



SHETH LALJI DAYAL AMALGAMATED TRUST'S
LILAVATI LALJI DAYAL NIGHT COLLEGE OF COMMERCE

375/77, Sardar Vallabhbhai Patel Road, Mumbai – 400 004. Tel.: 022 – 2382 7615/ 3507 7382

E-mail: lldhs2000@gmail.com/ info@lldhs.in

Website: www.lldhscoc.in

Govt. Order No.: NGC 2018 / (100 / 18) MSHSI-4

Univ Affiliation No.: AFF / ICD / 2018-19/ 731

Ref. No. _____

Date: _____

Criteria-5.1.4

The Institution has a Transparent Mechanism for Timely Redressal of Student Grievances including Sexual Harassment



(In-Charge Principal)
Sheth Lalji Dayal Amalgamated Trust's
Lilavati Lalji Dayal Night College of Commerce
Charni Road, Mumbai - 400 004



SHETH LALJI DAYAL AMALGAMATED TRUST'S
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Criteria-5.1.4.B

Committee Notice, Reports And Minutes Of The Meetings



(In-Charge Principal)
Sheth Lalji Dayal Amalgamated Trust's
Lilavati Lalji Dayal Night College of Commerce
Charni Road, Mumbai - 400 004



SHETH LALJI DAYAL AMALGAMATED TRUST'S
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Date: _____

NOTICE OF STUDENT GRIEVANCE COMMITTEE



SHETH LALJI DAYAL AMALGAMATED TRUSTS'
LILAVATI LALJI DAYAL NIGHT COLLEGE OF COMMERCE

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Ref. No. _____

Date: _____

Student Grievance Committee

Notice

Dated: 15th November 2022

This is to inform all the Student Grievance Committee Members that the meeting of Student Grievance Committee will be held on Tuesday 22th November 2022 at 5.00 p.m. Conference Room. All are requested to be present.

Agenda of Meeting:

1. To Read & confirm the minutes of the meeting held on 20th October 2021.
2. To Discuss on Provide a support system for the students to address their grievances.
3. To Discuss on not disclosed to anyone and once a complaint is made.
4. To Ensure effective solution to the students grievances with an impartial and fair approach.
5. Use of mobile phones during lectures is prohibited
6. Any other matter with the permission of the chair.

Mrs. Jennifer D'Cruz
Principal



(In-Charge Principal)
Sheth Lalji Dayal Amalgamated Trusts'
Lilavati Lalji Dayal Night College of Commerce
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MINUTES OF MEETING HELD



SHETH LAJI DAYAL AMALGAMATED TRUSTS'
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Univ Affiliation No.: AFF / ICD / 2018-19/ 731

Ref. No. _____

Date: _____

Student Grievance Committee

Minutes of the Committee AY November 2022-23

Date: 22nd November 2022

Venue: Conference Room

Time: 5.00 pm

Agenda of Meeting:

1. To Read & confirm the minutes of the meeting held on 20th October 2021.
2. To Discuss on Provide a support system for the students to address their grievances.
3. To Discuss on not disclosed to anyone and once a complaint is made.
4. To Ensure effective solution to the students grievances with an impartial and fair approach.
5. Use of mobile phones during lectures is prohibited.
6. Any other matter with the permission of the chair.

Mrs. Jennifer D'Cruz
Principal



(In-Charge Principal)
Sheth Lalji Dayal Amalgamated Trusts'
Lilavati Lalji Dayal Night College of Commerce
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Ref. No. _____

Date: _____

Minutes of the Student Grievance Committee meeting held on 22nd November 2022

I/C Principal, Mrs. Jennifer D'Cruz welcomed all the Student Grievance Committee members for the meeting.

- Readout and confirm the minutes of the meeting held on 20th October 2021. All members of the Student Grievance committee appreciated the precious committee's efforts.
- It was decided that to Provide a support system for the students to address their grievances.
- Student are request to note that making a complaint is serious and therefore, they are using this power in a responsible manner. At the same time college assures students that their identity will not be disclosed to anyone and once a complaint is made, it will be treated with confidentially.
- Principal, Mrs. Jennifer D'Cruz suggested that to ensure effective solution to the student's grievances with an impartial and fair approach.
- The Meeting ended with thanks to the Chair



(In-Charge Principal)
Sheth Lalji Dayal Amalgamated Trust's
Lilavati Lalji Dayal Night College of Commerce
Charni Road, Mumbai - 400 004



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Ref. No. _____

Date: _____

GRIEVANCE REDRESSAL FORM

To,

The Chairman

College Grievance Redressal Cell (CGRC)

Subject: - Application for Redressal of Grievance/s

Respected Sir/Madam,



(In-Charge Principal)
Sheth Lalji Dayal Amalgamated Trust's
Lilavati Lalji Dayal Night College of Commerce
Cherni Road, Mumbai - 400 004



SHETH LALJI DAYAL AMALGAMATED TRUST'S
LILAVATI LALJI DAYAL NIGHT COLLEGE OF COMMERCE

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Univ Affiliation No.: AFF / ICD / 2018-19/ 731

Ref. No. _____

Date: _____

1	Full name of the student	Thakur Krutika Narendra
2	Department	B.com
3	Class	F.Y.B.Com
4	Residential address of the student	A/A- Wing, Room no: 5, Jai Hari , C.H.S, Forjett Street, V.N. Naik Marg, Pin Code: 400036.
5	Permanent Address of the student	A/A- Wing, Room no: 5, Jai Hari , C.H.S, Forjett Street, V.N. Naik Marg, Pin Code: 400036.
6	Email of the student	krutikathakur0429@gmail.com
7	Contact number of the student	9619803058
8	WhatsApp no.of the student	9619803058
9	Faculty	Commerce
10	Programme Name	B.com
11	Academic Year	2018-2019
12	Semester	First
13	Roll No	29
14	PRN No	2018016401284677
15	Write the nature of your grievance	Student Grievance

Declaration from the student

I/We hereby declare that the above mentioned information furnished by me /us is true to the best of my/our knowledge. In case if it is turned false. I /We am/are personally responsible for the punishment.



(In-Charge Principal)
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Lilavati Lalji Dayal Night College of Commerce
Charni Road, Mumbai - 400 004



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Ref. No. _____

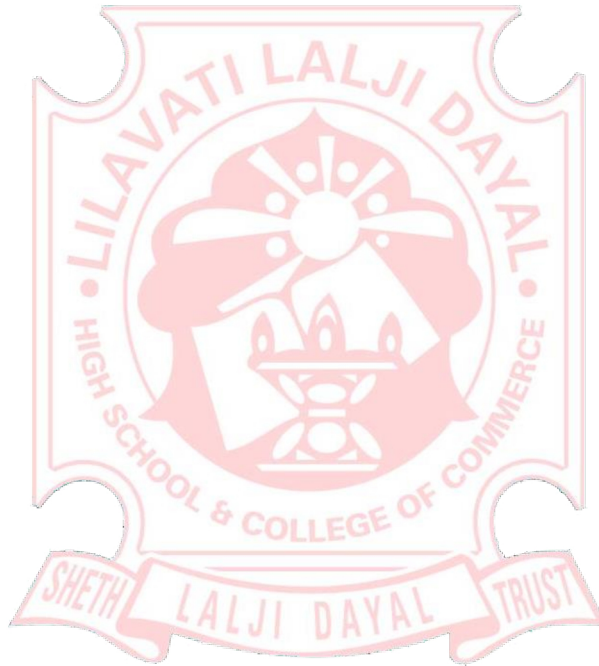
Date: _____

Keutika J.

Signature of the student

Date: - 13/August/2018

Place: - Mumbai



[Signature]

(In-Charge Principal)
Sheth Lalji Dayal Amalgamated Trust's
Lilavati Lalji Dayal Night College of Commerce
Cherni Road, Mumbai - 400 004



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Ref. No. _____

Date: _____

Sample Application Letter. By Student

<i>Date- 06/11/2022</i>
<i>Anjali Chourasiya</i>
<i>T.Y.B.COM</i>
<i>To,</i>
<i>The Principal</i>
<i>The Lilavati Lalji Dayal Night College Of Commerce</i>
<i>Sardar Vallabhao Patel Road</i>
<i>Mumbai-400004</i>
<i>Sub-Request to increase No of lights in college premises</i>
<i>Respected Madam</i>
<i>I am Anjali Chourasiya , a student of T.Y.B.COM class. I am writing this</i>
<i>letter to express the concern about the lighting conditions within certain</i>
<i>areas of the college premises.</i>
<i>The lighting in these areas appears to be insufficient creating dim</i>
<i>surroundings especially during the evening</i>
<i>I kindly request your attention to consider increasing number of lights in</i>
<i>these specific location</i>
<i>Yours faithfully</i>
<i>Anjali Chouasiya</i>
<i>T.Y.B.COM</i>



(In-Charge Principal)
Sheth Lalji Dayal Amalgamated Trust's
Lilavati Lalji Dayal Night College of Commerce
Chennai Road, Mumbai - 400 004



SHETH LALJI DAYAL AMALGAMATED TRUST'S
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Ref. No. _____

Date: _____

Sample Grievance Letter Submission

 SHETH LALJI DAYAL AMALGAMATED TRUST'S
LILAVATI LALJI DAYAL NIGHT COLLEGE OF COMMERCE
375/77, Sardar Vallabhbhai Patel Road, Mumbai – 400 004. Tel.: 022 – 2382 7615/ 3507 7382
E-mail: lldhs2000@gmail.com/ info@lldhs.in
Website: www.lldhscoc.in

Govt. Order No.: NGC 2018 / (100 / 18) MSHI-4 Univ Affiliation No.: AFF / ICD / 2018-19/ 731
Ref. No. _____ Date: _____

GRIEVANCE REDRESSAL FORM


To,
The Chairman
College Grievance Redressal Cell (CGRC)


Subject: - Application for Redressal of Grievance/s

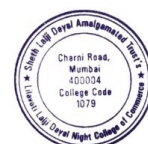
Respected sir/madam,

I/We am/are hereby forwarding my/our Application for Redressal of Grievance/s. Kindly accept it and do the further processing. My/Our personal details and particulars about my/our grievance are as follows:

1	Full name of the student	Anjali Chaurasiga
2	Department	B.com
3	Class	T.Y. Bcom.
4	Residential address of the student	Off. Parade Colaba Mumbai - 400 005
5	Permanent Address of the student	Off. Parade Colaba Mumbai - 400 005
6	Email of the student	anjali.ch.803@gmail.com
7	Contact number of the student	8779132778


In-Charge Principal
Sheth Lalji Dayal Night College
of Commerce (Night)
375/77, S. V. P. Road,
Mumbai - 400 004






(In-Charge Principal)
Sheth Lalji Dayal Amalgamated Trust's
Lilavati Lalji Dayal Night College of Commerce
Charni Road, Mumbai - 400 004



SHETH LALJI DAYAL AMALGAMATED TRUST'S
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Ref. No. _____

Date: _____

Members List 2022-2023

Sr. No	Name of the Member	Position	Signature
1	Ms. Jennifer D'Cruz	Chairperson	
2	Mr. Jayprakash Maurya	Convenor	
3	Ms. Veena Singh	Member	
4	Ms. Namrata Bhalerao	Member	
5	Ms. Nada Patel	Member	
6	Ms. Aarati Pugaonkar	Member	



(In-Charge Principal)
Sheth Lalji Dayal Amalgamated Trust's
Lilavati Lalji Dayal Night College of Commerce
Charni Road, Mumbai - 400 004



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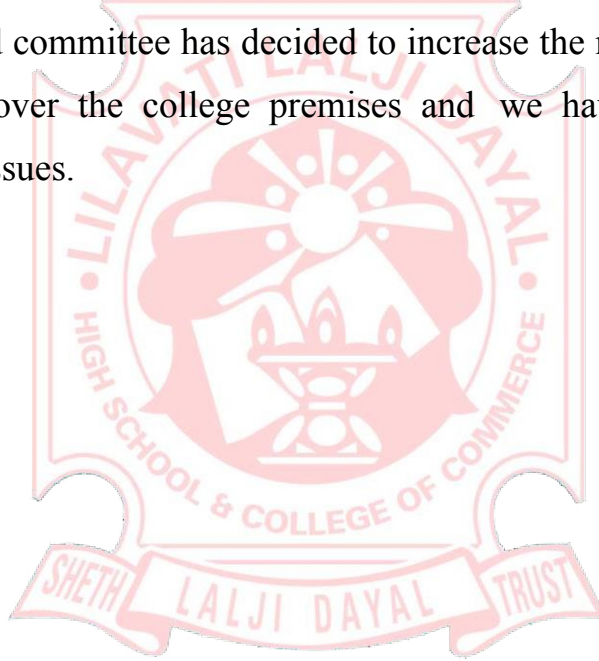
Univ Affiliation No.: AFF / ICD / 2018-19/ 731

Ref. No. _____

Date: _____

Student Grievance Committee
Action Taken Report

A meeting was conducted by the Grievances Redressal Committee on 22/11/2022, to address the concerns raised by Anjali Chaurasiya a T.Y. B.Com student regarding the need to increase the number of lights in the college premises. These matters were thoroughly discussed, and committee has decided to increase the number of LED lights in all over the college premises and we have successfully resolved the issues.



(In-Charge Principal)
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Lilavati Lalji Dayal Night College of Commerce
Cherni Road, Mumbai - 400 004



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Date: _____

Sample forms submitted by Students

SHETH LALJI DAYAL AMALGAMATED TRUST'S
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Ref. No. _____ Date: _____

GRIEVANCE REDRESSAL FORM

To,
The Chairman
College Grievance Redressal Cell (CGRC)

Subject - Application for Redressal of Grievance/s

Respected sir/madam,

I/We am/are hereby forwarding my/our Application for Redressal of Grievance/s. Kindly accept it and do the further processing. My/Our personal details and particulars about my/our grievance are as follows:

1	Full name of the student	Dhruv. Shah.
2	Department	B.com
3	Class	S.Y. BCOM
4	Residential address of the student	J.S.S Road. MUM- 400002
5	Permanent Address of the student	J.S.S Road MUM- 400002
6	Email of the student	dhruvshah207@gmail.com.
7	Contact number of the student	959493990

I/C Principal
Lilavati Lalji Dayal College of Commerce (DUGM)
375/77, S. V. P. Road,
Mumbai - 400 004.

Cherni Road,
Mumbai
400004
College Code
1079



[Signature]

(In-Charge Principal)
Sheth Lalji Dayal Amalgamated Trust's
Lilavati Lalji Dayal Night College of Commerce
Cherni Road, Mumbai - 400 004



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Date: _____

Notice Of Student Grievance Committee

	<p>SHETH LALJI DAYAL AMALGAMATED TRUSTS' LILAVATI LALJI DAYAL NIGHT COLLEGE OF COMMERCE 375/77, Sardar Vallabhbhai Patel Road, Mumbai – 400 004. Tel.: 022 – 2382 7615/ 3507 7382 E-mail: lldhs2000@gmail.com/ info@lldhs.in Website: www.lldhscoc.in</p> <p>Govt. Order No.: NGC 2018 / (100 / 18) MSHSI-4 Univ Affiliation No.: AFF / ICD / 2018-19/ 731 Ref. No. _____ Date: _____</p> <p style="text-align: center;"><u>Student Grievance Committee</u></p> <p style="text-align: center;">Notice</p> <p style="text-align: right;">Dated: 20th January 2023</p> <p>This is to inform all the Student Grievance Committee Members that the meeting of Student Grievance Committee will be held on Friday 27th January 2023 at 5.00 p.m. Conference Room. All are requested to be present.</p> <p>Agenda of Meeting:</p> <ol style="list-style-type: none">1. To Read & confirm the minutes of the meeting held on 22nd November 2022.2. To Investigate the grievances of students.3. To Discuss on take care of general issues.4. Any other matter with the permission of the chair. <p style="text-align: right;"> Mrs. Jennifer D' Cruz Principal</p>
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(In-Charge Principal)
Sheth Lalji Dayal Amalgamated Trusts'
Lilavati Lalji Dayal Night College of Commerce
Charni Road, Mumbai - 400 004



SHETH LAJI DAYAL AMALGAMATED TRUSTS'
LILAVATI LAJI DAYAL NIGHT COLLEGE OF COMMERCE

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Ref. No. _____

Date: _____

MINUTES OF STUDENT GRIEVANCE COMMITTEE

	<p>SHETH LAJI DAYAL AMALGAMATED TRUSTS' LILAVATI LAJI DAYAL NIGHT COLLEGE OF COMMERCE 375/77, Sardar Vallabhbhai Patel Road, Mumbai – 400 004. Tel.: 022 – 2382 7615/ 3507 7382 E-mail: lldhs2000@gmail.com/ info@lldhs.in Website: www.lldhscoc.in</p> <p>Govt. Order No.: NGC 2018 / (100 / 18) MHSI-4 Ref. No. _____</p> <p>Univ Affiliation No.: AFF / ICD / 2018-19/ 731 Date: _____</p> <p style="text-align: center;"><u>Student Grievance Committee</u></p> <p style="text-align: center;">Minutes of the Committee AY October 2022-23</p> <p>Date: 27th January 2023 Time: 5.00 pm</p> <p>Venue: Conference Room</p> <p>Agenda of Meeting:</p> <ol style="list-style-type: none">1. To Read & confirm the minutes of the meeting held on 22nd November 2022.2. To Investigate the grievances of students.3. To Discuss on take care of general issues.4. Any other matter with the permission of the chair. <p style="text-align: right;"> Mrs. Jennifer D'Cruz Principal</p>
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(In-Charge Principal)
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Lilavati Lalji Dayal Night College of Commerce
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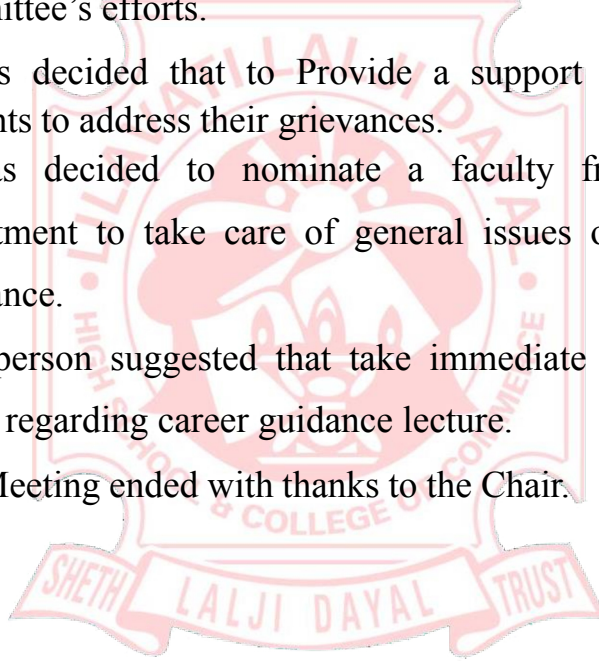
Ref. No. _____

Date: _____

Minutes of the Student Grievance Committee meeting held on 27th January 2023

Principal, Mrs. Jennifer D'Cruz welcomed all the Student Grievance Committee members for the meeting.

- Readout and confirm the minutes of the meeting held on 22nd November 2022. All members of the Student Grievance committee appreciated the precious committee's efforts.
- It was decided that to Provide a support system for the students to address their grievances.
- It was decided to nominate a faculty from each department to take care of general issues of student grievance.
- Chairperson suggested that take immediate action must be taken regarding career guidance lecture.
- The Meeting ended with thanks to the Chair.



(In-Charge Principal)
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Lilavati Lalji Dayal Night College of Commerce
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Members List 2022-2023

Sr. No	Name of the Member	Position	Signature
1	Ms. Jennifer D'Cruz	Chairperson	
2	Mr. Jayprakash Maurya	Convenor	
3	Ms. Veena Singh	Member	
4	Ms. Namrata Bhalerao	Member	
5	Ms. Nada Patel	Member	
6	Ms. Aarati Pugaonkar	Member	



(In-Charge Principal)
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Date: _____

Student Grievance Committee
Action Taken Report

A meeting was conducted by the Grievances Redressal Committee on 27/01 2023, to address the concerns raised by Dhruv Shah a S.Y.B.com student requested to organize of a seminar on career guidance for S.Y.B.com students. Issues were thoroughly discussed and committee has decide to organize a Seminar on Career guidance.



(In-Charge Principal)
Sheth Lalji Dayal Amalgamated Trust's
Lilavati Lalji Dayal Night College of Commerce
Cherni Road, Mumbai - 400 004