

**SILIGURI INSTITUTE OF TECHNOLOGY  
OFFICE OF THE PRINCIPAL**

**CIRCULAR**

Ref. No. : SIT/GRC/2024-25/06

Date: 08.10.2024

**Sub : Formation of Students Grievance Redressal Cell of the institute.**

This is to inform to all concerned that as advised by the AICTE vide Memo No. AICTE/Adv/AB/APH/2022-23 dated 08.03.2022 with the subject Essential Requirement for Technical Institutions; the competent authority is pleased to form the institute's Students Grievance Redressal Committee with the following details.

The objective of this Cell is to provide opportunities for redressal of certain grievances of the students and a mechanism thereto.

The roles & responsibilities, scope, SOP, procedure of lodging complain and modus operandi will be same as notified in the office Notice vide Ref. No. SIT/PO/Notice-2020-21/225 dated 20.10.2020.

**Institute Students Grievance Redressal Committee (SGRC)**

Sl. No.	Position	Name with affiliation	Mail Id	Contact No.
1	Chairperson	Dr. Mithun Chakraborty, Principal	principal@sittechno.org	0353-2778002
2	Jr. Coordinators	Dr. Manas Saha, Asso, Professor, ECE	manassaha77@yahoo.com	9474018456
		Mr. Debayan Nandi, Asst. Prof., Dept. of Business Administration	debaisit@gmail.com	9832012382
3	Faculty Members	Dr. Sirshendu Sekhar Ghosh, Asst. Prof., CSE	sirshenduam@gmail.com	9955529117
		Ms. Santana Guha, Asst. Prof., Dept. of Business Administration	santanaguha@gmail.com	9733159333
		Ms. Samima Yasmin, Asst. Prof., CE	ysmsamima1@gmail.com	9706345263
4	Student Members	Prattusha Paul, CSE- 3 <sup>rd</sup> Sem	prattushap01@gmail.com	9932443892
		Nitish Kumar Singh, CSE (AI & ML) - 5 <sup>th</sup> Sem	nitishsinghslg@gmail.com	7811838862
		Sohan Banerjee, CSE-3 <sup>rd</sup> Sem	bsohanslg@gmail.com	9609188281
		Manish Kr. Roy, EE- 3 <sup>rd</sup> Sem	manish2006jpg@gmail.com	9883226082

*M. Chakraborty*  
08.10.24

**Dr. Mithun Chakraborty**  
**Principal**  
**Siliguri Institute of Technology**

Cc:

- 1) Administrator, SIT
- 2) All HOD's
- 3) Coordinator- IQAC
- 4) Convener - Institute Academic Council
- 5) Academic Coordinator