

सिपेट: कौशल और तकनीकी सहायता केंद्र – रांची, हेहल, रांची - 834 005
CIPET: Centre for Skilling and Technical Support (CSTS)- Ranchi, Hehal, Ranchi -834 005

CIPET/CSTS/RNC/Admin/ Committees_GRC/2021-22/

Date: 05.07.2021

कार्यालय आदेश / OFFICE ORDER

Sub:- Constitution of Grievance Redressal Cell – Reg

Sl.No.	Name	Designation	Role
1.	Mr. B.Srikar	Sr. Technical Officer (CAD/CAM)	Member
2.	Mr. Abhishek Kumar Bakshi	Officer (P&A)	Member
3.	Mr. Mintu Kumar	Asst. Officer (F&A)	Member
4.	Mr. Prem Prakash Nagda	Asst. Technical Officer	Member
5.	Mr. Samoju Pruthvi Raj	Asst. Technical Officer	Member
6.	Mr. Rajesh Sharma	Acct. Asst.Gr.III	Coordinator
7.	Mr. Shahnawaz Ahmad	Admin. Asst.Gr.II	Member

The above committee to meet with student representative/ CRs once in a month to discuss about various grievances. CR to send agenda point to chairman in advance.

Roles & Responsibilities:

- To usher in a healthy, harmonious academic environment by providing a platform where students are able to express the grievances/concerns freely and fearlessly with a feeling of being victimized.
- To counsel students to refrain from instigating students against other students, teachers and/or college administration.
- To ensure a conducive teaching-learning environment where all members of the staff are affectionate to students without being resentful.
- To maintain a 'grievance box' where students can drop their grievances.
- To scrutinize the cases of grievances received and redress the grievances depending on the merit of the case.
- To conduct a systematic inquiry into matter (where necessary) and submit a report to the higher authorities (undersigned) for suitable action.

Copy to:

1. All Notice Board
2. All Members

Pravin K. B.
Joint Director & Head

