



TEERTHANKER MAHAVEER UNIVERSITY

(Established under Govt. of U. P. Act No. 30, 2008)

Delhi Road, Moradabad (U.P)

Phone No.: 0591-2476813

Email: jointregistrar@tmu.ac.in

Ref. : TMU/R.O./2025-26/EGRC/01

Date : 27.08.2025

Circular

Subject:- Employee Grievance Redressal Committee

With reference to the above-mentioned subject, the following Employee Grievance Redressal Committee (EGRC) has been constituted to look into the complaints received from Teaching/non-teaching employees of the University.

1	Shri Manoj Jain, Director-HR	Chairperson
2	Prof. Manjula Jain, Dean Academics	Member
3	Prof. Vipin Jain, Dean - Faculty of Commerce & Management	Member
4	Concerned Principal/Dean/Reporting Officer	Member
5	Dr. Prashant Kumar, Dy. Registrar-HR	Member Secretary

Roles and Responsibilities

1. Complaint Redressal

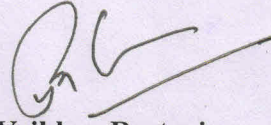
Employees are advised to initially discuss the issue with their immediate reporting officer. If the matter remains unresolved the concerned employee should approach EGRC.

- **Receiving Complaints:** The committee shall be responsible for receiving and acknowledging complaints from Teaching and non-teaching employees of the University. The complaints shall be submitted to the Member Secretary of the EGRC.
- **Hearing and Resolution:** The Committee shall provide a platform for both the complainant and the accused to present their statements, and shall work toward a resolution that upholds justice and fairness.
- **Investigation & Decision:** The Committee shall investigate as necessary, examine the evidence, and prepare its findings. The recommendations shall then be submitted to the Hon'ble Vice Chancellor for a decision.
- **Communication & Appeal:** The decision shall be communicated to the employee. If the employee is dissatisfied, they may submit an appeal to the Hon'ble Vice Chancellor within one week of receiving the communication, for final review.

2. A copy of the committee's decision, along with the complaint, shall be submitted to the Office of the Registrar for record purposes.

This is issued with the approval of Hon'ble Vice Chancellor.

Copy to:-


Dr. Vaibhav Rastogi
(Joint Registrar)
Dr. Vaibhav Rastogi
Joint Registrar
Teerthanker Mahaveer University
Moradabad