



Government of Jammu and Kashmir
Office of the Superintendent Women Industrial Training Institute
Akhnoor Road, Government Industrial Training Institute Complex,
Jammu

Ph: 0191-2501570



Email: witijammu@gmail.com

Website: www.itiwomenjammu.com

Subject: - Constitution of Grievance Redressal Committee .

ORDER No:- 47 of 2022

Dated:- 20-7-2022

In order to ensure effective solution to the Trainee's grievances with an impartial and fair approach, a **Grievance Redressal Committee** comprises of following officials is being constituted.

S.No	Name of Member	Designation	Contact No.
1	Mr. Rakesh Singh	Vocational Instructor	9419155946
2	MS. Neena Gupta	Drawing Instructor	9622142040
3	Ms. Rajni Devi	Vocational Instructor	959699019
4	Ms Bandana Verma	Vocational Instructor A/A	9596700833

All the trainees can approach the Committee for redressal of grievance if any.

Duties/Responsibilities to be performed by the Committee.

- 1- All grievances referred to the Grievance Redressal committee shall be entered in a Register by designated member.
- 2- All complaints should be resolved within a time frame by looking into its seriousness and by two-way approach.
- 3- The result of the grievance will be informed to the complainant within the period defined.
- 4- The number of grievances settled or pending will be report to the Superintendent in every month.
- 5- Any trainee may report directly to the Superintendent for resolving their grievance if he/she is dissatisfied by the GRC.

No: ITI/WJ/ 238-40

Dated: 20-7-2022

Superintendent
Women ITI Jammu

Copy to the:-

- 1- Director, Skill Development, J&K for favour of information
- 2- Joint Director, Skill Development, Jammu for favour of information
- 3- All above committee members for necessary action and immediate compliance.



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Subject: Constitution Local/Internal complaints Committee of Women ITI Jammu regarding " The Sexual Harrasment of Women"

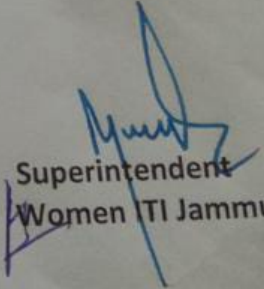
ORDER

A Local/Internal complaints Committee comprising of following officials is hereby constituted with regard to provision of "The Sexual Harrasment of Women at workplace(Prevention,Prohibition and Redressal)Act,2013 " and in order to provide secure and healthier environment to women of our Institute.

S.No	Name of Official	Designation
1.	Mr. Rajiv Sharma	Vocational Instructor
2.	Ms. Rajni Devi	Vocational Instructor
3.	Ms. Surinder Kour	Vocational Instructor A/A
4.	Ms. Rani Devi	Senior Assistant

No:- ITI/wj/203-204

Dt: 09-07-2022


Superintendent
Women ITI Jammu

Copy to the:-

1. District Development, Commissioner(DDC),Jammu for favour of information.This is in reference to your communication No:-DDCJ/CPO/2019/1830-60 dated:12-06-2022.
- 2.Director, Skill Development,J&K for favour of information
- 3.Joint Director, Skill Development, Jammu for favour of information
- 4.All above committee members for necessary action and immediate compliance.