

2022/03/11

## Notice

### All employees and students of the faculty

### Submission of grievances to the Grievance Committee

#### Overview of the Grievance Committee

An institutional grievance is defined as a complaint by an **employee or a student** concerning a decision or action that is supposed to adversely affect the grievant in her or his professional and academic capacity. Generally, the grievance can arise out of a specific issue, but occasionally the cause for concern may be an ongoing series of issues that cumulatively affect the basis of the grievance.

The bylaw for a grievance committee of the Faculty of Agriculture, Rajarata University of Sri Lanka has already been finalized and opportunities now Open for submitting grievances if any by adhering to the procedure given below.

#### Procedure of submitting a grievance

The written grievances should be submitted in sealed double envelopes where the inner envelope should be addressed to the Grievance Committee and the outer envelope should be addressed to the Dean, Faculty of Agriculture, Rajarata University of Sri Lanka.

#### Note:

1. The grievance committee of the faculty is functioned as an independent body comprised of four persons including three members to hear the grievance and decide the action while a non-voting Chair presides over the process.
2. All members of the grievances committee have been appointed outside the Faculty of Agriculture, Rajarata University of Sri Lanka.



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