



AGRA PUBLIC COLLEGE OF HIGHER EDUCATION & RESEARCH CENTRE

Formerly : Agra Public Institute of Technology & Computer Education

Approved By Pharmacy Council of India, New Delhi

Affiliated To Dr. APJ Abdul Kalam Technical University, Lucknow (U.P.)

Ref. No.APCHERC/GROC/2024-25/5752

Date : 25.03.2025....

NOTICE

It is stated that Agra Public College of Higher Education & Research Centre is affiliated to Dr. APJ Abdul Kalam Technical University, Lucknow. The institute has established Grievance Redressal Committee (letter no. APCHERC/SGC/2024-25/5740) as per UGC guidelines.

Dr. APJ Abdul Kalam Technical University, Lucknow has appointed Prof. J.V. Vaishampayan, Ex.-VC, Bundelkhand University Jhansi as Ombudsman for a period of 3 years as per circular no. AKTU/Registrar Office/2024/1347 dated 24th February 2024.

DIRECTOR

Director
Agra Public College of Higher
Education & Research Centre
Artoni, Agra

Head Office : 10, Old Vijay Nagar Colony, Agra (U.P.)

Phone : 7669929705, 9412259971 Fax No. (0562) 2855668

Email : agrapublic@gmail.com Website : www.agrapublic.com

Campus Address : NH-2, Heeral Lal Ki Pyau, Akbara Road, ARTONI, Agra (U.P.) - 282007



डॉ० ए०पी०जे० अब्दुल कलाम प्राविधिक विश्वविद्यालय
DR. A.P.J. ABDUL KALAM TECHNICAL UNIVERSITY
(Formerly UP Technical University)

सेक्टर-11, जनकीपुरम विस्तार योजना, लखनऊ-226031

Sector-11, Jankipuram Extension Yojna, Lucknow

पत्रांक: ए०के०टी०यू/कुस०का०/स्था०/2024/1347

दिनांक: 24 फरवरी, 2024

सेवा में,

प्रो० जे०वी० वैशम्पायन,
पूर्व कुलपति (बुन्देलखण्ड विश्वविद्यालय, झांसी),
सी-15, सेक्टर-ए, निकट-फौतिमा अस्पताल,
महानगर, लखनऊ।

महोदय,

कृपया अवगत कराना है कि भारतीय विश्वविद्यालय अनुदान आयोग, नई दिल्ली की अधिसूचना दिनांक: 11 अप्रैल, 2023 में उल्लेखित व्यवस्थानुसार छात्रों की शिकायत निवारण, अधिनियम, 2023 के विन्दु-6 के अंश-5 के अनुसार लोकपाल को पद ग्रहण करने की तिथि से तीन वर्ष की अवधि के लिए अथवा 70 वर्ष की आयु प्राप्त करने तक, इनमें से जो भी पहले हो, के लिए मा० कुलपति महोदय द्वारा आपको लोकपाल नियुक्त किया जाता है।

लोकपाल को सुनवाई का संचालन करने लिए निर्धारित नियमों के अनुसार प्रति दिन प्रति बैठक के आधार पर देय शुल्क एवं यात्रा पर किये गये व्यय की प्रतिपूर्ति विश्वविद्यालय द्वारा वित्तीय नियमों के अनुसार की जाएगी।

भवदीय

(सुशील कुमार गुप्ता)
कुलसचिव

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित:-

1. प्रति कुलपति, ए०के०टी०यू०, लखनऊ।
2. वित्त अधिकारी, ए०के०टी०यू०, लखनऊ।
3. परीक्षा नियंत्रक/अपर परीक्षा नियंत्रक/संयुक्त परीक्षा नियंत्रक, ए०के०टी०यू०, लखनऊ।
4. समस्त अधिष्ठाता/सहायक अधिष्ठाता, ए०के०टी०यू०, लखनऊ।
5. निदेशक/प्राचार्य, डॉ० ए०पी०जे० अब्दुल कलाम प्राविधिक विश्वविद्यालय से सम्बद्ध/घटक समस्त सरकारी एवं निजी क्षेत्र के संस्थान।
6. प्रो० मनीष आर० जोशी, सचिव, भारतीय विश्वविद्यालय अनुदान आयोग, नई दिल्ली को पत्रांक: F 1-13/2022(CPP-II) Dated: 05-12-2023 के संदर्भ में सूचनार्थ।
7. प्रभारी, ई०आर०पी० को विश्वविद्यालय की वेबसाइट पर प्रदर्शनार्थ।
8. समस्त उप कुलसचिव/सहायक कुलसचिव/जनसम्पर्क अधिकारी/व्यवस्थाधिकारी/प्रभारी, छात्र सहायता प्रकोष्ठ, ए०के०टी०यू०, लखनऊ।
9. स्टाफ ऑफिसर, कुलपति कार्यालय, ए०के०टी०यू०, लखनऊ।

(सुशील कुमार गुप्ता)
कुलसचिव

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Date : 25.03.2025.....

GRIEVANCE REDRESSAL CELL

Dr. Laxmi Tripathi	-	Convener
Dr. Shraddha Singh Raghav	-	Member
Dr. Ravindra Mishra	-	Member
Mrs. Sarika Gupta	-	Member
Mr. Amit Chandra	-	Member
Ms. Shilpi Sharma	-	Student Member
Mr. Prashant Garg	-	Student Member

Scope –

- (1) The Grievance Redressal Committee shall consider only individual grievance of specific nature of staff and students of our Institute raised individually by the concerned aggrieved employee /student of group of Institutions.
- (2) The Grievance Redressal Committee shall not consider any grievance of general applicability or of collective nature of raised collectively by more than one employee/student.
- (3) After receiving any application, the committee will decide on the merit of case regarding scope of further discussion.

Procedure, Periodicity & Attendance at Meeting

- The grievance committee will meet as and when required. However, if necessary, it may meet more frequently at the Instance of the chairman or at the request of the other members to discuss the various issues received.
- At least three members of the grievance committee shall be present in a meeting.
- If a member of grievance committee is connected with the grievance of the aggrieved individual, the concerned members of the grievance committee shall not participate in deliberations regarding that individual's case.
- If the aggrieved person happens to be a members of the grievance committee, then he/she shall not participate in the deliberations as a members of the committee when his/her representation is being considered.

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Procedure of Submitting Grievance

- The aggrieved member shall submit his/her petition to the Chairman, Grievance Redressal Committee in a sealed envelope marked "confidential".
- On receipt of a petition the Grievance Redressal Committee will endeavour to send its recommendation to the Director within one month if possible, but in any case not beyond three months, for further action.
- In case of false and frivolous complaint (if proved), the Grievance Redressal Committee will recommend Director/Disciplinary Authority to take appropriate action against the complainant.

TERMS OF REFERENCE

- The Grievance Redressal Committee shall consider all grievance submitted in writing by an individual member of the Institute regarding employment/association, working conditions and any other alleged injustice done to an employee/student while discharging his/her duties our Institution.
- The Grievance Redressal Committee may mediate between the complainant and defendant against whom the complaint has been made, if required
- The Director, as far as possible, shall be guided by the advice of the Grievance Redressal Committee unless the recommendations of Committee violate basic rules and norms of the centre.
- Any dead-lock shall be resolved by the Director.
- The final settlement of any grievance shall be made within a reasonable period (normally not exceeding one month) after the recommendations are submitted to the Director by the Grievance Redressal Committee.

C.C. :-

- (1.) Dr. Laxmi Tripathi
- (2.) Dr. Shraddha Singh Raghav
- (3.) Dr. Ravindra Mishra
- (4.) Mrs. Sarika Gupta
- (5.) Mr. Amit Chandra
- (6.) Ms. Shilpi Sharma
- (7.) Mr. Prashant Garg

D. P. Patel
DIRECTOR
Director
Agra Public College of Higher
Education & Research Centre
Artoni, Agra