5. Framework for Students' Grievance Redressal Mechanism				
		Details		Marks
5(a)	Availability of Students' Grievance Redressal Committee (SGRC) and its compliance with UGC's Regulations 2012 (Upload List with notification)	:		
5(b)	Whether the Grievance Redressal Committee has elected students representative?	:		
5(c)	Whether meticulous and verifiable documentations of the proceedings of Students' Grievance Redressal Committee is maintained (upload relevant minutes)	:		
5(d)	Availability of Psychiatrist, Psychologist and professional students counsellors (Upload List with schedule and notification)	:		
5(e)	Whether the institute has published/notified prominently the details of SGRC on website	:		
5(f)	Whether students are satisfied with the effectiveness of the SGRC (upload survey report)	:		
5(g)	Whether reports of the proceedings of SGRC is sent to the University every semester	:		

Ashtavakra Institute of Rehabilitation Sciences & Research
Sector-14
Rohini, Delhi-85

5(a)	Availability of Students' Grievance Redressal Committee (SGRC) and its compliance with UGC's Regulations 2012 (Upload List with notification)	:		

Answer: Yes, the Students' Grievance Redressal Committee (SGRC) is established and is in full compliance with UGC's Regulations 2012.

Documentary Evidence & Details:

- The institution has formally constituted the SGRC to address and resolve student grievances effectively in accordance with statutory guidelines.

- An official detailing the constitution of the committee, along with the complete list of SGRC members (including you as the Nodal Officer and the elected student representatives), is properly maintained.

- This official list and the corresponding committee notification are attached and ready to be uploaded as documentary proof for the audit.

Ashtavakra Institute of Rehabilitation Sciences & Research
Sector-8
Rohini, Delhi-85

ASHTAVAKRA

Institute of Rehabiliation Sciences and Research
5, PSP Intitutional Area, Madubhan Chowk Rohini, Sector-14, Delhi-110085

STUDENTS WELFARE

Student's Grievance Redressal Committee (SGRC)

In pursuance to the directions of the Hon'ble Delhi High Court dated 17.05.2019 in WP (Crl.) 793/2017; Guru Gobind Singh Indraprastha University under clause 3(ii)(d) of Statute 24 issues directions vide letter no. GGSIPU/2019-20/Legal/1916 Dt. 23.05.2019.

Institute in compliance of same notify newly constitute Grievance Redressal Committee as per UGC (Grievance Redressal) regulations 2012; (to be notified before 15th September every year)

S. No.	Name	Member	Mobile No.	E-mail
1.	Mrs. Sangeeta Mittal	Deputy Director, AIRSR	9899801819	sangeetamittal@gmail.com
2.	Mr. Bijender Solanki	Nodal Officer-GRC	9811321565	bijendersolanki@gmail.com
3.	Mrs. Swati Bhatia	Associate Dean, Student Welfare	9971238417	srcharanindustrialwelfare@gmail.com
4.	Ms. Mamta Verma	Member, AIRSR	9899241837	mamtaverma1@yahoo.com
5.	Dr. (Col.	Psychologist, SGRC and Visiting	8287778762	[illegible]@rediffmail.com
6.	Dr Sunita Bhushan Kumar Gupta	Professional Student, Councilor Outside Visiting	7042970376	bhushan2000@gmail.com
7.	Mr. Rajiv Bhatia	Psychologist, SGRC and Faculty AIRSR	9354135615	Drrajivr1.1@gmail.com
8.	Mr. Ramesh Kumar	Sr. Admin Officer	9958168971	rameshsr@ipu.ac.in

Elected Student Representative – 1st Year

S. No.	Name	Enroll. No.	Program
1.	Ashika	01524911225	(B-ED SE -III)
2.	Mansi	01525211225	(B-ED SE -III)
3.	Rajveer	00116231025	(B-ED SE - VI)
4.	Bhavna	00115231425	(B-ED SE - ASD)
5.	Krishna	00115211225	(B-ED SE -LD)

Elected Student Representative – 2nd Year

S. No.	Name	Enroll. No.	Program
1.	PRATIKSHA	01152317224	(B-ED SE-III)
2.	JHANVI	21152312324	(B-Ed SE-VI)
3.	HARSHITA GUPTA	21215317424	(B-Ed SE-VI)
4.	TASH SINGH	21521312421	(B-Ed SE-ASD)
5.	PAWAN KUMAR	01152312224	(B-Ed SE-LD)

Student Welfare E-Mail ashtavakrastudentswelfare@gmail.com

Institute in compliance of notice vide letter ref. no. GGSIPU/2017-18/1039/Legal Dt.18.07.2017 on the subject: Advisory under Clause 3(ii)(d) of Statute 24 of the GGSIP University. Institute in compliance of same notified as under and necessary action forthwith:-

a. The teachers and authorities of the Institution should maintain cordial , warm and confidence building relationship with the students in terms of Ordinance No. 32 of the Guru Gobind Singh Indraprastha University Act No. 09 of 1 998. The Institution may also keep watch on such teachers and members of administration who are unable to build up such cordial and respectful relationship with students and appropriate remedial measures in the nature of counseling and short term training may be advised.

b. Every letter/representation/e-mail in the nature of appeal by students should be attended with reformative approach and sympathetic consideration. The Institute should inform the parents of the students by writing the letter intimating the shortage of attendance, which should be sent by speed post I registered post. The parent's may also be informed by e-mail or telephonically about such cases.

c. Institution officials should be absolutely transparent in taking the decision on detention of students so as to avoid any suspicion of whimsical or selective action. The detention list should be displayed at least 10 working days before the commencement of the examination.

d. Institute has constituted **'Students Grievance Redressal and Welfare Office'** which is empowered to receive grievances from students, consider and address them within the framework of the prevailing rules and regulations with the perspectives of the welfare of the students. SGR Committee constituted at the Institute is notified and directed to regularly engage in welfare activities of the students, so as to gain the confidence of the students in its effectiveness and genuineness. Institution SGR Committee is federated with the Directorate of Students' Welfare of the University which may supervise and advise them, actively engage them and assist them in redressing the grievances of the students from time totime.

e. Any issue relating to arbitrary action, personal vendetta or personal grudges against students by any teacher / authority of the Institute should be earnestly looked into by **'Students Grievance Redressal and Welfare Office'** and it should be brought to the notice of Director of the Institute. If the issues are not resolved at the level of institute, the student should be advised to approach the Grievance Redressal Mechanism at the director level of the Institute which shall act as the appellatemechanism.

Code of Professional Ethics & Responsibilities of (Teaching Staff)

Excerpts from GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY Act 9 of 1998 [Act, Statutes & Ordinances (amended up to 30th June 2012)], New Delhi; ORDINANCE 32 of: CODEOFPROFESSIONALETHICSand RESPONSIBILITIESOF(TEACHINGSTAFF).

Clause : 2. TEACHERS AND THEIR RESPONSIBILITIES

2.1 Whosoever adopts teaching as a profession assumes the obligation to conduct himself/ herself in accordance with the ideals of the teaching profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practices. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teachers should be **calm, patient and communicative by temperament and amiable in disposition.**

Teachers should:

- Adhere to a responsible pattern of conduct, behaviour and demeanor expected of them by the community;
- Manage their private affairs in a manner consistent with the dignity of the profession;
- Seek to make professional growth continuous through study, research, consultancy, industrial liasonings and the use of networking;
- Express free and frank opinion by participation at professional meetings, seminars, conferences etc., towards the contribution of knowledge;
- Maintain active membership of professional organizations and strive to improve standards of education to achieve excellence through knowledge generation and dissemination of the latest techniques in the class;
- Perform their duties in the form of teaching, tutorial, practical, academic and seminar work conscientiously and with complete dedication to develop expertise in their domain;
- Co-operate and assist in carrying out functions relating to the educational responsibilities of the Institute such as: assisting in appraising applications for admission, advising and counseling students as well as assisting in the conduct of Institute examinations, including supervision, invigilation and evaluation; and
- Participate in extension, co-curricular and extracurricular activities including community service to encourage teamwork.
- Strive to bring transparency and equity in his day to day work and generate knowledge to achieve excellence in the field of research.
- Disseminate thought provoking knowledge to encourage students for development of innovative research work.

Clause: 3.0 TEACHERS AND THE STUDENTS

Teachers should:

- Respect the right and dignity of the students in expressing their opinion;
- Dealjustly,fairlyandimpartiallywithstudentsregardless oftheirreligion, caste,political, economic,socialandphysicalcharacteristicstoreflecttransparencyandequity;
- Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs;
- Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- Inculcate among students scientific outlook andtemperament and respect forphysical labourandidealsofdemocracy,patriotism,peaceandimprovementofenvironment;
- Be affectionate to the students and not behave in a vindictive manner towards any of them for any reason whatsoever;
- Pay attention to only the attainment of the student in the assessment of merit;
- Make themselves available to the students willingly even beyond their class hours and help and guide students without any remuneration or reward;
- Aidstudentstodevelopanunderstandingofnationalheritageandnationalgoals; and
- Refrain from inciting students against other students, colleagues or administration or any authority.

Clause: 7.0 TEACHERS AND GUARDIANS:

Teachers should:

- Try to maintain contact with the guardians of their students to keep them informed of the state of their ward's academic pursuits, their general conduct or behaviour and interest in cultural and other co-curricular activities etc.

Clause: 8.0 GENERAL

- Every teacher shall at all times maintain absolute integrity and devotion to duty, and also be strictly honest and impartial in all its official dealings.
- Every teacher should at all times be courteous in his dealings with members of public and prompt in his official dealings.
- Unless otherwise stated specifically in the terms of appointment, every teacher is a whole time teacher of the Institute, and may be called upon to perform such duties as may be assigned to him by the Competent Authority, beyond scheduled working hours and on closed holidays. These duties inter-alia shall include attendance at meetings of Committees to which he may be appointed by the Institute.
- Every teacher shalldo nothing which is unbecoming of a teacher of the Institute.
- No teacher shall indulge in acts of sexual harassment of any person at his/her work place.
- Every teacher shall observe the scheduled hours of working during which he must be present at the place of his duty.
- Except for valid reason and/ or unforeseen contingencies, no teacher shall be absent from duty without prior permission.

Aggrieved students their parents and others may approachthe Head, Students' Grievance Redressal Committee, AIRSR.

- **Details about Institute's Online Students' Grievance Portal:- Name of the Portal:- Grievance Redressal Committee Website:-https://ashtavakra.in/ Link-https://ashtavakra.in/grievance-redressal-committee/**

Incharge - Students Welfare

Ashtavakra Institute of Rehabilitation Sciences & Research
Formerly Special Art School
App. by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India
Affiliated to GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
PSP, Institutional Area, Madhuban Chowk, Rohini Delhi-85, Ph : 011-27550012/13
Fax : 011-27550018 • Email : inforehab@tecnia.in Website : www.rehab.tecnia.in

Ref. No. _____ Dated _____

5(b)	Whether the Grievance Redressal Committee has elected students representative?			

Answer: Yes, the Students Grievance Redressal Committee (SGRC) at Ashtavakra Institute of Rehabilitation Sciences & Research has student representatives.

Documentary Evidence & Details:

- **Election Notification:** The official notification outlining the election procedure and timeline for nominating student representatives was issued on **12.11.2025** vide Reference No. **AIRSR/2025-26/5285-A**.

- **Result Declaration:** The final results for the elected student representatives were officially declared by the Student Welfare Department on **20.11.2025** vide Reference No. **AIRSR/2025-26/5296-A**.

- **Continuity of Representation:** The following unanimously elected students have continuously served as the student representatives for the SGRC meetings:

Ashtavakra Institute of Rehabilitation Sciences & Research
Sector-14
Rohini, Delhi-85

Ashtavakra Institute of Rehabilitation Sciences & Research
Formerly Special Art School
App. by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India
Affiliated to GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
PSP, Institutional Area, Madhuban Chowk, Rohini Delhi-85, Ph : 011-27550012/13
Fax : 011-27550018 • Email : inforehab@tecnia.in Website : www.rehab.tecnia.in

Ref. No. .....

Dated.....

Elected Student Representatives – 1st Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	Kritika	00152312225	(B-ED SE –HI)	9354929746	Prajapatkritika420@gmail.com
2.	Mansi	01952312525	(B-ED SE –ID)	9319912134	ghududagar006@gmail.com
3.	Faguni	00152312625.	(B-ED SE –VI)	9315369738	Fagunisolanki30@gmail.com
4.	Bhumi	00552312425	(B-ED SE – ASD)	9643025704	gbhumi@gmail.com
5.	Fatima	00952312325	(B-ED SE – LD)	9625630868	Khanfatima01@gmail.com

Elected Student Representatives – 2nd Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	PRATIKSHA	35352312224	(B-ED SE – HI)	9650415299	Pratiksha2@gmail.com
2.	JHANVI	2152312524	(B-ED SE – ID)	8448911428	jhanvijhanvi766@gmail.com
3.	HARSHITA GUPTA	252312624	(B-ED SE – VI)	8860590061	harshigupta763@gmail.com
4.	YASH SINGH	452312424	(B-ED SE – ASD)	8882041296	syash0563@gmail.com
5.	PAWAN KUMAR	01452312324	(B-ED SE – LD)	8920805985	pk9873208066@gmail.com

*For the Reference the Sheet for the Nomination and Declaration of Result also attached with that.

Ashtavakra Institute of Rehabilitation Sciences & Research
Sector-14
Rohini, Delhi-85

Ashtavakra Institute of Rehabilitation Sciences & Research

App.by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India

Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No :- AIRSR/2025-26/5285-A Date: - 12.11.2025

NOTIFICATION

Subject: Details regarding nomination of Student Representative in Students Grievances Redressal Committee.

Reference to the mail received from GGSIP University, affiliationbranch@123.gmail.com, Affilation Branch in regards to the information with respect to the procedure or more followed by your institute for nominating student's representative in the Grievance Redressal Committee constituted by your institute, is required at the earliest. As per court direction, the nomination has to be through election.

In pursuance to a direction of the Hon'ble Delhi High Court dated 17.05.2019 in WP(Crl) 793/2017; GGSIPU under clause 3(II)(d) of Statue 24 issues directions vide letter no. GGSIPU/20 19–20/legal/1916 Dt.23.05.2019. Institute in compliance of the same hear by invite the name of the students to the student's representative in SGRC constituted by AIRSR through election mode.

The details of which are as under:

1. Last date of giving names for candidature – latest by 1 PM on 14/11/2025.
2. Email ID: Ashtavakrastudentwelfare@gmail.com.
3. Date of notifying the list of candidates applied for Elections – by 04:00 PM on 17/11/2025.
4. Date and time of election – 18/11/2025 at 10:00 AM.
5. Result declaration and notification: 20/11/2025 by 04:00 PM.

Eligibility: The candidate must be a student of Ashtavakra Institute of Rehabilitation Sciences and Research.

Mr. Jitender Srivastava
Nodal Officer-SGRC
Faculty-HI Dept.

12/11/2025

Copy to:

1. All member of SGRC including
2. Deputy Director-AIRSR
3. In charge Student Welfare
4. HOD B.Ed Spl. Ed.(ID/HI/VI/ASD/LD) for information to all the students.
5. IT Dept. for uploading on the website.

Ashtavakra Institute of Rehabilitation Sciences & Research

App.by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India

Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref No :- AIRSR/2025-26/5296-A

Date: -20.11.2025

NOTIFICATION

Subject: Declaration of Result for the post of Student Representative in Students Grievances Redressal Committee.

This is in refences to the Notification uploaded on 19/08/20 with respect to the procedure or mode followed by our Institute for nominating student's representative in the Grievance Redressal Committee. As per court direction, nomination has to be through election. In pursuance to a direction of the Hon'ble Delhi High Court dated 17.05.2019 in WP(Crl) 793/2017; GGSIPU under clause 3(II)(d) of Statue 24 issues directions vide letter no. GGSIPU/20 19–20/legal/1916 Dt.23.05.2019.

Student Welfare Department in Compliance of the same hereby declares the names of the students who are unanimously selected for the posts of Student's representative in SGRC constitute by AIRSR through election mode.

The names of the Student Representatives are as under:

Elected Student Representatives – 1st Year					
S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	Kritika	00152312225	(B-ED SE –HI)	9354929746	Prajapatkritika420@gmail.com
2.	Mansi	01952312525	(B-ED SE –ID)	9319912134	ghududagar006@gmail.com
3.	Faguni	00152312625	(B-ED SE –VI)	9315369738	Fagunisolanki30@gmail.com
4.	Bhumi	00552312425	(B-ED SE – ASD)	9643025704	gbhumi@gmail.com
5.	Fatima	00952312325	(B-ED SE –LD)	9625630868	Khanfatima01@gmail.com

Elected Student Representatives – 2nd Year					
S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	PRATIKSHA	35352312224	(B-ED SE –HI)	9650415299	Pratiksha2@gmail.com
2.	JHANVI	2152312524	(B-ED SE –ID)	8448911428	jhanvijhanvi766@gmail.com

Ashtavakra Institute of Rehabilitation Sciences & Research, Sector-14, Rohini, Delhi-85

20/11/2025

3.	HARSHITA GUPTA	252312624	(B-ED SE –VI)	8860590061	harshigupta763@gmail.com
4.	YASH SINGH	452312424	(B-ED SE – ASD)	8882041296	syash0563@gmail.com
5.	PAWAN KUMAR	01452312324	(B-ED SE –LD)	8920805985	pk9873208066@gmail.com

Mr. Virender Srivastava
Nodal Officer-SGRC
Faculty-HI Dept.

20/11/2015

Copy to:

1. All member of SGRC Including
2. Deputy Director-AIRSR
3. In charge Student Welfare
4. HOD B.Ed Spl. Ed.(ID/HI/VI/ASD/LD) for information to all the students.
5. IT Dept. for uploading on the website.

5(c)	Whether meticulous and verifiable documentations of the proceedings of Students' Grievance Redressal Committee is maintained (upload relevant minutes)	:		

Answer: Yes, meticulous and verifiable documentation of the SGRC proceedings is maintained.

Documentary Evidence & Details:

- The official minutes and proceedings of the Students' Grievance Redressal Committee (SGRC) meetings are systematically recorded to ensure transparency and accountability.

- The relevant minutes detailing the committee's proceedings and resolutions are officially documented and maintained under Reference No. **AIRSR/2026-27/5422-B**.

- A copy of these minutes is available to be uploaded as verifiable proof of the committee's active functioning and grievance tracking.

Ashtavakra Institute of Rehabilitation Sciences & Research
Sector-14
Rohini, Delhi-85

5c

Ashtavakra Institute of Rehabilitation Sciences & Research

App.by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India

Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No :- AIRSR/2026-27/5480 Date:- 23.04.2026

STUDENTS GRIEVANCE REDRESSAL COMMITTEE

MEETING NOTICE

1) Mrs. Sanjana Mittal, Deputy Director, Chairperson, SGRC, AIRSR
2) Mr. Jitender Srivastava, Nodal Officer-GRC
3) Mrs. Geeta Bhutani, In-Charge, Student Welfare
4) Ms. Mansa Verma, Member, AIRSR
5) Dr. J. Das, Psychiatrist, SGRC
6) Dr. Sashi Bhushan Kumar Gupta, Professional Students Counselor
7) Md. Haseeb, Psychologist, SGRC
8) Mr. Ramesh Kumar, Sr. Admin Officer
9) Mohd. Haseeb Ahmad, HoD, B-Ed SE (ASD) for Elected Student Representatives (1st & 2nd Year)
10) Mr. Geeta Bhutani, HoD, B-Ed SE (ID) for Elected Student Representatives (1st & 2nd Year)
11) Ms. Anoushka Sharma, HoD, B-Ed SE (LD) for Elected Student Representatives (1st & 2nd Year)
12) Ms. Radha Rawat, HoD, B-Ed SE (HI) for Elected Student Representatives (1st & 2nd Year)
13) Ms. Mansa Verma, HoD, B-Ed SE (VI) for Elected Student Representatives (1st & 2nd Year)

Subject: SGRC meeting to be held on 27.04.2026

Dear Sir/Madam,

It has been decided to hold the meeting of Students Grievance Redressal Committee with all members of SGRC to appraise to all stakeholders about SGRC regulation / policy / process of UGC/AICTE/GGSIPU and Student Grievance if any. We request you to kindly make yourself available for smooth conduct of the SGRC meeting on 27.04.2026 at 11:30AM in the Conference Room 101, AIRSR.

Please confirm your participation in the process by telephone.

Thanking you,

Yours faithfully

Mr. Jitender Srivastava
Member Secretary, SGRC
Assistant Professor-HI Dept.

Dr. Anita Rai
Principal, AIRSR

Ms. Sanjana Mittal
Deputy Director, AIRSR

Ashtavakra Institute of Rehabilitation Sciences & Research, Rohini, Delhi-85

Ashtavakra Institute of Rehabilitation Sciences & Research

App.by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India
Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No :- AIRSR/2026-27/5422-A

Date: - 27.04.2026

STUDENTS GRIEVANCE REDRESSAL COMMITTEE
MEETING AGENDA

Following AGENDA ITEMS had been taken up for the SGRC Meeting to be held on 27.04.2026

Item No. 1: To appraise New members of SGRC about UGC (Establishment and Mechanism for Grievance Redressal) Regulation 2012.
Item No. 2: To notify Grievance Redressal Committee on Institute website.
Item No. 3: To Appraise all stakeholders about Notification Statute of SGRC of UGC and AICTE.
Item No. 4: To appraise all stakeholders that Institute prominently published/notified the details of SGRC by Ashtavakra Times prospectus.
Item No. 5: Maintenance of **Grievance Form** "Online Student Grievance" link on Institute website
Item No. 6: Student Grievance if any
Item No. 7: To introduce New Syllabus of B-Ed SE (ID/ASD/LD/HI/VI)
Item No. 8: Student Feedback

Any other item with the permission of the Chair Mr. Jitender Srivastava, Nodal Officer, Students Grievance Redressal Committee.

27/4/26

Mr. Jitender Srivastava
Member Secretary, SGRC
Assistant Professor-HI Dept.

Cc to: All the members of SGRC including
1) Mrs. Sanjana Mittal, Deputy Director, Chairperson SGRC, AIRSR 27/4/26
2) Mr. Jitender Srivastava, Nodal Officer-GRC 27/4/26
3) Mrs. Geeta Bhutani, In-Charge, Student Welfare Geeta 27/4/26
4) Ms. Mansa Verma, Member, AIRSR Mverma 27/4/26
5) Dr. J. Das, Psychiatrist, SGRC
6) Dr. Sashi Bhushan Kumar Gupta, Professional Students Councilor Sashi
7) Dr. Nupur Sharma, Psychologist, SGRC
8) Mr. Ramesh Kumar, Sr. Admin Officer
9) Md. Haseeb Ahmad, HoD, B-Ed SE (ASD) for Elected Student Representatives (1st & 2nd Year)
10) Mr. Geeta Bhutani, HoD, B-Ed SE (ID) for Elected Student Representatives (1st & 2nd Year) Geeta 27/4/26
11) Ms. Anoushka Sharma, HoD, B-Ed SE (LD) for Elected Student Representatives (1st & 2nd Year) Anoushka 27/4/26
12) Ms. Radha Rawat, HoD, B-Ed SE (HI) for Elected Student Representatives (1st & 2nd Year) 27/4/26
13) Ms. Mansa Verma, HoD, B-Ed SE (VI) for Elected Student Representatives (1st & 2nd Year) Mverma 27/4/26

Ashtavakra Institute of Rehabilitation Sciences & Research * Sector-14 Rohini, Delhi-85

Ashtavakra Institute of Rehabilitation Sciences & Research

App.by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India
Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No :- AIRSR/2026-27/5422-B Date:- 27.04.2026

STUDENTS GRIEVANCE REDRESSAL COMMITTEE

Minutes of Meeting

A meeting of the Students Grievance Redressal Committee member was convened in the conference room of Ashtavakra Institute of Rehabilitation Sciences and Research at 11:30 AM on 27.04.2026. Following members are present in the meeting the name of the members are as follows:

S. No.	Name	Member	Mobile No.	E-mail
1.	Mrs. Sanjana Mittal	Deputy Director, AIRSR	9899901819	sanjanaddl@gmail.com
2.	Mr. Jitender Srivastava	Nodal Officer-GRC	9811125565	jitenderajni@gmail.com
3.	Mrs. Geeta Bhutani	In-Charge, Student, Welfare	9971224817	ashtavakrastudentwelfare@gmail.com
4.	Ms. Mansa Verma	Member, AIRSR	8800241657	Mansaverma1585@gmail.com
5.	Dr. J. Das	Psychiatrist, SGRC-and Visiting	8287278762	jdasjdas@rediffmail.com
6.	Dr. Sashi Bhushan Kumar Gupta	Professional Students Councilor, Outside Visiting	7048979076	Shashi2007pmch@gmail.com
7.	DR. Nupur Sharma	Psychologist, SGRC and Faculty, AIRSR	9354315515	Snupur113@gmail.com
8.	Mr. Ramesh Kumar	Sr. Admin Officer	9953233757	prorehab@tecnia.in

Elected Student Representatives – 1st Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	Kritika	00152312225	(B-ED SE –HI)	9354929746	Prajapatkritika420@gmail.com
2.	Mansi	01952312525	(B-ED SE –ID)	9319912134	ghududagar006@gmail.com
3.	Faguni	00152312625	(B-ED SE –VI)	9315369738	Fagunisolanki30@gmail.com
4.	Bhumi	00552312425	(B-ED SE – ASD)	9643025704	gbhumi@gmail.com
5.	Fatima	00952312325	(B-ED SE –LD)	9625630868	Khanfatima01@gmail.com

Elected Student Representatives – 2nd Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	PRATIKSHA	35352312224	(B-ED SE –HI)	9650415299	Pratiksha2@gmail.com
2.	JHANVI	2152312524	(B-ED SE –ID)	8448911428	jhanvijhanvi766@gmail.com

3.	HARSHITA GUPTA	252312624	(B-ED SE –VI)	8860590061	harshigupta763@gmail.com
4.	YASH SINGH	452312424	(B-ED SE – ASD)	8882041296	syash0563@gmail.com
5.	PAWAN KUMAR	01452312324	(B-ED SE –LD)	8920805985	pk9873208066@gmail.com

Following meeting agenda was taken up in the meeting

Item number 1: To appraise Nov[redacted] member about UGC establish meant and mechanism for grievance redressal regulation 2012.

Resolved: The student are appraised during the orientation program about the grievance redressal regulation 2012 and invited the student to speak in confidence with their class in charge and in charge student welfare.

Item number 2: List of grievance as has been put forward the definition of the above regulation in clause number three, subclause H serial number I – XVI: namely

1. Admission contrary to merit determined in accordance with the declared admission policy of the institution.
2. Irregularity in the process under the declared admission policy of the institution.
3. Refusal to admit in accordance with the declared admission policy of the admission.
4. Non—publication of prospectus by the institution, in accordance with the provisions of this regulation.
5. Publication by the institution of any information in the prospectus, which is false or misleading, and not based on facts.
6. With holding of, or refusal to return, I need document in the form of certificate of degree, diploma or any other award or other document deposited by a student for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fees or fees in respect of any course or program of study which such student does not intend to pursue.
7. Demand of money in excess of that specified to be charge in the declared admission policy of the institution.
8. Violation, by the institution, of any law for the time being in force in regard to reservation of seats in admission to different category of students.
9. Non-payment or delay in payment of scholarships or financial aid is admissible to any student under the declared admission policy of such institution, or under the condition, if any, prescribed by the commission.
10. Delay by the institution in the conduct of examination, or declaration of result, beyond the schedule specified in the Academy calendar of the institution, or in such calendar prescribed by the commission.
11. Failure by the institution to provide student amenities as set out in the prospectus, or is required to be extended by the institution under any provision of law for the time being in force.

12. Non-transparent or unfair practices adopted by the institution for the evaluation of student.
13. Delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, or as may be notified by the commission.
14. Complaints of alleged discrimination of students from the scheduled caste, scheduled Tribes, other backward classes, women's, minority or persons with disabilities categories.
15. Denial of quality education as promised at the time of admission or required to be provided: and
16. Harassment or victimization of a student, other than cases of harassment, which ought to be proceeded against under the panel provisions of any law for the time being in force.

Resolved: The students were appraised during the orientation program about the type of grievances as mentioned in regulation 2012 and invited the student to speak in confidence on all the XV1 types of point with their class in charges and in charges student welfare.

Item No. 3: To notify Grievance Redressal Committee on Institute website.
Resolved: The students are appraised and notify about the types of Grievances Redressal Committee on Institute website.

Item No. 4: To appraise all stakeholders about Notification statute of SGRC of UGC and AICTE.
Resolved: The students are appraised and notify about the Notification Statute of SGRC of UGC and AICTE on Institute website.

Item No. 5: To appraise all stakeholders that Institute prominently published/notified the details of SGRC by Ashtavakra prospectus.
Resolved: The students and are appraised about the SGRC through published/notified in Ashtavakra – Times and on Institute website.

Item No. 6: Maintenance of Grievance Form "Online Student Grievance" link on Institute website.
Resolved: The Student and Stakeholders are appraised and notify about "Online Student Grievance" link on Institute website for Grievance Form.

Item No. 7: To introduce New Syllabus of B. Ed SE(ID/ASD/HI/LD/VI).
Resolved: The Student introduce about the new syllabus of B. Ed SE(ID/ASD/HI/LD/VI).

Item No. 8: Students Feedback
Resolved: The Student and Stakeholders are appraised about the "Online Student Feedback" link on Institute website.

Meeting ended with the thanks to the chair Mr. Jitender Srivastava, Nodal Officer, Student Grievance Redressal Committee.

27/4/26

Mr. Jitender Srivastava
Member Secretary, SGRC
Faculty-HI Dept.

Cc to:

All the members of SGRC including

1. Mrs. Sanjana Mittal, Deputy Director, AIRSR, Chairperson, SGRC AIRSR. 27/4/26
2. Mr. Jitender Srivastava, Nodal Officer-GRC. 27/4/26
3. Mrs. Geeta Bhutani, Principal-In-Charge, Student Welfare. 27/4/26
4. Ms. Mansa Verma, Member,AIRSR. 27/4/26
5. Dr. J.Das, Psychiatrist, SGRC.
6. Dr. Sashi Bhushan Kumar Gupta, Professional Students Councilor. Sashi
7. Dr. Nupur Sharma, Psychologist,SGRC..
8. Mr. Ramesh Kumar, Sr. Admin Officer.
9. HoD, B-Ed SE (ASD) for Elected Student Representative (1st & 2nd Year).
10. HoD, B-Ed SE (ID) for Elected Student Representative (1st & 2nd Year). 27/4/26
11. HoD, B-Ed SE (LD) for Elected Student Representative (1st & 2nd Year). 27/4/26
12. HoD, B-Ed SE (HI) for Elected Student Representative (1st & 2nd Year). 27/4/26
13. HoD, B-Ed SE (VI) for Elected Student Representative (1st & 2nd Year). 27/4/26

Ashtavakra Institute of Rehabilitation Sciences & Research
Sector-4
Rohini, Delhi-85

Ashtavakra Institute of Rehabilitation Sciences & Research

App by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India
Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No :- AIRSR/2026-27/5422-C

Date:- 27.04.2026

MEETING ATTENDANCE SHEET

Attendance of Student Grievance Redressal Committee meeting of member held in Conference Hall 1st floor, AIRSR at 11:30 PM on 27.04.2026

S. No.	Members of SGRC	Member	Signature
1.	Mrs. Sanjana Mittal	Deputy Director, AIRSR	27/4/26
2.	Mr. Jitender Srivastava	Nodal Officer-GRC	27/4/26
3.	Mrs. Geeta Bhutani	In-Charge, Student, Welfare	27/4/26
4.	Ms. Mansa Verma	Member, AIRSR	27/4/26
5.	Dr. J.Das	Psychiatrist, SGRC and Visiting	
6.	Dr. Sashi Bhushan Kumar Gupta	Professional Students Councilor, Outside Visiting	
7.	Dr. Nupur Sharma	Psychologist, SGRC and Faculty, AIRSR	27/4/26
8.	Mr. Ramesh Kumar	Sr. Admin Officer	

Elected Student Representative – 1st Year			
S. No.	Name	Enroll. No.	Signature
1.	Kritika	00152312225 (B-ED SE –HI)	
2.	Mansi	01952312525 (B-ED SE –ID)	27/4/26
3.	Faguni	00152312625 (B-ED SE –VI)	
4.	Bhumi	00552312425 (B-ED SE –ASD)	
5.	Fatima	00952312325 (B-ED SE –LD)	

Ashtavakra Institute of Rehabilitation Sciences & Research
Pitampura, Delhi-85

Elected Student Representative – 2nd Year			
S. No.	Name	Enroll. No.	Signature
1	PRATIKSHA	35352312224 (B-ED SE-HI)	
2	JHANVI	2152312524 (B-Ed SE-ID)	
3	HARSHIT GUPTA	252312624 (B-Ed SE-VI)	
4	YASH SINGH	452312424 (B-Ed SE-ASD)	
5	PAWAN KUMAR	01452312324 (B-Ed SE-LD)	

Mr. Jitender Srivastava
Member Secretary, SGRC
Assistant Professor-HI Dept.

Ashtavakra Institute of Rehabilitation Sciences & Research
Sector-14
Rohini, Delhi-85

Ashtavakra Institute of Rehabilitation Sciences & Research

App.by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India
Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No :- AIRSR/2026-27/5422-D

Date:- 27.04.2026

STUDENTS GRIEVANCE REDRESSAL COMMITTEE

Action Taken Report (ATR)

A meeting of the Students Grievance Redressal Committee member was convened in the Conference Room of Ashtavakra Institute of Rehabilitation Sciences and Research at 11:30 AM on 27.04.2026. Following members are present in the meeting the name of the members are as follows:

S. No.	Name	Member	Mobile No.	E-mail
1.	Mrs. Sanjana Mittal	Deputy Director, AIRSR	9899901819	sanjanaddl@gmail.com
2.	Mr. Jitender Srivastava	Nodal Officer-GRC	9811125565	jitenderajni@gmail.com
3.	Mrs. Geeta Bhutani	In-Charge, Student, Welfare	9971224817	ashtavakrastudentwelfare@gmail.com
4.	Ms. Mansa Verma	Member,AIRSR	8800241657	Mansaverma1585@gmail.com
5.	Dr. J.Das	Psychiatrist,SGRC and Visiting	8287278762	jdasjdas@rediffmail.com
6.	Dr. Sashi Bhushan Kumar Gupta	Professional Students Councilor,Outside Visiting	7048979076	Shashi2007pmch@gmail.com
7.	DR. Nupur Sharma	Psychologist,SGRC and Faculty,AIRSR	9354315515	Snupur113@gmail.com
8.	Mr. Ramesh Kumar	Sr. Admin Officer	9953233757	prorehab@tecnia.in

Elected Student Representatives – 1st Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	Kritika	00152312225	(B-ED SE –HI)	9354929746	Prajapatkritika420@gmail.com
2.	Mansi	01952312525	(B-ED SE –ID)	9319912134	ghududagar006@gmail.com
3.	Faguni	00152312625	(B-ED SE –VI)	9315369738	Fagunisolanki30@gmail.com
4.	Bhumi	00552312425	(B-ED SE – ASD)	9643025704	gbhumi@gmail.com
5.	Fatima	00952312325	(B-ED SE –LD)	9625630868	Khanfatima01@gmail.com

Elected Student Representatives – 2nd Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	PRATIKSHA	35352312224	(B-ED SE –HI)	9650415299	Pratiksha2@gmail.com

Ashtavakra Institute of Rehabilitation Sciences & Research Sector-V, Rohini, Delhi-85

Ashtavakra Institute of Rehabilitation Sciences Sector-V, Rohini, Delhi-85

2.	JHANVI	2152312524	(B-ED SE –ID)	8448911428	jhanvijhanvi766@gmail.com
3.	HARSHITA GUPTA	252312624	(B-ED SE –VI)	8860590061	harshigupta763@gmail.com
4.	YASH SINGH	452312424	(B-ED SE – ASD)	8882041296	syash0563@gmail.com
5.	PAWAN KUMAR	01452312324	(B-ED SE –LD)	8920805985	pk9873208066@gmail.com

Following meeting agenda was taken up in the meeting

Item number 1: To appraise about UGC establish meant and mechanism for grievance redressal regulation 2012.

Resolved: The student or appraised during the orientation program about the Grievance Redressal Regulation 2012 and invited the student to speak in confidence with their class in charge and in charge Student Welfare.

ATR: All the students are appraised about the SGRC on orientation day in the campus and during interaction details presentation and question answer session was conducted to bring in clarity also class in charge are frequently meeting thorough Elected Student Representatives in both Years.

Item No. 2: To notify Grievance Redressal Committee on Institute website.
Resolved: The Students are appraised and notify about the types of Grievances Redressal Committee on Institute website.

ATR: All the students and stakeholders were appraised about the SGRC on Institute website also to lodge the grievance if any.

Item No. 3: To appraise all stakeholders about Notification statute of SGRC of UGC and AICTE.
Resolved: The students are appraised and notify about the Notification Statute of SGRC of UGC and AICTE on Institute website.

ATR: All the student and stakeholders are appraised about the SGRC on Institute website.

Item No. 4: To appraise all stakeholders that Institute prominently published/notified the details of SGRC by Ashtavakra prospectus.
Resolved: The students and are appraised about the SGRC through published/notified in Ashtavakra – Times and on Institute website.

ATR: All the students and stakeholders are appraised about the SGRC on Institute website.

Ashtavakra Institute of Rehabilitation Sciences & Research * Sector-14 Rohini Delhi-85

Ashtavakra Institute of Rehabilitation Sciences & Research * Sector-14 Rohini Delhi-85

Item No. 5: Maintenance of Grievance Form "Online Student Grievance" link on Institute website.

Resolved: The Student and Stakeholders are appraised and notify about "Online Student Grievance" link on Institute website for Grievance Form.

ATR: All the students and stakeholders or appraised about the SGRC link on Institute website for Grievance Form.

Item No. 6: Student Grievance if any.

Resolved: No major or minor grievance was observed and received from any stakeholder.

ATR: All the students and stakeholders are appraised about the SGRC on orientation day in the campus and during interaction details presentation and question answer session was conducted to bring in clarity also Class In-charges or frequently meeting through Elected Student Representatives in both shifts, no grievance made by any student.

Item No. 7: To Introduce New Syllabus of B. Ed SE(ID/ASD/HI/LD/VI).

Resolved: The Student introduce about the new syllabus of B. Ed SE(ID/ASD/HI/LD/VI).

ATR: All the Students and stakeholders are get to know their New Syllabus also give one copy to students for their awareness.

Item No. 8: Students Feedback

Resolved: The Student and Stakeholders are appraised about the "Online Student Feedback" link on Institute website.

ATR: All the students and stakeholders are appraised about the "Online Student Feedback" link on Institute website.

Meeting ended with the thanks to the chair Mr. Jitender Srivastava, Nodal Officer, Student Grievance Redressal Committee.

27/4/26

Mr. Jitender Srivastava
Member Secretary, SGRC
Faculty-HI Dept.

Cc to:
All the members of SGRC including

1. Mrs. Sanjana Mittal, Deputy Director, AIRSR, Chairperson, SGRC AIRSR.
2. Mr. Jitender Srivastava, Nodal Officer-GRC.
3. Mrs. Geeta Bhutani, Principal-In-Charge, Student, Welfare.
4. Ms. Mansa Verma, Member,AIRSR.
5. Dr. J.Das, Psychiatrist, SGRC.
6. Dr. Sashi Bhushan Kumar Gupta, Professional Students Councilor.
7. Dr. Nupur Sharma, Psychologist,SGRC..
8. Mr. Ramesh Kumar, Sr. Admin Officer.
9. HoD, B-Ed SE (ASD) for Elected Student Representative (1st & 2nd Year).
10. HoD, B-Ed SE (ID) for Elected Student Representative (1st & 2nd Year).
11. HoD, B-Ed SE (LD) for Elected Student Representative (1st & 2nd Year).

27/4/26

Ashtavakra Institute of Rehabilitation Sciences & Research
Sector-4 Rohini, Delhi-85

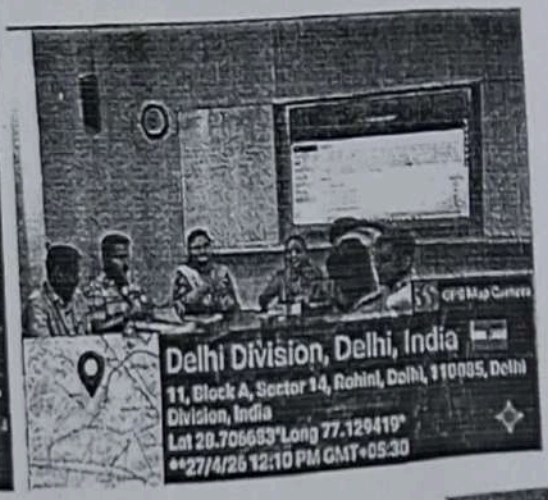
12. HoD, B-Ed SE (HI) for Elected Student Representative (1st & 2nd Year).
13. HoD, B-Ed SE (VI) for Elected Student Representative (1st & 2nd Year).

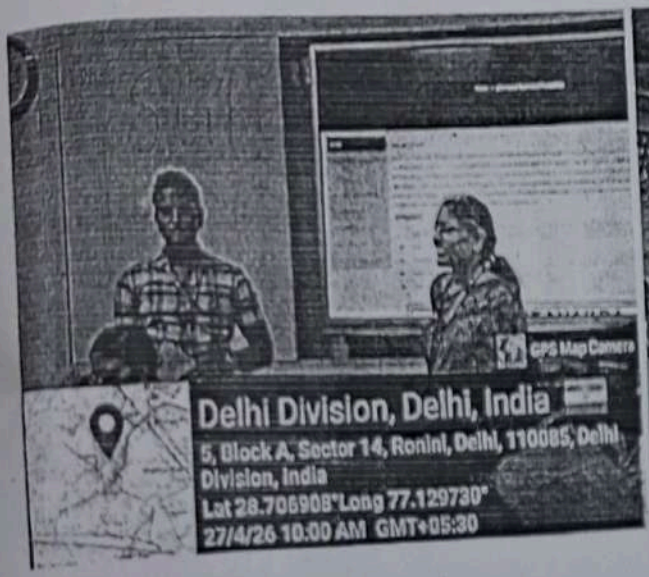
27/4/24
27/4/24

Ashlawakra Institute of Rehabilitation Sciences & Research
Sector-14
Rohini, Delhi-85

Ashlawakra Institute of Rehabilitation Sciences & Research
Sector-14
Rohini, Delhi-85

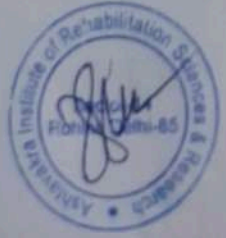

GPS Map Camera
Delhi Division, Delhi, India
11, Block A, Sector 14, Rohini, Delhi, 110085, Delhi Division, India
Lat 28.706683°Long 77.129419°
27/4/2026 12:20 PM GMT+05:30


GPS Map Camera
Delhi Division, Delhi, India
11, Block A, Sector 14, Rohini, Delhi, 110085, Delhi Division, India
Lat 28.706683°Long 77.129419°
**27/4/26 12:10 PM GMT+05:30


GPS Map Camera
Delhi Division, Delhi, India
5, Block A, Sector 14, Rohini, Delhi, 110085, Delhi Division, India
Lat 28.706908°Long 77.129730°
27/4/26 10:00 AM GMT+05:30


GPS Map Camera
Delhi Division, Delhi, India
5, Block A, Sector 14, Rohini, Delhi, 110085, Delhi Division, India
Lat 28.706908°Long 77.129730°
27/6/26 10:30 AM GMT+05:30


Ashlaya Institute of Rehabilitation Sciences & Research


Ashlaya Institute of Rehabilitation Sciences & Research

5(d)	Availability of Psychiatrist, Psychologist and professional students counsellors (Upload List with schedule and notification)	:		

Answer: Yes, the institution ensures the availability of qualified mental health professionals and student counsellors to support student well-being.

Documentary Evidence & Details: The institution has formally engaged the following professionals to provide dedicated psychological and counselling support to the students:

- **Dr. J. Das** – Psychiatrist, SGRC and Visiting
- **Dr. Nupur Sharma** – Psychologist
- **Dr. Sashi Bhushan Kumar Gupta** – Professional Students Councilor, Outside Visiting



011 2755 0312 inforehab@tecnia.in

SCR

ASHTAVAKRA
Institute of Rehabilitation Sciences and Research

5, PSP Institution Area, Madhuban Chowk Rohini, Sector-14, Delhi 110085

STUDENTS GRIEVANCE REDRESSAL COMMITTEE

SGRC
STUDENT MECHANISM
STATUTE
NOTICE @SGRC_AIRSR
MEMBER of GRC
PROCEEDINGS OF SGRC
FACULTY & STAFF
PHOTO GALLERY
GRIEVANCE REDRESSAL FORM

FACULTY & STAFF

As per the F.No. 1-103/AICTE/GRC/Regulation/2021 of the All-India Council for Technical Education, notification dated March 22, 2021, 'A Grievance Redressal Committee (GRC) for faculty/staff members has been constituted. The committee aims to provide opportunities for redressal of certain grievances of Faculty/Staff Members already appointed in any institution, as well as those seeking appointment to such institutions, and a mechanism thereto.

COMPOSITION OF GRIEVANCE REDRESSAL COMMITTEE FOR FACULTY/STAFF

- Mrs. Kusum Gupta, President, Handicapped Women Welfare Association
- Mrs. Sanjana Mittal, Deputy Director, Chairperson SGRC, AIRSR
- Mr. Jitender Srivastava, Nodal Officer-GRC
- Mrs. Geeta Bhutani, (Principal) In-Charge, Student Welfare
- Ms. Mansa Verma, Member, AIRSR
- Dr. J. Das, Psychiatrist, SGRC
- Dr. Sashi Bhushan Kumar Gupta, Professional Students Councilor
- Dr. Nupur Sharma, Psychologist, SGRC
- Mr. Ramesh Kumar, Sr. Admin Officer
- Md. Haseeb Ahmad, HoD, B-Ed SE (ASD) for Elected Student Representatives (1st & 2nd Year)
- Mr. Geeta Bhutani, HoD, B-Ed SE (ID) for Elected Student Representatives (1st & 2nd Year)
- Ms. Anoushka Sharma, HoD, B-Ed SE (LD) for Elected Student Representatives (1st & 2nd Year)
- Ms. Radha Rawat, HoD, B-Ed SE (HI) for Elected Student Representatives (1st & 2nd Year)
- Ms. Mansa Verma, HoD, B-Ed SE (VI) for Elected Student Representatives (1st & 2nd Year)

You can also drop an email at inforehab@tecnia.in

Grievance, means and includes, complaint(s) made by an aggrieved Faculty/Staff Members(s) in respect of the following services related matters namely:

- Withholding of, or refusal to return, any document in the form of certificates of degree, diploma, experience certificate, relieving order or any other award or other documents deposited for the purpose of seeking appointment in such institution.
- Non-payment of salaries/wages and or benefits or any other allowances or dues etc' during service or retirement/resignation, as the case may be
- Discrepancies between their wages and /or benefits and other members of staff in similar roles/experience
- Termination without giving any reason or notice or memorandum
- Non-payment of gratuity amount as per prevailing Govt. rules in force on resignation/retirement; and
- Any other liability which is directly connected with their service and causing financial loss any harm or trauma

Ashtavakra Institute of Rehabilitation Sciences & Research * Sector-14 Rohini, Delhi-85

Grievance Redressal Committee – Ashtavakra Institute of Rehabilitation Sciences and Research

A complaint from an aggrieved faculty/staff member relating to the institution shall be addressed to the chairperson, Grievance Redressal Committee(GRC).

Ashtavakra Institute of Rehabilitation Sciences and Research is an ISO 9001:2008 certified 'A' rated institute approved by Rehabilitation Council of India, a statutory body under Ministry of Social Justice and Empowerment, Govt. of India

Contact Institute

5 Psp Institution Area, Rohini, Sector-14, New Delhi 110085
011-27550012/13
info@ashtavakra.in

Admission Call Back

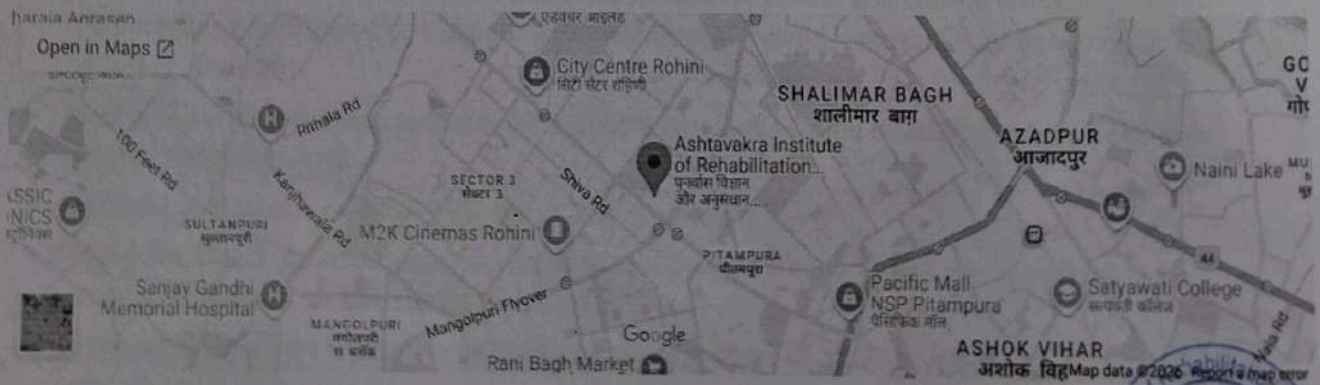
+91-9212080410 (09:00 AM-06:00 PM)
+91-9250408981 (09:00 AM-06:00 PM)
admissionairsr@ashtavakra.in

Quick Links

- About Us
- Careers
- Term & Condition
- Students Helpline
- GGSIPU/RCI Notices
- Institution Notices
- Online Grievance Redressal
- Mandatory Disclosures - Academic Audit

- Approval / Affiliation
- Download
- Employment Notice
- Ashtavakra In Press
- Mandatory Disclosures

Location Map



Copyright © 2019 ASHTAVAKRA INSTITUTE

Dr. Sashi Bhushan Kumar Gupta



C/19, Rose Apartment, Rohini sector 14,
Rohini , 110085 (IN)
7048979076
shashi2007pmch@gmail.com

PROFESSIONAL SUMMARY

Passionate, credible Psychiatrist with over 1o years of clinical experience and advanced medical degrees dedicated in detecting mental illnesses and providing appropriate management as continuous care plans. Expert in the areas of Adolescent mental health, counselling, deaddiction, anger management, marital counselling and personality assessment. Success working alongside top medical professionals consistently reputed as a high-level, respected, tireless leader.

EMPLOYMENT HISTORY

Consultant Psychiatrist, Head of Department, Shree Aggarsain International Hospital. Delhi, Delhi
Sep. 2022 - Present

- Teach, take continuing education classes, workshops for school and college students, attend conferences or seminars, to increase understanding of mental, emotional, or behavioral states or disorders.
- Workshop and awareness program for teachers for identification of adolescents in need for mental health services.
- Counsel outpatients or other patients during office visits.
- Prescribe, direct, or administer psychotherapeutic treatments or medications to treat mental, emotional, or behavioral disorders.
- Review and evaluate treatment procedures and outcomes of other psychiatrists or medical professionals.

Ashlawarkra Institute of Rehabilitation Sciences & Research
Sector-14
Rohini, Delhi-85

- Promotion of Adolescent mental health.
- Mental Health Camps in hospital premises for free evaluation and management of people in need of mental health services.

Consultant Psychiatrist, Saroj Superspeciality Hospital. Rohini, New Delhi
Mar. 2023 - Present

- Prescribe, direct, or administer psychotherapeutic treatments or medications to treat mental, emotional, or behavioral disorders.
- Collaborate with physicians, psychologists, social workers, psychiatric nurses, or other professionals to discuss treatment plans and progress.
- Collaborate with physicians, neurologist and other professionals to discuss treatment plans and progress for holistic care of out patients and inpatients.

Consultant Psychiatrist, Saroj Medical Institute. Rohini, New Delhi
Jul. 2022 - Present

- Counsel outpatients or other patients during office visits.
- Provide counselling to patients at time of discharge to increase adherence with the medical team.
- workshops for medical professionals and nursing staffs to identify sign of mental illness in inpatient facility and provide proper care.

Visiting Psychiatrist, Manas Foundation. Delhi, New Delhi
Jan. 2023 - Present

- Prepare and submit case reports or summaries to government or mental health agencies.
- Evaluate Children in conflict with law for mental health issues and providing assistance along with child counsellors in rehabilitation of the child.
- Provide assistance to children in observation homes for mental and physical wellbeing.
- Collaborate with psychologists, social workers, psychiatric nurses, and other professionals to discuss treatment plans and progress.
- awareness program for children on various relevant topics

Guest lecturer, Ashtavakra Institute of Rehabilitation Sciences, Rohini, New Delhi
Jul. 2023 - Present

- Prepare and deliver lectures to postgraduate or graduate students on topics related to psychology, counselling and mental illness.
- Provide training for assessment to psychology students during internship program
- OPD facility

Ashtavakra Institute of Rehabilitation Sciences & Research

EDUCATION AND AWARDS

Royal College of Psychiatry, London, London
MRCPsyche, Psychiatry, Present

Spandana Nursing Home, Bangalore, Karnatka
DNB, Psychiatry, Jun. 2022

Central Institute of Psychiatry, Ranchi, Jharkhand
DPM, Psychiatry, Jul. 2016

1. Book review- Surviving Suicide Loss in Indian Journal of Private Psychiatry as Primary author. The book Surviving Suicide Loss is written by Nandini Murali after suicide of her husband Dr. Murali (Renowned Urologist of South India). She explains about what all is faced by people who are left in family after suicide. This is few books of Indian publication on topic of suicide survivors.

2. Movie Review- Joji in Indian journal of Private Psychiatry (Corresponding Author) The malyalam movie is about the authoritarian patriarchal family and its consequences.

3. Brief Research Communication - Long Covid Syndrome- How long? (Primary Author) The article focus on the high prevalence of non specific symptoms in patients who have survived covid-19 infection.

4. A case report on Neuropsychiatric sequele of SLE- when to attribute (primary author) in Indian Journal of private psychiatry

5. Original Article- Covid-19 related psychosocial information: findings from a public online search engine (Corresponding Author) has been accepted..undergoing revision. Indian jornal of private psychiatry

6. Review Article- Effect of child abuse (Primary author)

7. Movie Review- A peep into the society through a kitchen. (Co-Author) The article is on Malyalam movie the great Indian kitchen.

8. Completed Neuroconnect Programme by American College of Physicians in 2022

9. Completed a course on Migraine Management under Migraine Expert Academy

10. Qualified for TYSA south Zone in 2021

11. Qualified for IPL by Alkem pharmaceuticals in 2021 and 2022

12. Global healthcare award on occasion of Doctors day 2023.



DELHI MEDICAL COUNCIL

(Constituted under the Delhi Medical Council Act, 1997)

Certificate of Registration

Registration No. 89758 - Original Registration Date - 03 June, 2019

Name, Father's Name & DOB	Address	Qualifications with Year	Name of Collage	Name of University	Validity of Certificate
Dr. SASHIBHUSHAN KUMAR GUPTA (MALE) PARAS NATH SHAH 25 September, 1988	C -19, Rose Apartment, Near Rohini Court Complex, Rohini 14, New Delhi, 110085	M.B.B.S. - 2013 D.P.M - 2016	Patna Medical College, Patna Central Institute of Psychiatry, Ranchi	Aryabhatta Knowledge University, Patna Ranchi University	This Certificate is valid upto - 02 June, 2024



DR. GIRISH TYAGI
REGISTRAR

Dated The: 08 September, 2022

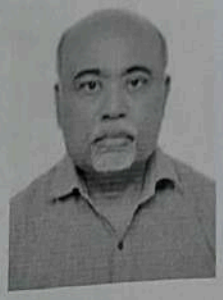
This doctor has done this : D.P.M : qualification separately through the service of the Addqual.

IMPORTANT NOTICES

- *Every Registered Medical Practitioner should be careful to send to the Registrar's immediate notice of any change in his address and also answer all enquiries that may be sent to him by the Registrar in regard thereto in order that his correct address may be duly inserted in the State Medical Register.*
- *MD (Physician) qualification awarded by various medical universities/institute outside India is equivalent to MBBS qualification in India.*
- *This is computer generated certificate. You may scan the QR Code from your mobile and check the credentials of this certificate at www.delhimedicalcouncil.org*

Institute of Rehabilitation Sciences & Research
Sector-14
Rohini Delhi-85

Resume



Name : Dr Jnanamay Das
(डॉ. ज्ञानमय दास)

Mailing Address : 135, Modern Apartments,
Sector-15, Rohini,
Delhi-110089,
India

Mobile : +91-8287278762

E-mail : jdasjdas@rediffmail.com

Date of birth : 2nd February 1967

Medical Council registration: Delhi Medical Council registration no 8276.

Profile: I am a dynamic consultant psychiatrist with more than 30 years of experience in psychiatry of which 24 years have been after passing MD. I deal with almost all types of psychiatric cases including epilepsy and I am trained in almost all modes of therapies and electroencephalography (EEG). I did post-graduation from a premier psychiatric institute of India and have all Indian postgraduate qualifications in psychiatry (MD, DNB, DPM) and 14 publications in indexed Indian and international journals.

Current status: At present, I am working as a Consultant Psychiatrist in Saroj Super Speciality Hospital, Sector -14, Rohini, Delhi – 85.

Professional Qualifications:

I did post-graduation in Psychiatry from the Central Institute of Psychiatry, Ranchi, a premier institute of Psychiatry in India which celebrated its centenary year in 2018. It is a tertiary referral centre for the whole Eastern India having 703 beds. (Institute Website: http://www.cipranchi.nic.in)

MD (Psychiatry): 3 years course, I passed in July 1998 at the first attempt. The topic of my MD thesis: Quantitative Electroencephalography and brain mapping in depression.

DNB [Diplomate of National Board] (Psychiatry): Conducted by the National Board of Examinations, New Delhi for maintaining the same standard all over India:- I passed in December 1998 at the first attempt.

DPM (Diploma in Psychological Medicine): 2 years course, I passed in July 1995 at the first attempt with the first rank.

Ashlawara Institute of Rehabilitation Sciences & Research
Sector-14
Rohini, Delhi-85

Primary Medical Qualification: MBBS, I passed the final examination in May 1989. I passed 1st, 2nd and 3rd(final) professional MBBS in the first attempt.

Medical College: NRS Medical College of University of Calcutta, India, recognised by Medical Council of India.
Internship training (rotational): One year in NRS Medical College, Kolkata from 1st August 1989 to 31st July 1990.

Experience:

I am trained in both outpatient care and inpatient care related to Adult Psychiatry, Child & Adolescent Psychiatry, Drug de-addiction, Emergency Psychiatry, General Hospital Psychiatry and Liaison Psychiatry. I am an expert in all forms of therapies in Psychiatry like pharmacotherapy, electroconvulsive therapy, behaviour therapy and psychotherapy. I am trained in Neurology, Epilepsy, Electroencephalography (EEG) and brain mapping.

Training in Neurology: I was trained in **clinical Neurology** for 2 months in the Department of **Neurology** at another premiere institute - **Post Graduate Institute of Medical Education & Research, Chandigarh, India**.

Training in De-addiction: I did **WHO Fellowship** in **Drug and Alcohol Medicine** from the **New South Wales Institute of Psychiatry, Sydney, Australia** in 2009.

Consultancy in Psychiatry:

Last Post: I worked as a **Specialist and the Head of the Department of Psychiatry for 23 years** in ESI Corporation run by the Ministry of Labour, Government of India (from 9th December 1999 to 28 February 2023). I was posted at the ESIC Model Hospital, Rohini, Delhi for 18 years and thereafter, I was transferred to the ESIC Model Hospital, Noida, (in Delhi National Capital Region) where I worked as a **Consultant and the Head of the Department of Psychiatry** for 5 years till my voluntary retirement on 28 February 2023.

Both the hospitals are 300 bedded general hospitals having all basic specialities with a separate emergency unit. Patients are referred from various dispensaries located around the hospital in its catchment area for psychiatric consultation. Referrals also come to the Psychiatry Department from indoors and outdoors of other departments as well as emergency/casualty. I am responsible for managing all types of psychiatric problems in the hospital including general hospital psychiatry and liaison psychiatry apart from usual adult, child & adolescent and geriatric psychiatric cases with the help of pharmacotherapy, behaviour therapy and psychotherapy.



Teaching Experience in Psychiatry:

i) During my last employment as a specialist in Psychiatry for 23 years: I have been teaching the senior residents in Psychiatry all practical skills required to manage the department including discussions regarding difficult cases. I have been teaching the medical officers (MBBS) and DNB residents all basic clinical skills in Psychiatry.

ii) During my senior residency at the Central Institute of Psychiatry, Ranchi: I chaired various institute seminars, case conferences, journal clubs and conducted topic discussions apart from standard bedside clinical teaching of postgraduate students in psychiatry, clinical psychology and psychiatric social work. I delivered lectures to students of clinical psychology, psychiatric social work and psychiatric nursing.

iii) During my postgraduate courses (MD & DPM) as a junior resident at the Central Institute of Psychiatry, Ranchi for 5 years: I presented seminars, case conferences and journal clubs and took part in various topic discussions as a part of the teaching activities of the institute.

Experience as Resident:

I worked as a Resident in Psychiatry for 5 years during DPM & MD courses at the Central Institute of Psychiatry, Ranchi from 2nd August 1993 to 31st July 1998. I was involved in the management of all types of psychiatric cases in addition to various teaching activities.

I worked as a Residential House Physician at the Institute of Postgraduate Medical Education & Research, Kolkata in

Psychiatry: One year 5 months 23 days
From 1st August 1991 to 31st July 1992 &
From 8th August 1992 to 31st January 1993.

General Medicine: For 6 months
From 1st February 1991 to 31st July 1991.

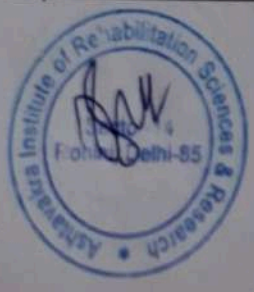
Total Experience in Psychiatry: 31 years (**After passing MD**: 24 years)



Research Experience:

Publications:

	Year of publication	Type of publication	Article name	Journal Details	Type of Journal	Authorship
1	July 2022	Original article	Comorbidities of Female Patients with Sexual Dysfunction in a Psychiatry Clinic: A Cross-Sectional Study.	Journal of Psychosexual Health. May 22 2022; 4(3) page162–170, :26318318221089269	Indexed: DOAJ	1st + Corresponding Author
2	Jan-Jun 2022	Original Article	Comorbidities of male patients with sexual dysfunction in a psychiatry clinic: A study on industrial employees.	Industrial Psychiatry Journal. Jan-Jun 2022;31:81-8.	Indexed: Pubmed	1st + Corresponding Author
3	March 2021	Original Article	Resting state quantitative electroencephalogram gamma power spectra in patients with first episode psychosis: an observational study.	Asian Journal of Psychiatry. 2021 Mar 1;57:102550.	Indexed: Embase, Scopus, Medline/ Pubmed	4th + Corresponding Author
4	January-February 2020	Original Article	Resting State Quantitative Electroencephalogram Power Spectra in Patients with Depressive Disorder as Compared to Normal Controls: An Observational Study	Indian Journal of Psychological Medicine | Volume 42 | Issue 1 | January-February 2020 page 30-38	Indexed: Pubmed	1st + Corresponding Author
5	2018	Case Report	Psychiatric morbidity in a case of encephalomalacia.	Santosh University Journal of Health Sciences 2018;4(1):56-57	Indexed: Index Copernicus	1st + Corresponding Author
6	July-Dec 2018	Case report,	Psychosis in a case of encephalomalacia	Industrial Psychiatry Journal July-Dec 2018;27:293-295	Indexed: PubMed Central, Index Copernicus	1st + Corresponding Author



7	October 2018	Original article	Perceived burden and therapist attitude in caregivers of schizophrenic women	Delhi Psychiatry Journal, October 2018 Vol. 21 No. 2 Page 377-385	Indexed: Index Copernicus	2nd + Corresponding Author
8	October 2018	Original article	A Study of Psychiatric Aspects of Non-ulcer Dyspepsia.	Delhi Psychiatry Journal. October 2018 Vol. 21 No. 2 Page 366-371	Indexed: Index Copernicus	2nd Author
9	2001	Original article	First care givers of mentally ill patients: A multicenter study.	Indian Journal of Medical Sciences, 2001, Vol. 55, No 4, pp 203-208.	Indexed: PubMed, MEDLINE/Index Medicus, EMBASE/ Excerpta Medica, Index Copernicus and SCOPUS	4th Author
10	1999	Original article	Obsessive compulsive disorder with psychotic features: A phenomenological study	Hong Kong Journal of Psychiatry, 1999 Vol. 9, No. 1, pp 21-25 (Currently: East Asian Archives of Psychiatry)	Indexed: MEDLINE/Index Medicus, EMBASE/Excerpta Medica, SCOPUS, EBSCO, Index Copernicus	2nd Author
11	1998	Original article	Comorbidity in children with mental retardation.	Indian Journal of Psychiatry 1998, Vol. 40, No. 3, pp 289-294.	Indexed: Pubmed	5th Author
12	1998	Original article	A comparative study of life events in depression and mania.	Indian Journal of Psychiatry 1998, Vol. 39, No.4, pp 370-375.	Indexed: Pubmed	2nd Author

Ashlayara Institute of Rehabilitation Sciences & Research
Delhi-85

13	1998	Case Report	Dandy-Walker syndrome with epilepsy and psychosis: An atypical presentation	Indian Journal of Psychiatry, 1998, Vol. 40, No. 2, pp 189-191	Indexed: Pubmed	2nd + Corresponding Author
14	1997	Original article	Four year follow-up of first episode manic patients	Indian Journal of Psychiatry 1997, Vol. 39, No. 2, pp 160-165	Indexed: Pubmed	2nd Author
15	1993	Case Report	Myocardial decompensation in heroin addicts.	Journal of association of Physicians of India 1993, Vol. 41, No. 3, page 180	Indexed: Pubmed	2nd Author

Apart from these, I presented various research papers at the Annual National Conferences of the Indian Psychiatric Society and various international conferences.

Membership / Affiliations of professional bodies:

a) I am a life fellow of the Indian Psychiatric Society (FIPS).
b) I am a life member of
   i) Indian Association of private psychiatry
   ii) Indian Association for Child and Adolescent Mental Health.
   iii) Indian Epilepsy Association.
c) I am a member of
   i) South Asian Society for Sexual Medicine
   ii) International Society of Sexual Medicine

DELHI MEDICAL COUNCIL

(Constituted under the Delhi Medical Council Act, 1997)

Certificate of Registration

Registration No. 8276 - Original Registration Date - 27 October, 2000

Name, Father's Name & DOB	Address	Qualifications with Year	Name of College	Name of University	Validity of Certificate
Dr. JNANAMAY DAS (MALE) GOKULESWAR DAS 02 February, 1967	135, Modern Apartments, , Sector-15, Rohini, Delhi, 110089	M.B.B.S. - 1990 D.P.M - 1995 M.D. (PSYCHIATRY) - 1998 D.N.B. (PSYCHIATRY) - 1998		Calcutta University Ranchi University Ranchi University National Board of Examinations	This Certificate is valid upto - 09 July, 2028



DELHI MEDICAL COUNCIL NEW DELHI

DR. GIRISH TYAGI
REGISTRAR

Dated The: 16 June, 2023

IMPORTANT NOTICES

- Every Registered Medical Practitioner should be careful to send to the Registrar's immediate notice of any change in his address and also answer all enquiries that may be sent to him by the Registrar in regard thereto in order that his correct address may be duly inserted in the State Medical Register.
- MD (Physician) qualification awarded by various medical universities/institute outside India is equivalent to MBBS qualification in India.
- This is computer generated certificate. You may scan the QR Code from your mobile and check the credentials of this certificate at www.delhimedicalcouncil.org

Ashlavaxa Institute of Rehabilitation Sciences & Research
Sector-14
Rohini Delhi-85



DR. NUPUR SHARMA

Clinical and Rehabilitation Psychologist, Consultant to (Jaipur Golden Hospital, Saroj Hospital, Pushpanjali Hospital), RCI Licensed Mental Health Rehabilitation Professional.

SUMMARY

Mental health is important in every phase of life and one should not compromise with this. Not treating issues in the right time leads to complications and diseases that become life threatening. So, therefore any individual who suffers from any kind of mental disorder should seek counseling and therapy.

Psychologist can help people learn to cope with stressful situations, overcome addictions, manage their chronic illnesses, and test and assessments that can help diagnose a condition or tell more about the way a person thinks, feels & behaves.

Settings in which a counselling professional may work include schools, private practice, hospital, community settings, legal systems, group homes, and long term care facilities, short term facilities, in advocacy roles and in the educational system. In each setting different skills and training are required. The role of a counselor or a rehabilitation professional is to create a culture for synergy in organizational learning and development of school education, increase their self-awareness. So, as to make the children as well as the adults to become more effective as an individual. In short counselling is an effective and preventive strategy for managing the organization.

The basic stages of counselling are -

1. Developing the child / clinician relationship.
2. Clarifying and assessing the problem or situation.
3. Identifying and setting treatment goals.
4. Designing and implementing interventions.
5. Planning, termination and follow up.

HIGHLIHGTS

1. Compassionate and thoughtful professional.
2. Effective oral communicator.
3. Thoughtful analyst.
4. Flexible practitioner.
5. Engaged listener.
6. High energy.

EDUCATIONAL QUALIFICATION

1. Graduate from Delhi University in Humanities.
2. Done masters in Clinical Psychology from IGNOU, Delhi.
3. Done MBA from Symbiosis, Pune.
4. Post Graduate Diploma in Rehabilitation Psychology from Chaudhary Bansi Lal University, Bhiwani.

Ashlayara Institute of Rehabilitation Sciences & Research
Sector-14
Rohini, Delhi-85

5. RCI Licensed Practitioner Rehabilitation Professional attached RCI No. with the CV.
6. Pursuing Ph.D in Psychology from OM Sterling Global University, Hisar, Haryana. (Submission awaited this year only preferably)

WORK EXPERIENCE

1. Eight years of experience in London and India in manufacturing of medicines in my own private limited company.
2. Consultant psychologist Jaipur Golden Hospital, Rohini, New Delhi.
3. Consultant psychologist Saroj Hospital, Rohini, New Delhi.
4. Consultant psychologist Pushpanjali Hospital, Mianwali Nagar, New Delhi.
5. Consultant psychologist Vedic Upchar, Inderlok, New Delhi.
6. Worked as a Counselor (Psychologist) for one and half year with St. Frobel School, Paschim Vihar, New Delhi.
7. Doing private practice in (VMS Clinic), Paschim Vihar.
8. Giving session and workshop on Mental Health in various school and colleges and Corporates leadership qualities and organizational skills.
9. Working in the panel of (QRIS Health) as a Psychologist.

We Deal With Counselling & Therapy in the Following Fields:

- Stress management.
- Depression.
- Anxiety.
- Panic Attacks
- Mood swings.
- Inter personal relationship issues.
- Personality disorder.
- 1Q related problem in child.
- Fear
- Anti – Social Behaviour.
- Drug abuse, Alcohol abuse, Social discrimination, Racial discrimination.
- Old people challenging physical and mental health.
- Old people suffering from social Isolation and Loneliness.
- Autism.
- OCD (Obsessive compulsive disorder).
- PTSD (Post traumatic stress disorder).
- Schizophernia.
- Impulse control and addiction disorder.
- Factitious disorder.
- Eating disorder.
- Bipolar disorder.
- Paranoia.
- Psychosis.
- Dissociation and dissociative disorder.

SCHOOL CHILD ISSUES

1. Poor Grades.
2. Poor eating habits.
3. Poor sleeping habits.
4. Failing to manage money.
5. Disorganization/ feeling over whelmed.
6. Leaning problem
7. Dementia
8. Pervasive developmental disorders.

Ashtavakra Institute of Rehabilitation Sciences & Research
Rohini, Delhi-85

ADHD
9. Disruptive behavior disorders.
10. Conduct disorders.
11. Affective mood disorders.
12. Intellectual disability.
13. Intellectual development disorders.
14. Metabolic disabilities.
15. Degenerative disorders.
16.

ADOLESENT ISSUES

1. Physical changes
2. Emotional changes
3. Behavioural changes
4. Physical problems
5. Physiological problems
6. Poor performance in academics
7. Communication problems in speech
8. Aggression and violence.

INTER PERSONAL DIFFICULTIES

It refers to the problems with inter personal relationship. Such difficulties may stem from feelings, thoughts and behaviours that interfere with your ability to bond with others in general or particular type of relationship.

1. Ego conflicts
2. Frustration and stress
3. Misunderstanding
4. Lack of planning
5. Poor communication

4 TYPES OF CONFLICT ARE THERE

1. Conflict with self
2. Conflict with other
3. Conflict with environment
4. Conflict with super natural

TEEN AGER ISSUES

1. Self-esteem and body image:
   a) Stress
   b) Bullying
   c) Cyber addiction
   d) Drinking and Smoking
   e) Under age sex.

PERSONALITY DISORDERS

1. Antisocial personality disorder.
2. Avoidant personality disorder.
3. Borderline personality disorder.
4. Histrionic personality disorder.
5. Narcissistic personality disorder.
6. OCD
7. Paranoid personality disorder.

KEY SKILLS

1. Extensive knowledge of qualitative and quantitative research method and their application to psychological settings.
2. Knowledge of various test and scoring.

Ashwayata Institute of Rehabilitation Sciences & Research
Sector-14
Rohini, Delhi-85

3. Highly competence in data collection and analysis tasks.
4. Excellent written and spoken communication skills.
5. Good skills to maintain a relationship with patients suffering from mental health issues.
6. Can perform psychological and neuropsychological vocational | clinical evaluation of persons with disability to determine strength and weaknesses that may affect long term personal, social and vocational adjustment and adaption to disability.

CORE SPECIALIZATION:

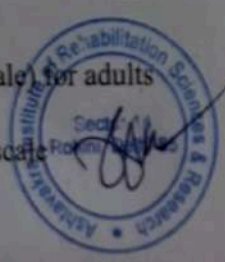
- Can deal with children suffering from autism, down syndrome, anxiety issues, stress issues, speech delay problem, learning disabilities, anger issues, bullying issues.
- Can deal with onco patients for giving psychotherapy sessions before and after chemotherapy for their better mental health and motivation.
- Can deal with Nephro patients for giving psychotherapy sessions to the people suffering from CKD problem those who are undergoing dialysis were counselled and given therapy session.
- Can deal with adults suffering from various mental health problems in families relationship problems work problems.
- Can deal with old age geriatric patients with chronic diseases and old age psychological issues like loneliness.

INTERNSHIP

- Did my internship from IBHAS. The best mental – Health Disorder Hospital Dilshad Garden, New Delhi, under the Supervision of Dr. Uday Sinha.
- Project: Did my project for addition of internet in students under Dr. Gopal Mahakund.

ASSESSMENT TOOLS AND PSYCHOMETRIC TESTING

1. Can perform: BDI (Back depression inventory).
2. GAD (Generalized anxiety disorder) 7 item scale.
3. MDI (Major depression inventory)
4. Zung Anxiety self-assessment scale (SAS)
5. Zung self-rating depression scale.
6. PHQ – Scram (Multipurpose for screening, diagnosing, monitoring the severity of depression).
7. PHQ2 – screening.
8. Hamilton assessment, to measure the severity of patient's anxiety based on fourteen parameters including anxious mood, tension, fear, insomnia, somatic complaints and behavior at the interview.
9. 16PF for personality disorder:
    a) MMPI
    b) Rorschach test
    c) TAT (Thematic appreciation test)
    d) PSS (perceived stress scale) for measuring stress.
10. PTSD Assessment:
    a. Cognitive therapy
    b. Exposure therapy
    c. EMDR (Eye movement desensitization and reprocessing
    d. Y – BOCS for OCD)
11. IQ test for children :
    a. Wechsler intelligence scale for children.
    b. Stanford Binet intelligence scale
    c. DAS (Differential ability scale)
    d. WAIS (Wechsler intelligence scale) for adults
12. Autism Tools:
    a. (CARS) the child autism rating scale



b. (ADEC) autism detection in early childhood.
c. (ADI-R) the autism diagnostic interview.
d. (GARS-3) Gilliam autism rating scale.

13. Assessment tools for addiction:
    a. SASSI-3 (substance abuse subtle screening inventory)
    b. AUDIT (alcohol use disorder identification test)
    c. Cage Assessment tool
    d. (SADQ-C)

Our main aim how to solve mental illness and emotional issues, behavioural issues

1. Asses the patient / children in the school with emotional, social, economic and mental health needs. Educate the children and family members about the illness or psychological issues to help them understand a better treatment plan.
2. Evaluate the school children socio-economic status and look for community resources that would be useful for them.
3. Deals with the individuals with thoughts of suicide, additions and substance abuse, family parenting, marital problems, stress management, self-esteem issues.
4. Value yourself: Treat yourself with kindness and respect and avoid self-criticism
5. Take care of your body: Taking care of yourself physically can improve your mental health.
6. Surround yourself with good people.
7. Give yourself time learn how to deal with stress.
8. Learn how to deal with stress.
9. Quiet your mind
10. Set realistic goals.
11. Breakup the monotony
12. Say good bye to negative
13. Find a hobby
14. Enjoy the movement
15. Spend more time outdoor
16. Learn to say yes
17. Learn to say no.

Will be grateful to work with your brand as a team and will give my best to the organization. Will be attentive to understand the needs of the children, students and parents while ensuring a welcoming and trusting environment.

Will create customized plan and programmes to spur educational and emotional which follows the basic principles of counselling:-

1. Principles of acceptance, communication, empathy, respect, non-judge, confidentiality ethics and long term goals align with the job requirement to make me a committed and valuable asset to the company or organization.

(NUPUR SHARMA)
Consultant Psychologist
Jaipur Golden Hospital, Saroj Hospital,
Pushpanjali Hospital, New Delhi
Email: snupur113@gmail.com
Mob. : 9958613656, 8851335466, 9354315515



IG35-193220

Enrollment No 176526128

इन्दिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय
INDIRA GANDHI NATIONAL OPEN UNIVERSITY

प्रमाणित किया जाता है कि

This is to certify that

Nupur Sharma

को निर्धारित पाठ्यक्रमों को पूरा करने और

after having passed the prescribed courses of study in the

December 2020

की परीक्षा उत्तीर्ण करने पर स्नातकोत्तर उपाधि

examination is hereby awarded the degree of

Master of Arts in Psychology

प्रदान की जाती है

Division / श्रेणी

First

कुलसचिव
Registrar

कुलपति
Vice Chancellor

New Delhi

Date : 19 February 2021

Digitally signed by DS Indira Gandhi National Open University (IGNOU) 01
2022.05.10 09:17:09 +0000

सं. No. IG35-193220

अनुक्रमांक Enrolment No. 176526128

इन्दिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय
INDIRA GANDHI NATIONAL OPEN UNIVERSITY

प्रमाणित किया जाता है कि
This is to certify that *Nupur Sharma*

को निर्धारित पाठ्यक्रमों को पूरा करने और
after having passed the prescribed courses of study in the

December 2020 की परीक्षा उत्तीर्ण करने पर स्नातकोत्तर उपाधि
examination is hereby awarded the Degree of

Master of Arts in Psychology

प्रदान की जाती है।

श्रेणी / Division *First*

कुलसचिव
Registrar

कुलपति
Vice Chancellor

नई दिल्ली / New Delhi

दिनांक / Dated February 19, 2021

Ashtavakra Institute of Rehabilitation Sciences & Research
Formerly Special Art School
App. by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India
Affiliated to GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
PSP, Institutional Area, Madhuban Chowk, Rohini Delhi-85, Ph : 011-27550012/13
Fax : 011-27550018 • Email : inforehab@tecnia.in Website : www.rehab.tecnia.in

Ref. No. .....

Dated.....

5(e)	Whether the institute has published/notified prominently the details of SGRC on website			

Answer: Yes, the institution has prominently published and notified the complete details of the Students' Grievance Redressal Committee (SGRC) on its official website.

Documentary Evidence & Details:

- The official website features a dedicated section for the SGRC to ensure easy accessibility for all students.

- The published information includes the official constitution of the committee, the names and contact details of the designated Nodal Officer (Mr. Jitender Srivastava), committee members, and the elected student representatives.

011 2755 0012 info.rehab@tecnia.in

SCR

ASHTAVAKRA
Institute of Rehabilitation Sciences and Research
The Ashtavakra
5, PSP Institution Area, Madhuban Chowk Rohini, Sector-14, Delhi 110085

STUDENTS GRIEVANCE REDRESSAL COMMITTEE

SGRC
STUDENT MECHANISM
STATUTE
NOTICE @SGRC_AIRSR
MEMBER of GRC
PROCEEDINGS OF SGRC
FACULTY & STAFF
PHOTO GALLERY
GRIEVANCE REDRESSAL FORM

OBJECTIVE

Students Grievance Redressal Committee is to provide opportunities for redress of certain grievances of students already enrolled in any institution, as well as those seeking admission to such Institutions, and a mechanism thereto i.e. Student Grievances right from admission to conferment of degree may include issues Institution making admissions contrary to admission criterion or in contravention of merit List / qualification/ eligibility; non-issue of admission prospectus; false information in prospectus, Non-recognized Institutions, discrimination (on basis of caste, race, religion, disability etc), non-refund of Fee, original certificates on withdrawal, Ragging, unfair marking of attendance, debarring from exams, non-issue of Admit Cards, unfair marking, delayed Results, Issues related to Marksheet/ Degree, harassment etc.

ARCHIVES

NO.	CONTENTS / TITLE	DOWNLOADS
❖	Grievance Redressal Committee 2025	PDF
❖	Grievance Redressal Committee 2024	PDF
❖	Grievance Redressal Committee 2023	PDF
❖	Grievance Redressal Committee 2022	PDF

Ashtavakra Institute of Rehabilitation Sciences & Research Sector-14 Rohini Delhi-85

ASHTAVAKRA

Institute of Rehabiliation Sciences and Research
5, PSP Intitutional Area, Madubhan Chowk Rohini, Sector-14, Delhi-110085

STUDENTS WELFARE

Student's Grievance Redressal Committee (SGRC)

In pursuance to the directions of the Hon'ble Delhi High Court dated 17.05.2019 in WP (Crl.) 793/2017; Guru Gobind Singh Indraprastha University under clause 3(ii)(d) of Statute 24 issues directions vide letter no. GGSIPU/2019-20/Legal/1916 Dt. 23.05.2019.
Institute in compliance of same notify newly constitute Grievance Redressal Committee as per UGC (Grievance Redressal) regulations 2012; (to be notified before 15th September every year)

S. No.	Name	Member	Mobile No.	E-mail

Elected Student Representative – 1st Year

S. No.	Name	Enrol. No.	Program
1.			
2.			
3.			
4.			
5.			

Elected Student Representative – 2nd Year

S. No.	Name	Enrol. No.	Program
1.			
2.			
3.			
4.			
5.			

Student Welfare E-Mail	ashtavakrastudentswelfare@gmail.com

Institute in compliance of notice vide letter ref. no. GGSIPU/2017-18/1039/Legal Dt.18.07.2017 on the subject: Advisory under Clause 3(ii)(d) of Statute 24 of the GGSIP University. Institute in compliance of same notified as under and necessary action forthwith:-

a. The teachers and authorities of the Institution should maintain cordial, warm and confidence building relationship with the students in terms of Ordinance No. 32 of the Guru Gobind Singh Indraprastha University Act No. 09 of 1 998. The Institution may also keep watch on such teachers and members of administration who are unable to build up such cordial and respectful relationship with students and appropriate remedial measures in the nature of counseling and short term training may be advised.

b. Every letter/representation/e-mail in the nature of appeal by students should be attended with reformative approach and sympathetic consideration. The Institute should inform the parents of the students by writing the letter intimating the shortage of attendance, which should be sent by speed post I registered post. The parent's may also be informed by e-mail or telephonically about such cases.

c. Institution officials should be absolutely transparent in taking the decision on detention of students so as to avoid any suspicion of whimsical or selective action. The detention list should be displayed at least 10 working days before the commencement of the examination.

d. Institute has constituted **'Students Grievance Redressal and Welfare Office'** which is empowered to receive grievances from students, consider and address them within the framework of the prevailing rules and regulations with the perspectives of the welfare of the students. SGR Committee constituted at the Institute is notified and directed to regularly engage in welfare activities of the students, so as to gain the confidence of the students in its effectiveness and genuineness. Institution SGR Committee is federated with the Directorate of Students' Welfare of the University which may supervise and advise them, actively engage them and assist them in redressing the grievances of the students from time totime.

e. Any issue relating to arbitrary action, personal vendetta or personal grudges against students by any teacher / authority of the Institute should be earnestly looked into by **'Students Grievance Redressal and Welfare Office'** and it should be brought to the notice of Director of the Institute. If the issues are not resolved at the level of institute, the student should be advised to approach the Grievance Redressal Mechanism at the director level of the Institute which shall act as the appellatemechanism.

Code of Professional Ethics & Responsibilities of (Teaching Staff)

Excerpts from GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY Act 9 of 1998 [Act, Statutes & Ordinances (amended up to 30th June 2012)]. New Delhi; ORDINANCE 32 of: CODEOFPROFESSIONALETHICSand RESPONSIBILITIESOF(TEACHINGSTAFF).

Clause : 2. TEACHERS AND THEIR RESPONSIBILITIES

2.1 Whosoever adopts teaching as a profession assumes the obligation to conduct himself/ herself in accordance with the ideals of the teaching profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practices. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teachers should be **calm, patient and communicative by temperament and amiable in disposition.**

Teachers should:

- Adhere to a responsible pattern of conduct, behaviour and demeanor expected of them by the community;
- Manage their private affairs in a manner consistent with the dignity of the profession;
- Seek to make professional growth continuous through study, research, consultancy, industrial liasonings and the use of networking;
- Express free and frank opinion by participation at professional meetings, seminars, conferences etc., towards the contribution of knowledge;
- Maintain active membership of professional organizations and strive to improve standards of education to achieve excellence through knowledge generation and dissemination of the latest techniques in the class;
- Perform their duties in the form of teaching, tutorial, practical, academic and seminar work conscientiously and with complete dedication to develop expertise in their domain;
- Co-operate and assist in carrying out functions relating to the educational responsibilities of the Institute such as: assisting in appraising applications for admission, advising and counseling students as well as assisting in the conduct of Institute examinations, including supervision, invigilation and evaluation; and
- Participate in extension, co-curricular and extracurricular activities including community service to encourage teamwork.
- Strive to bring transparency and equity in his day to day work and generate knowledge to achieve excellence in the field of research.
- Disseminate thought provoking knowledge to encourage students for development of innovative research work.

Clause: 3.0 TEACHERS AND THE STUDENTS

Teachers should:

- Respect the right and dignity of the students in expressing their opinion;
- Dealjustly,fairlyandimpartiallywithstudentsregardless oftheirreligion,caste,political, economic,socialandphysicalcharacteristictoreflecttransparencyandequity;
- Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs;
- Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- Inculcate among students scientific outlook andtemperament and respect forphysical labourandidealsofdemocracy,patriotism,peaceandimprovementofenvironment;
- Be affectionate to the students and not behave in a vindictive manner towards any of them for any reason whatsoever;
- Pay attention to only the attainment of the student in the assessment of merit;
- Make themselves available to the students willingly even beyond their class hours and help and guide students without any remuneration or reward;
- Aidstudentstodevelopanunderstandingofnationalheritageandnationalgoals; and
- Refrain from inciting students against other students, colleagues or administration or any authority.

Clause: 7.0 TEACHERS AND GUARDIANS:

Teachers should:

- Try to maintain contact with the guardians of their students to keep them informed of the state of their ward's academic pursuits, their general conduct or behaviour and interest in cultural and other co-curricular activities etc.

Clause: 8.0 GENERAL

- Every teacher shall at all times maintain absolute integrity and devotion to duty, and also be strictly honest and impartial in all its official dealings.
- Every teacher should at all times be courteous in his dealings with members of public and prompt in his official dealings.
- Unless otherwise stated specifically in the terms of appointment, every teacher is a whole time teacher of the Institute, and may be called upon to perform such duties as may be assigned to him by the Competent Authority, beyond scheduled working hours and on closed holidays. These duties inter-alia shall include attendance at meetings of Committees to which he may be appointed by the Institute.
- Everyteacher shalldo nothing which is unbecoming of a teacher of the institute.
- No teacher shall indulge in acts of sexual harassment of any person at his/her work place.
- Every teacher shall observe the scheduled hours of working during which he must be present at the place of his duty.
- Except for valid reason and/ or unforeseen contingencies, no teacher shall be absent from duty without prior permission.

Aggrieved students their parents and others may approach the Head, Students' Grievance Redressal Committee, AIRSR.

- **Details about Institute's Online Students' Grievance Portal:-**
  Name of the Portal:- Grievance Redressal Committee
  Website:-https://ashtavakra.in/
  Link:-https://ashtavakra.in/grievance-redressal-committee/

Incharge - Students Welfare

Institute of Rehabilitation Sciences & Research, Sector-14, Rohini, Delhi-85

Contact Institute

Plot 5 Psp, Institution Area, Rohini, Sector-14, New Delhi 110085
011-27550012/13
info@rehabi@techie.in

Admission Call Back

+91-9212080410 (09:00 AM-06:00 PM)
+91-9250408931 (09:00 AM-06:00 PM)
admissionairsr@techie.in

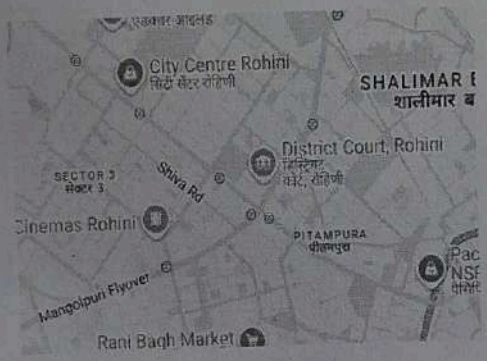
Quick Links

- About Us
- Careers
- Term & Condition
- Students Helpline
- GGSIPU/RCI Notices
- Institution Notices
- Online Grievance Redressal
- Mandatory Disclosures - Academic Audit

- Approval / Affiliation
- Download
- Employment Notice
- Ashtavakra in Press
- Mandatory Disclosures

Location Map

Open in Maps



Copyright © 2019 ASHTAVAKRA INSTITUTE

Ashtavakra Institute of Rehabilitation Sciences & Research
Sector-14
Rohini Delhi-85

5(f)	Whether students are satisfied with the effectiveness of the SGRC (upload survey report)	:		

Answer: Yes, the students are satisfied with the effectiveness of the Students' Grievance Redressal Committee (SGRC).

Documentary Evidence & Details:

- To evaluate the committee's effectiveness, student feedback was systematically collected using a dedicated Google Form.

  https://docs.google.com/forms/d/e/1FAIpQLScLoUI_0klOtaTNvtzN03KHnaSMGkqOpSc4iN8VT6bqgVb_6Q/viewform?usp=header

- The compiled survey report generated from these Google Form responses indicates student satisfaction with the grievance redressal mechanism.

- The complete Google Form survey report, including the data and feedback analysis, is attached and ready to be uploaded as verifiable proof.

Ashtavakra Institute of Rehabilitation Sciences & Research
Sector-14
Rohini, Delhi-85

(5f)

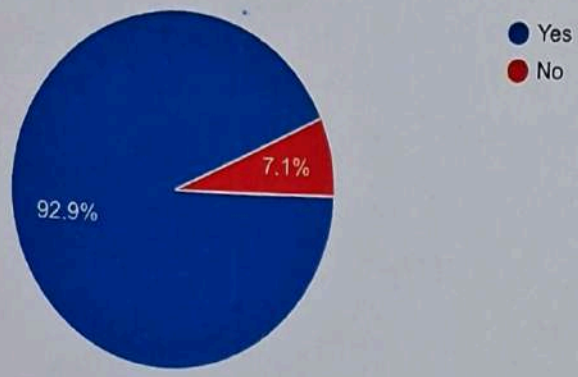
Satisfaction with the Effectiveness of the Student Grievance Redressal Committee (SGRC)

42 responses

Q1. The procedure to file a grievance with the SGRC is simple, accessible, and user-friendly.

Copy chart

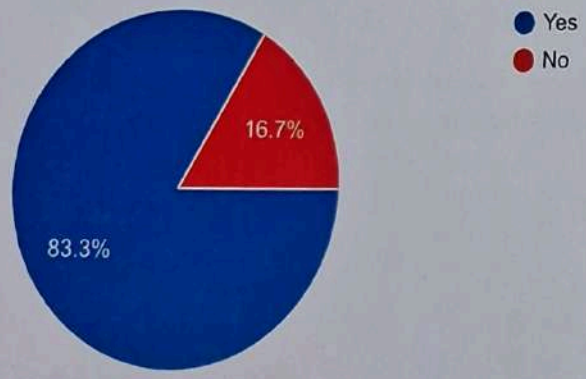
42 responses



Q2. I am fully aware of the SGRC members and the scope of grievances they handle.

Copy chart

42 responses

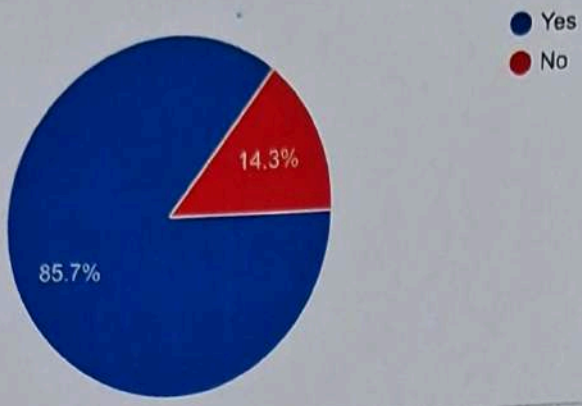


Ashlavakra Institute of Rehabilitation Sciences & Research
Sector 14
Rohini, Delhi-85

Q3. The committee acknowledges and responds to complaints within a reasonable timeframe (as per UGC norms).

Copy chart

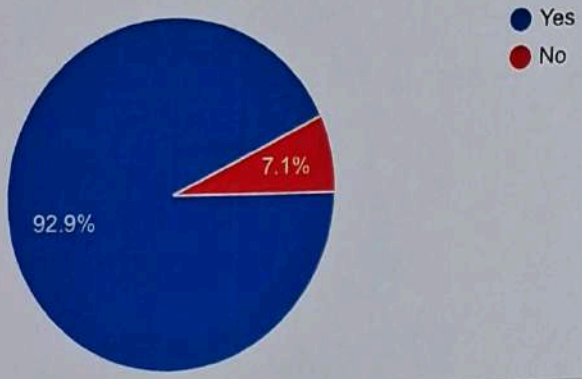
42 responses



Q4. The process of investigation and decision-making was transparent and clear to me.

Copy chart

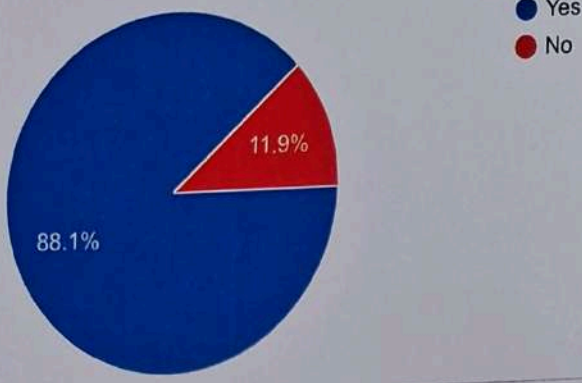
42 responses



Q5. The committee members acted neutrally and without bias during the hearing process.

Copy chart

42 responses

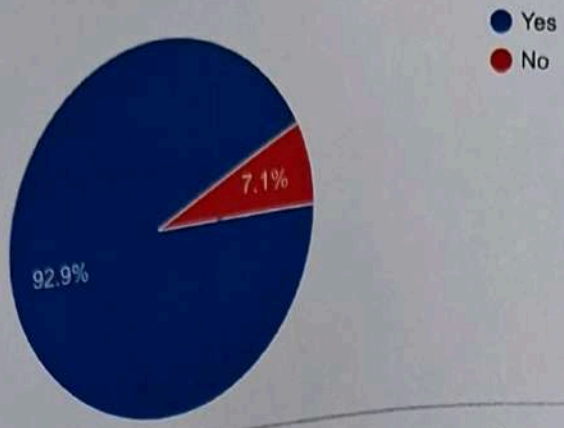


Ashtavakra Institute of Rehabilitation Sciences & Research
Rohini, Delhi-85

Q6. I felt confident that my identity and the details of my grievance were kept confidential.

Copy chart

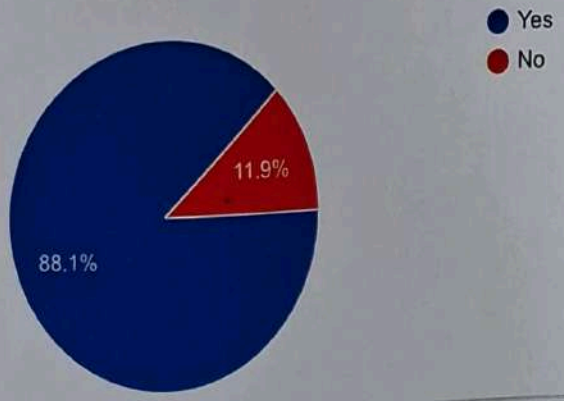
42 responses



Q7. The behavior and conduct of the committee members were professional and empathetic.

Copy chart

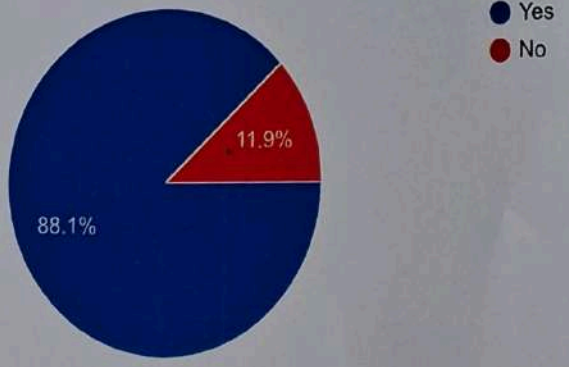
42 responses



Q8. I was kept informed about the status of my grievance at every stage of the process.

Copy chart

42 responses

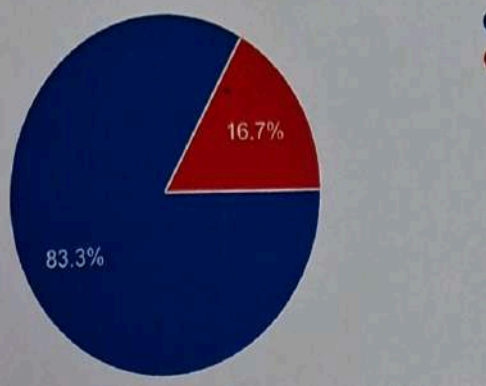


Ashlavaka Institute of Rehabilitation Sciences & Research
Sector-14
Delhi-85

Q9. The final solution/decision provided by the SGRC effectively resolved my problem.

Copy chart

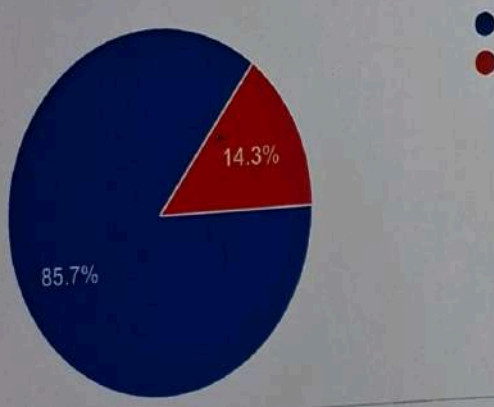
42 responses



Q10. Overall, I am satisfied with effectiveness of SGRC committee.

Copy chart

42 responses



This content is neither created nor endorsed by Google. - Contact form owner - Terms of Service - Privacy Policy

Does this form look suspicious? Report

Google Forms

Ashlawaka Institute of Rehabilitation Sciences & Research
Delhi-85

5(g)	Whether reports of the proceedings of SGRC is sent to the University every semester	:		

Answer: Yes, the reports of the proceedings of the Students' Grievance Redressal Committee (SGRC) are systematically sent to the University every semester.

Documentary Evidence & Details:

- The committee's proceeding reports are regularly submitted to the Affiliation Branch of Guru Gobind Singh Indraprastha University (GGSIPU), Dwarka.

- The official receiving acknowledgment of the submitted report, dated 12/05/2026 and 03/12/2025 is attached as verifiable proof.

- This submission is officially documented under Reference No. **AIRSR/2026-27/5425-A** for 12/05/2026 and Reference No. **AIRSR/2025-26/5307-A** for 03/12/2025.

Ashtavakra Institute of Rehabilitation Sciences & Research
Rohini Delhi-85

5(g)

Ashtavakra Institute of Rehabilitation Sciences & Research

App.by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India
Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No :- AIRSR/2026-27/5425-A

Date: - 04.05.2026

To

The office In-charge
Affiliation Branch
Administrative Block GGSIP University
Sector 16C Dwarka New Delhi – 110078

Subject: Action Taken Report of Student Grievance Redressal Committee (SGRC) of AIRSR
Reference: GGSIP university letter number GGSIP/2019–20/legal/1916 dt. 23.05.2019 and GGSIPU/2017–18/1039/legal Dt.18.07.17.

Sir/Madam

With reference to subject cited above and compliance of the same, please find the attachment files of the following items of SGRC-Ashtavakra Institute of Rehabilitation Sciences and Research.

1. Notice
2. Attendance sheet of SGRC meeting.
3. Meeting Agenda.
4. Minutes of Meeting.
5. Action taken report (ATR) of SGRC meeting held on 27.04.2026

Thanking you and assuring you our best attention always.

Yours Sincerely

Mrs. Sanjana Mittal

Deputy Director

Encl: As stated above.

Copy to: Registrar, GGSIPU University, Dwarka New Delhi – 110078

Ashtavakra Institute of Rehabilitation Sciences & Research

App.by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India
Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No:- AIRSR/2025-26/5307-A

Date: - 03.12.2025

Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16-C, Dwarka, New Delhi-110078

To

The office In-charge
Affiliation Branch
Administrative Block GGSIP University
Sector 16C Dwarka New Delhi – 110078

Subject: Action Taken Report of Student Grievance Redressal Committee (SGRC) of AIRSR
Reference: GGSIP university letter number GGSIP/2019–20/legal/1916 dt. 23.05.2019 and GGSIPU/2017–18/1039/legal Dt.18.07.17.

Sir/Madam

With reference to subject cited above and compliance of the same, please find the attachment files of the following items of SGRC-Ashtavakra Institute of Rehabilitation Sciences and Research.

1. Notice
2. Attendance sheet of SGRC meeting.
3. Meeting Agenda.
4. Minutes of Meeting.
5. Action taken report (ATR) of SGRC meeting held on 27.11.2025

Thanking you and assuring you our best attention always.

Yours Sincerely

Mrs. Sanjana Mittal

Deputy Director

3/12/2025

Encl: As stated above.

Copy to: Registrar, GGSIPU University, Dwarka New Delhi – 110078

Ashtavakra Institute of Rehabilitation Sciences & Research
Formerly Special Art School
App. by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India
Affiliated to GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
PSP, Institutional Area, Madhuban Chowk, Rohini Delhi-85, Ph : 011-27550012/13
Fax : 011-27550018 • Email : inforehab@tecnia.in Website : www.rehab.tecnia.in

Ref. No. .....

Dated.....

Additional Disclosure: Additional Report on SGRC Effectiveness

Subject: Resolution of Student Grievance Regarding Classroom Infrastructure (AC and Smart Boards)

As a verifiable instance of the Students' Grievance Redressal Committee's (SGRC) active and effective functioning, the following major infrastructural grievance was successfully resolved during the assessment year:

- **Grievance Received:** A formal, consolidated application was submitted to the SGRC by all elected 1st and 2nd-year student representatives. The students requested the installation of Air Conditioners and Smart Boards in the classrooms to facilitate a smooth, comfortable, and modernized teaching-learning environment.
- **SGRC Processing:** The application was formally reviewed and acknowledged by the SGRC Nodal Officer, Mr. Jitender Srivastava. Recognizing the validity of the students' academic needs, the Nodal Officer officially forwarded the grievance along with a recommendation letter to the Deputy Director, Mrs. Sanjana Mittal, for administrative consideration.
- **Action Taken:** The Deputy Director acknowledged the SGRC's recommendation and promptly approved the request. The administration took swift action to procure and install the requested Air Conditioners and Smart Boards in the respective classrooms.
- **Documentary Evidence Uploaded:** To substantiate the effectiveness and responsive nature of the SGRC, the following documents have been attached as proof in the audit disclosures:

1. The original joint application submitted by the elected 1st and 2nd-year student representatives.

2. The official forwarding and recommendation letter drafted by the Nodal Officer to the Deputy Director.

3. The official "Action Taken Notification" issued by the administration along with Reference No. **AIRSR/2026-2027/5461-B**

4. Copies of the purchase bills and installation invoices for the Air Conditioners and Smart Boards.

(5W)

Date: 06/06/2026

To,
Mrs. Sanjana Mittal
Deputy Director
Ashtavakra Institute of Rehabilitation Sciences and Research
New Delhi - 110085

From,
Mr. Jitender Srivastava
Nodal Officer, Students Grievance Redressal Committee (SGRC)
Ashtavakra Institute of Rehabilitation Sciences and Research

Subject: Student request for the provision of Air Conditioners and Smart Boards in classrooms.

Respected Madam,

Please find attached a formal application dated 5th June 2026, submitted collectively by the elected student representatives (1st and 2nd Year) of all B.Ed. Special Education departments on behalf of the student body.

Through the Students Grievance Redressal Committee (SGRC) mechanism, the students have raised a legitimate request regarding the upgrade of classroom infrastructure. They have requested the installation of Air Conditioners to help them remain attentive and comfortable during extended lectures in the rising temperatures. Furthermore, they have advocated for the installation of Smart Boards. As aspiring special educators, access to interactive digital boards will provide them with essential hands-on experience using modern pedagogical tools.

As the Nodal Officer of the SGRC, I have reviewed their application and find their request to be genuine and directed towards the enhancement of the overall academic and learning environment. Therefore, I am formally forwarding this application for your kind perusal.

I humbly request you to favorably consider their application and initiate the necessary administrative steps or feasibility assessments to make these arrangements for the welfare of our students.

Thanking you in anticipation.

Yours sincerely,
06/06/2026

Mr. Jitender Srivastava
Nodal Officer, SGRC

9811125565
Ashtavakra Institute of Rehabilitation Sciences and Research

Ashtavakra Institute of Rehabilitation Sciences & Research
Sector-14
Delhi-85

To
Mr. Jitender Srivastava
Nodal Officer, Students Grievance Redressal Committee(SGRC)
Ashtavakra Institute of Rehabilitation Sciences and Research
New Delhi -110085

Subject: Request for the provision of Air Conditioners and Smart Boards to enhance classroom facilities

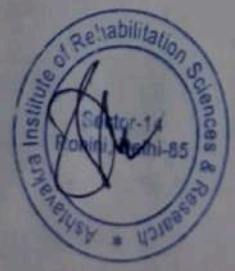
Respected Madam,

On behalf of the B.Ed. student body across all departments, I am writing to formally request a necessary upgrade to our current classroom infrastructure to better support our academic pursuits.

As temperatures continue to rise, the lack of air conditioning in the classrooms makes it quite difficult for students to remain attentive and comfortable during extended lectures. Installing AC units would greatly alleviate this physical exhaustion, ensuring a more conducive and healthier environment for sustained learning.

In addition to improving physical comfort, we also wish to advocate for the installation of Smart Boards. As aspiring educators preparing for a modern teaching landscape, having access to interactive digital boards is essential. This technology would not only allow us to experience advanced pedagogical tools first-hand but also make our daily instructional sessions much more engaging and effective.

We respectfully urge the administration to consider these facility upgrades at your earliest convenience. Equipping our classrooms with these essential resources will undoubtedly elevate the overall academic experience at our esteemed institute.



Thank you for your time, understanding, and continuous support of student welfare.

Yours sincerely,

Student Representative
B.Ed. Programme
(On behalf of B.Ed. students of all departments)
Ashtavakra Institute of Rehabilitation Sciences and Research
Date: 5th June 2026

Elected Student Representatives – 1st Year

S. No.	Student Name	Enroll. No.	Program	E-mail	Signature
1.	Kritika	00152312225	(B-ED SE –HI)	Prajapatkritika420@gmail.com	
2.	Mansi	01952312525	(B-ED SE –ID)	ghududagar006@gmail.com	
3.	Faguni	00152312625	(B-ED SE –VI)	Fagunisolanki30@gmail.com	
4.	Bhumi	00552312425	(B-ED SE –ASD)	gbhumi@gmail.com	
5.	Fatima	00952312325	(B-ED SE –LD)	Khanfatima01@gmail.com	

Elected Student Representatives – 2nd Year

S. No.	Student Name	Enroll. No.	Program	E-mail	Signature
1.	PRATIKSHA	35352312224	(B-ED SE –HI)	Pratiksha2@gmail.com	
2.	JHANVI	2152312524	(B-ED SE –ID)	jhanvijhanvi766@gmail.com	
3.	HARSHITA GUPTA	252312624	(B-ED SE –VI)	harshigupta763@gmail.com	
4.	YASH SINGH	452312424	(B-ED SE –ASD)	syash0563@gmail.com	
5.	PAWAN KUMAR	01452312324	(B-ED SE –LD)	pk9873208066@gmail.com	

SH

Ashtavakra Institute of Rehabilitation Sciences & Research

App.by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India

Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No : - AIRSR/2026-27/5461-B

Date: - 25.06.2026

NOTIFICATION

Subject: Response to student's request regarding the installation of Air Conditioners and Smart Boards in classrooms

Dear Student Representative,

This is with reference to the application submitted by the Student Representative on behalf of the B.Ed. students regarding the request for the provision of Air Conditioners and Smart Boards to enhance classroom facilities.

The management of Ashtavakra Institute of Rehabilitation Sciences and Research has taken due cognizance of the request raised by the students. We are pleased to inform you that the matter was promptly addressed, and necessary actions have been taken on 25th June 2026. Air Conditioners and Smart Boards have been successfully installed in the classrooms to ensure a comfortable, conducive, and technologically equipped environment for the better facilitation of teaching and learning.

The institute values student feedback and remains committed to providing a safe, comfortable, and student-friendly learning environment. We appreciate the proactive approach of the students in bringing this matter to our notice.

Thank you for your cooperation and support.

With regards,

Ashtavakra Institute of Rehabilitation Sciences & Research Sector-14 Rohini, Delhi-85

25/6/2026

Mrs. Sanjana Mittal
Deputy Director
Ashtavakra Institute of Rehabilitation Sciences and Research
Date: 25th June 2026

Copy to:

1. All member of SGRC including
2. Deputy Director-AIRSR
3. In charge Student Welfare
4. HOD B.Ed Spl. Ed.(ID/HI/VI/ASD/LD) for information to all the students.
5. IT Dept. for uploading on the website

Ashtavakra Institute of Rehabilitation Sciences & Research Sector-14 Rohini, Delhi-85

SA

PROMARK TECHSOLUTIONS PVT. LTD.

Tax Invoice (ORIGINAL FOR RECIPIENT)

Village-Baddi Madouli, Morinda Bypass, Adjoining Preet Palace, Ludhiana Highway, NH-95, Morinda, Distt -Rupnagar
GSTIN/UIN: 03AAFCP7669C1ZF, UDYAM - UDYAM-PB-18-0002341 (Medium)
State Name: Punjab, India , Pincode: 140101
CIN: U36109PB2010PTC034337, PAN No: AAFCP7669C, TAN : PTLP14348F
Contact : +91-9216899880, 9216988990
E-Mail : info@promark.co.in, www.promark.co.in

INVOICE NO	625	VEHICLE NO	DL01LAM5083
INVOICE DATE	20-6-2026	TRANSPORT	JAI SHIV SHAKTI GOODS CARRIERS
BUYER ORDER	PMTO4317	GR NO	7831
ORDER DATE	15-6-2026	TRANSPORT NO.	
SALES PERSON	Varun Budhiraja	FREIGHT DETAIL	INCLUDE
ADVANCE		PI NO.	488
CREDIT DAYS	7 DAYS	PI DATE	
Terms Of Delivery			

BILL TO

Ashtavakra Institute of Rehabilitation Sciences And Research
Madhuban Chowk Sector 14 Near
Siddhivinayak Mandir Rohini Delhi-110085
STATE : Delhi (07)
PLACE SUPPLY : Delhi (07)
CONTACT PERSON : Shailesh Shukla
CONTACT NO : +91-9873026312
E-MAIL ID : saileshshukla29@gmail.com

SHIP TO

Ashtavakra Institute of Rehabilitation Sciences And Research
Madhuban Chowk Sector 14 Near
Siddhivinayak Mandir Rohini Delhi-110085
STATE : Delhi (07)
CONTACT PERSON : Shailesh Shukla
CONTACT NO : +91-9873026312
E-MAIL ID : saileshshukla29@gmail.com

S.NO.	PRODUCT DESCRIPTION	SR NO	HSN/SAC	QTY	RATE	PER	AMOUNT
1	**Interactive Flat Panel (Adpm)-Hsn-852859** *PRO AT 75P A14/8/128 WITH WMK* *108LGSWV100-75F20-250801044, 108LGSWV100-75F20-250801054* *108LGSWV100-75F20-250801034,108LGSWV100-75F20-250801055*		85285900	4.00	78,000.00	Nos.	3,12,000.00
2	**IFPD Frame HSN 940310** *Dual sliding shutter*		94031090	4.00	19,500.00	Nos.	78,000.00
			Total QTY	8.00			

Entery Stock Register AIRSK
AIRSK/A17-18/041/02
Page No:- 246

Shailesh Shukla
C.K.H

SECURITY CHECKED
PAGE No. 370
BILL No. 625
DATE 22/6/26
TIME 12:00 PM

BANK DETAILS	
BANK NAME	: PROMARK TECHSOLUTIONS PVT. LTD.
A/C NUMBER	: 923030039181937
IFSC CODE	: UTIB0000085
BANK	: AXIS Bank Ltd-CC A/C-923030039181937
BRANCH CODE	:
MICR CODE	:
PAN NUMBER	: AAFCP7669C
TAN NUMBER	: PTLP14348F

SUB TOTAL		₹ 3,90,000.00
Output-IGST-18%	18 %	70,200.00
TOTAL AMOUNT INR		₹ 4,60,200.00

Psid
Chq No 308672
24/6/26
Amount 460200/-
AIRSK/CB/1132

Amount Chargeable (In Words)
INR Four Lakh Sixty Thousand Two Hundred Only

HSN/SAC	Taxable Value	IGST Rate	IGST Amount	Total Tax Amount
85285900	3,12,000.00	18%	56,160.00	56,160.00
94031090	78,000.00	18%	14,040.00	14,040.00
Total	3,90,000.00		70,200.00	70,200.00

Tax Amount (in words) : **INR Seventy Thousand Two Hundred Only**

1. Our Responsibility ceases after the goods are removed from our godown. Subject to Ropar Jurisdiction Only.
2. Interest @ 24% will be charged if payment is delayed beyond 21 days from the invoice date.
4. If Payment is not received on time the Warranty on Our Products Or Services will be Revoked

Institute of Rehabilitation Sciences & Research Sector 14 Rohini Delhi-85

PROMARK TECHSOLUTIONS PVT. LTD.
AUTH SIGNATORY

Prepared By | Checked By | Approved By

This is a Computer Generated Invoice

Tax Invoice (DUPLICATE FOR TRANSPORTER)

PROMARK TECHSOLUTIONS PVT. LTD.

Village-Baddi Madouli, Morinda Bypass, Adjoining Preet Palace, Ludhiana Highway, NH-95,
Morinda, Distt -Rupnagar
GSTIN/UIN: 03AAFCP7669C1ZF, UDYAM : UDYAM-PB-18-0002341 (Medium)
State Name: Punjab, India, Pincode 140101
CIN: U36109PB2010PTC034337, PAN No : AAFCP7669C, TAN : PTLP14348F
Contact : +91-9216899880, 9216988990
E-Mail : info@promark.co.in, www.promark.co.in

INVOICE NO	625	VEHICLE NO	DL01LAM5083
INVOICE DATE	20-6-2026	TRANSPORT	JAI SHIV SHAKTI GOODS CARRIERS
BUYER ORDER	PMTO4317	GR NO	7831
ORDER DATE	15-6-2026	TRANSPORT NO.	
SALES PERSON	Varun Budhiraja	FREIGHT DETAIL	INCLUDE
ADVANCE		PI NO	488
CREDIT DAYS	7 DAYS	PI DATE	

Terms Of Delivery :

BILL TO
Ashtavakra Institute of Rehabilitation Sciences And Research
Madhuban Chowk Sector 14 Near
Siddhivinayak Mandir Rohini Delhi-110085
STATE : Delhi (07)
PLACE SUPPLY : Delhi (07)
CONTACT PERSON : Shailesh Shukla
CONTACT NO : +91-9873026312
E-MAIL ID : saileshshukla29@gmail.com

SHIP TO
Ashtavakra Institute of Rehabilitation Sciences And Research
Madhuban Chowk Sector 14 Near
Siddhivinayak Mandir Rohini Delhi-110085
STATE : Delhi (07)
CONTACT PERSON : Shailesh Shukla
CONTACT NO : +91-9873026312
E-MAIL ID : saileshshukla29@gmail.com

S.NO.	PRODUCT DESCRIPTION	SR NO	HSN/SAC	QTY	RATE	PER	AMOUNT
1	**Interactive Flat Panel (Adpm)-Hsn-852859** *PRO AT 75P A14/B/128 WITH WMK* *108LGSWV100-75F20-250801044, 108LGSWV100-75F20-250801054* *108LGSWV100-75F20-250801034,108LGSWV100-75F20-250801055*		85285900	4.00	78,000.00	Nos.	3,12,000.00
2	**IFPD Frame HSN 940310** *Dual sliding shutter*		94031090	4.00	19,500.00	Nos.	78,000.00
			Total QTY	8.00			

SUB TOTAL		**₹ 3,90,000.00**
Output-IGST-18%	18 %	70,200.00
TOTAL AMOUNT INR		**₹ 4,60,200.00**

BANK DETAILS
BANK NAME : PROMARK TECHSOLUTIONS PVT. LTD.
A/C NUMBER : 923030039181937
IFSC CODE : UTIB0000085
BANK : AXIS Bank Ltd-CC A/C-923030039181937
BRANCH CODE :
MICR CODE :
PAN NUMBER : AAFCP7669C
TAN NUMBER : PTLP14348F

Amount Chargeable (in Words)
INR Four Lakh Sixty Thousand Two Hundred Only

HSN/SAC	Taxable Value	IGST Rate	IGST Amount	Total Tax Amount
85285900	3,12,000.00	18%	56,160.00	56,160.00
94031090	78,000.00	18%	14,040.00	14,040.00
Total	**3,90,000.00**		**70,200.00**	**70,200.00**

Tax Amount (in words) : **INR Seventy Thousand Two Hundred Only**

1.Our Responsibility ceases after the goods are removed from our godown. Subject to Ropar Jurisdiction Only.3. Interest @ 24% will be charged if payment is delayed beyond 21 days from the invoice date .
4.If Payment is not received on time the Warranty on Our Products Or Services will be Revoked

PROMARK TECHSOLUTIONS PVT. LTD.

Prepared By Checked By Approved By AUTH SIGNATORY

This is a Computer Generated Invoice

E-Way Bill No	308009778972
E-Way Bill Date	20-Jun-26 3:16 PM
Generated By	03AAFCP7669C1ZF
Valid From	20-Jun-26 3:16 PM [261 KM]
Valid Until	22-Jun-26 11:59 PM

Part - A

GSTIN of Supplier	03AAFCP7669C1ZF
Place of Dispatch	Village-Baddi Madouli, Morinda Bypass, Adjoining Preet Palace, Ludhiana Highway, NH -95, Morinda, Distt.-Rupnagar MORINDA Punjab 140101
GSTIN of Recipient	
Place of Delivery	Madhuban Chowk Sector 14 Near, Siddhivinayak Mandir Rohini Delhi-110085 Delhi 110085
Document No.	Tax Invoice - 625
Document Date	20-Jun-26
Transaction Type	Regular
Value of Goods	4,60,200.00
HSN Code	85285900
Supply Type	Outward-Supply
Transporter	04DWCPK9541R1ZW - JAI SHIV SHAKTI GOODS CARRIERS

Part - B

Mode	Vehicle / Trans Doc No & Dt.	From	Entered Date	Entered By	CEWB No. (If any)
1 - Road	DL01LAM5083 / 7831 & 20-Jun-26	MORINDA	20-Jun-26	03AAFCP7669C1ZF	

Ashwayatra Institute of Rehabilitation Sciences & Research
Sector-14
Rohini, Delhi-85

Tax Invoice

(ORIGINAL FOR RECIPIENT)

A Y AIRCON
Shop No-28 L/G/F Bhogal Road
Jangpura Bhogal New Delhi-110014
GSTIN/UIN: 07ABBFA8066G1ZH
State Name: Delhi, Code: 07

Invoice No.: T90/26-27/166
e-Way Bill No.:
Dated: 16-Jun-2026
Delivery Note:
Mode/Terms of Payment: 67

Buyer's Order No.: PO No.-HES/25-26/ADM/160026/01
Dated: 16-Jun-2026
Dispatch Doc No.:
Delivery Note Date:
Dispatched through:
Destination:
Terms of Delivery:

Consignee (Ship to)
Ashtavakra institute of Rehabilitation Sciences & Research
Madhuban Chowk Sector 14
Near Siddhivinayak mandir
Rohini Delhi-110085
State Name: Delhi, Code: 07

Buyer (Bill to)
Ashtavakra institute of Rehabilitation Sciences & Research
Madhuban Chowk Sector 14
Near Siddhivinayak mandir
Rohini Delhi-110085
Mobile-9873026312
State Name: Delhi, Code: 07

Sl	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
	GTQ50XV16UCB 1.5 TON DAIKIN SPLIT AC — 196 IDU-6324/6078 IDU-6321/4070 ODU-1880108/18760V3 ODU-1877525/18764N0	84151010	4 Set	32,263.38	Set	1,28,813.52
	CGST					11,593.22
	SGST					11,593.22
	Rounded Off (-)					0.04
	Total		4 Set			Rs. 1,52,000.00

E & O.E

Rit
Chq No 308675
24/6/26
Amt 1,52,000/=
AIRJR/CB/1852
24/6/26

Sharlesh Bhullar
S.K.4
16/6/26

Entry Stock Register AIRJR
HWWA/13-14/042/Vol-I
Page No:- 196

SECURITY CHECKED
PAGE No. 359
BILL No. T9026-27/166
DATE 16/06/26
TIME 2:10 pm

Amount Chargeable (in words)
Indian Rupees One Lakh Fifty Two Thousand Only

HSN/SAC	Taxable Value	CGST Rate	CGST Amount	SGST/UTGST Rate	SGST/UTGST Amount	Total Tax Amount
84151010	1,28,813.52	9%	11,593.22	9%	11,593.22	23,186.44
Total	1,28,813.52		11,593.22		11,593.22	23,186.44

Tax Amount (in words): **Indian Rupees Twenty Three Thousand One Hundred Eighty Six and Forty Four paise Only**

Company's Bank Details
A/c Holder's Name: A Y AIRCON
Bank Name: BOI
A/c No.: 600730110000029
Branch & IFS Code: KHAN MARKET NEW DELHI & BKID0006007

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for A Y AIRCON
Authorised Signatory

Customer's Seal and Signature

Ashtavakra Institute of Rehabilitation Sciences & Research Sector-14 Rohini, Delhi-85

This is a Computer Generated Invoice

C6

Quotation

GSTIN : 07ABBFA8066G1ZH
PAN NO.- ABBFA8066G

S.NO.....
Date-10/06/2026

A Y Aircon

28 L/G/F Bhogal Road Jangpura Bhogal New Delhi-110014
Tel/Fax:24699669/24619669 E-mail: ayaircon01@gmail.com/ayaircon@rediffmail.com

Bill To,

Ashtavakra institute of Rehabilitation Sciences & Research
Madhuban Chowk Sector 14
Near Siddhivinayak mandir
Rohini Delhi-110085

Purchasers GSTIN

Ship To,

S.NO.	DESCRIPTION OF GOODS	Quantity	Rate	AMOUNT Rs
01	GTQ50 . 1.5 Ton Daikin Split Ac	4.00	38,000.00	152,000.00
			Taxable Amt.	
			GST 18%	
	Bank - Bank of India, Branch - Khan Market, New Delhi- 110003 Account No - 600730110090029, IFSC Code - BKID0006007		Round Off	
			G.TOTAL	152,000.00

Terms & Conditions

 # Payment Terms 100% In Advance
 # Material Delivery after Recived the payment
#This Price is including GST

Terms & condition

1. Good once sold will not be taken back or exchanged.
2. Warranty as per company's policy.
3. Amount of the bills is a payable for any delay interest @24%will be charged from the of the bill date.
4. All diputes are subject to DELHI jurisdiction only.

A Y Aircon
11/6/2026
Authorised Signature

DAIKIN Panasonic LG VOLTAS
India ka dil India ka AC.

Ashtavakra Institute of Rehabilitation Sciences & Research
Sector 14 Rohini Delhi-85

GSTIN : 07ACZPN6029K1ZT

Original Copy

PERFORMA INVOICE

N.S. Refrigeration Co.

A-1/678 , Sec -6 , Rohini, Delhi
PAN : ACZPN6029K
Tel. : 9871791519 email : jitender.nanda@gmail.com

70

Party Details :
MAITAVAKRA INSTITUTE

Quotation No. : 7
Dated : 17-06-2026

GSTIN / UIN :

SN	Description of Goods	HSN/SAC Code	Qty.	Unit	Price	Amount( )
1.	COPPER TUBE 1 ROLL 5/8	74111000	12.90	Kgs.	1,550.00	19,995.00
2.	COPPER TUBE 1 ROLL 3/8	74111000	7.20	Kgs.	1,550.00	11,160.00
3.	A FLEX ECO TUBE 5/8 6MM PCS	40091100	27.00	Pcs.	35.00	945.00
4.	A FLEX ECO TUBE 3/8 6MM PC	40091100	27.00	Pcs.	25.00	675.00
5.	N BUTANE IN CANS 225 GM	29012990	4.00	Pcs.	120.00	480.00
6.	TORCH CLIX	84681000	1.00	Pcs.	650.00	650.00
7.	PVC INSULATION TAPE 18MMX18MTR	85469090	2.00	Pcs.	50.00	100.00
8.	STAND	73011000	4.00	Pcs.	250.00	1,000.00
9.	DRAIN HOSE ASSY WP	39172990	10.00	Pcs.	90.00	900.00
10.	PVC TEE	39172390	10.00	Pcs.	15.00	150.00
11.	PVC ELBOW 25MM	39172390	6.00	Pcs.	10.00	60.00
12.	MSEAL PV SEAL SOLVANT 250 ML	35061000	1.00	Pcs.	160.00	160.00

Paid by cly
Cl/Inc 500701 Cal AIBAK
Amt 42804/-
Thursday 26/6/26
26/6/26

				36,275.00
Add	: CGST	@	9.00 %	3,264.75
Add	: SGST	@	9.00 %	3,264.75
Less	: Rounded Off (-)			0.40
	Grand Total	**112.10 Units**		**42,804.10**

Tax Rate	Taxable Amt.	CGST Amt.	SGST Amt.	Total Tax
18%	36,275.00	3,264.75	3,264.75	6,529.50

Rupees Forty Two Thousand Eight Hundred Four and Paisa Ten Only

Shailesh Shukla
SKH
22/6/26

for N.S. Refrigeration Co.

Authorised Signato y

Scanned
22/6/2026

Maharishi Institute of Rehabilitation Sciences & Research
Sector-14 Rohini Delhi-85