



**SHREE RAYESHWAR INSTITUTE OF
ENGINEERING & INFORMATION TECHNOLOGY**
"Shivshail" Karai, Shiroda, Goa 403 103

Ref. No.: SES/SRIEIT/Off. Order/2020-21/42

Date: 17-10-2020

OFFICE ORDER
Student Grievance Redressal Committee (SGRC)

In supersession to Office Order: SES/SRIEIT/ Off. Ord. /2019-20/67, dated: 24.08.2019, and as per AICTE Regulations for establishment of mechanism for Grievance Redressal Committee and OMBUDSMAN for all the AICTE approved Technical Institutions vide F No. 1-101/PGRC/AICTE/Regulation/2019 dated 07.12.2019, the following SGRC has been reconstituted for Shree Rayeshwar Institute of Engineering & Information Technology with immediate effect.

The Committee is requested to contribute effectively to dispose the grievances at the earliest.

Sr.No	Name	Designation	Position	Email Address
1.	Dr. Shailendra Aswale	Principal	Chairman	shailendra.aswale@ritgoa.ac.in
2.	Mr. Sandesh Mardolkar	Asst. Professor (Gen)	Member	mardolkarsandesh@gmail.com
3.	Mr. Mayur Gambhir	Asst. Professor (ETC)	Member	mayur.gambhir@ritgoa.ac.in
4.	Mrs. Poonam Sinai Kenkre	Asst. Professor (IT)	Member	Poonam.sinai@ritgoa.ac.in
5.	Mrs. Manjusha Sanke	Asst. Professor (IT)	Member	Manj176@gmail.com
6.	Mr. Jateen Shet Shirodkar	Asst. Professor (Mech)	Member	Jateen63@gmail.com
7.	Mr. Tejas Tawde	BE Comp	Student Meritorius	tejastawde845@gmail.com

A Complaint Register has been kept in the office of the Principal. On receipt of a complaint, the staff in charge of the register will submit the same to the Member Secretary of the "Grievance Redressal Committee". The Committee will meet and look into the Information provided by the complainant. Any aggrieved student or parent may appear in person to present his/ her case. The SGRC shall conduct an enquiry to ascertain the nature and extent of the grievance. The SGRC shall suggest the step to be initiated at the level of the Institute. The redressal/ final action to be taken is left to the Principal.



Principal

**S. E. S's Shree Rayeshwar Institute of
Engineering & Information Technology**
Shivshail, Shiroda - Goa

Copy to:

1. Hon'ble Chairman- For kind information
2. All HoDs – GE, ETC. Comp. & IT – for circulation among Faculty Members & students.
3. All Members- GRC
4. Adm. Office – Office Copy
5. Website Incharge – for uploading in www.ritgoa.ac.in
6. Office of the Principal
7. All Notice Board