

Ref. No. GGI/2022/10758

Date:- 04/08/2022

**Gulzar Group of Institutions, Khanna, Ludhiana**

**Office Order**

**Internal Complaint Committee**

This is for the information of all Directors, Deans, and HODs that an internal complaint committee comprising the following 07 members is being constituted for the resolution of all internal complaints and its conciliation:

1. Dr. Honey Sharma (Chairperson)
2. Dr. Sukhdev Singh (Member)
3. Dr. Deepti Sharma (Member)
4. Er. Ashu Jaggi (Member)
5. Er. Nisha Raheja (Member)
6. Mr. Rohit Malik (Member)
7. Mr. Mandeep Prabhakar (Member)

The Internal Complaint Committee will also look into the implementation of the code of conduct for the Staff and Students. The Committee will address all the issues related to the code of conduct.

It is advised to the committee to meet at least once a quarter and submit a copy of the Minutes of Meeting to the undersigned office. Further Chairperson of the committee is requested to make it convenient to conduct the First meeting within 15 days from the date of issue of the office order.

  
Campus Director

**CC:-**

1. All Concerns
2. All Directors/Deans/DeputyDeans/HODs
3. All Notice Boards
4. HR Office
5. Website Administrator