



**J. C. Bose University of Science and Technology, YMCA, Faridabad**  
**(formerly YMCA University of Science and Technology)**  
A State Govt. University established wide State Legislative Act. No. 21 of 2009  
SECTOR-6, FARIDABAD, HARYANA-121006  
**REGISTRAR OFFICE**

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Ref: Estb/2020/14/01/

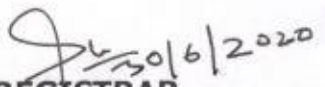
Date: June 30, 2020

NOTICE

**Sub: Guidelines for Grievance Boxes**

In continuation to Grievance Redressal Mechanism' Policy of the University as approved in the 36<sup>th</sup> meeting of Executive Council dated 27.01.2020, all Chairpersons, Head of Branches/Sections/Cell are requested to ensure that Grievance/Suggestion Boxes are placed at appropriate location and they should be opened frequently but at least once in fortnightly.

Further, a separate register for the same may be made and a monthly report be sent to the O/o undersigned (even if, there is no grievance/suggestion).

  
**REGISTRAR**

- All Deans & Chairpersons
- Head of all Branches/Sections/Offices

Copy to:

- PA to Vice Chancellor for information
- Director IQAC
- Website Administrator – to upload the same on University website