

DRK INSTITUTE OF SCIENCE & TECHNOLOGY

BOWRAMPET (V), VIA AIRFORCE ACADEMY, HYDERABAD-500043

Mobile: +91-9000711899, +91-8790711899, FAX: 08418-242522, Website: www.drkist.edu.in

(Approved by AICTE, Affiliated to JNTUH)

Women's Grievance & Redressal cell

Date: 19-03-2024

CIRCULAR

It is here by informed to all the committee members of "Women's Grievance & Redressal Cell" that a meeting has been scheduled on 22-03-2024 at 3:00pm in the Principal Chamber to discuss the following agenda points. The committee members are solicited to make their presence.

Agenda:

- Discuss roles and responsibilities of the committee.
- To address a number of issues regarding women's empowerment.
- To look grievances lodged by the women of the institute and take necessary action against them.

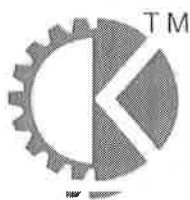
S.No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	
2	Mrs.K. Sumitra	Assistant professor-H&S	Coordinator	
3	Dr.T.Narmada	Assistant professor-CSE	Member	
4	K.Vijetha	Assistant professor-CSE (AI&ML)	Member	
5	N. Sowjanya	Assistant professor-CSE(DS)	Member	
6	M. Sravanthi	Assistant professor-ECE	Member	
7	B. Sai Jyotirmayi	Assistant professor-EEE	Member	
8	G.Geeta	Assistant professor-ME	Member	
9	P. Prashanthi	Assistant professor-MBA	Member	
10	E.Vani	IV CSE Student	Member	
11	G. Pramodini	IV CSE(AI&ML) Student	Member	
12	S. Sai Laxmi	IV CSE(DS) Student	Member	
13	A. Sai Swetha	IV ECE Student	Member	
14	G. Vidya	IV EEE Student	Member	
15	M. Meghana	IV ME Student	Member	
16	R.Shabnam	II MBA	Member	

The Chairperson opened the meeting by extending a warm greeting to everyone in attendance. The meeting's agenda was then called upon by the chairperson.



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Women's Grievance & Redressal cell

MINUTES OF MEETING 2023-24

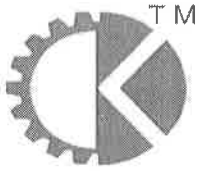
Date: 22-03-2024

The meeting of the Women's Grievance & Redressal cell of the college with its newly constituted members for the academic year 2023-24 started at 3:00pm on 22/03/2024 under the Chairmanship of Dr. K.Venkata Subbaiah Principal.

The following members attended the meeting:

S.No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	
2	Mrs.K. Sumitra	Assistant professor-H&S	Coordinator	
3	Dr.T.Narmada	Assistant professor-CSE	Member	
4	K.Vijetha	Assistant professor-CSE (AI&ML)	Member	
5	N. Sowjanya	Assistant professor-CSE(DS)	Member	
6	M. Sravanthi	Assistant professor-ECE	Member	
7	B. Sai Jyotirmayi	Assistant professor-EEE	Member	
8	G.Geeta	Assistant professor-ME	Member	
9	P. Prashanthi	Assistant professor-MBA	Member	
10	E.Vani	IV CSE Student	Member	
11	G.Pramodini	IV CSE(AI&ML) Student	Member	
12	S.Sai Laxmi	IV CSE(DS) Student	Member	
13	A.Sai Swetha	IV ECE Student	Member	
14	G.Vidya	IV EEE Student	Member	
15	M.Meghana	IV ME Student	Member	
16	Ruhi Shabnam	II MBA	Member	

The Chairperson opened the meeting by extending a warm greeting to everyone in attendance. The meeting's agenda was then called upon by the chairperson.



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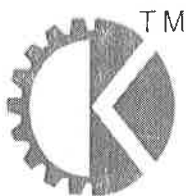
Outcomes:

1. The chairman discussed about the objective and functionality of the cell.
 - Establishing suitable working, recreational, and hygienic circumstances to further guarantee that there is no hostile work environment for women.
 - The Cell will handle each individual complaint and respond appropriately and promptly. In the Case of sexual harassment, the cell will help with preventative measures.
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 requested that awareness campaigns be held on a regular basis.
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 nil.

A vote of gratitude was taken by all of the attendees to finish the meeting.



Coordinator



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Women's Grievance & Redressal cell

Date: 4-02-2023

CIRCULAR

It is here by informed to all the committee members of "Women's Grievance & Redressal Cell" that a meeting has been scheduled on 9-02-2023 at 2:30pm in the Principal Chamber to discuss the following agenda points. The committee members are solicited to make their presence.

Agenda:

- Examine the committee's roles and responsibilities.
- To pertain various aspects related to women empowerment.
- To investigate complaints made by the institute's female employees and take appropriate action against them.
- To discuss about students attendance issue in classes.

S.No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	
2	Mrs. Sumitra	Assistant professor-H&S	Coordinator	
3	K.Vardhini	Assistant professor-CSE	Member	
4	S.Saritha	Assistant professor-CSE (AI&ML)	Member	
5	N. Sowjanya	Assistant professor-CSE(DS)	Member	
6	M. Sravanthi	Assistant professor-ECE	Member	
7	B.Jyoti saranya	Assistant professor-EEE	Member	
8	G.Geeta	Assistant professor-ME	Member	
9	P. Renuka	Assistant professor-MBA	Member	
10	E.Vani	III CSE Student	Member	
11	G. Pramodini	III CSE(AI&ML) Student	Member	
12	S.Sai Laxmi	III CSE(DS) Student	Member	
13	A.Sai Swetha	III ECE Student	Member	
14	G.Vidya	III EEE Student	Member	
15	M.Meghana	III ME Student	Member	
16	N. Anupama	IMBA	Member	

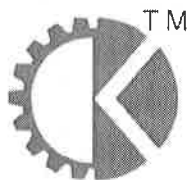
At the beginning, the Chairperson welcomed all present and commenced the proceedings.

Thereafter, the Chairperson called on the agenda for the meeting.



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Women's Grievance & Redressal cell

MINUTES OF MEETING 2022-23

Date: 9-02-2023

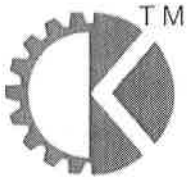
The meeting of the Women's Grievance & Redressal cell of the college and its recently established members for the academic year 2022-23 started at 2:30pm on 9/02/2023 under the Chairmanship of Dr. K.Venkata Subbiah Principal.

The following members attended the meeting:

S.No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	
2	Mrs.K. Sumitra	Assistant professor-H&S	Coordinator	
3	K.Vardhini	Assistant professor-CSE	Member	
4	S.Saritha	Assistant professor-CSE (AI&ML)	Member	
5	N. Sowjanya	Assistant professor-CSE(DS)	Member	
6	M. Sravanthi	Assistant professor-ECE	Member	
7	B.Jyoti saranya	Assistant professor-EEE	Member	
8	G.Geeta	Assistant professor-ME	Member	
9	P. Renuka	Assistant professor-MBA	Member	
10	E. Vani	III CSE Student	Member	
11	G.Pramodini	III CSE(AI&ML) Student	Member	
12	S. Sai Laxmi	III CSE(DS) Student	Member	
13	A. Sai Swetha	III ECE Student	Member	
14	G. Vidya	III EEE Student	Member	
15	M. Meghana	III ME Student	Member	
16	N.Anupama	I MBA	Member	

The Chairperson opened the meeting by extending his greetings to everyone in attendance and starting the program.

Following that, the meeting's agenda was called upon by the chairperson.



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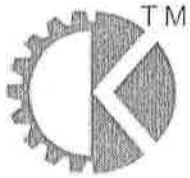
Outcomes:

1. The chairman discussed about the objective and functionality of the cell.
2. Discussion regarding the enrollment of membership in the professional bodies.
3. Discussed on high configuration systems and advanced technologies labs for student as per revised curriculum.
4. In terms of actions to be implemented, it was determined that prioritizing the safety and Security of female students should take precedence over initiatives aimed at attaining gender equality, eliminating gender prejudice or discrimination, sexual harassment, and other acts of Gender-based violence in the college.
5. The Committee asked to conduct awareness programs at regular intervals.
6. 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 nil.

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



Coordinator



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Women's Grievance & Redressal cell

Date: 09-09-2022

CIRCULAR

It is here by informed to all the committee members of "Women's Grievance & Redressal Cell" that a meeting has been scheduled on 13-09-2022 at 1:30pm in the Principal Chamber to discuss the following agenda points. The committee members are solicited to make their presence.

Agenda:

- Discuss roles and responsibilities of the committee
- To pertain various aspects related to women empowerment.
- To look grievances if any lodged by the women of the institute and take necessary action against them.

S.No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	
2	Mrs. K. Sumitra	Assistant professor-H&S	Coordinator	
3	K.Vardhini	Assistant professor-CSE	Member	
4	S.Saritha	Assistant professor-CSE (AI&ML)	Member	
5	N. Sowjanya	Assistant professor-CSE(DS)	Member	
6	M. Sravanthi	Assistant professor-ECE	Member	
7	B.Jyoti saranya	Assistant professor-EEE	Member	
8	G.Geeta	Assistant professor-ME	Member	
9	P. Renuka	Assistant professor-MBA	Member	
10	B.Sandhya	IV CSE Student	Member	
11	P.Prameela	IV CSE(AI&ML) Student	Member	
12	T.Poojitha	IV CSE(DS) Student	Member	
13	R.Kumari	IV ECE Student	Member	
14	S.Preethi	IV EEE Student	Member	
15	M.Archana	IV ME Student	Member	
16	K Gouthami	II MBA	Member	

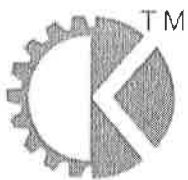
At the beginning, the Chairperson welcomed all present and commenced the proceedings.

Thereafter, the Chairperson called on the agenda for the meeting.



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Women's Grievance & Redressal cell

MINUTES OF MEETING 2022-23

Date: 13-09-2022

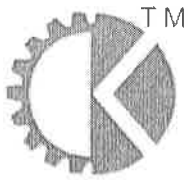
The second meeting of the Women's Grievance & Redressal cell of the college with its newly constituted members for the academic session 2022-23 started at 1:30pm on 13/09/2022 under the Chairmanship of Dr. K.Venkata Subbaiah Principal.

The following members attended the meeting:

S.No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	
2	Mrs.K. Sumitra	Assistant professor-H&S	Coordinator	
3	Mrs.K.Vardhini	Assistant professor-CSE	Member	
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16	K Gouthami	II MBA	Member	

At the beginning, the Chairperson welcomed all present and commenced the proceedings.

Thereafter, the Chairperson called on the agenda for the meeting.



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Outcomes:

1. The chairman discussed about the objective and functionality of the cell

- Providing appropriate working conditions in respect of work, leisure 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 matter of sexual harassment.

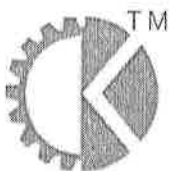
2. Regarding measures to be taken, it was decided to promote measures aimed at achieving gender equality, removal of gender bias or discrimination, sexual harassment and other acts of gender based violence[†] in the college, safety and security to the girl students should be given priority.

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 nil.

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

Coordinator



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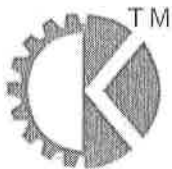
Date: 13-09-2022

Re-Constitution of Women's Grievance & Redressal cell

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

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

No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	
2	Mrs.K. Sumitra	Assistant professor-H&S	Coordinator	
3	K.Vardhini	Assistant professor-CSE	Member	
4	S.Saritha	Assistant professor-CSE (AI&ML)	Member	
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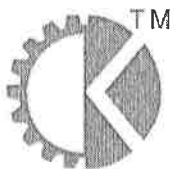


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ROLES & RESPONSIBILITIES:

- 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 in the manner and mode as per the 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 AWEC.
- To ensure personality along with academic development of students.
- To organize various types of training programmes and create awareness about selfemployment schemes, women's rights and gender equity.



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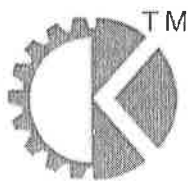
MEETING SCHEDULE:

Committee meets periodically in the academic year and whenever required.

1. The Cell shall meet at least twice every academic year.
2. The Chairperson of the Cell can call for an emergency meeting on receipt of a complaint.

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Women's Grievance & Redressal cell

MINUTES OF MEETING 2021-22

Date: 17-03-2022

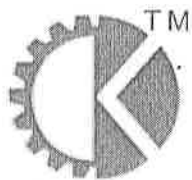
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The following members attended the meeting:

S.No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	
2	Mrs.K. Sumitra	Assistant professor-H&S	Coordinator	
3	K.Vardhini	Assistant professor-CSE	Member	
4	S.Saritha	Assistant professor-CSE (AI&ML)	Member	
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8	G.Geeta	Assistant professor-ME	Member	
9	P. Renuka	Assistant professor-MBA	Member	
10	A.Likhitha	IV CSE Student	Member	
11	M.Nandini	II CSE(AI&ML) Student	Member	
12	V.Rachana	II CSE(DS) Student	Member	
13	B.Vydehi	IV ECE Student	Member	
14	G.Vidya	IV EEE Student	Member	
15	K Gouthami	II MBA	Member	

The Chairperson began by extending a warm greeting to everyone in attendance and starting the meeting.

Subsequently, the Chairperson announced the meeting's agenda



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Outcomes:

1. The chairman discussed about the objective and functionality of the cell

- Providing appropriate working conditions in respect of work, leisure 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 matter of sexual harassment.

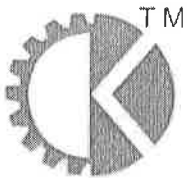
2. Regarding measures to be taken, it was decided to promote measures aimed at achieving gender equality, removal of gender bias or discrimination, sexual harassment and other acts of gender based violence in the college, safety and security to the girl students should be given priority.

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 nil.

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


Coordinator



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Women's Grievance & Redressal cell

Date: 19-08-2021

CIRCULAR

It is here by informed to all the committee members of "Women's Grievance and Redressal cell" that a meeting has been scheduled on 23-08-2021 at 3:30pm in the Principal Chamber to discuss the following agenda points. The committee members are solicited to make their presence.

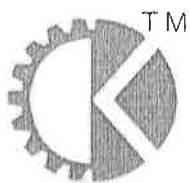
Agenda:

- Discuss roles and responsibilities of the committee
- To pertain various aspects related to women empowerment.
- To look grievances lodged by the women of the institute and take necessary action against them.

S.No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	
2	Mrs.K. Sumitra	Assistant professor-H&S	Coordinator	
3	A.K.Vardhini	Assistant professor-CSE	Member	
4	S.Saritha	Assistant professor-CSE (AI&ML)	Member	
5	N. Sowjanya	Assistant professor-CSE(DS)	Member	
6	M. Sravanthi	Assistant professor-ECE	Member	
7	B.Jyoti saranya	Assistant professor-EEE	Member	
8	G.Geeta	Assistant professor-ME	Member	
9	P. Renuka	Assistant professor-MBA	Member	
10	A.Prathyusha	III CSE Student	Member	
11	M.Nandini	III CSE(AI&ML) Student	Member	
12	S.Sai Laxmi	III CSE(DS) Student	Member	
13	T.Shirisha	III ECE Student	Member	
14	P. Maneesha	III EEE Student	Member	
15	C. Nikhila	III ME Student	Member	
16	K Niharika	I MBA	Member	

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DRK INSTITUTE OF SCIENCE & TECHNOLOGY

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Women's Grievance & Redressal cell

MINUTES OF MEETING 2021-22

Date: 23-08-2021

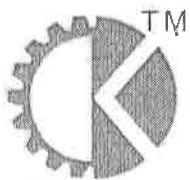
The second meeting of the Women's Grievance & Redressal cell of the college with its newly constituted members for the academic year 2021-22 started at 3:30pm on 23/08/2021 under the Chairmanship of Dr. K.Venkata Subbaiah Principal.

The following members attended the meeting:

S.No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	
2	Mrs.K. Sumitra	Assistant professor-H&S	Coordinator	
3	K.Vardhini	Assistant professor-CSE	Member	
4	S.Saritha	Assistant professor-CSE (AI&ML)	Member	
5	N. Sowjanya	Assistant professor-CSE(DS)	Member	
6	M. Sravanthi	Assistant professor-ECE	Member	
7	B.Jyoti saranya	Assistant professor-EEE	Member	
8	G.Geeta	Assistant professor-ME	Member	
9	P. Renuka	Assistant professor-MBA	Member	
10	Allada Prathyusha	III CSE Student	Member	
11	Mulgeri Nandini	III CSE(AI&ML) Student	Member	
12	Samanthakurthi Sai Laxmi	III CSE(DS) Student	Member	
13	Tanniru Shirisha	III ECE Student	Member	
14	Padige Maneesha	III EEE Student	Member	
15	Chinthalapudi Nikhila	III ME Student	Member	
16	K Niharika	II MBA	Member	

At the beginning, the Chairperson welcomed all present and commenced the proceedings.

Thereafter, the Chairperson called on the agenda for the meeting.



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Outcomes:

Meeting started with the discussion of COVID Guide Lines

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 matter of sexual harassment.

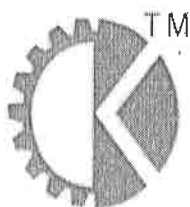
2. Regarding measures to be taken, it was decided to promote measures aimed at achieving gender equality, removal of gender bias or discrimination, sexual harassment and other acts of gender based violence in the college, safety and security to the girl students should be given priority.

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 nil.

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

Coordinator



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Date: 23-08-2021

Re-Constitution of Women's Grievance & Redressal cell

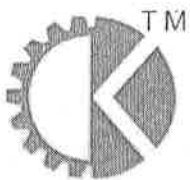
This is to inform that as per the norms college management has Re-Constituted **Women's Grievance & Redressal cell**.

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

S.No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	
2	Mrs. K. Sumitra	Assistant professor-H&S	Coordinator	
3	K.Vardhini	Assistant professor-CSE	Member	
4	S.Saritha	Assistant professor-CSE (AI&ML)	Member	
5	N. Sowjanya	Assistant professor-CSE(DS)	Member	
6	M. Sravanthi	Assistant professor-ECE	Member	
7	B.Jyoti saranya	Assistant professor-EEE	Member	
8	G.Geeta	Assistant professor-ME	Member	
9	P. Renuka	Assistant professor-MBA	Member	
10	K Sushma	III CSE Student	Member	
11	P. Divya	III CSE(AI&ML) Student	Member	
12	B.Anusha	III CSE(DS) Student	Member	
13	M. Sowmya	III ECE Student	Member	
14	S. Kavya	III EEE Student	Member	
15	M.Archana	III ME Student	Member	
16	K.Niharika	IMBA	Member	

ROLES & RESPONSIBILITIES:

- To address instances or allegations of sexual harassment and other forms of abuse directed towards college students.
- To handle each individual complaint and implement the appropriate measures in a way that complies with college policies.



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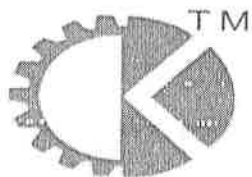
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- To provide assistance to the students for taking preventive steps in the matter of gender discrimination and harassment.
- To form / review the guidelines / policy for redressal of the grievance as required from time to time, which may be in accordance 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 AWEC.
- To ensure personality along with academic development of students.
- To organize various types of training programs and create awareness about self-employment schemes, women's rights and gender equity.

MEETING SCHEDULE:

Committee convenes as needed and at regular intervals during the academic year.

1. Every academic year, the Cell must convene at least twice.
2. Upon receiving a complaint, the Chairperson of the Cell may convene an emergency meeting.



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Women's Grievance & Redressal cell

Date: 17-02-2021

CIRCULAR

It is here by informed to all the committee members of "Women's Grievance and Redressal cell" that a meeting has been scheduled on 20-02-2021 at 1:30pm in the Principal Chamber to discuss the following agenda points. The committee members are solicited to make their presence.

Agenda:

- Discuss roles and responsibilities of the committee.
- To pertain various aspects related to women empowerment.
- To look grievances lodged by the women of the institute and take necessary action against them.

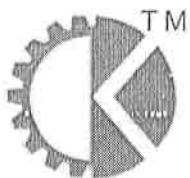
S.No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	
2	Mrs.K. Sumitra	Assistant professor-H&S	Coordinator	
3	K.Vardhini	Assistant professor-CSE	Member	
4	S.Saritha	Assistant professor-CSE (AI&ML)	Member	
5	N. Sowjanya	Assistant professor-CSE(DS)	Member	
6	M. Sravanthi	Assistant professor-ECE	Member	
7	B.Jyoti saranya	Assistant professor-EEE	Member	
8	G.Geetha	Assistant professor-ME	Member	
9	P. Renuka	Assistant professor-MBA	Member	
10	K Sushma	IV -CSE Student	Member	
11	P. Divya	IV- ECE Student	Member	
12	B.Anusha	IV -EEE Student	Member	
13	M. Sowmya	III -ME Student	Member	
14	S. Kavya	II -MBA	Member	



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Women's Grievance & Redressal cell

MINUTES OF MEETING 2020-21

Date: 20-02-2021

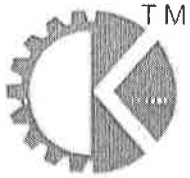
The second meeting of the Women's Grievance & Redressal cell of the college with its newly constituted members for the academic year 2020-21 started at 1:30pm on 20/02/2021 under the Chairmanship of Dr. K. Venkata Subbaiah Principal.

The following members attended the meeting:

S.No.	Name	Designation	Role	Signature
1	Dr. K. Venkata Subbaiah	Principal	Chair Person	
2	Mrs. K. Sumitra	Assistant professor-H&S	Coordinator	
3	Dr. K. Vardhini	Assistant professor-CSE	Member	
4	S. Saritha	Assistant professor-CSE (AI&ML)	Member	
5	N. Sowjanya	Assistant professor-CSE(DS)	Member	
6	M. Sravanthi	Assistant professor-ECE	Member	
7	B. Jyoti saranya	Assistant professor-EEE	Member	
8	G. Geeta	Assistant professor-ME	Member	
9	P. Renuka	Assistant professor-MBA	Member	
10	K. Sushma	IV - CSE Student	Member	
11	P. Divya	IV - ECE Student	Member	
12	B. Anusha	IV - EEE Student	Member	
13	M. Sowmya	II-ME Student	Member	
14	S. Kavya	II - MBA	Member	

At the beginning, the Chairperson welcomed all present and commenced the proceedings.

Thereafter, the Chairperson called on the agenda for the meeting.



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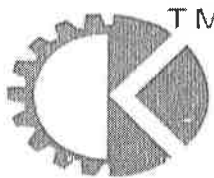
(Approved by AICTE, Affiliated to JNTUH)

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 matter 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 nil.

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


Coordinator



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Women's Grievance & Redressal cell

Date: 12-04-2019

CIRCULAR

It is here by informed to all the committee members of "Women's Grievance and Redressal cell" that a meeting has been scheduled on 16-04-2019 at 1:30pm in the Principal Chamber to discuss the following agenda points. The committee members are solicited to make their presence.

Agenda:

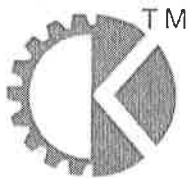
- Discuss roles and responsibilities of the committee.
- To pertain various aspects related to women empowerment.
- To look grievances lodged by the women of the institute and take necessary action against them.

S.No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	
2	Mrs.K. Sumitra	Assistant professor-H&S	Coordinator	
3	K.Vardhini	Assistant professor-CSE	Member	
4	S.Saritha	Assistant professor-CSE (AI&ML)	Member	
5	N. Sowjanya	Assistant professor-CSE(DS)	Member	
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7	B.Jyoti saranya	Assistant professor-EEE	Member	
8	G.Geeta	Assistant professor-ME	Member	
9	P. Renuka	Assistant professor-MBA	Member	
10	A.Sai Prasanna	IV -CSE Student	Member	
11	V.Hema	IV- ECE Student	Member	
12	A.Sahithi	III-EEE Student	Member	
13	M. Sowmya	III -ME Student	Member	
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Women's Grievance & Redressal cell

MINUTES OF MEETING 2019-20

Date: 16-04-2019

The second 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 16/04/2019

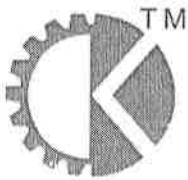
Under the Chairmanship of Dr. K.Venkata Subbaiah Principal.

The following members attended the meeting:

S.No.	Name	Designation	Role	Signature
1	Dr. K.Venkata Subbaiah	Principal	Chair Person	<i>[Signature]</i>
2	Mrs.K. Sumitra	Assistant professor-H&S	Coordinator	<i>[Signature]</i>
3	Dr.K.Vardhini	Assistant professor-CSE	Member	<i>[Signature]</i>
4	S.Saritha	Assistant professor-CSE (AI&ML)	Member	<i>[Signature]</i>
5	N. Sowjanya	Assistant professor-CSE(DS)	Member	<i>[Signature]</i>
6	M. Sravanthi	Assistant professor-ECE	Member	<i>[Signature]</i>
7	B.Jyoti saranya	Assistant professor-EEE	Member	<i>[Signature]</i>
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9	P. Renuka	Assistant professor-MBA	Member	<i>[Signature]</i>
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11	V.Hema	IV- ECE Student	Member	<i>[Signature]</i>
12	A.Sahithi	III-EEE Student	Member	<i>[Signature]</i>
13	M. Sowmya	III -ME Student	Member	<i>[Signature]</i>
14	J.Sailaja	II MBA	Member	<i>[Signature]</i>

At the beginning, the Chairperson welcomed all present and commenced the proceedings.

Thereafter, the Chairperson called on the agenda for the meeting.



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Outcomes:

1. The chairman discussed about the objective and functionality of the cell

- Providing appropriate working conditions in respect of work, leisure 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 matter 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 nil.

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

Coordinator