

## **Constitution of Grievance Redressal Committees**

As per the AICTE norms a meeting was held on 09-01-2026 with staff members headed by Principal and has decided to constitute a grievance redressal mechanism for smooth conductance of academic activities of the institution.

The constitution of each such Grievance Redressal Committee, its functions and mandate shall be as under:

### **Members of the Committee**

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|---|-------------|
| 1. Dr. Pabitra Kumar Tripathy (Principal) | Chairperson |
| 2. Dr. Umesh Chandra Panigrahy(HOD,MBA)   | Member      |
| 3. Mr. Uma Sankar Mohanty (Asst. Prof.)   | Member      |
| 4. Ms. Sucharita Panigrahy (Asst. Prof.)  | Member      |
| 5. Mr. Sourva Ranjan Nayak (Student, EEE) | Member      |

**Term of the Committee** – The GRC will be constituted for a period of two (2) years and the term of each member so nominated shall likewise be for a period of 2 years. Any member of the Committee who is absent for 3 consecutive meetings, without adequate reasons, will be deemed to have been withdrawn from the Committee and his place will be filled by fresh nomination by the Principal.

### **Functions and mandate of the Committee:**

The committee shall hear appeals from an aggrieved student(s), only after the student has availed all other remedies provided under these Regulations.

While issues of malpractices in the conduct of examination or in the process of evaluation may be referred to the Ombudsperson, no appeal or application for evaluation or re-totaling of answer sheets from an examination shall be entertained by the Ombudsperson unless specific irregularity materially affecting the outcome of specific instance of discrimination is indicated.

The committee shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the aggrieved student(s)

**Periodicity of Meeting of the Committee** – The Committee shall meet once every quarter or more frequently as decided by the Co-chairs.