



टाटा मूलभूत अनुसंधान संस्थान  
TATA INSTITUTE OF FUNDAMENTAL RESEARCH  
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परमाणु ऊर्जा विभाग की स्वायत्त संस्था,  
भारत सरकार एवं समविश्वविद्यालय  
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Government of India and a Deemed University

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June 2, 2015

**OFFICE ORDER OD-45-2015**

**Grievance Cell**

The Institute Grievance Cell is hereby reconstituted as follows until further orders:

Prof. S. Mazumdar - Chairperson  
Prof. P.L. Paulose  
Prof. Rudrajyoti Palit  
Dr. B. Satyanarayana  
Mr. A.M. Abhyankar  
Mr. R.D. Chogale  
Mr. M.H. Jadhav  
Mr. J.H. Rangari  
Mr. Ajay E. Salve  
Mr. Sangam Sinha  
Mr. Milind A. Athavale - Member Secretary (Ex-officio)

The committee will function under the guidelines as mentioned below.  
This supersedes all previous orders on the subject.

Sd/-  
(E.V. Sampathkumaran)  
Director

**Guidelines**

Staff members who may have a grievance in any matter concerning their service in the Institute, may seek its redress by making a representation to appropriate higher authorities. After a reasonable interval of time (up to 2 months), if the grievance is not attended to or if the member is not satisfied with the action taken, he/she may submit the grievance in writing to the Director, who may forward it to the Deputy Registrar for proper registration of the grievance. Staff member may send a copy to the Chairperson, Grievance Cell for advance information.

Pensioners with a grievance may seek its redress by making a representation to the Pension Disbursal Officer and then follow a procedure similar to that outlined above.

Grievance Cell is authorized to consider the cases thus received, call for related files/papers from the concerned section and make suitable recommendations to the Director for consideration. Minutes of the Grievance Cell meetings will be sent to the Director with a copy to the Registrar. Action Taken Report shall be sent to the Chairperson, Grievance Cell for record.

Regarding grievance cases of outstation members, if files are required from outstation, Chairperson, Grievance Cell will obtain them through proper channel.

All members of the Committee