CENTRAL INSTITUTE OF PLASTICS ENGINEERING & TECHNOLOGY, RAIPUR

ORDER (Revised)

CIPET/Raipur/CGRC/2019-20/ Date: 12/09/2019

Sub: Constitution of Student Grievance Redressal Committee at CIPET, Raipur-reg.
Ref.: 1) AICTE Approval Process Handbook 2019-20, appendix-15 on Grievance Redressal
Mechanism

CIPET, Raipur has constituted a Students Grievance Committee with a view to facilitate easy
access to individual for ventilating their personal grievance and to ensure speedy consideration
of grievance and decision thereon. The following members committee has been constituted to
redressal the Grievance of the students in the institute for the academic session 2019-20.

<table>
<thead>
<tr>
<th>S. No.</th>
<th>NAME OF THE OFFICIAL</th>
<th>DESIGNATION</th>
<th>RESPONSIBILITY</th>
<th>CONTACT NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Mr. A.K. Joshi</td>
<td>Director &amp; Head</td>
<td>Ombudsman/ Chairman</td>
<td>9111001996</td>
</tr>
<tr>
<td>2.</td>
<td>Mr. Y. Hidayathullah</td>
<td>Manager(T)</td>
<td>Member</td>
<td>7598145203</td>
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<tr>
<td>3.</td>
<td>Dr. Shushanta Ku. Samal</td>
<td>STO &amp; Vice Principal</td>
<td>Member</td>
<td>9090968452</td>
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<tr>
<td>4.</td>
<td>Mr. Devendra Ku. Nagpure</td>
<td>STO(S/D)</td>
<td>Member</td>
<td>9111001986</td>
</tr>
<tr>
<td>5.</td>
<td>Mrs. Ambika Joshi</td>
<td>STO (Testing)</td>
<td>Member</td>
<td>9351351741</td>
</tr>
<tr>
<td>6.</td>
<td>Mr. Sachin Mishra</td>
<td>Sr. Officer (P&amp;A/HR)</td>
<td>Member</td>
<td>9466146007</td>
</tr>
<tr>
<td>7.</td>
<td>Ms. Uzma Fatima</td>
<td>Lecturer</td>
<td>Member</td>
<td>9039234432</td>
</tr>
<tr>
<td>8.</td>
<td>Mr. S.C. Gupta</td>
<td>Faculty</td>
<td>Member</td>
<td>9425212771</td>
</tr>
</tbody>
</table>

Anyone with a genuine grievance may approach the Students Grievance redressal committee
members in consolation with their respective Head of the Department. The committee should
find out the root cause of the students problem and address the problem/grievances of the
students such as improvement of training, library, hostel, food, water facility, placement of the
students etc. and solve them at the earliest.

The committee shall conduct a meeting with all students at least once in a month and address
the student’s problem and solve the same. The committee should create a confidence in the
mind of the students that committee will solve their problem with utmost care.

Copy to:
1. Administrative Department
2. All Concerned Members
3. All the Head of departments.
4. Notice Board

[Signature]

Director & Head