



## Grievance Redressal and Disciplinary Committee 2022-2023

1. The Grievance Redressal and Disciplinary Committee (GRDC) shall handle internal staff and student complaints and operate as a Grievance Redressal System.
2. This Committee will attempt to resolve conflicts and grievances between college personnel and students through arbitration.
3. The committee will also work as a disciplinary committee to recommend actions against employees.
4. The Principal may call additional members to the meeting, if required, and shall remove such persons from the committee if the complaint is received against those existing members.
5. The Committee will offer recommendations on how individual concerns should be handled.
6. Based on the suggestions, the Principal may decide on a course of action or launch an investigation, based on the facts discovered and the seriousness of the findings.
7. If an employee must be terminated, the principal must refer the case to Management for a final description.

The activity of the Committee is a time-bound activity and requires actions that would need to be initiated whenever necessary, and the reports to be provided to the Principal

The composition of the Grievance Redressal and Disciplinary Committee (GRDC) is as follows:

SN.	Name of Teaching Staff	Designation	Work
01	Captain V.L.Khalatkar(Officiating Principal )	Principal	1. Maintaining discipline in the college /महाविद्यालयात शिस्त पालनावर लक्ष ठेवणे.2.Taking disciplinary action /शिस्तभंगाची कार्यवाही करणे 3.Formulation of
02	Prof.Dr.R.M.Kadam ( DPE)	Coordinator	
03	Prof.Dr. M.M.Dhore ( Professor)	Member	
04	Shri V.K.Jadhao (Assistant Professor)	Member	


05	Dr.D.D.Nillawar (Associate Professor)	Member	rules of discipline /शिस्त पालनाची नियमावली तयार करणे 4. Investigating and solving problems arising from time to time/.वेळोवेळी उदभवणारया समस्यांची चौकशी व निवारण करणे
06	Dr.Sau.A.A.Patil (Assistant Professor)	Member	
07	Dr.S.P.Mote (Assistant Professor)	Member	
08	Ku.A.V.Chavhan (Supervisor Jr.College)	Member	
09	Shri.P.M.Dive (Supervisor MCVC.)	Member	

### Process and Functioning

- i) Any aggrieved party must file a written complaint with the GRDC within one month of the date of the event.
- ii) The complaint shall include sufficient details of the allegation or act.
- iii) On receipt of the complaint, the Committee shall contact the respondent within a period of seven working days and collect the information to complete the enquiry.
- iv) Any disciplinary concern involving students or personnel must be reported to the Principal.
- v) Proposed action shall be communicated to the concerned person and such person shall be given reasonable opportunity for showing cause against the proposed order.
- vi) The employee has the right to file an appeal with Management within 15 days after receiving notification of the decision.

Date- 24.09.2022

Place – Digras

  
 Captain V.L.Khalatkar  
 Officiating Principal  
 Office Principal,  
 B.B.Arts, N.B. Commerce &  
 B.P. Science College, DIGRAS,