



DELHI INSTITUTE OF ADVANCED STUDIES

Plot No. 6, Sector-25, Rohini, Delhi-110085

Re-accredited with 'A' Grade by NAAC

(Approved by AICTE & Affiliated with GGSIPU for B.Com (H), BBA, MBA & MBA (FM) Programmes)

(An ISO 9001:2015 Certified Institution)

Annexure-7(a)

OK

23 Aug 2022

OFFICE ORDER

In compliance to provisions contained/ defined in para 6.1.3 of Appendix 6 of Approval Process Handbook 2022-23 of AICTE, the following Grievance Redressal Committee has been constituted in the Institute.

1. Dr. N. Malati	Director	Chairperson
2. Dr. Shilki Bhatia	Coordinator-MBA	Member
3. Dr. Anju Batra	Coordinator-BBA	Member
4. Ms Neetu Chadha	Coordinator- B Com(H)	Member
5. Sh Prahalad Singh	AO	Member
6. Ms Kamalpreet Kaur, MBA-III	Student	Member
7. Mr Shreshth Kapoor, MBA(FM)-III	Student	Member

The committee shall deal with the grievance as per the directions dated 23 May 2019 and advisory dated 18 July 2017 received from the GGS IP University which is also available on the website of the Institute for wide coverage to all concerned.

This comes into force with immediate effect.

Dr. N. Malati
Director

Copy: All concerned.



DELHI INSTITUTE OF ADVANCED STUDIES

Answer
7/6

Plot No. 6, Sector-25, Rohini, Delhi-110085 (INDIA)

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Tel.: 011-27932742, 9355990931, 9355990933, 9355990934

Website : www.dias.ac.in | E-mail : dias@dias.ac.in

DIAS/E.189/2022-23/

01.05.2023

Ms. Hema Mehtra
2S- 401,
AWHO GURJINER VIHAR
Greater Noida
UP - 201030

Madam,

With reference to your application and interview, we are pleased to appoint you to the below noted post on the following terms and conditions:

Post	:	Psychologist (Student Counsellor)
Salary	:	Rs. 24,000/- per month (Consolidated)
Period of Contract Appointment	:	01.05.2023 to 31.12.2023

Your tenure of service with the Institute will be governed by the terms and conditions determined by the Management from time to time.

Your appointment will be purely on temporary and contract basis for the period indicated above. The contract appointment will cease on the expiry of the above noted period without any further communication/notice.

During the period of your contract employment, the appointment can be terminated by either side by giving 15 days' notice in writing or by payment of 15 days' salary in lieu of notice.

During the course of your service with the Institute, you will not engage yourself in any business, profession or vocation without the prior and written permission of the Management.

You will have to fully satisfy the authorities about your conduct & work and abide by the instructions issued by the authorities from time to time regarding the performance of your duties.

You will only be entitled to Casual Leave at the rate of one for each month and you will have to forego proportionate salary for any other period of absence from duty for any reason during this period.

In case the above terms and conditions are acceptable to you, please sign and return the copy in token of your acceptance of the above terms and conditions.

Yours sincerely,

S.K. Sachdeva
Chairman

- C.C.: 1. Personal File
2. Accounts Section

DECLARATION

Received a copy of the above letter. I hereby accept the appointment on the above terms and conditions and report for duty on 15/5/23 failing which the offer may be treated as withdrawn.

Signature with Date



ISO 9001 : 2015 Certified

DELHI INSTITUTE OF ADVANCED STUDIES

Annexure 7(d)

Plot No. 6, Sector-25, Rohini, Delhi-110085 (INDIA)

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DIAS/C-66/22-23/34692

16 May 2023

Incharge (Affiliation)
GGS IP University
Dwarka, Sector-16 C,
New Delhi-110078

Sachdev
16/05/23
Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka, New Delhi-110078

affiliationbranch123@gmail.com

Sub: Proceedings of Grievance Redressal Meeting

Madam,

A meeting of the duly constituted Grievance Redressal Committee was held on 06 May 2023 in the Institute, a copy of the proceedings of the same with attendance sheet is enclosed for record and reference please.

Yours sincerely,

Dr N Malati
Director

Encl: As above.



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DIAS/C-66/2022-23/

06 May 2023

PROCEEDINGS

The meeting of Grievances Redressal Committee was held today i.e. 06 May 2023 in Students' Grievances Redressal & Welfare Office, Room No. 401, DIAS at 3.00 PM wherein following were present:

- | | |
|------------------------|------------------------|
| 1. Dr. N. Malati | Chairperson |
| 2. Dr Shilki Bhatia | Coordinator- MBA |
| 3. Dr. Anju Batra | Coordinator- BBA |
| 4. Ms Neetu Chadha | Coordinator-B COM(H) |
| 5. Mr. Prahalad Singh | Admin Officer |
| 6. Ms. Kamalpreet Kaur | Student Representative |
| 7. Mr. Shreshth Kapoor | Student Representative |

Special invitees from Internal Complaint Committee

- | | |
|--------------------|------------------------|
| 8. Ms Tanya Gandhi | Student Representative |
| 9. Mr Ritesh kumar | Student Representative |

Special invitees from Anti ragging Committee

- | | |
|---------------------------|------------------------|
| 10. Mr Prashant Choudhary | Student Representative |
| 11. Ms Nivedita Choudhary | Student Representative |

Meeting was Chaired by Dr. N. Malati, Director, DIAS.

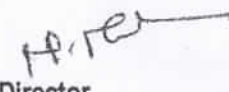
The Members were appraised about first such meeting held on 16 Jan 2023 that there was no grievance on any front i.e.. from students, faculty & staff. This time, students' representatives of other two committees i.e. Internal Complaint Committee about grievances of staff & faculty and Anti Ragging Committee about the grievances of students have also been invited as special invitees for wider comprehension of the Institute's interaction with all students. This will have a wider impact on the students as all the six representatives will actively involve with the students to bring forth any type of grievances which can be resolved amicably.

All the students representatives expressed their happiness to accede to their request for conducting cultural Festival in the Institute on 01 April 2023 with pomp & show with full fervour where Mr Ajay Hooda, Singer was the celebrity performer.

During this semester i.e. from Feb 2023 onwards, no such grievance has so been reported from any student. Since the students' representatives are the senior students in their programmes, therefore, Committee take this opportunity to also place on records its best wishes for their bright future as it will be their last such association in the committee.

Meeting was concluded with vote of thanks to Chair.


Admin Officer


Director



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06.05.23

Attendance Sheet for the Grievances Redressal Committee Meeting Time: 3:00 PM

1	Dr. N. Malati	Chairperson	<i>Ke-ke</i>
2	Dr. Shilki Bhatia	Coordinator- MBA	<i>Shilki</i>
3	Dr. Anju Batra	Coordinator- BBA	<i>AB</i>
4	Ms. Neetu Chadha	Coordinator- B. Com (H)	- Absent
5	Mr. Prahalad Singh	Admin officer	<i>Prahalad</i>
6	Ms. Kamalpreet Kaur	Student Representative of GRC	<i>Kamalmeet</i> <i>09/05/23</i>
8	Mr. Shreshth Kapoor	Student Representative of GRC	<i>Shreshth Kapoor</i> <i>09/05/23</i>
Special Invitees			
9	Ms Tanya Gandhi	Student Representative as Special Invitee from Internal Complaint Committee	<i>Tanya</i> <i>Ritesh</i>
10	Mr Ritesh Bhardwaj	-do-	
11	Mr Prashant Choudhary	Student Representative as Special Invitee from Anti Ragging Committee	<i>Prashant</i>
12	Ms Nivedita Chaudhary	-do-	<i>Nivedita</i>



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Website : www.dias.ac.in | E-mail : dias@dias.ac.in

DIAS/C-66/22-23/ 34448A

06 Sept 2022

Incharge (Affiliation)
GGS IP University
Dwarka, Sector-16 C,
New Delhi-110078

affiliationbranch123@gmail.com

Sub: Proceedings of Grievance Redressal Meeting

Madam,


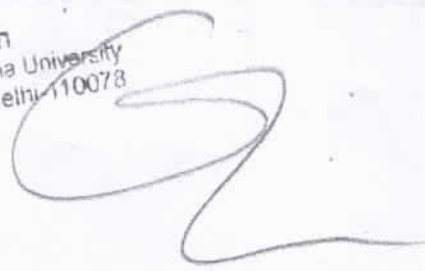
A meeting of the duly constituted Grievance Redressal Committee was held on 26 Aug 2022 in the Institute, a copy of the proceedings of the same with attendance sheet is enclosed for record and reference please.

With regards,

Yours sincerely,


Director

Encl: As above.


Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka, New Delhi-110078




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26.08.2022

Attendance Sheet for the Grievance Redressal Committee Meeting Time: 3:00 PM

1.	Dr. N. Malati	Chairperson	<i>here</i>
2.	Dr. Shilki Bhatia	Coordinator- MBA	<i>Shilki</i>
3.	Dr. Anju Batra	Coordinator- BBA	—
4.	Ms. Neetu Chadha	Coordinator- B. Com (H)	<i>Ms</i>
5.	Mr. Prahalad Singh	Admin officer	→ <i>Kamalpreet</i>
6.	Ms. Kamalpreet kaur	Student Representative	<i>Kamalpreet</i>
7.	Mr Shreshth Kapoor	Student Representative	<i>Shreshth</i>



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DIAS/A-66/2022-23/

26 Aug 2022

PROCEEDINGS

In terms of circular dated 25 Aug 2022, meeting of Grievance Redressal Committee was held today i.e. 26 Aug 2022 in Students' Grievance Redressal & Welfare Office, Room No. 401, DIAS at 3.00 PM wherein following were present:


1. Dr. N. Malati	Chairperson
2. Dr. Shilki Bhatia	Coordinator- MBA
3. Dr. Anju Batra	Coordinator- BBA
4. Ms. Neetu Chadha	Coordinator- B. Com (H)
5. Mr. Prahalad Singh	Admin officer
6. Ms. Kamlpreet Kaur	Student Representative
7. Mr. Shreshth Kapoor	Student Representative

Leave of absence was granted to Dr Anju Batra.

Since it was the first meeting immediately after constitution of SGRC, members were introduced. Students' representatives were apprised that new Academic Session will commence from 12 Sept 2022. They were also requested to interact with their colleagues about all such updates and to coordinate about any kind of grievance, if they come across. The committee was apprised about the grievances redressed during the May/June and August -2022 proctored Examinations:

- i) Mr Gaurav Kumar, MBA-IV Sem faced some grievance about time out in his SHRM paper Code-039228 which we immediately forwarded to GGS IP University on 03 June 2022 and that paper was cleared by the student.
- ii) A student of B Com (H)-II Sem faced server related issue which was also forwarded by the Institute to GGS IP University on 18 Aug 2022, the result of which is awaited. No other grievance was reported from students, faculty & staff.

Meeting concluded with vote of thanks to Chair.


Admin Officer


Director



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Sector-16 C, Dwarka, Delhi-110078

Tele No. 011-25302173 – 174, Email: affiliation@ipu.ac.in

Recd
for
10/1/2020

No. GGSIPU/JR (Aff.)/2019-20/4445

Dated: 08 01.2020

To,
Directors/Principals of All Concerned Institutes
(List Enclosed)

Sub: Non compliance of University advisory & directions dated 23.05.2019.


Sir,

Please refer to University advisory & directions dated 23.05.2019 regarding constitution of the Students' Grievance Redressal Committee in your institute. On the direction of Hon'ble High Court of Delhi a duly constituted committee of the University visited your institute to ensure the compliance of the above advisory & directions by your institute.

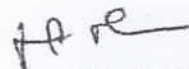
The committee has submitted its report. On perusal of the report, it was found that your institute has not complied with the above advisory and directions of the University and your institute has not appointed a qualified Psychologist/Psychiatrist/Counsellor for the Students' Grievance Redressal Committee.

Therefore, you are hereby directed to immediately appoint a qualified Psychologist/Psychiatrist/Counsellor for the above committee, failing which necessary action in accordance with the provisions of clause-9 of Statute-24 of the University will be taken against your institute. The complete detail regarding Students' Grievance Redressal Committee be provided to the Affiliation Branch in the prescribed proforma enclosed herewith.

Yours faithfully,



(Brig. P.K. Upmanyu)
Joint Registrar (Affiliation)

Encl: As Above.


Dr. N. MALATI
Director

Delhi Institute of Advance Studies
Sector-25 Rohini, Delhi-110025

-135-1


Dr. N. MALATI
Director

Delhi Institute of Advance Studies
Sector-25 Rohini, Delhi-110025

List of Affiliated Institutes of GGSIPU which have not appointed a qualified Psychiatrist/ Psychologist/Counselor for the Students' Grievance Redressal Committee.

1. Army Institute of Management & Technology, Plot No. M-1, Block No. P-5, Sector - Pocket-5, Greater Noida - 201306
2. Army Institute Of Education, Plot No. M-1, Block, No. P-5, Greater Noida - 201306
3. Bharati Vidyapeeth Institute of Computer Applications & Management, A4, Paschim Vihar, New Delhi - 110063
4. Chanderprabhu Jain College Of Higher Studies & School of Law, Plot No. OCF, Sector - A - 8, Narela, Delhi
5. COMM-IT, Career Academy (Minority Educational Institution) FC-31, DDA's Institutional Area (Near Pushpawati Singhania Hospital) Press Enclave Road, Sheikh Sarai, Ph-II, New Delhi - 17
6. Delhi School of Professional Studies and Research, 9, Institutional Area, Sector-25, Rohini, Phase-III, Delhi
7. Gitarattan Institute Of Advanced Studies & Training, D-Block, Sector-7, Rohini, Delhi - 110085
8. HMR Institute of Technology & Management, Hameed Pur, Delhi - 110036
9. Jagannath International Management School, OCF, Pocket - 9, Sector B, Vasant Kunj, New Delhi - 110070
10. JIMS Engineering Management Technical Campus, 48/4, Knowledge Park - III, Greater NOIDA
11. KCC Institute of Legal & Higher Education, 2B-2C, Knowledge Park III, Greater Noida, Gautam Budh Nagar, UP
12. Maharaja Agrasen Institute of Technology, Sector - 22, Rohini, Delhi - 1100
13. Madhu Bala Institute of Communication & Electronic Media, 120-B, Madangir Village, Behind Local Shopping Center, Madangir, New Delhi 110062
14. Pradeep Memorial Comprehensive College Of Education, Pratap Vihar, Kirari Extn., Nangloi, Delhi - 110041
15. St. Lawrence College of Higher Education, Geeta Colony, Facility Center, Delhi - 110030
16. SGIT School of Management, NH-24, Opp. Jindal Pipes Ltd., Jindal Nagar, Gaziabad - 201302
17. Bhai Parmanand Institute of Business Studies, Opp. Madhuban, Shakarpur (Extn.), Delhi - 110092
18. C-DAC, NOIDA (formaly Electronics Research & Development Centre of India) Govt. of India, Anusandhan Bhawan, C - 56/1, Institutional Area, Sector - 62, NOIDA
19. Guru Nanak Dev Institute of Technology, Institutional Area, Sector-15, Rohini, Delhi - 110089
20. ESI - PGIMSR, ESI Hospital, Basaidarpur, New Delhi
21. Dr. Ram Manohar Lohia Hospital, Post Graduate Institute of Medical Education & Research (PGIMER), New Delhi

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Dr. N. MALATI
 Director
 Delhi Institute of Professional Studies
 Sector-25, Rohini, Delhi-110085

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