

**OFFICE OF THE PRINCIPAL, GOVERNMENT.POLYTECHNIC, KENDRAPARA.**  
**(At/Po- Chatra chakada, Via-Derabish,Dist-Kendrapara.)**

No. 1250

Dt. 17.10.2025

In pursuance to letter no 1-101/PGRC/ AICTE/ Regulations/ 2019 of the AICTE, New Delhi. A Grievance Redressal Committee is hereby constituted by taking the following members.

- |  |                          |
|--|--------------------------|
| 01. Principal, Govt. Polytechnic, Kendrapara               | - Chairman               |
| 02. Smt. Jyotirmayee Samal Sr. Lect.(Civil)                | - Member                 |
| 03. Sri R.R Patel Sr. Lect.(Electrical)                    | - Member                 |
| 04. Sri S.K Sethy, Lect. Stage-II (Mechanical)             | - Member                 |
| 05. Smt. Hemangini Dalei,                                  | - Member                 |
| 06. Dr. Anuja Khatua                                       | - Member                 |
| 07. Manoj Kumar Das , Student (3 <sup>rd</sup> Year Civil) | - Student Representative |

Grievances may include the following complaints of the aggrieved students namely-

- i. Making admission contrary of the merit determined in accordance with the declared admission policy of the Institute;
- ii. Irregularity in the admission process adopted by the Institute;
- iii. Refusing admission in accordance with the declared admission policy of the Institute;
- iv. Withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such institution, with a view to induce or compel such person to pay any fee or fees in respect of any course or programme of study which such person does not intend to pursue;
- v. Demand of money in excess of that specified in the declared admission policy or approved by the competent authority to be charged by such Institution;
- vi. Breach of the policy for reservation in admission as may be applicable;
- vii. Complaints of alleged discrimination by students from Scheduled Caste, Scheduled Tribes, OBC, Women, minority or disabled categories;
- viii. Non-payment or delay in payment of scholarships to any students that such Institution is committed, under the conditions imposed by AICTE or by any other authority;
- ix. Delay in conduct of examinations or declaration of results beyond that specified in the academic colander;
- x. On provision of student amenities as may have been promised or required to be provided by the Institution;
- xi. Denial of quality education as promised at the time of admission or required to be provided;
- xii. Non transparent or unfair evaluation practices;
- xiii. Harassment and victimization of students including sexual harassment;
- xiv. Refund of fees on withdrawal of admissions as per AICTE instructions from time to time;

  
Principal

Govt. Polytechnic.  
Kendrapara

Memo No. 1251 (7) Dt. 17.10.2025  
Copy to Person concerned for information and necessary action.

  
Principal

Govt. Polytechnic.  
Kendrapara

Memo No. 1252 (7) Dt. 17.10.2025  
Copy to All Department HOD / Notice Boards for information and necessary action.

  
Principal

Govt. Polytechnic.  
Kendrapara

Memo No. 1253 Dt. 17.10.2025  
Copy to OIC Website for information & necessary action and publish the detailed information, name, address, mobile no of the members of Grievance Redressal Committee in the institution website (Public Domain) for wide publicity as per direction of AICTE.

  
Principal

Govt. Polytechnic.  
Kendrapara