



Estd 2008

BABA INSTITUTE OF TECHNOLOGY AND SCIENCES

(Approved by AICTE, New Delhi and Affiliated to JNTU, Kakinada)
Formerly known as VISAKHA ENGINEERING COLLEGE
Accredited by NAAC
Bakkannapalem (V), Madhurawada (PO), Visakhapatnam-530048.

RECONSTITUTION OF GRIEVANCE AND REDRESSAL COMMITTEE

Ref: Baba/ Principal/GRC/2023-24

18-07-2023

In order to redress individuals as well as collective grievances of the students and staff of the College, a grievance redressal mechanism has been revised. The committee deals with all forms of complaints, allegations, and malpractices, brought forward by students, faculty and staff of academic support.

VISION

A grievance free ambience for Baba Institute of Technology and Sciences.

MISSION

Grievance Redressal Committee, is created to address the issues of grievance and thus, promoting a transparent and healthy environment within the institution.

OBJECTIVES

- To uphold the dignity of the College by ensuring strife free atmosphere in the College through promotion of cordial Student-Student relationship and Student-teacher relationship etc.,
- To provide responsive approach and to be accountable for settlement of grievances and to take measures in the college undertakings to ensure expeditious settlement of grievances of Students in order to maintain a harmonious educational atmosphere in the college.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any conflict arises.
- Advising all the Students to refrain from provocative statements towards Students, teachers and College administration. • Advising all the staff to be affectionate to the students and not behave in a resentful manner towards any of them for any reason.
- To make officials of the College responsive, accountable and courteous in dealing with the students.
- To ensure effective solution to the student's grievances with an impartial and fair approach.

Tele - Fax : 0891-2568811, Off : 0891-2569933, Cell : 8008844699

Website : www.bitsvizag.com, e-mail: principal@bitsvizag.com

Under the Management of **AMBEDKAR EDUCATIONAL & WELFARE SOCIETY** Regd : 174 of 2005

FUNCTIONS

- Anyone with a genuine grievance may approach the department members in person, or in consultation with the class in-charge.
- In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/ suggestion box of the Grievance Cell at Administrative Block. Grievances may also be informed to officer in-charge of Students Grievance Redressal Cell.
- The cases will be attended promptly on receipt of written grievances from the students. The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.
- The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell
- The cell formally will review all cases and will prepare statistical reports about the number of cases received. The cell will give report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.

GRIEVANCE AND REDRESSAL COMMITTEE

S. no.	Name of The Member	Designation	Phone Number
1.	Dr. M. Govinda Raju	Chair Person	8008844699
2.	Mr. K. Venkateswara Rao	Co - Ordinator	8897173977
3.	Mrs. Fathimunisha Begum	Member	9966540481
4.	Mr. E. Anil Kumar	Member	8096173988
5.	Mrs. A.S.B Prasanna	Member	8008633321
6.	Mr. M. Mohan	Member	9502960116
7.	Mr. K. Pradeep	Member	9966270111
8.	Mr. S. Durga Prasad	Member	9293733176
9.	Dr. D.N Murthy	Member	9581880098
10.	Mrs. Sireesha	Member	9059416941
11.	Mrs. Padma Mohan	Member	9849635322




PRINCIPAL

PRINCIPAL
BABA INSTITUTE OF TECHNOLOGY AND SCIENCES
BAKKANNAPALEM (V), P.M. PALEM,
MADHURAWADA
VISAKHAPATNAM - 530 048