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| --- | --- |
| Name |  |
| Designation (faculty or staff) / Batch (student) |  |
| Department (faculty/staff) / Programme of Study and Batch (student) |  |
| Employee ID / Student ID |  |
| Phone Number |  |
| Email ID |  |
| Residence (City & State) |  |

Brief statement of nature of grievance:

Brief statement of redressal mechanisms pursued thus far and their outcomes:

Brief statement of nature of grievance