

# NATIONAL INSTITUTE OF TECHNOLOGY DURGAPUR

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No. NITD/Estd/Grievance Cell/2020/

Date: 07.07.2020

## Office Order

In accordance with the joint letter from MHRD & UGC dated 26th May, 2020, a Grievance cell is constituted comprising of the following members as suggested by Prof. Anupam Basu, Director, NIT Durgapur dated 26th May for monitoring grievances/concerns related to examinations and academic related issues in view of COVID-19 pandemic:

- I. Shri Soumya Sen Sharma, Registrar, NIT Durgapur: Coordinator
- II. Prof. Biswajit Halder, Dean Student Welfare: Member
- III. Prof. Indrajit Basak, Dean Academic: Member
- IV. Prof. Rajat Mahapatra, Chief Warden: Member
- V. Dr. Sajal Mukhopadhyay, Nodal officer of the Institute, AISHE: Member (Convener)

In its first meeting dated 3rd June, 2020, the functionalities of the constituted Grievance cell are mandated as follows:

- I. Collecting the grievances of the students which are to be communicated to the email-id provided.
- II. Initial processing of the grievances will be discussed within the committee and, if required, the matter to be forwarded to the relevant committee with a request to know the resolutions of the same so that compiled information may be provided when sought.
- III. As suggested in the joint letter from MHRD & UGC dated 26th May, 2020, Grievance cell will handle information/communications regarding academic activities and examination related issues.

Registrar

*[Handwritten signature]*  
08/07/2020

Copy to :

1. Director
2. All Deans
3. All HoDs,
4. concerned Committee members.
5. Director Secretariat
6. Registrar Secretariat (with a request to mail to all above concerned).
7. Students Notice Board
8. Web Master

Joint Registrar (Establishment)

*[Handwritten signature]*  
07/07/2020