

## ESTABLISHMENT OF GRIEVANCE REDRESSAL COMMITTEE IN THE INSTITUTE

Student Grievance Redressal Committee (SGRC) has been established at the Institute to settle the grievances of students related to academic and non-academic matters; if and when they arise. Objectives:

- To provide opportunities for the redressal of the grievances of students already enrolled at the Institute, as well as those seeking admission to the Institute.
- To develop an organizational framework to resolve the Grievances of students.
- To provide students, hassle free resource to have their grievances redressed.
- To establish structured interactions with students to elicit information on their expectations regarding the grievances.
- To make the Institute student-friendly

.Procedure:

- Student shall make an application to the committee Chairperson regarding the grievance/s.
- The Chairman shall call the SGRC meeting to resolve the Grievance/s.
- SGRC while resolving the grievance/s, will follow the principles of natural justice.
- The SGRC shall send its report with recommendations, if any, to the concerned entity and a copy thereof to the aggrieved student, within a period of 15 days from the date of receipt of the complaint.
- Any student aggrieved by the decision of the Student Grievance Redressal Committee may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)

| S.NO | NAME              | DESIGNATION            | ROLE     |
|------|-------------------|------------------------|----------|
| 1    | DR BHAVESH B NAIR | PRINCIPAL              | CHAIRMAN |
| 2    | MS ANJULA SINGH   | PROFESSOR              | MEMBER   |
| 3    | MS ALKA DEWANGAN  | ASST PROFESSOR         | MEMBER   |
| 4    | SANGITA BANSODE   | ACCOUNTANT             | MEMBER   |
| 5    |                   | STUDENT REPRESENTATIVE | MEMBER   |

