

फुटवियर डिज़ाइन एण्ड डेवलपमेन्ट इंस्टिट्यूट

(एफ.डी.डी.आई. अधिनियम २०१७ के अन्तर्गत, एक राष्ट्रीय महत्त्व का संस्थान)
वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार

FOOTWEAR DESIGN & DEVELOPMENT INSTITUTE

(An Institution of National Importance under FDDI Act 2017)

Ministry of Commerce & Industry, Government of India

Ref. No.: FDDI/HO/HR/Officer-Grievance/2023

Date: 13.03.2023

OFFICE ORDER

In pursuance to the launch of "FDDI Grievance Redress and Monitoring System (FGRAMS)" for FDDI Students and Staff, Mr. Sandeep Singh Bhatia (00135), DGM (Student affairs & Examinations Department) is hereby assigned the role of nodal officer for students related matters and Ms. Pooja Panwar (00937), Faculty (Human Resource-Head Office) is hereby assigned the role of Nodal officer for employees related matters in addition to their existing roles and responsibilities. They will be responsible for receiving and forwarding the grievances to the concern campus grievance officers and ensure the reply of the grievance shall be provided in the timeline defined i.e within 30 days from the date of grievance.

Also, the below mentioned employees are hereby given the role of campus Grievance Officers for student and employee related matters of FDDI-HO/Noida Campus and other FDDI Campuses respectively:-

S. No	Campus	Name of Campus Grievance Officers for Student Matters (as per office order dated:04.02.2022)	Name of Campus Grievance Officer for Employee Matters
01	Noida	Mr. Suresh Kumar Arya (00175), Dy. Manager (SA&E)	Mr. Vivek Kumar Kushwah (01078), Assistant Manager (HO-HR)
02	Ankleshwar	Mr. Mansingh Dehariya, (00633), Assistant Manager (ITSC)	Mr. Mohamad Adil (01077), Assistant Manager (Admin.)
03	Banur	Mr. Rajeev Srivastava (00919), Sr. Assistant (SA&E)	Mr. Mahesh Kant Prakash (01084), Assistant Manager (Admin.)
04	Chennai	Mr. Devesh Mishra (00394), Assistant Manager (SA&E)	Mr. Gowthaman M (01081), Assistant Manager (Admin.)
05	Chhindwara	Mr. Ashish Wankhede (00819), Assistant Manager (SA&E)	Mr. Sourav Dutta (01079), Assistant Manager (Admin.)
06	Fursatganj	Mr. Nalin Pandey (00470), Assistant Manager (SA&E)	Ms. Shikha Srivastava (00424), Assistant Manager (C&PR)
07	Jodhpur	Mr. Amit Singh Chauhan (00912), Assistant Manager (SA&E)	Ms. Nidhi Sharma (00911), Assistant Manager (C&PR)
08	Rohtak	Mr. Sandeep Kumar (00522), Assistant Manager (SA&E)	Mr. Sachin Deshwal (00875), System Assistant (ITSC)
09	Guna	Mr. Jitender Gupta (00169), Jr. Consultant (Footwear)	Mr. Rahul Kumar Pandey (00487), Sr. Faculty (Footwear)

“(हम हिन्दी में पत्राचार का स्वागत करते हैं।)”

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10	Patna	Ms. Rupa Shree (00921), Assistant Manager (C&PR)	Mr. Ravi Prakash (00511), Assistant Manager (ITSC)
11	Kolkata	Mr. Rinsten Dorjee Yolmo (01068), Sr. Faculty (LGAD)	Ms. Ishita Saha (01080), Assistant Manager (Admin.)
12	Hyderabad	Mr. Karan Singh Chouhan (00306), Assistant Manager (Admin.)	Mr. Amit Puri Goswami (00295), Dy. Manager (Admin. & Pers)

The above officers shall be responsible to settle the grievances within the time limit and in-line with the office order dated: 04.02.2022 through which procedure for handling the grievance of FDDI students was circulated (copy enclosed) and same procedure shall also apply in case of employees related matters.

This is for information and compliance of all.

This issues with the approval of competent authority.

Tushar
13/03/23

TUSHAR CHAUHAN
ASSISTANT MANAGER (HO-HR)

DISTRIBUTIONS: -

1. Concerned Employees
2. All HOS (s)
3. All Centre In-charges
4. All HR Coordinators, Campuses
5. PPS to MD,FDDI
6. Office Memorandum File
7. Subject File