Shri Shivaji Education Society Amravati’s  
Mahatma Fule Arts, Commerce and Sitaramji Chaudhari Science Mahavidyalaya, Warud  
444906 Dist Amravati (M. S.) Ph. (off.): 07229-232022  
Estd.: 1960  
NAAC Accreditation with “B” Grade with CGPA-2.43  
President  
Shri. Harshvardhan. P. Deshmukh  
Principal  
Dr. J. D. Wadate  
Founder President  
Dr.Panjabrao alias Bhausaheb Deshmukh  
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**STAFF OF GRIEVANCE REDRESSER COMMITTEE MEMBERS**  
<table>
<thead>
<tr>
<th>Sr.No</th>
<th>Name of Members</th>
<th>Designation</th>
<th>Contact No.</th>
<th>Responsibility</th>
<th>E-Mail</th>
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<tbody>
<tr>
<td>1</td>
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<td>Secretary</td>
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<tr>
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<tr>
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<tr>
<td>5</td>
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<tr>
<td>6</td>
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<td>Member</td>
<td><a href="mailto:shrikantdohal@gmail.com">shrikantdohal@gmail.com</a></td>
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<tr>
<td>7</td>
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</tr>
</tbody>
</table>
Objectives

A Grievance Redresser committee has been formed in our college to settle genuine grievances of students. up to a satisfaction level so as to create a healthy relationship among the students. The grievance will include any matter relating to student and staff. The committee is requested to contribute effectively to dispose the grievances at the earliest.

Rules

1) To deals with all the genuine grievances of students and staff of the college.

2) All complainants should file their grievances either by writing in paper to the committee.

3) The committee will meet at least once in a month to resolve the grievances.

4) To take conclusive decision and submit its recommendations to the deciding authority for removal of alleged grievances.

5) The student/staff shall bring up his grievance in a prescribe format immediately to the grievance cell without fail. The number of grievances settled or pending will be report to the Principal in every month.

Procedure

1) A compliant box is provided at the ground floor of 2nd block for students.

2) Similarly another compliant box will be provided at 2nd floor (in front of Botany Department) of the same block for the students.

3) All grievances referred to the Grievance Redresser committee shall be entered in a Register by designated member.

4) All complaints should be resolved within a time frame by looking into its seriousness and by two way approach.

5) The result of the grievance will be informed to the complainant within the period defined.

6) Any student may report directly to the principal for resolving their grievance if he/she is dissatisfied by the GRC.
Scope:

The cell will deal with Grievances received in writing from the students about any of the following matters:-

**Academic Matters**: Related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters.

**Other Matters**: Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport, victimization by teachers etc.

**GRIEVANCE FORMAT**

Name of the complainant-----------------------------------------------

Class: ---------------------------------------------------------------

Department: ----------------------------------------------------------

Nature of Grievance -----------------------------------------------

Undertaking I here declare that the information furnished above by me is true and accurate. Further,

I understand that disciplinary action can be taken against me if the above allegations are found incorrect or malicious.

**Signature of the Complainant**

Date: