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

**ADMINSITRATIVE COMMITTEES**

Revised on 13-07 2020

Keeping in view the changes in the staff the following committees have been reconstituted for session 2021-22. The new incharges /conveners of different activities are directed to take over the charges from the earlier incharges with immediate effect and get it signed from the undersigned so that the compliance of the same may be sent to the Director Higher Education.

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| 1 | **I.Q.A.C** | Principal PatronDr. NamitaDr.Mamta GuptaDr. Joginder SinghDr. Vijender SinghSh. Inderjeet SinghDr. L.N.Sharma (Retd. Principal)Sh. Satish Kumar(Retd. Dy. Supdtt.)Rakhee B.Sc. III |
| 2 | **College Council Cum College Development/Building Committee**  | Dr.NamitaDr.Mamta GuptaDr. Joginder SinghDr. Vijender SinghSh. Inderjeet Singh |
| 3. | **NAAC** | Sh. Inderjeet Singh(Convenor)Dr. NamitaDr. Mamta GuptaDr. Joginder SinghDr. Vijender Singh |
| 4 | **Bursar** | Dr.Namita |
| 5 | **Sexual Harashment**  | Dr. Namita(Convenor)Dr. Mamta GuptaSh. Inderjeet Singh |
| 6 | **Staff Secretary** | Dr. Joginder Singh |
| 7 | **Time Table & Workload Incharge** |  Sh. Surender Kumar (Incharge)Smt. Savitiri DeviSmt. Usha KumariSmt. MeenakshiSmt. Rekha Chopra |
| 8 | **Discipline/ Anti- Ragging Committee** | Dr. Joginder Singh (Convenor)All Teaching Staff |
| 9 | **Women Cell Incharge**  | Smt. Usha Kumari (Convenor)Smt. Geeta YadavDr. Nisha |
| 10 | **Placement & Career Guidance Cell** | Sh. Inderjeet Singh (Convenor)Dr. Kiran SharmaDr. NishaSh. Santpal Singh |
| 11 | **U.G.C./RUSSA** | Dr. Joginder SinghDr. Vijender SinghSmt. Rekha ChopraSmt. Pooja GroverSh. Ishwar SinghSh. Virender SinghSh. Rakesh Kumar |
| 12 | **Cultural Activities, Youth Festival & Days Celebration/ Seating , Shamiana and Mike & Sound** | Smt. Pooja Grover (Convenor)Smt. Usha KumariSmt. MeenakshiSmt. Rekha ChopraSmt. Savitiri DeviSmt. Kiran Sharma Smt. Rekha Kumari Smt. Sudesh Devi  |
| 13 |  **SC Scholarships** | Sh. Roop Chand (Convenor)Sh. SurenderSmt. Nirmala  |
|  14 | **All other Scholarship** | Sh. Santpal SinghSmt. Babita YadavSmt. Bhawna JangirSmt. MeenakshiSmt. Rekha Chopra |
| 15 | **Library Purchase/ Advisory Committee**  | Dr.Mamta GuptaSh. Roop Chand Smt. Neetu RaniSh. Ishwar SinghSmt. Rekha YadavSh. Arun Sharma (Library Incharge) |
| 16 | **N.C.C.** | Sh. Inderjeet SinghSh. Virender Rathi |
| 17.  | **N.S.S.**  | Dr. Joginder Singh( Boy Incharge)Sh. Surender Kumar Sh.Devender Kaushik Sh. Manjeet SinghSmt. Rekha Yadav ( Girls Incharge)Smt. Babita YadavSh. Rajender PrashadSmt. Meena Kumari  |
| 18 | **Legal Cell/ Court Case/ Legal Literacy Cell** | Sh. Roop Chand (Incharge)Dr. Kiran SharmaSmt. Sudesh DeviSh. Surender KumarSmt. Nirmala DeviSh. Devender Kaushik |
| 19 | **Earn While You Learn** | Dr. Kiran Sharma( Convenor)Smt. Sudesh DeviSmt. Meenakshi |
| 20. | **Red Cross/ Blood Donation/ Red Ribbon Committee/SAF** | Dr. Vijender SinghSh. Inderjeet SinghSmt. Bhawna JangirSmt. Babita Yadav |
| 21. | **R.T.I.** | Dr. Mamta Gupta (SPIO)Dr. Vijender Singh (ASPIO)Smt. Nirmala Devi (Clerk) |
| 22 | **Campus Beautification/ Swachta Committee/Eco Club** | Sh. Ishwar Singh( Convenor)Smt. Usha KumariSmt. Pooja GroverSmt. Vivek BhartiSmt. Rekha Chopra |
| 23 | **Sports Board** | Patron - PrincipalPresident - Dr. NamitaSecretary Sh. Roop ChandMember Dr. Joginder SinghMember Dr. Vijender SinghMember Sh. Inderjeet Singh |
| 24 | **Sports** | Sh. Roop Chand (Convenor)Smt. Neeru YadavSmt. RekhaSmt. Neetu RaniSh. Virender SinghSh. Surender KumarSmt. Sudesh DeviSh. Rakesh Kumar |
| 25 | **Decoration Committee** | Smt. Pooja Grover (Convenor)Smt. BabitaSmt. Usha KumariSmt. Rekha ChopraSmt. Bhawana JangirDr. NishaSmt. Sheetal Devi |
| 26 | **PWD, Public Health, Health and College development committee**  | Dr. Namita (Convenor)Dr. Mamta GuptaDr. Joginder SinghDr. Vijender SinghSh. Inderjeet SinghSh. Ishwar SinghSh. Santpal SinghSh. Devender Kumar |
| 27 | **Property Incharge** | Dr. Mamta Gupta (Incharge)Sh. Ishwar SinghSh. SantpalSh. Surender KumarSmt. Neeru YadavSmt. Pooja Grover |
| 28 | **Web Portal/Website/Internet** | Dr. Namita (Incharge)Sh. Inderjeet SinghSh. Devender Kumar (Web Portal.)Sh. Devender(Website) |
| 29 | **Voter ID Card/ Parivar Pehchan Patra (PPP****)** | Sh. SantpalSmt. Pooja GroverSmt. Vivek BhartiSmt. Meenakshi |
| 30 | **AISHE/PRAYAAS** | Dr. Joginder Singh (Incharge)Smt. Geeta YadavSmt. MeenakshiSh. Santpal SinghSmt. Vivek BhartiSh. Devender Kumar |
| 31 |  **Student Grievance &Redressal Cell** |  Dr. Mamta Gupta (Convenor)Dr. Joginder SinghDr. Vijender SinghSh. Inderjeet Singh |
| 32 |  **Nodal Officer University Seat, Registrar, Internal Assessment & University matters)** | Dr. Joginder Singh (Convenor)Dr. Vijender SinghSmt. Neeru YadavDr. Kiran Sharma Sh. Devender KaushikSh. Devender Kumar  |
| 33 | **Bus/Railway Pass** | Sh. Rajender ParsadSh. Chander Shekhar  |
| 34 | **Incharge Lecturer Shortage & Absentee Fine**  |  Smt. Savitiri Devi (Incharge)Smt. Geeta DeviSh. Rajender Prasad  |
| 35 | **Electricity & Generator** | Dr. Vijender SinghSh. Ishwar SinghSmt. Kiran SharmaSh. SurenderSh. Devender KumarSh. Devender |
| 36 | **Biometric/HRMS/MIS** | Dr. Namita (Incharge)Sh. Inderjeet SinghSh. Nirmala DeviSh. Devender KushikSh. Devender KumarSh. Devender |
| 37 | **ERP Module** | Dr.. Vijender SinghSh. Inderjeet SinghSh. Devender KumarSh. Devender Yadav |
| 38 | **Out Source Agency/Workers** | Dr. Namita(Convenor)Dr. Mamta GuptaDr. Joginder SinghDr. Vijender SinghSh. Inderjeet SinghSmt. Nirmala DeviSh. Devender Kaushik |
| 39 | **Computer** | Dr. Mamta Gupta (Convenor)Sh. Inderjeet SinghSh. Devender KumarSh. DevenderSmt. Sheetal Devi |
| 40 | **Income Tax (TDS)** | Dr. Joginder Singh (Incharge)Smt. Rekha ChopraSh. Sant Pal Smt. Meenakshi |
| 41 |  **Dilapidation Committee** | Dr. Joginder SinghDr. Vijender SinghSh. Inderjeet SinghSh. Virender RathiSh. SantpalSh. Rakesh KumarSh. Ishwar Singh |
| 42 | **Refreshment Committee** | Smt. Neeru YadavDr. NishaSmt. Rekha YadavSh. DevenderSmt. Sheetal Devi |
| 43 | **Office Expenses Committee** | Dr. Vijender SinghSh. Ishwar SinghSh. Roop ChandSh. Chander Shekhar |
| 44 | **Committee for financial Sanction**  | Sr. No. 9 & 12 Dr. Mamta GuptaSr. No. 14 & 19 Dr. Joginder SinghSr. No. 22 & 25 Dr. Vijender SinghSr. No. 29 & 42 Sh. Inderjeet Singh  |

**Principal**