



Harsha Institute of Technology

(Affiliated to VTU, Belagavi, Karnataka, 590018 and approved by AICTE, New Delhi)
No.129/47/1 to 7, Kambayyanapalya, Varadanayakanahalli, Post, Jakkannahalli, Karnataka 562123



Ref: HIT/2025-26/003

Date: 03-11-2025

APPOINTMENT LETTER – OMBUDSMAN

To,

Dr. K.V.Sreenivas Rao
Former Professor, SIT
Former Principal, AIT, Tumkur
Triveni Nivas, Second Cross, CB Layout, Tumkur 572102

Subject: Appointment as Ombudsman of Harsha Institute of Technology, Bengaluru.

Dear Sir,

We are pleased to inform you that the **Governing Council/Management of Harsha Institute of Technology, Bengaluru,**

has appointed you as the **Ombudsman** of the Institute with effect from 03-11-2025, in accordance with the applicable regulations and guidelines issued by the competent authorities.

Scope and Responsibilities

As Ombudsman, you shall:

- Redress grievances of students and other stakeholders in a fair, impartial, and time-bound manner
- Hear appeals against decisions of the Grievance Redressal Committee, if any
- Ensure transparency, accountability, and adherence to institutional and regulatory norms
- Submit periodic reports to the Management/Competent Authority as required

Terms & Conditions

- The Ombudsman shall function independently and without interference
- Confidentiality of proceedings must be maintained
- The appointment may be terminated by either party with **30 days' notice** in writing

We sincerely hope that your vast experience and integrity will greatly contribute to maintaining fairness and justice within the institution. Kindly signify your acceptance of this appointment.

With regards,

Principal

PRINCIPAL



HARSHA INSTITUTE OF TECHNOLOGY
NELAMANGALA, BENGALURU - 562123