

Date: 17/08/2024

## Office Order

### Subject: Formation of Grievance Redressal Committee for Students

In order to address and resolve the grievances of students effectively and efficiently, a Grievance Redressal Committee is hereby constituted at Vidya Professional and Technical College, Bhilwara. The committee shall function as per the guidelines laid down by the college authorities and shall ensure fair and impartial redressal of grievances.

**The composition of the Grievance Redressal Committee is as follows:**

#### Committee Members:

##### 1. Chairperson:

: - Name: Dr. Jaswant Singh

: - Designation: Principal

##### 2. Coordinator:

: - Name: Mrs Seema Sen

: - Designation: Lecturer Department of Education

##### 3. Members:

: - Name: Mr. Mahaveer Prasad Vaishnav

: - Designation: Lecturer Department of Zoology

: - Name: Mr. Atul Kumar Kogta

: - Designation: Lecturer Department of Political Science

: - Name: Mr. Mukesh Chhipa

: - Designation: Lecturer Department of Education

: - Name: Mrs. Sheela Chhipa

: - Designation: Lecturer Department of Hindi

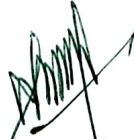
**The committee is entrusted with the following responsibilities:**

1. To receive and consider grievances from students regarding any matter.

2. To ensure a fair and transparent process for the resolution of grievances.
3. To provide appropriate solutions within a stipulated time frame.
4. To maintain confidentiality of the proceedings.
5. To submit a report on the grievances received and resolved to the Principal on a monthly basis.

Students are encouraged to submit their grievances in writing to the Member Secretary of the committee. The Grievance Redressal Committee shall meet once a month or as and when required to discuss and resolve the grievances.

This order comes into effect immediately and shall remain in force until further notice.



**Dr. Jaswant Singh**  
**Principal**

Principal  
Vidya Professional & Technical College  
Paldi, Bhilwara

**Vidya Professional and Technical College, Bhilwara**