



# GANDHI INSTITUTE OF EXCELLENT TECHNOCRATS

(Managed by Venkateswar Educational Trust, Bhubaneswar)

(Approved by AICTE & Govt. of Odisha, Affiliated to BPUT)

Ref. No. GIET/289/20-21

Date: 06/07/2020

## OFFICE ORDER

### **SUB:-Re-formation of SC/ST/OBC Committee.**

In compliance with the UGC and AICTE guidelines and as per the Scheduled Castes (SC), Scheduled Tribes (ST) and Other Backward Castes (OBC) Prevention of Atrocities Act, 1989, No.33 of 1989 dated 11.09.1989, the Institute has re-constituted the SC/ST/OBC Committee of the following members with immediate effect to help the SC/ST/OBC categories integrate with other communities of the institute and to remove difficulties, which they may be experiencing.

### **Members of the SC/ST/OBC Committee:**

SLN O.	Name of the Committee Member	Profession	Associated with	Mobile Number
1	Prof.NIYATI NAYAK	TEACHING	CONVENOR-SC/ST/OBC CELL	9937321706
2	Prof. ASIT KUMAR SETHY	TEACHING	CO-CONVENOR-SC/ST/OBC CELL	8847881061
3	Prof. RAJALAXMI BEHERA	TEACHING	MEMBER-SC/ST/OBC CELL	7008250869
4	Prof. AMIT JAIN BISWAL	TEACHING	MEMBER-SC/ST/OBC CELL	9178736291
5	Prof. SAGAR KUMAR BEBARTA	TEACHING	MEMBER-SC/ST/OBC CELL	8884195947
6	MR. GIRIJA SANKAR MISHRA	SUPPORTING STAFF	MEMBER-SC/ST/OBC CELL	7978277237
7	MR. KRISHNA KUMAR MAHANTA	3year,CE	STUDENT REPRESENTATIVE	9853678902
8	MR. LOKESH SARADARA	3year,CE	STUDENT REPRESENTATIVE	8658359205
9	MR. ABHIJIT BEHERA	3year, CSE	STUDENT REPRESENTATIVE	7008496945
10	MR. ABHISEK MOHANTY	3year, CSE	STUDENT REPRESENTATIVE	9438143718
11	MR. BIRAJA PRASAD BADAJENA	3year, EE	STUDENT REPRESENTATIVE	6371258902

#### **CAMPUS :**

Santi Niketan, At: Ghangapatna,  
Po: Kantabada, Bhubaneswar  
Dist: Khurda, Pin-752054  
Odisha, India.

#### **CITY OFFICE :**

Plot No. 88/2, Behind TTD Kalyan Mandap  
Jayadev Vihar, Bhubaneswar-751013  
Ph.: 0674-2541843/2542842

Email : [info.gletbbsr@gmail.com](mailto:info.gletbbsr@gmail.com) Visit us : [www.gletbbsr.edu.in](http://www.gletbbsr.edu.in)



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Date : 06/07/2020

The present Committee and order Supersedes the earlier SC/ST/OBC Committee Constituted vide office order No-GIET/238/2019-20 Dated 17/07/2019

## **Role of SC/ST/OBC Committee:**

The scheduled Caste (SC) and Scheduled Tribes (ST) and other Backward Classes Cell should promote the special interest of students in the reserved category and to provide special inputs in areas where the students experience difficult.

The cell regularly have to conduct remedial coaching classes on life skills, personality development, writing assignments and making presentations and also have to organize interactive sessions and informal meetings with students to attend to their personal, social and academic problems.

The cell aware the grievances of OBC students and help them to manage academic and personal demands of college life effectively.

To arrange special opportunities to enhance the carrier growth of these students.

To conduct the programme for disseminating the scholarship schemes provided by governmental agencies and other sources.

The SC/ST/OBC/PWD students can approach the Section Officer of the Cell for redressal of any grievance(s) regarding academic, administrative or social problems. The Committee will meet the concerned students, understand their problem and take necessary action and/or render them necessary advice/help to resolve the matter.

## **Objectives of SC/ ST /OBC Committee:**

According to the UGC Guidelines of 1998, following are the objectives of the Committee as follows i.

- i. To collect regularly, on an annual basis, information regarding course-wise admissions to candidates belonging to the Scheduled Castes and Scheduled Tribes in the College.
- ii. Analyze information on admissions, education, training and employment of SCs and STs; prepare reports for transmission to the authorities as may be required.

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iii. Function as a Grievances Redressal Cell for the grievances of SC/ST students and employees and render them necessary help in solving their academic as well as administrative problems.

iv. To promote higher education among these two communities suffering economic, social and educational deprivations.

v. To facilitates the overall welfare of the students, staff and faculty as per the guidelines issued by AICTE.

vi. To empower the students belongs to other backward communities (OBC)

vii. To ensure provisions for an environment where all such students feel safe and secure.

viii. To aware the OBC students regarding various scholarships program of State & Central Government.

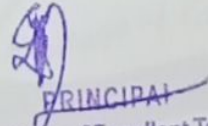
ix. To ensure protection and reservation as provided in the constitution of India.

To encourage enrolling in career orientation programs that would empower and equip them with the necessary skills to choose career options.

## Frequency of Meeting:

According to the regulations framed by AICTE, the Committee meets at least two times in a year and the decisions arrived at is mandatory to be implemented. The Committee functions under the Chairmanship of the Committee.

**PRINCIPAL**

  
PRINCIPAL

Gandhi Institute of Excellent Technocrats

Copy to: Ghangapatna Bhubaneswar

1. All members of the Committee for information and necessary action.
2. GM-Admin/Registrar/A.O/HR Cell, GIET Bhubaneswar for information and necessary action.
3. All SC/ST /OBC Students of GIET through mail.
4. All Notice Boards for information.
5. Web-site in-charge for uploading the same in college website.

## CAMPUS :

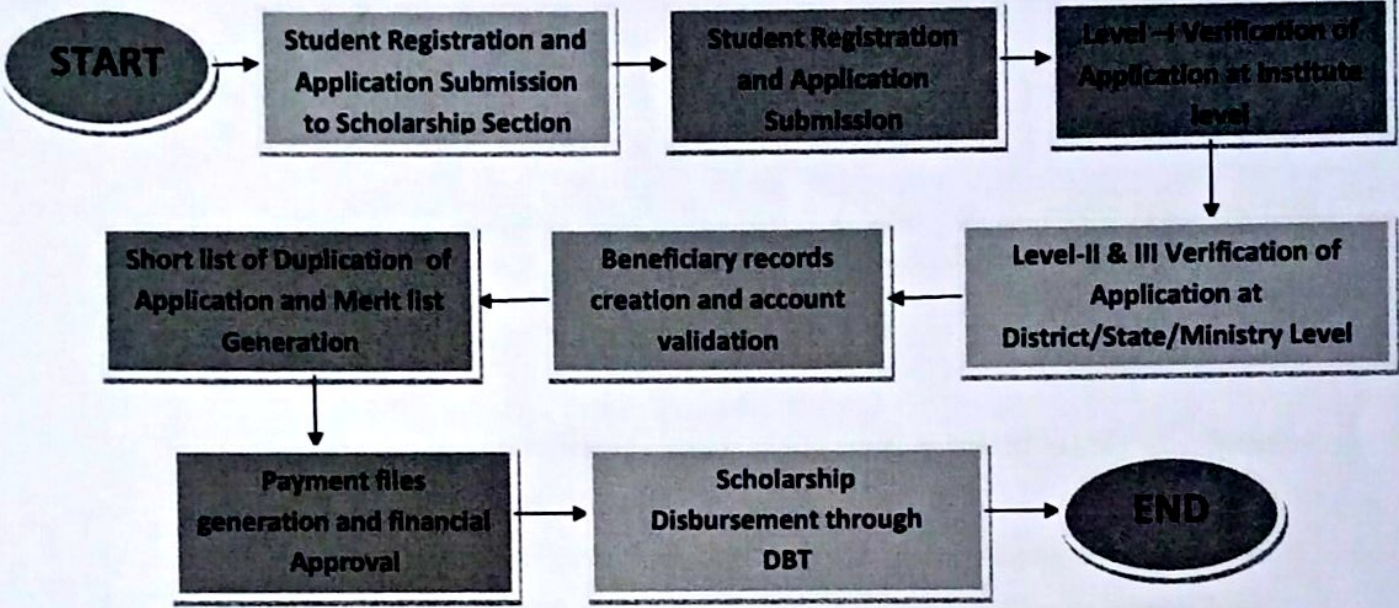
Santi Niketan, At: Ghangapatna,  
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## CITY OFFICE :

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# SCHOLARSHIP FLOW CHART



*M. S. R.*  
Convener 5/7/20

(SC/ST/OBC CELL)



**GANDHI INSTITUTE OF EXCELLENT TECHNOCRATS, BHUBANESWAR**

Approved by AICTE, Affiliated to BPUT, Odisha

At: Ghangapatna, PO: Kantabada, Bhubaneswar Khordha, PIN: 752054

Letter No: GIET/222 / 2020

Date: 8<sup>th</sup> July 2020

**NOTICE**

A meeting of the SC/ST/OBC Cell will be held in the Room No. 203 on 9/07/2020 at 03:30PM to discuss the following agenda. All members are requested to make it convenient to attend the meeting.

**Agenda:**

- 1) Informing the concerned students about the SC/ST/OBC Scholarship Policies offered by the Govt. of Odisha & Govt. of India.
- 2) Submission of scholarship forms of all the eligible students with proper documentation
- 3) Grievances of students facing difficulty in obtaining documentation for scholarships.
- 4) Any other Caste Based Discrimination redressal
- 5) Any other Caste Based Discrimination redressal
- 6) COVID-19 precautions:

**Copy to:**

- All Notice Boards for information.
- All members of the Committee for information and necessary action.
- A.O/HR Cell, GIET Bhubaneswar for information and necessary action.
- All Students belongs to Minority Cell of GIET through whats App group / Mail.
- Web-site in-charge for uploading the same in college website.

Chairperson

SC /ST/OBC Committee

PRINCIPAL

Gandhi Institute of Excellent Technocrats  
Ghangapatna, Bhubaneswar



**GANDHI INSTITUTE OF EXCELLENT TECHNOCRATS, BHUBANESWAR**

Approved by AICTE, Affiliated to BPUT, Odisha

At: Ghangapatna, PO: Kantabada, Bhubaneswar Khordha, PIN: 752054

**SC/ST/OBC COMMITTEE**  
**Minutes of the Meeting Date:-9<sup>TH</sup> July 2019**

The meeting of SC/ST/OBC Committee for the academic session 2020-21 was conducted on 9.07.2020 at 3.30 pm in the Cell Room No 203.

Following members were present in the meeting.

Name of the Member	Role in the SC/ST/OBC Committee	Signature
Prof. NIYATI NAYAK	CONVENOR	
Prof. ASIT KUMAR SETHY	CO-CONVENOR	
Prof. RAJALAXMI BEHERA	MEMBER	
Prof. AMIT JAIN BISWAL	MEMBER	
Prof. SAGAR KUMAR BEBARTA	MEMBER	
MR. GIRIJA SANKAR MISHRA	MEMBER	
MR. KRISHNA KUMAR MAHANTA	STUDENT REPRESENTATIVE	Krishna K. Mahanta
MR. LOKESH SARADARA	STUDENT REPRESENTATIVE	Lokesh Saradara
MR. ABHIJIT BEHERA	STUDENT REPRESENTATIVE	Abhijit Behera
MR. ABHISEK MOHANTY	STUDENT REPRESENTATIVE	Abhisek Mohanty
MR. BIRAJA PRASAD BADAJENA	STUDENT REPRESENTATIVE	Biraja P. Badjena

**Agenda:**

Informing the concerned students about the SC/ST/OBC Scholarship Policies offered by the Govt. of Odisha & Govt. of India.

- 2) Submission of scholarship forms of all the eligible students with proper documentation

- 3) Grievances of students facing difficulty in obtaining documentation for scholarships.
- 4) Any other Caste Based Discrimination Redressal
- 5) Any other Caste Based Discrimination Redressal
- 6) COVID-19 precautions:

**Proceedings:**

1. Prof. Niyati Nayak read out the minutes of the previous meeting.
2. Prof. Asit Kumar Sethy was asked to conduct an interactive session for the concerned students regarding the SC/ST/OBC Scholarship Policies offered by the Govt. of Odisha as well as GOI and also to guide the new admitted students about the filing up of scholarship forms online.
3. Prof. Rajalaxmi Behera was asked to post the list of documents for application of the scholarship

Required on all the students groups.

4. Prof. Amit Jain Biswal also presented the following before the committee members.
  - i. List of students whose scholarship forms had been rejected and the reason for it.
  - ii. The amounts received against the pending bills.
  - iii. List of students whose amounts had been reimbursed.
- 5) There is a rise in the COVID-19 cases and all students and employees are advised to follow all COVID safety guidelines. No complaints or grievances were reported.
6. Mr. Abhijit Behera, Student-Representative proposed the Vote of Thanks.

  
4th July 19  
Convener

(SC / ST/OBC Cell)

**Copy to:**

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- All members of the Committee for information and necessary action.
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**GANDHI INSTITUTE OF EXCELLENT TECHNOCRATS, BHUBANESWAR**

Approved by AICTE, Affiliated to BPUT, Odisha

At: Ghangapatna, PO: Kantabada, Bhubaneswar Khordha, PIN: 752054

Letter No: GIET/675 / 2020

Date: 22<sup>nd</sup> Dec 2020

**NOTICE**

A meeting of the SC/ST/OBC Cell will be held in the Room No. 204 on 23/12/2020 at 11:30AM to discuss the following agenda. All members are requested to make it convenient to attend the meeting.

**Agenda:**

- Utilization of Government schemes
- Addressal of query or grievance if any during fees deposit, hostel accommodation and accessing campus facilities in GIET.
- Any other Caste Based Discrimination redressal
- Utilization of Government Schemes.
- Awareness Programme.
- COVID-19 precautions

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Chairperson

SC/ ST/OBC Committee  
PRINCIPAL

Gandhi Institute of Excellent Technocrats  
Ghangapatna, Bhubaneswar





# GANDHI INSTITUTE OF EXCELLENT TECHNOCRATS, BHUBANESWAR

Approved by AICTE, Affiliated to BPUT, Odisha

At: Ghangapatna, PO: Kantabada, Bhubaneswar Khordha, PIN: 752054

## SC/ST/OBC COMMITTEE

### Minutes of the Meeting held on 22 December 2020

Date: 22 Dec 2020 (Tuesday)

Time: 11:30 am

Venue: Offline (Room 204)

Facilitator Niyati Nayak Associate Professor, Dept of Civil Engg.

#### Attendees:

Name of the Committee Member	Associated with	Signature
Prof. NIYATI NAYAK	CONVENOR-SC/ST/OBC CELL	
Prof. ASIT KUMAR SETHY	CO-CONVENOR-SC/ST/OBC CELL	
Prof. RAJALAXMI BEHERA	MEMBER-SC/ST/OBC CELL	
Prof. AMIT JAIN BISWAL	MEMBER-SC/ST/OBC CELL	
Prof. SAGAR KUMAR BEBARTA	MEMBER-SC/ST/OBC CELL	
MR. GIRIJA SANKAR MISHRA	MEMBER-SC/ST/OBC CELL	
MR. KRISHNA KUMAR MAHANTA	STUDENT REPRESENTATIVE	
MR. LOKESH SARADARA	STUDENT REPRESENTATIVE	
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MR. ABHISEK MOHANTY	STUDENT REPRESENTATIVE	
MR. BIRAJA PRASAD BADAJENA	STUDENT REPRESENTATIVE	

**Agenda of Meeting:**

- Utilization of Government schemes
- Redressal of query or grievance if any during fees deposit, hostel accommodation and accessing campus facilities in GIET.
- Any other Caste Based Discrimination redressal
  
- Utilization of Government Schemes.
- Awareness Programme.
- COVID-19 precautions

**Discussion Issues:**

The following topics were discussed during the meeting.

**Students Level**

- Redressal of grievance if any while applying for admission in GIET
- Redressal of grievance if any while admission in GIET.
- Any other Caste Based Discrimination Redressal.

**Employee Level**


- Redressal of grievances if any during Academic year.
- Any other Caste Based Discrimination Redressal.
- No complaints or grievances were reported.

**Actions:**

No actions were required.

**New Action Plan:**

No new actions were required.

  
22/12/20  
Convener  
(SC/ST/OBC Cell)

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