



M.S. Ramaiah Medical College Hospitals
MSRIT Post, MSR Nagar, Bangalore - 560054
Tel: 080-2360 5190 / 2360 1742 / 2360 1743 Fax: 080-2360 6213
Email: mjmedical@gmail.com Web: <http://www.msrmc.ac.in>

Ref No: MCP/MSRMC/104/2015

Dated: 9/11/2015

STUDENT GRIEVANCE REDRESSAL COMMITTEE

Student Grievance Redressal Committee

SCOPE:

- The Student Grievance Redressal Committee shall consider grievances of sexual harassment, staff/fellow students misbehaviour, discrimination or any such related matters raised individually or collectively by the concerned aggrieved student/s of Ramaiah Medical College.
- After receiving any application, the Committee will decide on the merit of case regarding scope for further discussion.

PROCEDURE, PERIODICITY AND ATTENDANCE AT MEETINGS:

- The Committee will meet as and when required. However, if necessary, it may meet more frequently at the instance of the Chairman or at the request of the other members to discuss the various issues received.
- At least three members of the Committee shall be present in a meeting.
- If a member of the Committee is connected with the grievance of the aggrieved individual/group, the concerned member of the Committee shall not participate in the deliberations regarding that individual's case.

Terms of Reference:

- The Committee shall consider all grievances submitted in writing by an Individual student/students of Ramaiah Medical College regarding working conditions and any other alleged injustice done to a student/students while discharging his/her duties at Ramaiah Medical College.
- The Committee shall study the petition/ application and after looking into the relevant documents discuss with those concerned and submit its recommendations and report to the Principal & Dean as expeditiously as possible, but within two weeks of the date of petition/application.
- In case of any difficulties, the Committee shall have discussion with the Principal & Dean before a decision is taken.

M. Padma K. Rao

PRINCIPAL AND DEAN
M.S. Ramaiah Medical College
& Teaching Hospital
Bangalore - 560 054.

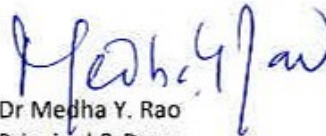
- The Committee may mediate between the complainant/ complainants and defendant against whom the complaint has been made, if required
- The Principal & Dean, as far as possible, shall be guided by the advice of the Committee unless the recommendations of Committee violate basic rules and norms of the Centre.
- Any dead-lock shall be resolved by the Principal & Dean.
- The final settlement of any grievance shall be made within a reasonable period (normally not exceeding one month) after the recommendations are submitted to the Principal & Dean by the Committee.

PROCEDURE OF SUBMITTING GRIEVANCE

- The aggrieved student/s shall submit his/her petition to the concerned Chairman, Grievance Redressal Committee in a sealed envelope marked "confidential".
- On receipt of a petition, the concerned Chairperson of the Committee will acknowledge to the complainant/s in writing that the decision will be communicated within two weeks.
- On receipt of a petition, the concerned Chairperson of the Committee will endeavour to send its recommendation to the Principal & Dean within one week if possible, but not beyond two weeks, for further action.
- In case of false and frivolous complaint (if proved), the Committee will recommend Principal & Dean to take appropriate action against the complainant.

Grievance Redressal Committee

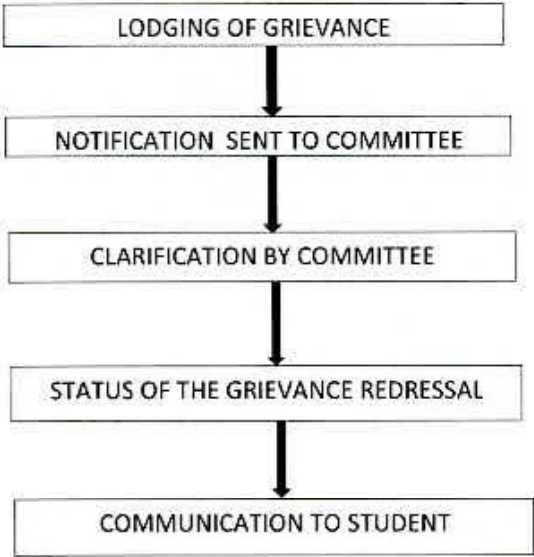
Dr.Medha Y.Rao- Principal & Dean - Chairperson	Dr.A.G. Prathab, Professor of Microbiology & Registrar (Academics) - Member
Dr.Harish.K-Associate Dean & Vice-Principal - Member	Dr. Praveen S.-Para-Clinical Faculty - Member
Dr.Shallaja Shetty-Pre-Clinical faculty Member	Mrs.Soni. S-Dept. of Physiotherapy - Member
Dr. Chitra S. Associate Professor, Endocrinology - Member	Dr.Sunil Kumar.B.M.-Associate Professor, Paediatrics - Member



Dr Medha Y. Rao
Principal & Dean
MSRMC

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M.S. Ramaiah Medical College
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PROCESS OF GRIEVANCE REDRESSAL



Medha G. Law

PRINCIPAL AND DEAN
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