



RAJAGIRI DAWOOD BATCHA COLLEGE OF ARTS AND SCIENCE

Recognized by UGC under Section 2(f) & 12(B) | Affiliated to Bharathidasan University, Tiruchirappalli

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RDBCAS/AICTE/Essentials/03/2024-25

CERTIFICATE

Grievance Redressal Committee (GRC)

Rajagiri Dawood Batcha College of Arts and Science has established a fully functional **Grievance Redressal Committee (GRC)** in accordance with AICTE guidelines. This initiative is aimed at ensuring the well-being of students and staff by addressing grievances in a fair, efficient, and timely manner. To strengthen the committee's capacity to handle grievances holistically, we are proud to have the services of an **advocate** and a **psychiatric doctor** on board. Their involvement ensures that both legal and psychological aspects of grievances are effectively addressed.

Details of the Grievance Redressal Committee:

S. No	Name of the Member with Designation	Role	Phone Number	E-Mail ID
1	Ms.Yogalakshmi	Advocate	7904467588	yogalakshmi@rdbcas.edu.in
2	Dr Mohamed Mohideen	Principal	9003886330	principal@rdbcas.edu.in
3.	Mr. K. Karalmarx	Director - Operations	7010410330	Director.operations@rdbcas.edu.in
4.	Prof. Muthulakshmi	Professor- DoMS	9789523597	muthulakshmi@rdbcas.edu.in

Key Functions of the Committee:

- To provide a confidential and safe platform for addressing grievances.
- To ensure impartial resolution of issues in a time-bound manner.
- To promote mental health awareness and provide necessary support.

Grievance Submission Channels:

Grievances can be submitted through the following methods:

1. **In person** to any committee member.
2. **Designated email address:** principal@rdbcas.edu.in, feedback@rdbcas.edu.in.
3. **WhatsApp:** +91 63809 80363, +91 63809 80350.
4. **ERP Student Login:** Available through the institutional ERP system.

The committee operates transparently and ensures that every grievance is reviewed and resolved as per institutional policies. We trust that this initiative will help foster a positive and inclusive environment in our institution and align with AICTE's vision of providing holistic support to students and faculty.

Managed by Dawood Batcha Educational and Charitable Trust - No.6 Scheme Road, Mahalingapuram, Chennai - 24.