

Mechanism For Redressal Of Grievances By Grievances Redressal Committee

- Any aggrieved student/staff of the institution may submit an application in an online portal seeking grievance redressal.
- On the receipt of any online complaint, the institution shall refer the complaint to the appropriate 'Grievance Redressal Committee', as the case may be, along with its comments within 15 days of receipt of complaint on online portal.
- The Grievance Redressal Committee, as the case may be shall fix a date for hearing the complaint which shall be communicated to the institution and the aggrieved person.
- An aggrieved person may appear either in person or be represented by such person as may be authorized to present his/her case.
- If Grievances not resolved at the appropriate time 'Grievance Redressal Committee (s) shall be referred to the Ombudsperson.
- On the conclusion of proceedings, the committee shall pass such order, with reason for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the affected party at issue, after hearing to both the parties.
- In case of any false or frivolous complaint, the committee may recommend appropriate action against the complainant.


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Mechanism of Redressal of Ragging Cases

- The college has constituted committee to be known as Anti-Ragging Committee.
- Anti-Ragging Committee ensures compliance with the provisions of AICTE Regulations as well as the provisions of any law for the time being in force concerning ragging and also monitor and oversee the performance of the Anti Ragging Squad in prevention of ragging in the college.
- Anti-Ragging Squad- The College has constituted the Anti-Ragging Squad for surprise raids in the college premises, canteen and hostels. The squad members carry out raids frequently in ragging sensitive places of premises.
- Students can write email to principalritee3008@gmail.com. Also students can directly contact to the members of Anti-Ragging Committee.
- On receipt of the recommendation of the Anti-Ragging Squad or on receipt of any information concerning any reported incident of ragging. The Head of Institution shall immediately determine if a case under the penal law is made out and if so either on his own or through a member of the Anti-Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;
 - I. Abetment to ragging;
 - II. Criminal conspiracy to rag;
 - III. Unlawful assembly and rioting while ragging;
 - IV. Public nuisance created during ragging;
 - V. Violation of decency and morals through ragging;
 - VI. Injury to body, causing hurt or grievous hurt;
 - VII. Wrongful restraint;
 - VIII. Wrongful confinement;
 - IX. Use of criminal force;
 - X. Assault as well as sexual offences or unnatural offences;
 - XI. Extortion;
 - XII. Criminal trespass;
 - XIII. Offences against property;


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- XIV. Criminal intimidation;
- XV. Attempts to commit any or all of the above-mentioned offences against the victim(s);
- XVI. Threat to commit any or all above-mentioned offences against the victim(s);
- XVII. Physical or Psychological humiliation.
- XVIII. All other offences following from the definition of "Ragging".

The Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer as our college is an affiliated college. Provided further that the institution shall also continue with its own enquiry and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

PENALTY FOR RAGGING

Honorable Supreme Court of India has ordered that if any incident of ragging comes to the notice of the authority, the concerned student shall be free to explain and if his/her explanation is not found satisfactory, the Principal would expel him/her from the college.


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Mechanism of Redressal of Sexual Harassment

- Any aggrieved woman employee or student can make a complaint in writing to the Women's Grievance Redressal Committee within a period 3 months from the date of incident and in case of a series of incidents, within a period of three months from the date of last incident. (sexual harassment at work place includes unwelcome acts or behavior.
- If she is unable to make a complaint in writing, the Women's Grievance Redressal Committee shall render all possible assistance to her for making the complaint in writing.
- If the Internal Complaint Committee is satisfied that the circumstances were such, which prevented the woman from filing a complaint within a period of 3 months it may extend the time limit not exceeding three months.
- Within period of five working days from the date of such communication of complaint, the chairperson shall call a meeting to discuss the matter.
- The complainant needs to submit six copies of complaint along with supporting documents and names and addresses of the witnesses to the Women's Grievance Redressal Committee. On receipt of the complaint, the committee will send one of the copies to the respondent within a period of seven working days and ask the offender to file his reply to the complaint along with the list of documents and names and addresses of witnesses, within a period not exceeding ten working days from the date of receipt of the complaint by him.
- The aggrieved woman and the offender shall be responsible for presenting their witnesses before the committee.


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RIT/2022-23/G011

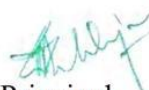
Dated/21.08.22

From
Principal,
Raipur Institute of Technology
Chhatauna, Mandir Hasaud,
Raipur.C.G

To,
Inspector of Police
Mandir Hasaud Police Station
Raipur. C.G

Anti-Ragging Committee

As per AICTE instruction **F.No.37-3/Legal/AICTE/2009**-In exercise of the powers conferred under section 23 read with section 10(b),(g),(p) and (q) of AICTE Act,1987,the All India Council for Technical Education, We are requesting you to attend the Anti Ragging Committee meeting will be held on 21 Aug 2022 at 03:00 pm at the Principal's Room for the academic year 2022-23.
Regards,


Principal
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Anti-Ragging Committee

(Session 2022-23)

S.No.	Name of Committee Member	Designation	Status	Contact Number
1.	Dr. D. Mukhopadhyay	Principal	Chairman	9302873062
2.	Dr. Swapnil Jain	Asso. Prof., Mech	Member	9329773008
3.	Dr. K.K. Pathak	1 st Year Incharge	Member	9302773097
3.	Dr. Ritesh Diwan	HOD ET&T	Member	9329773053
4.	Dr. Tanushree Chatterjee	HOD & Dean	Member	9329773052
5.	Dr. Prachi Sharma	Asso. Prof. MBA	Member	9329773055
6.	Mr. P.P. Ambastha	Legal Advisor	Member	8770013597
7.	Swapnil Tiwari	M.Tech. 3 rd Semester	Member	9617365220
8.	Sharda Sahu	MCA 3 rd Semester	Member	6261399819
9.	Nandita Bhoyar	B.Tech. 7 th Semester	Member	9926672427
10.	Prapti Gupta	B.Tech. 1 st Semester	Member	9755253645
11.	Thana Incharge	T. I. Mandir Hasaud Police Station	Member	9479191051

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Minutes of Meeting

Date: 22/08/2022

The Anti-Ragging Committee meeting was held on 21 Aug 2022 at 03:00 pm in the Principal's Office for the academic year 2022-23. The committee and squad members were present in the meeting. The meeting was started with short note of welcome by Principal.

Principal thanked the management, staff and students for having no complaints on Ragging in the campus in the last year and requested the committee members to take necessary steps to continue the same in this academic year also.

Further, the meeting was open for discussion about the different ways to prevent Ragging in the campus. The members expressed the following points:

1. There shall be student representatives in any committee related to ragging.
2. Mischievous elements shall be identified and mischievous behavior shall be liable for punishment as per the rulebook of the university/college/institute.
3. Notice board to be erected in all conspicuous place of higher education institution and display anti ragging provisions and penalties.
4. We have Anti-Ragging Squads for this academic year 2022-23 to conduct regular and surprise visits to the campus, hostels and class rooms during Tea Break, Lunch time, College Bus Boarding Point and other places vulnerable to incidents of ragging.
5. The squad members are advised to make surprise visit to other departments and report to Principal.
6. Anti-Ragging committee will periodically review the situation and the information supplied by the anti-ragging squads and recommendations as per the regulations.
7. Insist the faculty members to communicate the students such a way that, such type of issues will be handled very seriously.
8. The meeting ended with vote of thanks.


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Circular

Grievance and Redressal Meeting

Date: 23/09/2022

This is to inform that following staff member are asked to come and attend the meeting on 26th Sep 2022 at 04:00 pm in the Principal room for the academic year 2022-23

Agenda: To discuss the grievance for the Academic Year 2022-23.

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Women's Grievance Redressal Committee (ICC)

(Session 2022-23)

S.No.	Name of Committee Member	Designation	Status	Contact Number
1.	Dr. Tanushree Chatterjee	HOD & Dean	Chairman	9329773052
2.	Dr. Prachi Sharma	Asso. Prof. MBA	Member	9329773055
3.	Dr. Vaishali Pendse	HOD Chemical Engg.	Member	9329773038
4.	Ms. Renuka Sahu	Asst. Prof., Mathematics	Member	9111772989
5.	Sharda Sahu	MCA 3 rd Semester	Member	6261399819
6.	Divya Amade	M.Tech. 3 rd Semester CSE	Member	9981677097

Grievance Redressal Committee

(Session 2022-23)

S.No.	Name of Committee Member	Designation	Status	Contact Number
1.	Dr. D. Mukhopadhyay	Principal	Chairman	9302873062
2.	Dr. Prachi Sharma	Asso. Prof. MBA	Member	9329773055
3.	Dr. Tanushree Chatterjee	HOD & Dean	Member	9329773052
4.	Dr. Ritesh Diwan	HOD ET&T	Member	9329773053
5.	Dr. Rajeshwar Verma	HOD Mechanical	Member	9302773095
6.	Mr. P.P. Ambastha	Legal Advisor	Member	8770013597

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Minutes of Meeting

Date: 26/09/2022

Grievance and Redressal Committee (GRC) was held on 26th Sep 2022 from 04:00 pm

Onwards and the following members had attended the meeting.

The following AICTE and UGC guidelines about Grievance and Redressal mechanism were discussed by committee members,

1. Admission contrary to merit determined in accordance with the declared admission policy of the institution.
2. Irregularity in the process under the declared admission policy of the institution.
3. Refusal to admit in accordance with the declared admission policy of the institution.
4. Non-publication of prospectus by the institution, in accordance with the provisions of these regulations.

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