

ईमेल द्वारा

DGT-Aff0misc/7/2026-O/o DIR (TC) (E- 79486)

भारत सरकार/Government of India

कौशल विकास एवं उद्यमिता मंत्रालय/ Ministry of Skill Development and Entrepreneurship

प्रशिक्षण महानिदेशालय/Directorate General of Training

7वीं मंजिल, कौशल भवन, न्यू मोती बाग,

चाणक्यपुरी, नई दिल्ली – 110023,

दिनांक :03rd अगस्त 2026

OFFICE MEMORANDUM

Subject: Constitution of Grievance Redressal Committee (GRC) and Appellate Committee for Affiliation/De-affiliation Matters reg.

As per Clause 2.5.6 – Grievance and Appeal Procedure of the Affiliation Norms, 2025, a structured grievance redressal and appeal mechanism has been established for applicants/institutions aggrieved by the final decisions of the Standing Committee on Accreditation and Affiliation (SCAA) or the DGT in matters relating to affiliation and/or de-affiliation. Therefore, the composition of the Grievance Redressal Committee (GRC) shall be as follows:

Table 1. Composition of the Grievance Redressal Committee

Sr. No.	Description of Members	Role
1	Two Deputy Director Generals of Training, other than the SCAA Chairperson (the senior-most officer shall serve as the Head of the GRC)	Head
2	Regional Director, RDSDE Gujarat	Member
3	Director, TT	Member
4	Joint Director (TC Section)	Convener

2. Terms of Reference (ToR) of the Grievance Redressal Committee: The Terms of Reference (ToR) of the Grievance Redressal Committee shall be as follows:

- The GRC shall meet once every two months. The meeting shall be convened by the Convener of the Committee.
- The Convener shall place before the Committee all grievances received through the online portal since the previous meeting. The Committee shall examine each grievance with reference to the Affiliation Norms and take an appropriate decision.
- The GRC shall have the authority to uphold or overrule the decision of the SCAA based on the evidence and documents submitted. Where a grievance is rejected, the applicant shall be informed of the reasons for such rejection.
- The recommendations of the GRC shall be submitted to the Director General (Training) for approval.
- The Director General (Training) shall be the competent authority to approve the recommendations of the GRC.

3. Composition of Appellate Committee:

As per affiliation norms 2025, if an applicant is not satisfied with the decision of the GRC, they may file an appeal within one month from the date of issuance of the GRC's decision. Therefore, the composition of the Appellate Committee shall be as follows:

Table 2. Composition of the Appellate Committee

Sr. No.	Description of Members	Role
1	Director General (Training)	Head
2	Director, CD	Member
3	Director, CFI	Member
4	Director (TC Section)	Convener

4. The recommendations of the Appellate Committee shall be submitted to the Secretary, Ministry of Skill Development & Entrepreneurship (MSDE) for final approval.

5. This issues with the approval of the Competent Authority.

सतीश
(सतीश कुमार) 3.8.2026

संयुक्त निदेशक, टी . सी अनुभाग

To

1. All the members of Appellate Committee
2. All the members of Grievance Redressal Committee

Copy for information to: -

1. Sr. PSO to Secretary MSDE
2. Sr. PPS to DG(T), DGT, Delhi
3. PS to DDG(Hqrs.)

राजेश
(राजेश कुमार) 03/08/26.

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