REDRESSAL COMMITTEE IN THE INSTITUTION AND APPOINTMENT OF OMBUDSMAN BY THE UNIVERSITY.

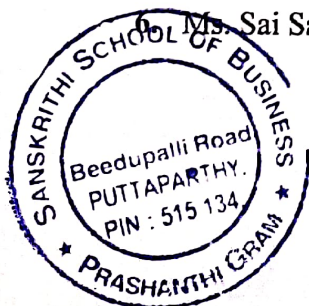
Grievance Redressal Committee in the Institution is established as per All India Council for Technical Education Redressal of Grievance of Students Regulation, 2019 vide F. No.1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019) * All India Council for Technical Education (Redressal of Grievance of Faculty/Staff Member) Regulations, 2021 vide F.No.1-103/ AICTE/PGRC/ Regulation/2021dated 25.03.2021.

GRIEVANCE REDRESSAL COMMITTEE FOR FACULTY

- | | |
|--------------------------|-----------------------------|
| 1. Dr.M. BalaKoteswari | Principal, Chairperson |
| 2. Dr. T.Venkatesan, | Member |
| 3. Dr.D Rajesh Babu | Member |
| 4. Mrs.E.Prashanthi,HOD, | Member |
| 5. Dr. B Durga Prasad, | Member (University Nominee) |

GRIEVANCE REDRESSAL COMMITTEE FOR STUDENTS

- | | |
|--|------------------------|
| 1. Dr.M. BalaKoteswari, | Principal, Chairperson |
| 2. Dr.T.Venkatesan, Vice Principal, | Member |
| 3. Dr.D. Rajesh Babu, | Member |
| 4. Mrs.E.Prashanthi,HoD, | Member |
| 5. Ms. HariPriya, 1 st year | MBA student |
| 6. Ms. Sai Sandhya, 2 nd year | MBA student |



Dr. BalaKoteswari
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15/11/2017

Action taken against Venu Reddy due to mis behaviour with the students in the class room

G. Rajasekh

G. Prashanth

17/12/2017

Anti ragging Committee visited hostel to see if there are mis behaviours with Junior & Senior students, and found no issues at hostel.

G. Rajasekh

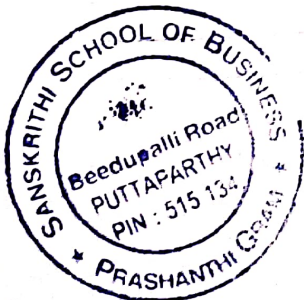
G. Prashanth

30/1/2018

Conducted a meeting with all the faculty members and found there are no issues among the students

G. Rajasekh

G. Prashanth



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01/08/2018
All the students of MBA II year given guidelines to have a friendly environment in the campus with the Juniors and there should not be any ragging should take place with the campus

01/08/2018

G. Rajashekar
S. Prasad

21/08/2018
All the students of MBA I years & MBA II years are given guidelines to have a proper discipline in the campus, like to come with proper dress code and with proper grooming

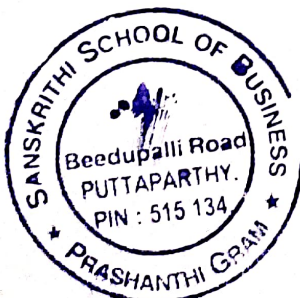
G. Rajashekar
S. Prasad

26/09/2018
All the students of MBA I years & MBA II years given instructions to organize the freshers day in a polite manner and should not create any problems to the students during the functions

G. Rajashekar
S. Prasad

25/10/2018
All the students of MBA I years & MBA II years given instructions to organize the Aarambh event and DT on 26/10/2018 in a polite manner and students are advised to come to campus with present manner

G. Rajashekar
S. Prasad



Dr. Balakrishna

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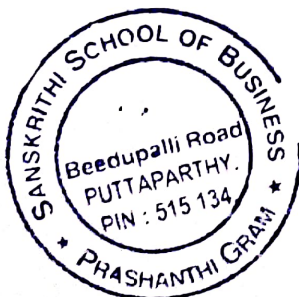
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18/2/2018
Strict surveillance was maintained at every
class room and at hostel to have a proper
discipline among the students

G. Raju
S. Prashanth

11/4/2018
Conducted meeting with all the faculty members
and ~~the~~ formed a Anti-ragging Committee with the
following members Ramakrishnan & Prasanthi

G. Raju
S. Prashanth



Dr. Balakrishnan

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21/2/2019
A Group of Students are formed to organize the soci prudent exam 2019 exam. The Committee has addressed to all the students to be in a proper dress code and to behave properly with the out sideers those who are coming from various places for writing the exam.

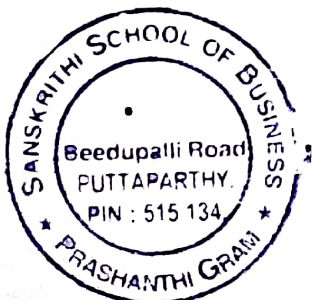
G. Rajasekh

S. Prasad

28/3/2019
A proper training was given to all the students of MBA to organize the event without any problems during the event and also during the musical night on 29/3/2019. All the students cooperated well and there were no issues in the event.

S. Prasad

G. Rajasekh



Dr. Balakrishna

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Constitution of Anti-ragging Committee - 2021.

Date:

With the direction of AICTE, JNTUA and our own responsibility, Anti-ragging Committee is constituted with the following members to ensure that the students start in a ragging free environment.

Students are informed about the following management Committee members contact numbers to call in case of help.

1. Chairman - Principal - Dr. Bala Kateswari
2. Coordinator - Dr. T. Venkatesan, HOD, MBA Dept
3. In-charge faculty coordinator: Mrs. E. Prasanthi
Assistant Professor SSB.

Committee members

1. Mr. Rajesh Babu, Assistant Professor, SSB
2. Ms. Gharavasse, Assistant Professor, SSB.
3. Mr. Sahjan, Assistant Professor, SSB.
4. Ms. Jayaramdini, Assistant Professor, SSB

Committee meets students from time to time to ensure that the campus is ragging free and also inform the helpline number in time to need.

Principal 27/9/21

Dr. Bala Kateswari

PRINCIPAL

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