



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
Mohan Gardens, Vaishnavi Nagar, Tiruchanoor (PO), Chittoor (Dist.), AP - 517503  
(Approved by AICTE, New Delhi, Approved by PCI, New Delhi, Affiliated to JNTUA,  
Ananthapuramu,  
Recognized Under 2(f) &12(B) of UGC Act.

**OBJECTIVES AND FUNCTIONS OF GRIEVANCE REDRESSAL COMMITTEE  
(GRC)**


**OBJECTIVES**

In order to ensure transparency by the institution imparting technical and professional education during admissions to prevent unfair practices and to provide a mechanism to students/ faculty/ staff for redressal of the grievances received.

The GRC established by the institute has set the following objectives;

- To maintain the dignity of the college by ensuring hostility free atmosphere in the College by encouraging cordial student-student relationship and Student-Teacher relationship.
- Suggestion / Complaint Boxes are installed at common areas in which the students, put their grievances and their suggestions in writing for improving the Academics / Administration in the College.
- Giving support to the students to express their grievances / problems freely and frankly, without any fear of being victimized.
- All the grievances of the students/staff which could not be settled in the routine process should be referred to this committee.
- Committee tries to settle the issues amicably in a time bound manner.
- Introduce a reasonable and reliable solution for grievances of various issues received from students/parents.
- Advising all staffs to be affectionate to the students and not behave in a vindictive manner towards any of them for any reason.
- Ensures that the grievances are resolved on time impartially and confidentially.



  
PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



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**MECHANISM**

The main stakeholders of any educational Institute are students and we put all possible efforts to maintain and ensure transparency in student activities.

The grievances include both academic (attendance, examination, assessment, syllabus completion, fees, teaching methods etc) and non-academic (teasing, body shaming, harassment, physical assault, class room management etc). Complaints can be made in writing to Principal/Committee/Staff. Complaints, if any, are resolved by discussion in meeting by committee and if required the aggrieved may be involved.

**FUNCTIONS OF GRIEVANCE REDRESSAL COMMITTEE (GRC)**

1. The grievances committee shall deal with the grievances of teachers, other employees and the students.
2. The aggrieved person (teacher, other employee or student) in college may lodge his/her grievance with the concerned member of the college, who shall put it before the college grievance committee at the earliest.
3. The grievance committee shall hear and settle received grievances, within 15 days after the grievance is lodged with the committee.
4. If the matter requires urgent attention, the in charge shall inform the chairman and the meeting will be held within two days from the receipt of the grievance form.

Approved by

**Principal**

PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P.)

Copy to:



Incharge of GRC

1. Principal
2. All the members of GRC



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SPSP/GRC17

**CIRCULAR**

Date:04/04/2022  
Tiruchanoor.

From  
Dr.K.K.Rajasekhar,  
Incharge,  
GRC,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor.

To  
The Principal,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor,  
Respected Sir,

Sub: Request for permission to organize Grievance Redressal Committee meeting-Reg.

I would like to bring this to your kind notice that we are planning to conduct a meeting on 05/04/2022 at Seminar Hall by 3:30 PM to discuss the new constitution. Hence, kindly permit us to conduct the GRC meeting.

Thanking you sir

Yours Sincerely

Dr.K.K.Rajasekhar,  
Incharge,  
GRC,  
SPSP.

Copy to:

1. Principal
2. All the members of GRC



**PRINCIPAL**  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



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SPSP/PO/GRC10

**CIRCULAR**

**Date: 04-04-2022**

It is hereby informed that composition of the “Grievance Redressal Committee” was reconstituted in our institute. So it is here by instructed to all the staff, students and helpers to bring the issues to their notice. Hence all the faculty, students and helpers utilize the services of the mentioned Committee.

**Grievance Redressal Committee members for the Academic Year 2021-22**

S.No.	Name of the faculty	Designation	Convener/Member
1	Dr.D.Ranganayakulu	Principal and professor	Convener
2	Dr.K.K.Rajasekhar	Professor	In charge
3	Mr D Jamal Basha	Assistant professor	Member
4	Mrs M Himasaila	Assistant professor	Member
5	Mrs P.Lakshmi	Assistant professor	Member
6	P.Sreedhar raju	Store in charge and lab technician	Member
7	T. Shoban babu	Record assistant	Member
8	CH Triveni	Student	Member
9	CS. Bhaskar	Student	Member
10	D.Varun Raju	Student	Member

Principal  
PRINCIPAL

Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)

Copy to:

1. HODs to circulate among faculty, students and helpers
2. Members of GRC and Notice board



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SPSP/GRC16

Date: 05/04/2022

**MINUTES OF THE MEETING**

A meeting with all the members of Grievances Redressal Committee (GRC) was held on 5/04/2022 at 3:30 PM in the seminar hall. The following minutes were noted in the meeting.

**Agenda**

No complaints were received.

Incharge

GRC

Approved by

PRINCIPAL

Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)

PRINCIPAL

Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)





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Date: 05/04/2022

**ATTENDANCE REPORT**

The following are the members attended for the meeting conducted on 05/04/2022

S.No.	Name of the faculty	Designation	Convener/ Member	Signature
1	Dr.D.Ranganayakulu	Principal and professor	Convener	
2	Dr.K.K.Rajasekhar	professor	Incharge	
3	Mr D Jamal Basha	Assistant professor	Member	
4	Mrs M Hima saila	Assistant professor	Member	
5	Mrs .P.Lakshmi	Assistant professor	Member	
6	P.Sreedhar raju	Store incharge and lab technician	Member	
7	T. Shoban babu	Record assistant	Member	
8	CH. Triveni	Student	Member	
9	CS. Bhaskar	Student	Member	
10	D.Varun Raju	Student	Member	



**PRINCIPAL**  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



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SPSP/GRC15

**CIRCULAR**

Date: 06/08/2021  
Tiruchanoor.

From

Dr.K.K.Rajasekhar,  
Incharge,  
GRC,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor.

To

The Principal,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor,  
Respected Sir,

Sub: Request for permission to organize Grievance Redressal Committee meeting-Reg.

I would like to bring this to your kind notice that we are planning to conduct a meeting on 09/08/2021 at Seminar Hall by 10:00 AM to discuss regarding the grievances received . Hence, I kindly request you to permit us to conduct the GRC meeting regarding the issues received from the committee members.

PRINCIPAL

Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)

Thanking you sir



Yours Sincerely

Dr.K.K.Rajasekhar,  
Incharge,  
GRC,  
SPSP.

Copy to:

1. Principal
2. All the members of GRC

## GRC MEMBERS LIST FOR ACADEMIC YEAR

The following are the members for the AY 2021-2022

S.No.	Name of the faculty	Designation	Convener/ Member	Contact number
1	Dr.D.Ranganayakulu	Principal and Professor	Convener	9912342126
2	Dr.K.K.Rajasekhar	Professor	In charge	9441372531
3	Mr D Jamal Basha	Assistant Professor	Member	9182528468 9985716140
4	Mrs M Hima saila	Assistant Professor	Member	9441984839
5	Mrs .P.Lakshmi	Assistant Professor	Member	8074198275
6	P.Sreedhar Raju	Store Incharge and lab technician	Member	8919065271
7	T. Shoban babu	Office assistant	Member	8297308327
8	CH. Triveni	Student	Member	7997194636
9	CS. Bhaskar	Student	Member	9652780121
10	D.Varun Raju	Student	Member	6303666674

**PRINCIPAL**  
Sri Padmavathi School of Pharmacy  
TIRUCHANOR  
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SPSP/GRC16

Date: 09/08/2021

**MINUTES OF THE MEETING**

A meeting with all the members of Grievances Redressal Committee (GRC) was held on 9/08/2021 at 10.00 AM in the seminar hall. The following minutes were noted in the meeting.

The members of Grievances Redressal Committee (GRC) discussed about the complaints received reg:

**Agenda**

No complaints were received.

Incharge

GRC

Approved by

PERSONAL  
of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P.)



PRINCIPAL  
Sri Padmavathi School of Pharmacy,  
TIRUCHANOOR  
TIRUPATI (A.P.)



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Date: 09/08/2021

**ATTENDANCE REPORT**

The following are the members attended for the meeting conducted on 09/08/2021

S.No.	Name of the faculty	Designation	Convener/ Member	Signature
1	Dr.D.Ranganayakulu	Principal and professor	Chairman	
2	Dr.K.K.Rajasekhar	Professor	Incharge	
3	Mr D Jamal Basha	Assistant professor	Member	
4	Mrs M Hima saila	Assistant professor	Member	
5	Mrs .P.Lakshmi	Assistant professor	Member	
6	P.Sreedhar raju	Store incharge and lab technician	Member	
7	T. Shoban babu	Record assistant	Member	
8	M.Divya	Student	Member	
9	O.Venkatesh	Student	Member	
10	P.Cherishma	Student	Member	



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SPSP/GRC13

**CIRCULAR**

20/04/2021,  
Tiruchanoor.

From

Dr.K.K.Rajasekhar,  
Incharge,  
GRC,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor.

To

The Principal,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor  
Respected Sir,

Sub: Request for permission to organize Grievance Redressal Committee meeting-Reg.

I would like to bring this to your kind notice that we are planning to conduct a meeting on 23/04/2021 at Seminar Hall by 10:00 AM. Hence, I kindly request you to permit us to conduct the GRC meeting on the issues received from the committee members.

Thanking you sir

Yours Sincerely

Dr.K.K.Rajasekhar,  
Incharge,  
GRC,  
SPSP  
,  
SPSP.

*Approved*  
*Received*  
PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



Copy to:

1. Principal
2. All the members of GRC



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SPSP/PO/GRC8

Date: 06-04-2021

Tiruchanoor

**CIRCULAR**

From  
The Principal,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor.

Dear faculty

This is to enlighten that as the college begins, we must provide every student— safe and supportive learning environments for students that support social and emotional development, provide access to critical services, and to improve student - life outcomes. So I hereby informed all **Grievance Redressal Committee** members to continue the support for the institute to resolve the problems/issues.

I am looking forward to a positive response from you all.

Copy to:  
All committee members



Principal,  
SPSP  
PRINCIPAL

Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



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SPSP/PO/GRC9

**CIRCULAR**

**Date:12-04-2021**

It is hereby informed that composition of the “Grievance Redressal Committee” was reconstituted in our institute. So it is here by instructed to all the staff, students and helpers to bring the issues to their notice. Hence all the faculty, students and helpers utilize the services of the mentioned Committee.

**Grievance Redressal Committee members for the Academic Year 2020-21**

S.No.	Name of the faculty	Designation	Convener/Member
1	Dr.D.Ranganayakulu	Principal and professor	Chairman
2	Dr.K.K.Rajasekhar	Professor	In charge
3	Mr D Jamal Basha	Assistant professor	Member
4	Mrs M Himasaila	Assistant professor	Member
5	Mrs P.Lakshmi	Assistant professor	Member
6	P.Sreedhar raju	Store in charge and lab technician	Member
7	T. Shoban babu	Record assistant	Member
8	M.Divya	Student	Member
9	O.Venkatesh	Student	Member
10	P.Cherishma	Student	Member

**Principal**

**Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)**

Copy to:

1. HODs to circulate among faculty, students and helpers
2. Members of GRC and Notice Board





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Ananthapuramu,  
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SPSP/GRC14

Date : 23-04-2021

**MINUTES OF THE MEETING**

A meeting with all the members of Grievances Redressal Committee (GRC) was held on 23-04-2021 at 10.00 AM in the seminar hall. The following minutes were noted in the meeting.

1. The members of Grievances Redressal Committee (GRC) discussed about the actions taken and complaints received reg:

**Agenda**

No complaints were received.

Incharge  
GRC

Approved by  
PRINCIPAL

Sri Padma Vathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)





# SRI PADMAVATHI SCHOOL OF PHARMACY

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Date:23-04-2021

## ATTENDANCE REPORT

The following are the members attended for the meeting conducted on 23/04/2021

S.No.	Name of the faculty	Designation	Convener/ Member	Signature
1	Dr.D.Ranganayakulu	Principal and professor	Chairman	
2	Dr.K.K.Rajasekhar	Professor	In charge	
3	Mr. D Jamal Basha	Assistant professor	Member	
4	Mrs M Himasaila	Assistant professor	Member	
5	Mrs.P.Lakshmi	Assistant professor	Member	
6	P.Sreedhar raju	Store in charge and lab technician	Member	
7	T. Shoban babu	Record assistant	Member	
8	M.Divya	Student	Member	
9	O.Venkatesh	Student	Member	
10	P.Cherishma	Student	Member	



PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



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SPSP/GRC11

**CIRCULAR**

Date: 26/02/2020,  
Tiruchanoor.

From  
Dr.K.K.Rajasekhar,  
Incharge,  
GRC,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor.

To  
The Principal,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor,  
Respected Sir,

Sub: Request for permission to organize Grievance Redressal Committee meeting-  
Reg.

I would like to bring this to your kind notice that we are planning to conduct a meeting on 26/02/2020 at Seminar Hall by 03:00 PM to discuss regarding the grievances received. Hence, I kindly request you to permit us to conduct the GRC.

Thanking you sir

Yours Sincerely,

Dr.K.K.Rajasekhar,  
Incharge,  
GRC,  
SPSP.



Copy to: PRINCIPAL

Sri Padmavathi School of Pharmacy

1. Principal  
TIRUCHANOOR

2. All the members of GRC  
TIRUCHANOOR





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SPSP/GRC12

Date: 26/02/2020

**MINUTES OF THE MEETING**

A meeting with all the members of Grievances Redressal Committee (GRC) was held on 26-2-2020 at 3.00 PM in the seminar hall. The following minutes were noted in the meeting.

The members of Grievances Redressal Committee (GRC) discussed about the complaints received reg:

**Agenda**

1. Received complaint to provide Additional classes for GPAT, PG CET.

  
Approved by

PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



Incharge

  
GRC



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Date: 26/02/2020

**ATTENDANCE REPORT**

The following are the members attended for the meeting conducted on 26/02/2020

S.No.	Name of the faculty	Designation	Convener/ Member	Signature
1	Dr.D.Ranganayakulu	Principal and professor	Chairperson	
2	Dr.K.K.Rajasekhar	Associate professor	In charge	
3	Mr. D Jamal Basha	Assistant professor	Member	
4	Mrs M Hima saila	Assistant professor	Member	
5	Mrs.P.Lakshmi	Assistant professor	Member	
6	P.Sreedhar raju	Store in charge and lab technician	Member	
7	T. Shoban babu	Record assistant	Member	
8	G.Mahalakshmi priya	Student	Member	
9	P.Murali krishna reddy	Student	Member	
10	G. Shalini	Student	Member	



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**ACTIONS TAKEN ON THE GRIEVANCES RECEIVED**

1. The teaching staff is instructed to encourage students by conducting extra classes.  
Career guidance cell was directed to collect and distribute essential material to the aspirants.

**PRINCIPAL**  
Sri Padmavathi School of Pharmacy  
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SPSP/GRC9

**CIRCULAR**

17/12/2019,  
Tiruchanoor.

From

Dr.K.K.Rajasekhar,  
Incharge,  
GRC,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor.

To

The Principal,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor  
Respected Sir,

Sub: Permission to organize Grievance Redressal Committee meeting-Reg.

I would like to bring this to your kind notice that we are planning to conduct a meeting on 18/12/2019 at Seminar Hall by 10:00 AM to discuss regarding the grievances received. Hence, kindly permit us to conduct the GRC meeting.

Thanking you sir

*Approved.*  
*[Signature]*

PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



*[Signature]*

Yours Sincerely,

Dr.K.K.Rajasekhar  
Incharge,  
GRC,  
SPSP.

Copy to:

1. Principal
2. All the members of GRC



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SPSP/GRC10

Date: 18-12-2019

**MINUTES OF THE MEETING**

A meeting with all the members of Grievances Redressal Committee (GRC) was held on 18-12-2019 at 10.00 AM in the seminar hall. The following minutes were noted in the meeting.

1. The members of Grievances Redressal Committee (GRC) discussed about the complaints received reg:

**Agenda**

1. Faculty requested for the improvement of Wi-Fi speed.
2. Students requested to increase the time for the usage of computers for their seminar and project works.

Approved by  
PRINCIPAL  
Sri Padmavathi School of Pharmacy,  
TIRUCHANOOR  
TIRUPATI (A.P)



Incharge  
GRC



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Ananthapuramu,  
Recognized Under 2(f) &12(B) of UGC Act.

Date: 18/12/2019

**ATTENDANCE REPORT**

The following are the members attended for the meeting conducted on 18/12/2019

S.No.	Name of the faculty	Designation	Convener/ Member	Signature
1	Dr.D.Ranganayakulu	Principal and professor	Chairman	
2	Dr.K.K.Rajasekhar	Associate professor	In charge	
3	Mr. D Jamal Basha	Assistant professor	Member	
4	Mrs M Himasaila	Assistant professor	Member	
5.	Mrs .P.Lakshmi	Assistant professor	Member	
5	P.Sreedhar raju	Store in charge and lab technician	Member	
6	T. Shoban babu	Record assistant	Member	
7	G.Mahalakshmi priya	Student	Member	
8	P.Murali Krishna reddy	Student	Member	
9	G.shalini	Student	Member	



**PRINCIPAL**  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
Mohan Gardens, Vaishnavi Nagar, Tiruchanoor (PO), Chittoor (Dist.), AP - 517503  
(Approved by AICTE, New Delhi, Approved by PCI, New Delhi, Affiliated to JNTUA,  
Ananthapuramu,  
Recognized Under 2(f) &12(B) of UGC Act.

---

**ACTIONS TAKEN FOR THE GRIEVANCES RECEIVED**

1. As per the faculty request the speed of the internet was increased from 30Mbps to 50Mbps in campus.
2. The time of the computer usage was increased for students academic purpose (From 3 to 6 PM)



**PRINCIPAL**  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)

---



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
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Ananthapuramu,  
Recognized Under 2(f) & 12(B) of UGC Act.

SPSP/PO/GRC6

**Date: 13-9-2019,**

**Tiruchanoor.**

**CIRCULAR**

From  
The Principal,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor.

All the members of **Grievance Redressal Committee** is hereby  
informed that to continue the same support for the institute to resolve the problems.

**Copy to:**  
All committee members



**Principal,  
SPSP,  
PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)**





**SRI PADMAVATHI SCHOOL OF PHARMACY**  
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Ananthapuramu,  
Recognized Under 2(f) &12(B) of UGC Act.

SPSP/PO/GRC7

**CIRCULAR**

**Date: 13-9-2019**

It is hereby informed that composition of the “Grievance Redressal Committee” was reconstituted in our institute. So it is here by instructed to all the staff, students and helpers to bring the issues to their notice. Hence all the faculty, students and helpers utilize the services of the mentioned Committee.

**Grievance Redressal Committee members for the Academic Year 2019-20**

S.No.	Name of the faculty	Designation	Convener/Member
1	Dr.D.Ranganayakulu	Principal and professor	Chairman
2	Dr.K.K.Rajasekhar	Associate professor	In charge
3	Mr. D Jamal Basha	Assistant professor	Member
4	Mrs M Himasaila	Assistant professor	Member
5	Mrs P.Lakshmi	Assistant professor	Member
6	P.Sreedhar raju	Store in charge and lab technician	Member
7	T. Shoban babu	Record assistant	Member
8	G.Mahalakshmi priya	Student	Member
9	P.Murali Krishna reddy	Student	Member
10	G.Shalini	Student	Member

  
Principal  
PRINCIPAL

Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)

Copy to:

1. HODs to circulate among faculty, students and helpers
2. Members of GRC.
3. Notice board





**SRI PADMAVATHI SCHOOL OF PHARMACY**  
Mohān Gardens, Vaishnavi Nagar, Tiruchanoor (PO), Chittoor (Dist.), AP - 517503  
(Approved by AICTE, New Delhi, Approved by PCI, New Delhi, Affiliated to JNTUA,  
Ananthapuramu,  
Recognized Under 2(f) & 12(B) of UGC Act.

SPSP/GRC7

**CIRCULAR**

Date: 13/02/2019,  
Tiruchanoor.

From

Dr.K.K.Rajasekhar,

Incharge,

GRC,

Sri Padmavathi School of Pharmacy,  
Tiruchanoor.

To

The Principal,

Sri Padmavathi School of Pharmacy,

Tiruchanoor,

Respected Sir,

Sub: Request for permission to organize Grievance Redressal Committee meeting-Reg.

I would like to bring this to your kind notice that we are planning to conduct a meeting on 14-02-2019 at seminar hall by 03:30 PM to discuss regarding the grievances received. Kindly to permit us to conduct the GRC meeting.

Thanking you sir

  
PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)





Yours Sincerely,

Dr.K.K.Rajasekhar,  
Incharge,  
GRC,  
SPSP.

Copy to:

1. Principal
2. All the members of GRC



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
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Ananthapuramu,  
Recognized Under 2(f) & 12(B) of UGC Act.

SPSP/GRC8

Date:14/02/2019

**MINUTES OF THE MEETING**

A meeting with all the members of Grievances Redressal Committee (GRC) was held on 14-2-2019 at 3.30 PM in the seminar hall. The following minutes were noted in the meeting.

The members of Grievances Redressal Committee (GRC) discussed about the complaints received reg:

**Agenda:**

1. Requested for Xerox facilities in campus.

  
In charge,  
GRC.



Approved by  
PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)





**SRI PADMAVATHI SCHOOL OF PHARMACY**  
Mohan Gardens, Vaishnavi Nagar, Tiruchanoor (PO), Chittoor (Dist.), AP - 517503  
(Approved by AICTE, New Delhi, Approved by PCI, New Delhi, Affiliated to JNTUA,  
Ananthapuramu,  
Recognized Under 2(f) & 12(B) of UGC Act.)

Date: 14/02/2019

**ATTENDANCE REPORT**

The following are the members attended for the meeting conducted on 14/02/2019

S.No.	Name of the faculty	Designation	Convener/ Member	Signature
1	Dr.D.Ranganayakulu	Principal and professor	Chairman	
2	Dr.K.K.Rajasekhar	Associate professor	In charge	
3	Mr D Jamal Basha	Assistant professor	Member	
4	Mrs M Himasaila	Assistant professor	Member	
5	Mrs.P.Lakshmi	Assistant professor	Member	
6	P.Sreedhar raju	Store in charge and lab technician	Member	
7	T. Shoban babu	Record assistant	Member	
8	D.Harika	Student	Member	
9	O.Syam sundar Reddy	Student	Member	
10	A.Rajesh	Student	Member	



PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
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(Approved by AICTE, New Delhi, Approved by PCI, New Delhi, Affiliated to JNTUA,  
Ananthapuramu,  
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---

**ACTIONS TAKEN ON THE GRIEVANCES RECEIVED**

1. Xerox facility was provided in campus. (In library )



**PRINCIPAL**  
Sri Padmavathi School of Pharmacy,  
**TIRUCHANOOR**  
**TIRUPATI (A.P)**



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
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Ananthapuramu,  
Recognized Under 2(f) & 12(B) of UGC Act.

SPSP/GRC5

**CIRCULAR**

3/10/2018,  
Tiruchanoor.

From:

Dr.K.K.Rajasekhar,  
Incharge,  
GRC,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor.

To

The Principal,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor,  
Respected Sir,

Sub: Request for permission to organize Grievance Redressal Committee meeting-Reg.

I would like to bring this to your kind notice that we are planning to conduct a meeting on 04-10-2018 at seminar hall by 10:00AM to discuss regarding the grievances received. Hence, I kindly request to permit us to conduct the GRC meeting.

Thanking you sir

*approved*  
*[Signature]*

**PRINCIPAL**  
Sri Padmavathi School of Pharmacy,  
TIRUCHANOOR  
TIRUPATI (A.P)

Copy to:

1. Principal
2. All the members of GRC



*[Signature]*

Yours Sincerely,  
Dr.K.K.Rajasekhar,  
In charge,  
GRC,  
SPSP.



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
Mohān Gardens, Vaishnavi Nagar, Tiruchanoor (PO), Chittoor (Dist.), AP - 517503  
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Recognized Under 2(f) &12(B) of UGC Act.

SPSP/GRC6

Date : 04-10-2018

**MINUTES OF THE MEETING HELD ON 4-10-2018**

A meeting with all the members of Grievances Redressal Committee (GRC) was held on 04-10-2018 at 10.00 AM in the seminar hall. The following minutes were noted in the meeting.

The members of Grievances Redressal Committee (GRC) discussed about the complaints received reg:

**Agenda:**

1. Students complained that they need more accessories for sports.

Approved by

PRINCIPAL  
Sri Padmavathi School of Pharmac,  
TIRUCHANOOR  
TIRUPATI (A.P)



Incharge  
GRC



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
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Date: 04/10/2018

**ATTENDANCE REPORT**

The following are the members attended for the meeting conducted on 04/10/2018

S.No.	Name of the faculty	Designation	Convener/ Member	Signature
1	Dr.D.Ranganayakulu	Principal and professor	Chairperson	
2	Dr.K.K.Rajasekhar	Associate professor	In charge	
3	Mr. D Jamal Basha	Assistant professor	Member	
4	Mrs M Himasaila	Assistant professor	Member	
5	Mrs.P.Lakshmi	Assistant professor	Member	
5	P.Sreedhar raju	Store in charge and lab technician	Member	
6	T. Shoban babu	Record assistant	Member	
7	D.Harika	Student	Member	
8	O.Syam sundar Reddy	Student	Member	
9	A.Rajesh	Student	Member	



PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)





**SRI PADMAVATHI SCHOOL OF PHARMACY**  
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Ananthapuramu,  
Recognized Under 2(f) & 12(B) of UGC Act.

---

**ACTIONS TAKEN ON GRIEVANCES RECEIVED**

1. More accessories were provided for sports.



PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
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Ananthapuramu,  
Recognized Under 2(f) & 12(B) of UGC Act.

SPSP/PO/GRC4

**Date: 26-9-2018,**

**Tiruchanoor.**

**CIRCULAR**

From  
The Principal,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor.

All the members of **Grievance Redressal Committee** is hereby informed that to continue the same support for the institute to resolve the issues raised.

Copy to:

All HOD'S and committee members



Principal,  
SPSP.

PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
Mohan Gardens, Vaishnavi Nagar, Tiruchanoor (PO), Chittoor (Dist.), AP - 517503  
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Ananthapuramu,  
Recognized Under 2(f) & 12(B) of UGC Act.

SPSP/PO/GRC5

**CIRCULAR**

**Date: 26-9-2018**

It is hereby informed that composition of the “Grievance Redressal Committee” was reconstituted in our institute. So it is here by instructed to all the staff, students and helpers to bring the issues to their notice and utilize the services of the mentioned Committee.

**Grievance Redressal Committee members for the Academic Year 2018-19**

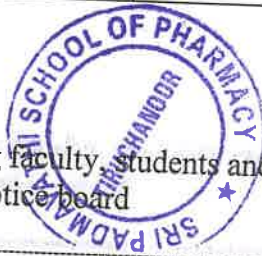
S.No.	Name of the faculty	Designation	Convener/Member
1	Dr.D.Ranganayakulu	Principal and professor	Chairperson
2	Dr.K.K.Rajasekhar	Associate professor	In charge
3	Mr D Jamal Basha	Assistant professor	Member
4	Mrs M Himasaila	Assistant professor	Member
5.	Mrs P.Lakshmi	Assistant professor	Member
6	P.Sreedhar raju	Store in charge and lab technician	Member
7	T. Shoban babu	Record assistant	Member
8	D.Harika	Student	Member
9	O.Syam Sundar Reddy	Student	Member
10	A.Rajesh	Student	Member

**Principal  
PRINCIPAL**

**Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)**

Copy to:

1. HODs to circulate among faculty, students and helpers
2. Members of GRC and Notice board





**SRI PADMAVATHI SCHOOL OF PHARMACY**  
Mohan Gardens, Vaishnavi Nagar, Tiruchanoor (PO), Chittoor (Dist.), AP - 517503  
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Ananthapuramu,  
Recognized Under 2(f) &12(B) of UGC Act.

SPSP/GRC4

**CIRCULAR**

Date: 3/04/2018,  
Tiruchanoor.

From

Dr.K.K.Rajasekhar,  
Incharge,  
GRC,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor.

To

The Principal,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor,  
Respected Sir,

Sub: Request for permission to organize Grievance Redressal Committee meeting-Reg.

I would like to bring this to your kind notice that we are planning to conduct a meeting on 04/04/2018 at Seminar Hall by 03:00 PM to discuss about the grievances received. Hence, I kindly request you to permit us to conduct the meeting regarding the issues received from the committee members.

Thanking you sir

*Dr. K.K. Rajasekhar*  
*approved*

PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



*Dr. K.K. Rajasekhar*

Yours Sincerely,

Dr.K.K.Rajasekhar,  
Incharge,  
GRC,  
SPSP.

Copy to:

1. Principal
2. All the members of GRC



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
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Ananthapuramu,  
Recognized Under 2(f) &12(B) of UGC Act.

SPSP/GRC4

Date:04-04-2018

MINUTES OF THE MEETING

A meeting with all the members of Grievances Redressal Committee (GRC) was held on 04-04-2018 at 3:00 PM in the seminar hall. The following minutes were noted in the meeting.

The members of Grievances Redressal Committee (GRC) discussed about the complaints received reg:

Agenda

No Complaints were received.

Approved by 

**PRINCIPAL**  
**Sri Padmavathi School of Pharmac;**  
**TIRUCHANOOR**  
**TIRUPATI (A.P)**





Incharge,  
GRC.



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
Mohan Gardens, Vaishnavi Nagar, Tiruchanoor (PO), Chittoor (Dist.), AP - 517503  
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Ananthapuramu,  
Recognized Under 2(f) &12(B) of UGC Act.

Date: 4/04/2018

**ATTENDANCE REPORT**

The following are the members attended for the meeting conducted on 04-04-2018

S.No.	Name of the faculty	Designation	Convener/ Member	Signature
1	Dr. D. Ranganayakulu	Principal and professor	Chairman	
2	Dr. K.K. Rajasekhar	Associate professor	In charge	
3	Mr. D Jamal Basha	Assistant professor	Member	
4	Mrs. M Himasaila	Assistant professor	Member	
5.	Mrs P.Lakshmi	Assistant professor	Member	
6	P. Sreedhar raju	Store in charge and lab technician	Member	
7	T. Shoban babu	Record assistant	Member	
8	A.P.Pooja sree	Student	Member	
9	Y. Manohar reddy	Student	Member	
10	J. Praveen kumar	Student	Member	



PRINCIPAL  
Sri Padmavathi School of Pharmacy,  
TIRUCHANOOR  
TIRUPATI (A.P)



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
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Ananthapuramu,  
Recognized Under 2(f) &12(B) of UGC Act.

SPSP/GRC1

**CIRCULAR**

18/12/2017,  
Tiruchanoor.

From

Dr.K.K.Rajasekhar,  
In charge,  
GRC,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor.

To

The Principal,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor,  
Respected Sir,

Sub: Request for permission to organize Grievance Redressal Committee meeting-Reg.

I would like to bring this to your kind notice that we are planning to conduct a meeting on 19-12-2017 at seminar hall by 03:00 PM to discuss regarding the grievances received. Hence, I kindly request you to permit us to conduct the meeting regarding the issues received from the committee members .

Thanking you sir

PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



In charge,  
GRC,  
SPSP.

Copy to:

1. Principal
2. All the members of GRC



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
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Ananthapuramu,  
Recognized Under 2(f) &12(B) of UGC Act.

SPSP/GRC2

**MINUTES OF THE MEETING HELD ON 19-12-2017 AT 3:00 PM**


A meeting with all the members of Grievances Redressal Committee (GRC) was held on 19-12-2017 at 3.00 PM in the seminar hall. The following minutes were noted in the meeting.

**Agenda**

1. The members of Grievances Redressal Committee (GRC) discussed about the complaints received reg:

Students requested to change library timings.

Students requested to provide time for sports and games

*Approved*  
  
PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



  
Incharge  
GRC





**SRI PADMAVATHI SCHOOL OF PHARMACY**  
Mohan Gardens, Vaishnavi Nagar, Tiruchanoor (PO), Chittoor (Dist.), AP - 517503  
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Ananthapuramu,  
Recognized Under 2(f) &12(B) of UGC Act.

Date: 19/12/2017

**ATTENDANCE REPORT**

The following are the members attended for the meeting conducted on 19/12/2017 at 3:00 PM

S.no	Name of the faculty	Designation	Convener/ Member	Signature
1	Dr.D.Ranganayakulu	Principal and professor	Chairman	
2	Dr.K.K.Rajasekhar	Associate professor	In charge	
3	Mr. D Jamal Basha	Assistant professor	Member	
4	Mrs M Himasaila	Assistant professor	Member	
5	Mrs P.Lakshmi	Assistant professor	Member	
6	P.Sreedhar raju	Store in charge and lab technician	Member	
7	T. Shoban babu	Record assistant	Member	
8	A.P.Pooja sree	Student	Member	
9	Y.Manohar reddy	Student	Member	
10	J.Praveen kumar	Student	Member	



PRINCIPAL

Sri Padmavathi School of Pharmacy,  
TIRUCHANOOR  
TIRUPATI (A.P)



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
Mohan Gardens, Vaishnavi Nagar, Tiruchanoor (PO), Chittoor (Dist.), AP - 517503  
(Approved by AICTE, New Delhi, Approved by PCI, New Delhi, Affiliated to JNTUA,  
Ananthapuramu,  
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SPSP/GRC3

**ACTIONS TAKEN ON GRIEVANCES RECEIVED**

- A. Students request to change library timings were resolved.  
(The timings of library was changed from 9 AM to 6 PM)
- B. Time was provided for sports and games.



PRINCIPAL

Sri Padmavathi School of Pharmac,  
TIRUCHANOOR  
TIRUPATI (A.P)



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
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Ananthapuramu,  
Recognized Under 2(f) &12(B) of UGC Act.

SPSP/PO/GRC1

Date: 4-9-2017,

Tiruchanoor.

**CIRCULAR**

From  
The Principal,  
Sri Padmavathi School of Pharmacy,  
Tiruchanoor.

All the faculty members are hereby informed that we are planning to constitute a "Grievance Redressal Committee (GRC)". In this connection all are informed to attend the meeting in Seminar hall on 04/09/2017 at 3:30 PM without fail.

COPY TO:

All HODs to circulate among faculty, students and helpers.



PRINCIPAL,  
SPSP.  
PRINCIPAL

Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
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Ananthapuramu,  
Recognized Under 2(f) & 12(B) of UGC Act.

SPSP/PO/GRC2

**CIRCULAR**

Date: 4-9-2017,  
Tiruchanoor.

All the staff and students are hereby informed that a "Grievance Redressal Committee" has been constituted with the following members. The Committee is responsible to maintain the dignity of the College by ensuring hostility free atmosphere in the College by encouraging cordial Student-Student relationship and Student-Teacher relationship.

Hence all the faculty, students and helpers are requested to utilize the services of the mentioned Committee.

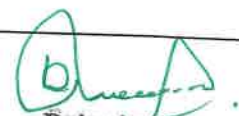
**Grievance Redressal Committee members for the Academic Year 2017-18**

S.No.	Name of the faculty	Designation	Convener/Member
1	Dr.D.Ranganayakulu	Principal and professor	Chairman
2	Dr.K.K.Rajasekhar	Associate professor	In charge
3	Mr D Jamal Basha	Assistant professor	Member
4	Mrs M Himasaila	Assistant professor	Member
5.	Mrs P.Lakshmi	Assistant professor	Member
6	P.Sreedhar raju	Store in charge and lab technician	Member
7	T.Shoban babu	Record assistant	Member
8	A.P.Pooja sree	Student	Member
9	Y.Manohar reddy	Student	Member
10	J.Praveen kumar	Student	Member

**Copy to**

1. HODs to circulate among faculty, students and helpers
2. Members of GRC.



  
Principal  
PRINCIPAL

Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



**SRI PADMAVATHI SCHOOL OF PHARMACY**  
Mohan Gardens, Vaishnavi Nagar, Tiruchanoor (PO), Chittoor (Dist.), AP - 517503  
(Approved by AICTE, New Delhi, Approved by PCI, New Delhi, Affiliated to JNTUA,  
Ananthapuramu,  
Recognized Under 2(f) &12(B) of UGC Act.

**SPSP/PO/GRC3**

**MINUTES OF GRC MEETING HELD ON 04 -9-2017 AT 3:30 PM**

- Principal, Dr. D. Ranganayakulu welcomed the faculty members and gave a note on need of Grievance Redressal Committee.
- Proposed the formation of Grievance Redressal Committee to monitor the problems in our institute.
- Senior faculty member Dr.K.K.Rajasekhar, head of Pharmaceutical chemistry department was appointed as incharge by our chairperson.
- Committee was framed with members from faculty, students, helpers and sanitization personnels working in college.
- Committee members discussed about measures to be taken to ensure transparency by the institution imparting technical and professional education in admissions and to prevent unfair practices and to provide a mechanism to students/ faculty/ staff for redressal of their grievances.
- Finalization of functions of GRC with considering inputs provided by Management, governing body and committee members.
- Circulation of functions of GRC in our institute.
- The meeting ended with the vote of thanks.



Approved by

**PRINCIPAL**  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
**Principal**  
MUPATI (A.P)





Incharge of GRC




# SRI PADMAVATHI SCHOOL OF PHARMACY

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## 5.1.4. Proofs related to mechanisms for the submission of online/offline grievances

The screenshot shows the website of Sri Padmavathi School of Pharmacy. The header includes the school's name, logo, and contact information. A navigation menu is visible below the header. The main content area features a large group photo of students and faculty. On the left side, there is a sidebar with various links. The 'Student Corner' section is highlighted, and within it, the 'Ragging Complaint/Grievances Submission' link is enclosed in a red rectangular box. Below this link, there is a text prompt: 'Click here to submit'. Other links in the 'Student Corner' include 'Program Outcomes' and 'Feedback Forms'. An 'Anti Ragging Squad' logo is also present in the sidebar.

  
**PRINCIPAL**  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P.)



# SRI PADMAVATHI SCHOOL OF PHARMACY

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## Anti-Ragging/Grievance Submission Form

Sri Padmavathi School of Pharmacy,  
Mohan Gardens, Vaishnavi Nagar,  
Tiruchanoor, AP.

 [spsp.naac@gmail.com](mailto:spsp.naac@gmail.com) (not shared) [Switch accounts](#) 

\*Required

Name of the Student/Faculty \*

Your answer

Type of Grievance \*

- Ragging Related complaint
- Other Grievance Related

Description of the complaint \*

Your answer

Submit

Clear form

Never submit passwords through Google Forms.

**PRINCIPAL**  
**Sri Padmavathi School of Pharmacy**  
**TIRUCHANOOR**  
**TIRUPATI (A.P.)**

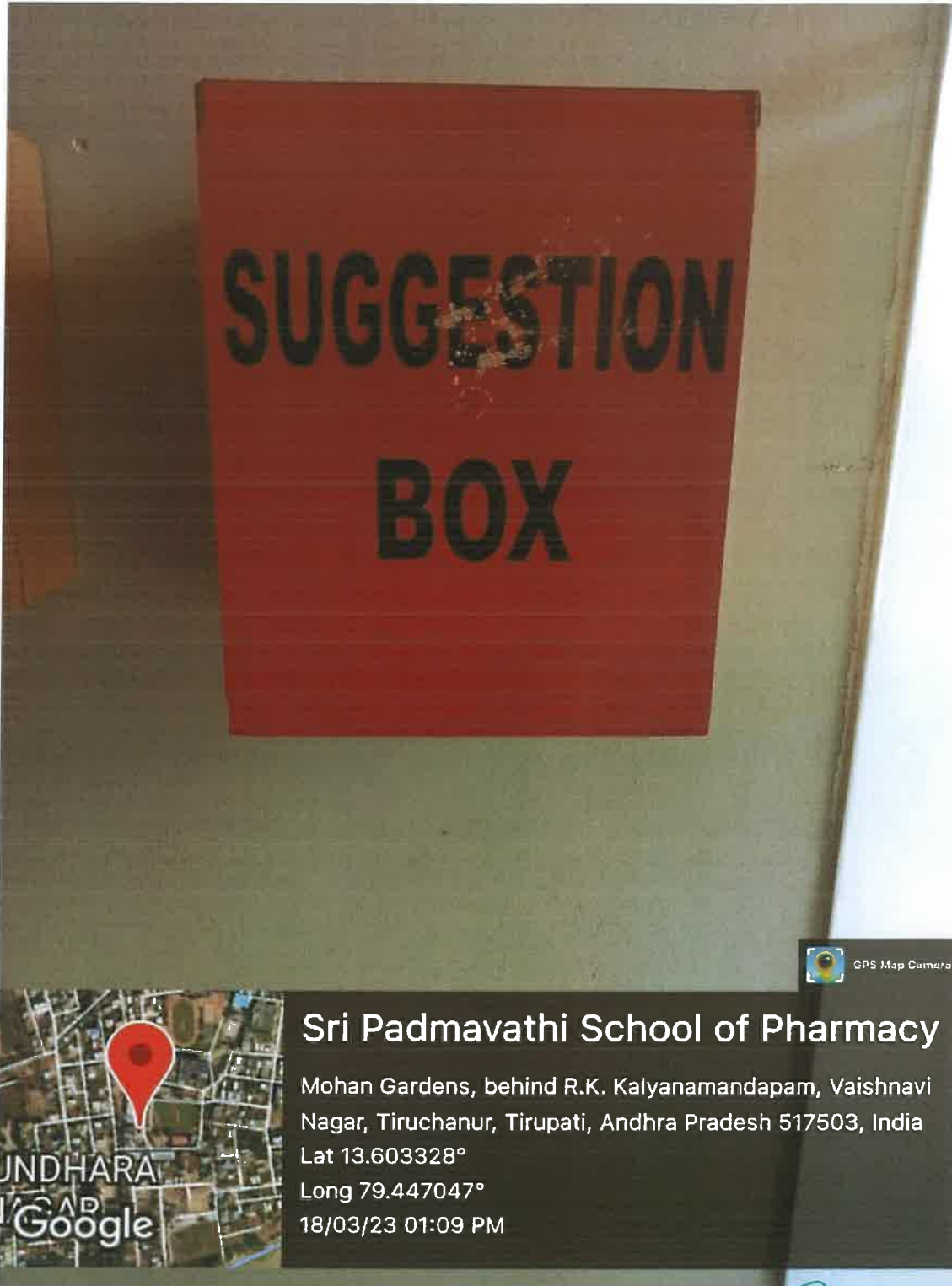


## SRI PADMAVATHI SCHOOL OF PHARMACY

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### Grievances/Suggestion box availability at the institute



### Sri Padmavathi School of Pharmacy

Mohan Gardens, behind R.K. Kalyanamandapam, Vaishnavi  
Nagar, Tiruchanur, Tirupati, Andhra Pradesh 517503, India

Lat 13.603328°

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Estd.: 1997

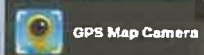
## SRI PADMAVATHI SCHOOL OF PHARMACY

Mohan Gardens, Vaishnavi Nagar, Tiruchanoor, Tirupati - 517 503  
Approved by AICTE/PCI, Affiliated to JNTUA  
Ph: 79619-75610 | Email: sppsprms@gmail.com | Website: www.spps.ac.in

### GRC MEMBERS LIST FOR ACADEMIC YEAR

The following are the members for the AY 2021-2022

S.No.	Name of the faculty	Designation	Convener / Member	Contact Number
1	Dr.D.Ranganayakulu	Principal and Professor	Convener	9912342126
2	Dr.K.K.Rajasekhar	Professor	In charge	9441372531
3	Mr D Jamal Basha	Assistant Professor	Member	9182528468 9985716140
4	Mrs M Hima saila	Assistant Professor	Member	9441984839
5	Mrs .P.Lakshmi	Assistant Professor	Member	8074198275
6	P.Sreedhar Raju	Store Incharge and lab technician	Member	8919065271
7	T. Shoban babu	Record Assistant	Member	8297308327
8	CH. Triveni	Student	Member	7997194636
9	CS. Bhaskar	Student	Member	9652780121
10	D.Varun Raju	Student	Member	6303666674



## Sri Padmavathi School of Pharmacy

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PRINCIPAL

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TIRUCHANOR  
TIRUPATI (A.P.)



## SRI PADMAVATHI SCHOOL OF PHARMACY

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Recognized Under 2(f) & 12(B) of UGC Act., Accredited by NBA (for UG-Pharmacy up to 2025))

### LIST OF ANT-RAGGING MEMBERS 2021-22

S. NO	NAME OF THE MEMBER	DESIGNATION	PHONE NUMBER
1	Dr D. Ranganayakulu	Chairman	+91 9912342126
2	Dr.C.Sridhar	Member	+91 8332922172
3	Dr.Y.Prasanna Raju	Member	+91 9885729290
4	Dr K. K. Rajasekhar	Member	+91 9441372531
5	Dr P. Keerthisikha	Member	+91 9533559130
6	Mr.T.S.Durga Prasad	Member	+91 9030140012
7	Smt. M.Himasaila	Member	+91 9441984839

S.No.

1

2

3

4



GPS Map Camera



### Sri Padmavathi School of Pharmacy

Mohan Gardens, behind R.K. Kalyanamandapam, Vaishnavi Nagar, Tiruchanur, Tirupati, Andhra Pradesh 517503, India

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## 5.1.4. Implementation of guidelines of statutory/regulatory bodies

**SRI PADMAVATHI SCHOOL OF PHARMACY**  
Estd: 1997

Login Route Map  
EAMCET Code: SPSP  
PGECET Code: SPSP1  
JNTUA Code: 42

Home About Us Academics Admissions Departments Facilities Research Examinations Affiliations Downloads Contact Us

**Anti Ragging Squad**

**Ragging free Campus**

Ragging is totally prohibited in Sri Padmavathi School of Pharmacy, inside and / or outside the campus and anyone found guilty of ragging and / or abetting ragging whether actively or passively, or being a part of conspiracy to promote ragging, is liable to be punished in accordance with UGC and AICTE Regulations as well as under the provisions of any penal law for the time being in force.

PDF Prohibition of Ragging in technical Institutions

PDF AP Anti-Ragging Act. 1997

Sri Padmavathi School of Pharmacy ensures that the congenial and welcoming environment will be given to the freshers. To achieve this objective following committees have been formed by the Institute as per UGC Regulation 2009.

- Anti-Ragging Committee

Gallery

**SRI PADMAVATHI SCHOOL OF PHARMACY**  
Estd: 1997

Principal Faculty College Committees Professional Association Seminars and Workshops Alumni Placements Publications

**Student Corner**

**Anti Ragging Squad**

**Anti-Ragging Squad**

Gallery

View more

Prohibition of Ragging in technical Institutions. AP Anti-Ragging Act. 1997

PDF Anti-Ragging UGC Regulations 2009

welcoming environment will be given to the freshers. To achieve this objective following committees have been formed by the Institute as per UGC Regulation 2009.

- Anti-Ragging Committee
- Anti-Ragging Squads

**Anti-Ragging Committee**

SL.NO	NAME OF THE MEMBER	DESIGNATION	CONTACT NO.
1	Dr. D. Ranganayakulu	Principal	9912342126
2	Dr. C. Sridhar	Member	8332922172
3	Dr. Y. Prasanna Raju	Member	9885729290
4	Dr. K.K.Rajasekhar	Member	9441372531
5	Dr. P. Keerthisikha	Member	9533559130
6	Mrs. M Himasaila	Member	9441984839
7.	Mr. T. S. Durga Prasad	Member	9030140012

**Punishments against Ragging**

PRINCIPAL

Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
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Principal

Faculty

College Committees

Professional Association

Seminars and Workshops

Alumni

Placements

Publications



Student Corner



Anti Ragging  
Squad

Gallery



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## Anti-Ragging Committee

### Punishments against Ragging

Sl.No	NATURE OF RAGGING	PUNISHMENT
1	TEASING, EMBARRASSING AND HUMILIATING	IMPRISONMENT UP TO 6 MONTHS OR FINE UPTO RS.1, 000/- OR BOTH.
2	ASSAULTING OR USING CRIMINAL FORCE OR CRIMINAL INTIMIDATION	IMPRISONMENT UPTO 1 YEAR OR FINE UPTO RS.2, 000/- OR BOTH.
3	WRONGFULLY RESTRAINING OR CONFINING OR CAUSING HURT	IMPRISONMENT UPTO 2 YEARS OR FINE UPTO RS.5, 000/- OR BOTH.
4	CAUSING GRIEVOUS HURT KIDNAPPING OR RAPING OR COMMITTING UNNATURAL OFFENCE.	IMPRISONMENT UPTO 5 YEARS AND FINE UPTO RS.10,000/-.
5	CAUSING DEATH OR ABETTING SUICIDE	IMPRISONMENT UPTO 10 YEARS AND FINE UPTO RS.50,000/-.

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the Institution, the possible punishments for those found guilty of ragging shall be any one or any combination of the following:

- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc.
- With holding of results

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Alumni  
Placements  
Publications

Student Corner

Anti Ragging Squad

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## Grievance Redressal Committee

### PREAMBLE

The committee aims to provide a congenial and conductive atmosphere in which students, teachers and non-teaching staff can work together in an environment free of violence, harassment, exploitation, and intimidation. In order to ensure transparency by the institution imparting technical and professional education during admissions and to prevent unfair practices and to provide a mechanism to students/ faculty/ staff for redressal of their grievances.

### OBJECTIVES

The GRC established by the institute has set the following objectives

- To maintain the dignity of the college by ensuring hostility free atmosphere in the College by encouraging cordial Student-Student relationship and Student-Teacher relationship
- Suggestion / Complaint Boxes are installed at common areas in which the students put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
- Giving support to the students to express their grievances / problems freely and frankly, without any fear of being victimized.
- All the grievances of the students/staff which could not be settled in the routine process should be referred to this committee
- Committee tries to settle the issues amicably in a time bound manner.
- Introduce a reasonable and reliable solution for grievances of various issues received from students/parents.
- Advising all staff to be affectionate to the students and not behave in a vindictive manner towards any of them for any reason.
- Ensures that the grievances are resolved on time impartially and confidentially.
- To ensure provision of a work and educational environment that is free from sexual harassment.
- To prevent sexual harassment and to promote the general well-being of female students/employees of the Institute.
- To organize gender sensitization awareness programme.

### MECHANISM

The main stakeholders of any educational Institute are students and we put all possible efforts to maintain and ensure transparency in student activities.

The grievances include both academic (attendance, examination, assessment, syllabus completion, fees, teaching

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Seminars and Workshops  
Alumni  
Placements  
Publications

Student Corner

Anti Ragging Squad

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## FUNCTIONS OF GRIEVANCE REDRESSAL COMMITTEE (GRC)

- The grievance committee shall deal with the grievances of teachers, other employees and the students.
- The aggrieved person (teacher, other employee or student) in college may lodge his/her grievance with the concerned member of the college, who shall put it before the college grievance committee at the earliest.
- The grievance committee shall hear and settle grievances, as far as may be practical, within three months after the grievance is lodged with the committee.
- If the matter requires urgent attention, the in charge shall inform the chairman and the meeting will be held within two days from the receipt of the grievance form.

False Reporting: Intentionally making a false report or providing false information is grounds for indiscipline.

### Composition

Name of the Faculty	Role
Dr. D Ranganayakulu	Chairman
Dr. K K Rajasekhar	Member
Ms. T S Durga Prasad	Member
Mr. D Jamal Basha	Member
Ms. M Himasada	Member
Mrs. P Lakshmi	Member
P Sreedhar Raju	Member
T Sobhan Babu	Member
M Divya	Member
O Venkatesh	Member
P Cherishma	Member

**PRINCIPAL**  
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# SRI PADMAVATHI SCHOOL OF PHARMACY

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**RAGGING**  
PROHIBITION OF RAGGING IN EDUCATIONAL INSTITUTIONS  
A.P Act 28 of 1997

\* Ragging with in or outside any educational institution is **PROHIBITED**  
\* Ragging means doing an act which causes or likely to cause **INSULT** or **ANNOYANCE** or **FEAR** or **APPREHENSION** or **THREAT** or **INTIMIDATION** or **OUTRAGE OF MODESTY** or **HARM** to a student

OFFENCE	PUNISHMENTS
Teasing	₹ 1,000/-
Embarrassing and humiliating	₹ 2,000/-
Assaulting or using criminal force or criminal intimidation	₹ 5,000/-
Wrongfully restraining or confining or causing hurt	₹ 10,000/-
Causing grievous hurt kidnapping or rape or committing unnatural offence	₹ 50,000/-
Causing death or abetting suicide	

**Cellphones usage invokes suspension / Rustication**

JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR  
SRI VENKATESWARA UNIVERSITY, TIRUPATI  
SRI PADMAVATHI EDUCATIONAL INSTITUTIONS

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## Sri Padmavathi School of Pharmacy

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*[Signature]*  
PRINCIPAL

Sri Padmavathi School of Pharmacy  
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### LIST OF ANT-RAGGING MEMBERS 2021-22

S. NO	NAME OF THE MEMBER	DESIGNATION	PHONE NUMBER
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4	Dr K. K. Rajasekhar	Member	+91 9441372531
5	Dr P. Keerthisikha	Member	+91 9533559130
6	Mr.T.S.Durga Prasad	Member	+91 9030140012
7	Smt. M.Himasaila	Member	+91 9441984839

S.No.

1

2

3

4



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### Sri Padmavathi School of Pharmacy

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Estd.: 1997

## SRI PADMAVATHI SCHOOL OF PHARMACY

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Approved by AICTE/PCI, Affiliated to JNTUA  
Ph: 78618-70618 | Email: sspapproach@gmail.com | Website: www.spp.ac.in

**GRC MEMBERS LIST FOR ACADEMIC YEAR**

**The following are the members for the AY 2021-2022**

S.No.	Name of the faculty	Designation	Convener / Member	Contact Number
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TIRUPATI (A.P.)**



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## 5.1.4. Details of Statutory & regulatory committees notified on the institute website

The screenshot shows the website header with the school's name, logo, and navigation menu. The main content area features a large group photo of staff and students. A sidebar on the left lists various categories like Principal, Faculty, and Student Corner. The central focus is a red-bordered box titled "Anti Ragging Squad" which contains the following text:

**Anti Ragging Squad**

**Ragging free Campus**

Ragging is totally prohibited in Sri Padmavathi School of Pharmacy, inside and / or outside the campus and anyone found guilty of ragging and / or abetting ragging whether actively or passively, or being a part of conspiracy to promote ragging, is liable to be punished in accordance with UGC and AICTE Regulations as well as under the provisions of any penal law for the time being in force.

PDF icons are placed above the following text:

- Prohibition of Ragging in technical Institutions.
- AP Anti-Ragging Act 1997

Sri Padmavathi School of Pharmacy ensures that the congenial and welcoming environment will be given to the freshers To achieve this objective following committees have been formed by the Institute as per UGC Regulation 2009:

- Anti-Ragging Committee

On the left sidebar, there is a "Student Corner" section and an "Anti Ragging Squad" icon with a red prohibition sign.

PRINCIPAL

Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)



# SRI PADMAVATHI SCHOOL OF PHARMACY

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Principal

Faculty

College Committees

Professional Association

Seminars and Workshops

Alumni

Placements

Publications

Student Corner



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Prohibition of Ragging in technical Institutions.

AP Anti-Ragging Act 1997

welcoming environment will be given to the freshers. To achieve this objective following committees have been formed

by the Institute as per UGC Regulation 2009

- Anti-Ragging Committee
- Anti-Ragging Squads



Anti-Ragging UGC Regulations 2009

## Anti-Ragging Committee

SL.NO.	NAME OF THE MEMBER	DESIGNATION	CONTACT NO.
1	Dr. D. Ranganayakulu	Principal	9912342128
2	Dr. C. Sridhar	Member	8332922172
3	Dr. Y. Prasanna Raju	Member	9885729280
4	Dr. K.K.Rajasekhar	Member	9441372531
5	Dr. P.Keerthisikha	Member	9533559130
6	Mrs. M.Himasala	Member	9441984839
7	Mr. T. S. Durga Prasad	Member	9030140012

## Punishments against Ragging

Principal

Faculty

College Committees

Professional Association

Seminars and Workshops

Alumni

Placements

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Student Corner



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## Anti-Ragging Committee

### Punishments against Ragging

Sl.No	NATURE OF RAGGING	PUNISHMENT
1	TEASING, EMBARRASSING AND HUMILIATING	IMPRISONMENT UP TO 6 MONTHS OR FINE UPTO RS.1, 000/- OR BOTH.
2	ASSAULTING OR USING CRIMINAL FORCE OR CRIMINAL INTIMIDATION	IMPRISONMENT UPTO 1 YEAR OR FINE UPTO RS.2, 000/- OR BOTH.
3	WRONGFULLY RESTRAINING OR CONFINING OR CAUSING HURT	IMPRISONMENT UPTO 2 YEARS OR FINE UPTO RS.5, 000/- OR BOTH.
4	CAUSING GRIEVOUS HURT KIDNAPPING OR RAPING OR COMMITTING UNNATURAL OFFENCE.	IMPRISONMENT UPTO 5 YEARS AND FINE UPTO RS.10,000/-.
5	CAUSING DEATH OR ABETTING SUICIDE	IMPRISONMENT UPTO 10 YEARS AND FINE UPTO RS.50,000/-.

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the Institution, the possible punishments for those found guilty of ragging shall be any one or any combination of the following:

- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc.
- With holding of results

**PRINCIPAL**  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P.)



# SRI PADMAVATHI SCHOOL OF PHARMACY

Mohan Gardens, Vaishnavi Nagar, Tiruchanoor (PO), Chittoor (Dist.), AP - 517503

(Approved by AICTE, New Delhi. Approved by PCI, New Delhi, Affiliated to JNTUA, Ananthapuramu, Recognized Under 2(f) & 12(B) of UGC Act., Accredited by NBA (for UG-Pharmacy up to 2025))

Principal

Faculty

College Committees

Professional Association

Seminars and Workshops

Alumni

Placements

Publications



Student Corner



Anti Ragging Squad

Gallery



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## Grievance Redressal Committee

### PREAMBLE

The committee aims to provide a congenial and conductive atmosphere in which students, teachers and non-teaching staff can work together in an environment free of violence, harassment, exploitation, and intimidation. In order to ensure transparency by the institution imparting technical and professional education during admissions and to prevent unfair practices and to provide a mechanism to students/ faculty/ staff for redressal of their grievances.

### OBJECTIVES

The GRC established by the institute has set the following objectives

- To maintain the dignity of the college by ensuring hostility free atmosphere in the College by encouraging cordial Student-Student relationship and Student-Teacher relationship
- Suggestion / Complaint Boxes are installed at common areas in which the students put in writing their grievances and their suggestions for improving the Academics / Administration in the College
- Giving support to the students to express their grievances / problems freely and frankly, without any fear of being victimized.
- All the grievances of the students/staff which could not be settled in the routine process should be referred to this committee
- Committee tries to settle the issues amicably in a time bound manner.
- Introduce a reasonable and reliable solution for grievances of various issues received from students/parents
- Advising all staff to be affectionate to the students and not behave in a vindictive manner towards any of them for any reason.
- Ensures that the grievances are resolved on time impartially and confidentially.
- To ensure provision of a work and educational environment that is free from sexual harassment
- To prevent sexual harassment and to promote the general well-being of female students/employees of the institute.
- To organize gender sensitization awareness programme

### MECHANISM

The main stakeholders of any educational Institute are students and we put all possible efforts to maintain and ensure transparency in student activities.

The grievances include both academic (attendance, examination, assessment, syllabus completion, fees, teaching

Principal

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### FUNCTIONS OF GRIEVANCE REDRESSAL COMMITTEE (GRC)

- The grievances committee shall deal with the grievances of teachers, other employees and the students
- The aggrieved person (teacher, other employee or student) in college may lodge his/her grievance with the concerned member of the college, who shall put it before the college grievance committee at the earliest.
- The grievance committee shall hear and settle grievances, as far as may be practical, within three months after the grievance is lodged with the committee.
- If the matter requires urgent attention, the in charge shall inform the chairman and the meeting will be held within two days from the receipt of the grievance form.

**False Reporting:** Intentionally making a false report or providing false information is grounds for indiscipline

### Composition

Name of the Faculty	Role
Dr. D Ranganayakulu	Chairman
Dr. K K Rajasekhar	Member
Ms. T S Durga Prasad	Member
Mr. D Jamal Basha	Member
Ms. M Himasaila	Member
Mrs. P Lakshmi	Member
P Sreedhar Raju	Member
T Sobhan Babu	Member
M Divya	Member
O Venkatesh	Member
P Cherishma	Member

PRINCIPAL

Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P.)

## **Anti-Ragging Policy**

This policy has been formulated in consonance with UGC Rules 2016, on Anti Ragging in Higher Educational Institutions / Universities, as published in the gazette notification.

### **1. General**

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- a) In view of the directions of the Hon'ble Supreme Court, and in consideration of the rules framed by the Central Government and the UGC, to prohibit, prevent and eliminate ragging and to provide for the healthy development, physically and psychologically, of all students, SRM University, AP – Amaravati has set forth the Anti-Ragging Policy as listed in succeeding paragraphs.
- b) The Vice Chancellor shall be responsible for implementation of rules listed here under this policy. However, he may delegate the functional roles and procedures to any other Officer of the University, so nominated as the Nodal Officer for anti-ragging function in the University.

### **2. Objectives of the Policy**

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To prohibit, prevent and eliminate any conduct by any student or students which constitutes ragging.

### **3. What constitutes Ragging**

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Ragging constitutes one or more of any of the following acts:

- a) any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b) indulging in rowdy or indiscipline activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c) asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d) any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e) exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students;
- f) any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g) any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;

- h) any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i) any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

#### **4. Measures for prohibition of ragging at the University level**

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The University shall comply with following guidelines of the UGC:

- a) The University or any part of it thereof, including its elements, including, but not limited to, the schools, departments, constituent units, centres of studies and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in University, shall not permit or condone any reported incident of ragging in any form; and it shall take all necessary and required measures, including but not limited to the provisions of these Rules, to achieve the objective of eliminating ragging, within the University or outside;
- b) The University shall take action in accordance with the Rules of UGC against those found guilty of ragging and/or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

#### **5. Measures for prevention of ragging at the University level**

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- a) The University shall take the following steps in regard to admission or registration of students:
  - i. Public declaration of intent, in its electronic, audio-visual or print or any other media, for admission of students to any course of study and shall expressly provide that ragging is totally prohibited in the University, and anyone found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, shall be liable to be punished in accordance with the laid down Rules as well as under the provisions of any penal law for the time being in force.
  - ii. The brochure of admission/instruction booklet or the prospectus, whether in print or electronic format, shall prominently print and contain such a warning as above, including the consequences, as may be applicable.
  - iii. Students shall be provided with the telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the University including but not limited to the Vice Chancellor, Deans/Directors, members of the Anti-Ragging Committees and Anti-Ragging Squads, Wardens of Hostels, and other functionaries or authorities as relevant.
  - iv. The enrollment letters shall contain the format of an undertaking, mandatorily in English as provided in the UGC Rules or reference to the link for on line anti ragging declaration portal, to be filled up and signed by the applicant and parents (Refer Annexure 2). This undertaking states to the effect that he/she/parents (they) have read and understood the provisions of anti-ragging policy as well as the provisions of any other law for the time being in force, and are aware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under University

Rules and also affirm to the effect that student has not been expelled and/or debarred by any University and further aver that student would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, is liable to be proceeded against under the Rules or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of such student. These undertakings shall be signed by all students.

- v. Before the commencement of the academic session, the Vice Chancellor shall convene and address a meeting of various functionaries/agencies, such as Hostel Wardens, Concerned Directors, representatives of students, parents/guardians (if feasible), faculty, administration including the police (if considered essential), to discuss the measures to be taken to prevent ragging in the University and steps to be taken to identify those indulging in or abetting ragging and punish them.
- vi. The University shall, to make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the University towards those indulging in ragging, prominently display posters depicting the provisions of penal law applicable to incidents of ragging, and the provisions of these rules and also any other law for the time being in force, and the punishments thereof. It shall also prominently display the same, on Notice Boards in hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging incidents.
- vii. The University shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents. The University shall tighten security in its premises, especially at vulnerable places through intense policing by Anti-Ragging Squads and volunteers, if any, which shall be resorted to at such points at odd hours during the initial duration of the academic session as may be decided by the authorities.
- viii. The University shall utilize the vacation period before the start of the new academic year to launch a campaign against ragging through posters, leaflets and such other means, as may be desirable or required.
- ix. The schools/ departments/ centers/ units of the University shall have induction arrangements, including those which anticipate, identify and plan to meet any special needs of any specific section of students, in place well in advance of the beginning of the academic year with an aim to promote the objectives of Anti ragging.
- x. University may tie up or engage or seek the assistance of professional counsellors before the commencement of the academic session, to be available when required by the University, for the purposes of offering counselling to freshers and to other students after the commencement of the academic year.

b) University shall, on the day of registration of students, take the following steps:

- i. Every fresh student admitted to the University shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes including addresses and telephone numbers, so as to enable the student to contact the concerned person at any time, if and when required.



- ii. The University, through the leaflet specified in clause (a) shall also explain to the freshers, the arrangements made for their induction and orientation which promote efficient and effective means of integrating them fully as students with those already admitted to the University in earlier years.
- iii. The leaflet specified in clause (a) shall also inform the freshers about their rights as bona fide students of the University and clearly instructing them that they should desist from doing anything, with or against their will, even if ordered by the senior students, and that any attempt of ragging shall be promptly reported to the Anti-ragging Squad or to the Warden or to the Director – Student Affairs or to the Vice Chancellor, as the case may be.
- iv. The leaflet specified in clause (a) shall contain a calendar of events and activities laid down by the University to facilitate and complement familiarization of freshers with the academic environment of the University.
- v. The University shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programs as follows, namely;
  - 1. Joint sensitization program and counselling of both freshers and senior students by a professional counsellor
  - 2. Joint orientation program of freshers and seniors to be addressed by the Vice Chancellor and the anti-ragging committee
  - 3. Organization on a large scale of cultural, sports and other activities to provide a platform for the freshers and seniors to interact in the presence of faculty members;
  - 4. In the hostel, the warden should address all students and may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration.
  - 5. As far as possible, faculty members should dine with the hostel residents in their respective hostels to instil a feeling of confidence among the freshers.
- vi. The University may set up appropriate committees, including the course-in-charge, student advisor, Wardens and some senior students as its members, to actively monitor, promote and regulate healthy interaction between the freshers, junior students and senior students.
- vii. Freshers or any other student(s), whether being victims, or witnesses, in any incident of ragging, shall be encouraged to report such occurrence, and the identity of such informants shall be protected and shall not be subject to any adverse consequence only for the reason for having reported such incidents.
- viii. Each batch of freshers, on arrival at the University, shall be divided into small groups and each such group shall be assigned to a member of the faculty, who shall interact individually with each member of the group for ascertaining the problems or difficulties, if any, faced by the fresher in the University and shall extend necessary help to the fresher in overcoming the same.
- ix. It shall be the responsibility of the member of the faculty assigned to the group of freshers, to coordinate with the Wardens of the hostels and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the freshers under his/her charge.
- x. Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the University shall ensure that access of seniors to

accommodation allotted to freshers is strictly monitored by wardens, security guards and other staff of the University.

- xi. A round the clock vigil against ragging in the hostel premises, in order to prevent ragging in the hostels after the classes are over, shall be ensured by the University.
- xii. It shall be the responsibility of the parents/guardians of freshers to promptly bring any instance of ragging to the notice of the Vice Chancellor.
- xiii. Every student at the time of his/her registration shall inform the University about his/her place of residence, if staying outside the campus, while pursuing the course of study,
- xiv. The Vice Chancellor or person nominated by him shall, at the end of each academic year, send a letter to the parents/guardians of the students who are completing their first year in the University, informing them about these Rules and any law for the time being in force prohibiting ragging and the punishments thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging on their return to the University at the beginning of the academic session next.

## **6. Committees for prevention of Ragging at the University level**

---

The University shall constitute the following bodies:

- a) Anti-Ragging Committee to be nominated and headed by the Vice Chancellor, and consisting of representatives of civil and police administration, local media, Non-Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the freshers' category as well as senior students, non-teaching staff; and shall have a diverse mix of membership in terms of levels as well as gender. It shall be the duty of the Anti-Ragging Committee to ensure compliance with the provisions of Anti ragging policy as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the University. The details are provided at Annexure 1.
- b) A smaller body to be known as the Anti-Ragging Squad to be nominated by the Vice Chancellor with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile, alert and active at all times. Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation.
- c) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.
- d) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incident of ragging referred to it by the Vice Chancellor or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action.

- e) Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required.
- f) The University shall, at the end of each academic year, in order to promote the objectives of these Rules, constitute a Mentoring Cell consisting of students volunteering to be Mentors for freshers, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the University, at the rate of one Mentor for six freshers and one Mentor of a higher level for six Mentors of the lower level.
- g) The University shall constitute a body to be known as Monitoring Cell on Ragging, which shall coordinate to achieve the objectives of these Rules; and the Monitoring Cell shall review reports from the Anti-ragging committee and it shall also keep itself abreast of the decisions of the District Level Anti-Ragging Committee headed by the District Magistrate. The Monitoring Cell shall also review the efforts made by University to publicize anti-ragging measures, soliciting of affidavits from parents/guardians and from students, to abstain from ragging activities or willingness to be penalized for violations; and shall function as the prime mover for initiating action on the part of the appropriate authorities of the university for amending the Statutes or Ordinances to facilitate the implementation of anti-ragging measures at the level of the University.
- h) The University shall take the following other measures:
  - i. Each hostel or a place where groups of students reside, forming part of the University, shall have a full-time Warden, to be appointed by the University as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging within the hostel, as well as the softer skills of counselling and communicating with the youth outside the class-room situation; and who shall reside within the hostel, or at the very least, in the close vicinity thereof.
  - ii. The Warden shall be accessible at all hours and be available on telephone and other modes of communication, and for the purpose the Warden shall be provided with a mobile phone by the University, the number of which shall be publicized among all students residing in the hostel.
  - iii. The University shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.
  - iv. The professional counsellors should counsel freshers and/or any other student(s) desiring counselling, in order to prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counselling sessions.
  - v. The University shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counselling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.
  - vi. The faculty of the University and its non-teaching staff, which includes, but is not limited to the administrative staff, contract employees, security guards and employees of service providers providing services within the University, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof.

- vii. The University shall obtain an undertaking from every employee of the University including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/lawns and employees of service providers providing services within the University, that he/she would report promptly any case of ragging which comes to his/her notice.
- viii. The University shall make a provision in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record.
- ix. The University shall give necessary instructions to the employees of the canteens and mess, whether that of the University or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Vice Chancellor or members of the Anti-Ragging Squad or members of the Anti-Ragging Committee or the Wardens, as may be required.
- x. Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and cross-check whether the University is indeed free of ragging or not and for the purpose the University may design its own methodology of conducting such surveys.
- xi. The University shall cause to have an entry, apart from those relating to general conduct and behaviour, made in the Migration/Transfer Certificate issued to the student while leaving the University, as to whether the student has been punished for committing or abetting an act of ragging, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others, during his course of study in the University.
- xii. Notwithstanding anything contained in these Rules with regard to obligations and responsibilities pertaining to the authorities or members of bodies prescribed above, it shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the University, whether regular or temporary, and employees of service providers providing service within the University, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice.
- xiii. The Vice Chancellor, if asked for by UGC, shall submit fortnightly reports of the University, including those of the Monitoring Cell on Ragging in case of an affiliating university, to the State Level Monitoring Cell.

## **7. Action to be taken by the Vice Chancellor**

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- a) On receipt of the recommendation of the Anti-Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Vice Chancellor shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;

- i. Abetment to ragging;
- ii. Criminal conspiracy to rag;
- iii. Unlawful assembly and rioting while ragging;
- iv. Public nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;
- ix. Use of criminal force;
- x. Assault as well as sexual offences or unnatural offences;
- xi. Extortion;
- xii. Criminal trespass;
- xiii. Offences against property;
- xiv. Criminal intimidation;
- xv. Attempts to commit any or all of the above-mentioned offences against the victim(s);
- xvi. Threat to commit any or all of the above-mentioned offences against the victim(s);
- xvii. Physical or psychological humiliation;
- xviii. All other offences following from the definition of "Ragging".

Provided that the Vice Chancellor shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee.

Provided further that the University shall also continue with its own enquiry initiated and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

#### **8. Responsibilities of the Commission and the Councils (which should be known to the Students)**

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- a) Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Vice Chancellor, the Warden of the Hostels, and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizens to access it.
- b) The Vice Chancellor shall be obliged to act immediately in response to the information received from the Anti-Ragging Helpline.
- c) In order to enable a student or any person to communicate with the Anti-Ragging Helpline, University shall permit unrestricted access to mobile phones and public phones in hostels and campuses, other than in class-rooms, seminar halls, library, and in such other places that the University may deem it necessary to restrict the use of phones.

#### **9. Administrative action in the event of ragging**

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- a) The University shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein-under:
  - i. The Anti-Ragging Committee of the University shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of

ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.

- ii. The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
    1. Suspension from attending classes and academic privileges.
    2. Withholding/ withdrawing scholarship/ fellowship and other benefits.
    3. Debarring from appearing in any test/ examination or other evaluation process.
    4. Withholding results.
    5. Debarring from representing the University in any regional, national or international meet, tournament, youth festival, etc.
    6. Suspension/ expulsion from the hostel.
    7. Cancellation of admission.
    8. Rustication from the University for period ranging from 1 to 4 semesters.
    9. Expulsion from the University and consequent debarring from admission to any other University for a specified period.
    10. Fine which may extend upto INR 2.5 lakh Provided that where the persons committing or abetting the act of ragging are not identified, the University shall resort to collective punishment.
  - iii. An appeal against the order of punishment by the Anti-Ragging Committee shall lie with the Vice Chancellor.
- b) Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the University, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these Rules or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental enquiry, in accordance with the prescribed procedure of the University, against such member of the faculty or staff.

Provided that where such lapse is attributable to the Vice Chancellor, the authority designated to appoint such Head shall take such action.

### Annexure 1: Composition of Anti Ragging Committee

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1.	Head of the Institution	Chairman
2	Director – Student Affairs	Convenor
3.	Dean – SEAS	Member
4	Dean - SLABS	Member
5	All Wardens	Members
6	Department Coordinators	Members
7	Two representatives of students belonging to freshers category	Members
8.	Two representatives of students from senior students	Members
9	Student Counsellor	Member
10	Assistant Director – Physical Educations	Member

### Annexure 2: SELF DECLARATION

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#### SELF DECLARATION BY PARENTS/GUARDIANS

- 1) I, Mr./Mrs./Ms. \_\_\_\_\_ (Full name of Parents / Guardians in CAPITAL letters) Father / Mother / Guardian of Mr. / Ms. \_\_\_\_\_ (Full name of student in CAPITAL letters with Roll number) who has been admitted to SRM University, AP – Amaravati have:
- Been advised to read carefully and understand the Supreme Court Judgement on Ragging hosted in \*\*SC Judgment link on Anti-Raging page of SRM Website\*\*
  - Received a copy of the Essential Extracts of relevant Regulations on curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the relevant Regulations)
  - Carefully read and fully understood the provisions contained there-in.
- 2) I have, in particular, understood Clause 3 of the relevant Regulations and am aware as to what constitutes ragging and the implications thereof.

- 3) I have also, in particular, understood Clause 7 and Clause 9.1 of the relevant Regulations and am fully aware of the penal and administrative actions that are liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly state and undertake that:
  - a) My ward will not indulge in any behavior or act that may be considered as ragging under Clause 3 of the relevant Regulations.
  - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be considered as ragging under Clause 3 of the relevant Regulations.
- 5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to Clause 9.1 of the relevant Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
- 6) I hereby declare that my ward has not been expelled or debarred from admission in any Institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote ragging, and further affirm that, in case this declaration is found to be untrue, my ward's admission is liable to be cancelled.

Name:

Address:

Signature of Father/Mother/Guardian  
Telephone / Mobile No.

**SELF DECLARATION BY PARENTS/GUARDIAN**

Verified that the contents of this self-declaration are true to the best of my knowledge and no part of the self-declaration is false and nothing has been concealed or mis-stated therein.

Place:

Date:

Signature of Father/Mother/Guardian

**SELF DECLARATION BY THE STUDENT**

- 1) I, \_\_\_\_\_ (Full name of student in CAPITAL letters with ROLL NUMBER) S/o D/o Shri./ Smt. \_\_\_\_\_ having been admitted to SRM University, AP – Amaravati have:
  - a) Been advised to read carefully and understand the Supreme Court Judgement on Ragging hosted in \*\*SC Judgment link on Anti-Raging page of SRM Website\*\*
  - b) Received a copy of the Essential Extracts of relevant Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the relevant Regulation)
  - c) Carefully read and fully understood the provisions contained therein.
- 2) I have, in particular, understood Clause 3 of the relevant Regulations and am aware as to what constitutes ragging and the implications thereof.
- 3) I have also, in particular, understood Clause 7 and Clause 9.1 of the relevant Regulations and am fully aware of the penal and administrative actions that are liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 4) I hereby solemnly state and undertake that:



- a) I will not indulge in any behavior or act that may be considered as ragging under Clause 3 of the relevant Regulations.
  - b) I will not participate in or abet or propagate through any act of commission or omission that may be considered as ragging under Clause 3 of the relevant Regulations.
- 5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to Clause 9.1 of the relevant Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 6) I hereby declare that I have not been expelled or debarred from admission in any Institution in the country on account of being found guilty of abetting or being part of a conspiracy to promote ragging and further affirm that, in case this declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Place:

Date:

Name:

Signature of Student

Telephone/Mobile No:

Address:

**SELF DECLARATION BY STUDENT**

Verified that the contents of this self-declaration are true to the best of my knowledge and no part of the declaration is false and nothing has been concealed or misstated therein.

Place:

Date:

Signature of Student

## ANTI RAGGING UNDERTAKING (AFFIDAVIT) BY THE STUDENT

1. I, A Rajesh Naidu s/o/d/o Mr./Mrs./Ms. Nanda KUMAR, having been admitted to Sri Padmavathi School of Pharmacy have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the Regulations) carefully read and fully understood the provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly aver and undertake that I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations. I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any law or any law for the time being in force. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be canceled.

Declared on 15/09/2015

A Rajesh Naidu  
Signature of Student  
Name : A Rajesh Naidu

### VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at SPSP on 12/8/2015

A. Rajesh Naidu  
Signature of Student

(NOTE: There is no need to get your affidavits printed on any stamp paper or get it signed by an Notary or an oath Commissioner.)

[Signature]  
PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOOR  
TIRUPATI (A.P)

**ANTI RAGGING UNDERTAKING BY THE STUDENT**

1. I, LAKSHMI R s/o | d/o MR. R.RAVI, having been admitted to SRI PADMAVATHI SCHOOL OF PHARMACY, have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the Regulations) carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty for abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that I will not indulge in any behavior or act that maybe constituted as ragging under clause 3 of the Regulations. I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penallaw or any law for the time being in force. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be canceled.

Declared on 12/9/2015

L. Lakshmi  
Signature of deponent


Name : LAKSHMI R

**VERIFICATION**

Verified that the contents of this undertaking are true to the best of my knowledge and no part of the undertaking is false and nothing has been concealed or misstated therein.

Verified at SPSP on 12/9/2015

L. Lakshmi  
Signature of deponent

  
**PRINCIPAL**  
**Sri Padmavathi School of Pharmacy**  
**TIRUCHANOOR**  
**TIRUPATI (A.P)**

## ANTI RAGGING UNDERTAKING (AFFIDAVIT) BY THE STUDENT

1. I, KOSANA RAMYA s/o/d/o Mr./Mrs./Ms. KOSANA RAJYALAKSHMI, having been admitted to sri padmavathi school of pharmacy have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the Regulations) carefully read and fully understood the provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly aver and undertake that I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations. I will not participate in or abet or propagatethrough any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penallaw or any law for the time being in force. I hereby declare that I have not been expelled or debarred fromadmission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be canceled.

Declared on 03.09.2015



Signature of Student

Name : KOSANA RAMYA

### VERIFICATION


Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at Tiruchann on 03.09.2015.



Signature of Student

(NOTE: There is no need to get your affidavits printed on any stamp paper or get it signed by an Notary or an oath Commissioner.)

  
**PRINCIPAL**  
**Sri Padmavathi School of Pharmacy**  
**NSS Unit**  
**Mohan Gardens, Vaishnavi Nagar**  
**TIRUCHANOUR - TIRUPATI**

## ANTI RAGGING UNDERTAKING (AFFIDAVIT) BY THE STUDENT

1. I, mahimaluru subramanya - Mahima s/o/d/o Mr./Mrs./Ms. m mahesh babu, having been admitted to sri padmavathi shool of pharmacy have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the Regulations) carefully read and fully understood the provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty ofor abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly aver and undertake that I will not indulge in any behaviour or act that may beconstitutedas ragging under clause 3 of the Regulations. I will not participate in or abet or propagatethrough any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penallaw or any law for the time being in force. I hereby declare that I have not been expelled or debarred fromadmission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be canceled.

Declared on 19/8/2015

Mahima

Signature of Student

Name : mahimaluru subramanya - Mahima

### VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at STSP on 21/8/2015

Signature of Student

Mahima

(NOTE: There is no need to get your affidavits printed on any stamp paper or get it signed by an Notary or an oath Commissioner.)

  
PRINCIPAL  
Sri Padmavathi School of Pharmar  
TIRUCHANOUR  
TIRUPATI (A.P)

## ANTI RAGGING UNDERTAKING (AFFIDAVIT) BY THE STUDENT

1. I, DAMALCHERUVU JAHNAVI s/o/d/o Mr./Mrs./Ms. D.ChandramouliReddy, having been admitted to Sri Padmavathi School of Pharmacy have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the Regulations) carefully read and fully understood the provisions contained in the said Regulations.

2. I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

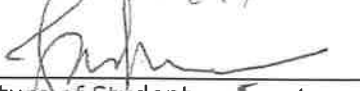
3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly aver and undertake that I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations. I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5. I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any law or any law for the time being in force. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be canceled.

Declared on

18/9/2015



Signature of Student

Name : DAMALCHERUVU JAHNAVI

### VERIFICATION

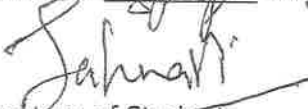
Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at



on

23/9/15



Signature of Student

(NOTE: There is no need to get your affidavits printed on any stamp paper or get it signed by an Notary or an oath Commissioner.)

  
PRINCIPAL  
Sri Padmavathi School of Pharmacy  
TIRUCHANOUR  
TIRUPATI (A.P.)