

ORDER**Formation of Grievance Redressal Committee (GRC)**

In response to the Letter No. 1-101/DPG/AICTE/Ombudsman/2012 dated 9th July-2012, in continuation of Order No: DBCE/PPL/ADM-36/2014-15 dated 07th July, 2014, the following GRC has been constituted for Don Bosco College of Engineering, Fatorda, Margao-Goa with immediate effect.

The Committee is requested to contribute effectively to dispose the grievances at the earliest.

Sr. No.	Name	Designation	Position	Email & Phone No.
1	Fr. Julius Rasquinha	Administrator	Chairman	julius.sdb@dbcegoa.com 8806466878
2	Prof. Ajit Salunke	HOD-Mech	Member	salunke.ajit@dbcegoa.com 9921878026
3	Prof. Gaurang Patkar	HOD-Computer	Member	gaurang.patkar@dbcegoa.ac.in 9850462643
4	Prof. Roseline Fernandes	Asst. TPO	Member	roseline.fernandes@dbcegoa.ac.in 9822144509
5	Prof. Harison Cota	Deputy Registrar, HOD-Sci & Hum	Member Secretary	harison.cota@dbcegoa.ac.in 9850466832

A Complaint Register has been created and kept in the office of the Principal under the supervision of Ms. Veronica Fernandes. On receipt of a Complaint, the staff incharge of the register will submit the same to the Member Secretary of the "Grievance Redressal Committee". The Committee will meet and look into the information provided by the complainant. Any aggrieved Student or Parent may appear in person to present his/her case. The GRC shall conduct an enquiry to ascertain the nature and extent of the grievance. The GRC shall suggest the steps to be initiated at the level of the Institute. The redressal / final action to be taken is left to the Principal.



Fr. Kinley D'Cruz
Director



- Copy to:
- (1) All members of the GRC
 - (2) Institute Notice board
 - (3) Institute web-site
 - (4) The Regional Officer, AICTE, Mumbai
 - (5) The Registrar, Goa University
 - (6) The Director of Technical Education, Porvorim
 - (7) Copy for circulation among all employees
 - (8) The Principal, DBCE
 - (9) Office Copy