



गुजरात केन्द्रीय विश्वविद्यालय  
(भारत की संसद के अधिनियम सं. 25, 2009 के तहत स्थापित)

**CENTRAL UNIVERSITY OF GUJARAT**

(Established by an Act of Parliament of India, No 25 of 2009)

F. No. 55-26/2019-ACD/158

Date: 08.07.2019

**Office Order No. 08/AA - 2019-20**

The competent authority has constituted a Committee to look into the grievances related to caste and category-based discrimination submitted online and offline by the students, teachers and non-teaching staff of the university. The Committee consists of:

- |                       |   |
|-----------------------|---|
| 1. Registrar          | Chairman (ex-officio)                         |
| 2. Dr. Jayendra Amin  | Nodal Officer for receiving online grievances |
| 3. Dr. Hemang Desai   | Member (SC/ST Cell)                           |
| 4. Dr. Minaxi Parmar  | Member  |
| 5. Dr. Gajendra Meena | Member  |
| 6. Dr. Hemant Kumar   | Member  |

Upon receipt of online grievances, the Nodal Officer will immediately bring it to the notice of the members of the committee for further action. Grievances addressed to other authorities/Officers of the university will be referred similarly to Member (SC/ST Cell) for processing.

**Terms of Reference: -**

- To inquire into complaints and grievances related to caste and category-based discriminations following due procedure and give recommendations to the Head of university for necessary actions
- To submit report to the Head of university annually and at such other times as required upon status of grievances, their resolutions, action taken etc.
- To ensure that provisions made by Govt. of India relating to Rights & Safeguards of SCs, STs and OBCs are followed within the university and to submit recommendations in this regard *suo motu*, if required
- To ensure that the investigation of a grievance is carried out in fair, time-bound, effective and even confidential fashion, if the context so requires
- To work in co-ordination with other Committees of the university if the grievance links acts of ragging or sexual harassment to caste bias or discrimination based on social origins
- To function as an effective grievance redressal mechanism for SC, ST and OBC students and employees of the university and render them necessary help in solving their academic as well as administrative problems

The Committee will be assisted by SC/ST Cell for secretarial and other needs like record keeping.

Registrar (I/c)

**Copies to:**

1. All Deans, Centre Chairpersons and Co-ordinators
2. All Teaching and Non-teaching staff
3. Chairperson ICT with a request to put in place a mechanism for lodging of online grievance with Nodal Officer immediately upon its registration and to upload the Order on university website
4. All Students' Notice Boards

सेक्टर-29, गांधीनगर-382030, फोन नं - 07923977407, फेक्स-07923260076

Sector-29, Gandhinagar, Phone No. 07923977407, Fax-07923260076

Email: [hemang.desai@cug.ac.in](mailto:hemang.desai@cug.ac.in), website: [www.cug.ac.in](http://www.cug.ac.in)