

Lakhimpur Commerce College

Grievance Redressal Cell

Policies of Grievance Redressal Cell

1. The Grievance Redressal Cell of Lakhimpur Commerce College is constituted with the aim of looking into the grievances of all the students irrespective of sex, creed, religion and age.
2. The cell shall receive the complaints in writing with proper signature of the complainant. The complaints may range from sexual, physical and mental harassments, physical abuse to any kind of grievances related to the academic and administrative problem.
3. The complaints may be lodged in the Complain Box or directly placed before the Convener of the Cell
4. The members of the cell shall go through the Complain and attempt to have a face to face conversation with the complainant regarding the details of the complain, time of happening, presence of witness etc.
5. The Cell shall carry out an impartial analysis of the complainant.
6. After carrying out a thorough and impartial analysis a written report shall be written.
7. The Cell shall call for any other person/witnesses to gain further insight to the insight to the incident and listen to them
8. After a patient hearing and scrutinizing all the facts and details, the members may arrive at a conclusion and proper judgement.
9. The first initiative of the Cell would be to resolve the matter amicably or through proper counseling. Otherwise a fair judgement will be meted out to the complainant.
10. The cell shall not disclose the name and any kind of information regarding the complainant and other person to public



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