



# Dr.K.R.College of Pharmacy and Research

Approved by  
Pharmacy Council of India,  
MSBTE, DTE, Mumbai & State Govt.of Maharashtra  
At-Kesalwada (wagh) Road, Po:Ta:- Lakhani, Dist: Bhandara,  
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DTE Code: 4685

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Institute Code: 32584  
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Ref No.: KR/GRC/Faculty/23-24/04

Date:-14/03/2024

## Grievance Redressal committee(GRC) for Faculty/Staff Members

**Subject: Formation of Grievance Redressal committee (GRC) for Faculty/Staff Members**

**Reference: MSBTE/K-54/GRC/2022/5856 Dated 26/09/2022**

**Date: 10/01/2024**

**Day: Wednesday**

**Venue: Board Room, Dr.K.R.College of Pharmacy & Research Building**

**Time: 11:00am onwards**

Dr.K.R.College of Pharmacy & Research Building, At-Kesalwada (wagh), Lakhani is forming a committee known as Grievance Redressal committee (GRC) for Faculty/Staff Members (Institute level).The meeting is commenced on the institutional level for all the grievances occurring in the institute.

The meeting will commence at 11:00am onwards and so all members are requested to be present on above date.

Agenda for the meeting- The Grievance Redressal Committee shall consider all grievances submitted in writing by an individual member of the Centre regarding employment/ association, working conditions and any other alleged injustice done to an employee/ while discharging his/her duties at the Centre.

Copy to:

1. Prof Dr. Kundlik Girhepunje Sir, Principal Dr.K.R.College of Pharmacy & Research Building, At-Kesalwada (wagh), Lakhani
2. Prof.Dr. Ranju Pal Girhepunje , Director Dr.K.R.College of Pharmacy & Research Building, At-Kesalwada (wagh), Lakhani

### Grievance Redressal committee (GRC) for Faculty/Staff Members (Institute level)

Sr. No	NAME	Designation
1	Dr. Kundlik M. Girhepunje(Principal)	Chairman
2	Director of Technical Education ,RO Nagpur(Joint Director RO, Nagpur)	Member
3	MSBTE,RO Nagpur(Joint Secretary)	Member
4	Dr. Ranju Pal Girhepunje (Institute Director)	Member Secretary







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## Objectives of the meeting:

- To accept written grievances from teaching and non-teaching staff related to the system.
- To create and implement a mechanism to handle the reported grievances.
- To forward the findings to the Management if necessary for further action.
- To listen, record and scrutinize the grievances submitted to them by the Staff and take necessary steps immediately.
- To attend to the grievances based on the authenticity and gravity of the criticisms made.
- To represent the grievances to the concerned section which may include maintenance, transport, academic, amenities etc.
- To convene periodical meetings to discuss whether the grievances have been settled.
- To make a follow-up of these matters at regular intervals till their final disposal.
- To maintain strict confidentiality, if necessary.

Grievance Redressal committee (GRC) for Faculty/Staff Members (Institute Level) should deal with the complaints of teaching staff and non-teaching staff. If the complaints of staff is not resolved by the above committee then the staff members can appeal to the following Appellate Committee.

## Grievance Redressal committee (GRC) for Faculty/Staff Members (Appellate level)

Sr. No	NAME	Designation
1	MSBTE,RO Nagpur(Joint Secretary)	Chairman
2	Director of Technical Education ,RO Nagpur(Dy. Secretary RO, Nagpur)	Member
3	Govt. Technical Education (Principal)	Member
4	MSBTE, RO Nagpur (Assistant Secretary)	Member Secretary



*Murhan* 14/03/2024  
HEAD OF DEPARTMENT  
Dr. K. R. COLLEGE OF PHARMACY & RESEARCH  
Kesalwada (Wagh) Road, Lakhani, Dist. Bhandara.