



**R.D. MEMORIAL
GROUP OF INSTITUTES**
- AYURVED - NURSING - HOMIOPATHY

ESTD - 2002

Rani Dullaiya Smriti Ayurved P.G. College & Hospital



Recognized by N.C.I.S.M. & Ministry of AYUSH, New Delhi
Affiliated to Madhya Pradesh Medical Science University, Jabalpur (M.P.), Appr. by M.P. Govt.

Ref. No. RDSAC BH / 2412/25

Date 11/12/2025

GRIEVANCE REDRESSAL CELL (STUDENT)

S.NO.	NAME OF THE FACULTY	DESIGNATION	SIGNATURE
1	Dr Ravi Prakash Singh	Chairperson	
2	Dr. Bharat Chouragade	Member Secretary	
3	Dr. Rajendra Dixit	Member	
4	Dr. Ajit Shrivastava	Member	
5	Dr. Anu Joy	Member	
6	Dr. Sundaram Shukla	Member	
7	Dr. Ritu Shrivastava	Member	
8	Dr. Mohit Rao Bhosale	Member	
9	Dr. Shailesh Ninama	Member	
10	Mr. Rakesh Jha	Member	
11	Mrs. Anamika Rajak	Member	

Principal

Rani Dullaiya Smriti Ayurved
P.G. College & Hospital
Barkhedi Kalan, Bhadbhada Road,
Bhopal (M.P.)



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MINUTES OF THE MEETING

Grievance Redressal Cell (Students)

Rani Dullaiya Smriti Ayurved P.G. College & Hospital, Bhopal

Date: 11 December 2025

Venue: Principal's Chamber, R.D. Memorial Group Campus, Bhopal

Time: 03:00 PM

Members Present

S.No.	Name	Designation
1	Dr. Ravi Prakash Singh	Chairperson
2	Dr. Bharat Chouragade	Member Secretary
3	Dr. Rajendra Dixit	Member
4	Dr. Ajit Shrivastava	Member
5	Dr. Anu Joy	Member
6	Dr. Sundaram Shukla	Member
7	Dr. Ritu Shrivastava	Member
8	Dr. Mohit Rao Bhosale	Member
9	Dr. Shailesh Ninama	Member
10	Mr. Rakesh Jha	Member
11	Mrs. Anamika Rajak	Member

Agenda

1. Constitution and functioning of the Student Grievance Redressal Cell.
2. Review of grievance handling mechanism available for students.
3. Measures for timely redressal of student grievances.
4. Awareness among students regarding grievance submission procedures.
5. Any other matter with the permission of the Chair.



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Proceedings

The meeting commenced under the chairmanship of **Dr. Ravi Prakash Singh**, Chairperson of the Grievance Redressal Cell. The Chair welcomed all members and emphasized the importance of maintaining a transparent, fair, and student-friendly grievance redressal mechanism in the institution.

The Member Secretary informed the committee about the objectives of the Grievance Redressal Cell and the need to ensure prompt resolution of students' academic, administrative, and welfare-related grievances.

The committee discussed the existing grievance redressal procedures and reviewed the mechanism for receiving and addressing complaints from students. Members suggested strengthening awareness among students regarding the availability of the Cell and the procedure for lodging grievances.

Resolutions

After detailed deliberations, the following resolutions were unanimously adopted:

1. The Grievance Redressal Cell shall function as the nodal body for receiving and resolving student grievances in a fair, confidential, and time-bound manner.
2. A grievance register and online complaint mechanism shall be maintained for systematic recording and monitoring of grievances.
3. All grievances received shall be acknowledged promptly and disposed of within a reasonable time after due inquiry.
4. Information regarding the Grievance Redressal Cell, including names of committee members and complaint procedures, shall be displayed on the college notice boards and website.
5. Awareness sessions shall be organized periodically to educate students about their rights and the grievance redressal process.
6. The committee shall meet periodically and whenever required to review pending grievances and ensure effective implementation of its decisions.
7. No any grievance received from student.



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Conclusion


There being no other item on the agenda, the meeting concluded with a vote of thanks to the Chair.

Chairperson

Grievance Redressal Cell (Students)
Rani Dullaiya Smriti Ayurved P.G. College & Hospital, Bhopal

Member Secretary

Grievance Redressal Cell (Students)
Rani Dullaiya Smriti Ayurved P.G. College & Hospital, Bhopal


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