



**Grievance Redressal Cell
Polytechnic Department
(Session : 2026)**

To address the grievances and complaints of students and staff members and to ensure a fair and transparent environment in the department, the following Grievance Redressal Cell has been constituted for the academic session 2026. The committee members are as follows:

S. No.	Name	Designation in Committee
1	Er. Abhinandan Sharma	Coordinator
2	Er. Dhanwant Singh	Member
3	Ms. Bhavna Sharma	Member
4	Ms. Anjali	Member
5	Ansh Sharma	Student
6	Kanish Kumar	Student
7	Vishali	Student
8	Abhishek	Student
9	Paras	Student

Responsibilities of the Committee

Coordinator (Er. Abhinandan Sharma):

- To supervise and coordinate all activities of the Grievance Redressal Cell.
- To receive complaints from students and staff regarding academic or administrative issues.
- To call and conduct meetings of the committee to discuss grievances.
- To ensure fair investigation and proper resolution of complaints.
- To maintain proper records of grievances and actions taken.
- To report serious matters to the Principal for further action.

Faculty Members:

- To assist the coordinator in handling and reviewing grievances.
- To investigate complaints in a fair and unbiased manner.
- To maintain confidentiality while dealing with grievances.
- To suggest suitable solutions for resolving issues.
- To help maintain a healthy academic environment in the department.

Student Members:

- To communicate student concerns and issues to the committee.
- To assist in identifying common problems faced by students.
- To help create awareness among students about the grievance redressal system.
- To support the committee in maintaining a positive and disciplined environment.

This committee will work to ensure that all grievances are addressed promptly and fairly.

Prepared By :

Er. Madhu
H.O.D CSE Department

Approved By:
Principal
KCP , Pandoga