



Dr. Vithalrao Vikhe Patil Foundation's
Institute of Business Management & Rural Development
(IBMRD)
Vilad Ghat, Ahmednagar

GENERAL GRIEVANCE CELL

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INTRODUCTION

General Grievance Cell

There is a special committee constituted in .D.V.V.P.F's Institute of Business Management & Rural Development, Ahmednagar for prevention/action against general grievance for students and staff. This cell follows DVVPF's norms establishment of mechanism for Grievance Redressed regulations.

In case of any grievance or complaint of any students and staff the following persons can be contacted.

S.No.	Name of Member	Designation
1.	Dr. Arun Ingle	Director
2.	Prof. Anil Khandare	Secretary
3.	Prof. Aprna Nisal	Member
4.	Two Students Representative	Nominated by Course convener of respective course

Advisor to the Cell: Dr. Arun Ingle

Principles General Grievance Cell

1. The following principles will apply to the application of this procedure: -
2. Wherever possible grievances should be resolved informally without recourse to formal procedures. It is expected that individuals will enter into the procedure in good faith, with the aim of resolving a particular issue. The grievance procedure should not be used as a substitute for normal day to day discussions.
3. It is recognised that there may be occasions when it is not possible for a grievance to be resolved informally. In such cases the procedure below at Stage 1 should be followed. All parties should be absolutely clear whether



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- any meeting is being held under the informal or formal stage of the procedure.
4. Any steps taken under this procedure should be taken promptly, unless there is a good reason for delay.
 5. At any stage in the procedure, subject to the agreement of all parties concerned, there may be a suspension in proceedings to facilitate mediation (see 3 below), fact-finding or other non-adversarial discussions with the aim of promoting resolution of the case.
 6. At any stage in the procedure, the manager dealing with the grievance may, at his/her discretion, defer consideration of the grievance if other activities which are relevant to the substance of the grievance are pending or in progress. In such cases the parties to the grievance will be advised of the reason for deferring consideration.
 7. If, on investigation, the grievance is found to be vexatious or trivial the person may be punished without further consideration. The students & employee will be advised accordingly.
 8. The IBMRD may, with the policy of the employee, vary this procedure as appropriate to a particular case. In the event that it becomes impracticable to continue with the procedure, it may be discontinued. In such cases the IBMRD will advise the aggrieved parties of the outcome of their grievance in writing.
 9. **Right to be accompanied** - All students and employees who are the subject of this procedure will have the right to be accompanied at any formal meetings held under this procedure by a its representative or work colleague.
 10. **Equality and Diversity** - To ensure fair treatment and, where appropriate, provision of support by the IBMRD in the application of this procedure, it should be invited to provide information about any equality or diversity issues which may be relevant.



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11. **Confidentiality** - All parties involved in these procedures must ensure that they maintain, as appropriate, the confidentiality of the process within and outside the IBMRD .
12. **Timescales** - Whilst every endeavour will be made to comply with students and staff escales, due to the complexity and or specific circumstances of a case, timescales may be extended. In such circumstances the individuals concerned will be advised of the reasons for any delay.
13. **Involvement of foundation Resources** - A member of the foundation resources team will be consulted and will advise on the formal process.
14. In very exceptional circumstances where the individual is reluctant to pursue a formal complaint through the Grievance Procedure, but where the alleged harassment is deemed very serious in nature or where the manager is aware there are broader issues of concern around the culture of a team / group of individuals, an investigation may anyway be instigated, with the agreement of the Head of Department and on the.



Dr. Arun Ingle

Director & Advisor of GG
DIRECTOR

Dr. Vitthalrao Vikhe Patil Foundation's
IBMRD, Ahmednagar



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**SALIENT FEATURE IBMRD GRIEVANCE POLICY
General Grievance Cell**

There is a special committee constituted in P.D.V.V.P.F's Institute of Business Management & Rural Development, Ahmednagar for prevention/action against general grievance for students and staff. This cell follows PDVVPF's norms establishment of mechanism for Grievance Redressed regulations.

In case of any grievance or complaint of any students and staff the following persons can be contacted.

S.No.	Name of Member	Designation
1.	Dr. Sanjay Dharmadhikari	Director
2.	Dr M.P Sharma	Secretary
3.	Dr SM Potdar	Member
4.	Two Students Representative	Nominated by Course convener of respective course

Advisor to the Cell: Dr. Sanjay Dharmadhikari

Principles General Grievance Cell

The following principles will apply to the application of this procedure: -

1. Wherever possible grievances should be resolved informally without recourse to formal procedures. It is expected that individuals will enter into the procedure in good faith, with the aim of resolving a particular issue. The grievance procedure should not be used as a substitute for normal day to day discussions.
2. It is recognised that there may be occasions when it is not possible for a grievance to be resolved informally. In such cases the procedure below at Stage 1 should be followed. All parties should be absolutely clear whether any meeting is being held under the informal or formal stage of the procedure.
3. Any steps taken under this procedure should be taken promptly, unless there is a good reason for delay.
4. At any stage in the procedure, subject to the agreement of all parties concerned, there may be a suspension in proceedings to facilitate mediation (see 3 below), fact-finding or other non-adversarial discussions with the aim of promoting resolution of the case.
5. At any stage in the procedure, the manager dealing with the grievance may, at his/her discretion, defer consideration of the grievance if other activities which are relevant to the substance of the grievance are pending or in progress. In such cases the parties to the grievance will be advised of the reason for deferring consideration.





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11. Involvement of foundation Resources - A member of the foundation resources team will be consulted and will advise on the formal process.

12.In very exceptional circumstances where the individual is reluctant to pursue a formal complaint through the Grievance Procedure, but where the alleged harassment is deemed very serious in nature or where the manager is aware there are broader issues of concern around the culture of a team / group of individuals, an investigation may anyway be instigated, with the agreement of the Head of Department and on the.



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Dr. Sanjay Dharmadhikari,
Director & Advisor of GG
DIRECTOR

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IBMRD, Ahmednagar



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Policies for Addressing General Grievances in Institute

The Statutory Committee Grievance Redressal Committee (GRC) is formed as per Clause 1 of section 23 of the AICTE Act, 1987 (52 of 1987) AICTE. The Committee has been formed in order to ensure transparency by technical institutions imparting technical education in admissions, preventing unfair practices, complaints of alleged discrimination by students of Scheduled Caste, Scheduled Tribe, OBC, Women, Minority or Disabled Categories, scholarship issues and sexual harassment and to provide a mechanism to innocent students and stakeholders for redressal of their grievances.

Procedure: The person concerned with any grievance shall fill the Grievance Redressal Form with all possible facts and documentation and submit it to the Director's office or online. The committee will investigate into the matter and shall try to resolve it as quickly as possible.

Objectives:

1. Formation of grievance redressal cells to handle grievances.
2. Redress students', staff and faculty grievances separately
3. Redress girl students', lady staff and faculty grievances separately.
4. A separate cell for ladies.
5. Suitable timings for students', staff and faculty.
6. Redress grievances promptly.
7. To let employees, present their issues without prejudging or commenting
8. Use positive, friendly ways to resolve the crisis than punitive steps, which disturb the system.
9. Reassure them that the authorities will be acting impartially and will try to resolve the matter as amicably as possible.
10. Ensure effective, sensitive and confidential communication between all involved
11. Ensure that there is proper investigation of the facts and figures related the problem

You can post your grievances online using the LINK –

<http://www.ibmrd.org/online-grievance>




Director
DIRECTOR

Dr. Vitthalrao Vikhe Patil Foundations
IBMRD, Ahmednagar



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Dated: 13.8.2021

Office Order

General Grievance Cell

There is a special committee constituted with reference to the policies set out in CDC meetings in .D.V.V.P.F's Institute of Business Management & Rural Development, Ahmednagar for prevention/action for general grievance.

In case of any grievance or complaint of any student and staff, the following members are appointed and can be contacted.

S.No.	Name of Member	Designation
1.	Dr. Sanjay Dharmadhikari	Director
2.	Dr. Murari P. Sharma	Secretary
3.	Dr. Shubhangi Potdar	Member
4.	1. Tulekar Sanket 2. Miss Dolas Bhagyashree M	Member (Student Representative Male) Member (Student Representative Female)

Advisor to the Cell: Dr. Sanjay Dharmadhikari



Sanjay
Dr. Sanjay Dharmadhikari

Director IBMRD.

DIRECTOR

Dr. Vitthalrao Vikhe Patil Foundation's
IBMRD, Ahmednagar



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Dated: 14/8/2021

General Grievance Cell

Minutes of the Meeting

Meeting was held of General grievance cell on 14/8/2021 in institute boardroom from morning 4.00 PM. To 5.00 pm.

Deliberation of following Topics was sensitizing to the students and staff.

1. Sensitize to the Students for hygiene and precaution of pandemic Covid 19 and public health.
2. Awareness about traffic rules and regulation and importance of use of Helmet.
3. Awareness about human trafficking

There was NO grievance received from faculty, staff and Students.

Nil report of Students

Nil Report from staff

Nil Report from faculty

Attendance

S.No.	Name	Designation	Sign
1.	Dr Sanjay Dharmadhikari	Director & Chairman of Committee	
2.	Dr M.P Sharma	Secretary	
3.	Dr. S.M Potdar	Member	
4.	1.Tulekar Sanket	Student Representative (Male)	
5	2.Miss Dolas Bhagyashree M	Student Representative (female)	



Dr Sanjay Dharmadhikari
Director IBMRD.
DIRECTOR
Dr. Vitthalrao Vikhe Patil Foundations'
IBMRD, Ahmednagar



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Date: - 1.9.2020

Office Order
General Grievance Cell.

Due to Outbreak of Covid-19 Pandemic General Grievance Cell Meeting & Proceeding of the committee Formation is not carried and meeting is also not held.

Dr. A. U Khandare

Secretary GG Cell



DIRECTOR
Dr. Vitthalrao Vikhe Patil Foundations
IBMRD, Ahmednagar

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Dated: 22.08.2019

Office Order

General Grievance Cell

There is a special committee constituted with reference to the policies set out in the CDC meeting held at D.V.V.P.F's Institute of Business Management & Rural Development, Ahmednagar for prevention/action for general grievance.

In case of any grievance or complaint of any student and staff, the following members are appointed and can be contacted.

S.No.	Name of Member	Designation
1.	Dr. Arun Ingle	Director
2.	Prof. Anil Khandare	Secretary
3.	Prof. Aprna Nisal	Member
4.	Two Students Representative	Nominated by Course convener of respective course 1. Mr. Dange Swapnil Ramesh 2. Miss Gosavi Shivani Mohan

Advisor to the Cell: Dr. Arun Ingle

Dr. Arun Ingle
Director IBMRD.

DIRECTOR

Dr. Vitthalrao Vikhe Patil Foundations
IBMRD, Ahmednagar





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Dated: 22.08.2019

General Grievance Cell
Minutes of the Meeting

Meeting was held of General grievance cell on 22.08.2019 in institute board room from morning 3.30 am to 5.00 pm.

There was NO grievance received.

Nil report of Students

Nil Report from staff

Nil Report from faculty

Attendance

S.No.	Name	Designation	Sign
1.	Dr. Arun Ingle	Director & Chairman of Committee	
2.	Prof. Anil Khandare	Secretary	
3.	Prof. Aprna Nisal	Member	
4.	Mr. Dange Swapnil Ramesh	Student Representative (Male)	
5	Miss Gosavi Shivani Mohan	Student Representative (female)	



Dr. Arun Ingle
Director IBMRD.

DIRECTOR

Dr. Vitthalrao Vikhe Patil Foundations
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**Dr. Vitthalrao Vikhe Patil Foundation's
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Dated: 22.8..2018

Office Order

General Grievance Cell

There is a special committee constituted with reference to the policies set out in CDC meetings in .D.V.V.P.F's Institute of Business Management & Rural Development, Ahmednagar for prevention/action for general grievance.

In case of any grievance or complaint of any student and staff, the following members are appointed and can be contacted.

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2.	Prof. Anil Khandare	Secretary
3.	Prof. Aprna Nisal	Member
4.	Two Students Representative	Nominated by Course convener of respective course 1. Mr. Adballe Ashok Bajirao 2. Miss Khushboo Bhati

Advisor to the Cell: Dr. Arun Ingle

**Dr. Arun Ingle
Director IBMRD.
DIRECTOR**

Dr. Vitthalrao Vikhe Patil Foundations
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Dated: 22.08.2018

General Grievance Cell

Minutes of the Meeting

Meeting was held of General grievance cell on Wed. 22.08.2018 in institute board room from morning 3.30 am to 5.00 pm.

There was NO grievance received.

Nil report of Students

Nil Report from staff

Nil Report from faculty

Attendance

S.No.	Name	Designation	Sign
1.	Dr. Arun Ingle	Director & Chairman of Committee	
2.	Prof. Anil Khandare	Secretary	
3.	Prof. Aprna Nisal	Member	
4.	Mr. Adballe Ashok Bajirao	Student Representative (Male)	
5	Miss Khushboo Bhati	Student Representative (female)	

Dr. Arun Ingle
Director IBMRD.
DIRECTOR

Dr. Vitthalrao Vikhe Patil Foundations
IBMRD, Ahmednagar





**Dr. Vitthalrao Vikhe Patil Foundation's
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Dated: 17.8.2017

Office Order

General Grievance Cell

There is a special committee constituted with reference to the policies set out in CDC meetings in .D.V.V.P.F's Institute of Business Management & Rural Development, Ahmednagar for prevention/action for general grievance.

In case of any grievance or complaint of any student and staff, the following members are appointed and can be contacted.

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1.	Dr. Arun Ingle	Director
2.	Prof. Anil Khandare	Secretary
3.	Prof. Aprna Nisal	Member
4.	Two Students Representative	Nominated by Course convener of respective course 1.Mr. Wable Shekahr Diliprao 2.Miss Pawar Tejarshri Babasaheb

Advisor to the Cell: Dr. Arun Ingle

Dr.Arun Ingle
Director IBMRD.

DIRECTOR

Dr. Vitthalrao Vikhe Patil Foundations
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Date: 17.8.2017

General Grievance Cell
Minutes of the Meeting

Meeting was held of General grievance cell on 17.08.2017 in institute board room from morning 3.30 am to 5.00 pm.



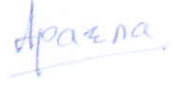


There was NO grievance received.

Nil report of Students

Nil Report from staff

Nil Report from faculty

Attendance

S.No.	Name	Designation	Sign
1.	Dr. Arun Ingle	Director & Chairman of Committee	
2.	Prof. Anil Khandare	Secretary	
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Director IBMRD.
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