



RISHI BANKIM CHANDRA COLLEGE

NAIHATI, NORTH 24 PARGANAS, WEST BENGAL - 743165

NOTICE

A meeting of the Grievance Redressal Cell is hereby convened on 17.8.18 at 1.30 pm in Principal's Chamber.

The members of the committee are requested to attend the meeting.

Agenda :

1. Confirmation of proceedings of the last meeting
2. A box will be set up for submitting grievances at a different location
3. Miscellaneous
- 4.

1. S. B. Ghosh
29-08-18

2. Utkarshobh

Signature with Date

Name

Designation

RISHI BANKIM CHANDRA COLLEGE

MINUTES AND RESOLUTION BOOK

Meeting of Grievance Redressal Cell

MEETING NUMBER :	1/2018	PLACE :	Naihati, Principal's Room
DATE :	17.8.18	TIME :	1.45 pm

SL. NO.	MEMBERS PRESENT	SIGNATURE WITH DATE
1.	SANJIB KUMAR SAHA	<u>Saha</u> 12.8.18
2.	Ritobrata Basu Majumdar	<u>Ritobrata Basu Majumdar</u> 17.08.2018
3.	Nandini Bhattacharyya	<u>Nandini Bhattacharyya</u> 17/08/18
4.	Supriyo Haldar	<u>Supriyo Haldar</u> 17.08.18
5.	Prayan Biswas	<u>Prayan Biswas</u> 17.08.18
6.	GARGI BHATTACHARYA	<u>Gargi Bhattacharya</u> 17.8.18
7.	ARPITA MONDAL	<u>Arpita Mondal</u> 17.8.18
8.	Mousumi Kumar	<u>Mousumi Kumar</u> 17/8/18
9.	Swapan Das.	<u>Swapan Das</u> , 17/8/18
10.	Rubel Das.	<u>Rubel Das</u> , 17.08.18
11.	Nanas Majumdar	<u>Nanas Majumdar</u> , 17.08.18
12.	TITHS DUTTA	<u>Tiths Dutta</u> , 17.08.18
	Tapas K. Chakraborty	<u>Utkarshobh</u> 17/08/2018



RISHI BANKIM CHANDRA COLLEGE

Naihati, North 24 Parganas, West Bengal – 743165
Tel. No. : (033) 2581-2099 / 8965, e-mail : rbc_wbsu@yahoo.com

Ref. No.

Date.....

Meeting of members of Greivance Redressal Cell was called to order on 17.08.18 with our Hon'ble Principal Dr. Sanjib Kumar Saha at 1.30 pm for discussing the following issues:

The Agenda for discussion was as follows:

1. **Item No. 1** : Construction and setting up of a grievance /suggestion box at a second location.
2. **Item No 2** : To discuss and approve the methods of redressal and appropriate action to be taken in the matter.
3. **Item No. 3** : Miscellaneous.

Venue : Principal's Chamber

RESOLUTION OF THE GREIVANCE REDRESSAL COMMITTEE MEETING dated 17.08.18

Resolution No. 1.

Apart from the already existing grievance/suggestion box located adjacent to Principal's Room, a new box will be put up in the hallways of the college where there is no CCTV cameras so that the students may submit their applications anonymously. The location will be decided by Principal Sir and other senior members of this committee.

Resolution No. 2.

The College's existing Caretaker-in-charge is responsible for finding a suitable carpenter who will be selected to do the work of construction within **two to three** days.

Resolution No. 3.

A suitable date will be decided in the future (after preparation of complaint box) regarding the inauguration of this second complaint/grievance box.

Saha
17.8.18

Saha
17.8.18
Principal
Rishi Bankim Chandra College
P.O.Naihati, North 24 Parganas





NAAC Accredited B++

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Tel. No. : (033) 2581-2099 / 8965, e-mail : rbc_wbsu@yahoo.com

Ref. No.

Date.....

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3. **Item No. 3** : Miscellaneous.

Venue : Principal's Chamber

RESOLUTION OF THE GREIVANCE REDRESSAL COMMITTEE MEETING dated 17.08.18

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Saha
17.8.18

Saha
17.8.18
Principal
Rishi Bankim Chandra College
P.O.Naihati, North 24 Parganas





RISHI BANKIM CHANDRA COLLEGE

NAIHATI, NORTH 24 PARGANAS, WEST BENGAL - 743165

NOTICE

A meeting of the Grievance Redressal Cell is hereby convened on 21.11.18 at 2.00 pm in Principal's Chamber

The members of the committee are requested to attend the meeting.

Agenda :

1. Confirmation of proceedings of the last meeting.
2. To discuss a letter submitted by some students who have passed out in the year 2017.
3. Miscellaneous.
4. Miscellaneous.

1. Govind Singh 25-11-18
2. Chakrabarti

Signature with Date

Name _____

Designation _____

RISHI BANKIM CHANDRA COLLEGE

MINUTES AND RESOLUTION BOOK

Meeting of Grievance Redressal Cell

MEETING NUMBER :	<u>2/2018</u>	PLACE :	<u>RBC college</u>
DATE :	<u>21.11.18</u>	TIME :	

SL. NO.	MEMBERS PRESENT	SIGNATURE WITH DATE
1.	<u>SANJIB KUMAR SAHA</u>	<u>Saha 21.11.18</u>
2.	<u>Nandini Bhattacharya</u>	<u>Bhattacharya 21.11.18</u>
3.	<u>Sanu Mohan</u>	<u>Mohan 21.11.18</u>
4.	<u>Bijan Biswas</u>	<u>Biswas 21.11.18</u>
5.	<u>Ritabrato Basumatia</u>	<u>Basumatia 21.11.18</u>
6.	<u>ARPITA MONDAL</u>	<u>Mondal 21.11.18</u>
7.	<u>GARGI BHATTACHARYA</u>	<u>Gargi Bhattacharya 21.11.18</u>
8.	<u>Dwijay Ray</u>	<u>Ray 21.11.18</u>
9.	<u>Swapan Das.</u>	<u>Das 21.11.18</u>
10.	<u>Rubel Das</u>	<u>Rubel Das 21.11.18</u>
11.	<u>Manas</u>	<u>Manas 21.11.18</u>
12.	<u>Tithi Datta</u>	<u>Tithi Datta 21.11.18</u>
13.	<u>Tapas K. Chakrabarti</u>	<u>Chakrabarti 21/11/2018</u>



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Ref. No.

Date.....

Meeting of members of Greivance Redressal Cell was called to order on 21.11.18 at 2.00 pm for discussing the following issues:

The issues to be discussed was as follows:

1. Item No. 1 : To discuss a complaint received about the delay of graduation certificates in the year 2017.
2. Item No 2 : Miscellaneous

Venue : Teacher's common room

RESOLUTION TAKEN OF THE GREIVANCE REDRESSAL COMMITTEE **MEETING dated 21.11.18**

RESOLUTION NO 1.

This Cell has been duly informed Principal Sir Dr. Sanjib Kumar Ghosh of this dire situation on the following day. Our Principal Sir has instructed our office authorities, Mr Abhishek Mondal to have a telephonic conversation with the concerned university authorities, Mr. Suprosanta Babuof University Controller Section and let our former students know about the exact date when the certificates will be ready.

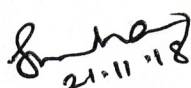
RESOLUTION NO 2.

Also has been resolved that a notice will be published in the college website when the graduation certificates are ready for disbursement.

RESOLUTION NO 3.

Some benches and tables were reported to be missing from Room No. 27 and 28. Our caretake - in-charge has been instructed to be more vigilant while carrying out his duties. It has been said that these incidents should never occur again and proper steps need to be taken to assure a healthy teaching environment.

RESOLUTION NO 4.


21.11.18
Principal
Rishi Bankim Chandra College
P.O.Naihati, North 24 Parganas





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Ref. No.

Date.....

Resolved that there is a need for installation of CCTV cameras to completely assure that such incidents never occur again.

RESOLUTION NO 5.

Resolved that at least 2 sets of long benches and seats will be replaced within a period of two weeks since this is an ongoing session so that students are not denied their primary need inside a classroom.

ACTION TAKEN REPORT

of the previous meeting dated 17.08.18

- 1) Babu Da washired to do all the carpentry for making the grievance/suggestion box. He has completed the task within 30.08.18.
- 2) On 11.09.2018, the grievance/suggestion box was placed in the hallways opposite room no. 19 in front of the student body president and other teachers and students.

[Handwritten signature]
21.11.18

[Handwritten signature]
21.11.18
Principal
Rishi Bankim Chandra College
P.O.Naihati, North 24 Parganas





RISHI BANKIM CHANDRA COLLEGE

NAIHATI, NORTH 24 PARGANAS, WEST BENGAL - 743165

NOTICE

A meeting of the Grievance Redressal Cell is hereby convened on 22.11.19 at 3.00 pm in Principal's Chamber.
The members of the committee are requested to attend the meeting.

Agenda :

1. Confirmation of proceedings of last meeting.
2. Discussion about the letter submitted in the Grievance box.
3. Miscellaneous.
- 4.

1. [Signature] 22-11-19
 2. [Signature]

Signature with Date

Name _____

Designation _____

RISHI BANKIM CHANDRA COLLEGE

MINUTES AND RESOLUTION BOOK

Meeting of Grievance Redressal Cell

MEETING NUMBER :	1/19	PLACE :	Principal's Chamber
DATE :	22.11.19	TIME :	3.00 pm

SL. NO.	MEMBERS PRESENT	SIGNATURE WITH DATE
1.	SANJIB KUMAR SAHA	[Signature] 22.11.19
2.	Suman Halder	[Signature] 22/11/19
3.	Ritabrato Basuwalik	[Signature] 22/11/19
4.	Swapan Das,	[Signature] 22/11/19
5.	Rubel Das	[Signature] 22.11.19
6.	Arpita Mondal	[Signature] 22.11.19
7.	Rabind Islam Chatterjee	[Signature] 22/11/19
8.	Dwijoy Ray	[Signature]
9.	Lithi Dutta	[Signature] 22.11.19
10.	Manas Majumdar	[Signature] 22.11.19
11.	Tapas K. Chakraborty	[Signature] 22/11/2019



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Ref. No.

Date.....

The Agenda for discussion was as follows:

1. Item No. 1 : To discuss a complaint received about the broken cistern in the toilet used by the college's female teaching and non-teaching staff members.
2. Item No. 2 : Miscellaneous

RESOLUTION TAKEN of the Grievance Redressal Committee meeting dated 22.11.19

RESOLUTION NO 1.

Resolved that Mr Sanjay Yadav (caretaker-in-charge) is directed to contact local plumbers and get an estimate in writing about the work that needs to be done. He has also been instructed to ensure the highest quality of work and only best grade materials to be used to fix the broken part.

ACTION TAKEN REPORT

of the previous meeting dated 21.11.18

- 1) The required number of benches and desks (2 sets) were provided on 04.11.19. The task was completed within **the stipulated amount of time.**
- 2) The need for installing CCTV cameras was put forth towards the Technical and then later to the Purchase committee for consideration and final action immediately via letter.
- 3) Saibal Bhattacharya, our web administrator and software developer has uploaded a notice on **26.11.18** informing that when the graduation and conduction certificate are ready, the students will be informed via office notice and in the college website.

Sanjay Yadav
22-11-19

Principal
Rishi Bankim Chandra College
P.O.Naihati, North 24 Parganas





RISHI BANKIM CHANDRA COLLEGE

NAIHATI, NORTH 24 PARGANAS, WEST BENGAL - 743165

NOTICE

A meeting of the Grievance Redressal Cell is hereby convened on 28.2.20 at 3.30 pm in Principal's Chamber

The members of the committee are requested to attend the meeting.

Agenda :

1. Confirmation of proceedings of the last meeting
2. Putting the online grievance portal tab in the college website
3. Miscellaneous
4. Miscellaneous

1. 25-02-20

2. Utkarshom

Signature with Date

Name _____

Designation _____

RISHI BANKIM CHANDRA COLLEGE

MINUTES AND RESOLUTION BOOK

Meeting of Grievance Redressal Cell

MEETING NUMBER :	1/20	PLACE :	Principal's Chamber
DATE :	28.2.20	TIME :	3.30 pm

SL. NO.	MEMBERS PRESENT	SIGNATURE WITH DATE
1.	SANJIB KUMAR SAHA	Saha 28/2/20
2.	Ritabrati Basu Malin	28/2/20
3.	Rabind Islam Shaha	28/2/20
4.	Bijan Biswas	28.02.20
5.	Swapan Das	28/2/20
6.	Arpita Mandal	28.2.20
7.	Manas Moudali	28.2.20
8.	Tithi Dutta	28.2.20
9.	Sanku Ghosh	28.2.20
10.	Tapas K. Chakraborty	Utkarshom 28/02/2020



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Naihati, North 24 Parganas, West Bengal – 743165
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Ref. No.

Date.....

Meeting of members of Grievance Redressal Cell (GRC) was called to order on 28-02-2020 at 03:30 p.m. under the Chairpersonship of our Dr Sanjib Kr. Saha.

Venue: Chamber of the Principal.

The Agenda for discussion was as follows:

1. Item No. 1 : Introducing an online platform for lodging any kind of complaint/grievance with the assistance and under the guidance of Saibal Bhattacharya.
2. Item No. 2 : Miscellaneous.

RESOLUTION TAKEN of the Grievance Redressal Committee meeting dated 28.02.2020

RESOLUTION NO 1.

Resolved that Saibal Bhattacharya will set the tab for statutory cells which includes grievance redressal cell.

RESOLUTION NO 2.

Resolved that Dr.Sucharita Bhattacharya, Dr.Tapas Kumar Chakraborty and Arpita Mondal will provide the material for grievance redressal cell which will include an introductory section and the numerous roles, responsibilities and numerous scopes of this cell.

RESOLUTION NO 3.

Resolved that Tithi Dutta will create a word document which will serve as a complaint form for the grievance of faculty members and students.

ACTION TAKEN REPORT of the previous meeting dated 22.11.19

- 1) Ram Babu was given the work order for completing the task as soon as possible. He had fixed the cistern issue **within two days**.
- 2) The need to build a proper toilet and bathroom for both male and female staffs was put forth in front of the Chairperson.

S. Saha
28.2.20

Principal
Rishi Bankim Chandra College
P.O.Naihati, North 24 Parganas





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Naihati, North 24 Parganas, West Bengal - 743165
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NOTICE

A virtual meeting(online) of Grievance Redressal Cell will be held on 04.08.2020 at 2.30 pm. To join the meeting on Google Meet, click this link: <https://meet.google.com/krs-rzjh-efv> or open Meet and enter this code: krs-rzjh-efv.

The agenda was as follows :

1. Complaint by a group of students for availing concession for attending online classes.
2. Miscellaneous.

Countersigned by

Saha

Principal

Chakraborty

Jt. Convenor

08/08/20

Jt. Convenor

(Dr. Tapas Kumar Chakraborty) (Dr. Sucharita Bhattacharya)

Members:

1. Sauvrav Mazumder
2. Debashis Roy
3. Arpita Mondal
4. Swapan Das
5. Rubel Das
6. Manas Majumdar
7. Rabiul Islam Sheikh
8. Anirban Bhattacharya



Saha

Principal
Rishi Bankim Chandra College
P.O. Naihati, North 24 Parganas



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Meeting of members of Grievance Redressal Cell (GRC) was called to order on 04-08-2020 at 02:30 p.m. under the Chairpersonship of our Dr Sanjib Kr. Saha.

RESOLUTION TAKEN of the Grievance Cell meeting dated 04.08.2020

RESOLUTION NO 1.

It was decided by our Principal and by the members of GRC that it is impossible to provide data plans for each and every student. In that case, their attendance will be taken into consideration.

ACTION TAKEN REPORT of the previous meeting dated 28.02.2020

1. Saibal Bhattacharya has designed the grievance portal where the content, grievance redressal policy, complaint form and minutes and resolutions of GRC will be uploaded and maintained thoroughly.
2. Content material has been provided by Arpita Mondal, Tithi Dutta, Debashis Roy and Tapas Kumar Chakraborty.



Principal
Rishi Bankim Chandra College
P.O. Naihati, North 24 Parganas





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NOTICE

A virtual meeting (online) of Grievance Redressal Cell will be held on 22.12.2020 at 2.30 pm. To join the meeting on Google Meet, click this link: <https://meet.google.com/hjm-unsg-mix> or open Meet and enter this code: hjm-unsg-mix.

All members are requested to be present at the aforementioned meeting to discuss the following :

1. Complaint issued via telephonic conversation regarding exams, practical classes and other pandemic related issues.

2. Miscellaneous.

Countersigned by

Saha

Principal

Dr. Tapas Kumar Chakraborty

Jt. Convenor

Dr. Sucharita Bhattacharya 22/12/20

Jt. Convenor

(Dr. Tapas Kumar Chakraborty) (Dr. Sucharita Bhattacharya)

Members:

1. Sauvrav Mazumder
2. Debashis Roy
3. Arpita Mondal
4. Swapan Das
5. Rubel Das
6. Manas Majumdar
7. Rabiul Islam Sheikh
8. Anirban Bhattacharya
9. Tithi Dutta



Saha

Principal

Rishi Bankim Chandra College
P.O. Naihati, North 24 Parganas





Rishi Bankim Chandra College

NAAC Accredited

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Meeting of members of Grievance Redressal Cell (GRC) was called to order on 22-12-2020 at 02:30 p.m. under the Chairpersonship of our Dr Sanjib Kr. Saha.

RESOLUTION TAKEN of the Grievance Redressal Committee meeting dated 22-12-2020

RESOLUTION NO 1.

Resolved that our Chairperson (Principal, Dr Sanjib Kumar Saha) was to verbally instruct and order every teacher to conduct time all their theory classes. Regarding practical classes; videos showing the experiment in detail if available on any website is to be shared.

RESOLUTION NO 2.

As per university order, the exams will be conducted via online mode. The teachers will check the answer scripts and send the marks to their respective HODs. All works will be carried out via online mode only.

ACTION TAKEN REPORT of the previous meeting dated 04.08.2020

No action was taken because we were not in a position to fulfil the demand of providing internet data plans for every student of this college.



Saha

Principal
Rishi Bankim Chandra College
P.O.Naihati, North 24 Parganas





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NOTICE

A virtual meeting (online) of Grievance Redressal Cell will be held on 12.03.2021 (Friday) at 1.00 pm. To join the meeting on Google Meet, click this link: <https://meet.google.com/hjm-unsq-mix> or open Meet and enter this code: hjm-unsq-mix.

The items for discussion were :

1. To look into all matter of grievances, if any.
2. Miscellaneous.

Countersigned by

Saha

Principal

2021-03-23

Techarabok

Jt. Convenor Jt. Convenor

(Dr. Tapas

Kumar Chakraborty) (Dr. Sucharita Bhattacharya)

Members:

1. Debashis Roy
2. Arpita Mondal
3. Swapan Das
4. Rubel Das
5. Manas Majumdar
6. Rabiul Islam Sheikh
7. Anirban Bhattacharya
8. Tithi Dutta



Saha

Principal

Rishi Bankim Chandra College
P.O. Naihati, North 24 Parganas



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Rishi Bankim Chandra College

Naihati, North 24 Parganas, West Bengal – 743165
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Meeting of members of Grievance Redressal Cell (GRC) was called to order on 12-03-2021 at 01.00 p.m. under the Chairpersonship of our Dr Sanjib Kr. Saha.

Venue: Chamber of the Principal.

RESOLUTION TAKEN of the Grievance Redressal Committee meeting dated 04.08.2020

RESOLUTION NO 1.

No issues/complaints have been registered.

ACTION TAKEN REPORT of the previous meeting dated 04.08.20

All college works were done according to university norms while maintaining all the pandemic laws.

Saha



Saha

Principal
Rishi Bankim Chandra College
P.O. Naihati, North 24 Parganas





RISHI BANKIM CHANDRA COLLEGE

NAIHATI, NORTH 24 PARGANAS, WEST BENGAL - 743165

NOTICE

A meeting of the Grievance Redressal Cell is hereby convened on 22.11.2021 at 3.30 pm in Principal's chamber.

The members of the committee are requested to attend the meeting.

Agenda :

1. Confirmation of last meeting
2. Cleaning and proper sanitation of the entire college campus after re-opening of college after the pandemic
3. Miscellaneous

1. [Signature] 22/11/2021

2. [Signature]

Signature with Date

Name _____

Designation _____

RISHI BANKIM CHANDRA COLLEGE

MINUTES AND RESOLUTION BOOK

Meeting of Grievance Redressal Cell

MEETING NUMBER :	1/2021-22	PLACE :	Principal's Chamber
DATE :	22.11.2021	TIME :	3.30pm

SL. NO.	MEMBERS PRESENT	SIGNATURE WITH DATE
1.	SANJIB KUMAR Saha	<u>[Signature]</u> 22.11.21
2.	Nandini Bhattacharya	<u>[Signature]</u> 22.11.2021
3.	Tapas K. Chakraborty	<u>[Signature]</u> 22/11/2021
4.	Anirban Bhattacharya	<u>[Signature]</u> 22/11/21
5.	Jebashis Roy	<u>[Signature]</u> 22/11/2021
6.	Tithi Dutta	<u>[Signature]</u> 22.11.21
7.	Manas Majumder	<u>[Signature]</u> 22.11.21
8.	Arpita Mondal	<u>[Signature]</u> 22.11.21
9.	RUBEL DAS	<u>[Signature]</u> 22.11.21
10.	Manas Majumder	<u>[Signature]</u> 22.11.21
11.	Rakibul Islam Shaikh	<u>[Signature]</u> 22/11/21
13.	Tapas K. Chakraborty	<u>[Signature]</u> 22/11/2021



RISHI BANKIM CHANDRA COLLEGE

Naihati, North 24 Parganas, West Bengal – 743165
Tel. No. : (033) 2581-2099 / 8965, e-mail : rbc_wbsu@yahoo.com

Ref. No. Meeting of members of Grievance Redressal Cell (GRC) was called to order on 22-11-2021 at 03:30 p.m. under the Chairpersonship of our Honourable Principal. Date

RESOLUTION of the Greivance Redressal Committee meeting dated 22.11.21

RESOLUTION NO 1.

- i. After re-opening of college campus and only a week of regular classes, several complaints were made regarding failure and maintainence of proper sanitation.
- ii. GRC under the guidance of Principal & Chairperson, Dr Sanjib Kumar Saha will assure that this college campus will be a safe, healthy and hygenic place to work.

RESOLUTION NO 2.

- i. Resolved that Tithi Dutta, Arpita Mondal and Debashis Roy will provide masks, sanitizers and Dettol bottles to any faculty member in need.
- ii. Resolved that Mr Sanjay Yadav, Sumon Ray, Anil Harijan shall provide these same materials as per need of the students.
- iii. Resolved that they shall receive a maximum of Rs 300/- per day for each task.

RESOLUTION NO 3.

Resolved that placards mention to maintain safe distance between any two individuals will the made with help of the members of the student body and displayed on at least 10 different locations within the campus.

RESOLUTION NO 4.

Resolved that each and every department will be provided with sanitary bottles and masks.

RESOLUTION NO 5.

Resolved that only absolutely urgent meetings and gatherings will be allowed in accordance with the laws of Covid 19 pandemic.

Principal
Rishi Bankim Chandra College
P.O.Naihati, North 24 Parganas





RISHI BANKIM CHANDRA COLLEGE

NAIHATI, NORTH 24 PARGANAS, WEST BENGAL - 743165

NOTICE

A meeting of the Grievance Redressal Cell is hereby convened on 24.02.2022 at 3.00 pm in Principal's chamber. The members of the committee are requested to attend the meeting.

Agenda :

1. Confirmation of Proceedings and ATP of previous meetings
2. Discuss about the letter submitted on 24.02.2022
3. Miscellaneous
- 4.

1. 23/02/22
2. Utharaboti

Signature with Date

Name

Designation

RISHI BANKIM CHANDRA COLLEGE

MINUTES AND RESOLUTION BOOK

Meeting of Grievance Redressal Cell

MEETING NUMBER :	2/2022/22	PLACE :	Principal's chamber
DATE :	24.2.22	TIME :	3.00 pm

SL. NO.	MEMBERS PRESENT	SIGNATURE WITH DATE
1.	Suman Mondal	[Signature] 24.2.22
2.	Ritobrata Basumatia	[Signature] 24/2/22
3.	Nandini Bhattacharjee	[Signature] 24.2.22
4.	Manas Majumder	[Signature]
5.	RUBEL DAS	[Signature] Das
6.	Titli Dutta	[Signature] Dutta
7.	Sebastius Roy	[Signature] Roy 22/2/22
8.	ARPIA MONDAL	[Signature] 24.2.22
9.	DURSOY ROY	[Signature] 24.2.22
10.	Rabind Islam Shahan	[Signature] 24/2/22
11.		
12.	Tipas K. Chatterjee	[Signature] 24/02/2022



RISHI BANKIM CHANDRA COLLEGE

Naihati, North 24 Parganas, West Bengal – 743165
Tel. No. : (033) 2581-2099 / 8965, e-mail : rbc_wbsu@yahoo.com

Ref. No.

Date.....

An urgent meeting of members of Grievance Redressal Cell (GRC) was called upon to order on 24-02-2022 at 03:00 p.m. under the Chairpersonship of Dr Sanjib Kr Saha

Venue: Chamber of the Principal.

RESOLUTION of the Greivance Redressal Committee meeting dated 24.02.2022

RESOLUTION NO 1.

Resolved that proper sanitation **will be ensured** after numerous demands from the student body and current students of this academic session

ACTION TAKEN REPORT OF THE PREVIOUS MEETING dated 22.11.21

All the proper sanitary measures and precautions were updated and maintained to ensure a safe working place **starting immediately on the following day.**



Principal
Rishi Bankim Chandra College
P.O.Naihati, North 24 Parganas



RISHI BANKIM CHANDRA COLLEGE

NAIHATI, NORTH 24 PARGANAS, WEST BENGAL - 743165

NOTICE

A meeting of the Grievance Redressal Cell is hereby convened on 29.04.22 at 2.30pm in Principal's Chamber. The members of the committee are requested to attend the meeting.

Agenda :

1. Confirmation of the last meeting
2. Installation of shed for students in front of the admission counters
3. Miscellaneous
4. Miscellaneous

1. JS 22/08/22
2. Kherabor

Signature with Date

Name _____

Designation _____

RISHI BANKIM CHANDRA COLLEGE

MINUTES AND RESOLUTION BOOK

Meeting of Grievance Redressal Cell

MEETING NUMBER :	3/2022-22	PLACE :	Principal's Chamber
DATE :	29.04.2022	TIME :	2.30pm

SL. NO.	MEMBERS PRESENT	SIGNATURE WITH DATE
1.	Sanu Singh	[Signature] 29/4/22
2.	Pitabrata Basu Mallick	[Signature] 29/4/22
3.	Nandini Bhattacharya	[Signature]
4.	Tithi Datta	[Signature]
5.	Manas Majumder	[Signature]
6.	Rubel Das	[Signature]
7.	Swapan Das	[Signature]
8.	Debasuro Ray	[Signature] 29/4/22
9.	ARPITA MONDAL	[Signature] 29.4.22
10.	DURSOY ROY	[Signature] 29.4.22
11.	Rabind Islam Shaha	[Signature] 29/4/22
12.		
13.	Tapas K. Chatterjee	[Signature] 29/04/2022



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Tel. No. : (033) 2581-2099 / 8965



Ref. No.

Date.....

A meeting of members of Grievance Redressal Cell (GRC) was called upon to order on 29-04-2022 at 02:30 p.m. under the Chairpersonship of Teacher-in-charge, Dr Arindam Mallick.

Venue: Chamber of the TIC.

RESOLUTION OF THE GREIVANCE REDRESSAL COMMITTEE MEETING

DATED 29.04.2022

RESOLUTION NO 1.

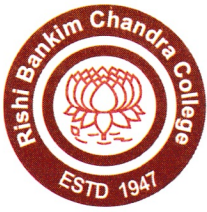
It has been resolved that a new shed **will be installed** in front of the admission counters with prior permission from all the required committees and the Principal .

ACTION TAKEN REPORT OF THE PREVIOUS MEETING dated 22.04.22

1. All the proper sanitary measures and precautions ***were re-updated and maintained to ensure a safe working place.***
2. Extra workers were hired for cleaning classrooms and bathrooms **twice in a day.**



Arindam Mallick
Teacher-in-Charge
Rishi Bankim Chandra College
Naihati, 24-Parganas, (North)



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Ref. No.

Date.....

A meeting of Grievance Redressal Cell (GRC) was called upon to order on 8-7-2022 at 01.30 p.m. under the Chairpersonship of Teacher-in-charge, Dr Arindam Mallick.

Venue: Chamber of the TIC.

RESOLUTION of the Greivance Redressal Committee meeting dated 8-7-2022

Resolution No 1.

Regular cleaning of classrooms, teachers staff room and bathrooms will be done.

Resolution No 2.

Timely issue of graduation and conduct certificates will be ensured.

Resolution No 3.

Letters submitted in the grievance box will ***opened within at least seven (7) working days.***

ACTION TAKEN REPRT OF THE PREVIOUS MEETING dated 24.02.2022

Proposal of the new shed has been put forth in the Principal Sir.



Arindam Mallick
Teacher-in-Charge
Rishi Bankim Chandra College
Naihati, 24-Parganas (North)



RISHI BANKIM CHANDRA COLLEGE

NAIHATI, NORTH 24 PARGANAS, WEST BENGAL - 743165

NOTICE

A meeting of the Grievance Redressal Cell is hereby convened on 11.11.22 at 3.00 pm in Principal's Chambers.
The members of the committee are requested to attend the meeting.

Agenda :

1. Confirmation of the last meeting
2. To discuss about the letter submitted on 11.11.22
3. concerning light issues in the classrooms.
4. Miscellaneous.

Mallik

Signature with Date

Name

Designation

RISHI BANKIM CHANDRA COLLEGE

MINUTES AND RESOLUTION BOOK

Meeting of

Grievance Redressal Cell

MEETING NUMBER :	2/2022-23	PLACE :	Principal's chambers
DATE :	11.11.22	TIME :	3.00 pm.

SL. NO.	MEMBERS PRESENT	SIGNATURE WITH DATE
1.	Anida Mallik	<i>Mallik</i>
2.	DR. RUBEL DAS	<i>Rubel Das</i>
3.	Dr. Arpita Mandal	<i>Arpita Mandal</i> 11.11.22
4.	Debasish Roy	<i>DRoy</i> 11/11/2022
5.	BURJOY ROY	<i>BRoy</i> 11.11.22
6.	Piithi Datta	<i>Piithi Datta</i> 11.11.22
7.	Saurav Majumdar	<i>Saurav Majumdar</i> 11.11.22
8.	Ritabrato Basumatya	<i>Ritabrato Basumatya</i> 11/11/22
9.	Sourabh Das	<i>Sourabh Das</i> 11/11/22
10.	Manas Majumdar	<i>Manas Majumdar</i> 11.11.22
11.	Tapas K. Chakraborty	<i>Tapas K. Chakraborty</i> 11/11/2022
12.	Swarnjana Purkait	<i>Swarnjana Purkait</i> 11.11.22
13.	Rabindranath Ghosh	<i>Rabindranath Ghosh</i> 11/11/22



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Ref. No.

Date.....

A meeting of members of Grievance Redressal Cell (GRC) was called upon to order on 11-11-2022 at 03.00 p.m. under the Chairpersonship of Teacher-in-charge, Dr Arindam Mallick.

Venue: Chamber of the TIC.

RESOLUTION of the GRC meeting (11-11-2022)

Resolution No 1.

Resolved that for the smooth and efficient running of classrooms, must have working tubelights and ceiling fans in working condition throughout the academic session and during the exams.

TIC Sir will hire an electrician to repair all electrical fixtures **within 15 working days.**

ACTION TAKEN REPORT OF THE PREVIOUS MEETING dated 26.08.2022

After receiving order from Principal, Durjoy Roy has successfully changed the data plan **within 2 working days** .



Arindam Mallick
Teacher-in-Charge
Rishi Bankim Chandra College
Naihati, 24-Parganas (North)



RISHI BANKIM CHANDRA COLLEGE

NAIHATI, NORTH 24 PARGANAS, WEST BENGAL - 743165

NOTICE

A meeting of the Grievance Redressal Cell is hereby convened on 17.2.23 at Principal's Chamber in Principal's Chamber. The members of the committee are requested to attend the meeting.

Agenda :

1. Confirmation of last meeting
2. To have a discussion about the letter regarding evenness of student's playground in of RBC college
3. ~~Miscellaneous~~ Assign responsibilities for implementation
4. ~~Miscellaneous~~
5. Miscellaneous

Arpita Mondal 17.02.2022

Signature with Date
Name _____
Designation _____

RISHI BANKIM CHANDRA COLLEGE

MINUTES AND RESOLUTION BOOK

Meeting of Grievance Redressal Cell

MEETING NUMBER :	3/2022-23	PLACE :	Principal's Chamber
DATE :	17.2.23	TIME :	3.00 pm.

SL. NO.	MEMBERS PRESENT	SIGNATURE WITH DATE
1	ARINDAM MALLIK	<u>Arindam Mallik</u> 17.2.23
2	DR. RUBEL DAS	<u>Rubel Das</u>
3	Dr. Arpita Mondal	<u>Arpita Mondal</u> 17.2.23
4	Sebastian Roy	<u>Sebastian Roy</u> 17/2/23
5	BURTOY ROY	<u>Burtoy Roy</u> 17-2-23
6	Rishi Datta	<u>Rishi Datta</u> 17.02.23
7	Debkanya Sider.	<u>Debkanya Sider</u> , 17-02-23
8	Sauri Majhi	<u>Sauri Majhi</u> 17.2.23
9	Ritabrata Basu Mallick	<u>Ritabrata Basu Mallick</u> 17/2/23
10	Rakimul Islam Bhawan	<u>Rakimul Islam Bhawan</u> 17/2/23
11	Buranjana Purkait	<u>Buranjana Purkait</u> 17.2.23
12	Tapas K. Chatterjee	<u>Tapas K. Chatterjee</u> 17/02/2023



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Tel. No. : (033) 2581-2099 / 8965



Ref. No.

Date.....

A meeting of members of Grievance Redressal Cell (GRC) was called upon to order on 17-2-2023 at 03.00 p.m. under the Chairpersonship of Teacher-in-charge, Dr Arindam Mallick.

Venue: Chamber of the TIC.

RESOLUTION of the Greivance Redressal Cell meeting dated 17-2-2023

RESOLUTION NO 1.

The college playground will be thoroughly cleaned and any rough surface will be levelled up so that students can play without falling down often.

ACTION TAKEN REPORT OF THE PREVIOUS MEETING DATED 11.11.22

All electrical fixtures had been repaired within 7 working days.



Alleluia
Teacher-in-Charge
Rishi Bankim Chandra College
Naihati, 24-Parganas (North)



RISHI BANKIM CHANDRA COLLEGE

NAIHATI, NORTH 24 PARGANAS, WEST BENGAL - 743165

NOTICE

A meeting of the Grievance Redressal Cell is hereby convened on 28.4.23 at Principal's Chamber in at 3:30 pm.
The members of the committee are requested to attend the meeting.

Agenda :

1. Confirmation of last meeting.
2. To discuss a letter submitted on 23.4.23 to fill up the vending machine in DT Block.
3. Up the vending machine in DT Block.
4. Misc.

1. Arpita Mondal 24.4.23

2. Rubel Das 28/04/2023

Signature with Date

Name _____

Designation _____

RISHI BANKIM CHANDRA COLLEGE

MINUTES AND RESOLUTION BOOK

Meeting of Grievance Redressal Cell

MEETING NUMBER :	4-2023	PLACE :	Principal's Chamber
DATE :	28.4.2023	TIME :	

SL. NO.	MEMBERS PRESENT	SIGNATURE WITH DATE
1.	Asindam Mallick	<u>[Signature]</u>
2.	Ritabrato Basu Malin	<u>[Signature]</u> 28/4/23
3.	DR. RUBEL DAS	<u>[Signature]</u>
4.	Dr Arpita Mondal	<u>[Signature]</u> 28.4.23
5.	Debkanya Roy	<u>[Signature]</u> 28/4/2023
6.	DURJOY ROY	<u>[Signature]</u> 28.4.23
7.	Tithi Datta	<u>[Signature]</u> 28.04.23
8.	Sama Hupla	<u>[Signature]</u> 28.4.23
9.	Suranjana Purkait	<u>[Signature]</u> 28.04.23
10.	Ritabrato Basu Malin	<u>[Signature]</u> 28/4/23
11.	Swapan Das	<u>[Signature]</u> 28/04/23
12.	Rabind Islam Sharker	<u>[Signature]</u> 28/4/23
13.	Debkanya Sircar	<u>[Signature]</u> 28.04.23



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Ref. No.

Date.....

A meeting of members of Grievance Redressal Cell (GRC) was called upon to order on 28-04--2023 at 03.00 p.m. under the Chairpersonship of Teacher-in-charge, Dr Arindam Mallick.

RESOLUTION of the Greivance Redressal Committee meeting dated 28-04--2023

RESOLUTION NO 1.

The vending machine which exclusively provides for women's sanitary napkins need to be filled up on time.

RESOLUTION NO 2.

The best quality sanitary napkins will only be provided to our students.

RESOLUTION NO 3.

These will be provided free of cost.

ACTION TAKEN REPORT OF THE PREVIOUS MEETING DATED 17.2.23

A proposal to even the student's playground has been put forth to the TIC and he has started doing all the works necessary to fix the playground.





RISHI BANKIM CHANDRA COLLEGE

NAIHATI, NORTH 24 PARGANAS, WEST BENGAL - 743165

NOTICE

A meeting of the Grievance Redressal Cell is hereby convened on 8.9.23 at 3:30 pm at Principal's Chamber.
The members of the committee are requested to attend the meeting.

Agenda :

1. Confirmation of minutes of the last meeting
2. To discuss a letter given by the Joint Councils of Women cell and take appropriate measures.
3. ↓ Miscellaneous

1. Arpita Mondal 1.9.23
2. Rubel Das 01.09.23

Signature with Date
Name _____
Designation _____

RISHI BANKIM CHANDRA COLLEGE

MINUTES AND RESOLUTION BOOK

Meeting of Grievance Redressal Cell

MEETING NUMBER :	5-2023	PLACE :	Principal's Chamber
DATE :	8.9.2023	TIME :	2.30 pm

SL. NO.	MEMBERS PRESENT	SIGNATURE WITH DATE
1.	ARINDAM MALLICK	<u>[Signature]</u>
2.	DR. RUBEL DAS	<u>[Signature]</u>
3.	ARPITA MONDAL	<u>[Signature]</u> 8.9.23
4.	DURJOY ROY	<u>[Signature]</u> 8.9.23
5.	<u>[Signature]</u>	<u>[Signature]</u> 08.09.23
6.	Debkanya Saha	<u>[Signature]</u> 08.09.23
7.	Rabind Islam Ghosh	<u>[Signature]</u> 8/9/23
8.	Manas Mojumdar	<u>[Signature]</u> 8/9/23
9.	Tapas K. Chatterjee	<u>[Signature]</u> 8/9/2023
10.	Swapan Das	<u>[Signature]</u> 08/09/23
11.	Swarnjana Purkait	<u>[Signature]</u> 8.09.23
12.		
13.	Ritabrata Basumamun	<u>[Signature]</u> 8/9/23



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Ref. No.

Date.....

A meeting of members of Grievance Redressal Cell (GRC) was called upon to order on 08-09--2023 at 03.30 p.m. under the Chairpersonship of Teacher-in-charge, Dr Arindam Mallick.

Venue: Chamber of the TIC.

RESOLUTION of the Greivance Redressal Committee meeting dated 17-2-2023

Resolution No 1.

Concern of poor toilet conditions in the female staff toilet was raised by joint convenor of Women's Cell Dr. Tania Sarkar.

ACTION TAKEN REPORT OF THE PREVIOUS MEETING dated 28.04.23

1. Immediate filling up of the vending machine was done on **02.03.2023** with the best quality sanitary napkins so that female students feel safe, at ease and comfortable inside the college campus.
2. Only the high-end products normally available in the commercial market (Brands of Stayfree, whisper, etc) **will be available from now on.**



Allelelele
Teacher-in-Charge
Rishi Bankim Chandra College
Naihati, 24-Parganas (North)



RISHI BANKIM CHANDRA COLLEGE

NAIHATI, NORTH 24 PARGANAS, WEST BENGAL - 743165

NOTICE

A meeting of the Grievance Redressal Cell is hereby convened on 5.4.24 at 1.30 pm in Principal's chamber.

The members of the committee are requested to attend the meeting.

Agenda :

1. Confirmation of minutes of the last meeting.
2. To discuss a letter submitted by a parent of an ex-student.
3. Miscellaneous.
- 4.

1. Arpita Mondal 30.03.24

2. Rubel Das. 30.03.24

Signature with Date

Name _____

Designation _____

RISHI BANKIM CHANDRA COLLEGE

MINUTES AND RESOLUTION BOOK

Meeting of Grievance Redressal Cell

MEETING NUMBER :	<u>6-2024</u>	PLACE :	<u>RBC college</u>
DATE :	<u>5.4.24</u>	TIME :	

SL. NO.	MEMBERS PRESENT	SIGNATURE WITH DATE
1.	<u>Dr Goutam Kumar Ghosh</u>	<u>[Signature] 5/4/24</u>
2.	<u>DR. RUBEL DAS</u>	<u>[Signature]</u>
3.	<u>DURJOY ROY</u>	<u>5-4-23</u>
4.	<u>Pitru Datta</u>	<u>[Signature] 05.04.23</u>
5.	<u>ARPITA MONDAL</u>	<u>[Signature] 5-4-24</u>
6.	<u>Debkanya Sircar,</u>	<u>[Signature], 5-4-23</u>
7.		
8.	<u>Rakimul Islam Shaitan</u>	<u>[Signature] 5/4/24</u>
9.	<u>Tapas K. Chakraborty</u>	<u>[Signature] 5/4/2024</u>
10.	<u>Swapan Das.</u>	<u>[Signature] 05/04/24</u>
11.		
12.		
13.	<u>Manas Mijunde.</u>	<u>[Signature] 5/4/24</u>
14.	<u>Ritabrato Basu Mallick</u>	<u>[Signature] 5/4/24</u>
15.	<u>Swarnjana Pankait</u>	<u>[Signature] 5.4.24</u>



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Tel. No. : (033) 2581-2099 / 8965



Ref. No.

Date.....

A meeting of members of GRC was called to order on 05/04/2023 at 03.30 p.m. under the Chairpersonship of Principal, Dr Goutam Kr Ghosh.

Venue: Principal's chamber

RESOLUTION of the Greivance Redressal Committee meeting dated 05/04/2023

Resolution No 1.

All pending refunds of admission fees were already disbursed on 20.3.24.

Resolution No 2.

All admission fees for students who has transferred from this college will have their admission fees refunded.

Resolution No 3.

Resolved that the broken aquaguard machine shall be fixed up in three days.

ACTION TAKEN REPORT OF THE PREVIOUS MEETING (17.2.23)

Caretaker in charge has been instructed via verbal order to maintain safe healthy and hygenic conditions throughout the academic sessions and during exam times.



Goutam
05/04/2024

Principal
Rishi Bankim Chandra College
P.O.Naihati, North 24 Parganas