



Sheila Raheja  
Institute of  
Hotel Management

Affiliated to the University of Mumbai

SRIHM/GRC/2022-23/02

1<sup>st</sup> February 2023

**NOTICE**

**SUB: GRIEVANCE REDESSAL COMMITTEE MEETING**

The Second Meeting of the Grievance Redressal Committee of the college for the Academic Year 2022 - 23 will be held on Wednesday 15<sup>th</sup> February 2023 at 3.30 pm at the 5th Floor 'Library' – Sheila Raheja Institute of Hotel Management– Raheja Education Complex Bandra East to conduct the following business.

**AGENDA**

1. To read and confirm the minutes of the meeting held on 19<sup>th</sup> August 2022.
2. To review the training conducted by Software Company representative – EduGrievance –Online grievance Redressal system.
3. To discuss the cases of Grievance received after the last meeting, if any
4. Any other matters with the permission of the chair.

Please make it convenient to attend and participate in the said meeting.

  
**Ashish Mane**  
Chairperson





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**Date: 16<sup>th</sup> February 2023**

**MINUTES OF THE MEETING OF GRIEVANCE REDESSAL COMMITTEE**

The Second Meeting of the Grievance Redressal Committee of the college for the Academic Year 2022 - 23 will be held on Wednesday 15<sup>th</sup> February 2023 at 3.30 pm at the 5th Floor 'Library' – Sheila Raheja Institute of Hotel Management– Raheja Education Complex Bandra East to conduct the following business.

The following members were present: -

1. Mr. Ashish Mane
2. Mrs. Reshma Nagarkar
3. Mr. Sameer Dighe

The quorum for the meeting was present.

**Agenda Point no.1**

To read and confirm the minutes of the meeting held on 19<sup>th</sup> August 2022.

The Grievance Redressal Committee Chairperson read the Minutes of the Grievance Redressal Committee meeting held on 19th August 2022 and the following resolution was passed.

**Resolution No. 1**

“Be it and it is hereby resolved that the Minutes of the last Grievance Redressal Committee meeting held on 19th August 2022 be confirmed and approved”.

**Agenda Point no.2**

To review the training conducted by Software Company representative – Edu Grievance –Online grievance Redressal system

The Member Secretary reviewed the training conducted by Software Company representative – Edu Grievance –Online grievance Redressal system, there were no changes in the operating system since the last training.

The members made a note of the same.





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### Agenda Point no.3

To discuss the cases of Grievance received after the last meeting, if any

The Chairperson apprised that since the last meeting there have been no Grievance cases registered by any of the stakeholders

The chairperson appreciated the fact that there were no Grievance cases

### Agenda Point no.4

Any other matters with the permission of the chair.

There being no other matter to be discussed and business to be conducted, the meeting ended by thanking the Members for their presence.

**Ashish Mane**  
Chairperson

