



J.S. SINGH INSTITUTE OF PHARMACY

Approved by Pharmacy Council of India, New Delhi (PCI Code 3602)
Affiliated to AKTU (College Code 1063) & BTE (2057) Lucknow U.P.

Ref. No.- JSS/ 458/ 2025-26

Grievance Cell

Date..... 6.12.2025.....

MINUTES OF MEETING

Date: 06/12/2025

Meeting of all the consent faculty members of the JSSIOP was held in the conference room, presided over by the Dr. Bhumika Yogi Director J.S.Singh Institute Of Pharmacy, Sitapur on 06 December 2025 at 03:00 PM.

Following Staff Members were present-

1. Dr. Sujeet Gupta
2. Mr. Suraj Mishra
3. Mr. Nitin Mishra
4. Mr. Ayush Birla
5. Mr. Imran Khan
6. Mr. Ankit Kumar
7. Ms. Prerana Srivastava
8. Mr. Lateef Khan

The following points were discussed with inputs from the consent staff members:

Formation of Grievance Cell:

The consensus was arrived on following point-

- A) Grievance cell consider only individual grievances of specific nature of students and staff.
- B) The Grievance cell not consider any grievance of general applicability or collective nature of raised collectively by more than one employee/student.
- C) Post receipt of the complaint/application the committee will decide on the merit of case regarding scope of further discussion investigation and act promptly.
- D) The Grievance cell may mediate between complainant and defendant against who the complaint has been made, it required.
- E) Grievance cell consider redressing of grievances within a reasonable time.
- F) The cell will give report to the authority about the cases attended to and seek guidance from the higher authorities if required.

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Formation of Grievance Cell

The consensus was arrived on above points. Following faculties consent has been given charge:

No.	FACULTY NAME	DESIGNATION	PHONE No.	EMAIL ID	SIGN.
1	Dr. Sujeet Gupta	Chairman	9453409629	sujeet20gupta2@gmail.com	
2	Mr. Suraj Mishra	Vice-Chairman	735508458	surajmishranh24@gmail.com	
3	Mr. Nitin Mishra	Member	7275625075	nitinmishraiop@gmail.com	
4	Mr. Manish Kumar Singh	Member	8052525056	manishsingh92.ms@gmail.com	
5.	Mr. Lateef Khan	Member	9559400686	lateefkhan686@gmail.com	


Director
J.S. Singh Institute of Pharmacy
Para Sarai-Sitapur