

**National Institute of Fashion Technology  
Head Office, Hauz Khas  
Establishment Department**

NIFT/HO/E.II/Grievances/ 2016

5<sup>th</sup> April, 2016


**CIRCULAR**

**Subject: Grievances/representations regarding establishment matters**

In pursuance of the decision at Senate meeting held on 4<sup>th</sup> February, 2016 all Group 'A' & 'B' employees & faculty are informed that in case they have any matter pending for redressal with Establishment Department a representation in the matter be submitted on or before 20<sup>th</sup> April, 2016 at email id grievance.estt@gmail.com. As regards those who had already given their representations they may either resubmit or give reminder in the matter so that the same could be located and addressed. On receipt of the grievances, the Establishment Department will offer its comments in the matter within the next fortnight and thereafter campus wise camps/video conferencing will be organized for early disposal.

The Group 'C' employees of Head Office may also submit their grievances on the above mentioned email id by 20<sup>th</sup> April, 2016. The Campus Directors may conduct similar activity for redressal/disposal of the grievances/representations of Group 'C' employees posted in the Campus.

This issues with the approval of Competent Authority.

  
\_\_\_\_\_  
(Registrar)

To

All concerned

Copy to: All Campus Directors  
Director (IT) for uploading the Circular on NIFT Website