

Student Grievance Redressal Committee





DELHI INSTITUTE OF RURAL DEVELOPMENT (DIRD)

Approved by Govt. of NCT of Delhi & Affiliated to GGSIP University, Dwarka, Delhi

(BEHIND) LE-GARDEN'S VICTORIAN PALACE, G.T. KARNAL ROAD, NANGLI POONA, DELHI-110036

Ph. 011-27732759, 27731458, 9667031333, 9667032333, 9667031888

E-mail: dirdcollege123@gmail.com, Website : www.dirdcollege.com

GRIEVANCE REDRESSAL COMMITTEE

The Management of Delhi Institute of Rural Development – DIRD has been pleased to constitute a “Grievance Redressal Committee” with the following members to address the grievance of students, parents, faculty etc for the academic session 2022-2023.

S. No.	Name	Designation	Contact No.
1	Ms. Rima Alagh	Assistant Professor (Co-ordinator)	8527103463 <i>Rima</i>
2	Mr. Deepak Arora	Assistant Professor (Member)	9717821310 <i>Deepak</i>
3	Ms. Anamika	Assistant Professor/ Psychologist/ Counselor (Member)	8800832353 <i>Anamika</i>
4	Mr. Rahul	Student Representative (Member)	8377076537 <i>Rahul</i>
5	Ms. Somya	Student Representative (Member)	9711126694 <i>Somya</i>

Suman Lata

Dr. Suman Lata
(Principal)

Delhi Institute of Rural Development





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NOTICE

Nominations are required to be filled for the election of two student members (male & female) for Student Grievance Redressal Committee latest by 7th October 2022. Students willing to file nomination can apply as follows:

SCHEDULE OF NOMINATION

- Last date of filling nomination papers: 7th October 2022
- Scrutiny of Nominations: 8th October 2022
- List of valid Nominations: 8th October 2022
- Withdrawal of Nominations: 10th October 2022
- Final List of Candidates after withdrawal: 10th October 2022
- Elections (If Necessary): 12th October 2022

Nominations Papers may be submitted to Ms. Rima

Ms. Rima Alagh



DELHI INSTITUTE OF RURAL DEVELOPMENT – DIRD

NANGLI POONA, DELHI – 110036

Student Grievance Redressal Committee Election

NOMINATION PAPER

Please read the election notification carefully before filling up this nomination information. It is the responsibility of the candidate to submit the nomination paper, complete in all manners, to the election officer within the time limit.

Name of the Post: Student Representative

1. Nomination of the Candidate:

- A) Name of the candidate: Somya Bansal
B) Course & Semester: B. Ed. Semester-1
C) Enrollment No. _____
D) Date of Birth: 04/01/2001

2. Consent and declaration of the candidate

- A) I, Somya Bansal agree to serve the Students's Grievance Redressal Committee, if Elected.
B) I am a full time regular student of the course.
C) I have no academic arrears as on date. I have passed all the examinations, the result of which have been declared and have not absented from ant of the examinations the result of which are to be declared.
D) I have attained the minimum percentage of attendance prescribed by the college for the course of study or 75% whichever is higher.
E) I have not been subjected to disciplinary proceedings by the college.
F) I am contesting for the post of Student Representative for the first time.
G) I will follow the code of conduct for candidates. semester
H) I have not been tried and/or convicted of any criminal offence or misdemeanor.

Date: 07/10/22

Somya
Signature of the Candidate:

Somya Bansal
Name of the Candidate

3. Verification report by the concerned Head of the Department

The declaration made by the candidate have been verified with the records and found correct/incorrect. (Strike off which is not applicable, furnish details if any of the statements is correct.)

Date: 7/10/22

Rima
Signature of HOD

Name of HOD Ms Rima Alagh



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Student Grievance Redressal Committee Election

NOMINATION PAPER

Please read the election notification carefully before filling up this nomination information. It is the responsibility of the candidate to submit the nomination paper, complete in all manners, to the election officer within the time limit.

Name of the Post: Student Representative

1. Nomination of the Candidate:

- A) Name of the candidate: RAHUL SINGH
B) Course & Semester: B.ED SEMESTER - I
C) Enrollment No. _____
D) Date of Birth: 19/03/1994

2. Consent and declaration of the candidate

- A) I, RAHUL SINGH agree to serve the Students's Grievance Redressal Committee, if Elected.
B) I am a full time regular student of the course.
C) I have no academic arrears as on date. I have passed all the examinations, the result of which have been declared and have not absented from ant of the examinations the result of which are to be declared.
D) I have attained the minimum percentage of attendance prescribed by the college for the course of study or 75% whichever is higher.
E) I have not been subjected to disciplinary proceedings by the college.
F) I am contesting for the post of Student Representative for the SEMESTER-I time.
G) I will follow the code of conduct for candidates.
H) I have not been tried and/or convicted of any criminal offence or misdemeanor.

Date: 6/10/2022

RAHUL SINGH
Signature of the Candidate:

RAHUL SINGH
Name of the Candidate

3. Verification report by the concerned Head of the Department

The declaration made by the candidate have been verified with the records and found correct/incorrect. (Strike off which is not applicable, furnish details if any of the statements is correct.)

Date: 6/10/22



Ms. Remia Singh
Signature of HOD

Name of HOD Ms. Remia Singh



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NOTICE

Date- 11/10/2022

This is to inform that we have received only two nomination papers for Student Representative (1 boy & 1 girl) for Student Grievance Redressal Committee 2022-23. Due to this there is no need to conduct the elections for these posts. Hence these two students are elected by acclamation and will be considered as student representatives for the session 2022-23.

Ms. Rima Alagh
Coordinator

Student Grievance Redressal Committee



To

The Principal

DIRD

Nangli Pona

Delhi



Subject :- Grievance regarding
misbehaviour with me

Date :- 19th January, 2023

I want to state that Anjali enrolled in B.A Eng(H), II year misbehaves with me during lunch break. She used abusive language and shouted very hard at me.

Kindly look into the matter and provide me the solution as soon as possible.

Forward to
Ms. Reema (SGRC Incharge)
for further action.

Sumant
19/01/23

Thanking You

Yours Sincerely
Ananya Ana

B.A. Eng - II yr

Meeting will be conducted
on 20/1/23 at 1:30 pm
in Counselling room
Reema
19/1/23



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Minutes of the Meeting

Date- 20th January 2023

A meeting was conducted by the members of Grievance Redressal Committee on 20th Jan 2023 at 1:30 P.M in Counsellor room to address the grievance raised a student.

Agenda- To resolve the issue between two students.

All the members of committee were present in the meeting and necessary action was taken. Both the students along with their parents were called upon and they were counseled regarding the issues so that the same thing shouldn't repeat in future.

Ms. Rima Alagh (Co-ordinator)

Rima

Mr Deepak Arora (Member)

Deepak

Ms. Anamika (Member)

Anamika

Mr. Rahul (Student Representative)

Rahul

Ms. Somya (Student Representative)

Somya



To
The Principal
Delhi Institute of Rural Development,
Nangli Poonia, Delhi

Subject - Grievance Regarding leakage of
water in girls washroom (first floor)

Date - 15th November 2022

Respected Ma'am,

We all want to say that there is a leakage
of water in one of the washroom's of
girls washroom on first floor. Due
to which we are facing problems. We
request you to kindly look into this
matter & help us.

Thanking you,
Yours Sincerely,

Forward to Ms. Rima
C In charge of SGRC
for further action.

Jouranata
15/11/22

Students of BA English (H) IInd year

Meeting will be conducted
on 16/11/22 at 1:30 pm
in staffroom.

Rima
16/11/22





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Minutes of the Meeting

Date-16 November 2022

A meeting was conducted by the members of Grievance Redressal Committee on 16 November 2022 at 1:30 P.M at Staff Room to address the grievance raised by the students.

Agenda- Water Leakage in girl's washroom

All the members of committee were present in the meeting and necessary action was taken. The plumber was called upon and was instructed to check the washrooms and repair the leakage as soon as possible.

Ms. Rima Alagh (Co-ordinator)

Mr Deepak Arora (Member)

Ms. Anamika (Member)

Mr. Rahul (Student Representative)

Ms. Somya (Student Representative)



To
The Principal
DIRD
Nangli Poona
Delhi



Subject:- Grievance regarding fan.
in Room NO. 4.

Date:- 28th Oct, 2022

We all want to state that
the 2 fans in room no. 4 are not
working at all.

There are total 3 fans in room
and two of them are not working at
all so it becomes very difficult for us to
sit there for the whole day.

Kindly help us and provide us
with solution.

Thanking You
Yours sincerely

Forward to Ms. Rina (In charge SHR
for further action and rectify the
problem. Sumanika
28/10/22

Section - A

10 B. Ed. 1st year Rina
28/10/22

Meeting will be conducted
today at 3:30 pm in
Staffroom.



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Minutes of the Meeting

Date- 28 October 2022


A meeting was conducted by the members of Grievance Redressal Committee on 28 October 2022 at 3:30 P.M in Staff Room to address the grievance raised by the students.


Agenda- Fans Problem in Room No. 4


All the members of committee were present in the meeting and necessary action was taken. The electrician was called upon and was instructed to check the fans and repair the faulty ones.

Ms. Rima Alagh (Co-ordinator) 

Mr Deepak Arora (Member) 

Ms. Anamika (Member) 

Mr. Rahul (Student Representative) 

Ms. Somya (Student Representative) 





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PH. 9667031333, 9667032333, 01127732759
E-mail: dirdcollege423@gmail.com, Website : www.delhicollegeofeducation.com

Date: - 01-08-2022

LETTER OF APPOINTMENT

To,
Ms. Anamika Sharma,
AN-56, Ground Floor, Shalimar Bagh,
New Delhi 110085.

In Continuation of your appointment letter issued for the academic session 2022-23, it is to inform you that your services as psychologist –cum Councillor is further extended w.e.f. 01-08-2022 to 31-07-2023 as per the following terms and conditions:

- 1 You will be abided by all instructions/orders issued by the undersigned/Management of the Institution from time to time.
- 2 You will be abided by the code of conduct and rules and regulations of the Institute. You will not indulge in any immoral activities, which have adverse effect on the congenial atmosphere of the Institute.
- 3 You will not indulge yourself in any such activities, which is pre-judicial in the best interest of the Institute or it is likely to have adverse effect on the smooth functioning of the institute. You will also not instigate the Institute's staff/students for any reason whatsoever.
- 4 In case, your involvement in any such activities is noticed as above, your services will be terminated with immediate effect without issuing any notice or one month pay in lieu of same.
- 5 You can be entrusted with other work also, in addition to the assigned duties by the undersigned/Principal of the Institute as and when required by the Institute.
- 6 You will not leave the Institute in between the academic year (i.e. 01-08-2022 to 31-07-2023).
- 7 One month notice will not be entertained for resignation or to leave the Institute during the tenure of Academic year.
- 8 One month salary will be forfeited in case he/she leaves the institute without completion of the academic year.
- 9 Continuation of your services for the academic year (2023-24) shall be subject to the continuation of affiliation of GGSIP University and availability of sufficient number of new students in the ensuring admissions. However, the continuation/extension of your services will purely lie at the discretion of the management.
- 10 After the completion of Academic year, continuation / extension of your services will absolutely lie at the discretion of the management.
- 11 Your gross monthly emoluments will be of Rs.47,520/-(Forty Seven Thousand Five Hundred Twenty only)
- 12 Validity of this appointment letter commences w.e.f. from 01-08-2022 to 31-07-2023.

Copy to
1MS. Anamika Sharma

✓ 2 Office Copy


Authorized Signatory


Principal 01/08/22

(DIRD)

I, Ms. Anamika Sharma, S/o/D/o. Sh. Kuldip Kumar Sharma, accept all the above said terms and conditions and I join the duty w.e.f. 01/08/2022.



Received Original -




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Date: - 01-08-2023

LETTER OF APPOINTMENT

To,
Ms. Anamika Sharma,
AN-56, Ground Floor, Shalimar Bagh,
New Delhi - 110085.

In Continuation of your appointment letter issued for the academic session 2023-24, it is to inform you that your services as psychologist –cum Councillor is further extended w.e.f. 01-08-2023 to 31-07-2024 as per the following terms and conditions:

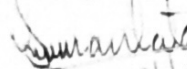
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- 3 You will not indulge yourself in any such activities, which is pre-judicial in the best interest of the Institute or it is likely to have adverse effect on the smooth functioning of the institute. You will also not instigate the Institute's staff/students for any reason whatsoever.
- 4 In case, your involvement in any such activities is noticed as above, your services will be terminated with immediate effect without issuing any notice or one month pay in lieu of same.
- 5 You can be entrusted with other work also, in addition to the assigned duties by the undersigned/Principal of the Institute as and when required by the Institute.
- 6 You will not leave the Institute in between the academic year (i.e. 01-08-2023 to 31-07-2024).
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- 8 One month salary will be forfeited in case he/she leaves the institute without completion of the academic year.
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- 11 Your gross monthly emoluments will be of Rs.47,520/- (Forty Seven Thousand Five Hundred Twenty only)
- 12 Validity of this appointment letter commences w.e.f. from 01-08-2023 to 31-07-2024.

Copy to

✓ MS. Anamika Sharma

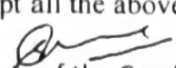
2 Office Copy

Authorized Signatory


Principal 01/08/23

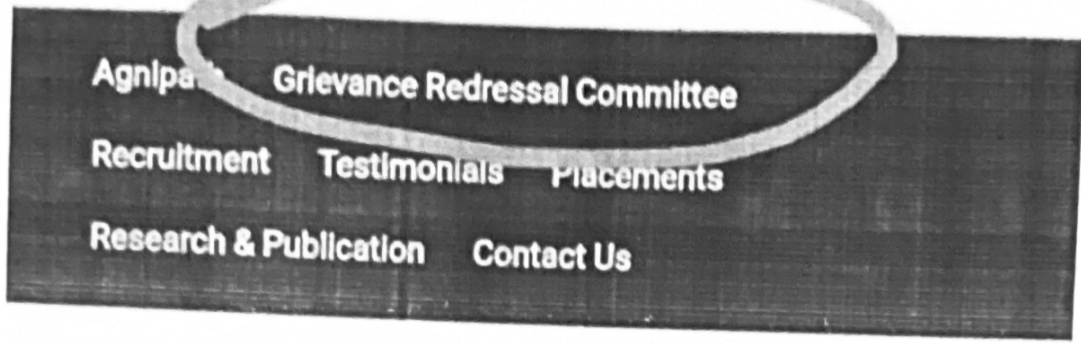
(DIRD)

I, Ms. Anamika Sharma S/o/D/o Sh. Kuldip Kumar Sharma accept all the above said terms and conditions and I join the duty w.e.f. 01/08/2023.


Signature of the Candidate



Received Original



DELHI INSTITUTE OF
RURAL DEVELOPMENT
AFFILIATED TO GGS-IP UNIVERSITY DELHI
(Since 2002)



WELCOME TO DELHI INSTITUTE OF RURAL DEVELOPMENT – DIRD

DIRD came into existence in the year 2002 under the imperatives of Mr. Rafi Lal as a flagship Institute at Nangli Poona, is today metamorphosed into one of the foremost in self financing institute in the field of allied health science management, law, & computer science. Growing excellently the Al-Nabi Educational Social Trust has following Institutes in two campuses. All the courses are duly affiliated



To

The Principal

DIRD

Nangli Poona

Delhi

Date:- 24th January, 2023

Subject:- Thanking for solving my
problem

Respected Ma'am,

I want to thank you for
helping and solving my problem.
I really appreciate the efforts
done by you in solving my
problem at the earliest.

Thanking You

Yours Sincerely

Ananya

Ananya

B.A. Eng - II yr.



To
The Principal,
DIRD
Nangli Poonam,
Delhi.

Date - 22nd November 2022

Subject - Thanking for solving our issue
regarding washrooms.

Respected Ma'am,

We all want to thank you for helping us
and solving the issue of water leakage
in the girls washroom. We appreciate
the efforts done by you in solving in
our problem.

Regards,

Students of BA(Eng)(H) IInd year



To,
The Principal
DIRD, Nanglibona
Ochi

Date:- 4/11/22

Subject:- Thanking for solving
our issue.

We are very thankful to you
for solving our issue regarding
fans, Now we are able to
set in our room as all fans
are working properly now.

Thanking You
Yours sincerely

Section - A

B.Ed 1st year





DIRD College <dirdcollege123@gmail.com>

Grievance Redressal Committee Session 2022-23

1 message


DIRD College <dirdcollege123@gmail.com>
To: Acad Ggsipu <acad.ggsipu@gmail.com>

Mon, Oct 17, 2022 at 1:47 PM

Sir/Madam,
Please find enclosed our Grievance Redressal Committee for the session 2022-23

with regards

Dr. Suman Lata
Principal
DIRD College Nangli Poona, Delhi - 110036

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