

5.1.5.3. Mechanism for submission of Online/ Offline students Grievances.

Offline mechanism

Students grievance redressal and suggestion box is put up in the second floor. Students can drop in their grievance and suggestion in the same. Committee members will check the box on regular basis and will address the grievance.



[Handwritten Signature]

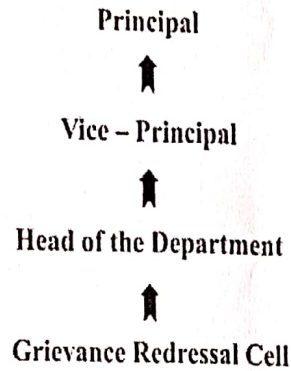
PRINCIPAL
SINDHI COLLEGE
#33/2B Kempapura, Hebbal,
Bengaluru - 560 024.

Online mechanism

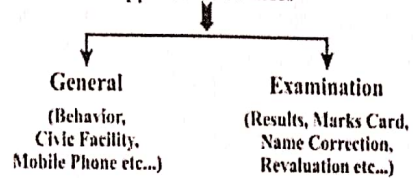
Students Grievance Cell has an online submission for in the college website.

https://www.sindhicollege.com/students_support#grievance_redressal

Hierarchy followed in the institution for Redressal of Grievances



Types of Grievances




PRINCIPAL
SINDHI COLLEGE
#33/2B Kempapura, Hebbal,
Bengaluru - 560 024.

Grievance Redressal Mechanism & online Form

http://www.sindhicollege.com/students_support#top

STUDENTS GRIEVANCE REDRESSAL

Grievance Redressal cell is an integral part of the college. To maintain a harmonious atmosphere and to build positive approach in students, this cell is constituted. Students' grievances, if any, are redressed by the committee. The committee is chaired by the Principal and ably supported by the faculties who are the members.

Mechanism of Grievance Redressal
Redressal of Student Grievances the following steps are followed

- Students are free to lodge a complaint/ bring into the notice of the coordinator of the Grievance Redressal Committee
- Meeting of the Committee will be held & Grievance discussed
- Appropriate action will be taken as per the seriousness of the Grievance.

Grievances Redressal Cell(Online Submission)

The Grievance Redressal Cell attempts to address genuine problems and complaints of students whatever be the nature of the problem.

Name:

Course:

Phone Number:

Email ID:


PRINCIPAL
SINDHI COLLEGE
#33/2B Kempapura, Hobbal
Bengaluru-560 024.

SINDHI COLLEGE

Mechanism for Redressal for sexual Harassment

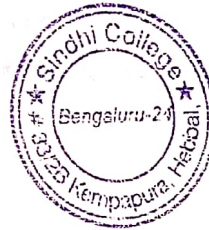
- Complaints of sexual harassment shall be lodged with the Committee/Class teacher/HOD/Vice Principal/Principal. Such complaints should be taken up by the committee for resolution through mediation, conciliation and enquiry.
- The complaints should be made in writing. If the complainant is not able to give in writing himself/herself, the complaint can be given in writing or his/her behalf by his /her companion.
- The complainant is at liberty to withdraw the complaint at any stage of enquiry, provided such withdrawal is made independently and under free will. The enquiry may be terminated on receipt of the request for such withdrawal.
- The committee is empowered to terminate the enquiry proceeding and to give ex-parte decision on the complaint on valid grounds. It shall submit a detailed report communicating its findings based on its investigations. The committee shall pronounce its verdict whether the accused is/are guilty or not guilty. The committee in cases in which the accused is / are found guilty, should indicate the gravity of the offence, whether it is major, serious or minor.
- The complainants/s and the accused shall be given reasonable opportunity to present and defend their cases. Witness may be called if deemed necessary. In case the accused fail/s to attend consecutively for three hearings despite call notices for the same, the enquiry may be terminated and the decision taken on the complaint on ex-prate basis.
- Counselling services may be made available to the victims and the accused on request.
- If the complainant the accused and the witnesses desire to be accompanied by a companion of their choice, they may be permitted to do so, provided the person so chosen will have only observer status and shall leave the meeting after making his/her testimony.
- The complainant and the accused shall have the right of cross-examination of all witnesses.
- The enquiry committee shall have the right to disallow questions from the victim or the accused, if the questions are deemed irrelevant and unnecessary.

- All persons heard by the enquiry committee as well as observers shall take and observe an oath of secrecy about the proceedings.
- Regressive Disciplinary Action : Committee would pass on the findings of the enquiry committee to the Honorable Chairman, for taking appropriate regressive action. If the Chairman finds that, there is requirement for further investigation and he may order for a review of the report by the enquiry committee and may even refer the case to competent legal authority, if it is grave nature.

Farhida. S /

[Handwritten Signature]

**PRINCIPAL
SINDHI COLLEGE
#3/2B Kempapura, Hobli of,
Bengaluru - 560 024.**



SINDHI COLLEGE

Mechanism for Redressing Student's Ragging Issues.

- Complaints of ragging can be lodged with the committee members / HOD / Vice-Principal / Principal. Such Complaints should be taken by the committee for resolution, enquiry.
- Every year committee will be framed and the committee members are incharge of all disciplinary issues and any issues relating to ragging.
- Complaints should be in written form
- Committee members will sit together and discuss about the issue arised. They will try collecting all possible evidence for incidence.
- Committee members will draft recommendations to Principal regarding the same.


PRINCIPAL
SINDHI COLLEGE
#33/2B Kempapura, Hebbal,
Bengaluru - 560 024.

