

**NOTICE**

**GRIEVANCE REDRESSAL COMMITTEE**

1. A committee has been constituted to address the concerns / issues of the students.
2. The committee will consist of the following members:-
  - (a) Dr. Gagandeep Dhaliwal, Asst Prof of Pol Science
  - (b) Dr Vibhuti Jaswal, Asst Prof of Law
  - (c) Ms Prabhjot Kaur, Asst Prof of Law
3. Students who have any concern / issue can email at – [info@ail.ac.in](mailto:info@ail.ac.in) which will be forwarded to the committee.
4. On receipt of the email pertaining to the issues of the students, the committee will analyze / discuss the issue and will give its comments / action required to the undersigned within 3-5 days from the date of receipt of mail.
5. Procedure to be followed for Grievance Redressal Mechanism is attached.

Sd/-  
(Dr Tejinder Kaur)  
Principal

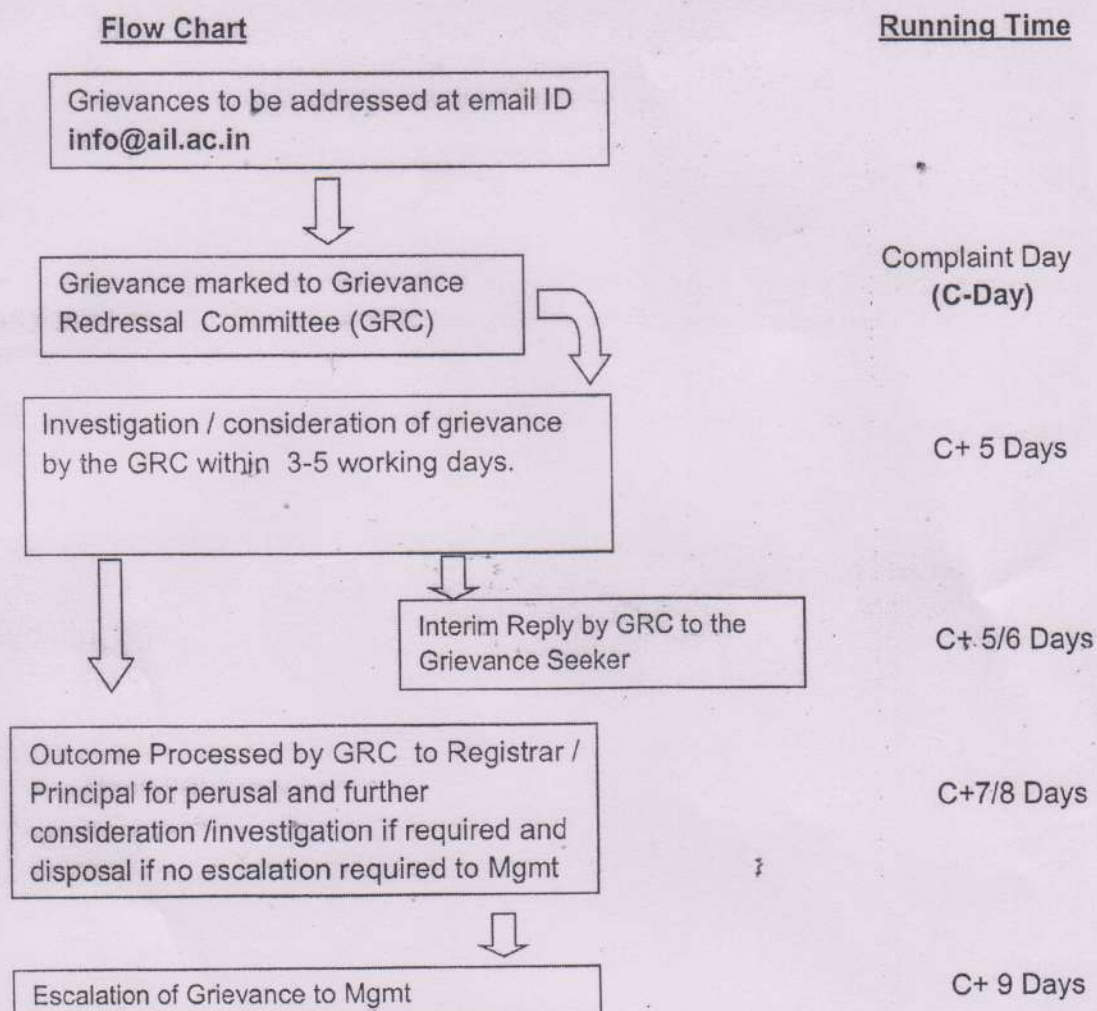
1025/AIL/Adm/ 873  
24 Jul 2024

**Distr:-**

All Committee Members  
Website Committee  
PA to Registrar  
Office copy

## FLOW CHART

### TIME BOUND GRIEVANCE REDRESSAL MECHANISM AT AIL, MOHALI'



<u>Disposal of Grievance:-</u>		
S.No	Description	Running Time (working Days)
(a)	If no action required	Reply within 3-4 Days
(b)	Grievance Resolution By GRC and reply by GRC to grievance seeker	C+ 5 Days : Final or Interim Reply by C+5
(c)	Grievance Resolved at Registrar/ Principal Level with Recommendations of GRC and reply by GRC to grievance seeker	C+7/8 Days
(d)	Grievance Escalated to Management.	Interim Reply to Grievance Seeker By C+9 Days
(e)	Final Response	Within 2 working Days after receipt of directions from Mgmt