

NOTICE

GRIEVANCE REDRESSAL COMMITTEE

1. A committee has been constituted to address the concerns / issues of the students.
2. The committee will consist of the following members:-
 - (a) Dr Gagandeep Dhaliwal, Asst Prof of Pol Sci
 - (b) Dr B R Rajwade, Asst Prof of Law
 - (c) Dr Puja Jaiswal, Asst Prof of Law
3. Students who have any concern / issue can email at - **info@ail.ac.in** which will be forwarded to the committee.
4. On receipt of the email pertaining to the issues of the students, the committee will analyze / discuss the issue and will give its comments / action required to the undersigned within 3-5 days from the date of receipt of email.
5. Procedure to be followed for Grievance Redressal Mechanism has been posted on College Web Site.

1700/AIL/P/439
15 May 2021

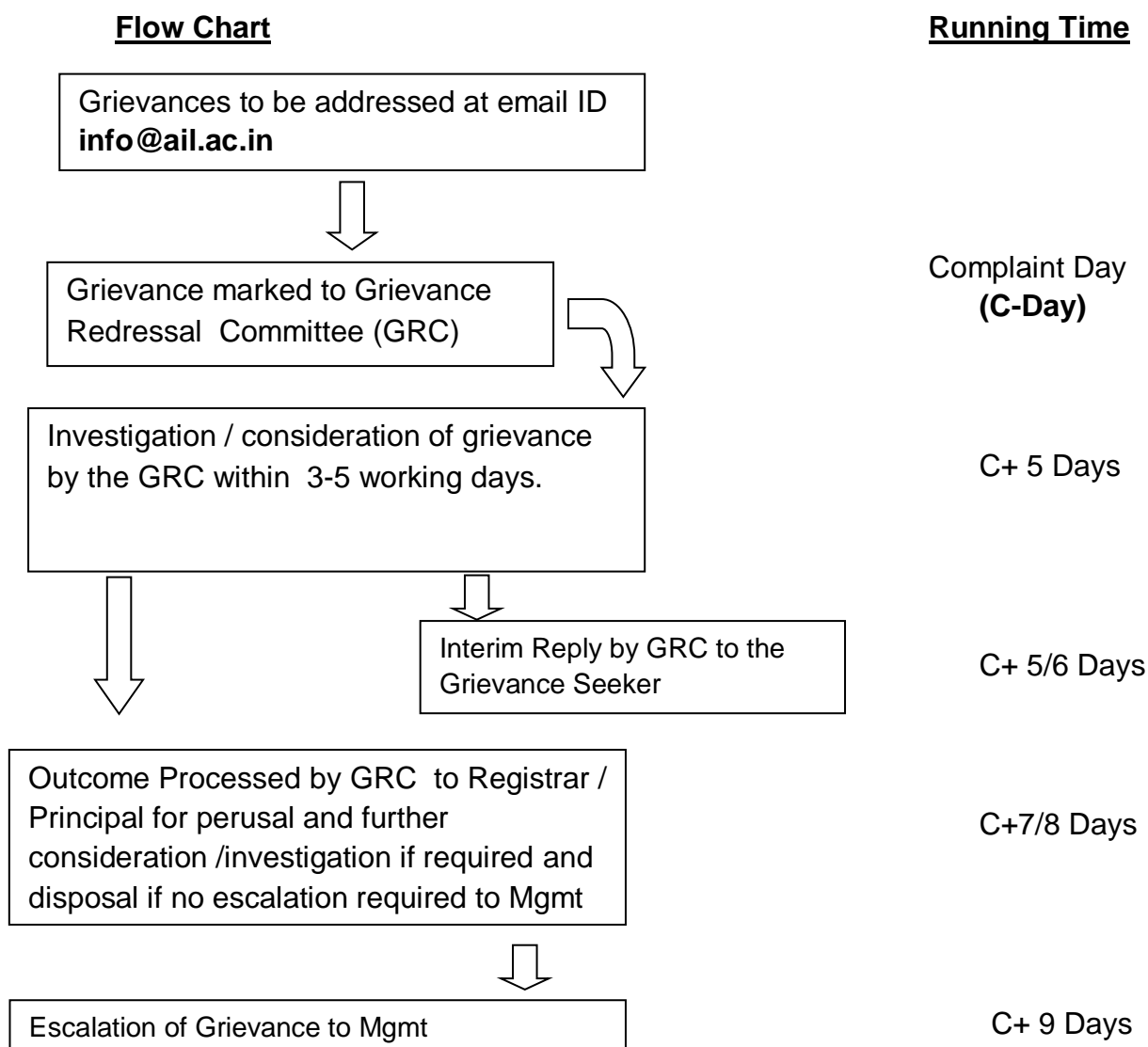
Sd/-
Principal

Distr: Committee Members, OS
Registrar copy

For Grievance Redressal Mechanism- see below attached file

FLOW CHART

TIME BOUND GRIEVANCE REDRESSAL MECHANISM AT AIL, MOHALI



<u>Disposal of Grievance:-</u>		
S.No	Description	Running Time (working Days)
(a)	If no action required	Reply within 3-4 Days
(b)	Grievance Resolution By GRC and reply by GRC to grievance seeker	C+ 5 Days : Final or Interim Reply by C+5
(c)	Grievance Resolved at Registrar/ Principal Level with Recommendations of GRC and reply by GRC to grievance seeker	C+7/8 Days
(d)	Grievance Escalated to Management	Interim Reply to Grievance Seeker By C+9 Days
(e)	Final Response	Within 2 working Days after receipt of directions from Mgmt