

Ref.No: IPEC/Dir.Off./2026/224

Dated: 18th September, 2026**INTER OFFICE NOTICE****From: Chairman-Internal Grievance Redressal Committee****To: All Concerned****Subject: Reconstitution of Internal Grievance Redressal Committee (IGRC) for Faculty and Staff for Academic Session 2026-27.**

A Committee is established with an aim to provide the employees an easy and readily accessible mechanism for prompt grievance redressal process.

Objectives

- To provide a fair, transparent and accessible mechanism for faculty and staff to raise Genuine workplace grievances.
- To ensure impartial consideration of complaints and an opportunity to be heard.
- To protect confidentiality to the extent reasonably possible.
- To promote a respectful, discrimination-free and professional work environment.
- To ensure time-bound disposal and communication of decisions.
- To provide an appropriate review/appeal mechanism against decisions of the Committee.

INTERNAL GRIEVANCE REDRESSAL COMMITTEE (IGRC) FOR FACULTY & STAFF

S.N.	Name	Designation	Role in Committee	Mobile No.	Email ID
1.	Prof.(Dr.) D.K. Sharma	Director	Chairperson	9971664484	director@ipec.org.in
2.	Prof.(Dr.) Amit Jain	Dean (Acad. & SW)	Member-Convener	9891047435	Dean.academics@ipec.org.in
3.	Prof.(Dr.) Sunita Yadav	Dean-CSE & Allied	Member	9873587500	Dean.cse-allied@ipec.org.in
4.	Prof.(Dr.) Rambir Singh	Dean-First Year	Member	9456833548	hod.fyr@ipec.org.in
5.	Prof.(Dr.) Neeta Verma	HOD-DS	Member	9818681309	neeta.verma@ipec.org.in
6.	Ms. Alpna Rani	Registrar	Member	9999407000	registrar@ipec.org.in
7.	Ms. Rekha Singh	Head-HR	Member	9211709291	Head.hr@ipec.org.in

Scope of Grievances

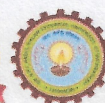
- Workplace-related administrative or service grievances.
- Issues concerning allocation of duties, workload, leave, attendance, workplace facilities or working conditions, subject to applicable rules.
- Unfair or inconsistent administrative treatment, where not specifically governed by another statutory mechanism.



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- Interpersonal or workplace conduct issues that are not covered by a specialised statutory committee.
- Concerns regarding implementation of institutional policies, procedures or decisions Affecting faculty/staff.
- Any other employment-related grievance that the competent authority considers appropriate for this Committee.

D Sharma

Prof. (Dr.) D.K. Sharma
Director

Copy to: Through E-Mail & ERP

1. Hon'ble Management (For Kind Information)
2. Principal, All Deans,
3. Registrar, All HoDs & Functional Heads,
4. All Faculty & Staff
5. HR – For Information & Record
6. All Students,
7. All Concerned