Millia Institute of Technology

Rambagh, Purnea-854302 (Bihar)

(A Unit of Millia Educational Trust, Rambagh, Purnea)

Land line No.: 06454-240433, 240434 Website:http://mitpurnia.org Email:mitpur_rb07@yahoo.com

Ref. No. MIT/EC/36044/26 GRIEVANCE REDRESSAL COMMITTEE Date : 03/10/2026

In accordance with All India Council for Technical Education (Establishment of Mechanism for Grievance Redressal) Regulations, 2012, F. No. 37-3/Legal112012, dated 25.05.2012 a Grievance Redressal Committee has been constituted. The objective of Grievance Redressal Committee is to prevent regarding unfair practices, alleged discrimination, and addressing the scholarship issues and sexual harassment cases and to provide a mechanism to students and stakeholders for Redressal of their grievances.

Objective: It is to deal with the complex situations in a tactful manner to lessen the condition felt to be oppressive or dissatisfied. Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.

Structure & Constitution of the Grievance Redressal Committee shall be as under:

GRIEVANCE REDRESSAL COMMITTEE

Sl.No.	Name	Position	Contact Details	Mail id
1	Nominated by BEU, Patna	OMBUDSMAN		
2	Dr. Saquib Shakil	Chairman	+91 9939050813	principal@mitpurnia.ac.in
3	Prof. Arvind Anand	Member	+91 913182285	arvind151269.aa@gmail.com
4	Md. Imran Aaquib	Member	+91 7033135824	examinationdept@mitpurnia.ac.in
5	Mrs. Yashodhra	Member	+91 8218121344	Yashodhara.markan@gmail.com
6	Mr. Sanjeet Kumar	Member	+91 8877758242	Sanjeetbishwas2@gmail.com

Millia Institute of Technology ESTD-2002 Rambagh, Purnea-854302

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Principal

Millia Institute of Technology

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Meetings: The Member Secretary shall, with the approval of the Chairman of the Committee convene the meetings of the Grievance Redressal Committee as and when the need arises. Member Secretary shall present the case before the committee for resolution. Both the complainant and the person against whom the complaint is raised are to be presented along with any other person whose presence is required for the speedy resolution of the grievance. In the case, the complainant not satisfied with the decision of the Committee, they may send their appeals to the "OMBUDSMAN" appointed by the Affiliating University. The OMBUDSMAN will fix a date for hearing the Complainant which shall be communicated to the Institute and the aggrieved person. The Institution shall comply with the order of the ombudsman.

Roles & Responsibilities: Without prejudice to the generality of functions mentioned, the Roles & Responsibilities of Grievance Committee is as under.

- The Grievance Redressal Committee shall consider all grievances submitted in writing or online by an individual member of the Institution regarding employment/ association, working conditions and any other alleged injustice done to an employee/ student while discharging his/her duties at the Institution.
- The member secretary shall call for a meeting and the member Secretary shall present the case before the committee for resolution. Both the complainant and the respondent need to be present along with any other person whose presence is required for the speedy resolution of the grievance.
- The Grievance Redressal Committee will study the documents namely, petition/ application, the relevant documents, the statements of complainant, the statements of respondent and statements of witnesses, and shall discuss with those concerned and submit its recommendations to the Head of the Institution within one month if possible, but in any case not beyond three months, for further action.
- In case of false and frivolous complaint (if proved), the Grievance Redressal Committee will recommend Head of the Institution/ Disciplinary Committee to take appropriate action against the complainant.
- In resolving the grievances before it, the GRC will follow principles of natural justice.
- The Grievance Redressal Committee may mediate between the complainant and respondent, if required.
- In the case, the complainant not satisfied with the decision of the Committee, they may send their appeals to the "OMBUDSMAN" appointed by the Affiliating University. The OMBUDSMAN will fix a date for hearing the Complainant which shall be communicated to the Institute and the aggrieved person. The Institution shall comply with the order of the ombudsman.

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Principal
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