



NARAYANA PHARMACY COLLEGE

(Approved by PCI & AICTE, New Delhi) (Affiliated to JNTUA Ananthapuramu)

Recognized u/s 2(f) & 12(B) of the UGC Act, 1956, New Delhi,

ISO 9001:2015 Certified Institution

Chinthareddypalem, Nellore-524003, A.P .India.

Phone & Fax No :0861-2317966; Cell No :+91- 9392901053

Email: principal.npc@narayanagroup.com Visit us:www.narayanapharmacycollege.com

GRIEVANCE REDRESSAL CELL



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GRIEVANCE REDRESSAL CELL

- Grievance Redressal Cell is meant to safeguard and promote wellbeing & a healthy working environment for all our staff (teaching and non-teaching) and students of the organization. It works towards building a gender-sensitized environment at our institute.

Roles & Responsibilities:

- To investigate reported cases of students, if any, and submit its report to the disciplinary authority recommending action to be taken.
- The Cell will deal with the cases / complaints of sexual annoyance and any other type of harassment/requirement of the students, teaching and non-teaching staff of the college.
- The Cell shall process all the individual complaints and take suitable action thereon in the manner and mode as per the college norms.
- The Cell may form / review the guidelines / policy for Redressal of the grievance as required from time to time.
- To conduct meetings whenever required and discuss relevant issues, in consultation with the Principal & Management seeking for approval.

Grievance Reporting:-

Open door policy: Grievances can be through direct approach or through phone to the committee.

Grievance boxes: Drop the grievances in the Grievance boxes which were kept in each floor.

Online Grievance: Submission of online grievance through website by filling online grievance form.

Procedure for Lodging Complaint:

- The students may feel free to put up a grievance in online/or offline to the respective committee in charges.
- 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.

PRINCIPAL



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Ref.No:NPC/ GRC/2024-25/01

Date: 14.08.2024

Sub: Reconstitution of Grievance Redressal Committee

For the administrative convenience, college level Grievance Redressal Committee is here by reconstituted for the academic year 2024-25 with following members. The term of this committee is one year and shall continue to be enforced until re-constituted.

Committee members of the Grievance Redressal Cell:

S. No.	Name of the Member	Designation	Role
1	Dr.M.Srinivasulu Reddy	Principal	Chairman
2	Dr.S.Sujatha	Vice Principal	Vice- Chairman
3	Dr.Sk.Salma	Associate Professor	Convenor
4	Dr.M.Krishnaveni	Associate professor	Member
5	Ms.C.L.Sindhura	Assistant Professor	Member
6	Mrs.G.Udaya	Assistant Professor	Member
7	Ms.P.Sree Mahalakshmi	Assistant Professor	Member
8	Mr.T.Vinodkumar	Assistant Professor	Member
9	S.Asma	Student B.Pharmacy	Student Representative
10	S.Ganesh	Student B.Pharmacy	Student Representative
11	L.Navitha	Student Pharm D	Student Representative
12	M.Sriraj	Student Pharm D	Student Representative

Copy to:

1. Main notice board
2. Administrative office
3. All anti ragging committee members

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NELLORE - 524 002.