



**Vidya Pratishthan's**

**Polytechnic College [VPP]**

Vidyanagari, Indapur, Dist – Pune. PIN – 413106

Tele : +91-2111-225600, 225700

Web : www.vppolytechnic.org, Email : info@vppolytechnic.org

Institute Code : DTE - D-6445, MSBTE - 1110

Ref.No: **VPP/144-A/2017**

Date:- **11/07/2017**

**OFFICE ORDER**

Following committee is constituted as “**Mentoring and Grievance cell**” to provide an opportunity for the students to redress their individual grievances in order to have a healthy atmosphere among students, staff and management in the Institute .

Sr.No.	Name of Members	Post	officials
1	Mr. Khatawkar P.R.	Principal	Chairman
2	Mr. Bhuse S.H	I/C H.O.D. (CO)	Co-ordinator
3	Dr. Kadam S.D.	I/C HOD (ASH)	Member
4	Mr. Shinde S.M.	I/C HOD (AE)	Member
5	Mr. Pawar S.B.	I/C HOD (CE)	Member
6	Mr. Chikane S.K.	I/C HOD (EJ)	Member
7	Mr. Malave B.V.	I/C HOD (ME)	Member

**Responsibilities:**

- Committee members meet once a month to discuss and resolve the grievances, if any received in writing from the concerned students.
- To maintain the minutes of the meetings and submit the copy of the same to the Director and Principal.
- To convey the decision of the committee to the aggrieved students in writing by the Chairman of the Committee.

Copy to

4. All members of committee



**PRINCIPAL**  
**Vidya Pratishthan's**  
**Polytechnic College**  
**Indapur [Pune] 413106**