

# CHOTANAGPUR LAW COLLEGE

Nyay Vihar Campus, Namkum

**RANCHI JHARKHAND**

Established - 1954

## **: Guidelines for Grievance Redressal Cell / Women Cell / Anti-Ragging :**

Chotanagpur Law College is committed to its responsibilities to the society at large and its beneficiaries. Our beneficiaries are our students, faculty, staffs, alumni and the society.

To adhere to this commitment, Chotanagpur Law College clearly mentions in its prospectus the provision of various cells. We at Chotanagpur Law College believe in transparency and honesty in maintaining these grievance redressal cells. (Hence the prospectus very well constitutes them) keeping this object in our mind and fulfilling it in efficient and effective manner and on the basis of the recommendation of the staff council and confirmed in the next meeting of the Staff Council, the following guidelines have been approved.

1. There shall be no acceptance of an oral grievance. All the grievance shall be presented in a written format by the aggrieved person or his/her best friends (relative or close friend) to the Principal.  
(Except for the grievance relating to the women cell, which can be oral, through phone, e-mail)
2. The Principal shall endorse the grievance to the concerned redressal cell.
3. After receiving of the complaint by the Principal, the concerning cell shall within 24 hours investigate and inquire in to the matter (on any working days).
4. After the investigation by the concerning authority the cells shall primarily try to settle the matter mutually through mediation in a harmonious and amicable manner.
5. If the grievance is of a serious nature and comes under the definition of a crime (cognizable offence) then it shall be settles as per the procedure established by law under Cr.P.C. and other Criminal law.
6. The college authority shall have power to direct the guilty person through warning, admonition, information and call to parents, suspension from class and if the matter is of serious nature he/she can be debarred from the college.
7. All the matter settled shall be done following the Principal of Natural Justice and fair hearing.
8. Except in matter pertaining to women grievance cell, all the proceeding shall be made in presence of both the parties.
9. The Woman Grievance Proceeding can be made under *in Camera Proceeding* (as required by the case.)
10. The entire proceeding are to recorded and maintained.

The family of Chotanagpur Law College believes in harmonious and peaceful environment at the college. And the college ensures that such atmosphere is maintained and all such instances of conflict are avoided.

## **CHOTANAGPUR LAW COLLEGE**

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