



प्रो. रजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



विश्वविद्यालय अनुदान आयोग
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)

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F.No. 14-4/2012(CPP-II)

7th December, 2018

PUBLIC NOTICE

ON

UGC (GRIEVANCE REDRESSAL) REGULATIONS, 2018

UGC had notified UGC (Grievance Redressal) Regulations, 2012 in official Gazette of India on **23rd March, 2013**. These regulations were aimed at addressing and effectively resolving grievances of students related to Higher Educational Institutions.

The UGC had received a number of responses on these regulations and hence constituted an Expert Committee to revisit UGC (Grievance Redressal) Regulations, 2012. The draft University Grants Commission (Grievance Redressal of Students) Regulations, 2018 prepared by the Committee is attached herewith for observations and suggestions of stakeholders. The feedback and comments on the above draft may be sent to UGC via email grmhei.2018@gmail.com on or before **31st December, 2018**.

(Prof. Rajnish Jain)

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI – 110 002**

NOTIFICATION

F.No.14-4/2012 (CPP-II)

New Delhi, the __ October, 2018

In exercise of the power conferred under clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the University Grants Commission (Grievance Redressal) Regulations, 2012, the University Grants Commission hereby makes the following regulations:

1. SHORT TITLE, APPLICATION AND COMMENCEMENT:

- a) These regulations shall be called as the University Grants Commission (Grievance Redressal of Students) Regulations, 2018.
- b) They shall apply to all HEIs, whether established or incorporated by or under a Central Act or a State Act, and every institution recognised by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a university declared as such under Section 3 of the said Act.
- c) They shall come into force from the date of their publication in the Official Gazette.

2. DEFINITION: IN THESE REGULATIONS, UNLESS THE CONTEXT OTHERWISE REQUIRES:

- (a) "Act" means the University Grants Commission Act, 1956 (3 of 1956);
- (b) "aggrieved student" means a student who has any complaint in the matters concerned with the grievances defined under these regulations, and includes a person seeking admission to any institution of higher education;
- (c) "college" means any institution, whether known as such or by any other name, which provides for a course of study for obtaining any

qualification from a university and which, in accordance with the rules and regulations of such university, is recognised as competent to provide for such course of study and present students undergoing such course of study for the examination for the award of such qualification;

(d) "Commission" means the University Grants Commission established under section 4 of the UGC Act, 1956.

(e) "declared admission policy" means such policy for admission to a course or program of study as may be offered by the institution and published in the prospectus referred to in sub-regulation (1) of regulation 3;

(f) "grievances" include the following complaints of the aggrieved students, namely:

- i. making admission contrary to merit determined in accordance with the declared admission policy of the institution;
- ii. irregularity in the admission process adopted by the institution;
- iii. refusing admission in accordance with the declared admission policy of the institution;
- iv. non publication of prospectus, (either hard copy / online) as specified in these regulations;
- v. publishing any information in the prospectus, which is false or misleading, and not based on facts;
- vi. withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a students for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
- vii. demand of money in excess of that specified in the declared admission policy to be charged by such institution;

- viii. breach in reservation policy in admission as may be applicable;
 - ix. nonpayment or delay in payment of scholarships to any student that such institution is committed, under the conditions imposed by University Grants Commission, or by any other authority;
 - x. delay in conduct of examinations or declaration of results beyond the specified schedule in the academic calendar;
 - xi. on provision of student amenities as may have been promised or required to be provided by the institution;
 - xii. non transparent or unfair evaluation practices;
 - xiii. Refund of fees, in case a student withdraws the admission within the stipulated time as mentioned in the prospectus, as notified by the Commission from time to time.
- (g) "Department Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a Department.
- (h) "Institutional Grievance Redressal Committee" means a committee constituted under these regulations, at the level of an Institution.
- (i) "College Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a college.
- (j) "University Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a University.
- (k) "Higher Educational Institution" means a University within the meaning of clause (f) of Section 2, a college within the meaning of clause (b) of sub-section (1) of Section 12A, and an institution deemed to be a University declared under Section 3, of the University Grants Commission Act, 1956;
- (l) "Institution" for the purposes of these regulations, means any university, college or such other institutions, as the case may be;
- (m) "Office of profit" means an office which is capable of yielding a profit or pecuniary gain, and to which some pay, salary, emolument, remuneration or non-compensatory allowance is attached;

(n) "Ombudsperson" means the Ombudsperson appointed under these regulations;

(o) "University" means a university established or incorporated by or under a Central Act or a State Act and includes an institution deemed to be university declared as such under Section 3 of the Act.

3. MANDATORY PUBLICATION OF PROSPECTUS, ITS CONTENTS AND PRICING:

i. Every higher educational institution, shall publish and/or upload on its website, before expiry of at least sixty days prior to the date of the commencement of the admission to any of its courses or programs of study, a prospectus containing the following for the information of persons intending to seek admission to such institution and the general public, namely:

(a) the list of programs of study and courses offered along with the broad outlines of the syllabus specified by the appropriate statutory authority or by the institution, as the case may be, for every course or program of study, including teaching hours, practical sessions and other assignments;

(b) the number of seats approved by the appropriate statutory authority in respect of each course or program of study for the academic year for which admission is proposed to be made;

(c) the conditions of educational qualifications and eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or program of study, specified by the institution;

(d) the process of selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or program of study and the amount of fee prescribed for the admission test;

- (e) each component of the fee, deposits and other charges payable by the students admitted to such institution for pursuing a course or program of study, and the other terms and conditions of such payment;
- (f) rules / regulations for imposition and collection of any fines specified heads or categories, minimum and maximum fine may be imposed.
- (g) the percentage of tuition fee and other charges refundable to a student admitted in such institution in case such student withdraws from such institution before or after completion of course or program of study and the time within and the manner in which such refund shall be made to that student;
- (h) details of the teaching faculty, including their educational qualifications, alongwith the category they belong to Regular / visiting ---- and teaching experience of every member of its teaching faculty.
- (i) information with regard to physical and academic infrastructure and other facilities including hostel accommodation and its fee, library, hospital or industry wherein the practical training to be imparted to the students and in particular the facilities accessible by students on being admitted to the institution;
- (j) all relevant instructions in regard to maintaining the discipline by students within or outside the campus of the institution.
- (k) any other information as may be specified by the Commission:

Provided that an institution shall publish / upload information referred to in items (a) to (k) of this regulation, on its website, and the attention of prospective students and the general public shall be drawn to such publication on the website through advertisements displayed prominently in different newspapers and through other media:

- ii. Every institution shall fix the price of each printed copy of the prospectus, being not more than the reasonable cost of its

publication and distribution and no profit be made out of the publication, distribution or sale of prospectus.

4. GRIEVANCE REDRESSAL COMMITTEES (GRC):

A. Department Grievance Redressal Committee (DGRC)

- (i) In case of universities, all complaints relating to a department shall first be addressed to Department Grievance Redressal Committee (DGRC) to be constituted at the level of departments/school/center whose composition shall be as follows:
 - a) Head of the Department / School / Center – Chairperson
 - b) a Professor from outside the department / school / center to be nominated by the Head of HEI – Member
 - c) A faculty member well-versed with grievance redressal mechanism to be nominated by the Head of the Department – Member.
- (ii) The Chairperson and members of the committee shall have a term of two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.
- (iv) The DGRC shall follow the principles of natural justice while deciding the grievances of the students.
- (v) The DGRC shall make efforts to resolve the grievance within the stipulated period and shall submit its report to the Head of the Institution within a period of 15 days from the date of receipt of complaint to the DGRC.
- (vi) The DGRC shall provide a copy of the report to the aggrieved person(s).

B. Institutional Grievance Redressal Committee (IGRC)

- (i) The complaints not related to departments/schools / center and the grievances not resolved at the DGRC shall be referred to the Institutional Grievance Redressal Committee (IGRC) to be constituted by Head of the HEI, whose composition shall be as follows:
 - (a) Pro-Vice Chancellor / Dean/ Senior academician of HEI – Chairperson.
 - (b) Dean of students/Dean, Students Welfare
 - (c) Two senior academicians other than Chairperson.
 - (d) Proctor / Senior academician
- (ii) The above Committee shall be approved by the statutory body of institution (Executive Council or its equivalent).
- (iii) The Chairperson of IGRC and DGRC shall not be the same. The tenure of the Committee members shall be two years.
- (iv) The quorum for the meetings shall be three, including Chairperson.
- (v) The IGRC shall consider the recommendation of DGRC while giving its recommendations. However, the IGRC shall have the power to review recommendations of the DGRC.
- (vi) The IGRC shall follow the principles of natural justice while deciding the grievances.
- (vii) The IGRC shall send the report and the recommendations to the Head of the HEI within in a period of 15 workings days from the date of receipt of grievance, or appeal or recommendations of the DGRC.
- (viii) The IGRC shall provide a copy of the report to the aggrieved person(s).

C. College Grievance Redressal Committee (CGRC)

- (i) In case of colleges, all complaints shall first be addressed to College Grievance Redressal Committee (CGRC) whose composition shall be as follows:
 - a) Principal of the college -Chairperson
 - b) Two senior faculty members nominated by the principal of the College.
- (ii) The tenure of the members shall be two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.
- (iv) The CGRC shall follow the principles of natural justice while considering the grievances of the students.
- (v) The CGRC shall send the report and recommendations to the Vice-Chancellor of the affiliating university within a period of 15 days of receiving the complaint.

D. University Grievance Redressal Committee (UGRC)

- (i) In case of grievances not resolved by CGRC, it shall be referred to University Grievance Redressal Committee (UGRC) for which the Vice-chancellor of the affiliating university shall constitute a University Grievance Redressal Committee (UGRC) consisting of five members for a individual colleges or a group of colleges keeping in view the location of the college(s). The UGRC shall be constituted by the Vice-chancellor of the affiliating university consisting of :
 - a) A senior Professor of the university – Chairperson
 - b) Dean, Student Welfare or its equivalent - Member
 - c) Three Principals drawn from the affiliating colleges, on rotation basis to be nominated by the Vice-Chancellor – Members
- (ii) The Chairperson and members of the committee shall have a term of two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.

(iv) The CGRC shall follow the principle of normal justice while deciding the grievance of the students.

(v) The CGRC shall send the report and the recommendations to the principal of the college within a period of 15 days of receiving the complaint.

E. Any person aggrieved by the decision of the Institutional Grievance Redressal Committee or University Grievance Redressal Committee may within in a period of six days prefer an appeal to the Ombudsperson.

5. APPOINTMENT, TENURE, REMOVAL AND CONDITIONS OF SERVICES OF OMBUDSPERSON:

(i) Each HEI shall appoint an Ombudsperson for redressal of grievances of students under these regulations.

(ii) The Ombudsperson shall be a person not related to the university and who is a retired Vice-Chancellor, Registrar or a faculty member who has at least ten years of experience as a Professor.

(iii) The Ombudsperson shall not be in any conflict of interest with the university, either before or after his appointment.

(iv) The Ombudsperson, or any member of his immediate family shall not -

(a) hold or have held at any point in the past, any post or, employment in any office of profit in the university;

(b) have any significant relationship, including personal, family, professional or financial, with the university;

(c) hold any position in university by whatever name called, in the administration or governance structure of the university.

(v) The Ombudsperson in a State University shall be appointed by the Executive council of the university on part-time basis from a panel of three names recommended by the search committee consisting of the following members, namely:-

- (a) Nominee of the Governor of the State or his nominee - Chairperson
 - (b) Vice-Chancellor of a University of State to be nominated by the State Government – Member
 - (c) Vice-Chancellor of the concerned State University – Member
 - (d) Registrar of the concerned State University – Secretary (non-voting)
- (vi) The Ombudsperson in a Central University and institution deemed to be university shall be appointed by the Executive Council of the Central University or the equivalent statutory body of the Deemed to be University, as the case may be, on part - time basis from a panel of three member recommended by the search committee consisting of the following members, namely:-
- (a) Nominee of University Grants Commission – Chairperson
 - (b) One Vice Chancellor from Central University to be nominated by UGC (for Central Universities) – Member

OR

- One Vice Chancellor from institution deemed to be university to be nominated by the UGC (for Deemed to be Universities) - Member
- (c) The Vice Chancellor of the university – Member
 - (d) The Registrar of the university – Secretary (Non-Voting)
- (vii) The Ombudsperson shall be a part time officer appointed for a period of three years from the date he/she assumes the office and may be reappointed for another one term in the same university.
- (viii) The Ombudsperson shall be paid the sitting fee per day as per the norms of the university for hearing the cases, in addition to the reimbursement of the conveyance.

- (ix) The Ombudsperson may be removed on charges of proven misconduct or misbehavior or as defined under these regulations, by the concerned appointing authority i.e. the Executive Council of the University.

6. FUNCTIONS OF OMBUDSPERSON:

- (i) The Ombudsperson shall hear any appeal of an applicant for admission as student or student of the university against the university or institution affiliated to it as the case may be, after the student has availed all remedies available in such institution for redressal of grievance such as IGRC / UGRC;
- (ii) No application for revaluation or remarking of answer sheets shall be entertained by the Ombudsperson. However, the issues of malpractices in the examination and evaluation processes may be referred to the Ombudsperson.
- (iii) Ombudsperson may seek the assistance of any person as amicus curiae, for hearing complaints of alleged discrimination.
- (iv) The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the student(s).

7. PROCEDURE FOR REDRESSAL OF GRIEVANCES BY OMBUDSPERSON AND GRIEVANCE REDRESSAL COMMITTEE:

- (i) Each institution shall, within a period of three months from the date of issue of this notification, have an online portal where any aggrieved student of that institution may submit an application seeking grievance redressal.
- (ii) On receipt of any online complaint, the institution shall refer the complaint to the appropriate Grievance Redressal Committee, as the case may be, along with its comments within 15 days of receipt of complaint on online portal.
- (iii) The Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institution and the aggrieved person.

- (iv) An aggrieved person may appear either in person or be represented by such person as may be authorized to present his/her case.
- (v) The Grievances not resolved at the appropriate Grievance Redressal Committee(s) shall be referred to the Ombudsperson.
- (vi) The institution shall co-operate with the Ombudsperson or the Grievance Redressal Committee(s), as the case may be, in redressal of grievances and failure to do so may be reported by the Ombudsperson to the Vice Chancellor.
- (vii) On the conclusion of proceedings, the Ombudsperson shall pass such order, with reasons for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the affected party at issue, after giving due hearing to both the parties.
- (viii) Every order under the signature of the Ombudsperson shall be provided to the aggrieved person and the institution and shall be placed on the website of the institution.
- (ix) The institution shall comply with the recommendations of the Ombudsperson. Any recommendations of the Ombudsperson not complied with by the institution shall be reported by the Ombudsperson to the Commission.
- (x) In case of any false or frivolous complaint, the Ombudsperson may recommend appropriate action against the complainant.

8. INFORMATION REGARDING OMBUDSPERSON GRIEVANCE REDRESSAL COMMITTEE:

The institution shall provide detailed information regarding provisions of Grievance Redressal Committee(s) and Ombudsperson on their website and in their prospectus prominently.

9. CONSEQUENCES OF NON-COMPLIANCE:

The Commission shall in respect of any institution which willfully contravenes these regulations or repeatedly fails to comply with the recommendation of the Ombudsperson or the Grievance Redressal

Committee(s), as the case may be, may proceed to take one or more of the following actions, namely:

- (a) withdrawal of declaration of fitness to receive grants under section 12B of the Act;
- (b) withholding any grant allocated to the Institution;
- (c) declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- (d) informing the general public, including potential candidates for admission, through a notice displayed prominently in suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- (e) recommend to the affiliating university for withdrawal of affiliation, in case of a college;
- (f) The Commission may take necessary and appropriate action as it may deemed fit, in case of an institution deemed to be university;
- (g) recommend to the concerned State Government for necessary and appropriate action, in case of a university established or incorporated under a State Act;
- (h) The Commission may take necessary and appropriate actions against any institution for non-compliance.

Provided that no action shall be taken by the Commission under this regulation unless the institution has been given an opportunity to explain its position and an opportunity of being heard has been provided to it.

(Prof. Rajnish Jain)
Secretary

**Dr. D. Y. Patil Pratishthan's College of Engineering,
Salokhenagar, Kolhapur**

GRIEVANCE REDRESSAL COMMITTEE (GRC)

Objective

A Grievance Redressal committee has been formed in our college to settle genuine grievances of students, staff and parents up to a satisfaction level so as to create a healthy relationship among the students, parent's employees and employer. The grievance will include any matter relating to student and staff. The committee is requested to contribute effectively to dispose the grievances at the earliest.

Rules

- 1) To deals with all the genuine grievances of students and staff of the college.
- 2) All complainant should file their grievances either by writing in paper to the committee or by online on the website of the college.
- 3) The committee will meet at least once in a month to resolve the grievances.
- 4) To take conclusive decision and submit its recommendations to the deciding authority for removal of alleged grievances.
- 5) The student/staff shall bring up his grievance in a prescribe format immediately to the grievance cell without fail. The number of grievance settled or pending will be report to the Principal in every month.

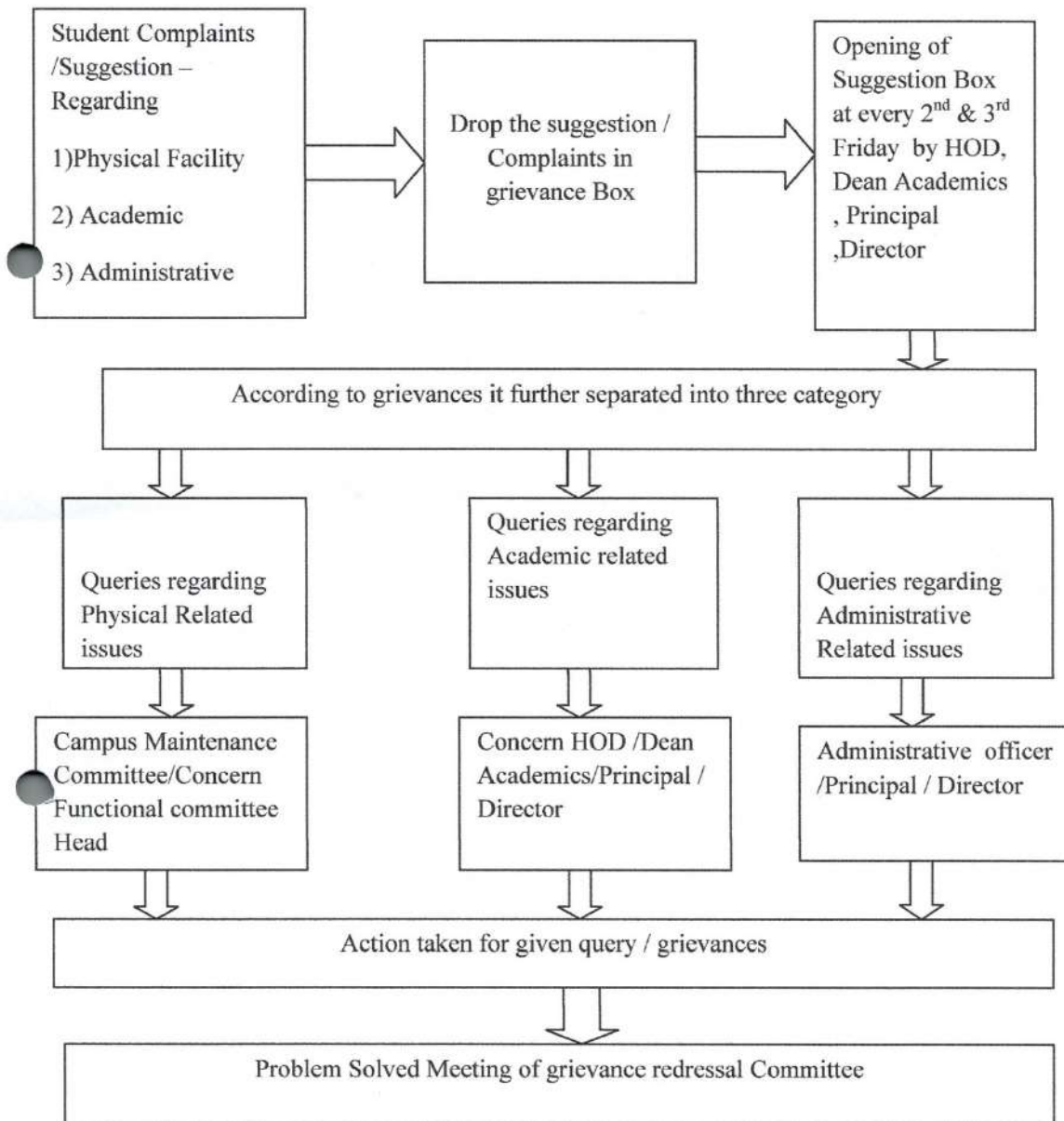
Procedure-

- 1) A compliant box is provided at the ground floor for students.
- 2) Similarly another compliant box will be provided at 1st floor (in Examination Department) for the staff.
- 3) All grievances referred to the Grievance Redressal committee shall be entered in a Register by designated member.
- 4) All complaints should be resolved within a time frame by looking into its seriousness and by two way approach.
- 5) The result of the grievance will be informed to the complainant within the period defined.
- 6) Any staff/ student may report directly to the principal for resolving their grievance if he/she is dissatisfied by the GRC.





Flow chart for offline Redressal Form





Dr. D. Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur

NAAC CRITERIA-5
STUDENT SUPPORT AND PROGRESSION

Mechanism for submission of online/Offline student grievance

Mechanism for submission of online/Offline student grievances

1. Grievance through Offline mode-



Grievance Box located near College Office

Grievance box for student complaints, grievances etc. is placed near College Office in the entrance lobby to enable students to freely put their grievances into it with or without their credentials. The Grievance box is opened every Friday to check for any grievances received. The grievance received are sorted according to respective heads and sent to respective departments to verify and for further grievance resolving process. All the departments are informed to address the grievances within earliest time.



2. Grievance through online mode-

a. Grievance through Institute Website:

Grievance redressal through online mode on the Institute's official website.

Following are the steps for online grievance submission:

1. Go to Institute's official website. <https://coes.dypgroup.edu.in/>
2. Click on Grievance Redressal Tab located at top centre of the page.
3. Then click on Grievance Redressal.
4. Fill the grievance through Google form with required details.



a. Grievance through Institute Website:

Dr. D.Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur

Grievance Redressal Cell



Scan here for submitting your **Grievance**

For any grievance you can also contact the below:
Prof. Shrikant Bhopale (Head- Grievance Redressal Cell)
Ph. No. 9834122750

Grievance Scanner for registration the Grievances



Grievance Redressal Cell

Dr. D.Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur

grd6839@gmail.com [Switch account](#)



* Indicates required question

Email *

Record grd6839@gmail.com as the email to be included with my response

Grievances

Category *

Grievances Details *

Your answer

Student Details

Name of the Student *

Your answer

Untitled Title

Branch *

- Computer Science and Engineering
- CSE (Data Science)
- Electrical Engineering
- Civil Engineering

Class *

- First Year
- Second Year
- Third Year
- Final Year

Roll Number *

Your answer

Mobile Number *





**Grievance Scanner for registration the Grievances at Civil Department
Notice Board**





Grievance Scanner for registration the Grievances at Electrical Department Notice Board





Grievance Scanner for registration the Grievances at Library

Notice Board



Google form For Grievance

02/09/2023, 06:15

Grievance Redressal Cell

Grievance Redressal Cell

Dr. D.Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur.

ravilohar07@gmail.com [Switch account](#)



* Indicates required question

Email *

Record ravilohar07@gmail.com as the email to be included with my response

Grievances

Category *

- Academics
- Infrastructure
- Co-Curricular
- Ragging
- Any Other



Grievances Details *

Your answer

Student Details

Name of the Student *

Your answer

Untitled Title

Branch *

- Computer Science and Engineering
- CSE (Data Science)
- Electrical Engineering
- Civil Engineering



Class *

First Year

Second Year

Third Year

Final Year

Roll Number *

Your answer

Mobile Number *

Your answer

Email *

Your answer

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Google Forms



GRIEVANCE & REDRESSAL COMMITTEE

(PROCESS FLOW CHART)

COMPLAINT LETTER

(Form is available in Xerox centre)



COMPLAINT BOX

(Situated near to the office & will be open first & third Monday)



MEETING WILL BE CALLED FOR GIVEN COMPLAINT

(Meeting will be called immediately after receiving grievance)



DISCUSSION ON COMPLAINT

(For Action taken on Grievance)



ACTION WILL BE TAKEN

(Implementation of Action on particular Grievance)



PROBLEM RESOLVED

(Process completed)



**Dr. D. Y. Patil Pratishthan's College of Engineering,
Salokhenagar, Kolhapur**

GRIEVANCE FORMAT

Name of the complainant-----

Designation (if any) -----

Place of Work-(Department) -----

Nature of Grievance-----

Undertaking

I here declare that the information furnished above by me is true and accurate. Further, I understand that disciplinary action can be taken against me if the above allegations are found incorrect or malicious.

Signature of the Complainant

Date-





Dr. D. Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur

Doc. No: DYP-ADMN-FRM

Revision No. 00

Page 1 of 1

Revision Date: 01/07/2019

Grievance & Redressal Committee

Grievance FORM

Student's Grievance Form

NAME (IN CAPITAL LETTERS ONLY)	
ROLL NO.	
COURSE & CLASS	
YEAR OF ADMISSION	
EMAIL ID	
CONTACT NUMBER	
PRESENT ADDRESS	
POSTAL ADDRESS	
PARENT'S/GUARDIAN'S NAME	
PARENT'S/GUARDIAN'S CONTACT NO.	
GRIEVANCE:	

I hereby undertake that the information provided hereby is up to the best of my knowledge and belief. I will be completely liable for any disciplinary action, if any false information furnished.

SIGNATURE OF THE STUDENT

Note-

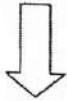
1. Complaints/Grievances are required to be submitted in the above prescribed format (handwritten) (with relevant documents/proof). Form should be complete in all respects; incomplete forms will not be.
2. Complaints are required to be submitted in person by the complainant in a sealed envelope only on 2nd and 4th Friday of every month in the P.A. Principal's office.
3. Complainant will be contacted on given contact number only for the redressal of the grievance.
4. Complainant should retain a copy of the grievance with himself/herself.
5. Decision of the committee will be final and binding.



GRIEVANCE & REDRESSAL COMMITTEE

(PROCESS FLOW CHART)

COMPLAINT LETTER
(Form is available in Xerox centre)



COMPLAINT BOX
(Situated near to the office & will be open first & third Monday)



MEETING WILL BE CALLED FOR GIVEN COMPLAINT
(Meeting will be called immediately after receiving grievance)



DISCUSSION ON COMPLAINT
(For Action taken on Grievance)



ACTION WILL BE TAKEN
(Implementation of Action on particular Grievance)



PROBLEM RESOLVED
(Process completed)



[Signature]
PRINCIPAL
Dr. D. Y. Patil Pratishthan's
College of Engineering
Salokhe Nagar, Kolhapur.

**Dr. D. Y. Patil Pratishthan's College of Engineering,
Salokhenagar, Kolhapur**

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- 2) All complainant should file their grievances either by writing in paper to the committee or by online on the website of the college.
- 3) The committee will meet at least once in a month to resolve the grievances.
- 4) To take conclusive decision and submit its recommendations to the deciding authority for removal of alleged grievances.
- 5) The student/staff shall bring up his grievance in a prescribe format immediately to the grievance cell without fail. The number of grievance settled or pending will be report to the Principal in every month.

Procedure-

- 1) A compliant box is provided at the ground floor for students.
- 2) Similarly another compliant box will be provided at 1st floor (in Examination Department) for the staff.
- 3) All grievances referred to the Grievance Redressal committee shall be entered in a Register by designated member.
- 4) All complaints should be resolved within a time frame by looking into its seriousness and by two way approach.
- 5) The result of the grievance will be informed to the complainant within the period defined.
- 6) Any staff/ student may report directly to the principal for resolving their grievance if he/she is dissatisfied by the GRC.



PRINCIPAL
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Salokhe Nagar, Kolhapur.

Grievance Redressal and Disciplinary Committee

- Grievance Redressal and Disciplinary Committee (GRDC) will deal with matters relating to internal complaints of employees as well as students and act as a Grievance Redressal System.
 - This Committee will work for the resolution of disputes and grievances between employees and students of the college by way of arbitration.
 - The committee will also work as a disciplinary committee to recommend actions against employees.
 - 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.
 - The Committee will make recommendations on actions to be taken on specific complaints.
 - Based on recommendations, the Principal may decide the course of action or may institute an enquiry depending on the finding of the facts and it's severity.
 - The principal shall report the matter to the Management for the final description if termination of an employee is required.
- 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:

Sr. No.	Name	Designation	Position
1	Dr.Mane A. M	Campus Director	Management Representative
2	Dr. Mane S.D.	Principal	Chairman
3	Mr. Shrikant D. Bhopale	Assistant Professor	Coordinator
4	Mr. Gaurav R. Desai	Assistant Professor	Member
5	Mr. Suraj Gaikwad	Assistant Professor	Member
6	Mrs. Bhagyashri Sonawane	Assistant Professor	Member
7	Mrs.Amruta D. Patil	Assistant Professor	Member
8	Mr. Kedar Gaikwad	Assistant Professor	Member
9	Mr. Shivam Chougale	Student	Member

Process and Functioning

- Any aggrieved person is required to submit a written complaint to the GRDC, within a period one month from the date of the incident.
- The complaint shall include sufficient details of the allegation or act.
- 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.
- Any disciplinary issue of students/employees shall be referred to the Principal.

- Proposed action shall be communicated to the concerned person and such person shall be given reasonable opportunity for showing cause against the proposed order.
- The employee shall have the right to appeal against the action to the Management within 15 days of the date of communication of the decision.

Please mail to given mail id in case of any grievances

grievances.dypsn@gmail.com




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GRIEVANCE FORMAT

Name of the complainant-----

Designation (if any) -----

Place of Work-(Department) -----

Nature of Grievance-----

Undertaking

I here declare that the information furnished above by me is true and accurate. Further, I understand that disciplinary action can be taken against me if the above allegations are found incorrect or malicious.

Signature of the Complainant

Date-



(Signature)
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Grievance&Redressal Committee

Meeting Notice

Ref. No. : DYPCOE/20

Date: 07/03/2023

Meeting Notice

A meeting of Grievance and Redressal Committee will be held at Dr. D. Y. PatilPratishthan's College of Engineering, Salokhenagar, Kolhapur on 13th Mar 2023 at 10.15 AM. All the members are requested to make it convenient to attend the meeting.

Grievance and Redressal Committee

Sr. No.	Name	Designation	Position
1	Dr.Mane A. M	Campus Director	Management Representative
2	Dr.Mane S.D.	Principal	Chairman
3	Mr.Shrikant D. Bhopale	Assistant Professor	Coordinator
4	Mr.Gaurav R. Desai	Assistant Professor	Member
5	Mr.Suraj Gaikwad	Assistant Professor	Member
6	Mrs.Bhagyashri Sonawane	Assistant Professor	Member
7	Mrs.Amruta D. Patil	Assistant Professor	Member
8	Mr.Kedar Gaikwad	Assistant Professor	Member
9	Mr.Shivam Chougale	Student	Member

Note:- Agenda of the meeting is attached herewith.



Chairman

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Dr. D. Y. Patil Pratishthan's College of Engineering
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Grievance & Redressal Committee

Meeting Agenda

Ref. No. : DYPCOE/20

Date: 01/03/2023

Grievance and Redressal Committee

Meeting Agenda

1. Last minutes of meeting discussion.
2. Action taken report of last meeting
3. Status of complaints
4. Any other points with Chairman Permission
5. Vote of thanks




Chairman

PRINCIPAL
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Dr. D. Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur

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Grievance & Redressal Committee

Minutes of Meeting

Ref. No. : DYPCOE/20

Date: 13/03/2023

Grievance and Redressal Committee

Minutes of Meeting

A meeting of Grievance and Redressal Committee held at Dr. D. Y. Patil Pratishthan's College of Engineering, Salokhenagar, Kolhapur on 13th Mar 2023 at 10.15 AM. The following persons have attended the meeting.

Sr. No.	Name	Designation	Signature
1	Dr. Mane A. M	Campus Director	
2	Dr. Mane S.D.	Principal	
3	Mr. Shrikant D. Bhopale	Assistant Professor	
4	Mr. Gaurav R. Desai	Assistant Professor	
5	Mr. Suraj Gaikwad	Assistant Professor	
6	Mrs. Bhagyashri Sonawane	Assistant Professor	
7	Mrs. Amruta D. Patil	Assistant Professor	
8	Mr. Kedar Gaikwad	Assistant Professor	
9	Mr. Shivam Chougale	Student	

- 1) We discussed regarding complaints of some students regarding university result was not display on the university web portal.
- 2) We decided that to provide the awareness to students and staff members regarding Grievance and Redressal Committee through college website portal and notices on notice board.



**Dr. D. Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur**

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Griveance & Redressal Committee

Minutes of Meeting

- 3). In meeting no any other points raised by any committee member so meeting was dissolved.
- 4) Vote of thanks done by Mr. Shrikant Bhopale.




Chairman
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**Dr. D. Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur**

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Grievance & Redressal Committee

Action taken report

Ref. No. : DYPCOE/20

Date 21/03/2023

Grievance and Redressal Committee

Action taken report

As there were complaints from some students regarding university semester results were not displayed at the university portal. We contacted the university exam section regarding the issue and also sent the application to the University for Necessary Action.


Chairman

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Grievance & Redressal Committee

Office Order

Ref. No. : DYPCOE/2022-23

Date:06/09/2022

Office Order

As per the decision taken at management level, it is decided to constitute **Grievance and Redressal Committee 2022-23**. As per AICTE guidelines following are the members of committee.

Grievance and Redressal Committee

Sr. No.	Name	Designation	Position
1	Dr.Mane A. M	Campus Director	Management Representative
2	Dr. Mane S.D.	Principal	Chairman
3	Mr. Shrikant D. Bhopale	Assistant Professor	Coordinator
4	Mr. Gaurav R. Desai	Assistant Professor	Member
5	Mr. Suraj Gaikwad	Assistant Professor	Member
6	Mrs. Bhagyashri Sonawane	Assistant Professor	Member
7	Mrs.Amruta D. Patil	Assistant Professor	Member
8	Mr. Kedar Gaikwad	Assistant Professor	Member
9	Mr. Shivam Chougale	Student	Member

The tenure of the committee will be for one year.



Chairman

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Grievance & Redressal Committee

Meeting Notice

Ref. No. : DYPCOE/20

Date: 15/09/2022

Meeting Notice

A meeting of Grievance and Redressal Committee will be held at Dr. D. Y. Patil Pratishthan's College of Engineering, Salokhenagar, Kolhapur on 20th Sept 2022 at 10.15 AM. All the members are requested to make it convenient to attend the meeting.

Grievance and Redressal Committee

Sr. No.	Name	Designation	Position
1	Dr.Mane A. M	Campus Director	Management Representative
2	Dr. Mane S.D.	Principal	Chairman
3	Mr. Shrikant D. Bhopale	Assistant Professor	Coordinator
4	Mr. Gaurav R. Desai	Assistant Professor	Member
5	Mr. Suraj Gaikwad	Assistant Professor	Member
6	Mrs. Bhagyashri Sonawane	Assistant Professor	Member
7	Mrs.Amruta D. Patil	Assistant Professor	Member
8	Mr. Kedar Gaikwad	Assistant Professor	Member
9	Mr. Shivam Chougale	Student	Member

Note:- Agenda of the meeting is attached herewith.




Chairman

PRINCIPAL
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Grievance&Redressal Committee

Minutes of Meeting

Ref. No. : DYPCOE/20

Date: 20/09/2022

Grievance and Redressal Committee

Minutes of Meeting

A meeting of Grievance and Redressal Committee held at Dr. D. Y. PatilPratishthan's College of Engineering, Salokhenagar, Kolhapur on 20th Sept 2022 at 10.15 AM. The following persons have attended the meeting.

Sr. No.	Name	Designation	Signature
1	Dr.Mane A. M	Campus Director	
2	Dr.Mane S.D.	Principal	
3	Mr.Shrikant D. Bhopale	Assistant Professor	
4	Mr.Gaurav R. Desai	Assistant Professor	
5	Mr.SurajGaikwad	Assistant Professor	
6	Mrs.BhagyashriSonawane	Assistant Professor	
7	Mrs.Amruta D. Patil	Assistant Professor	
8	Mr.KedarGaikwad	Assistant Professor	
9	Mr.ShivamChougale	Student	

- 1) We discussed regarding complaints of students regarding college T shirt was not in good condition to wear and required new college T shirt.
- 2) We discussed regarding complaints of student regarding non availability of college level sports faculty.



Dr. D. Y. Patil Pratishthan's College of Engineering
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Grievance & Redressal Committee

Meeting Agenda

Ref. No. : DYPCOE/20

Date: 15/09/2022

Grievance and Redressal Committee

Meeting Agenda

1. Last minutes of meeting discussion.
2. Action taken report of last meeting
3. Status of complaints
4. Any other points with Chairman Permission
5. Vote of thanks



Chairman

PRINCIPAL
Dr. D. Y. Patil Pratishthan's
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Grievance&Redressal Committee

Minutes of Meeting

- 3) We decided that to provide the awareness to students and staff members regarding Grievance and Redressal Committee through college website portal and notices on notice board.
- 4) In meeting no any other points raised by any committee member so meeting was dissolved.
- 5) Vote of thanks done by Mr.ShrikantBhopale.




Chairman

Dr. D. Y. Patil Pratishthan's
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Grievance & Redressal Committee

Action taken report

Ref. No. : DYPCOE/20

Date: 23/09/2022

Grievance and Redressal Committee

Action taken report

As there were complaints from student regarding old college T Shirt, we decided to provide the college T shirt to the students with minimum cost. And regarding sports faculty we appointed the sports faculty to handle sports activity.




Chairman

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Grievance&Redressal Committee

Meeting Notice

Ref. No. : DYPCOE/20

Date: 14/12/2022

Meeting Notice


A meeting of Grievance and Redressal Committee will be held at Dr. D. Y. PatilPratishthan's College of Engineering, Salokhenagar, Kolhapur on 19th Dec 2022 at 11.00 AM. All the members are requested to make it convenient to attend the meeting.

Grievance and Redressal Committee

Sr. No.	Name	Designation	Position
1	Dr.Mane A. M	Campus Director	Management Representative
2	Dr.Mane S.D.	Principal	Chairman
3	Mr.Shrikant D. Bhopale	Assistant Professor	Coordinator
4	Mr.Gaurav R. Desai	Assistant Professor	Member
5	Mr.SurajGaikwad	Assistant Professor	Member
6	Mrs.BhagyashriSonawane	Assistant Professor	Member
7	Mrs.Amruta D. Patil	Assistant Professor	Member
8	Mr.KedarGaikwad	Assistant Professor	Member
9	Mr.ShivamChougale	Student	Member

Note:- Agenda of the meeting is attached herewith.




Chairman

PRINCIPAL
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Grievance & Redressal Committee

Meeting Agenda

Ref. No. : DYPCOE/20

Date: 14/12/2022

Grievance and Redressal Committee

Meeting Agenda

1. Last minutes of meeting discussion.
2. Action taken report of last meeting
3. Status of complaints
4. Any other points with Chairman Permission
5. Vote of thanks




Chairman

PRINCIPAL
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Grievance & Redressal Committee

Minutes of Meeting

Ref. No. : DYPCOE/20

Date: 15/12/2022

Grievance and Redressal Committee

Minutes of Meeting

A meeting of Grievance and Redressal Committee held at Dr. D. Y. Patil Pratishthan's College of Engineering, Salokhenagar, Kolhapur on 19th Dec 2022 at 11.00 AM. The following persons have attended the meeting.

Sr. No.	Name	Designation	Sign
1	Dr. Mane A. M	Campus Director	
2	Dr. Mane S.D.	Principal	
3	Mr. Shrikant D. Bhopale	Assistant Professor	
4	Mr. Gaurav R. Desai	Assistant Professor	
5	Mr. Suraj Gaikwad	Assistant Professor	
6	Mrs. Bhagyashri Sonawane	Assistant Professor	
7	Mrs. Amruta D. Patil	Assistant Professor	
8	Mr. Kedar Gaikwad	Assistant Professor	
9	Mr. Shivam Chougale	Student	

- 1) We discussed regarding remedial classes and extra lecture for then direct second year students.
- 2) We discussed regarding complaints of student regarding canteen food quality.
- 3) In meeting no any other points raised by any committee member so meeting was dissolved.
- 4) Vote of thanks done by Mr. Shrikant Bhopale.



Chairman

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Grievance & Redressal Committee

Action taken report

Ref. No. : DYPCOE/20

Date: 20/12/2022

Grievance and Redressal Committee

Action taken report

As there were issues regarding remedial classes and extra lecture for the direct second year students we requested to HOD to arrange the classes for the same. And regarding canteen food quality we instructed to canteen committee to take necessary action for the same.



Chairman

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Grievance & Redressal Committee

Office Order

Ref. No. : DYPCOE/20

Date: 10/08/2022

Office Order

As per the decision taken at management level, it is decided to constitute **Grievance and Redressal Committee 2021-22**. As per AICTE guidelines following are the members of committee.

Grievance and Redressal Committee

Sr. No.	Name	Designation	Position
1	Dr. Mane A. M	Campus Director	Management Representative
2	Dr. Mane S.D.	Principal	Chairman
3	Mr. Shrikant D. Bhopale	Assistant Professor	Coordinator
4	Mr. Gaurav R. Desai	Assistant Professor	Member
5	Mr. Suraj Gaikwad	Assistant Professor	Member
6	Mrs. Bhagyashri Sonawane	Assistant Professor	Member
7	Mr. Kedar Gaikwad	Assistant Professor	Member
8	Mr. Swaroop Patil	Student	Member

The tenure of the committee will be for one year.




Chairman
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Grievance & Redressal Committee

Meeting Notice

Ref. No. : DYPCOE/20

Date: 16/08/2022

Meeting Notice

A meeting of Grievance and Redressal Committee will be held at Dr. D. Y. Patil Pratishthan's College of Engineering, Salokhenagar, Kolhapur on 20th Aug 2022 at 10.15 AM. All the members are requested to make it convenient to attend the meeting.

Grievance and Redressal Committee

Sr. No.	Name	Designation	Position
1	Dr. Mane A. M	Campus Director	Management Representative
2	Dr. Mane S.D.	Principal	Chairman
3	Mr. Shrikant D. Bhopale	Assistant Professor	Coordinator
4	Mr. Gaurav R. Desai	Assistant Professor	Member
5	Mr. Suraj Gaikwad	Assistant Professor	Member
6	Mrs. Bhagyashri Sonawane	Assistant Professor	Member
7	Mr. Kedar Gaikwad	Assistant Professor	Member
8	Mr. Swaroop Patil	Student	Member

Note:- Agenda of the meeting is attached herewith.




Chairman

PRINCIPAL
Dr. D. Y. Patil Pratishthan's
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Salokhe Nagar, Kolhapur



Dr. D. Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur

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Grievance & Redressal Committee

Meeting Agenda

Ref. No. : DYPCOE/20

Date: 16/08/2022

Grievance and Redressal Committee

Meeting Agenda


1. Last minutes of meeting discussion.
2. Action taken report of last meeting
3. Status of complaints
4. Any other points with Chairman Permission
5. Vote of thanks



Chairman

PRINCIPAL

Dr. D. Y. Patil Pratishthan's
College of Engineering
Salokhe Nagar, Kolhapur

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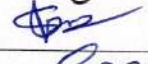
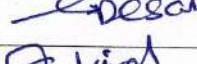
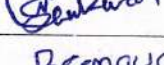
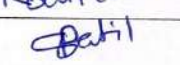

Ref. No. : DYPCOE/20

Date: 20/08/2022

Grievance and Redressal Committee

Minutes of Meeting

A meeting of Grievance and Redressal Committee held at Dr. D. Y. Patil Pratishthan's College of Engineering, Salokhenagar, Kolhapur on 20th August 2022 at 10.15 AM. The following persons have attended the meeting.

Sr. No.	Name	Designation	Signature
1	Dr. Mane A. M	Campus Director	
2	Dr. Mane S.D.	Principal	
3	Mr. Shrikant D. Bhopale	Assistant Professor	
4	Mr. Gaurav R. Desai	Assistant Professor	
5	Mr. Suraj Gaikwad	Assistant Professor	
6	Mrs. Bhagyashri Sonawane	Assistant Professor	
7	Mr. Kedar Gaikwad	Assistant Professor	
8	Mr. Swaroop Patil	Student	

- 1) Received one complaint of staff member regarding wrong word use by peon.
- 2) We decided that to provide the awareness to students and staff members regarding Grievance and Redressal Committee through college website portal and notices on notice board.
- 3) In meeting no any other points raised by any committee member so meeting was dissolved.
- 4) Vote of thanks done by Mr. Shrikant Bhopale.




Chairman
PRINCIPAL
Dr. D. Y. Patil Pratishthan's
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Salokhe Nagar, Kolhapur



Dr. D. Y. Patil Pratishthan's College of Engineering
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Grievance & Redressal Committee

Action taken report

Ref. No. : DYPCOE/20

Date: 20/08/2022

Grievance and Redressal Committee

Action taken report

As there was one complaint received by a staff member regarding a wrong word used by peon, we called them one to one and spoke with them and regarding the issue and consul peon for his behaviour after that he apologized to staff member.



Chairman

Dr. D. Y. Patil Pratishthan's
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Salokhe Nagar, Kolhapur

PRINCIPAL

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Grievance & Redressal Committee

Grievance Cell Meeting



Meeting Photos





Dr. D. Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur

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Grievance & Redressal Committee

Minutes of Meeting

Ref. No. : DYPCOE/20

Date: 16/06/2022

Grievance and Redressal Committee

Minutes of Meeting

A meeting of Grievance and Redressal Committee held at Dr. D. Y. Patil Pratishthan's College of Engineering, Salokhenagar, Kolhapur on 15^h Jun 2022 at 11.00 AM. The following persons have attended the meeting.

Sr. No.	Name	Position	Sign
1	Dr. Mane A. M	Management Representative	<i>Abhijit</i>
2	Dr. Mane S.D.	Chairman	<i>E</i>
3	Mr. Shrikant D. Bhopale	Coordinator	<i>Bhopale</i>
4	Mr. Gaurav R. Desai	Member	<i>Desai</i>
5	Mr. Suraj Gaikwad	Member	<i>Suraj</i>
6	Mrs. Bhagyashri Sonawane	Member	<i>Bsonawane</i>
7	Mr. Swaroop Patil	Member	<i>Patil</i>

- 1) As there were no complaints received from students and staff members so there was no discussion on last minutes of meeting and action taken report of last meeting.
- 2) As there were no complaints recorded so there was no discussion on status of Complaints.
- 3) In meeting no any other points raised by any committee member so meeting was dissolved.
- 4) Vote of thanks done by Mr. Shrikant Bhopale.



E
Chairman
PRINCIPAL
Dr. D. Y. Patil Pratishthan's
College of Engineering
Salokhe Nagar, Kolhapur



Dr. D. Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur

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Grievance & Redressal Committee

Office Order

Ref. No. : DYPCOE/20

Date: 02/02/2022

Office Order

As per the decision taken at management level, it is decided to constitute **Grievance and Redressal Committee 2021-22**. As per AICTE guidelines following are the members of committee.

Grievance and Redressal Committee


Sr. No.	Name	Designation	Position
1	Dr. Mane A. M	Campus Director	Management Representative
2	Dr. Mane S.D.	Principal	Chairman
3	Mr. Shrikant D. Bhopale	Assistant Professor	Coordinator
4	Mr. Suyog V. Patil	Administrator Officer	Member
5	Mr. Gaurav R. Desai	Assistant Professor	Member
6	Mr. Suraj Gaikwad	Assistant Professor	Member
7	Mrs. Bhagyashri Sonawane	Assistant Professor	Member
8	Mr. Swaroop Patil	Student	Member

The tenure of the committee will be for one year.



Chairman

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	Dr. D. Y. Patil Pratishthan's College of Engineering Salokhenagar, Kolhapur	
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	Grievance & Redressal Committee	
	Meeting Notice	

Ref. No. : DYP COE/20

Date: 11/02/2022

Meeting Notice

A meeting of Grievance and Redressal Committee will be held at Dr. D. Y. Patil Pratishthan's College of Engineering, Salokhenagar, Kolhapur on 15th Feb 2022 at 11.00 AM. All the members are requested to make it convenient to attend the meeting.

Grievance and Redressal Committee

Sr. No.	Name	Designation	Position
1	Dr. Mane A. M	Campus Director	Management Representative
2	Dr. Mane S.D.	Principal	Chairman
3	Mr. Shrikant D. Bhopale	Assistant Professor	Coordinator
4	Mr. Suyog V. Patil	Administrator Officer	Member
5	Mr. Gaurav R. Desai	Assistant Professor	Member
6	Mr. Suraj Gaikwad	Assistant Professor	Member
7	Mrs. Bhagyashri Sonawane	Assistant Professor	Member
8	Mr. Swaroop Patil	Student	Member

Note:- Agenda of the meeting is attached herewith.




 Chairman
PRINCIPAL
 Dr. D. Y. Patil Pratishthan's
 College of Engineering
 Salokhe Nagar, Kolhapur.



Dr. D. Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur

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Revision Date:01/07/2019

Grievance & Redressal Committee

Meeting Agenda

Ref. No. : DYPCOE/20

Date:11/02/2022

Grievance and Redressal Committee

Meeting Agenda

1. Last minutes of meeting discussion.
2. Action taken report of last meeting
3. Status of complaints
4. Any other points with Chairman Permission
5. Vote of thanks



Chairman

PRINCIPAL
Dr. D. Y. Patil Pratishthan's
College of Engineering
Salokhe Nagar, Kolhapur.



Dr. D. Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur

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Grievance & Redressal Committee

Minutes of Meeting

Ref. No. : DYPCOE/20

Date:15/02/2022

Grievance and Redressal Committee

Minutes of Meeting

A meeting of Grievance and Redressal Committee held at Dr. D. Y. Patil Pratishthan's College of Engineering, Salokhenagar, Kolhapur on 15th Feb 2022 at 11.00 AM. The following persons have attended the meeting.

Sr. No.	Name	Position	Sign
1	Dr. Mane A. M	Management Representative	
2	Dr. Mane S.D.	Chairman	
3	Mr. Shrikant D. Bhopale	Coordinator	
4	Mr. Suyog V. Patil	Member	
5	Mr. Gaurav R. Desai	Member	
6	Mr. Suraj Gaikwad	Member	
7	Mrs. Bhagyashri Sonawane	Member	
8	Mr. Swaroop Patil	Member	

- 1) As there were no complaints received from students and staff members so there was no discussion on last minutes of meeting and action taken report of last meeting.
- 2) As there were no complaints recorded so there was no discussion on status of Complaints.
- 3) In meeting no any other points raised by any committee member so meeting was dissolved.
- 4) Vote of thanks done by Mr. Shrikant Bhopale.



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Salokhe Nagar, Kolhapur.



Dr. D. Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur

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Grievance & Redressal Committee

Action taken report

Ref. No. : DYP COE/20


Date:15/02/2022

Grievance and Redressal Committee

Action taken report

As there were no complaints or grievances received from students and staff members so action taken report is Nil!




Chairman
PRINCIPAL
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Salokhe Nagar, Kolhapur.



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Ref. No. : DYP/COE/20

Dr. D. Y. PATIL PRATISHTHAN'S
COLLEGE OF ENGINEERING

Affiliated to Shivaji University, Kolhapur.
Approved by AICTE (New Delhi), Govt. of Maharashtra, DTE Mumbai.

Hon. Dr. Sanjay D Patil
PRESIDENT
Hon. Satej D Patil
VICE PRESIDENT
Dr. Vish P Kallimani
PhD in CSc, Fellow UK.
PRINCIPAL

Date: / /20

Grievance & Redressal Committee

MEETING NOTICE


A meeting of the Grievance Redressal Committee will be held at Dr. D. Y. Patil Pratishthan's College of Engineering, Salokhenagar, and Kolhapur on 16th Nov 2021 the members are requested to make it convenient to attend the meeting.

Grievance Redressal Committee

Sr.No.	Name	Designation	Position
1	Dr. A. M. Mane	Campus Coordinator	Management Representative
2	Dr. V. P. Kallimani	Principal	Chairman
3	Mr. Gourav A. Chougule	Assistant Professor	Coordinator
4	Mr. Suyog V. Patil	Administrative Off	Member
5	Mr. Gaurav R. Desai	Assistant Professor	Member
6	Mr. Swapnil B. Killedar	Assistant Professor	Member
7	Miss. Shailaja Panhalkar	Assistant Professor	Member
8	Mr. Rajvardhan Patil	Student	Member

Note: Agenda of meeting is attached herewith




Chairman
PRINCIPAL
Dr. D. Y. Patil Pratishthan's
College of Engineering
Salokhenagar, Kolhapur.

865/A Ward, Salokhenagar, Kolhapur-416007. PH: 0231-2370914
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<http://vt.wu.edu/salokhenagar>



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Hon. Dr. Sanjay D Patil
PRESIDENT
Hon. Satej D Patil
VICE PRESIDENT
Dr. Vish P Kallimani
PhD in CSc, Fellow UK.
PRINCIPAL

Date: / /20

Grievance & Redressal Committee

Meeting Agenda

- 1) Welcome of members of committee.
- 2) Last minutes of meeting discussion.
- 3) Action taken report of last meeting.
- 4) Status of Complaints for Academic Year 2020-21
- 5) Any other points with Chairman Permission.
- 6) Vote of thanks.



Chairman
PRINCIPAL
Dr. D. Y. Patil Pratishthan's
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Salokhenagar, Kolhapur.

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Hon. Dr. Sanjay D Patil
PRESIDENT
Hon. Satej D Patil
VICE PRESIDENT
Dr. Vish P Kallimani
PhD in CSc, Fellow UK.
PRINCIPAL

Date: / /20

Grievance Redressal Committee

Minutes of Meeting

A meeting of the Grievance Redressal Committee held at Dr. D. Y. Patil Pratishthan's College of Engineering, Salokhenagar, Kolhapur on 16th Nov 2021 at 11.00 a.m. The following persons have attended the meeting.

Sr.No.	Name	Position	Sign
1	Dr. A. M. Mane	Management Representative	
2	Dr. V. P. Kallimani	Chairman	
3	Mr. Gourav A. Chougule	Coordinator	
4	Mr. Suyog V. Patil	Member	
5	Mr. Gaurav R. Desai	Member	
6	Mr. Swapnil B. Killedar	Member	
7	Miss. Shailaja Panhalkar	Member	
8	Mr. Rajvardhan Patil	Member	

The following point was discussed in the meeting:

- 1) The committee was newly formed for academic year 2020-21, so chairman welcomes everyone.
- 2) As there were no complaints received from students and staff members so there was no discussion on last minutes of meeting and action taken report of last meeting.
- 3) In meeting no any other points raised by any committee member so meeting was dissolved.
- 4) Vote of thanks done by Mr. Gourav A. Chougule.



Co-ordinator
PRINCIPAL
Dr. D. Y. Patil Pratishthan's
College of Engineering
Salokhenagar, Kolhapur.



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Hon. Dr. Sanjay D Patil
PRESIDENT
Hon. Satej D Patil
VICE PRESIDENT
Dr. Vish P Kallimani
PhD in CSc, Fellow UK.
PRINCIPAL

Date: / /20

Grievance Redressal Committee

Action taken report

As there were no complaints or grievances received from students and staff members so action taken report is Nil




Chairman
PRINCIPAL

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Salokhenagar, Kolhapur.

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Dr. D. Y. Patil Pratishthan's College of Engineering
Salokhenagar, Kolhapur

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Grievance Cell Meeting



Grievance Cell Meeting