

OFFICE OF THE PRINCIPAL GOVT. COLLEGE, BAWAL (REWARI)

ADMINISTRATIVE COMMITTEES

Memo No. 678

Date: 03-09-2022

Keeping in view the changes in the staff the following committees have been reconstituted for session 2022-23. The new incharges /conveners of different committees are directed to take over the charges from the earlier in charges with immediate effect and get it signed from the undersigned.

1	I.Q.A.C	Principal Patron Dr. Namita <i>Namita</i> Dr. Joginder Singh <i>J Singh</i> Dr. Inderjeet Singh <i>I Singh</i> Dr. Kiran <i>Kiran SL</i> Dr. Pooja Grover
2	College Council Cum College Development/Building Committee	Dr. Namita <i>Namita</i> Dr. Joginder Singh <i>J Singh</i> Dr. Inderjeet Singh <i>I Singh</i>
3.	NAAC	Dr. Inderjeet Singh (Coordinator) <i>I Singh</i> Dr. Namita <i>Namita</i> Dr. Joginder Singh <i>J Singh</i> Dr. Kiran Sharma <i>Kiran SL</i> Smt. Sudesh Devi <i>Sudeshi Devi</i> Dr. Pooja Grover Dr. Nisha <i>Nisha</i>
4	Bursar	Dr. Namita <i>Namita</i>
5	Internal complaint committee/ Student Grievance/ Sexual Harassment	Dr. Namita (Convenor) <i>Namita</i> Dr. Inderjeet Singh <i>I Singh</i> Smt. Usha Rani <i>Usha</i> Smt. Neetu Rani <i>Neetu</i> Smt. Geeta Yadav <i>Geeta</i>
6	Staff Secretary	Dr. Joginder Singh
7	Time Table & Workload	Sh. Surender Kumar (Convenor) <i>S Surender</i> Smt. Savitiri Devi <i>Savitiri</i> Smt. Usha Kumari <i>Usha</i> Smt. Meenakshi <i>Meenakshi</i> Smt. Rekha Chopra <i>Rekha Chopra</i>
8	Discipline/ Anti- Ragging Committee	Dr. Namita (Convenor) <i>Namita</i> All Teaching Staff
9	Women Cell	Smt. Usha Kumari (Convenor) <i>Usha</i> Smt. Geeta Yadav <i>Geeta</i> Dr. Neetu Singh <i>Neetu</i>
10	Placement & Career Guidance Cell	Dr. Pooja Grover (Convenor) Smt. Neetu Rani <i>Neetu</i> Sh. Santpal Singh <i>Santpal</i>

11	U.G.C./RUSSA	Dr. Joginder Singh Smt. Rekha Chopra Smt. Pooja Grover Sh. Ishwar Singh Sh. Rakesh Kumar
12	Cultural Activities, Youth Festival & Days Celebration/ Seating, Shamiyana and Mike & Sound	Smt. Kiran Sharma (Convenor) Smt. Usha Kumari Smt. Meenakshi Smt. Rekha Chopra Smt. Savitri Devi Smt. Rekha Yadav Smt. Sudesh Devi
13	SC Scholarships	Smt. Savitri Devi (Convenor) Smt. Rekha Chopra Dr. Neetu Singh Smt. Vivek Bharti Sh. Hans Raj
14	All other Scholarship	Sh. Santpal Singh Dr. Babita Yadav Smt. Bhawana Jangir Smt. Meenakshi Smt. Rekha Chopra
15	Library Purchase/ Advisory Committee	Sh. Roop Chand Sh. Ishwar Singh Smt. Neetu Singh Smt. Rekha Yadav Sh. Parveen Yadav Sh. Arun Sharma (Library Incharge)
16	N.C.C.	Dr. Inderjeet Singh Sh. Virender Singh
17	N.S.S.	Sh. Virender Singh (Boy Incharge) Smt. Rekha Yadav (Girls Incharge) Dr. Neetu Singh Smt. Sudesh Devi Smt. Vivek Bharti Smt. Meena Kumari Sh. Manjeet Singh
18	Legal Cell/ Court Case/ Legal Literacy Cell	Sh. Roop Chand (Incharge) Dr. Kiran Sharma Sh. Surender Kumar Sh. Hans Raj
19	Earn While You Learn	Smt. Neetu Rani (Convenor) Smt. Rekha Chopra Smt. Meenakshi
20	YRC/SAF	Smt. Vivek Bharti Dr. Neetu Singh Smt. Geeta Yadav Dr. Neeru Yadav

21.	R.T.I.	Dr. Namita (SPIO) <i>Namita</i> Dr. Joginder Singh (ASPIO) <i>Jyoti</i> Sh. Hans Raj (Clerk)
22	Electricity & Generator	Sh. Ishwar Singh <i>Ishwar</i> Smt. Neetu Singh <i>Neetu</i> Sh. Surender Sh. Rakesh Kumar <i>Rakesh</i>
23	Sports Board	Patron - Principal President - Dr. Namita <i>Namita</i> Secretary Sh. Roop Chand Member Dr. Joginder Singh <i>Jyoti</i> Member Dr. Inderjeet Singh <i>I Singh</i>
24	Sports	Sh. Roop Chand (Convenor) Smt. Neeru Yadav Smt. Rekha <i>Rekha</i> Smt. Neetu Rani <i>Neetu</i> Sh. Virender Singh Sh. Surender Kumar <i>Surender</i> Smt. Sudesh Devi <i>Sudesh</i> Sh. Rakesh Kumar <i>Rakesh</i>
25	Campus Beautification/ Swachta Committee/Eco Club	Sh. Ishwar Singh (Convenor) <i>Ishwar</i> Smt. Usha Kumari <i>Usha</i> Smt. Pooja Grover Smt. Vivek Bharti <i>Vivek</i> Smt. Rekha Chopra <i>Rekha</i>
26	PWD, Public Health, Health and College development committee	Dr. Joginder Singh (Convenor) <i>Jyoti</i> Dr. Inderjeet Singh <i>I Singh</i> Sh. Ishwar Singh <i>Ishwar</i> Sh. Santpal Singh <i>Santpal</i> Sh. Devender Kumar <i>Devender</i>
27	Property Incharge	Dr. Joginder Singh (Convenor) <i>Jyoti</i> Sh. Ishwar Singh <i>Ishwar</i> Sh. Santpal <i>Santpal</i> Smt. Neeru Yadav Sh. Virender Singh <i>Virender</i>
28	Web Portal/Website/Internet	Dr. Inderjeet Singh (Convenor) <i>I Singh</i> Dr. Kiran Sharma <i>Kiran</i> Sh. Devender Kumar <i>Devender</i>
29	Voter ID Card/ PPP/ Passport	Sh. Santpal Smt. Pooja Grover Smt. Vivek Bharti <i>Vivek</i> Smt. Meenakshi <i>Meenakshi</i>
30	AISHE/PRAYAAS	Dr. Joginder Singh (Incharge) <i>Jyoti</i> Sh. Devender Kumar <i>Devender</i>
31	Nodal Officer University Seat, Registrar, Internal Assessment & University matters)	Dr. Inderjeet Singh (Convenor) <i>I Singh</i> Dr. Neeru Yadav Dr. Kiran Sharma <i>Kiran</i> Sh. Devender <i>Devender</i> Sh. Devender Kumar <i>Devender</i>

32	Bus/Railway Pass	Sh. Devender Sh. Manjeet Singh Sh. Arun Sharma
33	Incharge Lecturer Shortage & Absentee Fine	Smt. Geeta Yadav (Incharge) Smt. Meenakshi Sh. Surender Singh L.A.
34	Decoration Committee	Dr. Neeru Yadav (Convenor) Smt. Babita Smt. Usha Kumari Smt. Rekha Chopra Smt. Bhawana Jangir Dr. Nisha Smt. Sheetal Devi
35	Biometric/HRMS/MIS	Dr. Inderjeet Singh (Incharge) Dr. Kiran Sharma Sh. Devender Kumar Sh. Devender
36	ERP Module	Dr. Inderjeet Singh Sh. Devender Kumar Sh. Devender
37	Computer	Dr. Inderjeet Singh (Convenor) Sh. Devender Kumar Sh. Devender Smt. Sheetal Devi
38	Income Tax (TDS)	Dr. Joginder Singh (Incharge) Smt. Rekha Chopra Sh. Sant Pal Smt. Meenakshi
39	Dilapidation Committee	Dr. Namita (Convenor) Dr. Joginder Singh Dr. Inderjeet Singh Sh. Virender Rathi Sh. Santpal Sh. Rakesh Kumar Sh. Ishwar Singh
40	Refreshment Committee	Smt. Neeru Yadav Smt. Neetu Rani Dr. Pooja Grover Dr. Nisha Smt. Rekha Yadav Sh. Devender Smt. Sheetal Devi
41	Office Expenses Committee	Sh. Roop Chand Sh. Ishwar Singh Sh. Devender Kumar
42	Driving License	Sh. Virender Singh Sh. Rakesh Kumar
43	EDUSAT	Dr. Babita Yadav Sh. Surender LA
44	HKRN/ Out Source	Sh. Roop Chand (Convenor) Sh. Devender Kumar

45	Drinking Water and Water Tank Maintenance.	Sh. Virender Sh. Rakesh Sh. Hari Ram.	<i>[Signature]</i>
46	Annual Report & College Magazine	Smt. Pooja Grover (Convenor) Smt. Savitri Devi Smt. Usha Kumari Dr. Kiran Sharma Smt. Geeta Yadav Smt. Rekha Yadav	<i>[Signatures]</i>
47	Alumni Cell	Smt. Geeta Yadav (Convenor) Smt. Sudesh Devi Dr. Neetu Singh Sh. Manjeet Singh	<i>[Signatures]</i>
48	Apprentice	Sh. Surender (Nodal) Sh. Devender Kumar	<i>[Signatures]</i>
49	Committee for financial Sanction	Sr. No. 9,10,12,17,19,20,22 & 25 Dr. Joginder Singh Sr. No.,29,32,34,41,43,46,47 & 49 Dr. Inderjeet Singh	<i>[Signatures]</i>

[Signature]
Principal
Govt. College Bawal