



BABA KHETANATH MAHILA SHIKSHAK PRASHIKSHAN MAHAVIDYALAYA

(Affiliated To RRBMU, Alwar, Approved By NCTE)

Village-Bhitera, Post-Riwali, Teh-Behror, Dist- Kotputali-Behror, (Raj)301701

Mobile-9460131403

Email-bknmttcollege@gmail.com

Phone-01494-295352

Website- <https://bed.bknmvidyapeeth.org>

Date:- 08/09/2023

Reorganization/Renovation of Student Grievance Redressal Committee

Action taken report :-

Student Grievance Redressal Committee was formed under the chairmanship of Dr. Sunita Yadav, Principal, Baba Khetanath Mahila Shikshak Prashikshan Mahavidyalaya and the following persons were given charge.

1	Dr Sunita	Principal	In Charge
2	Dr. Munesh Yadav	Faculty Member	Co-Incharge
3	Dr. Sanjogta	IQAC in-charge	Member
4	Smt. Meena Kumari	Faculty Member	Member
5	Nikita	Student Representative	Member


Principal
Baba Khetanath Mahila Shikshak
Prashikshan Mahavidyalaya
Bhitera (Behror) Raj. 301701



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Guidelines of the Grievance Redressal Committee

A Grievance Redressal Committee has been constituted at Baba Khetanath Mahila Shikshak Prashikshan Mahavidyalaya. It deals with all types of complaints, grievances and misconduct including complaints received from students.

Some guidelines of Grievance Redressal Committee-

1. The Grievance Redressal Committee addresses all written complaints submitted by individual members regarding employment, union issues, working conditions, and any other grievances encountered by staff members or students while performing their duties at the center.
2. Upon receiving a complaint, the Committee will review the application and relevant documents, discuss with the involved parties, and submit its recommendations and report to the Chairman or Director as promptly as possible.
3. The Committee is mandated to resolve any grievance within three months from the date of receiving the complaint/application.
4. In case of any difficulty, the Committee will consult with the Chairman or Director before making a decision.
5. If needed, the Committee may mediate between the complainant and the respondent to address the grievance.
6. The Director will, as far as possible, be guided by the advice of the complainant in resolving the issue.
7. Female students can approach the Committee to express their grievances related to both academic and non-academic matters.
8. The Committee addresses grievances of common interest at both individual and class levels.
9. Student teachers are encouraged to use the suggestion box placed on campus for constructive suggestions and grievances.
10. Complaints submitted in the suggestion box and verbal complaints are regularly addressed by the appointed lecturer or the Principal of the college.
11. The appointed lecturer or Principal handles these complaints on a day-to-day basis, ensuring confidentiality for all lodged complaints.
12. The Grievance Committee meets as required, either at the instance of the Chairman or upon request from any member, to discuss the received issues.
13. A minimum of three Committee members must be present at any meeting. If a Committee member is involved in the complaint, that member will not participate in the discussions related to the case.
14. If the aggrieved person is a Committee member, they shall not participate in the discussions as a member when their representation is being considered.

Syadaf
Principal
Baba Khetanath Mahila Shikshak
Prashikshan Mahavidyalaya
Bhitera (Behrur) Raj. 301701