

भारतीय प्रौद्योगिकी संस्थान दिल्ली
INDIAN INSTITUTE OF TECHNOLOGY DELHI
समन्वय अनुभाग / COORDINATION SECTION

No. IITD/ICDN/1/27/2025(1)/444308(14)

Date: 12.09.2025

Subject: - Institute Grievance Committee

The Director is pleased to constitute the Institute Grievance Committee for the year 2025-26 as under:-

			<u>Nominee of</u>
1.	Prof. M.R. Ravi, Mech. Engg.Deptt.	Chairperson	Director
2.	Prof. Anupam Shukla, Chemical Engg. Deptt.	Member	Director
3.	Prof. Priyanka Kaushal, CRDT	Member	Director
4.	Liaison Officer, SC/ST	Member	Ex-officio
5.	Prof. Sumedha Chakma, Civil Engg. Deptt.	Member	Director
6.	Registrar	Member	Ex-officio
7.	JR/DR/AR (E-II)	Member / Convener	Ex-officio

Tenure: September, 2025 to August, 2026

Terms of Reference:-

1. To consider the representations of Group 'B', 'C' & 'D' employees referred to the Committee on matters relating to functioning/method of working/behavioral issues etc. of other Group 'B', 'C' & 'D' employees or with Institute functionaries. Representations may also include complaints raised on accounts of personal bias, non-adherence to transparency, deviation from procedures as per standard protocols/rules and guidelines, non-handling of common/similar cases on parity or matters relating to general application thereof.
2. To consider and examine any other representations/issues as deemed fit or as referred to by competent authority.
3. To call the concerned employees involved in the representation(s) and examine in detail the related documentation, if any, and attempt to amicably resolve the matter.
4. To hold the proceedings in a transparent manner, giving fair opportunity to the employees involved to explain their viewpoints.
5. To get necessary support for verification of administrative matters/facts, documents etc., if any required.



6. To make suitable recommendations to the Director for a final decision and disposal, preferably within three weeks.
7. To recommend interim measures, if any, to ensure fairness to all concerned. However, the decision in this regard will be taken up by the Committee on a case-to-case basis.
8. The Committee is not a Fact-Finding Committee for conducting a preliminary investigation. If it is observed that a grievance alleges misconduct, in terms of applicable conduct rules, and even an amicable solution would not absolve the official of that misconduct if proved, the Committee may recommend to the competent authority to refer it to a Fact-Finding Committee and Inquiry thereafter, as required, as per the relevant conduct rules.

Frequency of meetings: As and when required, a minimum of one meeting in every six months.

Annual Report: The committee will submit its annual report by 30th June each year.



सहायक कुलसचिव (समन्वय)/Assistant Registrar(CDN)