



**Minutes of the Online Grievance Committee and Grievance redressal  
committee Meeting held on 10<sup>th</sup> Jan. 2023 in the restaurant**

**Agenda 1-** To review the Online Grievance Committee and Grievance redressal  
committee work of the committee for odd semester 2022-23.

1. The various activities conducted under committee are as follows
  - a. The online Grievance Committee and Grievance redressal committee was formed and notice was put up on the student's board.
  - b. Students' and parents' Induction program was conducted and various committees' members were introduced to all parents and students of FYBHMCT & FYMHMCT. The duties and role of the committee were explained on 16<sup>th</sup> Nov. 2022.
  - c. Mr. Krushna Deolalikar, a second-year BHMCT student, lost his college ID card. After completing the necessary paperwork, the college issued him a new ID card.
  - d. Ms. Sharvavri Joshi, a final-year BHMCT student, applied for further education at the University of Windsor in Canada. She required her original mark sheet for this purpose, but the Savitribai Phule Pune University had not yet issued it to the college. After submitting the necessary letters and completing other formalities, the college made an exception and issued the mark sheet to her as a special case.
  - e. Register and file is updated.

Members	Signature
Dr. Vidya Kadam	
Mr. Darshan Joshi	
Mr. Chintamani Sahasrabudhe	
Mr. Atharva Kumavat	A. Kumavat

Dr. Seema Zagade

**PRINCIPAL**  
(BHMCT)

Maharashtra State Institute of  
Hotel Management and Catering Technology  
Shivajinagar, Pune - 411016



Date: 13/9/2022

To,  
The Administrative office  
MSIHMCT, Model colony,  
Pune.

Sub: Regarding the need of new ID card.

Respected sir/mam,

I am Krushna Deolalikar From 1st year BHMCT. My Roll number is 202122. I am writing this letter to you for the need of new ID card.

I have lost my ID card. I apologize for the mistake that I have made. I just want to make request to you that do the necessary and please provide me a new ID card.

I hope that you will accept my request. I request that please do the necessary.

Thank you

Yours Faithfully,

Krushna

Krushna Deolalikar

AKS  
18-9-22

BS  
13/9/22





**Action Taken Report ODD Semester 2022-23.  
Grievance Redressal committee**

**Grievance:** Mr. Krushna Deolalikar, a second-year BHMCT student, lost his college ID card.

- A. Mr. Krushna Deolalikar Second year BHMCT student reported his lost ID card to Mr. Chintamani Saharabudhe, - Class Counsellor.
- B. Mr. Chintamani Saharabudhe communicated the issue to the Grievance Redressal Committee
- C. After consulting with the Principal madam and Administrative Head, it was decided that Mr. Krushna should file an FIR and submit a copy to the college.
- D. Upon receiving the application and FIR copy, a new ID card was issued to Mr. Krushna.

Members	Signature
Dr. Vidya Kadam	
Mr. Darshan Joshi	
Mr. Chintamani Saharabudhe	
Mr. Atharva Kumavat	

Dr. Seema Zagade

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दाखला

कोतवाली पोलीस स्टेशन  
अहमदनगर

दि-02/09/2022

श्री / सौ / श्रीमती कृष्णा अंत्येन देवळालीकर  
रा - ज्यामनंद रूई सरक - 2215/16  
जिल्हा - अहमदनगर

यांनी दि 02/09/2022 रोजी कोतवाली पोलीस स्टेशन येथे विनंती अर्ज सादर केल्या प्रमाणे त्यांचे महाराष्ट्र स्टेट डेयरीयुट ऑफ लैक्टो मॅनेजमेंटचे कॉलेजचे खोळख पत्र हे कागदपत्र दि 15/08/2022 रोजी कोतवाली पोलीस स्टेशन हद्दीत गैजबाराड परिसरात हरवली/ गहाळ झाले आहे, त्या प्रमाणे त्याची कोतवाली पोस्टे वस्तु मिसींग रजिस्टर क्र. 1350/2022 प्रमाणे नोंद घेण्यात आलेली असुन करीता सदरचा दाखला दिला आहे.

कळावे



पो.ना. १२९८/नितीन शिवाजी शिंदे  
कोतवाली पोलीस स्टेशन, अहमदनगर



**Action Taken Report ODD Semester 2022-23.**  
**Grievance Redressal committee**

**Grievance:** Ms. Sharvavri Joshi, a final-year BHMCT student, applied for further education at the University of Windsor in Canada. She required her original mark sheet for this purpose, but the SavitribaiPhule Pune University had not yet issued it to the college.

- Ms. Sharvavri Joshi requested her original Final year BHMCT marksheet to her class counsellor Mr. Sachin Rayarikar for further education at the University Of Windsor, Canada.
- The class counsellor communicated her request to the Grievance Redressal Committee.
- After consulting with the Principal, Administrative Head, and College Exam Officer (as the case relates to the exam department), we decided to ask her to submit an application, her final year mark sheet, and an email from the University of Windsor, Canada, specifying the requirement for the original mark sheet..
- Based on her application, we sent a letter to Savitribai Phule Pune University, explaining the student's need for further education. Considering the genuine requirement for the document, the University issued the original mark sheet to the college.
- The college then issued her the original mark sheet as a special case.

Members	Signature
Dr. VidyaKadam	
Mr. Darshan Joshi	
Mr. Chintamani Sahasrabudhe	
Mr. Atharva Kumavat	

Dr. Seema Zagade

**PRINCIPAL**  
(BHMCT)

Maharashtra State Institute of  
Hotel Management & Catering Technology  
Shivajinagar - Pune-411016



To,

The Principal,  
MSHMCT College,  
Pune.

10/10/2022

Respected Madam,

Sub: Original Marksheet  
Request.

- (1) I, Mrs. Poorwa Joshi, mother of Sharwari Shirish Joshi, student of this college have completed her graduation in this year 2022. I hereby request you to please give me original marksheet asap. And after that I have to apply for transcripts as Sharwari is studying at University of Windsor, Canada for her Masters.

Thanks in anticipation.

Yours sincerely

*P. S. Joshi*

Mrs. P. S. Joshi

Sharwari Shirish Joshi  
PRN 1051800209

*MR.*  
10/10/22

*85*  
*Reg.*



From: Sharvari Joshi <sharvzj@gmail.com>  
Subject: Fwd: Questions about transcripts [Incident: 220810-000170]  
Date: October 19, 2022 at 9:36 PM  
To: poornima171@yahoo.com, sharish.joshi <spgjoshi@gmail.com>

----- Forwarded message -----  
From: UWindsor Service - Graduate Admissions <gradadm@uwindsor.ca>  
Date: Fri, Aug 19, 2022 at 3:09 PM  
Subject: Questions about transcripts [Incident: 220810-000170]  
To: <joshi@c@uwindsor.ca>, <sharvzj@gmail.com>

**ask.UWindsor.ca**

Hi, Sharvari

Recently you requested personal assistance from the University of Windsor. This matter is now considered closed and below is a summary of your Service Request.

If this issue was not resolved to your satisfaction, please submit another request at [ask.uwindsor.ca](https://ask.uwindsor.ca).

Thank you for allowing us to be of service to you.

To access your support history, login to your [ask.UWindsor](https://ask.uwindsor.ca) account.

**Subject: Questions about transcripts**  
**Reference # 220810-000170**

Vicky Kosnik - 08/19/2022 03:09 PM

Yes the deadline to submit your transcripts and proof of degree documents is December 1.

The Registrar or Controller of Examinations has to verify, sign and stamp your transcripts and proof of degree documents and he has to

