



## **NCRD's Sterling Institute of Management Studies, Nerul, Navi Mumbai**

### **STAFF GRIEVANCE REDRESSAL CELL**

The institution has a grievance redressal cell. It looks into general and academic complaints of the staff members. It promptly tries to offer solutions for their redressal in periodical meetings of the committee. The staff members are notified to put their complaints about administration and academics in the suggestion/complaint box. If the grievances are not within the purview of the committee, then the issues are brought to the notice of the higher authorities.

### **OBJECTIVES**

1. To create a platform where staff members can raise their problems about academic and non-academic matters.
2. To receive suggestions from the staff members for improvement.
3. To ensure effective solution to the staff members to redress their problems

### **FUNCTIONS**

1. The cases are attended promptly on the receipt of return grievances from staff members.
2. The cell reviews all cases and acts accordingly as per the policy

3.The cell submits report to the authority regarding the cases attended

## MECHANISM

The mechanism of Grievance Redressal Cell

1. Grievance Redressal Cell shall consider only individual grievances of specific nature of staffs.
2. After receiving complain/application the Cell will decide on the merit of case regarding scope of further discussion investigation.
3. GRC will meet only as & when required. If required it meets more frequently otherwise not.
4. The GRC may mediate between complainant and defendant against whom the complaint has been made, if required.

## COMMITTEE MEMBERS

Sr. No.	Name of the Member	Committee Designation	Contact No.
1	<b>Shri. B. M. Bende</b> Vice Chairman, NCRD	Chairman	
2	<b>Dr. Prashant Gundawar</b> Director, SIMS	Member	9890127600
3	<b>Dr. Arjita Jain</b> Professor & HOD (MMS)	Teaching Representative	9967515754
4	<b>Dr. Murlidhar Dhanawade</b> Professor & HOD (MCA)	Teaching Representative	9226886305
5	<b>Dr. Jayalekshmi K R</b> Associate Professor (MCA)	Teaching Representative	9969187532

6	<b>Mr. Abhijeet Gawande</b> Librarian (MMS)	Non-Teaching Representative	9653119250
7	<b>Ms. Renuka Morani</b> Assistant Professor(MMS),	Member Secretary	8830321267