

R. D. Engineering College, Ghaziabad

9th KM Stone on NH-58, Delhi – Meerut Road, Duhai, Ghaziabad, Uttar Pradesh 201206

Policy for redressal of student's grievances

The College has constituted Internal complain committee (ICC) on 1st August 2018 as per the directions of UGC, AICTE and Gazette of India.

ICC comprises of Student representatives and members from the teaching community. It registers complaints of workplace sexual harassment and undertakes formal proceedings to resolve them.

In every semester ICC organizes special session on what constitutes sexual harassment and explains the procedure of filing a complaint with the ICC.

Mechanism for submission of Complain

- Complaints can be Handwritten, typed or in prescribed format available in department and stationary shop.
- Nature of complain should be clearly written in detail.
- Student can contact any internal member of ICC and hand over the complaint.
- Student can also email the complaint to the Email ID grievance@rdec.in
- Students can drop the complaint in drop box available in the campus.

Working of ICC

- All Complaints will be dealt with confidentiality.
- All conflicts and grievance if any should be submitted to the any of ICC members or can be drop in drop box.
- Committee will take all necessary steps to assist the affected student in terms of support and preventive action.
- On receipt of a complaint ICC conducts preliminary enquiry so as to ascertain the truth of the allegations by collecting the documentary evidence melding the complaints. ICC then submits the enquiry report to the respective department. In case the allegations are not in the nature of sexual Harassment, ICC refers such complaints to the Grievance Committee of the college.
- Convenor of ICC receives the complaints of Sexual Harassment, if any on behalf of the ICC and Coordinates the deliberation with ICC to resolve the issue.
- ICC has a transparent mechanism for timely redressal of student grievances including Sexual Harassment and Ragging Cases. ICC will coordinate with Anti- Ragging Committee for better functioning enabling it to spread the spirit of harmony among the seniors and juniors in the campus.
- Atleast one meeting must be conducted during every semester for smoothly working of ICC and redressal of student's grievance.

Aim: Aim of the Committee is welfare, prevention and redressal of student's grievance in the institution. Complaints pertaining to Sexual Harassment anti-ragging shall be lodged with

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the committee and appropriate disciplinary action is initiated by the members in accordance to the rules/regulations of the college.

Objectives

- To consider the welfare of students.
- To create a platform where students can bring out their problems, regarding academic and non-academic matters.
- To handle issues related to sexual harassment of students
- To make arrangements for appropriate psychological, physical and emotional support in the form of counselling, security and other assistance.
- To take measures towards sensitization of the students on gender issues
- To recommend to the concerned authorities for follow- up action and monitor the same

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Mechanism for submission of Grievance

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Procedure to solve the grievance of students

As per the directions of UGC, AICTE and Gazette of India, The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases:

- Institute has Implemented guidelines of statutory /regulatory bodies by constituting internal complain committee (ICC).
- At the beginning of every semester Institute organise awareness program regarding student grievances including sexual harassment and ragging cases.
- Undertakings from students on anti-ragging policies with zero tolerance.
- Mechanisms for submission of online/offline students grievances.
- Timely fair, impartial and consistent redressal of the grievances through appropriate committees.


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