

BHARTIYA INSTITUTE OF ENGINEERING & TECHNOLOGY, SIKAR

Establishment of Anti-Ragging Committee

(As per UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 and AICTE Guidelines)

Office Order

In compliance with the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 and AICTE guidelines, an **Anti-Ragging Committee** is hereby constituted for the academic session **2025–26** to ensure a ragging-free campus and to prevent, prohibit, and redress any incidents of ragging in the institution.

Composition of the Anti-Ragging Committee

Name	Position (chairman/member)	Appointment order reference number	Date of appointment	Professional designation	Telephone Number	Email	Address
Dr. B. R Bhukhar	Chairman	Ref./BIET/2016/377	January 07, 2016	Director	9414040061	bietsikar@gmail.com	BIET Campus, Sikar
Mahesh Kumar	Member	Ref./BIET/2016/02	July 01, 2016	Police admin (police inspector/SHO)	9530430630	--	Staff Quarter TodiNgar, Sikar
A.E.N. Ved Prakash	Member	Ref./BIET/2016/02	July 01, 2016	CIVIL Admin(revenue/talu ka/civil/officers)	9413392062	aenruralsik@avnl.com	Sanwali Road Sikar
Vandana Dhaka	Member	Ref./BIET/2016/02	July 01, 2016	Official of Ngo (work of youth activity)	9462115336	Vandan.malik@gmail.com	Kisan Colony Sikar
Ankit Kumar	Member	Ref./BIET/2023/st/01	Sept 12, 2022	Representatives of students/boys	9165294426	Ankit.biet20@gmail.com	Sikar
Ms. Ankita Kumari	Member	Ref./BIET/2022/st/02	Sept 12, 2022	Representatives of students/girls	7737691264	Kumari.ank58@gmail.com	Sikar


Roles & Responsibilities

- To strictly prohibit ragging in any form inside or outside the campus.
- To create awareness among students about anti-ragging laws and penalties.
- To monitor student activities, especially during the beginning of the academic session.
- To promptly inquire into any complaint of ragging and recommend appropriate action.
- To ensure compliance with UGC/AICTE anti-ragging regulations.

Tenure

The committee shall remain functional for the academic session 2025-26 or until further orders.

This order comes into immediate effect.

 22/08/25

Principal PRINCIPAL
BHARTIYA INSTT. OF ENGG. & TECH.
SIKAR

Minutes of Meeting

Minutes of Meetings - Anti-Ragging Committee

Meeting 1

Institution: Bhartiya Institute of Engineering & Technology, Sikar

Date: 10 Oct 2025

Time: 11:00 AM to 11:35 AM

Venue: Conference Hall, BIET Campus, Sikar


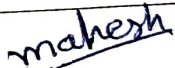
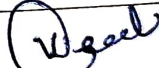
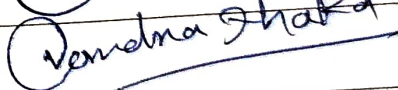


Proceedings

The meeting commenced under the chairmanship of Dr. B. R. Bhukhar. Members discussed implementation of anti-ragging measures as per UGC and AICTE guidelines.

Awareness programs, student counseling sessions, and monitoring arrangements were reviewed for maintaining a ragging-free campus environment.

The committee resolved to conduct regular inspections, display anti-ragging notices, and ensure immediate action on any complaint received.

Signatures

Name	Designation	Signature
Dr. B. R. Bhukhar	Chairman	
Mahesh Kumar	Member	
A.E.N. Ved Prakash	Member	
Vandana Dhaka	Member	
Ankit Kumar	Student Representative	
Ankita Kumari	Student Representative	

Meeting 2

Institution: Bhartiya Institute of Engineering & Technology, Sikar

Date: 05 Dec 2025

Time: 11:30 AM – 11:50 AM

Venue: Principal Office / Conference Hall

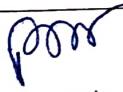
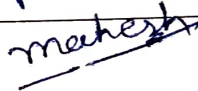
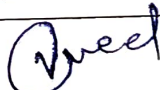
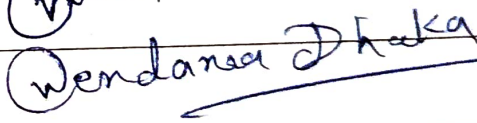
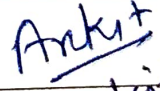

Proceedings

The Chairman emphasized maintaining discipline and ensuring a safe academic atmosphere for all students.

Members discussed awareness activities for first-year students and strengthening complaint handling mechanisms.

The committee unanimously resolved to continue strict vigilance and conduct regular anti-ragging awareness sessions.

Signatures

Name	Designation	Signature
Dr. B. R. Bhukhar	Chairman	
Mahesh Kumar	Member	
A.E.N. Ved Prakash	Member	
Vandana Dhaka	Member	
Ankit Kumar	Student Representative	
Ankita Kumari	Student Representative	

Meeting 3

Institution: Bhartiya Institute of Engineering & Technology, Sikar

Date: 18 Feb 2026

Time: 12:00 PM – 12:20 PM

Venue: Seminar Hall, BIET Campus

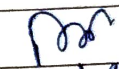
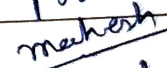
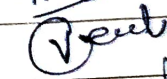
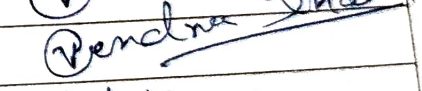
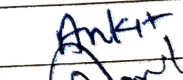
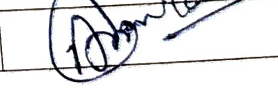
Proceedings

The committee reviewed anti-ragging activities conducted during the session and noted that no ragging incident had been reported.

Members suggested regular interaction between faculty mentors and students to maintain a supportive environment.

It was resolved to continue hostel monitoring, counseling sessions, and circulation of anti-ragging helpline information.

Signatures

Name	Designation	Signature
Dr. B. R. Bhukhar	Chairman	
Mahesh Kumar	Member	
A.E.N. Ved Prakash	Member	
Vandana Dhaka	Member	
Ankit Kumar	Student Representative	
Ankita Kumari	Student Representative	

Establishment of SC/ST Committee (SC/ST Cell)

(As per UGC Guidelines & Government of India Directives)

Office Order

Date: 22 Aug 2025

In compliance with the UGC guidelines, AICTE norms, and directives of the Government of India for safeguarding the interests of Scheduled Caste (SC) and Scheduled Tribe (ST) students and employees, an SC/ST Committee (SC/ST Cell) is hereby constituted in the institution for the academic session 2025–26.

The objective of the committee is to ensure protection against discrimination, promote social justice, and provide a supportive and inclusive academic environment.

Composition of the SC/ST Committee

Name	Position (Chairman/Member)	Telephone numbers
Dr. Bhinwa Ram Bhukar	Chairman	9828514521
Mr. Imran Ali	Member	9784218959
Mr. Arvind Kumar	Member	8560934980
Ms. Priyanka	Member	6358957896
Mr. Prince Kumar	Member	8700934599
Mr. Nandram	Member	8058152251

Functions of the Committee


- To address grievances related to discrimination of SC/ST students and staff.
- To ensure equal opportunity in academic and administrative matters.
- To create awareness about constitutional safeguards, scholarships, and welfare schemes.
- To monitor implementation of policies related to SC/ST welfare.
- To maintain records of complaints and actions taken.
- To submit reports to statutory bodies, as and when required.

Grievance Redressal Mechanism

Complaints may be submitted in writing or through email to the SC/ST Cell Co-ordinator. All complaints shall be treated confidentially and addressed in a time-bound manner.

Tenure

The committee shall remain functional for the academic session 2025–26 or until further order. This order comes into effect immediately.


DR. ARVIND KUMAR
INSTITUTE OF ENGINEERING & TECHNOLOGY, SIKAR

Minutes of Meeting
SC/ST Committee (SC/ST Cell)
Academic Session 2025–26

Meeting – 1

Institution: Bhartiya Institute of Engineering & Technology
Date: 27 August 2025
Time: 11:30 AM – 11:55 AM
Venue: Conference Hall, BIET Campus

Members Present

- Dr. Bhinwa Ram Bhukar – Chairman
- Mr. Imran Ali – Member
- Mr. Arvind Kumar – Member
- Ms. Priyanka – Member
- Mr. Prince Kumar – Member
- Mr. Nandram – Member

Agenda

1. Constitution of SC/ST Committee for session 2025–26.
2. Discussion on welfare and grievance redressal measures.
3. Awareness regarding scholarships and government schemes.

Proceedings

The meeting was chaired by Dr. Bhinwa Ram Bhukar, who emphasized the importance of ensuring equality, social justice, and a discrimination-free environment within the institution.


Members discussed measures for safeguarding the interests of SC/ST students and staff members. The committee reviewed mechanisms for grievance handling and awareness regarding scholarships, constitutional safeguards, and welfare schemes provided by the Government.

Resolutions

1. Awareness programs regarding SC/ST welfare schemes shall be organized regularly.
2. Complaints related to discrimination shall be addressed confidentially and promptly.
3. Equal opportunity shall be ensured in academic and administrative matters.

The meeting concluded with a vote of thanks to the Chair.

Signatures

Name	Designation	Signature
Dr. Bhinwa Ram Bhukar	Chairman	
Mr. Imran Ali	Member	
Mr. Arvind Kumar	Member	
Ms. Priyanka	Member	 Priyanka
Mr. Prince Kumar	Member	
Mr. Nandram	Member	 Nandram

Minutes of Meeting
SC/ST Committee (SC/ST Cell)
Academic Session 2025–26

Meeting – 2

Institution: Bhartiya Institute of Engineering & Technology

Date: 18 October 2025

Time: 12:15 PM – 12:35 PM

Venue: Seminar Hall, BIET Campus

Members Present

- Dr. Bhinwa Ram Bhukar – Chairman
- Mr. Imran Ali – Member
- Mr. Arvind Kumar – Member
- Ms. Priyanka – Member
- Mr. Prince Kumar – Member
- Mr. Nandram – Member

Agenda

1. Review of committee activities.
2. Discussion on student support and awareness.
3. Monitoring grievance redressal mechanism.

Proceedings

The committee reviewed activities conducted during the session related to student welfare and awareness. Members discussed the importance of maintaining an inclusive educational environment and encouraging students to communicate grievances without hesitation.





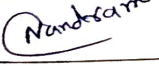
The committee observed that no complaint related to discrimination had been reported during the session.

Resolutions

1. Awareness regarding scholarships and welfare schemes shall continue.
2. Faculty mentors shall guide SC/ST students regarding academic and career opportunities.
3. The grievance redressal mechanism shall remain active throughout the session.

The meeting ended with thanks to all members.

Signatures

Name	Designation	Signature
Dr. Bhinwa Ram Bhukar	Chairman	
Mr. Imran Ali	Member	
Mr. Arvind Kumar	Member	
Ms. Priyanka	Member	
Mr. Prince Kumar	Member	
Mr. Nandram	Member	

Meeting – 3

Institution: Bhartiya Institute of Engineering & Technology
Date: 14 March 2026
Time: 01:00 PM – 01:20 PM
Venue: Principal Office

Members Present

- Dr. Bhinwa Ram Bhukar – Chairman
- Mr. Imran Ali – Member
- Mr. Arvind Kumar – Member
- Ms. Priyanka – Member
- Mr. Prince Kumar – Member
- Mr. Nandram – Member

Agenda

1. Annual review of SC/ST Cell activities.
2. Discussion on implementation of welfare measures.
3. Planning for future awareness activities.

Proceedings

The committee reviewed the functioning of the SC/ST Cell for the academic session 2025–26. Members appreciated the efforts made to maintain equality and support for SC/ST students and staff members.

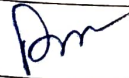


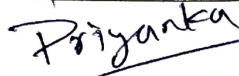
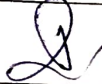
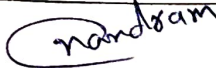
The committee discussed future initiatives including counseling, scholarship guidance, and awareness sessions related to constitutional safeguards and educational opportunities.

Resolutions

1. The SC/ST Cell shall continue awareness and counseling activities regularly.
2. Institutional support for SC/ST students shall be strengthened further.
3. Reports related to committee activities shall be maintained properly for statutory compliance.

The meeting concluded with a formal vote of thanks to the Chair.

Signatures

Name	Designation	Signature
Dr. Bhinwa Ram Bhukar	Chairman	
Mr. Imran Ali	Member	
Mr. Arvind Kumar	Member	
Ms. Priyanka	Member	 Priyanka
Mr. Prince Kumar	Member	
Mr. Nandram	Member	 nandram

BHARTIYA INSTITUTE OF ENGINEERING & TECHNOLOGY, SIKAR

Establishment of Internal Quality Assurance Cell (IQAC)

(As per NAAC & UGC Guidelines)

Office Order

In accordance with the guidelines of the University Grants Commission (UGC) and the National Assessment and Accreditation Council (NAAC), an Internal Quality Assurance Cell (IQAC) is hereby constituted in the institution to develop a system for conscious, consistent, and catalytic improvement in the overall performance of the institution for the academic session 2025–26.

The IQAC will work as a facilitative and participative body for planning, guiding, and monitoring quality assurance and quality enhancement activities of the institution.

Composition of IQAC

Name	Position (Chairman/Member)	Telephone numbers	E-mail	Address
Dr. Bhinwa Ram Bhukar	Chairman	9828514521	bietsikar@gmail.com	BIET, Sikar
Mr. Imran Ali	Chairman	9784218959	imrren@gmail.com	Jaipur-Bikaner Bypass, Sikar
Mr. Dharmendra Kumawat	Member	9782035081	dharm108108@gmail.com	Jaipur-Bikaner Bypass, Sikar
Dr. Suman Nehra	Member	7973304038	nehra.sumanvlsi@gmail.com	Palwas road, sikar
Mr. Manoj Bajiya	Member	9929325751	manojbajiya151@gmail.com	Vill-Soytaka P-Sihot Bari, Sikar
Dr. Nitesh Dixit	Member	9166520999	Nitesh20.dixit@gmail.com	Jeevan Nagar Sanwali road sikar

Functions of IQAC

- To develop quality benchmarks for academic and administrative activities.
- To facilitate learner-centric teaching–learning processes.
- To organize workshops, seminars, and quality-related programs.
- To ensure documentation and maintenance of quality-related records.
- To prepare and submit AQAR (Annual Quality Assurance Report).
- To promote best practices and institutional values.
- To ensure continuous improvement in institutional performance.

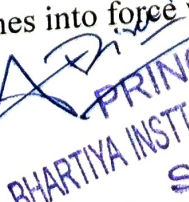
Meetings

- IQAC shall meet **at least twice in an academic year.**
- The quorum for meetings shall be **two-thirds of the total members.**

Tenure

The IQAC shall remain functional for the academic session 2025–26 or until further orders.
This order comes into force with immediate effect.

Principal


PRINCIPAL
BHARTIYA INSTT. OF ENGG. & TECH.
SIKAR

Minutes of Meeting

Internal Quality Assurance Cell (IQAC) Academic Session 2025–26

Meeting – 1

Institution: Bhartiya Institute of Engineering & Technology

Date: 25 August 2025

Time: 11:00 AM – 11:35 AM

Venue: Conference Hall, BIET Campus

Members Present

- Dr. Bhinwa Ram Bhukar – Chairman
- Mr. Imran Ali – Member
- Mr. Dharmendra Kumawat – Member
- Dr. Suman Nehra – Member
- Mr. Manoj Bajiya – Member
- Dr. Nitesh Dixit – Member

Agenda

1. Constitution of IQAC for academic session 2025–26.
2. Discussion on quality enhancement measures.
3. Planning academic and administrative quality initiatives.

Proceedings

The meeting was chaired by Dr. Bhinwa Ram Bhukar, who emphasized the importance of continuous quality improvement in academic and administrative activities as per NAAC and UGC guidelines.

Members discussed strategies for enhancing teaching-learning processes, strengthening documentation systems, and promoting institutional best practices. The committee also reviewed the need for workshops, seminars, and faculty development activities for quality enhancement.

Resolutions

1. Quality benchmarks shall be developed for academic and administrative activities.
2. Workshops and seminars related to quality improvement shall be organized regularly.
3. Proper documentation and maintenance of institutional records shall be ensured.

The meeting concluded with a vote of thanks to the Chair.

Minutes of Meeting

Internal Quality Assurance Cell (IQAC) Academic Session 2025–26

Meeting – 1

Institution: Bhartiya Institute of Engineering & Technology

Date: 25 August 2025

Time: 11:00 AM – 11:35 AM

Venue: Conference Hall, BIET Campus

Members Present

- Dr. Bhinwa Ram Bhukar – Chairman
- Mr. Imran Ali – Member
- Mr. Dharmendra Kumawat – Member
- Dr. Suman Nehra – Member
- Mr. Manoj Bajiya – Member
- Dr. Nitesh Dixit – Member

Agenda

1. Constitution of IQAC for academic session 2025–26.
2. Discussion on quality enhancement measures.
3. Planning academic and administrative quality initiatives.

Proceedings

The meeting was chaired by Dr. Bhinwa Ram Bhukar, who emphasized the importance of continuous quality improvement in academic and administrative activities as per NAAC and UGC guidelines.


Members discussed strategies for enhancing teaching-learning processes, strengthening documentation systems, and promoting institutional best practices. The committee also reviewed the need for workshops, seminars, and faculty development activities for quality enhancement.

Resolutions

1. Quality benchmarks shall be developed for academic and administrative activities.
2. Workshops and seminars related to quality improvement shall be organized regularly.
3. Proper documentation and maintenance of institutional records shall be ensured.

The meeting concluded with a vote of thanks to the Chair.

Signatures

Name	Designation	Signature
Dr. Bhinwa Ram Bhukar	Chairman	
Mr. Imran Ali	Member	
Mr. Dharmendra Kumawat	Member	
Dr. Suman Nehra	Member	
Mr. Manoj Bajiya	Member	
Dr. Nitesh Dixit	Member	

Minutes of Meeting

Internal Quality Assurance Cell (IQAC) Academic Session 2025-26

Meeting – 2

Institution: Bhartiya Institute of Engineering & Technology

Date: 20 November 2025

Time: 12:00 PM – 12:30 PM

Venue: Seminar Hall, BIET Campus

Members Present

- Dr. Bhinwa Ram Bhukar – Chairman
- Mr. Imran Ali – Member
- Mr. Dharmendra Kumawat – Member
- Dr. Suman Nehra – Member
- Mr. Manoj Bajjiya – Member
- Dr. Nitesh Dixit – Member

Agenda

1. Review of quality initiatives conducted during the session.
2. Discussion on student-centric learning methods.
3. Preparation and maintenance of quality records.

Proceedings

The committee reviewed quality-related activities conducted during the academic session including seminars, workshops, and academic monitoring. Members discussed improving learner-centric teaching methodologies and strengthening feedback systems for students.

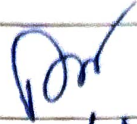
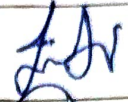
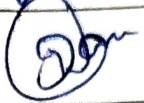

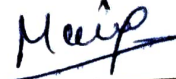
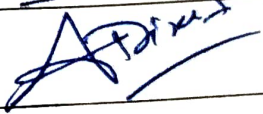
The committee also reviewed institutional documentation practices and emphasized maintaining proper records for NAAC and statutory compliance.

Resolutions

1. Student feedback mechanisms shall be strengthened.
2. Faculty members shall adopt innovative teaching-learning methods.
3. Documentation related to quality assurance activities shall be maintained systematically.

The meeting ended with thanks to all members.

Signatures

Name	Designation	Signature
Dr. Bhinwa Ram Bhukar	Chairman	
Mr. Imran Ali	Member	
Mr. Dharmendra Kumawat	Member	
Dr. Suman Nehra	Member	
Mr. Manoj Bajiya	Member	
Dr. Nitesh Dixit	Member	

Minutes of Meeting

Internal Quality Assurance Cell (IQAC)

Academic Session 2025-26

Meeting – 3

Institution: Bhartiya Institute of Engineering & Technology

Date: 18 February 2026

Time: 01:00 PM – 01:25 PM

Venue: Principal Office

Members Present

- Dr. Bhinwa Ram Bhukar – Chairman
- Mr. Imran Ali – Member
- Mr. Dharmendra Kumawat – Member
- Dr. Suman Nehra – Member
- Mr. Manoj Bajiya – Member
- Dr. Nitesh Dixit – Member

Agenda

1. Annual review of IQAC activities.
2. Discussion on AQAR preparation and submission.
3. Future quality enhancement plans.

Proceedings

The committee reviewed the functioning of IQAC during the academic session 2025-26 and discussed the progress achieved in academic and administrative quality improvement.


Members discussed preparation of the Annual Quality Assurance Report (AQAR) and emphasized continuous monitoring of institutional performance. The committee also planned future initiatives for promoting best practices and strengthening quality culture within the institution.

Resolutions

1. AQAR preparation and submission shall be completed within the stipulated timeline.
2. Continuous quality improvement activities shall be promoted throughout the institution.
3. Faculty development and student-centric initiatives shall be encouraged regularly.

The meeting concluded with a formal vote of thanks to the Chair.

Signatures

Name	Designation	Signature
Dr. Bhinwa Ram Bhukar	Chairman	
Mr. Imran Ali	Member	
Mr. Dharmendra Kumawat	Member	
Dr. Suman Nehra	Member	
Mr. Manoj Bajiyya	Member	
Dr. Nitesh Dixit	Member	

BHARTIYA INSTITUTE OF ENGINEERING & TECHNOLOGY, SIKAR

Establishment of Internal Complaint Committee (ICC)

(As per Sexual Harassment of Women at Workplace Act, 2013 & UGC Regulations, 2015)

Office Order

In compliance with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, UGC Regulations, 2015, and AICTE guidelines, an Internal Complaint Committee (ICC) is hereby constituted in the institution to prevent and redress complaints of sexual harassment at the workplace for the academic session 2025–26.

Composition of the Internal Complaint Committee

Name	Position	Telephone numbers	E-mail
Dr. Suman Nehra	Presiding Officer	9166520999	nehrasumanvlsi@gmail.com
Mr. Partha Kumar Gagopadhyay	Member	6376344067	Gangulypartha10@gmail.com
Ms. Manisha Sharma	Member	6378856639	manishasharmaa852@gmail.com
Ms. Kavita Kumari	Member	9929873035	mahendrakumawat70@gmail.com
Mr. Imran Ali	Member	9784218959	imrren@gmail.com
Mr. Ajay Moyal	Member Secretary	9571844254	ajaymoyal@gmail.com

Functions of the Internal Committee

- To prevent sexual harassment through awareness and sensitization programs.
- To receive and redress complaints of sexual harassment in a confidential manner.
- To conduct inquiries as per prescribed procedures.
- To recommend appropriate action to the competent authority.
- To submit an **Annual Report** to the employer and the District Officer.

Tenure

The committee shall remain functional for the academic session 2025–26 or until further orders.

This order comes into force with immediate effect.


BHARTIYA INSTT. OF ENGG. & TECH.
SIKAR

Minutes of Meeting

Internal Complaint Committee (ICC)

Academic Session 2025–26

Meeting – 1

Institution: Bhartiya Institute of Engineering & Technology

Date: 22 Sept 2025

Time: 11:00 AM – 11:25 AM

Venue: Conference Hall, BIET Campus

Members Present

- Dr. Suman Nehra – Presiding Officer
- Mr. Partha Kumar Gagopadhyay – Member
- Ms. Manisha Sharma – Member
- Ms. Kavita Kumari – Member
- Mr. Imran Ali – Member
- Mr. Ajay Moyal – Member Secretary

Agenda

1. Constitution and functioning of ICC.
2. Awareness regarding prevention of sexual harassment.
3. Discussion on complaint redressal mechanism.

Proceedings

The meeting was chaired by Dr. Suman Nehra, who highlighted the importance of maintaining a safe and gender-sensitive environment within the institution as per UGC Regulations and the Sexual Harassment of Women at Workplace Act, 2013.

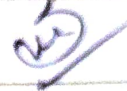
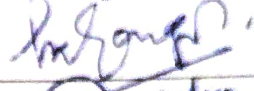
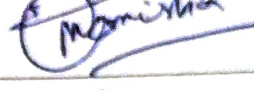
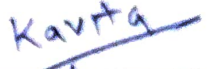
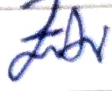
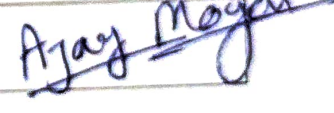
Members discussed organizing awareness and sensitization programs for students and staff members. The committee also reviewed the mechanism for confidential handling of complaints and emphasized the importance of maintaining dignity and respect in the workplace.

Resolutions

1. Awareness programs shall be conducted regularly.
2. ICC details shall be displayed on notice boards and institutional website.
3. Complaints, if any, shall be handled confidentially and promptly.

The meeting ended with a vote of thanks to the Chair.

Signatures

Name	Designation	Signature
Dr. Suman Nehra	Presiding Officer	
Mr. Partha Kumar Gagopadhyay	Member	
Ms. Manisha Sharma	Member	
Ms. Kavita Kumari	Member	
Mr. Imran Ali	Member	
Mr. Ajay Moyal	Member Secretary	

Minutes of Meeting

Internal Complaint Committee (ICC)

Academic Session 2025-26

Meeting – 2

Institution: Bhartiya Institute of Engineering & Technology

Date: 14 October 2025

Time: 12:00 PM – 12:20 PM

Venue: Seminar Hall, BIET Campus

Members Present

- Dr. Suman Nehra – Presiding Officer
- Mr. Partha Kumar Gagopadhyay – Member
- Ms. Manisha Sharma – Member
- Ms. Kavita Kumari – Member
- Mr. Imran Ali – Member
- Mr. Ajay Moyal – Member Secretary

Agenda

1. Review of awareness activities.
2. Student and staff sensitization measures.
3. Review of complaint status.

Proceedings

The committee reviewed awareness and sensitization activities conducted during the academic session. Members discussed the importance of creating confidence among students and staff for reporting concerns without fear.

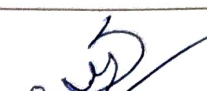
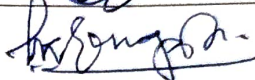
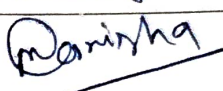
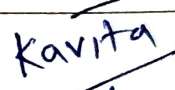

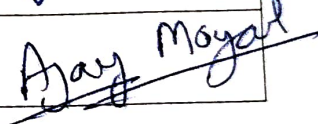
The committee observed that no complaints had been received during the session and appreciated the peaceful environment maintained in the institution.

Resolutions

1. Awareness campaigns shall continue throughout the session.
2. Confidentiality and transparency shall be maintained in complaint handling.
3. Faculty members shall encourage students to communicate concerns freely.

The meeting concluded with thanks to all members.

Signatures

Name	Designation	Signature
Dr. Suman Nehra	Presiding Officer	
Mr. Partha Kumar Gagopadhyay	Member	
Ms. Manisha Sharma	Member	
Ms. Kavita Kumari	Member	
Mr. Imran Ali	Member	
Mr. Ajay Moyal	Member Secretary	

Minutes of Meeting
Internal Complaint Committee (ICC)
Academic Session 2025–26

Meeting – 3

Institution: Bhartiya Institute of Engineering & Technology
Date: 12 January 2026
Time: 01:00 PM – 01:20 PM
Venue: Principal Office

Members Present

- Dr. Suman Nehra – Presiding Officer
- Mr. Partha Kumar Gagopadhyay – Member
- Ms. Manisha Sharma – Member
- Ms. Kavita Kumari – Member
- Mr. Imran Ali – Member
- Mr. Ajay Moyal – Member Secretary

Agenda

1. Annual review of ICC activities.
2. Discussion on preventive measures.
3. Planning for next academic session.

Proceedings

The committee reviewed the annual functioning of the Internal Complaint Committee and discussed preventive measures adopted during the academic session 2025–26.


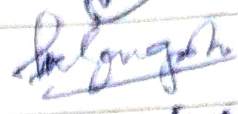
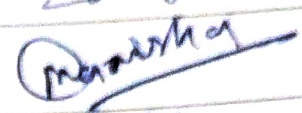
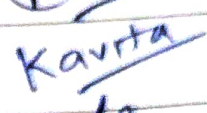
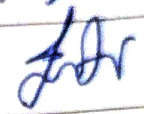
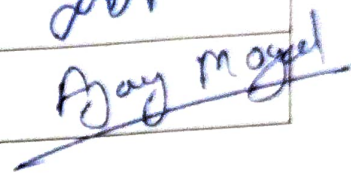
Members noted that no complaints were received during the reporting period and appreciated the institution's efforts in maintaining a safe, respectful, and inclusive environment.

Resolutions

1. ICC shall continue awareness and counseling activities regularly.
2. Preventive measures and monitoring shall remain active throughout the year.
3. Institutional policies regarding workplace safety shall be circulated among students and staff.

The meeting ended with a formal vote of thanks to the Chair.

Signatures

Name	Designation	Signature
Dr. Suman Nehra	Presiding Officer	
Mr. Partha Kumar Gagopadhyay	Member	
Ms. Manisha Sharma	Member	
Ms. Kavita Kumari	Member	
Mr. Imran Ali	Member	
Mr. Ajay Moyal	Member Secretary	

Annual Report of Internal Complaint Committee (IC)

(Academic Session 2025-26)

1. Name of the Institution: **Bhartiya Institute of Engineering & Technology, Sikar**

2. Period of the Report: **July 2025 –Jan 2026**

3. Composition of Internal Committee: **22 Aug 2025**

4. Number of Awareness Programs Conducted:

- Orientation / Awareness Program on Sexual Harassment Act: **Yes**
- Posters / Notices Displayed: **Yes**

5. Number of Complaints Received:

- Total complaints received during the year: **NIL**
- Complaints pending from previous year: **NIL**

6. Status of Complaints:

Particulars	Number
Complaints Received	NIL
Complaints Resolved	NIL
Complaints Pending	NIL

"No complaints were received during the reporting period."

7. Action Taken

Since no complaints were received, no inquiry proceedings were required during the reporting period.

8. Preventive Measures Taken

- Display of IC details on Notice Boards and College Website
- Circulation of policy among students and staff
- Promotion of a safe and gender-sensitive workplace environment

9. Challenges : **NIL**

10. Conclusion

The Internal Committee remained vigilant and functional throughout the academic session and ensured compliance with statutory provisions.


PRINCIPAL
BHARTIYA INSTT. OF ENGG. & TECH.
SIKAR

BHARTIYA INSTITUTE OF ENGINEERING & TECHNOLOGY, SIKAR

Establishment of Grievance Redressal Committee

(As per UGC Regulations, 2019 & AICTE Guidelines)

Office Order

In compliance with the UGC (Redressal of Grievances of Students) Regulations, 2019 and AICTE norms, the Grievance Redressal Committee (GRC) is hereby constituted in the institution to address and redress the grievances of students in a fair, transparent, and time-bound manner for the academic session 2025–26.

Composition of the Grievance Redressal Committee

Name	Position	Category	Telephone numbers	E-mail	Address
Dr. Nitesh Kumar Dixit	Chairman	Chief Proctor	9166520999	Nitesh20.dixit@gmail.com	Sanwali Road sikar
Mr. Partha Kumar Gagopadhyay	Member	Chief Proctor	6376344067	Gangulypartha10@gmail.com	BIET Hostel, Delhi
Mr. Irfan Qureshi	Member	Senior faculty	9928857699	Irfance2009@gmail.com	Mohalla qureshiyan , w.no.21 devipura road sikar
Mr. Mahendra Kumar	Member	Senior faculty	9929873035	mahendrakumawat70@gmail.com	
Mr. Imran Ali	Member	Civil engineer	9784218959	imrren@gmail.com	Behind Vikram School, Ward No.15, Salasar Road, Sikar
Mr. Ajay Moyal	Member	Warden	9571844254	ajaymoyal@gmail.com	BIET ISRO Boys Hostel, Sikar

Scope of the Committee

The committee shall deal with grievances related to:

- Academic matters
- Examination and evaluation
- Admission and fees
- Discipline and harassment (excluding sexual harassment, which shall be handled by ICC)
- Any other issue affecting students' welfare

Functions of the Committee

- To receive and acknowledge student grievances (online/offline).
- To investigate grievances and conduct hearings, if required.
- To resolve grievances within **15 working days**.
- To recommend corrective measures to the competent authority.
- To maintain records of grievances and actions taken.

Tenure

The committee shall remain in force for the academic session **2025–26** or until further orders.

This order is effective from the date of issuance.

Appointment of Ombudsman by the University

As per UGC (Redressal of Grievances of Students) Regulations, 2019, an **Ombudsman** is appointed at the **University level** to hear appeals against the decisions of the Institutional Grievance Redressal Committee.

Students who are not satisfied with the decision of the Grievance Redressal Committee may prefer an appeal to the **University Ombudsman** within the stipulated time as notified by the University.

Details of the Ombudsman and the grievance redressal mechanism shall be displayed on the **Institutional Website and Notice Boards**.

Principal


PRINCIPAL
BHARTIYA INSTT. OF ENGG. & TECH.
SIKAR

Minutes of Meeting

Grievance Redressal Committee

Academic Session 2025–26

Meeting – 1

Institution: Bhartiya Institute of Engineering & Technology

Date: 28 August 2025

Time: 11:00 AM – 11:30 AM

Venue: Conference Hall, BIET Campus

Members Present

- Dr. Nitesh Kumar Dixit – Chairman
- Mr. Partha Kumar Gagopadhyay – Member
- Mr. Irfan Qureshi – Member
- Mr. Mahendra Kumar – Member
- Mr. Imran Ali – Member
- Mr. Ajay Moyal – Member

Agenda

1. Constitution of Grievance Redressal Committee.
2. Discussion on grievance handling mechanism.
3. Student welfare and complaint resolution process.

Proceedings

The meeting was chaired by Dr. Nitesh Kumar Dixit, who emphasized the importance of a transparent and time-bound grievance redressal mechanism as per UGC Regulations, 2019 and AICTE guidelines.

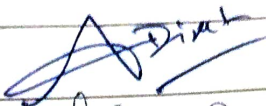
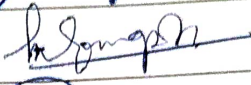

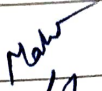

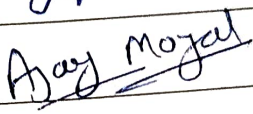
Members discussed procedures for receiving and resolving student grievances related to academics, examinations, admissions, fees, discipline, and other welfare matters. The committee also reviewed the importance of maintaining confidentiality and proper documentation of complaints.

Resolutions

1. Student grievances shall be resolved fairly and within the prescribed timeline.
2. Complaint mechanisms shall remain accessible in both online and offline modes.
3. Awareness regarding grievance procedures shall be circulated among students.

The meeting concluded with a vote of thanks to the Chair.

Signatures

Name	Designation	Signature
Dr. Nitesh Kumar Dixit	Chairman	
Mr. Partha Kumar Gagopadhyay	Member	
Mr. Irfan Qureshi	Member	
Mr. Mahendra Kumar	Member	
Mr. Imran Ali	Member	
Mr. Ajay Moyal	Member	

Minutes of Meeting
Grievance Redressal Committee
Academic Session 2025-26

Meeting – 2

Institution: Bhartiya Institute of Engineering & Technology

Date: 10 November 2025

Time: 12:00 PM – 12:25 PM

Venue: Seminar Hall, BIET Campus

Members Present

- Dr. Nitesh Kumar Dixit – Chairman
- Mr. Partha Kumar Gagopadhyay – Member
- Mr. Irfan Qureshi – Member
- Mr. Mahendra Kumar – Member
- Mr. Imran Ali – Member
- Mr. Ajay Moyal – Member

Agenda

1. Review of grievances received during the session.
2. Discussion on student welfare issues.
3. Monitoring grievance redressal efficiency.

Proceedings

The committee reviewed grievance handling procedures and discussed measures to improve communication between students and the administration. Members emphasized maintaining transparency and ensuring timely action on student concerns.

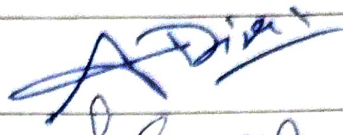
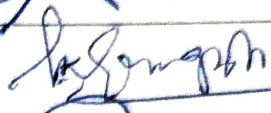
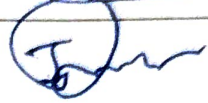
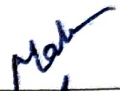

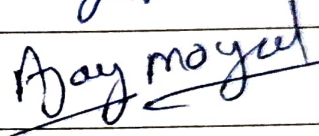
The committee also discussed the importance of displaying grievance redressal details on notice boards and the institutional website for easy accessibility.

Resolutions

1. Proper records of grievances and actions taken shall be maintained.
2. Students shall be encouraged to report issues without hesitation.
3. Grievance redressal details and Ombudsman information shall remain displayed publicly.

The meeting ended with thanks to all members.

Signatures

Name	Designation	Signature
Dr. Nitesh Kumar Dixit	Chairman	
Mr. Partha Kumar Gagopadhyay	Member	
Mr. Irfan Qureshi	Member	
Mr. Mahendra Kumar	Member	
Mr. Imran Ali	Member	
Mr. Ajay Moyal	Member	

Minutes of Meeting

Grievance Redressal Committee

Academic Session 2025–26

Meeting – 3

Institution: Bhartiya Institute of Engineering & Technology
Date: 20 February 2026
Time: 01:00 PM – 01:20 PM
Venue: Principal Office

Members Present

- Dr. Nitesh Kumar Dixit – Chairman
- Mr. Partha Kumar Gagopadhyay – Member
- Mr. Irfan Qureshi – Member
- Mr. Mahendra Kumar – Member
- Mr. Imran Ali – Member
- Mr. Ajay Moyal – Member

Agenda

1. Annual review of committee activities.
2. Discussion on grievance resolution status.
3. Future improvements in grievance handling.

Proceedings

The committee reviewed the overall functioning of the Grievance Redressal Committee during the academic session 2025–26. Members discussed methods to further strengthen student support systems and improve responsiveness in grievance handling.

The committee appreciated the cooperative environment within the institution and emphasized continued focus on student welfare and fair grievance resolution practices.

Resolutions

1. The grievance redressal mechanism shall continue functioning actively throughout the year.
2. Timely and transparent resolution of grievances shall be ensured.
3. Student welfare and institutional harmony shall remain the priority of the committee.

The meeting concluded with a formal vote of thanks to the Chair.

Signatures

Name	Designation	Signature
Dr. Nitesh Kumar Dixit	Chairman	
Mr. Partha Kumar Gagopadhyay	Member	
Mr. Irfan Qureshi	Member	
Mr. Mahendra Kumar	Member	
Mr. Imran Ali	Member	
Mr. Ajay Moyal	Member	