Ref No.: SRIMS&SH/PO/2026/830 **Date: 19.11.2026**

OFFICE ORDER

STUDENTS GRIEVANCE REDRESSAL COMMITTEE (SGRC)

1. Ref. office order No.: SRIMS&SH/PO/2026/633 dated 06.08.2026, Students Grievance Redressal Committee (SGRC) and revised procedure as follows:

NAME	POSITION	DESIGNATION	CONTACT DETAILS
Dr. Deepayan Das	Chairperson	Professor, Dept of Physiology	Mob no.:7980428500, srims.dean.studentwelfare@setgoi.com
Dr. Anirban Banerjee	Member	Professor, Dept of Anatomy	Mob no. :7278346051 anirbanbmc@gmail.com
Dr. Loveleen Kaur	Member	Associate Professor, Dept of Paediatrics	Mob no.: 9732184309, srims.registrar.academics@setgoi.com
Dr. Sayani Chaudhuri	Member	Associate Professor, Dept. of Biochemistry	Mob no.: 9432771539, dr.sayani.51@gmail.com
Dr. Saran Hembram	Member	Assistant Professor, Dept of General Surgery	Mob no.: 9477675738 saranhembram@gmail.com
Priyanshu Rai	Special Invitee	Student (Batch-2023-24)	Mob no.: 7439471054 priyanshurai0809@gmail.com
Anindita Roy	Special Invitee	Student (Batch-2023-24)	Mob no.: 8583071818 royanindita2003@gmail.com

2. Revised procedure for Students Grievance Redressal is attached (Enclosure I)
3. Students can also address their grievances online by directly logging in college website (https://srims.setgoi.ac.in) and Student Grievance Redressal System.
4. Further, procedure related to Grievances not resolved by the SGRC shall be followed as per The Gazette of India, University Grants Commission's (UGC) (Redressal of Grievances of Students), Regulations, 2023 (notification date: April 11, 2023)

Prof. (Dr) Col Debajyoti Bhattacharyya, IAV
Principal

Principal
Shri Ramkrishna Institute of Medical Sciences
& Sanaka Hospitals
Malandighi, Durgapur-713212

Copy forwarded to:
1. Group CEO Office- for your kind information please
2. MS Office - for your kind information please
3. All Departmental HODs/ Incharge(s) – for information & necessary action
4. All Members- for information & necessary action
5. IT Section- for information & necessary action

Office of the Principal
Shri Ramkrishna Institute of Medical Sciences & Sanaka Hospitals
Malandighi, Durgapur-713212

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Enclosure I

(A) For Academics Related Grievance

Contact Subjects specific HOD/ Incharge

↓ **If not resolved**

Contact Central Academic Section
Mr. Sandipan Dutta (Mob No. – 9083267422) or
Ms. Saradamani Ghosh (Mob No. – 9083267424) or
Mr. Deepak Kumar Paul (Mob No. – 9083267427) or
Mr. Parvash Maji (Mob No. – 7365083444)

↓ **If not resolved**

Contact Registrar (Academics) or Dean (Academics)
Dr. Loveleen Kaur
(Email ID : srims.registrar.academics@setgoi.com) or
Prof. (Dr) Ankana Chakraborty
(Email ID : srims.dean.academics@setgoi.com)

(B) Hostel related Grievances

Inform Security Personnel on duty
AND
Contact Hostel Warden

For Boys
Mr. Pijus Chatterjee (Mob. No. 9126930456)

For Girls
Ms. Susmita Das (Mob. No. 9382862572) or
Ms. Mongola Kesh (Mob. No. 8927055863) or
Ms. Bornali Mukherjee (Mob. No. 8759521682) or
Ms. Anindita Goswami (Mob. No. 9883598045)

↓ **If not resolved**

Contact CEO (Administration) SETGOI
Mr. Indranil Mallick
(Mob. No. 8250537989)

↓ **If not resolved**

Contact Dean Student Welfare
Prof. (Dr) Deepayan Das
(Email ID : srims.dean.studentwelfare@setgoi.com)

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