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# ORIENTAL INSTITUTE OF SCIENCE & TECHNOLOGY

Approved by AICTE, New Delhi & Govt. of M.P. Affiliated to Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal  
Oriental Campus, Thakral Nagar, Raisen Road, Bhopal-462 021 (M.P.) INDIA

Ref: OIST/2021/Jul/

Date: 01.07.2021

## Office Order

### Subject: Grievance Redressal Committee (GRC)

In supersession of our previous orders on the subject, OIST Grievance Redressal Cell is hereby strengthened as per the guidelines of AICTE. The cell aims to deal with the grievances/complaints of the faculty/staff members relating to service matters.

2. The members of OIST Grievance Redressal Committee are as under:

S.No	Name	Designation	Contact
1	Dr. Rajesh Shukla (Director)	Chairperson	9893192616
2	Senior Professor to be nominated from RGPV	Member	
3	Nominee from DTE/RGPV (to be nominated from DTE or RGPV)	Member	
4	Dr. Ramakant Agrawal (HoD, CE)	Member	9425027715

3. This committee will remain functional from July 1 2021 to June 30, 2022.

  
Director  
**Director**  
Oriental Institute of Science & Techno  
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Bhopal-462022

in any other facility which is directly connected with their service and causing financial loss or any hurt or trauma.

(2) "Grievance Redressal Committee" means a Committee constituted under these Regulations.

4. **COMPOSITION OF GRIEVANCE REDRESSAL COMMITTEE:**

(i) It is mandatory for all Institutions/Institutions to address the grievances of faculty staff members including service matters at the Institution level and a Grievance Redressal Committee (GRC) for faculty staff members shall be constituted by each institution to look into the grievance of the faculty staff members. The composition of the GRC shall be as follows:

- a. Principal of the Institution as Chairperson
- b. One Senior Professor of the affiliating University as a Member
- c. One Official from University or State DTE (Department of Technical Education) to be nominated by DTE, University Vice-Chancellor as Member
- d. One Senior Faculty (not below Associate Professor) as Member

(ii) A complaint from an aggrieved faculty staff member relating to the institution shall be addressed to the Chairperson, Grievance Redressal Committee (GRC)

(iii) The GRC shall send its report with recommendations, if any, to the concerned DTE or University and a copy thereof to the aggrieved faculty staff member, within a period of 15 days from the date of receipt of the complaint

(iv) In case faculty staff is not satisfied with the decision of Grievance Redressal Committee they may appeal to the concerned affiliating University/State DTE (in case of diploma institutions) for redressal of their grievances.

5. The University level or DTE level Grievance Redressal Cell established by the University or DTE shall address such grievances and settle the matter at State/University level.

6. **INFORMATION REGARDING GRIEVANCE REDRESSAL COMMITTEE:**

An institution shall furnish, prominently, on its website, all relevant information in respect of the Grievance Redressal Committee(s) coming in its purview.

Prof. RAJIVE KUMAR, Member Secy

[ADVT -III-4 E.dv./558/2020-21]