



REGENT EDUCATION & RESEARCH FOUNDATION

Group of Institutions

Ref No: RERF/2606/GRC/N001

Date: 25.06.2026

Subject: Revamp of Grievance Redressal Cell

This is to all concern that in order to provide an effective and proper mechanism for addressing and resolving grievances of students, faculty members, and staff in a time bound and impartial manner, a **Grievance Redressal Cell (GRC)** is hereby revamped with immediate effect.

The committee will function to receive, examine, and resolve grievances related to academic, administrative, infrastructural, and other institutional matters in a fair, transparent, and timely manner.

Composition of the Grievance Redressal Cell:

Sl No	Name	Designation	Position in Cell
1	Dr. Moloy Kumar Banerjee	Principal, RERFGI	Chairperson
2	Mr. Sukdeb Saha	HOD-ECE & Assistant Professor	Coordinator
3	Dr. Nibedita Mukherjea	Professor, BSH Department	Member
4	Mr. Bidyut Kumar Ghosh	Assistant Professor, EE Department	Member
5	Mrs. Ashmita Guha Chowdhury	Assistant Professor, EEE Department	Member
6	Mr. Sayan Dey	Assistant Professor, CSE Department	Member
7	Mr. Souvik Nandi	Assistant Professor, ME Department	Member
8	Mr. Chinmay Majumder	Lecturer, CE Department	Member
9	Mrs. Pallabi Bairagi	Assistant Professor, MBA Department	Member
10	Mr. Jaydeep Sarkar	Technical Assistant, MCA Department	Member
11	Mrs. Trina Bhattacharya	HR, Admin	Member
12	Mr. Arnab Sinha Barma	Accountant, Admin	Member

Campus : Regent Education & Research Foundation Group of Institutions

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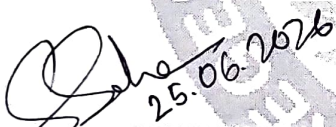
Objectives of the Grievance Redressal Cell (GRC):

- To provide a platform for students and employees to express their grievances.
- To ensure prompt and impartial redressal of complaints.
- To maintain a healthy and harmonious academic environment.
- To recommend corrective and preventive measures for recurring issues.

Functions of the Grievance Redressal Cell (GRC):

- Receive grievances from students, faculty, and staff.
- Investigate complaints in a confidential and unbiased manner.
- Recommend appropriate actions to the competent authority.
- Maintain records of grievances and their resolutions.
- Submit periodic reports to the institution's management.

All concerned are requested to extend their cooperation to the Grievance Redressal Cell for the smooth functioning of the institution.


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Mr. Sukdeb Saha
Coordinator, Grievance Redressal Cell (GRC)
RERFGI, Barrackpore

Copy to:

- Principal
- Dean Academics
- Registrar
- All Department Heads
- Administrative Office
- Notice Board
- Office File

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