

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

ADMINISTRATIVE COMMITTEES

Memo No. GCB/1774

Date: 26/07/2023

Keeping in view the changes in the staff the following committees have been reconstituted for session 2023-24. 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>Naita</i> Dr. Joginder Singh <i>J Singh</i> Dr. Inderjeet Singh <i>I Singh</i> Dr. Kiran <i>Kirans</i> Dr. Pooja Grover
2	College Council Cum College Development/Building Committee	Dr. Namita <i>Naita</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>Naita</i> Dr. Joginder Singh <i>J Singh</i> Dr. Kiran Sharma <i>Kirans</i> Smt. Sudesh Devi <i>Sudesh Devi</i> Dr. Pooja Grover Dr. Nisha <i>Nisha</i>
4	Bursar	Dr. Namita <i>Naita</i>
5	Internal complaint committee/ Student Grievance/ Sexual Harassment	Dr. Namita (Convenor) <i>Naita</i> Dr. Inderjeet Singh <i>I Singh</i> Smt. Usha Rani <i>Usha</i> Sh. Surender Kumar <i>Sures</i> Dr. Dalbir Singh Ms. Kajal
6	Staff Secretary Social Secretary for financial Matter Social Secretary for cultural Activity	Dr. Neetu Singh <i>Sneet</i> Smt Geeta Yadav <i>Geeta</i> Smt. Meenakshi <i>Meenakshi</i>
7	Time Table & Workload	Sh. Surender Kumar (Convenor) <i>Sures</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>Naita</i> All Teaching Staff
9	Women Cell	Smt. Usha Kumari (Convenor) <i>Usha</i> Smt. Geeta Yadav <i>Geeta</i> Dr. Neetu Singh <i>Sneet</i>
10	Placement & Career Guidance Cell	Dr. Pooja Grover (Convenor) Smt. Neetu Rani <i>Naita</i> Sh. Santpal Singh <i>Santpal</i>

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

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

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

46	HKRN/ Out Source	Sh. Surender I.A. <i>Sher</i> Dr. Roop Chand (Convener) <i>RC</i> Sh. Devender Kumar
47	Drinking Water and Water Tank Maintenance.	Sh. Virender Singh <i>Virender</i> Sh. Rakesh <i>Rakesh</i> Sh. Hari Ram.
48	Annual Report	Smt. Pooja Grover (Convener) Smt. Savitri Devi <i>Savitri</i> Smt. Usha Kumari <i>Usha</i> Smt. Rekha yadav <i>Rekha</i>
49	College Magazine	Dr. Namita (Chief Editor) <i>Namita</i> Dr. Joginder (Editor Commerce) Dr. Inderjeet (Editor Science) <i>I Singh</i> Dr. Kiran Sharma (Editor Art) <i>Kiran</i>
50	Alumni Cell	Smt. Geeta Yadav (Convener) <i>Geeta</i> Smt. Sudesh Devi <i>Sudesh</i> Dr. Neetu Singh <i>Neetu</i> Sh. Manjeet Singh <i>Manjeet Singh</i>
51	Apprentice	Sh. Surender (Nodal) <i>Sher</i> Sh. Devender Kumar <i>Devender</i>
52	Absentee Fine	Smt. Geeta Yadav <i>Geeta</i> Sh. Surender Singh <i>Sher</i> Smt. Neetu Rani. <i>Neetu</i>
53	Activity Register Maintenance	Dr. Pooja Grover
54	CCTV Camera Maintenance	Dr. Nisha Incharge <i>Nisha</i> Sh. Devender <i>Devender</i>
55	CSR Committee	Dr. Inderjeet Singh <i>I Singh</i> Sh. Santpal <i>Santpal</i> Dr. Pooja Grover
56	Committee for financial Sanction	Sr. No. 9,10,11,17,19,20,21 & 23 Dr. Joginder Singh <i>Joginder</i> Sr. No 26,30,36,42,44,47,48,51 & 54 Dr. Inderjeet Singh <i>I Singh</i>

Nishu
Principal
Govt. College Bawal