



GOVT. DEGREE COLLEGE DRANG AT NARLA

Teh. Padhar, Distt. Mandi (HP)-175012



www.gcdrangnarla@gmail.com



01908-260645



www.gcdrang.ac.in



4.4: Grievances Redressal of Students and Employees

TO WHOM IT MAY CONCERN

This is to certify that the Grievance Redressal Cell ensures timely resolution of students' grievances, with all cases being addressed and settled within one week.

Principal
Govt. Degree College
Drang at Narla Distt. Mandi (H.P.)



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4.4.1: Grievances Redressal of Students and Employees

23.	Jaya Sharma	BA	1200270048	Final Marks	19 Jan, 2023	20 Jan, 2023	Jaya Sharma
24.	Michak	B.Sc.	2210560261	Term End Marks	22 Feb, 2023	25 Feb, 2023	Michak
Section - 12024-25							
1.	20240250100101	B.A.					
1.	Nitender Thakur	B.A.	20240250100101	Internal Marks All Subjects	23 rd Sep, 2024	30 th Sep, 24	Thakur
2.	Shivani Bhardwaj	-de-	20220150100140	1A, English-2 Core English (Compulsory)	03 rd Oct, 2024	14 Oct, 24	Shivani
3.	Pagel	B.A.	20220150100147	1A, Two Subject of Political Science	03 rd Oct, 2024	04 Oct, 24	Pagel
4.	-de-	B.A.	20220150100147	1A & Full up wrong Subject	04 th Oct, 2024	05 Oct, 24	Ravi
5.	Anita Devi	-de-	20220150100148	1A, English-2 Core English (Compulsory)	15 th Oct, 2024	15 th Oct, 24	Anita Devi
FREEMIND				FREEMIND			

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No.	Name of Student	Class	Roll No.	Discrepancy	Date of Clearance	Clearance Date	Signature of Student	Remarks
6.	Poojeet Kumar	B.A.	20220150100148	Internal Assessment Various Subjects	26/10/2024	26/10/2024	Poojeet Kumar	

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Grievances

Complaint against Cleanliness of Toilets

To,

The Principal,

Government Degree College,

Padhar (Narla)

Subject: Complaint against cleanliness of toilets

Respected sir,

We would like to bring your attention to a current issue that has been seen to be plaguing this college. We are the students of our college. There are many washrooms but none of them are clean. Washrooms cleanliness are our basic right. But the state of washrooms are so disgusting. We can't even sit on sheets because of dirt. There are some issues which we want to discuss with you sir. These are:

- 1) Pad disposal problem:- We have a pad disposal machine but not even one student is using the machine.
- 2) Dirt from pads:- Blockages are regular in toilets due to pad which are used by students. We can't blame others to don't throw pads in the sheets.
- 3) Mirrors:- Please place the washroom's mirrors to the common room so, no clog will be in basin due to fallen hair.
- 4) Sanitization:- We need sanitizers and handwash to clean our hands. Also, we want dustbin to throw the dirty things.



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5. > Cleaner's Hygiene: Our washroom's cleaner is a male. So, atleast give him gloves and mask to protect him from dirt and harmful odour with harmful bacteria.

Lastly, we want to say that it's our responsibility to clean our campus from dirt and makes our campus more hygienic. otherwise, especially girls will be in difficult situation like UTI (Urinary Tract Infection) and Uterus cancer etc. Since, toilet is an essential facility, proper cleanliness and maintenance is a must.

We do hope you will pay attention to this most important Problem.

Thanking You.

Student name	Roll-no.	Class	Signature
Patak Sharma	24POL004	B.A.IIId year	Patak
Isha	24HIS016	B.A. 2nd year	Isha
Rohini	24HIN013	B.A. 2nd year	Rohini
Nitya Thakur	24HIN043	B.A 2nd Year	Nitya Thakur
Meenakshi Thakur	24HIN010	B.A 2nd Year	Meenakshi
Roshani	24HIS017	B.A 2nd Year	Roshani
Sumita Devi	24POL012	B.A 2nd year	Sumita
Ritu Verma	24ECO002	B.A 2nd year	Ritu Verma
Kanika	24HIS030	B.A 2nd year	Kanika
Saniya	24HIS031	B.A 2nd year	Saniya
Shivani	24POL019	B.A 2nd year	Shivani
Shruti Parna	24HIN018	B.A 2nd year	Shruti
Kaustika Thakur	24ECO003	B.A 2nd year	Kaustika
Akshiti	24HIN033	B.A 2nd year	Akshiti
Tanvi	24HIN032	B.A 2nd year	Tanvi
Saniya	24HIN003	B.A 2nd year	Saniya

33.	Cleanliness Committee	1. Dr. Mamta Parmar 2. Dr. Poonam Chaudhary 3. Ms. Neelam 4. Mr. Ajay Kumar Singh 5. Mr. Suresh Kumar 6. Mr. Hukam Chand 7. Ms. Anita Kumari 8. Ms. Kanchana Devi 9. Ms. Kavita Devi 10. All NSS, NCC, All Club members/volunteers	
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Principal
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at Narla Distt. Mandi(H.P)



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Response

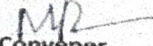
Report submitted by Cleanliness committee of GDC Drang at Narla regarding the hygiene and working conditions of the toilets of GDC Drang at Narla :

It has been reported by the committee that the toilets are not clean and in unhygienic condition. There is inadequate supply of water affecting flushing and hand wash etc. There were dustbins present but they were not clean and did not contain trash bags. The latch on the toilet door was not functioning. The vending machine and incinerator were there but not being used. Hand soaps were also not there. There was found general lack of awareness among the students regarding toilet hygiene and proper waste disposal.

Taking into this account the Cleanliness committee members have been assigned following duties:

Name of the Committee Member	Work Assigned
1. Dr. Poonam Chaudhary	Set up a feedback system (e.g., a suggestion box or digital form) for students to report cleanliness issues.
2. Prof. Neelam	Manage wrapping paper or small paper bags in girl's toilets disposal of sanitary pads.
3. Prof. Ajay	To see for the repair and fixation of the broken door latch and display posters in toilet area regarding awareness
4. Mr. Suresh Kumar	Ensure regular water supply in the toilets and assign responsible student volunteers to monitor the condition of the toilet regularly
5. Mr. Hukam Chand	To look after proper functioning of vending machine and incinerator
6. Ms. Anita Kumari	Ensure the dustbin is emptied daily and provided with trash bags
7. Ms. Kanchana Devi	To check the availability of hand wash and soaps in the toilets.
8. Ms. Kavita Devi	Conduct regular inspection of girl's toilets

Submit your action taken report by 28.07.2025. All committee members are directed to carry out their assigned duties on time. Any negligence on their part will be their individual responsibility.


Convener

Cleanliness committee of GDC Drang at Narla


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Date: 28.07.2025

Action Taken Report Regarding "Manage Wrapping Paper or Small Paper Bags in Girls' Toilets Disposal of Sanitary Pads." (Assigned Work)

As per the responsibilities assigned by the Cleanliness Committee, I was allotted the duty to manage wrapping paper or small paper bags in girls' toilets for the hygienic disposal of sanitary pads.

Action Plan:

1. This task has been assigned to C.S.C.A girl members, who will carry it out voluntarily under my supervision.
2. Old newspapers will be used as wrapping sheets and will be placed in the girls' toilets.
3. The C.S.C.A members will assist in collecting, cutting, and arranging the newspaper sheets in an orderly manner.

However, I would like to request that the routine follow-up and maintenance of this activity be assigned to a peon or sweeper; as regular involvement may interfere with my teaching responsibilities. I shall continue to provide guidance as needed.

(Signature)
28.07.2025
Prof. Neelam

Assistant Professor
Member, Cleanliness Committee
GDC Drang at Narla.

(Signature)
Principal
Govt. Degree College Drang
at Narla Distt. Mandi(H.P.)



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To
The Principal,
Government Degree College,
Drang (Narla) Mandi

Subject: Application Regarding Damaged Photostat Machine
in the College Library

Respected Sir,
With due respect, we, the members of the CSCA Body, wish to bring to your kind notice that the photostat machine in the college library is not properly working for the past few weeks. Many students have been complaining to the CSCA regarding the inconvenience they are facing in getting photocopies of essential notes and academic documents.

In view of the difficulties being reported, we humbly request you to kindly look into this matter and arrange for the repair or replacement of the machine at the earliest. Your timely action will be greatly appreciated and will ensure the smooth functioning of library services.

We shall remain grateful for your kind consideration.

Thanking you,

Yours faithfully,

CSCA Body

[QCD Drang at Narla (Mandi) H.P.]

④ CSCA Member's Sign:

- a) President → Rama Kumari (B.A. 2nd year) Rama Kumari
b) Vice President → Jagat (B.A. 2nd year) Jagat
c) General Secretary → Anika Kumari (B.Sc. 2nd year) Anika Kumari

Sl. No.	Students Name	Class	Roll no.	Signature
1	Rama	B.A. 2nd year	25HIS015	Rama
2	Jagat	B.A. 2nd year	25HIS015	Jagat
3	Kulika	B.A. 3rd year	25HIS001	Kulika
4	Maha	B.A. 1st year	25HIS007	Maha
5	Sanjay Kumar	B.A. 2nd year	25HIS028	Sanjay
6	Prem Thakur	B.Sc. 1st year	25PHY007	Prem Thakur
7	Anika Thakur	B.A. 1st year	25HIS012	Anika
8	Anshul	B.A. 1st year	25HIS003	Anshul
9	Jagat	B.A. 2nd year	25HIS001	Jagat
10	Pooja	B.A. 2nd year	25HIS001	Pooja
11	Vijay	B.A. 2nd year	25HIS003	Vijay
12	Aditya	B.A. 2nd year	25HIS012	Aditya
13	Trishul Kumar	B.A. 2nd year	25HIS022	Trishul
14	Arshi	B.A. 2nd year	25HIS033	Arshi
15	Shivani	B.A. 2nd year	25HIS019	Shivani
16	Palak Sharma	B.A. 2nd year	25HIS004	Palak Sharma
17	Gisha	B.A. 2nd year	25HIS016	Gisha
18	Rahul Sharma	B.Sc. 3rd year	25ZOO007	Rahul
19	Mina	B.Com. 2nd year	25BEC002	Mina
20	Jagan Chander	B.Com. 2nd year	25BEC003	Jagan
21	Harshita Thakur	B.Com. 2nd year	25BEC001	Harshita

MR

Principal
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