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GOVT. POLYTECHNIC COLLEGE DODA-J&K

Khillani Doda-182201

Ph: 01996 238260

Order No: 55 of 2021

Dated: 27/03/2021

**Subject: Constitution of Grievance Redressal committee for students.**

In order to provide opportunities for redressal of certain grievances of students already enrolled in this institution and to ensure conducive and smooth atmosphere of the college, a committee of the following members is hereby constituted by the undersigned as per the guidelines of AICTE (Redressal of Grievance of Students) Regulation, 2019 vide F. No. 1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019. The committee shall ensure that each grievance must be solved within a week's time and shall maintain a separate record of the same.

S.No	Name of the Officer/Official	Designation	Appointed as	Contact No.
1.	Ashaq Nabi Butt	Principal	Chairperson	7006781270
2	Syed Imran	Lecturer Civil (AA)	Member	9906005525
2.	Shivani Parihar	Lecturer Chemistry (AA)	Member	9682607762
3.	Sheetal Devi	Lecturer English (AA)	Member	7889516441
5.	Anuj Kumar	Demonstrator	Member	9419191392
6.	Arslan Ahmed 5 <sup>th</sup> Sem.	Student	Member	7006724531
7.	Jaffer Hussain 3 <sup>rd</sup> Sem.	Student	Member	8082760032
8.	Rashid Ahmed 1 <sup>st</sup> Sem.	Student	Member	9149460210

The duties of the committee shall be as under:

1. A complaint from an aggrieved student relating to the institution shall be addressed to the Chairperson of Student Grievance Redressal Committee (SGRC).
2. The term of the members and the special invitee shall be of two years.
3. In considering the grievances before it, the SGRC shall follow principles of natural justice.
4. The SGRC shall send its report with recommendations, if any, to the concerned institution and a copy thereof to the aggrieved student, within a period of 15 days from the date of receipt of the complaint.
5. 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.

**Principal**

Govt. Polytechnic College  
Govt. Polytechnic Doda.  
Doda (J&K)

No: GPD/2021/AICTE/F-93/128

Date: 27-03-2021

Copy to the:

1. Committee officers for information and compliance.
2. Notice Board for information of students and all office bearers.
3. Order file.