



St. Edmund's College

(Affiliated to North Eastern Hill University, Shillong)
Recognized by the University Grant Commission under 2 (f) and 12 (B) of UGC act 1956
Laitumkrah, Shillong - 793003, Meghalaya, India

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Website: <http://sec.edu.in>

ST. EDMUND'S COLLEGE POLICY FOR GRIEVANCE REDRESSALS

- (a) The St. Edmund's College has six (6) members of the teaching faculty, besides members representing the Management and student community, appointed to serve in the Grievance Redressal Cell. The Cell also includes the Discipline Committee and Anti Ragging Cell of the College. The contact details of the members are uploaded in the college website.
- (b) The grievances redressal cell is chaired by Vice Principal of the college.
- (c) Students and Staff are welcome to submit their grievance online or drop it in a Grievance Box prominently located near the Vice Principal's office.
- (d) One person of the Grievance Cell is responsible for visiting the website and the Grievance Box for concerns shared on a daily basis.
- (e) While the Grievance Cell meets once a month, the meetings may be more frequent to address urgent needs.
- (f) Any grievance related to Sexual Harassment, will be taken up by the Internal Complaints Committee (ICC).
- (g) All of the above policies are reviewed periodically.


(Principal)
