

**ANY COMPLAINT/GRIEVANCE AGAINST ANY OFFICIAL OR
ACTION/DECISION OF THE INSTITUTE SHOULD STRICTLY BE
SUBMITTED IN SEALED ENVELOPE TO THE COMPETENT AUTHORITY
OF THE INSTITUTE. COMPLAINT/GRIEVANCE IN OTHER FORMS, FOR
EXAMPLE EMAIL OR OVER TELEPHONE IS HIGHLY DISCOURAGED AND
WILL NOT BE ENTERTAINED. ANONYMOUS COMPLAINT WILL BE
REJECTED STRAIGHTWAY.**