

GUIDELINES FOR STUDENTS GRIEVANCE REDRESSAL CELL

Every year a Grievance Redressal cell is constituted at the beginning of the session. The function of this cell is to pay attention to the complaints filed by any student. If any student is harassed in any way, student herself or the person In charge of this cell can lodge complaint after consultation. If the girl student does not want to reveal her identity she can send her complaint in writing. She can complain in form of a letter and post it in the letter box situated in college campus. She can also file a complaint through email or through this link <https://biyanigirlscollege.com//women-grievance-cell/>.

Objectives

The main objective of this cell is to create a good learning atmosphere in front of its stake holders.

The creation of this cell is mainly to register the complaints of girl students.

- To maintain the dignity of college and to maintain the distinction between student and teacher.
- Advising the students to maintain each others dignity and respect.
- Advising all the teachers to treat the girl students with affection and care. Don't use abusive language.
- Resist any form of ragging. In case of ragging student should directly report to Grievance Redressal Cell and Anti Ragging Committee.
- The Cell shall process all the individual complaints and take immediate suitable action.

Functions

To process written complaints received from students

This cell handles all the complaints as per the management policy.

The cell reports to the authorities how many complaints have been completed and how many are pending.

Procedure for filling Complaint

Complaint box should is placed in front of the administrative block so that the students can register their complaint in written without disclosing their identity. Students can freely give their written grievances to the cell and put them in this complaint box. The cell will conduct meeting from time to time to settle these complaints and take necessary action. The Grievance cell shall ensure that the complaint lodged is completed within given time period.



PRINCIPAL
BIYANI GIRLS B. ED. COLLEGE
SEC-3, VIDHYADHAR NAGAR, JALPUR