GOVERNMENT POLYTECHNIC RAJPUR SADHAURA, YNR

O/o No.: GPRS/ 621 **Dated:** 11/11/26

Constitution of Student Grievance Redressal Committee (SGRC)

In compliance with Clause 6.50 of the AICTE Approval Process Handbook (APH) 2024–2027 and AICTE (Redressal of Grievance of Students) Regulations, 2019, the Student Grievance Redressal Committee (SGRC) is hereby constituted at Government Polytechnic Rajpur Sadhaura, Yamunanagar, with the following members:

Sr. No.	Name & Designation	Position
1.	Smt. Abha Bansal Principal, Government Polytechnic Rajpur Sadhaura	Chairperson
2.	Sh. Rajkumar Chauhan Senior Lecturer in Automobile Engg.	Member
3.	Smt. Binny Gaba Guest Faculty in Applied Science	Member
4.	Sh. Nirmal Kumar Foreman Instructor in Workshop	Member
5.	Student Representative Sh, Chirag (Roll no. 252570700014)	Special Invitee

Terms of Reference / Functions of the Committee

1. To consider and redress grievances of students relating to the institution, including complaints concerning admission, academic matters, examination, evaluation, infrastructure and other institutional facilities.
2. To provide a fair, transparent and impartial mechanism for resolving student grievances.
3. To ensure that complaints are dealt with in accordance with the principles of natural justice.
4. To examine complaints of discrimination, harassment, unfair treatment and other issues affecting students.
5. To submit its report along with recommendations, if any, to the competent authority and provide a copy to the aggrieved student within 15 days from the date of receipt of the complaint.
6. To maintain proper records of complaints received and action taken.
7. To create awareness among students regarding the Student Grievance Redressal Mechanism and its online grievance portal.

This order shall come into force with immediate effect.

Principal
Government Polytechnic
Rajpur Sadhaura
Yamunanagar, Haryana

Copy to:

1. All concerned Committee Members.
2. All Heads of Departments.
3. Institute Notice Board.
4. Institute Website.