

## COLLEGE OF ENGINEERING

(Approved by AICTE New Delhi, D.T.E. Mumbai and D-BATU Lonere/MSBTE Mumbai)  
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Accredited with NAAC 'A' Grade

Hon. Shreemant Sanjivraje Naik Nimbalkar  
Secretary, P. E. S.

Prof. Dr. N. G. Narve  
Principal

Ref. No. : COE- \_\_\_\_\_

Date : \_\_\_\_\_/\_\_\_\_\_/202\_\_\_\_

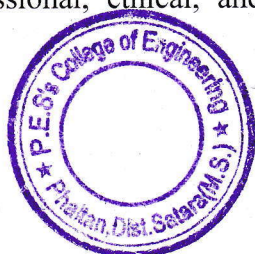
### ESTABLISHMENT OF FACULTY GRIEVANCE REDRESSAL COMMITTEE (FGRC)

The **Faculty Grievance Redressal Committee (FGRC)** is established in the Institution to provide a structured, transparent, and fair mechanism for resolving grievances of teaching and non-teaching staff related to academic, administrative, service, and workplace matters.

The committee functions to ensure harmony, professional dignity, and a supportive institutional environment while adhering to the principles of natural justice and confidentiality

#### Objectives

- To provide opportunities for Redressal of grievances of faculty and staff working in the Institution.
- To develop an organizational framework to resolve faculty-related grievances in a fair and transparent manner.
- To provide a hassle-free, accessible, and confidential mechanism for grievance submission and resolution.
- To establish structured interaction channels to understand concerns related to service, workload, welfare, or workplace functioning.
- To promote a professional, ethical, and respectful work environment within the Institution.



- To strengthen trust, accountability, and institutional commitment among faculty and staff.

### Policy Scope

The FGRC shall address grievances related to:

- Service conditions, workload allocation, leave or duty assignments
- Promotion, appraisal, or career advancement concerns
- Academic, administrative or departmental issues affecting staff
- Workplace ethics, discipline, behavioural concerns or harassment
- Facilities, welfare, safety or professional support provisions

### Procedure

- The faculty/staff member shall submit a written application regarding the grievance to the **FGRC Chairperson**.
- The Chairperson shall convene a meeting of the FGRC to review and resolve the grievance.
- The committee shall follow the **principles of natural justice**, ensuring equal opportunity for hearing both sides
- The FGRC shall examine facts, records, and statements in a fair and unbiased manner.
- The Committee shall submit its report with recommendations, if any, to the competent authority, and a copy shall be provided to the aggrieved faculty/staff member **within 15–30 days** from the date of receipt of the grievance.
- Any faculty/staff member aggrieved by the decision of the FGRC may prefer an appeal to the **Higher/Institutional Appellate Authority** within 15 days from receipt of the decision.

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### Ethical Guidelines & Confidentiality

- All grievance proceedings shall be strictly confidential.
- No staff member shall be discriminated against or victimized for filing a grievance.
- Decisions shall be evidence-based, impartial, and recorded in writing.

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### Outcome & Implementation

- Recommendations made by the FGRC shall be communicated to the concerned authority for necessary action.
  - The Institution shall ensure timely implementation and monitoring of the resolution.
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