SRINIVASA INSTITUTE OF TECHNOLOGY & SCIENCE :: KADAPA

CHENNAI-HYDERABAD BYPASS ROAD, UKKAYAPALLI, KADAPA-516002

Women's Grievance & Redressal Cell

Date: 22/08/2022

CIRCULAR

All the staff & students of SRTS are hereby informed that, there will be a meeting of Women grievance committee on 24/08/2022 at principal chamber at 10.30AM . All the selected student members and staff advisors are requested to attend the meeting without fail.

COMMITTEE MEMBERS:

S.No	Name	Designation
1.	B Charishma	Chairman
2.	N Tharuni	Member
3.	K Chandana	Member
4.	A Swetha	Member
5.	C Nikhitha	Member
6.	B Swathi	Member
7.	M Tharunya	Member
8.	G Lakshmi Devi	Member
9.	Shaik Nazma	Member
10.	K Naga Lakshmi Devi	Member
11.	J Indira Priyadharshini	Student
12.	D Siva Dharani	Student
13.	S Rizwana	Student

P. Varadha
PRINCIPAL

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	J Balaji	B.Rc		B. Charishma	Seal	Seal	Seal	

SRINIVASA INSTITUTE OF TECHNOLOGY & SCIENCE :: KADAPA

CHENNAI-HYDERABAD BYPASS ROAD, UKKAYAPALLI, KADAPA-516002

Women's Grievance & Redressal Cell

MINUTES OF MEETING 2022-23

Date: 25/08/2022

The meeting of the Women's Grievance & Redressal Cell of the college with its constituted members for the academic year 2021-22 started at 10.30am on 24/08/2022 under the chairmanship of Dr.P.Vara Prasad Principal.
The following members in this committee are

1. B Charishma	Chairman
2. N Tharuni	Member
3. K Chandana	Member
4. A Swetha	Member
5. C Nikhitha	Member
6. B Swathi	Member
7. M Tharunya	Member
8. G Lakshmi Devi	Member
9. K Naga Lakshmi Devi	Member
10. Shaik Nazma	Member
11. S Rizwana	Student
12. D Siva Dharani	Student
13. J Indira Priyadharshini	Student

At the beginning, the chairperson welcomed all present and commenced the proceedings. Thereafter, the chairperson called on the agenda for the meeting.

Outcomes:

1. The chairman discussed about the objective and functionality of the cell.
    - Providing appropriate working conditions in respect of work, leisure, health, and hygiene to further ensure that there is no hostile environment towards women at work places.
    - The cell shall process all the individual complaints and take immediate suitable action.
    - The cell shall provide assistance for taking preventive steps in the manner of sexual harassment.
2. Regarding measures to be taken, it was decided to promote measures aimed at achieving gender equality, removal of gender bias or discrimination, sexual harassment and other acts of gender based violence in the college, safety and security to the girl students should be given priority.
3. The committee asked to conduct awareness programs at regular intervals.
4. Regarding matter of grievance complaint, it was found by the members that not a single grievance has been brought to the notice of the committee during the session, thus Redressal is nill. The meeting ended with vote of thanks to all the members present.

COORDINATOR **PRINCIPAL**

SRINIVASA INSTITUTE OF TECHNOLOGY & SCIENCE :: KADAPA

CHENNAI-HYDERABAD BYPASS ROAD, UKKAYAPALLI, KADAPA-516002

Women's Grievance & Redressal Cell

Date: 26/10/2021

CIRCULAR

All the Staff and Students of SITS are here by informed that, there will be a meeting on Women grievance redressal committee on 28/10/2021 (Thursday) at principal chamber at 01.30 PM .All the selected student members and staff advisors are requested to attend the meeting without fail.

Agenda:

1. Discuss roles & responsibilities of the committee.
2. To pertain various aspects related to women empowerment
3. To look grievance lodged by the women of the institute and take necessary action against them.

COMMITTEE MEMBERS:

S.No	Name	Designation
1.	B Charishma	Chairman
2.	N Tharuni	Member
3.	K Chandana	Member
4.	S Mamatha	Member
5.	C Nikhitha	Member
6.	B Swathi	Member
7.	A Swetha	Member
8.	G Nikhila	Member
9.	K Bhavya Sree	Member
10.	K Naga Lakshmi Devi	Member
11.	M Suneetha	Member
12.	K Lakshmi Devi	Student
13.	K Sravani	Student
14.	S Karishma	Student

P. Varadha
PRINCIPAL

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SRINIVASA INSTITUTE OF TECHNOLOGY & SCIENCE :: KADAPA

CHENNAI-HYDERABAD BYPASS ROAD, UKKAYAPALLI, KADAPA-516002

Women's Grievance & Redressal Cell

MINUTES OF MEETING 2021-22

Date: 30/10/2021

Srinivasa Institute of Technology & Science has constituted the women grievance redressal on 28/10/2021 with the following members to look into the another relating grievance of the Girl Students / Lady Staff. The following members in this committee are

1.	B Charishma	Chairman
2.	N Tharuni	Member
3.	K Chandana	Member
4.	S Mamatha	Member
5.	C Nikhitha	Member
6.	B Swathi	Member
7.	A Swetha	Member
8.	G Nikhila	Member
9.	K Bhavya Sree	Member
10.	K Naga Lakshmi Devi	Member
11.	M Suneetha	Member
12.	K Sravani	Student
13.	S Karishma	Student
14.	K Lakshmi Devi	Student

Functions:

1. The committee will look into the matters relating to grievance of the girl students /lady staff.
2. Any students / staff aggrieved by the decision of either Head of the Department or principal may approach the committee for relief.
3. The committee after through enquiry will recommend /necessary/suitable relief/action it seems fit to the principal.
4. To review the representation made to the committee, if any
5. To discuss on organizing women's day celebrations proceeding of the meeting of Women Grievance Redressal Committee, Srinivasa Institute of Technology & Science held on 28/10/2021.

Resolutions:

1. As there are no Complaints/ Grievances / Representations received by the committee, as on date, it is noted as 'Nil Complaints' are recorded.
2. It is resolved to Organize Women's day on 8th March every year as a custom.
3. It is resolved any sign of inconvenience faced and brought to notice is to be addressed immediately.
4. It is resolved to meet again whenever there is a representation from either women faculty or students.
5. It is resolved to appreciate the management for renewing the ladies waiting hall and improving the facilities.
6. The meeting is concluded with thanks of the chair.

COORDINATOR **PRINCIPAL**

SRINIVASA INSTITUTE OF TECHNOLOGY & SCIENCE :: KADAPA

CHENNAI-HYDERABAD BYPASS ROAD, UKKAYAPALLI, KADAPA-516002

Women's Grievance & Redressal Cell

Date: 05/07/2021

Re-Constitution of Women's Grievance & Redressal Cell

This is to inform that as per the norms college management has Re-Constituted **of Women'Grievance & Redressal Cell.**

The following are the cell members have been referred for **Women's Grievance & Redressal Cell** in the college for students to approach regarding any grievances related to women's.

S.No	Name	Designation
1.	B Charishma	Chairman
2.	N Tharuni	Member
3.	K Chandana	Member
4.	S Mamatha	Member
5.	C Nikhitha	Member
6.	B Swathi	Member
7.	A Swetha	Member
8.	S Tarannum	Member
9.	G Nikhila	Member
10.	K Bhavya Sree	Member
11.	K Naga Lakshmi Devi	Member
12.	M Suneetha	Member
13.	S Dilshad	Student
14.	G Mounika	Student
15.	K Gowri	Student

ROLES & RESPONSIBILITIES:

- To deal with the cases / complaints of sexual annoyance and any other type of harassment of the students of the college.
- To process all the individual complaints and take suitable action thereon in the manner and mode as per college norms.
- To provide assistance to the students for taking preventive steps in the matter of gender discrimination and harassment.
- To form / review the guidelines / policy for redressal of the grievance as required from time to time, which may be in accordance with those issued by Supreme Court and Government Agencies.
- To allow students to put up a grievance in writing to the respective committee in charge.

- To act upon those cases which have been forwarded along with the necessary documents?
- To assure that the grievance has been properly solved in a stipulated time limit provided by the cell.
- To furnish the female students, faculty and staff members with knowledge of their legal rights.
- To safeguard the rights of female students, faculty, and staff members.
- The provision of opportunities and programs for girls and women to be financially, mentally and emotionally empowered to promote their growth as individuals in their own right.
- To promote a culture of respect and equality for female gender. To provide a platform for listening to complaints and redressal of grievances.
- To incorporate hygiene habits and ensure a healthy atmosphere in and around the college premises.
- To prevent sexual harassment and to promote general well-being of female students, teaching and non-teaching female staff of SRTS.
- To ensure personality along with academic development of students.
- To organize various types of training programmes and create awareness about self employment schemes, women's rights and gender equity.

COORDINATOR

SRINIVASA INSTITUTE OF TECHNOLOGY & SCIENCE :: KADAPA

CHENNAI-HYDERABAD BYPASS ROAD, UKKAYAPALLI, KADAPA-516002

Women's Grievance & Redressal Cell

Date:15/11/2020

CIRCULAR

All the staff & students of SRTS are hereby informed that, there will be a meeting of Women grievance committee on 17/11/2020 at principal chamber at 10.30AM . All the selected student members and staff advisors are requested to attend the meeting without fail.

COMMITTEE MEMBERS:

S.NO	DESIGNATION	NAME
1.	Chairman	T.R.Sulochana
2.	Member	K.Naga Mani
3.	Member	V.Kavitha
4.	Member	V.Sravani
5.	Member	D.Vinuthana
6.	Member	B.Swathi
7.	Member	S.Vara Lakshmi
8.	Member	G.Nikhila
9.	Member	B.Nadiya
10.	Student	C Sneha Latha
11.	Student	T Chandrika
12.	Student	A Khusala Rani

P. Vareshe
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CHENNAI-HYDERABAD BYPASS ROAD, UKKAYAPALLI, KADAPA-516002

Women's Grievance & Redressal Cell

MINUTES OF MEETING 2020-21

Date: 20/11/2020

The following team of members are constituted for women grievance redressal committee dated on 17/11/2020.The committee main motive is to look in the matters relating to grievance of girl students (or) lady staff of the college.

The following members in this committee are

1.	T.R.Sulochana	Chairman
2.	K.Naga Mani	Member
3.	V.Kavitha	Member
4.	V.Sravani	Member
5.	D.Vinuthana	Member
6.	B.Swathi	Member
7.	S.Vara Lakshmi	Member
8.	G.Nikhila	Member
9.	B.Nadiya	Member
10.	C Sneha Latha	Student
11.	T Chandrika	Student
12.	A Khusala Rani	Student

Functions:

1. The committee will look into the matters relating to grievance of the girl students /lady staff.
2. Any students / staff aggrieved by the decision of either Head of the Department or principal may approach the committee for relief.
3. To ensure fair and timely resolution of any inconvenience caused to any girl student/women.
4. To discuss about conduct of women's day celebrations.
5. Simple respect for all on the campus is thus the main focus.

Proceedings of the meeting of women grievance redressal committee, SRTS college held on 17/11/2020 to discuss on the following agenda.

Working Modality of the Committee:

1. The complaint if any will have to be submitted in a written format to the chairman of the committee.
2. The chairman will then call for this personal meeting, within a week from the submission of complaint.
3. If the case falls outside the purview of the committee, the same will be informal to appropriate authority.
4. If the case comes under purview of the cells, an enquiry will be setup. committee will submit a report & recommended the nature of action to be taken of the earliest concerned authority.

Resolutions:

1. As there are no Complaints/ Grievances / Representations received by the committee, as on date, it is noted as 'Nil Complaints' are recorded.
2. It is decided to have chief guest on women's day to educate the young minds.
3. It is resolved to make students feel free to discuss such issues & rest assured as the members of committee will tackle such issues.
4. Meeting is concluded with thanks to chairman.

COORDINATOR

PRINCIPAL

SRINIVASA INSTITUTE OF TECHNOLOGY & SCIENCE :: KADAPA

CHENNAI-HYDERABAD BYPASS ROAD, UKKAYAPALLI, KADAPA-516002

Women's Grievance & Redressal Cell

Date: 23/09/2019

CIRCULAR

It is here by informed to all the committee members of "Women's Grievance & Redressal Cell" that a meeting has been scheduled on 25/09/2019 at 01:30pm in the principal chamber to discuss the following agenda points. The committee members are solicited to make their presence.

Agenda:

1. Discuss roles & responsibilities of the committee.
2. To pertain various aspects related to women empowerment
3. To look grievance lodged by the women of the institute and take necessary action against them.

COMMITTEE MEMBERS:

S.NO	DESIGNATION	NAME
1.	Chairman	T.R.Sulochana
2.	Member	Syed Umiah Farhana
3.	Member	V.Kavitha
4.	Member	S.Vara Lakshmi
5.	Member	P Swetha
6.	Member	M Divya Bharathi
7.	Member	S Fahmeeda Parveen
8.	Member	K.Naga Lakshmi Devi
9.	Member	B.Nadiya
10.	Student	S Roshini
11.	Student	S Sowjanya
12.	Student	P Bhagya Lakshmi

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Women's Grievance & Redressal Cell

MINUTES OF MEETING 2019-20

Date: 27/09/2019

The meeting of the Women's Grievance & Redressal Cell of the college with its constituted members for the academic year 2019-20 started at 1.30pm on 25/09/2019 under the chairmanship of Dr.P.Vara Prasad Principal.

The following members in this committee are

1.	T.R.Sulochana	Chairman
2.	Syed Umiah Farhana	Member
3.	V.Kavitha	Member
4.	S.Vara Lakshmi	Member
5.	P Swetha	Member
6.	M Divya Bharathi	Member
7.	S Fahmeeda Parveen	Member
8.	K.Naga Lakshmi Devi	Member
9.	B.Nadiya	Member
10.	P Bhagya Lakshmi	Student
11.	S Sowjanya	Student
12.	S Roshini	Student

At the beginning, the chairperson welcomed all present and commenced the proceedings. Thereafter, the chairperson called on the agenda for the meeting.

Outcomes:

1. The chairman discussed about the objective and functionality of the cell.
    - Providing appropriate working conditions in respect of work, leisure, health, and hygiene to further ensure that there is no hostile environment towards women at work places.
    - The cell shall process all the individual complaints and take immediate suitable action.
    - The cell shall provide assistance for taking preventive steps in the manner of sexual harassment.
2. Regarding measures to be taken, it was decided to promote measures aimed at achieving gender equality, removal of gender bias or discrimination, sexual harassment and other acts of gender based violence in the college, safety and security to the girl students should be given priority.
3. The committee asked to conduct awareness programs at regular intervals.
4. Regarding matter of grievance complaint, it was found by the members that not a single grievance has been brought to the notice of the committee during the session, thus Redressal is nill.

The meeting ended with vote of thanks to all the members present.

S. Fahmeeda Parveen
COORDINATOR

P. Varaprasad
PRINCIPAL

SRINIVASA INSTITUTE OF TECHNOLOGY & SCIENCE :: KADAPA

CHENNAI-HYDERABAD BYPASS ROAD, UKKAYAPALLI, KADAPA-516002

Women's Grievance & Redressal Cell

Date: 16/07/2018

CIRCULAR

All the Staff and Students of SITS are here by informed that, there will be a meeting on Women grievance redressal committee on 19/07/2018 (Thursday) at principal chamber at 11.30 AM .All the selected student members and staff advisors are requested to attend the meeting without fail.

Agenda:

1. Discuss roles & responsibilities of the committee.
2. To pertain various aspects related to women empowerment
3. To look grievance lodged by the women of the institute and take necessary action against them.

COMMITTEE MEMBERS:

S.NO	DESIGNATION	NAME
1.	Chairman	T.R.Sulochana
2.	Member	R.UmaDevi
3.	Member	V.Kavitha
4.	Member	D.Vimala Jyothi
5.	Member	R Swathi
6.	Member	C Naga Mani
7.	Member	S Fahmeeda Parveen
8.	Student	K Sravani
9.	Student	K Vyshnavi
10.	Student	P Bhagya Lakshmi

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CHENNAI-HYDERABAD BYPASS ROAD, UKKAYAPALLI, KADAPA-516002

Women's Grievance & Redressal Cell

MINUTES OF MEETING 2018-19

Date: 22/07/2018

Srinivasa Institute of Technology & Science has constituted the women grievance redressal on 19/07/2018 with the following members to look into the another relating grievance of the Girl Students / Lady Staff. The following members in this committee are

1.	T.R.Sulochana	Chairman
2.	R.UmaDevi	Member
3.	V.Kavitha	Member
4.	D.Vimala Jyothi	Member
5.	R Swathi	Member
6.	C Naga Mani	Member
7.	S Fahmeeda Parveen	Member
8.	K Vyshnavi	Student
9.	P Bhagya Lakshmi	Student
10.	K Sravani	Student

Functions:

1. The committee will look into the matters relating to grievance of the girl students /lady staff.
2. Any students / staff aggrieved by the decision of either Head of the Department or principal may approach the committee for relief.
3. The committee after through enquiry will recommend /necessary/suitable relief/action it seems fit to the principal.
4. To review the representation made to the committee, if any
5. To discuss on organizing women's day celebrations proceeding of the meeting of Women Grievance Redressal Committee, Srinivasa Institute of Technology & Science held on 19/07/2018.

Resolutions:

1. As there are no Complaints/ Grievances / Representations received by the committee, as on date, it is noted as 'Nil Complaints' are recorded.
2. It is resolved to Organize Women's day on 8th March every year as a custom.
3. It is resolved any sign of inconvenience faced and brought to notice is to be addressed immediately.
4. It is resolved to meet again whenever there is a representation from either women faculty or students.
5. It is resolved to appreciate the management for renewing the ladies waiting hall and improving the facilities.
6. The meeting is concluded with thanks of the chair.

S. Fahmeeda Parveen

COORDINATOR

PRINCIPAL