



# RATNAPURI INSTITUTE OF TECHNOLOGY - COLLEGE OF POLYTECHNIC

Ratnapuri, Turkala Khanapur (V), Hathnoora Mandal, Sangareddy Dist., Telangana-502 296.

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## SC/ST Committee

SC/ST committee is constituted with the following faculty members.

S. No	Name of the Committee Member	Department	Role
1	Mr. V. Suresh	Civil	Coordinator
2	Mr. G. Kranthi Kumar	ECE	Co coordinator
3	Smt. D. Manga	ECE	Member
4	Mr. CH. Durgaiah	EEE	Member
5	Mr. A.Raghu	Admin	Member

- Maintain the data base of SC/.ST students
- Inform the special facilities available for SC/ST students

Col Dr V R R Datla

Director

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## VENNELA EDUCATIONAL SOCIETY

(Regd. No. 1000 of 2008)

Regd. Office : 4th Floor, Plot No.1, Ganga Enclave. Opp.Byrraju Foundation,  
Kompalli Road, Petbasheerabad, Hyderabad-500 067.

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**PREAMBLE:**

*The SC/ST (Prevention of Atrocities) committee of the college is formed at the start of every session with the purpose of guiding the SC/ST students in the college. The college takes a special interest in facilitating financial support to students from these communities from government agencies and other sources. They are also encouraged to enroll in career orientation programs, which would equip them with the necessary skills to choose a career option.*

**OBJECTIVES OF SC/ST COMMITTEE:**

- a) The Scheduled Caste (SC) and Scheduled Tribes (ST) Committee promotes the interests of SC/ST students and guides them to achieve their dreams by utilizing the benefits of the schemes offered by the Government of India.*
- b) To ensure there is no caste-based discrimination in the Institution.*
- c) To take measures for achieving the objectives and targets laid down by the Government of India for the SC/ST students.*
- d) Guide the SC/ST students of the Institute, to optimally utilise the benefits of the schemes offered by the State Governments, Government of India (GOI), and UGC.*

**SCOPE OF SC/ST COMMITTEE:**

- i) Function as a Grievance Redressal Committee for the grievances of SC/ST students of the Institution and render them necessary help in solving their academic and administrative problems.*
- ii) To circulate information regarding the GOI schemes of higher education, training, and employment for Scheduled Castes, and Scheduled Tribes, students.*

## ***THE SOP FOR THE HANDLING OF COMPLAINTS / GRIEVANCES.***

### **PROCESS OF SUBMITTING THE COMPLAINT**

Any aggrieved student belonging to the reserved category can reach out to the Committee. By lodging a complaint in the prescribed format available with the coordinator.

### **GRIEVANCE MECHANISM**

- a) On receiving a complaint, the Committee shall commence a meeting within a week of receipt of the complaint.
- b) The committee shall fix a date for hearing the complaint which shall be communicated to the complainer person.
- c) The complainer person should present in person before the Committee.
- d) The Committee shall report its findings to The Principal with recommendations if any, within a period of fifteen days.