



OFFICE OF THE REGISTRAR
INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR
AN INSTITUTE OF NATIONAL IMPORTANCE
(FORMERLY BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR)

No. RDO/100/23

Date: 07.02.2023

ORDER

A Special Reservation Cell is constituted with the following members for redressal of grievances of the employees under reserved category and to protect their various interests under GoI rules.

1. Prof. Salil Halder, Professor, Dept. AE &AM – Liaison Officer for SC/ST & PWD
2. Dr. Nanda Dulal Paul, Assistant Professor, Dept. of Chemistry – Liaison Officer of OBC
3. Shri Abani Oraon, Assistant Librarian
4. Dr. Moumita Talukdar, Assistant Professor, Dept. of Earth Sciences
5. Shri Biplab Mukherjee, Superintendent (SG-II), Dept. of Electrical Engineering
6. Shri Sanjoy Ghosh, Office Attendant (SG-II), Dept. of Mining Engineering

A Complaint Register shall be maintained by the Institute for recording of the complaints/grievances submitted by the employees under SC category and shall issue acknowledgement to the complainants.

The Special Reservation Cell shall establish grievance redressal mechanism for redressal of the grievances of the SC Category of employees, officers and teachers within a maximum of 21 days' time line.

The Institute shall hold quarterly meetings with the representatives of SC Welfare Association and shall prepare appropriate minutes of such meetings. Action taken report on the last meeting should be placed in the next meeting to ameliorate the grievances. Shri Biplab Mukherjee, Superintendent (SG-II) attached to the Dept. of Electrical Engineering has been appointed to convene such meetings, to prepare the minutes and to keep the relevant records.

An Advisory Committee has also been constituted with the following members to supervise the functions of the Special Reservation Cell and the activities of the Institute for the employees under the reserve categories.

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| 1. Prof. Binay Krishna Ghorai, Professor, Dept. of Chemistry | - Chairman |
| 2. Dr. Abhijit Bisoi, Assistant Professor, Dept. of Physics | - Member |
| 3. Dr. Atin Kumar Mitra, Assistant Professor, Dept. of Earth Sciences | - Member |
| 4. Smt. Sneha Murmu, Assistant Professor, Dept. of CE | - Member |
| 5. Shri Mahadeb Biswas, Superintendent (SG-II) | - Member |
| 6. Shri Nani Gopal Roy, TA (SG-I), Dept. of ME | - Member |
| 7. Shri Sekhar Rao, Sr. Office Attendant, Compound Section | - Member |
| 8. Shri Sushil Barman, Assistant Librarian | - Convener |

This is issued with concurrence of the competent authority.

Sd/-
Devasis Datta
Registrar (Acting)

Copy forwarded for necessary information and action to:

1. Office of the Director
2. All members of the committee
3. All Deans/Heads of the Departments/Schools/Centres – with a request to circulate among the respective faculty members and employees
4. All Officers - with a request to circulate among the respective employees
5. Record Section
6. Institute Website

Devasis Datta
Registrar (Acting)