

REF. NO:RITE/2022-23/390(A)

DATE:03.04.2023

OFFICE ORDER

This is to inform all concerned that a **Grievance Redressal Committee (GRC)** for faculty/staff Members has been constituted as per the F.No.1-103/AICTE/GRC/Regulation/2021 of the All-India Council for Technical Education, notification dated March 22, 2021. The committee aims to provide opportunities for redressal of certain grievances of faculty/staff members and a mechanism thereto.

The committee aims to provide an opportunity for redressal of grievances of faculty and staff members and to establish a proper mechanism for the same.

| Sl. No. | Name | Designation | Responsibility |
|---------|-------------------------------------|------------------------|----------------|
| 1 | Dr. Subash Ranjan Kabat | Principal | Chairperson |
| 2 | Dr.Chandrabhanu Malla | Dean Academics | Convenor |
| 3 | Mr. Anil Mishra | Administrative Officer | Member |
| 4 | HoD, Mechanical Engineering | HoD, ME | Member |
| 5 | HoD, Electrical Engineering | HoD, EE | Member |
| 6 | HoD, Computer Science & Engineering | HoD, CSE | Member |
| 7 | HoD, Civil Engineering | HoD, CE | Member |
| 8 | HoD, Management of Studies | HoD, MBA | Member |

This committee has been formed as per the guidelines of AICTE and UGC about grievances and redressal mechanism. The committee shall look into the matters like:

Functions of the Committee

- Receive and examine grievances submitted by faculty and staff members.
- Ensure confidentiality and impartiality during the grievance redressal process.
- Recommend appropriate actions to the competent authority for resolution.
- Take necessary steps to prevent recurrence of such grievances.


(Dr. S.R. Kabat)
PRINCIPAL

Copy to: 1. Management Committee for kind information
2. Dean Academics/All HoDs/ AAO/ Above Concerned/ All NBs