



Ref. No. AU /

Date :

Date: 17/07/2022

University Grievances Redressal Committee

Roles and Responsibilities:

1. The committee is responsible for receiving complaints from students, faculty, staff, or any other stakeholders related to academic, administrative, or other concerns.
2. Ensuring the confidentiality of the complainant and the details of the complaint is a crucial responsibility of the committee.
3. The committee may conduct thorough investigations into the complaints received. This involves gathering relevant information, interviewing parties involved, and considering any evidence presented.
4. The committee works towards resolving conflicts and addressing grievances fairly and impartially. This may involve mediation, negotiation, or recommending specific actions for resolution.
5. Based on the findings of the investigation, the committee may make recommendations for corrective actions, policy changes, or any other measures deemed necessary to address the concerns raised.
6. Maintaining detailed records of complaints, investigations, and actions taken is essential for accountability and future reference.
7. Conduct awareness programs to educate the university community about the grievance redressal mechanisms and procedures in place.



Handwritten signature
17/7/22



Dr Sagar Mal Juniwal's
APEX UNIVERSITY, JAIPUR

Established by the Rajasthan State Legislature vide Act No. 27 of 2018, Recognized U/s 2(f) of the UGC Act, 1956.



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OFFICE ORDER

Subject: Constitution of the University Grievance & Redressal Committee

The Apex University has formed the Grievance & Redressal Committee, as per the following Team members to effectively monitor and short out the issue through that keep the committee smooth functioning.

S.No	Name	Designation
1	Prof (Dr) Pankaj Sharma, Dean, Faculty of Health & Allied Sciences	Chairman
2	Air Commodore Devendra Singh Shekhawat (VSM) Dean Academics	Member
3	Prof (Dr) Jaswinder Singh Narang, Faculty of Law	Member
4	Prof (Dr) Jaya Sharma, Principal, Apex School of Pharmaceutical Sciences	Member (Nominated by the President)
5	Mr. Harimohan Sharma Principal, Apex Polytechnic Institute.	Member (Nominated by the President)
6	Mr. Vipin Rao, Asst. Professor, School of Humanities and Social Sciences	Member (Nominated by the President)
7	Prof (Dr) Devendra Singh, Proctor	Member Secretary

REGISTRAR
REGISTRAR
APEX UNIVERSITY
JAIPUR

Copy to

- 1) P.A to Hon'ble Chairperson
- 2) P.A to Hon'ble President
- 3) All Dean / HODs
- 4) Student Notice Board
- 5) Guard File