



# GANDHI INSTITUTE FOR EDUCATION & TECHNOLOGY

(NAAC Accredited A+ Grade Engineering College)

**BANIATANGI, BHUBANESWAR, KHORDHA - 752060**

(Approved by AICTE & Govt. of Orissa, Affiliated to BPUT)



Ref. No: GIET/ 0466 /2020

Date: 24.08.2020

## OFFICE ORDER

The Internal complaints committee of the Institute is reconstituted in suppression with earlier office order No. GIET/0201/2019 dated 10/07/2019 with immediate effect for almost three years. The function of the committee is given below.

### Functions:

- Assurance that no victimisation will result from making a complaint.
- Procedure is well documented, available and in accessible formats.
- Members who manage complaints are well trained.
- Assistance is provided in the form of language interpreters as needed for parties to a complaint.
- Ensuring the process is confidential, independent and based on principles of natural justice.
- Ensuring the process has clear timelines.
- All conflicts of interest are managed appropriately.

**The Internal complaints committee has been formed with the following members:**

Sl. No.	Name and Designation	Appointment	Contact No.
1	Prof. (Dr.) Smruti Rekha Das, Associate Prof., HOD, Dept. of EACE	Convenor	9437182756
2	Prof. Radhakrishna Das, Asst. Prof., EE	Member	9853433677
3	Prof. Sulochana Das, Asst. Prof., BS&H	Member	8249574587
4	Mrs. Suchhanda Pradhan, Social Activist & Promoter of Vikash (NGO)	Member	9861844007
5	Prof. Priyanka Sid, ASST. Prof., CSE	Member	7366919750
6	Mr. Jagannath Nayak, Administrative Officer	Member	9937602186
7	Ms. Laxmi Priya Rout, PET cum SWO	Member	7991055708
8	Ms. Supriya Mohanty, Student, CSE	Member	8328856756
9	Mr. Sanchit Raj Mohanty, Student, CSE	Member	7008237531
10	Mr. Aman Mishra, Student, ME	Member	8144660715

This order is with immediate effect.

  
Principal

GIET, Baniatangi, Khurda.

### Copy to:-

1. Honorable Vice Chairman for kind information
2. Dean (Academics/Admin)/All HODs/HR
3. City Office/Office for Record & File.
4. IQAC cell
5. All Notice Board.

**ATTESTED**



Secretary  
SPBM Foundation  
Bhubaneswar

#### College Campus :

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Email : info@gietbbsr.com

#### City Office

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Email : gietybbsr@aol.com