

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

ADMINISTRATIVE COMMITTEES (2025-26)

Memo No. GCB/5609

Date: 10.07.2025

The new In-charges /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	Bursar	Dr. Inderjeet Singh <i>(I Singh)</i>
2	College Council	Dr. Inderjeet Singh (Convener) <i>(I Singh)</i> Sh. Manish kumar <i>(Manish)</i> Smt. Savitri Devi Sh. Santpal Dr. Kiran Sharma <i>(Kiran S.)</i>
3	IQAC/NAAC	Sh. Santpal (Co-ordinator) Dr. Kiran Sharma <i>(Kiran S.)</i> Dr. Nisha <i>(Nisha)</i> Sh. Surender Kumar <i>(S.K.)</i> Smt. Usha Kumari <i>(Usha)</i> Sh. Ravi Gupta (Industrial Expert) Sh. Ishwar Chaneja (Alumni) Ms. Bhawana B.A. III
4	ERP& IDP	Sh. Manish Kumar (Convener) <i>(Manish)</i> Sh. Santpal Smt. Vivek Bharti <i>(Vivek)</i> Sh. Roop Chand Sh. Devender Kumar
5	NIRF	Smt. Vivek Bharti (Convener) <i>(Vivek)</i> Smt. Rekha Chopra <i>(Rekha)</i> Sh. Surender Kumar <i>(S.K.)</i> Sh. Devender
6	AISHE/PRAYAAS/UGC	Sh. Roop Chand (Convener) Sh. Devender Kumar Smt. Sheetal Devi
7	Registrar College/ Nodal Officer University Seat Internal Assessment & University matters)	Smt. Savitri Devi (Convener) Dr. Neeru Yadav <i>(Neeru)</i> Smt. Sarita Devi
8	Staff Secretary	Smt. Neetu Singh (In-charge) <i>(Neetu)</i> Sh. Devender
9	Internal Complaint / Sexual Harassment (Posh)	Smt. Savitiri Devi (Convener) Dr. Inderjeet Singh <i>(I Singh)</i> Sh. Manish Kumar <i>(Manish)</i> Smt. Usha kumari <i>(Usha)</i> Sh. Vishal Sh. Nihal Singh (External Member) Ms. Bhawana (Student B.A. III)

(Signature)

10	Discipline/ Anti- Ragging Committee/ Student Grievance	Dr. Inderjeet Singh (Convener) <i>LSingh</i> Sh. Manish Kumar <i>Manish</i> Sh. Santpal <i>SA</i> Dr. Nisha <i>Nisha</i> Smt. Rekha Chopra <i>Rekha Chopra</i> Sh. Devender
11	Internship Cell	Smt. Rekha Chopra (Co-ordinator) <i>Rekha Chopra</i> Sh. Ishwar Singh (Supervisor) Smt. Usha Kumari (Supervisor) <i>Usha</i> Sh. Surender Kumar (Supervisor) <i>SA</i> Smt. Savitri Devi (B.A. Teacher In-charge) Dr. Nisha (B.A. Teacher In-charge) <i>Nisha</i> Dr. Neetu Singh (B.A. Teacher In-charge) <i>Neetu</i> Smt. Santpal (B.Com. Teacher In-charge) <i>Santpal</i> Dr. Babita Yadav (B.Sc. Teacher In-charge) <i>Babita</i> Dr. Rekha Yadav (M.A. Teacher In-charge) <i>Rekha</i>
12	SC Cell	Smt. Savitri Devi (Convener) Sh. Surender Kumar <i>SA</i> Smt. Rekha Chopra <i>Rekha Chopra</i> Smt. Sheetal Devi
13	Time Table & Workload	Sh. Surender Kumar (Convener) <i>SA</i> Sh. Santpal <i>SA</i> Smt. Vivek Bharti <i>Vivek</i> Sh. Devender Kumar
14	Women Cell	Smt. Usha Kumari (Convener) <i>Usha</i> Dr. Nisha <i>Nisha</i> Dr. Neetu Singh <i>Neetu</i>
15	Placement & Personality & Development Cell	Smt. Rekha Chopra (Convener) <i>Rekha Chopra</i> Dr. Rekha Yadav <i>Rekha</i> Smt. Vivek Bharti <i>Vivek</i>
16	Cultural Activities, Youth Festival & Days Celebration/ Seating, Shamiyana and Mike & Sound	Dr. Rekha Yadav (Convener) <i>Rekha</i> Smt. Rekha Chopra <i>Rekha Chopra</i> Smt. Savitri Devi Smt. Sudesh Devi <i>Sudesh</i> Dr. Neetu Singh <i>Neetu</i> Sh. Ishwar Singh Sh. Devender
17	All Scholarship	Mr. Roop Chand (Convener) Smt. Sheetal Devi
18	Library Purchase/ Advisory Committee	Smt. Savitri Devi Smt. Rekha Yadav <i>Rekha</i> Smt. Usha Kumari <i>Usha</i> Sh. Parveen Yadav (Library In-charge) Sh. Arun Sharma
19	N.C.C.	Sh. Manish kumar (CTO) <i>Manish</i> Smt. Neetu Singh <i>Neetu</i> Smt. Usha Kumari <i>Usha</i> Smt. Sheetal Devi (Clerk)

20	N.S.S.	Dr. Neetu Singh (Boy In-charge) <i>Neetu</i> Dr. Babita Yadav (Girls In-charge) <i>Babita</i> Sh. Ishwar Singh (Member) Smt. Usha Kumari (Member) <i>Usha</i> Smt. Vivek Bharti (Member) <i>Vivek</i> Smt. Sudesh Devi (Member) <i>Sudesh</i> Smt. Sarita Kumari (Clerk Girls Unit) Sh. Dayanand (Clerk Boys Unit) Sh. Rajesh kumar (Peon)
21	Legal Cell/ Court Case	Sh. Manish Kumar (Convener) <i>Manish</i> Sh. Ishwar Singh Smt. Savitri Devi Sh. Surender kumar <i>Surender</i>
22	Legal Literacy Cell	Dr. Kiran Sharma <i>Kiran</i> Smt. Sudesh Devi <i>Sudesh</i> Dr. Nisha <i>Nisha</i>
23	Earn While You Learn	Dr. Kiran Sharma (Convener) <i>Kiran</i> Smt. Sudesh Devi <i>Sudesh</i> Dr. Rekha Yadav <i>Rekha</i>
24	YRC/SAF/ Road Safety/Surakshit Vahan Abhiyan/Drugs Awareness	Smt. Vivek Bharti (Convener) <i>Vivek</i> Dr. Neetu Singh <i>Neetu</i> Dr. Neeru Yadav <i>Neeru</i>
25	Water & Plumbing Maintenance.	Sh. Ishwar Singh (Convener) Smt. Sudesh Devi <i>Sudesh</i> Dr. Neetu Singh <i>Neetu</i> Sh. Jitender Kumar
26	Science Club	Smt. Vivek Bharti (Convener) Dr. Babita Yadav (Member) <i>Babita</i> Dr. Neeru Yadav (Member) <i>Neeru</i> Sh. Devender Kumar (Member)
27	Sports Cell	Sh. Manish Kumar (Convener) <i>Manish</i> Sh. Ishwar Singh Smt. Rekha Chopra <i>Rekha Chopra</i> Dr. Neeru Yadav <i>Neeru</i>
28	College Cleanliness	Sh. Ishwar Singh (Convener) Dr. Neeru Yadav Dr. Babita Yadav <i>Babita</i> Sh. Hariram
29	Biometric/ Internet/Web Portal/ Website/ College Facebook Page	Sh. Devender (Biometric & Internet) Sh. Devender Kumar (Web Portal) Smt. Sheetal Devi (Website & Facebook)
30	Computer /IT Cell	Sh. Devender Kumar Sh. Devender Smt. Sheetal Devi (Computer Lab Incharge)
31	PWD, Public Health, College Development and Dilapidation Committee	Dr. Inderjeet Singh (Convener) <i>I Singh</i> Sh. Ishwar Singh Smt. Usha Kumari <i>Usha</i> Smt. Sarita Kumari Sh. Parveen Yadav

32	Voter ID Card/ PPP/ Passport/Driving License	Dr. Neeru Yadav (Convener) <i>Neeru</i> Sh. Santpal Sh. Devender Kumar
33	RUSA	Dr. Inderjeet Singh (Convener) <i>I Singh</i> Dr. Rekha Yadav <i>Rekha</i> Smt. Savitiri Devi Sh. Santpal Sh. Dayanand Sh. Parveen Yadav
34	Bus Pass	Sh. Devender Sh. Arun Sharma
35	R.T.I./ CM Window	Dr. Inderjeet Singh (SPIO) <i>I Singh</i> Sh. Santpal (ASPIO) Sh. Surender Singh
36	Decoration Committee	Dr. Nisha (Convener) <i>Nisha</i> Dr. Babita Yadav Smt. Usha Kumari Smt. Rekha Chopra <i>Rekha Chopra</i> Smt. Sheetal Devi
37	HRMS/MIS	Dr. Inderjeet Singh (Convener) <i>I Singh</i> Sh. Devender Kumar Sh. Devender
38	Electricity & Generator	Smt. Usha kumari (Convener) <i>Usha</i> Smt. Rekha Chopra <i>Rekha Chopra</i> Sh. Surender kumar
39	Income Tax (TDS)	Sh. Santpal (Convener) Smt. Rekha Chopra <i>Rekha Chopra</i>
40	Refreshment Committee	Dr. Rekha Yadav (Convener) <i>Rekha</i> Sh. Devender Smt. Sheetal Devi
41	Office Expenses Committee	Sh. Dayanand (Convener) Smt. Sarita kumari Sh. Vishal Sh. Manjeet Singh <i>Manjeet Singh</i>
42	Seminar Hall	Dr. Babita Yadav <i>Babita</i> Smt. Rekha Chopra <i>Rekha Chopra</i> Sh. Surender Singh
43	HKRN	Sh. Devender Kumar (Convener) Sh. Devender Sh. Surender Singh
44	In-charge Lecturer Shortage & Absentee Fine	Dr. Neeru Yadav (Convener) <i>Neeru</i> Sh. Devender Kumar Smt. Sheetal Devi Sh. Surender Singh
45	Annual Report	Dr. Kiran Sharma (Convener) <i>Kiran</i> Smt. Rekha Chopra <i>Rekha Chopra</i> Smt. Savitiri Devi Smt. Rekha Yadav <i>Rekha</i> Dr. Neeru Yadav <i>Neeru</i>

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46	Alumni Cell	Smt. Sudesh Devi (Convener) <i>Sudesh D.</i> Smt. Rekha Chopra Smt. Vivek Bharti <i>Vivek Bharti</i> Sh. Manjeet Singh <i>Manjeet Singh</i>
47	Apprentice	Dr. Nisha (Nodal Officer) <i>Nishi</i> Sh. Surender Kumar <i>SK</i> Sh. Devender Kumar
48	Activity Register Maintenance	Dr. Nisha (Convener) <i>Nishi</i> Dr. Rekha Yadav <i>Rekha</i> Smt. Sudesh Devi
49	CCTV Camera Maintenance	Dr. Nisha (Convener) <i>Nishi</i> Dr. Kiran Sharma <i>Kiran</i> Sh. Devender
50	CSR Committee	Dr. Inderjeet Singh (Convener) <i>I Singh</i> Sh. Manish Kumar <i>Manish</i> Sh. Santpal
51	Printing/ Photography & Videography	Smt. Usha Kumari (Convener) <i>Usha</i> Dr. Neetu Singh <i>Neetu</i> Smt. Sudesh Devi <i>Sudesh D.</i>
52	Yoga/ Hobby Club	Smt. Sudesh Devi (Convener) <i>Sudesh D.</i> Dr. Neetu Singh <i>Neetu</i> Sh. Surender Kumar <i>SK</i>
53	Result Verification	Dr. Inderjeet Singh (Convener) <i>I Singh</i> Sh. Manish Kumar <i>Manish</i> Dr. Kiran Sharma <i>Kiran</i> Dr. Babita Yadav Smt. Rekha Chopra <i>Rekha Chopra</i>
54	Property Charge	Dr. Inderjeet Singh (Convener) Sh. Ishwar Singh Smt. Sudesh Devi <i>Sudesh D.</i>
55	Office Administration	Sh. Vishal :- Accounts & Funds, Treasury Sh. Dayanand: Estt. Incharge, Diary & Dispatch Sh. Devender :- Email Smt. Sarita Kumari- University Clerk Sh. Manjeet Singh:- Office work <i>Manjeet Singh</i> Sh. Arun Sharma:- Treasury in addition to Library Sh. Surender Singh:- Physics, Chemistry Lab, Geography Lab, Bank, Post Office & Bijli Board
56	Financial Sanction	Sr. No. 3, 5, 7, 11, 14, 15, 16, 20, 22, 23, 24, 25, 26, 28 Mr. Manish Kumar <i>Manish</i> Sr. No. 29, 30, 31, 32, 33, 38, 44, 45, 46, 47, 49, 51, 52 Mr. Parveen Yadav

Nishi
Principal
Govt. ~~College~~ *Govt. College* Bawal
Durga