

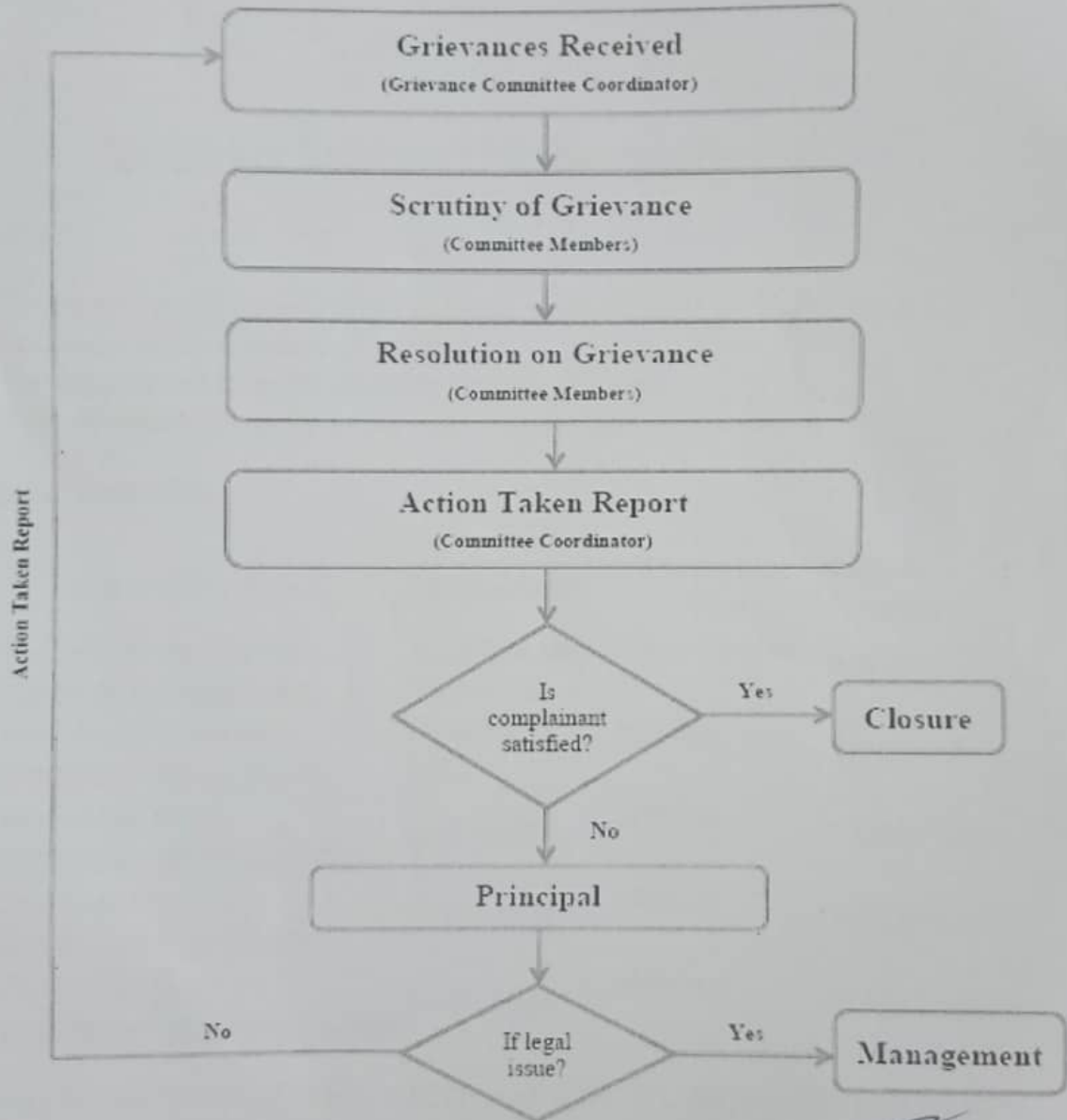


GURU NANAK INSTITUTE OF ENGINEERING & TECHNOLOGY

APPROVED BY AICTE, DTE & AFFILIATED TO RTM NAGPUR UNIVERSITY, NAGPUR
Dahegaon, Opp. IOC Petrol Pump, Kalmeshwar Road, Nagpur - 441501 Ph. 07118-661400
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Grievance Redressal Flowchart(Mechanism)



[Signature]
Principal
Guru Nanak Institute of Engineering &
Technology, Nagpur - 441501



Guru Nanak Educational Society's
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GNIET/4D/Circular/21-22/

Dated: 17/08/2021

Grievance Redressal Mechanism Online

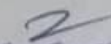
Objective

- To create a platform where students can point out their problems, regarding academic and non academic matters.
- Get suggestions from the students for improvement.
- Take necessary steps for improvement in the light of grievances

Functional Committee

S.No.	Name of the Faculty	Designation	Committee Post	Mobile Number
1	Prof. Rajendra Bhombe rnsbhombe@gmail.com	Vice-Principal /HOD, EE	Chair Person	9881204567
2	Prof. Neha Chaurasia gnietetc123@gmail.com	Dean/HOD, ETC	Member	9130007084
3	Prof. Ayaz Khan ayazkhan.gniet@gmail.com	Hod, CSE	Member	7020667537
4	Prof Sadaf Gauhar hod.fy.gniet@gmail.com	HOD, ASH	Member	9822269240
5	Dr. Jonathan Joseph josephjonathan51@gmail.com	HOD, MBA	Member	9665810350

Following the directions of UGC, AICTE and RTMNU, Nagpur University the Grievances Redressal Cell is established in order to deal with the individual grievances related to students and faculty members and to ensure the redressal of grievances amicably in a time bound manner. The online Grievance Redressal


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mechanism can be able to receive and dispose of the grievances online. The Flex board is fixed near the office with the committee members list, contact numbers and email-id's of members indicating the details of the online Grievance Redressal mechanism i.e. URL of the online Grievance Redressal Portal to ensure publicity/awareness of the establishment of Grievance Redressal mechanism. Faculty from departments, who are members of this cell meet periodically and provide solutions to problems related to girl students and women employees...The committee invites suggestions from employees for improving the working environment and resolving issues if any. Any grievances/sexual harassment related specific issues are addressed through professional counseling. If required, parents are called and counseled confidentially.

The students approach the Cell to voice their grievances regarding academic and non academic matters. The cell redresses the grievances at individual and class level and grievances of common interest. Students are encouraged to use the suggestion box placed on the campus to express constructive suggestions and grievances.

Suggestion Boxes are provided in every building and grievance records are placed at vantage points in the college (including the Library and Hostels) for the students/staff to air their grievances. Complaints dropped in the 'Suggestion Box' by students and oral complaints are also redressed. All complaints are scrutinized by the management and the grievance redressal cell. Hod/Principal/Director regularly attends to these on daily basis. The college assures students that once a complaint is made, it will be treated with confidentiality.

Besides there is an exclusive mechanism to address the issues relating to women and their grievances.


Principal
Guru Nanak Institute of Engineering &
Technology Nagpur-441501



GNIET/4D/Circular/21-22/1718

Date: 17/08/2021

Grievance Redressal Mechanism Online

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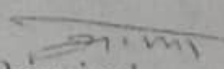
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