



Indian Institute of Information Technology Vadodara
Block No. 9, C/o Government Engineering College Campus,
Sector 28, Gandhinagar, Gujarat, India 382028

Office of Registrar

OO:IIITV/2022-23/E/2A

20 .07.2022

Office Order : Amendment in Grievance Redressal Committee

1. Students may approach different people for different types of grievances. Below are various level for addressing the issues. In case the issue remains unresolved at the first level or the issue is due to the person at the first level, student may go to the second level and further. If a student is still not satisfied, may contact the Director. The Director will seek report for Grievance Redressal Committee.

2. List of various level for addressing the issues on grievances are as under:-

Grievance	First Level	Second Level	Third Level
Course Related	Instructor/ Faculty Advisor	PIC Academics	Grievance Redressal Committee
Academics Related	AR/DR Academics	PIC Academics	
Hostels/ Facilities Related	Campus Manager	Hostel Wardens	
Students Affairs (Cultural/ Sports/ Technical)	Representative PICs	PIC Student Affairs	
Mess	Student Mess Committee	Hostel Wardens	
Ragging	Wardens/ Faculty Advisor	PIC Student Affairs	
Sexual Harassment	Anti-Sexual Harassment Committee		

3. The Grievance Redressal Committee is Constituted as under:

- (a) Col Ravi Chugh - Chairperson
- (b) Dr. Pratik Shah (PIC Academics) - Member
- (c) Dr. Ajay Nath (PIC Student Affairs) - Member
- (d) Dr. Pramit Mazumdar, Hostel Warden - Member
- (f) Mrs. Madhu Kumari, TPO - Member
- (g) Representative of Faculty Advisor - Member
- (h) Student Representative as: - Member
 - (i) PG - Student ID (201871001), Ms. Swati Rai
 - (ii) UG - Student ID (201951083), Mr. Krishna Gaur

4. The grievance Redressal Forms is attached as Annexure-I. This form is to be submitted to Registrar's Office, wherein grievance reaches third level. For first two levels, aggrieved may meet the concerned officials and resolve the issue.

Note: In case of any emergency, the aggrieved is free to go to Director directly.

This office order supersedes the earlier Office Order No. OO: IIITV/2022-23/E/02 dated 20.07.2022.

Ravi Chugh
Registrar

Distribution:-

Director - For information please
All concerned committee members
Faculty/Staff – By mail
All Students – By mail
Office Copy



Grievance Registration Form :

(Attach extra sheet if required)

Student ID <u>Your ID</u>	Mobile Number <u>Your Mobile Number</u>
Your Name <u>Your answer</u>	
You are attending institute as: <input type="radio"/> Day Scholar <input type="radio"/> Hosteler	
You enrollment program: <input type="radio"/> B.Tech <input type="radio"/> M.Tech <input type="radio"/> Ph.D <input type="radio"/> Any Other	
Detail information about the incident (including date and time) <u>Your answer</u> _____ _____	
Any other information you would like to reveal (Specific facts) <u>Your answer</u> _____	



Signature:

Date: