

**MINISTRY OF AGRICULTURE & FARMERS WELFARE**  
**(Department of Agricultural Research and Education)**  
**(DR. RAJENDRA PRASAD CENTRAL AGRICULTURAL UNIVERSITY)**

No. 414 /DRPCA (VC), Pusa

dated, the 16th August, 2023

**ORDINANCE**


Whereas the Government of India in the Department of Agricultural Research and Education as per resolution passed by the Board of Management in its 16<sup>th</sup> meeting held on 28.10.2021 has approved to make an Ordinance regarding the setting up of a mechanism for redressal of grievances of employees of the Dr. Rajendra Prasad Central Agricultural University, Pasa vide No. 5-42/2021-CAU (e-4658) dated 31<sup>st</sup> July, 2023 as under:

- (a) An Officer of the University shall be nominated as Grievance Officer by the Vice-Chancellor for a period of two years.
- (b) The concerned employees (teaching, ministerial and Technical), have any grievance(s) with the University he/she will file a representation with all supporting documents to the Grievance Officer of the University.
- (c) The Grievances Officer shall forward the representation to the concerned Head of the Institutions/Sections with a request to examine and settle the issue if it is under rules and submit a report with full justification to the Grievance Officer.
- (d) A Grievance Committee shall be constituted by the Vice-Chancellor consisting of the following:
  - (i) One of the Deans/Directors to be nominated by the Vice-Chancellor for a period of two years- as Chairman.
  - (ii) Registrar-Member
  - (iii) Comptroller-Member
  - (iv) Deputy Registrar (Estt.)- Member
  - (v) Grievances Officer-Member-Secretary
  - (vi) The Chairman of the Committee may co-opt the head of the institution from where the matter pertains.
- (e) All those matters which could not be settled at the level of Grievances Officer shall be placed before the Committee.
- (f) The concerned employees will also be given the chance to be heard in person if so required.
- (g) The meeting of the Grievances Committee shall be held once in a month.
- (h) The report of the Committee shall be placed before the Vice-Chancellor.
- (i) For grievances related to OBC/SC/ST/Women employees, it will be dealt by respective cells.

Now, therefore, in exercise of the powers conferred by sub-section (p) of Section 28(1) of the Dr. Rajendra Prasad Central Agricultural University Act, 2016 (32 of 2016) and with the previous approval of the Central Government, as aforesaid, I, the Vice-Chancellor of the Dr. Rajendra Prasad Central Agricultural University, Pusa do hereby make the first Ordinance and

  
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notify setting up of a mechanism for redressal of grievances of employees in the Dr. Rajendra Prasad Central Agricultural University, Pusa as above.

  
(Punyavrat Suvimalendu Pandey)  
Vice-Chancellor

Memo No. 09 /DRPCAU, Pusa dated the 16<sup>th</sup> August, 2023  
Copy forwarded to all Deans of the Colleges / All Directors / Coordinator (SAB&RM)/  
Comptroller/ All Heads of the Department / Dy Registrar (Estab.) for information & necessary  
action.

  
Registrar

Memo No. 09 /DRPCAU, Pusa dated the 16<sup>th</sup> August, 2023  
Copy forwarded to the Deputy Secretary (Establishment) / Under Secretary  
(Establishment), DARE, Govt. of India, Krishi Bhawan, New Delhi-110 001 for information.

  
Registrar

CC.: (i) Secretary to Vice-Chancellor for kind information to the Hon'ble Vice-Chancellor.  
(ii) Officer Incharge, E-governance Cell, DRPCAU, Pusa for uploading on the website  
of DRPCAU, Pusa.

