



*Student Grievance Redressal Cell
St. Bede's College Shimla*

Action Taken Report

Action Taken Report on the meeting held on July 10, 2025.

- The students were given a detailed account of the Student Grievance Redressal Cell (SGRC) in the Orientation Programme. They were informed about the Grievance Redressal Form available on the college website. They were also informed about the procedure for redressal of grievances, academic, administrative as well as personal grievance.
- The suggestion box was opened in the first week of every month. The suggestions/grievances were brought to the notice of the principal and appropriate and prompt action was taken.



Orientation Programme 2025

Sr. Rosily Jm
10/7/2025

Officiating Principal
St. Bede's College
Shimla - 171 002



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Action Taken Report on the meeting held on July 17 2025

- The suggestion box was opened but nothing was found in the box.
- A notice was put up on the notice board of the college to make the students aware about the suggestion box as well as the Student Grievance Redressal Cell (SGRC).



Opening the suggestion box

Sr. Rosily Jm
17/07/2025

Officiating Principal
St. Bede's College
Shimla - 171 002



Action Taken Report

Action Taken Report on the meeting held on August 5, 2025

The Student Grievance Redressal Committee convened a meeting as per the scheduled agenda. The meeting was chaired by Dr. Gitanjali Mahendra. The students of the groups reported as arguing and fighting were call all their grievances were heard.

After hearing all parties, the matter was resolved amicably, with mutual understanding and discussion, and involvement of the committee members.

The grievance was satisfactorily addressed, and the meeting concluded with the issue resolved in a peaceful and positive manner.

Sr. Rosily Jm
05/8/2025

Officiating Principal
St. Bede's College
Shimla - 171 002



*Student Grievance Redressal Cell
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Action Taken Report

Action Taken Report on the meeting held on September 12, 2025.

- The members of the committee forwarded the grievances to the canteen committee for further action.
- The canteen committee took suitable action by calling the canteen staff and resolved the issue in the principal's office.

Sr. Rosily Jm
12/09/2025

Officiating Principal
St. Bede's College
Shimla - 171 001



*Student Grievance Redressal Cell
St. Bede's College Shimla*

Action Taken Report

Action Taken Report on the meeting held on December 11, 2025.

The complaints were brought to the notice of the members of the Canteen Committee. The canteen committee members along with the Student Grievance Redressal Cell members called the canteen staff and brought all the grievances to their notice.

- The canteen staff was call in the presence of the principal and the canteen committee.
- The canteen staff was given an opportunity to give their account.
- The matter was resolved by the members. The canteen staff assured that they will be careful in the future and will not give the students an opportunity to complain.



Opening of the suggestion box

Sr. Rosily Jm
11/12/2025

Officiating Principal
St Bede's College
Shimla - 171 002