

होटल प्रबन्ध और खानपान प्रौद्योगिकी संस्थान
कोवलम, तिरुवनन्तपुरम - 695 527

INSTITUTE OF HOTEL MANAGEMENT AND CATERING
TECHNOLOGY
KOVALAM, THIRUVANANTHAPURAM, KERALA

संदर्भ:आई एच एम सी टी:प्रशा:018:2016:

दिनांक : 05.08.2016

NOTICE

It has been informed that Mr. L.V. Kumar, Principal of the Institute will be the Director of Public Grievances of the Institute and Mr.E.Narayana Sarma, Accountant and Admn. Cum Accounts Officer-in-charge will be the Staff Grievance Redress Officer of the Institute.

Mr. L.V. Kumar, Principal / Director of Public Grievances of the Institute will be available at his desk on every Wednesday from 10:00 a.m. to 1:00 p.m. to receive and hear public grievances and Mr.E.Narayana Sarma, Accountant and Admn. Cum Accounts Officer-in-charge / Staff Grievance Redress Officer of the Institute will be available at his desk on every Wednesday from 10:00 a.m. to 1:00 p.m. to receive and hear Staff Grievances.

All the Grievances received will be acknowledged within 3 days of receipt and redressed within 60 days of receipt in the Institute. In case of delay, an interim reply with reasons for delay will be given.



(एल.वी. कुमार / L.V.KUMAR)

प्राचार्य / PRINCIPAL

To

Institute's Notice Boards / website.

- Cc to : 1. HODs
2. The Accountant & AAO i/c, IHMCT, Kovalam
3. Office Superintendent, IHMCT, Kovalam