

**Grievances and Redressal Committee:**

The composition and the functions of the committee are given below

| S.No | Name                    | Dept      | Designation                           |
|------|-------------------------|-----------|---------------------------------------|
| 1    | Dr. P. Ram Reddy        | MECH      | Chairman<br>(Former Registrar, JNTUH) |
| 2    | Dr. V.S.K. Reddy        | Principal | Convener                              |
| 3    | Dr. M. Murali Krishna   | MECH      | Member                                |
| 4    | Prof. P. Sanjeeva Reddy | ECE       | Member                                |
| 5    | Prof. K. Kailasa Rao    | CSE       | Member                                |
| 6    | Dr. S. Srinivasa Rao    | ECE       | Member                                |
| 7    | Prof. D. Sujatha        | CSE       | Member                                |
| 8    | Dr. Amarnadha Reddy     | MECH      | Member                                |
| 9    | Dr. G. Sharada          | IT        | Member                                |
| 10   | Prof. K. Subhas         | EEE       | Member                                |
| 11   | Dr. B. Jyothi           | EEE       | Member                                |
| 12   | Ms. Misba Mehdi         | ANE       | Member                                |
| 13   | Dr.V.Madhusudhana Reddy | H&S       | Member                                |
| 14   | Dr.V.Neeraja            | H&S       | Member                                |
| 15   | Prof. G. Naveen Kumar   | MBA       | Member                                |
| 16   | Mr. B. Rajeshwar Reddy  | Admin     | Member                                |

Term of Members: 2 years

**Functions:**

Sometimes the faculty and students may have some grievances against the management on some issues. Since the grievance has to be satisfactorily resolved, a committee is required to redress it. Hence grievance committee is formed. The committee is supposed to examine the issue and suggest the redressal actions for satisfaction of the employees which enhances his performance.

As a part of the Grievance Redressal Committee, a separate sub-committee is constituted which will specifically look into complaints received pertaining to sexual harassment of women at the work place. The sub-committee is comprised of the following:

Chairman-Principal  
Senior Lady HOD's-2 members  
Administrative Officer- Convener

The person found guilty of sexual harassment will be given strict warning and depending on the severity of the offence will be suspended/terminated from his service.

## ANTI RAGGING COMMITTEE

### Composition

| S.No | Name of the Committee Member | Dept      | Designation |
|------|------------------------------|-----------|-------------|
| 1    | Dr. V.S.K. Reddy             | Principal | Convener    |
| 2    | Dr. M. Murali Krishna        | MECH      | Member      |
| 3    | Prof. P. Sanjeeva Reddy      | ECE       | Member      |
| 4    | Prof. K. Kailasa Rao         | CSE       | Member      |
| 5    | Dr. S. Srinivasa Rao         | ECE       | Member      |
| 6    | Prof. D. Sujatha             | CSE       | Member      |
| 7    | Dr. Amarnadha Reddy          | MECH      | Member      |
| 8    | Dr. G. Sharada               | IT        | Member      |
| 9    | Prof. K. Subhas              | EEE       | Member      |
| 10   | Dr. B. Jyothi                | EEE       | Member      |
| 11   | Ms. Misba Mehdi              | ANE       | Member      |
| 12   | Dr.V.Madhusudhana Reddy      | H&S       | Member      |
| 13   | Dr.V.Neeraja                 | H&S       | Member      |
| 14   | Prof. G. Naveen Kumar        | MBA       | Member      |
| 15   | Mr. B. Rajeshwar Reddy       | Admin     | Member      |
| 16   | Dr. E. Rajagopal             | H&S       | Member      |

### STUDENT MEMBERS:

| S.No. | Name of the Student      | Year | Branch |
|-------|--------------------------|------|--------|
| 1     | E. Bhargav               | IV   | ECE    |
| 2     | N. Sunaina               | IV   | ECE    |
| 3     | G. Prakash Raj           | III  | ECE    |
| 4     | A. Poojitha              | III  | ECE    |
| 5     | B. Sathya Sai Pramod     | II   | ECE    |
| 6     | K. Suvarna Rathna Kumari | II   | ECE    |
| 7     | G. Sai Sundar            | IV   | CSE    |
| 8     | K. Swetha                | IV   | CSE    |
| 9     | G. Pragnya Devi          | III  | CSE    |

|    |                        |     |      |
|----|------------------------|-----|------|
| 10 | A. Praneeth Reddy      | III | CSE  |
| 11 | D. Srupen Chakravarthy | II  | CSE  |
| 12 | Bhavana                | II  | CSE  |
| 13 | K. Sathish Kumar       | IV  | MECH |
| 14 | M. Durga Malleshwari   | IV  | MECH |
| 15 | B. Pavan Supreeth      | III | MECH |
| 16 | E. Naveena             | III | MECH |
| 17 | Md. Saber              | II  | MECH |
| 18 | P. Likhitha            | II  | MECH |
| 19 | Dinesh Devarakonda     | IV  | ANE  |
| 20 | Someshwari             | IV  | ANE  |
| 21 | B. Abhilash            | III | ANE  |
| 22 | Haritha Ravichandran   | III | ANE  |
| 23 | Chandrakant            | II  | ANE  |
| 24 | Gunjan Raghav          | II  | ANE  |
| 25 | V. Ramya               | III | IT   |
| 26 | S. Vishnuvardhan       | III | IT   |
| 27 | B. Vijay Nayak         | II  | IT   |
| 28 | K. Sree Lahari         | II  | IT   |
| 29 | R. Saketh              | II  | EEE  |
| 30 | A. Geethanjali         | II  | EEE  |
| 31 | D. Arvind Reddy        | II  | MBA  |
| 32 | P. Shyam               | II  | MBA  |

Term of members: One Year

## Function

- Nowadays many cases of teasing the girls and junior students are observed in colleges. In view of it an Anti ragging committee is constituted in the college to be vigilant and taking precautionary measures for avoiding such incidents in the college. This gives a continuous assurance and confidence to the parents of new entrants of the college driving out the fear perception from their minds.

In the process, if anybody is found guilty, strict punishment will be awarded by the committee.

### **10.1.5. Delegation of financial powers (5)**

The governing body approves the delegation of financial powers to the principal, HODs and relevant incharges in the proportion mentioned below:

|                    |   |             |
|--------------------|---|-------------|
| Principal          | - | 25,00,000/- |
| HOD's              | - | 3,00,000/-  |
| Relevant incharges | - | 1,00,000/-  |

### **10.1.6. Transparency and availability of correct/unambiguous information in public domain (5)**

The information on policies, rules and processes is made available in the institution website for use by all the stake holders.



# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

## (Autonomous Institution – UGC, Govt. of India)



Recognized under 2(f) and 12 (B) of UGC ACT 1956

( Affiliated to JNTUH, Hyderabad, Approved by AICTE- Accredited by NBA & NAAC– 'A' Grade - ISO 9001:2015 Certified )

Ref: MRCET/GRC/2017/1

February 7, 2017

- Sub: Formation of Grievance Redressal Committee – Reg .  
Ref: 1) AICTE Lr No.1-101/DPG/AICTE/Ombudsman/2012, dt 29<sup>th</sup> Nov 2012  
2) AICTE Lr No.1-101/DPG/AICTE/Ombudsman/2012, dt 06<sup>th</sup> Nov 2012  
3) AICTE Regulations Vide notification; F.No. 37-3/Legal/2012 dated 25.05.2012  
(Clause 1 of Section 23 of the AICTE Act, 1987(52 of 1987)

\*\*\*\*\*

The following are the members nominated for the Grievance Redressal Committee of the College. The prime belief of this committee is that discipline doesn't restrict freedom but gives freedom to students by amicably solving their grievances.

Any student/parents and others may approach to the following Committee Members if they have any grievance and the committee will take necessary action.

### Grievance Redressal Committee

| S.No | Name                         | Dept      | Designation                           | Contact No | Address                       |
|------|------------------------------|-----------|---------------------------------------|------------|-------------------------------|
| 1    | Dr. P. Ram Reddy             | MECH      | Chairman<br>(Former Registrar, JNTUH) | 9959969402 | ramireddy1944@gmail.com       |
| 2    | Dr. V.S.K. Reddy             | Principal | Convener                              | 9440790760 | mrcet2004@gmail.com           |
| 3    | Dr. M. Murali Krishna        | MECH      | Member                                | 9989086120 | mitnala@gmail.com             |
| 4    | Prof. P. Sanjeeva Reddy      | ECE       | Member                                | 9985381221 | psanjeeva45@gmail.com         |
| 5    | Prof. K. Kailasa Rao         | CSE       | Member                                | 9908192184 | mrcetp2004@gmail.com          |
| 6    | Dr. S. Srinivasa Rao         | ECE       | Member                                | 9346648391 | ssrao.atri@gmail.com          |
| 7    | Prof. D. Sujatha             | CSE       | Member                                | 8978918912 | sujatha.dandu@gmail.com       |
| 8    | Dr. P. H. V. Sessa Talpa Sai | MECH      | Member                                | 9347665556 | polamraiusai@gmail.com        |
| 9    | Dr. G. Sharada               | IT        | Member                                | 9849175249 | gsharada8@gmail.com           |
| 10   | Prof. K. Subhas              | EEE       | Member                                | 9490413795 | ksubhas@yahoo.com             |
| 11   | Prof. MNVS Swethabala        | ANE       | Member                                | 9966100434 | swethabalagnvs@gmail.com      |
| 12   | Dr.V.Madhusudhana Reddy      | H&S       | Member                                | 9492025025 | v.madhusudhanareddy@gmail.com |
| 13   | Dr.V.Neeraja                 | H&S       | Member                                | 9948660913 | vbneeraja@yahoo.com           |
| 14   | Prof. V. Srinivas Reddy      | MINING    | Member                                | 9440732827 | srivan1@yahoo.com             |
| 15   | Prof. G. Naveen Kumar        | MBA       | Member                                | 9985252320 | gurram_nk@yahoo.co.in         |
| 16   | Mr. B. Rajeshwar Reddy       | Admin     | Member                                | 9348161220 | mrcetadm@gmail.com            |

The Committee members are requested to meet frequently to update the issues for smooth sailing of the College.



*V. Reddy*  
20-10/10/2018

Dr. VSK Reddy  
PRINCIPAL  
PRINCIPAL

Malla Reddy College of Engg. & Tech  
UGC AUTONOMOUS INSTITUTION

## GRIEVANCE REDRESSAL CELL



Scan here for submitting you **Grievance**



MRCET CAMPUS  
UGC Autonomous

Dept. of Mechanical Engineering



**SAVE PAPER**



# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

(Autonomous Institution – UGC, Govt. of India)

## DEPARTMENT OF MECHANICAL ENGINEERING

MRCET/ ME/ HOD/ 2019-20/ S2

February 07, 2020

### MINUTES OF THE MEETING: ANTI RAGGING & DISCIPLINARY COMMITTEE

#### Members Present:

|     |                          |                              |
|-----|--------------------------|------------------------------|
| 1.  | Dr. VSK Reddy            | Principal                    |
| 2.  | Dr. M. Murali Krishna    | Professor & Dean Academics   |
| 3.  | Mr. Rajeshwar Reddy      | Admin. Officer               |
| 4.  | Dr. A.N.R. Reddy         | Professor & HOD              |
| 5.  | Dr. T Shiva Kumar        | Professor                    |
| 6.  | Ms. MLR Chaitanya Lahari | Asst. Professor              |
| 7.  | Ms. K Akhila             | Asst. Professor <i>AK</i>    |
| 8.  | Mr. Mahendra             | IV Year In charge <i>MA</i>  |
| 9.  | Dr. Srikar Potnuru       | III Year In charge <i>SP</i> |
| 10. | Mr. Subba Rao            | II Year In charge <i>SR</i>  |
| 11. | Mr. P. Sai kumar Reddy   | Student Member               |
| 12. | Ms. G. Bala Deepika      | Student Member               |
| 13. | Mr. T. Sandeep Naidu     | Student Member               |
| 14. | Ms. K. Madhavi           | Student Member               |

The members have discussed with the students, upon receiving the complaint/ information from the respective class In-Charge, on February 07, 2020 and noted the details.

| S. NO | ROLL NO    | NAME OF THE STUDENT                   |
|-------|------------|---------------------------------------|
| 1     | 18N31A03B3 | M. SIDDARTHA SHANKAR ROY <i>MSR</i>   |
| 2     | 18N31A0371 | JAKKAMSETTI NEHEMAIH <i>Nehemaih.</i> |

The students are found to be indiscipline on the following grounds:

- Indecent behavior in the class room while a lecturer is teaching the subject
- Playing Games using mobile in the class room

Hence, the Disciplinary committee recommends the following actions, with immediate effect.

1. Counseling the students along with parents.
2. An undertaking from both students and parents may be initiated to control students indulging in such activity in future.
3. The students maybe suspended from attending the class/ laboratory works.

CC: ADC File

  
HEAD  
Department of Mechanical Engineering  
Malla Reddy College of Engineering & Tech.  
Hyderabad, India



MINUTES OF THE MEETING: ANTI RAGGING & DISCIPLINARY COMMITTEE

Members Present:

|     |                          |                            |
|-----|--------------------------|----------------------------|
| 1.  | Dr. VSK Reddy            | Principal                  |
| 2.  | Dr. M. Murali Krishna    | Professor & Dean Academics |
| 3.  | Mr. Rajeshwar Reddy      | Admin. Officer             |
| 4.  | Dr. A.N.R. Reddy         | Professor & HOD            |
| 5.  | Dr. T Shiva Kumar        | Professor                  |
| 6.  | Ms. MLR Chaitanya Lahari | Asst. Professor            |
| 7.  | Ms. K Akhila             | Asst. Professor            |
| 8.  | Mr. Mahendra             | IV Year In charge          |
| 9.  | Dr. Srikar Potnuru       | III Year In charge         |
| 10. | Mr. Subba Rao            | II Year In charge          |
| 11. | Mr. P. Sai kumar Reddy   | Student Member             |
| 12. | Ms. G. Bala Deepika      | Student Member             |
| 13. | Mr. T. Sandeep Naidu     | Student Member             |
| 14. | Ms. K. Madhavi           | Student Member             |

The members have discussed with the students, upon receiving the complaint/ information from the respective class In-Charge, on January 23, 2020 and noted the details.

| S. NO | ROLL NO    | NAME OF THE STUDENT |
|-------|------------|---------------------|
| 1     | 18N31A03A6 | MENDE RISHI         |

*Rishi mendes*  
*23/01/2020*

The students are found to be indisciplined on the following grounds:

- Indecent behavior in the class room while a lecturer is teaching the subject

Hence, the Disciplinary committee recommends the following actions, with immediate effect.

1. Counseling the students along with parents.
2. An undertaking from both students and parents may be initiated to control students indulging in such activity in future.
3. The students maybe suspended from attending the class/ laboratory works.

CC: ADC File

  
Department of Mechanical Engineering  
Malla Reddy College of Engineering & Tech.  
Hyderabad, India



# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

(Autonomous Institution – UGC, Govt. of India)

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## DEPARTMENT OF MECHANICAL ENGINEERING

Ref. No: MRCET/ ME/ HOD/ADC/2019-20/06

September 24, 2019

### MINUTES OF THE MEETING: ANTI RAGGING & DISCIPLINARY COMMITTEE

#### Members Present:

|     |                          |                            |
|-----|--------------------------|----------------------------|
| 1.  | Dr. VSK Reddy            | Principal                  |
| 2.  | Dr. M. Murali Krishna    | Professor & Dean Academics |
| 3.  | Mr. Rajeshwar Reddy      | Admin. Officer             |
| 4.  | Dr. A.N.R. Reddy         | Professor &HOD             |
| 5.  | Dr. T Shiva Kumar        | Professor                  |
| 6.  | Ms. MLR Chaitanya Lahari | Asst. Professor            |
| 7.  | Ms. Haseena Bee          | Asst. Professor            |
| 8.  | Mr. Mahendra             | IV Year In charge          |
| 9.  | Dr. Srikar Potnuru       | III Year In charge         |
| 10. | Mr. Subba Rao            | II Year In charge          |
| 11. | Mr. P. Sai kumar Reddy   | Student Member             |
| 12. | Ms. G. Bala Deepika      | Student Member             |
| 13. | Mr. T. Sandeep Naidu     | Student Member             |
| 14. | Ms. K. Madhavi           | Student Member             |

#### COMPLAINT BY:

1. Ms. RV ANUSHA (17N31A03E8)
2. Ms. SASHI REKHA (17N31A03F7)
3. Mr. GOPALA KRISHNA, Assistant Professor, Mechanical Engineering

#### COMPLAINT ON:

1. Mr. GANESH DHARAVATH (17N31A0342)

Upon receiving the grievances information from both students and Staff members through respective class In-Charge, the Anti Ragging & Disciplinary Committee had interacted to resolve the grievances thereon.

#### GRIEVANCES:

- Indecent behavior with girl students
- Indiscipline behavior in the classroom with the faculty

The Anti Ragging & Disciplinary Committee recommends the following actions,

#### Indecent behavior with fellow girl students and faculty members is an at most rude and immature attitude.

1. The student maybe rusticated from attending the class/ laboratory works with immediate effect.
2. Counseling the student along with his parents.
3. An undertaking from both students and parents may be initiated to control the student from indulging in such indecent activities in future.

CC: ADC File

# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

(Autonomous Institution – UGC, Govt. of India)

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## DEPARTMENT OF MECHANICAL ENGINEERING

Ref. No: MRCET/ ME/ HOD/ADC/2019-20/5

September 20, 2019

### MINUTES OF THE MEETING: ANTI RAGGING & DISCIPLINARY COMMITTEE

#### Members Present:

|     |                          |                            |
|-----|--------------------------|----------------------------|
| 1.  | Dr. VSK Reddy            | Principal                  |
| 2.  | Dr. M. Murali Krishna    | Professor & Dean Academics |
| 3.  | Mr. Rajeshwar Reddy      | Admin. Officer             |
| 4.  | Dr. M Amarnadha Reddy    | Professor & HOD            |
| 5.  | Mr. Mahendra             | IV Year In charge          |
| 6.  | Dr. Srikar Potnuru       | III Year In charge         |
| 7.  | Mr. Subba Rao            | II Year In charge          |
| 8.  | Dr. T Shiva Kumar        | Professor                  |
| 9.  | Ms. MLR Chaitanya Lahari | Asst. Professor            |
| 10. | Ms. Haseena Bee          | Asst. Professor            |
| 11. | Mr. P. Sai kumar Reddy   | Students Member            |
| 12. | Ms. G. Bala Deepika      | Students Member            |
| 13. | Mr. T. Sandeep Naidu     | Students Member            |
| 14. | Ms. K. Madhavi           | Students Member            |

The members have discussed with the students, upon receiving the complaint/ information from the respective class In-Charge on September 20, 2019 and noted the details.

| S. NO | ROLL NO    | NAME OF THE STUDENT | BACKLOGS |
|-------|------------|---------------------|----------|
| 1     | 18N31A0321 | B. VENKATESH        | 1        |
| 2     | 18N31A0326 | B. PHANINDHRA       | 0        |
| 3     | 18N31A0335 | CH. JASWANTH KUMAR  | 4        |

The students are found to be indisciplined on the following grounds:

- Irregular to class works/ Laboratory
- Indiscipline behavior with faculty
- Driving the motor Bike without driving license
- Triple riding

Hence, the Disciplinary committee recommends the following actions, with immediate effect.

1. Counseling the students along with parents.
2. An undertaking from both students and parents may be initiated to control students indulging in such activity in future.
3. May be suspended from attending the class/ laboratory works.

CC: ADC File



Prof. Dr. A. N. R. Reddy  
Head of Mechanical Engineering  
Malla Reddy College of Engineering & Tech.  
Hyderabad, India

# Malla Reddy College of Engineering and Technology

UGC Autonomous – Institution, NBA Accredited, Approved by AICTE, Affiliated to JNTUH  
Secunderabad – 500100, Telangana, India.  
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## Department of Mechanical Engineering

Ref. No: MRCET-ME/B.TECH/2018-19

Date: 20<sup>th</sup> December, 2018

### Disciplinary Committee Decision

This is to inform that the following students from II/II – ~~A~~ section are suspended for one week from regular class work on grounds of indisiplined behavior in the class room and violating institutional rules.


| S. NO: | ROLL NO    | NAME OF THE STUDENT   | SIGN           |
|--------|------------|-----------------------|----------------|
| 1      | 17N31A0351 | HARI SHIVA KUMAR      | H. Shiva Kumar |
| 2      | 17N31A0322 | BUDARAYAVALASA MAYANK | B. Mayank      |

### Disciplinary Committee Members:

1. Dr. M Amarnadha Reddy Chairman & HOD
2. Mr. K Saidulu IV Year Incharge
3. Mr. Desu Damodara Reddy III Year Incharge
4. Dr. Srikar Potnuru II Year Incharge
5. Dr. T Shiva Kumar (Senior Professor)
6. Ms. N Anupama Sai Priya Asst. Professor

Copy to:

1. Student File

  
20/12 HOD

# Malla Reddy College of Engineering and Technology

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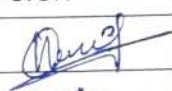

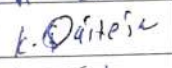
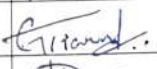

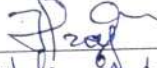

Department of Mechanical Engineering

Ref. No: MRCET-ME/Dept Office/2019-20/3

Date: July 27, 2019

## Disciplinary Committee Decision

This is to inform that the following students from II/I – B section are suspended for one week from regular class work on grounds of indiscipline behavior and violating institutional rules.

| S. NO | ROLL NO    | NAME OF THE STUDENT      | SIGN  |
|-------|------------|--------------------------|---|
| 1     | 18N31A0370 | HRUSHIKESH REDDY VAJRALA |    |
| 2     | 18N31A0393 | KUSUMA MANI KANTA REDDY  |     |
| 3     | 18N31A0390 | KORIVADA SAI TEJA        |    |
| 4     | 18N31A0367 | GURU KARTHIKEYAN TARUN   |   |
| 5     | 18N31A03A7 | MOHAMMED AYAANUDDIN      |  |
| 6     | 18N31A0382 | KANDURI JAI PRAKASH      |  |
| 7     | 18N31A03A3 | M. SHIVA TEJA            |  |

### Disciplinary Committee Members:

1. Dr. M Amarnadha Reddy Chairman & HOD
2. Mr. Mahendra IV Year Incharge
3. Dr. Srikar Potnuru III Year Incharge
4. Mr. Subba Rao II Year Incharge
5. Dr. T Shiva Kumar (Senior Professor)
6. Ms. N Anupama Sai Priya Asst. Professor


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HOD  
HEAD

Department of Mechanical Engineering  
Malla Reddy College of Engineering & Tech.  
Hyderabad, India

# Malla Reddy College of Engineering and Technology

UGC Autonomous – Institution, NBA Accredited, Approved by AICTE, Affiliated to JNTUH  
Secunderabad – 500100, Telangana, India.

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## Department of Mechanical Engineering

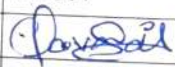
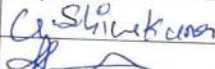
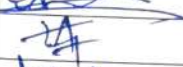

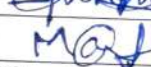
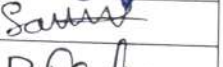
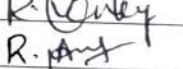
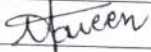



Ref. No: MRCET-ME/B.TECH/4/2018-19

Date: 24<sup>th</sup> September, 2018

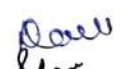


### Disciplinary Committee Decision

With due respect, the disciplinary committee would like to bring to your kind notice that the following list of III B. Tech I Sem students are suspended for one week from regular classes on violation of Institutional rules, they were found Indiscipline (Not attending Industrial Visit, Not following dress code and late coming) upon repeated warning.

Note: The suspension order can be revoked, if the parents of concern student meet Head of the Department (HOD).


| S. NO. | ROLL NO.   | NAME OF THE STUDENT | SIGN  |
|--------|------------|---------------------|---|
| 1      | 16N31A0340 | G. PAWAN SAI        |    |
| 2      | 16N31A0342 | G. SHIVA KUMAR      |    |
| 3      | 14N31A0306 | RUKNUDHIN           |   |
| 4      | 16N31A0384 | Md. ABBAS           |  |
| 5      | 16N31A03A5 | SUMAN NAIK          |  |
| 6      | 16N31A03C6 | SAIDEVA REDDY.S     |  |
| 7      | 16N31A03D5 | MAHESH BABU. S      |  |
| 8      | 16N31A03E8 | SANTOSH KUMAR T     |  |
| 9      | 16N31A03G4 | VENKATESH.R         |  |
| 10     | 15N31A03E2 | AKHILESH.R          |  |
| 11     | 15N31A03H7 | NAVEEN Y            |  |

### Disciplinary Committee Members:

- |                            |                    |   |
|----------------------------|--------------------|---|
| 1. Dr. Amarnadha Reddy     | Chairman & HOD     | : |
| 2. Mr. Desu Damodara Reddy | III Year Incharge  | : |
| 3. Dr. SrikarPotnuru       | II Year Incharge   | : |
| 4. Dr. Durga Rao           | IV Year Incharge   | : |
| 5. Dr. PrathibhaBharathi   | (Senior Professor) | : |
| 6. Ms. Anupama             | Asst. Professor    | : |
-   
  


Copy to:

1. Student File

  
HOD  
24/9



# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

(Autonomous Institution – UGC, Govt. of India)

## DEPARTMENT OF MECHANICAL ENGINEERING

MRCET/ ME/ 2019-20/

August 22, 2019

### MEETINGS OF GRIEVANCE REDRESSAL CELL HELD ON 22/08/2019 AT 2.00PM IN INCUBATION

#### MEMBERS PRESENT

| S.NO. | MEMBER                 | SIGNATURE |
|-------|------------------------|-----------|
| 1     | Dr. M. Amarnadha Reddy |           |
| 2     | Dr. P Srikar           |           |
| 3     | Mr. D Damodara Reddy   |           |
| 4     | Mr. Y. Dilip Kumar     |           |
| 5     | Mrs. Chaitanya Lahari  |           |
| 6     | Mrs. Lilly Prasuna     |           |
| 7     | Mrs. P. Haseena Bee    |           |
| 8     | Mrs. B. Sandhya Rani   |           |

#### POINTS OF DISCUSSION:

Discussion on the application received from girl students of mechanical department about placing an Automatic Sanitary Napkin Vending Machine.

#### Action Taken Report

Meeting of the grievance redressal on the discussion on the application received from girl students of mechanical department about placing an Automatic Sanitary Napkin Vending Machine in Girls Rest Rooms. The members have accepted the request and orders are passed to place the machine.

HEAD

Department of Mechanical Engineering  
Malla Reddy College of Engineering & Tech.  
Hyderabad, India



# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

(Autonomous Institution – UGC, Govt. of India)

## DEPARTMENT OF MECHANICAL ENGINEERING

Name: *K Sasirekha* Grievance id: MRCET/Dept/

Student Roll Number: *17N31A03F7*

Department: *Mechanical*

Mailing Address (Dept): *hodme@mrcet.ac.in*

Mobile Phone: e-mail: *7729805926*

Program/Course(s): *B.Tech*

Present/passed out: *Present*

Did you seek information or assistance before making a complaint?

NO

Yes, from

Staff member(s) or Committee from whom have you already sought a resolution about this complaint?

Name: *Dr. P. Srikar*

Position: *Professor*

Name: *Ms. K. Archile*

Position: *Asst. Professor*

Please outline the basis of your original complaint:

Please describe the most recent resolution offered:

From whom did you receive the final notification of the resolution, and when?

Name/Position: *Ms. K. Archile*

Date: *Nov, 15, 2019*

State what outcome(s) you are seeking from this appeal:

Other Comments:

*[Signature]*  
Signature of the student/parent

(Office use only)

Expected date of Resolution of the grievance: *15/11/2019*

*[Signature]*  
Signature of the grievance handling authority

Department of Mechanical Engineering  
Malla Reddy College of Engineering & Tech.  
Hyderabad, India



# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

(Autonomous Institution – UGC, Govt. of India)

## DEPARTMENT OF MECHANICAL ENGINEERING

MRCET/ ME/ 2019-20/

November 15, 2019

### MEETINGS OF GRIEVANCE REDRESSAL CELL HELD ON 15/11/2019 AT 11.00AM IN INCUBATION

#### MEMBERS PRESENT

| S.NO. | MEMBER                 | SIGNATURE |
|-------|------------------------|-----------|
| 1     | Dr. M. Amarnadha Reddy |           |
| 2     | Dr. P Srikar           |           |
| 3     | Mr. D Damodara Reddy   |           |
| 4     | Mr. Y. Dilip Kumar     |           |
| 5     | Ms. K. Akhila          |           |
| 6     | Mrs. Chaitanya Lahari  |           |
| 7     | Mr. M Harish           |           |

#### POINTS OF DISCUSSION:

Discussion on the application received from K. Sasirekha (17N31A03F7) of mechanical department who stays in the college hostel about her health condition by which she cannot concentrate on the studies.

#### Action Taken Report

Meeting of the grievance redressal on the discussion on the application received from K. Sasirekha (17N31A03F7) of mechanical department who stays in the college hostel about her health condition by which she cannot concentrate on the studies. The parents of the student who are far away have also requested the staff members to look after the situation. The members have decided that she would be taken to a good doctor and get treated. The lady staff members also discussed with the student that she has full support from them.

HEAD  
Department of Mechanical Engineering  
Malla Reddy College of Engineering & Tech.  
Hyderabad, India





# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

(Autonomous Institution – UGC, Govt. of India)

## DEPARTMENT OF MECHANICAL ENGINEERING

Name: Manisha Paul

Grievance id: MRCET/Dept/

Student Roll Number: 17N31A03H3

Department: Mechanical

Mailing Address (Dept): hodme@mrcet-ac.in

Mobile Phone: e-mail: 9381349637,

Program/Course(s): B-Tech

Present/passed out: Present

Did you seek information or assistance before making a complaint?

- NO  
 Yes, from

Staff member(s) or Committee from whom have you already sought a resolution about this complaint?

Name: Dr. P. Srikar

Position: Professor

Name: Ms. K. Akhila

Position: Assistant Professor

Please outline the basis of your original complaint:


Please describe the most recent resolution offered:

From whom did you receive the final notification of the resolution, and when?

Name/Position: Ms. K. Akhila, Asst. Professor Date: 30/01/2020


State what outcome(s) you are seeking from this appeal:

Other Comments:

  
Signature of the student/parent

(Office use only)

Expected date of Resolution of the grievance-----30/01/2020

  
Signature of the grievance handling authority

HEAD  
Department of Mechanical Engineering  
Malla Reddy College of Engineering & Tech.  
Hyderabad, India



# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

(Autonomous Institution – UGC, Govt. of India)

## DEPARTMENT OF MECHANICAL ENGINEERING

MRCET/ ME/ 2019-20/

January 30, 2020

### MEETINGS OF GRIEVANCE REDRESSAL CELL HELD ON 15/11/2019 AT 11.00AM IN INCUBATION

#### MEMBERS PRESENT

| S.NO. | MEMBER                 | SIGNATURE |
|-------|------------------------|-----------|
| 1     | Dr. M. Amarnadha Reddy |           |
| 2     | Dr. P Srikar           |           |
| 3     | Mr. D Damodara Reddy   |           |
| 4     | Mr. Y. Dilip Kumar     |           |
| 5     | Ms. K. Akhila          |           |
| 6     | Mrs. Chaitanya Lahari  |           |
| 7     | Mr. M Harish           |           |

#### POINTS OF DISCUSSION:

Discussion on the application received from Manisha Paul (17N31A03H3) of mechanical department who stays in the college hostel about her health condition while attending the classes.

#### Action Taken Report

Meeting of the grievance redressal on the discussion on the application received from Manisha Paul (17N31A03H3) of mechanical department who stays in the college hostel about her health condition while attending the classes. The parents of the student who are far away have also requested the staff members to look after the situation. The members have decided that she would be taken to a good doctor and get treated. The lady staff members also discussed with the student that she has full support from them.

HEAD

Department of Mechanical Engineering  
Malla Reddy College of Engineering & Tech.  
Hyderabad, India



# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

(Permanently Affiliated to JNTUH, Approved by AICTE - Accredited by NBA & NAAC- A-GRADE; ISO 9001:2015 Certified)  
Maisammaguda, Dhulapally, Secunderabad - 500 100

October 30, 2019

## OFFICE ORDER

**Sub: MRCET – Indecent activity/Ragging (College Bus) of B.Tech Students in the College bus on 28.10.2019 – Report of the Enquiry Committee – Implementation of the recommendations of the Committee – Ordered – Regarding.**

\* \* \* \* \*

It has been brought to the notice of the undersigned that the Student **Mr. Yesala Likhith Raj**, Roll No. **16N31A1260**, **Pasham Jayanth Kumar**, Roll No. **16N31A04H1**, **Mr. Mandula Kalyan**, Roll No. **16N31A04D5**, **Mr. Taleda Adarsh**, Roll No. **16N31A05M0** of B.Tech Students in the College Bus on **28.10.2019 (Evening Session)** was observed indecent behavior/ragging in the College Bus, with the result of this spoiling the image of the College student community.

The above student has failed to maintain discipline and the system prevailed in the College and they are involved in indecent activity/ragging in the college bus and disturbing the student community. In view of the above, an enquiry Committee with the following Senior Professors has been appointed to conduct detailed enquiry into the matter and submit enquiry report for taking further course of action against the above students.

1. Dr. M. Murali Krishna, Dean, Chairman
2. Mr. B. Rajeshwar Reddy, Administrative Officer, Member
3. Mr. A. Venkateshwar, Transportation Incharge, Member
4. Mr. E. Rajagopal, Physical Director, Member

The Enquiry Committee will conduct a detailed enquiry into the matter by contacting students and their parents and prepare the report for taking further course of action. Keeping in view the gravity of charge against each students, the Enquiry Committee will submit detailed report on or before November 01, 2019 and impose punishment based on the gravity of issue.

Further the student is suspended from the college w.e.f. October 30, 2019 to till further orders. The final decision will be taken based on the Enquiry Committee Report.

**Copy to:**  
Chairman of The committee  
Committee Members

  
**PRINCIPAL**



# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

(Permanently Affiliated to JNTUH, Approved by AICTE - Accredited by NBA & NAAC- A-GRADE; ISO 9001:2015 Certified)  
Maisammaguda, Dhulapally, Secunderabad - 500 100

December 17, 2019

## OFFICE ORDER

Subject: Detailed Report on the suspension issue of the student Mr. B. Deepak, Roll No. 17N31A0417 – reg.

Members Present:

1. Prof. Sanjeev Reddy, Director, ECE Dept
2. Dr. M.Murali Krishna, Dean, Convener
3. Dr. S. Srinivasa Rao, HOD, ECE, Member

The committee as constituted has made detail study and the observations are given below:

1. The Candidate under reference was called before the committee on 17.12.2019 and while on questioning he made revelations such as he entered the class room late by about 20 minutes on 16<sup>th</sup> December 2019. Further when he was questioned about showing the notes of previous assignment by the faculty, he could not do the same. The lecturer under reference has the same experience with the student continuously since last 10 days.
2. The committee has picked up CR and GR of the same class and learnt that the candidate under reference replied loudly and made the entire class a fun of the situation when he was asked to submit the notes by the lecturer.
3. Mr. B. Deepak brought his guardian and made her appeared before the committee where the guardian expressed that she would take care of all improper behavior of Mr. B. Deepak and asserted that no such things will be repeated in future that causes disturbance to the department

The Committee after having made discussions/interactions as above opines the following:

As the committee got the proper response by the guardian of the candidate and at the same time strong excuses offered by the candidate, the suspension order may be continued up to 31<sup>st</sup> December, 2019 and the candidate may be permitted to attend classes from 1<sup>st</sup> January, 2020

Submitted please for further necessary action

  
PRINCIPAL

Copy to:

Chairman of The committee  
Committee Members



# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

Permanently Affiliated to JNTUH, Approved by AICTE - Accredited by NBA & NAAC- A-GRADE; ISO 9001:2015 Certified)  
Maisammaguda, Dhulapally, Secunderabad - 500 100

January 31, 2020

## OFFICE ORDER

Sub: MRCET- Indecent behavior/beating each other of Mr. V Srinivasa Rama Pavan Kumar, Roll No. 19N31A04N3, Mr. Sushanth Nayak, Roll No. 19N31A1222, Mr. Mannava Venkata Sai Nikhil, Roll No. 19N31A4D1, Mr. Giri Venu Madhav, Roll No. 19N31A1253 and Mr. T Sai Ram, Roll No. 19N31A04M0, First Year B.Tech Students on 31.01.2020 – Report of the Enquiry Committee – Implementation of the recommendations of the Committee – Ordered – Regarding.

\*\*\*\*\*

It has been brought to the notice of the undersigned that the Students Mr. V Srinivasa Rama Pavan Kumar, Roll No. 19N31A04N3, Mr. Sushanth Nayak, Roll No. 19N31A1222, Mr. Mannava Venkata Sai Nikhil, Roll No. 19N31A4D1, Mr. Giri Venu Madhav, Roll No. 19N31A1253 and Mr. T Sai Ram, Roll No. 19N31A04M0, First Year B.Tech Students on 31.01.2020, were observed indulging in indecent behavior/beating each other near the College gate, with the result of this spoiling the image of the College students community.

The above students have failed to maintain discipline and system prevailed in the College and they are involved in indecent activity/beating each other near the college gate and disturbing the students community. The behavior of the students in the college premises is highly objectionable and deplorable. In view of the above, an enquiry Committee with the following Senior Professors has been appointed to conduct enquiry into the matter and submit enquiry report for taking further course of action against the above students

1. Prof. Dr. M. Murali Krishna, Dean, Chairman
2. Prof. Dr. V. Madhu Sudan Reddy, HOD of H&S, Member
3. Mr. B. Rajeshwar Reddy, Administrative Officer, Convener

The Enquiry Committee will conduct a detailed enquiry into the matter by contacting students and their parents and prepare the report for taking further course of action. Keeping in view the gravity of charge against each student, the Enquiry Committee will submit detailed report on or before February 08, 2020 and impose punishment based on the gravity of issue. Further, the students are suspended from the college w.e.f. February 01, 2020 to till further orders. The final decision will be taken based on the Enquiry Committee Report.

Copy to:

Chairman of The committee  
Committee Members  
Students Concerned

Received

Received

Giri Venu Madhav

T. Sai Ram

19N31A1253

M. S. Reddy  
PRINCIPAL

Malla Reddy College of Engineering & Technol  
(Autonomous Institution - UGC, Govt. of Ind  
Maisammaguda, Dhulapally, Secunderabad-5001



# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

Autonomously Affiliated to JNTUH, Approved by AICTE - Accredited by NBA & NAAC- A-GRADE; ISO 9001:2015 Certified)  
Maisammaguda, Dhulapally, Secunderabad - 500100

October 23, 2019

## OFFICE ORDER

**Sub: Objectionable misbehavior of B.Tech Student against Girl Student – Report of the Enquiry Committee – Implementation of the recommendations of the Committee – Ordered – Reg.**

\* \* \* \* \*


It has been brought to the notice of the undersigned that the Student **Mr. N. Yashwanth Sai**, Roll No. **19N31A0397** B.Tech Student was involved in an Antisocial activity (through Whatsapp)/ Misbehaved in the recent past with one of our sister concern college Girl Student with the result of this spoiling the image of the College student community.

The above student has failed to maintain discipline and the system prevailed in the College and disturbing the student community. In view of the above, an enquiry Committee with the following Senior Professors has been appointed to conduct detailed enquiry:

1. Dr. M. Murali Krishna, Dean, Chairman
2. Mr. B.Rajeshwar Reddy, Administrative Officer, Convener
3. Dr. V. Madhusudhana Reddy, HOD-H&S, Member

The Enquiry Committee will conduct a detailed enquiry into the matter by contacting student and his parents, prepare the report for taking further course of action. Keeping in view the gravity of charge against the student, the Enquiry Committee will submit detailed report on or before 26.10.2019 and impose punishment based on the gravity of the issue.

Copy to:  
Chairman of The committee  
Committee Members

  
PRINCIPAL  
PRINCIPAL  
**Malla Reddy College of Engg. & Tech**  
UGC AUTONOMOUS INSTITUTION  
Maisammaguda, Doolapally, Secunderabad-500 100.



# MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY

Permanently Affiliated to JNTUH, Approved by AICTE - Accredited by NBA & NAAC- A-GRADE; ISO 9001:2015 Certified)  
Maisammaguda, Dhulapally, Secunderabad - 500100

March 11, 2019

## OFFICE ORDER

**Sub: Objectionable misbehavior of B.Tech Student against Girl Student in the recent past – Report of the Enquiry Committee – Implementation of the recommendations of the Committee – Ordered – Reg.**

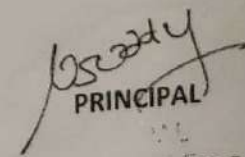
\* \* \* \* \*

It has been brought to the notice of the undersigned that the Student **Mr. Allamsetty Sai Pavan, Roll No. 18N31A1213** B.Tech Student was observed indecent objectionable misbehavior in the recent past against a Girl Student namely Ms. D. Guru Sai Supriya, Roll No. 18N31A1243 (I Year IT Student), with the result of this spoiling the image of the College student community.

The above student has failed to maintain discipline and the system prevailed in the College and disturbing the student community. In view of the above, an enquiry Committee with the following Senior Professors has been appointed to conduct detailed enquiry:

1. Dr. M. Murali Krishna, Dean, Chairman
2. Prof. K. Kailasa Rao, Director-CSE/IT, Convener
3. Dr. V. Madhusudhana Reddy, HOD-H&S, Member

The Enquiry Committee will conduct a detailed enquiry into the matter by contacting student and parents and prepare the report for taking further course of action. Keeping in view the gravity of charge against the student, the Enquiry Committee will submit detailed report on or before 15.03.2019 and impose punishment based on the gravity of the issue.

  
PRINCIPAL

**Copy to:**

Chairman of The committee  
Committee Members

Malla Reddy College of Engineering & Tech  
UGC AUTONOMOUS INSTITUTION  
Maisammaguda, Dhulapally, Secunderabad-500 100.



**MALLA REDDY COLLEGE OF ENGINEERING & TECHNOLOGY**  
(Autonomous Institution – UGC, Govt. of India)  
Maisammaguda, Dhulapally (Post Via Hakimpet), Secunderabad – 500100, Telangana State, India.

**SUSPENSION ORDER**

Dt: 03.10.18

The below mentioned students have failed to maintain the discipline and the system prevailed in the college. The below ~~four~~ students skipped the class work in the afternoon session Monday i.e., on 01.10.18 and moved out of the college campus without any permission.

In spite of constant counseling to attend the college regularly to improve their academic performance, the following students were issued a Serious warning, for the said reasons and due intimation was given many times in this regard.

Failure to follow the rules and regulations of the institution forced us to take the decision for suspension. The suspension will be in force until the parents of the students come discuss the matter with the principal.

| S.NO | ROLL NO    | STUDENT NAME          | BRANCH |
|------|------------|-----------------------|--------|
| 1    | 18N31A0591 | M Manish              | CSE-A  |
| 2    | 18N31A0563 | E Manoj               | CSE-A  |
| 3    | 18N31A0576 | G Uday Kiran Reddy    | CSE-A  |
| 4    | 18N31A0564 | G Surya Prakash Reddy | CSE-A  |

  
HOD-H&S

**HEAD**  
**DEPT. OF HUMANITIES & SCIENCES**  
Malla Reddy College of Engg. & Tech.  
Maisammaguda, Dhulapally, Secunderabad-14



Hyderabad,  
9/12/2015.

To,  
The Principal,  
MRCET,  
Maistammaguda.

Respected Sir,

I V. PRASANNA KUMAR OF CMRCET  
College mechanical group H.NO (10H51A03B7) Apologise for  
rude behaviour in the examination cell I never repeat this again  
so please kindly return my mobile AND i have 12 ~~backlogs~~ backlogs

Thanking you

EXAM - Branch  
Nreddy  
Record

Yours obediently,  
V. PRASANNA KUMAR  
(10H51A03B7)

Ph no: 9032532231

Father's name: V. Govinda Raju

Ph no: 9290959761

Hyderabad  
3-1-15

To,

The principle MRCET

Respected principle Sir,

I am M. PAUL of ECE-C 13N31A04C8

writing this letter to inform you that i theft the mobile phones (2) from other's bag. & this only my first ~~chance~~ chance. & of doing. since i did this in NREC collage. timings 11:00AM. Please forgive me for this one time.

this will be not repeat again.

Today i have come to attend my supplementary exam at 10:00 to the Abhishta Reddy collage. since i have completed my exam at 11:00 i came out and taken the two mobile phones of 3<sup>rd</sup> year [CSC] MRCET [Kiran, Chandra Kanth]

Thanking you  
Yours Sincerely  
M. PAUL  
ECE-C - CB

M. PAUL

Hyderabad  
3-1-15

To,

The principle MRCET

Respected principle Sir,

I am M. PAUL of ECE-C 12N31A04C8 writing this letter to inform you that i theft the mobile phones (2) from other's bag. & this only my first ~~chance~~ chance. & of doing. since i did this in AVREC collage. timings 11:00 AM. Please forgive me for this one time.

this will be not repeat again.

Today i have come to attend my supplementary exam at 10:00 to the vishwa veddy collage. since i completed my exam at 11:00 i came out and taken the two mobile phones of 3<sup>rd</sup> year [CSC] MRCET [an, Chandra Kanth]

Thanking you  
Yours Sincerely

M. PAUL

ECE-C - C8

M. PAUL

FATHER: 9949504654

MY MOBILE NUMBER : 9700001981

03-1-2015,  
Hyderabad.

To,  
The Principal,  
MRCET,

Respected sir,

I P.M. Varsha Raj of ECE (2<sup>nd</sup> year)  
lost my mobile of 4000/- and little amount  
as I was writing my examination.  
Kindly please as requested.

Thanking you,

Yours sincerely,

P.M. Varsha Raj

(13N31A04E9

Ph: no:- 970053620

Father's name:- P.S. Mohan R

Ph no:- 986652356

A.O  
Kindly look into the matter

Infant father is  
rare carpaliser  
in the P.S.

