



Ref.No-ICL/PO/2023/08/127

Grievance Redressal Committee

Grievance Committee is a committee formed within the institute by a group of representatives chosen from the institute to consider and remedy stake holder's grievances. All the grievances of the students/staff which could not be settled in the routine process should be referred to this committee. Committee tries to settle the issues amicably in a time bound manner. Introduces a reasonable and reliable solution for grievances of various issues received from students/parents. Ensures that the grievances are resolved on time impartially and confidentially for the Academic year 2023-2024.

The Structure and Composition of Grievance Redressal Committee is:

Staff/Student Grievance Cell

S.no	Name of member	Institute Affiliation	Designation
1	Dr. Ramesh Chandra Rai	Principal	Convenor
2	Mr.s.Manali Sandeep Vanjare	HOD LLB	Member
3	Mrs.Vishwash Panchal	HOD BLS LLB	Member
4	Dr.Dilip Patil	HOD LLM	Member
5	Dr.Pardeep Kachawa	Asst. Prof.	Member Secretary

Functions & Responsibilities of Grievance Redressal Committee

- To receive complaints regarding any kind of grievances.
- To examine the truth of the complaint and suggest appropriate actions.
- To forward recommendations to the principal for implementation.

Grievance Mechanism: - Whenever a student or a faculty is having any grievances, he/she contacts the Grievance Committee personally or through mail. After the grievance is registered with the member secretary, depending upon the nature of the grievances, a matter is taken up in the next meeting or in the emergency an ad-hoc meeting is called to discuss the matter. The person has been asked to present the affecting grievance in front of the committee and after due hearing is given in the matter.

Regards

Principal

(R.C. Rai)

Principal

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