



# SOCIETY OF ST. FRANCIS XAVIER, PILAR'S FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING

An Autonomous College under the University of Mumbai

(Approved by AICTE & Govt. of Maharashtra)



Ref.: CRCE / 2025 / 022A

Date : January 6, 2025.

## C I R C U L A R

### "Staff Grievances Redressal Cell" (For Faculty & Staff Members)

We have vide Circular No.CRCE / 276 / 2009 dated 1<sup>st</sup> April 2009 constituted a 'staff Grievances Redressal Cell' for the Institute to address the grievances of Faculty and Staff members pertaining to individual inconveniences or complaints.

As two members of this Cell have left / retired therefore, it has been decided to reconstitute the 'Staff Grievances Redressal Cell' with effect from 1<sup>st</sup> January 2025. The Chairman and the members of the reconstituted Staff Grievances Redressal Cell would be as under :

1. Dr. S.S. Rathod	...	Chairman
2. Dr. Jagruti Save	...	Member
3. Dr. Sujata Deshmukh	...	Member
4. Ms. G. Jothilakshmi	...	Member
5. Dr. Siddappa M. Khot	...	Vice Chancellor Nominee

- (i) A complaint from an aggrieved faculty / staff member relating to the institution shall be addressed to the Chairperson, Grievance Redressal Committee (GRC)
- (ii) The GRC shall send its report with recommendations, if any, to the concerned DTE or University and a copy thereof to the aggrieved faculty / staff member, within a period of 15 days from the date of receipt of the complaint.
- (iii) In case faculty / staff is not satisfied with the decision of Grievance Redressal Committee, they may appeal to the concerned affiliating University / State DTE (in case of diploma institutes) for redressal of their grievances.

All staff members are hereby requested to note the same.

(DR. S.S. RATHOD)  
PRINCIPAL