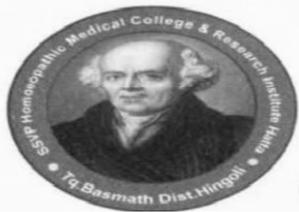


Shri Dhaneshwari Manav Vikas Mandal's

**S.S.V.P. Homoeopathic Medical College  
& Research Institute-Hatta**

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**GRIEVANCE REDRESSAL  
MECHANISM  
2022-2023**



Shri Dhaneshwari Manav Vikas Mandal's  
**S.S.V.P. Homoeopathic Medical College  
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Date: 24/08/2022

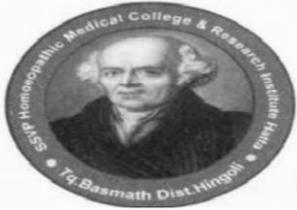
**OFFICE ORDER**

This is to inform all the faculty, students and staff that with reference to the Gazette of India, vide No: DL-(N) - 04/0007/2003-05 Dated March 23, 2013. Grievance Redressal mechanism committee of our institute is reconstituted with the following members to address the grievances posted by stake holders of the organization for the A.Y 2022-23.

| S. No | Name of the faculty             | Designation         | Position       |
|-------|---------------------------------|---------------------|----------------|
| 1.    | Dr. Mohd Hilal Abdul Hameed     | Principal           | Chairman       |
| 2.    | Dr. Kishor Anantro Ratnaparkhi  | Associate Professor | Coordinator    |
| 3.    | Dr. Barve Anil kumar Shivajirao | Assistant Professor | Faculty member |
| 4.    | Dr. Chavan Dilip Tukaram        | Assistant Professor | Faculty member |
| 5.    | Dr. Aniruddha Ramesh Kulkarni   | Assistant Professor | Faculty member |
| 6.    | Khandare Shubhangi Marotirao    | Student             | Student member |
| 7.    | Shinde Tushar Satish            | Student             | Student member |
| 8.    | More Pretee Milind              | Student             | Student member |

**OBJECTIVES OF THE COMMITTEE:**

1. To ensure a fair, impartial and consistent mechanism for Redressal of varied issues faced by the Stakeholders.
2. To uphold the dignity of the organization by promoting cordial Student-Student relationship, Student-teacher relationship, teacher-teacher relationship.
3. To develop a responsive and accountable attitude among the stakeholders, thereby maintaining a harmonious atmosphere in the University campus.
4. To ensure that grievances are resolved promptly, objectively and with sensitivity and in Complete confidentiality.
5. To ensure that the views of each grievant and respondent are respected and that any party to a Grievance is neither discriminated against nor victimized.



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6. To advise stakeholders to respect the right and dignity of one another, and not to behave in a vindictive manner towards any of them for any reason.

**Roles & Responsibilities of the Committee:**

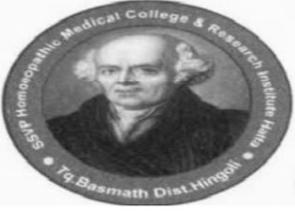
1. The Committee will address the various grievance posted by all stake holders of the organization on various issues.
2. The Committee will work in line with the guidelines given by the university grants commission and gazette of India.
3. The committee will conduct the regular meetings once in a month to discuss the various grievances posted during that period.
4. The grievances received must be addressed by the committee as soon as possible.



*[Handwritten Signature]*  
10/8/23  
**PRINCIPAL**  
S.S.V.P. Homoeopathic  
College & R.I. Hatta  
Tq. Basmath Dist. Hingoli

Copy to:

- a. All HODS
- b. IQAC coordinator
- c. Administrative Officer
- d. Exam branch



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SSVP/GRC/2022-23/CIR-01

Date: 26/08/2022

**CIRCULAR**

This is to inform all the members of grievance Redressal mechanism that, a meeting is scheduled on 27/08/2022 at 03:30PM in principal chamber. All the members are requested to attend the meeting.

**Agenda**

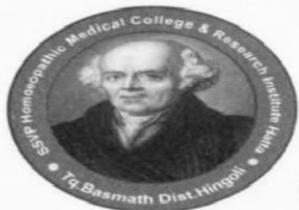
- To review of previous council minutes and action taken
- To discuss about the student grievances if any

Copy to:

- a. All HODs
- b. IQAC coordinator
- c. Administrative Officer



  
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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

**Minutes of Meeting held on 27/08/2022**

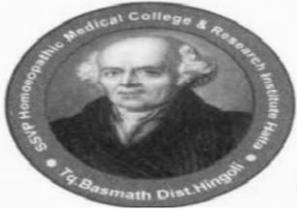
With reference to circular SSVP / GRC/ 2022-23/ CIR-01, dated 27/08/2022. A meeting was held on 27/08/2022 with all the members of grievance Redressal mechanism committee.

The following members were present:

| S. No | Name of the faculty             | Designation         | Position       |
|-------|---------------------------------|---------------------|----------------|
| 1.    | Dr. Mohd Hilal Abdul Hameed     | Principal           | Chairman       |
| 2.    | Dr. Kishor Anantro Ratnaparkhi  | Associate Professor | Coordinator    |
| 3.    | Dr. Barve Anil kumar Shivajirao | Assistant Professor | Faculty member |
| 4.    | Dr. Chavan Dilip Tukaram        | Assistant Professor | Faculty member |
| 5.    | Dr. Aniruddha Ramesh Kulkarni   | Assistant Professor | Faculty member |
| 6.    | Khandare Shubhangi Marotirao    | Student             | Student member |
| 7.    | Shinde Tushar Satish            | Student             | Student member |
| 8.    | More Pretee Milind              | Student             | Student member |

**The Agenda of the Meeting:**

1. To create awareness about the guidelines for grievance redress mechanism provided by the University Grants Commission and gazette of India among all the members of the committee
2. To discuss the roles and responsibilities of each member of the committee.

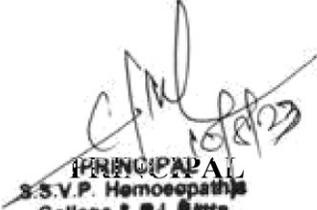


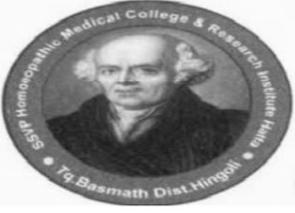
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**Summary of Committee Resolutions:**

1. Create awareness among the stake holders about the standard operating procedures of the grievance redress mechanism of the institute.
2. On third Saturday of every month at 3:00 PM, grievance boxes will be opened in the presence of principal and IQAC Coordinator.
3. The committee will meet again as per the grievances received from the stakeholders or as and when required according to the directions of the principal.



  
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SSVP/GRC/2022-23/CIR-02

Date: 18/09/2022

**CIRCULAR**

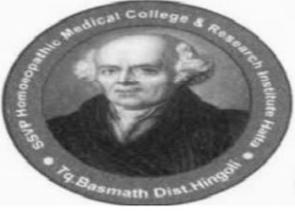
This is to inform the students of all departments regarding grievance Redressal box is open to all the accusation, like canteen food, water, books etc., On third Saturday of every month at 3:00 PM, grievance boxes will be opened in the presence of principal and IQAC Coordinator. Collected grievance are tried to resolve within two weeks

Copy to:

- All HODs
- IQAC coordinator
- Administrative Officer



  
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GRIEVANCE REDRESSAL MECHANISM COMMITTEE  
**Report of Opening Grievance Boxes in the Campus**

Date: 19/09/2022

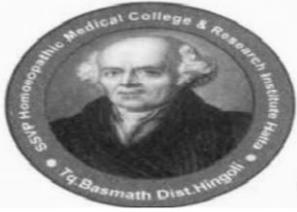
The grievance boxes in the campus are opened on 20/09/2022 in presence of the following members.

1. Chairman–Dr. Mohan S Rao, Principal
2. IQAC Coordinator –Dr. S. Sreekanth

After Opening the grievance boxes, the total grievances received are found to be "1".



  
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SSVP/GRC/2022-23/CIR-03

Date: 20/08/2022

**CIRCULAR**

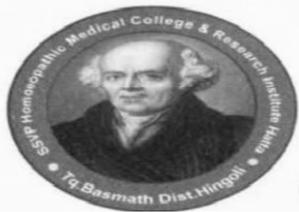
This is to inform to all the members of grievance redress mechanism that a meeting is scheduled on 23/08/2022 at 10:30 AM in principal chamber. To hear and address the various grievances received from the grievance boxes on 20/08/2022. All the members are requested to attend.



  
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Tq. Basmath Dist. Hingoli

Copy to:

- All HODs
- IQAC coordinator
- Administrative Officer



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GRIEVANCE REDRESSAL MECHANISM COMMITTEE

**Minutes of Meeting held on 23/08/2022**

With the reference to the circular SSVP/ 2022-23/ GRC/ CIR-03, dated 20/08/2022. A meeting was held on 23/08/2022 with all the members of grievance Redressal mechanism committee

The following members were present

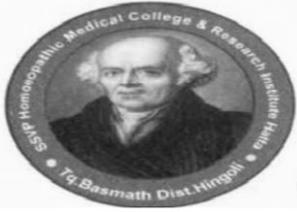
| S. No | Name of the faculty             | Designation         | Position       |
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| 7.    | Shinde Tushar Satish            | Student             | Student member |
| 8.    | More Pretee Milind              | Student             | Student member |

**Agenda of the Meeting:**

To hear and address the Grievances received from the grievance boxes on 20/08/2022

**Grievance received:**

A total of "1" grievances were received from the Grievance boxes. The committee called all the aggrieved stake holders one by one to discuss about the grievances posted. After hearing all the grievances from the stake holders, with due discussion with all committee members, committee feels that "1"



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Grievances are acceptable grievances and accepted for Redressal of grievances as soon as possible.

The list of grievances accepted for Redressal is appended below with details.

| S. No | Grievance received on | Brief description of grievance | Remarks  |
|-------|-----------------------|--------------------------------|----------|
| 1     | 20.08.2022            | Parking Stand Construction     | Accepted |



*C. M. Patil*  
10/8/23  
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Tq. Basmath Dist. Hingoli