

सावित्रीबाई फुले राष्ट्रीय महिला एवं बाल विकास संस्थान
Savitribai Phule National Institute of Women and Child Development

5, सिरी इंस्टीट्यूशनल एरिया, हौज़ खास, नई दिल्ली 110016
5, Siri Institutional Area, Hauz Khas, New Delhi 110016

No. NI/XXXIX/1/Misc./2022-23/Pers.

Office Order No. 204/2025

Dated: 22.08.2025

Subject: Constitution of Institutional Level Grievance Committee for Advanced Diploma in Child Guidance and Counseling 2025-26: Student Grievance Redressal Committee (SGRC)

In the view of the implementation of orders of Hon'ble High Court by all the affiliated colleges of Guru Gobind Singh Indraprastha University, the institute is complying with the orders and hereby constitutes the Institutional Level Grievance Committee (IGC). The following members have been nominated. The contact details of the members are enclosed:

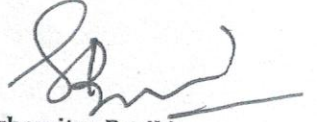
Sl.	Name and Designation	Contact	Email ID
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2	Ms. Meenu Kapur Assistant Director (AMH)	9868021120	meenukapur9@gmail.com
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4	Dr. Tina Gupta Psychiatrist, AGSC	9711887732	drtinagupta21@gmail.com
5	Ms. Akanksha Rohilla Clinical Psychologist, AGSC	7982245273	akanksha.rohilla@gmail.com
6	Ms. Vaidehi Prajapati Class Representative	7705976863	vaidehi.pr.2001@gmail.com

2. The Committee shall work as per the directions issued under Clause 3(ii) (d) of statute 24 of university. (A copy of the same is enclosed)

Advisory for students of Advanced Diploma in Child Guidance and Counseling 2025-26 Batch XXI:

- Filing Complaints:** Students can approach to any Member of the Committee through Mobile phone or by E mail or by dropping a written grievance in the Grievance Box placed in the Room No. 107A (Common Room for students of ADCGC) of the Institute.
- Conducting of Proceeding:** The committee shall follow the principle of natural justice.
- Time Frame for Disposal of the Complaint/Grievance:** The grievance shall be heard within 15 days of its receipt in case it is serious in nature; it shall be disposed off within a week of hearing.
- The meeting of the Committee shall be heard in every three months.

3. This issues with the approval of the Competent Authority.


(Dr. Sanghamitra Barik)
Joint Director (CS)

Copy to:

- Ps to Director
- All Joint Directors
- DD Admin
- DD Accounts
- AAO (P)
- Editor & AAO(G)-I/C
- Notice Board of the Class Room
- Office Order File
- All concerned members
- Website of the Institute
- Ms. Sunita Shiva, Joint Registrar, Affiliation Branch, GGSIPU