

**HINDUSTAN COPPER LIMITED  
CORPORATE OFFICE**

No.: Misc/13.5.1

Date: 19.12.2022

From: DGM (HR) / CO

To: All Unit Heads  
All HoDs / CO  
All RMs

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**Sub: Online Grievance Redressal System for employees belonging to  
SC, ST, OBC and PwD categories**

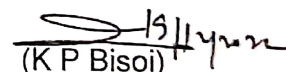
Online Grievance Redressal System in ERP has been designed in three tier model to capture the grievances of employees belonging to SC, ST, OBC and PwD categories .

In case of Units, the grievance of employees shall be forwarded to Unit HR Heads, Unit Heads and Appellate Authority. For Corporate Office the grievance of employees shall be forwarded to DGM(HR) , GM (Op, Law & HR) and Appellate Authority.

This online platform shall facilitate employees to lodge their grievances to the higher authorities and ensure redressal of their grievances to promote harmonious Industrial Relations.

Units may give an ATR to this effect to Corporate HR department.

This issues with the approval of the Competent Authority.

  
(K P Bisoi)

Copy for kind information to:

1. CMD
2. D (Op.) / D (F) / D(M)
3. CVO
4. AGM (Sys.) / CO
5. All Unit / Office – Group Emails
6. O/c