



Sheila Raheja
Institute of
Hotel Management

Affiliated to the University of Mumbai

ATTENDANCE SHEET OF GRIEVANCE REDRESSAL COMMITTEE
MEETING HELD ON 28th MARCH 2024

Sr. No.	Name of the Member	Position	Capacity in which representing the Committee	Signature
1.	Mr. Conrad D'souza	Chairperson	Principal	
2	Mr.Selvyn Rodrigues	Member	Senior Faculty Representative	
3	Mrs. Jasmine Reddy	Member	Senior Faculty Representative.	
4	Mr.Nixon Dmello	Member	Senior Faculty Representative	
5	Mr. Manoj Kamble	Member	Senior Faculty Representative	
6	Ms.Tanushka Acharekar	Member	Student Representative	





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SRIHM/GRC/2023-24/02

14th March 2024

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 28th March 2024 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 20th July 2023.
2. To review the training conducted by Software Company representative – Edu Grievance 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.


Conrad D'souza
Chairperson





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MINUTES OF THE MEETING OF GRIEVANCE REDRESSAL COMMITTEE

The Second Meeting of the Grievance Redressal Committee of the college for the Academic Year 2023 - 24 will be held on Thursday 28th March 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. Conrad D'souza
2. Mr.Selvyn Rodrigues
3. Mrs. Jasmine Reddy
4. Mr.Nixon Dmello
5. Mr. Manoj Kamble
6. Ms. Tanushka Archerekar

The quorum for the meeting was present.

Agenda Point no.1

To read and confirm the minutes of the Grievance Redressal Committee (GRC) Meeting held on 15th February 2023.

The Chairperson read the Minutes of the Grievance Redressal Committee (GRC) meeting held on 15th February 2023 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 (GRC) meeting held on 15th February 2023 be confirmed and approved”.

Agenda Point no.2

To review the training conducted by the Software Company Representative – Edu Grievance Online Redressal system.

The Chairperson apprised if any queries were required to be solved and if they were resolved The Members confirmed that all queries were resolved.



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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.


Conrad D'souza
Chairperson