

Criteria	5 – Student Support and Progression
Key Indicator	5.1- Student Support
Metric	<p><i>5.1.4- The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases</i></p> <ol style="list-style-type: none"> <i>1. Implementation of guidelines of statutory/regulatory bodies</i> <i>2. Organization wide awareness and undertakings on policies with zero tolerances</i> <i>3. Mechanisms for submission of online/offline students' grievances</i> <i>4. Timely redressal of the grievances through appropriate committees</i>

Students Grievance Mechanism in Online/Offline Mode

GRIEVANCE REDRESSAL MECHANISM

A grievance would usually refer to some form of dissatisfaction by institute stake holders (students, faculty, staff members, etc.) which needs to be redressed.

RITE has a Grievance Redressal Committee (GRC) and Internal Complaint Committee (ICC) to deal with grievances of students/ staff/ women/ staff, as per following details:

Committee Name	1. Student Grievance Redressal Committee (SGRC) 2. Internal Complaint Committee (ICC) <i>(For Gender Sensitization, prevention and prohibition of Sexual Harassment of Women Employees, Students)</i>
Address for Postal communication	Radhakrishna Institute of Technology & Engineering (RITE) IDCO Plot-1, IDCO Industrial Estate, Barunei, Khordha, Bhubaneswar – 752 057, India
Visiting Hours	10:00 am to 04:00 pm

● Grievance submission mechanism:

1. A grievance may be submitted to the institute using any of the following routes:

- By using our website for online grievance at www.riteindia.in
- By sending a written communication with ID & address proofs at the aforesaid address.
- By putting it in a complaint box kept at the Admin. building.

2. Complainant needs to include brief description of matter which is the source of grievance, including copies of any relevant & supporting documents and relief sought.

3. Submission of any grievance will not be considered complete if complainant fails to provide his/her genuine ID proof (any one) as prescribed by Govt. of India/ Odisha, and full postal address and/or valid email ID.

4. Reference no. for all grievances registered will be communicated via email or post (whichever suitable).

5. For postal communication, attached format could be used for submission.

Principal
Radhakrishna Institute of Technology
and Engineering, Bhubaneswar

GRIEVANCE FORM- Radhakrishna Institute of Technology & Engineering (RITE)

Name in Full	
Complete address for communication	
Email ID	
Contact No.	
Detailed Description of Grievance and Relief Sought for:	
Valid ID Proof (Plz. attach scan copy)	
Document proofs as Attachment, if any.	
Other Remarks, if any.	






Principal
Radhakrishna Institute of Technology
and Engineering, Bhubaneswar

Full Signature with Date


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Affiliated by (AICTE), MHRD Govt. of India, New Delhi & (BPUT), Govt. of Odisha

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Principal
Radhakrishna Institute of Technology
and Engineering, Bhubaneswar

GRIEVANCE FORM- Radhakrishna Institute of Technology & Engineering (RITE)

Submit your grievance here.

priyanka_cse@riteindia.edu.in [Switch account](#)




The name and photo associated with your Google account will be recorded when you upload files and submit this form. Only the email you enter is part of your response.

* Indicates required question

Email *

Your email

Name


Principal
Radhakrishna Institute of Technology
and Engineering, Bhubaneswar