## SCHOOL OF PLANNING AND ARCHITECTURE, VIJAYAWADA

Survey No.71/1, National Highway-5, Nidamanuru Vijayawada-521104, Andhra Pradesh

No. F-40/SPAV/Estt./Duties/2016

2<sup>nd</sup> May, 2016

## **OFFICE ORDER**

In view of the extending appropriate clarifications and providing proper directions/solutions to the grievances of staff and faculty, a Committee has been constituted with the following members with immediate effect and until further orders:

1. Prof. Dr. Abdul Razak M.

Chairperson

HoD, Planning

2. Mr. Anil Kumar Ch.

Member

Asst. Professor, Architecture Dept.

3. Ms. Ayeesha Begum

Member

Asst. Prof. Planning Dept.

4. Smt. Sailaja Ch. Asst. Registrar

Member

5. General Secretary

Member (related to student matters only)

Student Council

The Committee may meet twice in a month to check the grievances received for faculty, staff and students. The grievances may be studied, discussed with the prevailing Government rules stipulations and available directions may be prepared so as to put up the same to the Director for further necessary action.

This issues with the approval of the Competent Authority

(D. V. Rama Mohan Rao) Registrar I/c

## Copy to:

- 1. All concerned
- 2. Establishment Section for PF
- 3. Notice Boards
- 4. IT Section- for uploading in website