

Office of the Principal Govt. College Narnaund (Hisar)
Annual Duty Committees for the session 2024-25

Office Order No. - 597

Dated: - 22/08/2024

The following Annual Duty Committees have been constituted for the smooth functioning of the college during the session 2024-25. The first name of the committee will be the Convener of concerned committee & rest will be members. The conveners of various committees shall note down the names of the faculty members who are associated with them as members in their respective committees. Further, all of the conveners are directed to takeover and handover the charges immediately so that, each newly constituted Committees may starts its functioning with immediate effects. These duties will come into force with immediate effect.

Sr. No.	Name of the Committees	Name of Conveners & Team Members	Signature
1.	College Council, Reception Committee, Sports Board, Physical Verification -cum-Write-off & Auction Committee, Counselling Cell	Principal (Chairperson)	
		Dr. Pankaj Goyat, A/P Physical Education	
		Dr. Sanjay Kumar, A/P Geography	
		Dr. Satish Kumar, A/P Hindi	
		Sh. Raj Kumar, A/P Geography	
		Sh. Krishan Chand, A/P Commerce	
		Dr. Sucheta, A/P Commerce	
2.	i) State PIO	Dr. Satish Kumar, A/P Hindi	
	ii) Assistant State PIO	Sh. Raj Kumar, A/P Geography	
3.	Chief Mentor -cum- Proctor	Dr. Pankaj Goyat, A/P Physical Education	
4.	Bursar & HRMS	Sh. Krishan Chand, A/P Commerce	
5.	IQAC Committee	Dr. Pankaj Goyat, A/P Physical Education	
		Dr. Sanjay Kumar, A/P Geography	
		Dr. Neha Rani, A/P Commerce	
		Dr. Naina, A/P Botany	
		Dr. Parveen Jain, A/P Physics	
		Dr. Ajay Kumar, A/P Geography	
		Dr. Anoop Singh, A/P History	
		Dr. Dinesh Kumar, MO (as Sr. Adm. Officer)	
		Sh. Ram Kumar, Nominee - Local Society	
		Sh. Dharampal Mittal, Nominee- Industries	
		Mr. Naseeb Khan, Nominee - Alumni	
		Mr. Vivek, B.A. IIIrd, Nominee - Students	
6.	NAAC & AQAR Committee	Dr. Naina, A/P Botany (MEMBER)	
		Dr. Neha Rani, A/P Commerce (CONVENER)	
		Smt. Suman Kumari, A/P Maths	
		Dr. Parveen Jain, A/P Physics	
		Dr. Anoop Singh, A/P History	
		Sh. Hardeep, E/L Chemistry	
		Mr. Ashok Kumar, E/L History	
		Dr. Satish Kumar, E/L Mass Comm.	
		Sh. Naveen, LA Comp.	

7.	University Work: a) Registration Return b) Exam Forms c) Online- Offline Exams d) Internal Assessment e) Results (Practical Award Uploading f) Attestation Work g) Result Verification h) Eligibility- Checking of Dropout Students & i) All types of University Inspections & University related Works. 763	Dr. Sucheta, A/P Commerce	Sucheta
		Smt. Sushila, A/P Maths	Sushila
		Smt. Suman Kumari, A/P Maths	Suman
		Dr. Anoop Singh, A/P History	Anoop Singh
		Dr. Naina, A/P Botany	Naina
		Dr. Ajay Kumar, A/P Geography	Ajay
		Dr. Satish Kumar, A/P Comp. Science	Satish
		Sh. Hardeep, E/L Chemistry	Hardeep
		Smt. Manjeet, E/L Zoology	Manjeet
		Dr. Manita, E/L Commerce	Manita
		Dr. Suresh Kumar, E/L Pol. Science	Suresh
		Sh. Ashok Kumar, E/L History	Ashok Kumar
		Smt. Savita Jangra, E/L Mass Comm.	Savita
		Smt. Mukesh Rani, E/L Psychology	Mukesh
		Ms. Reena (University Clerk)	Reena
		Sh. Govind (L.A. Computers)	Govind
8.	Staff and Social Secretary	Sh. Sukhdev, A/P Maths	Sukhdev
		Dr. Ajay Kumar, A/P Geography	Ajay
9.	Cultural Affairs and Youth Welfare Committee	Dr. Pankaj Goyat, A/P Physical Education	Pankaj
		Dr. Ajay Kumar, A/P Geography	Ajay
		Smt. Sushila, A/P Maths	Sushila
		Dr. Neha Rani, A/P Commerce	Neha
		Dr. Naina, A/P Botany	Naina
		Smt. Sunita Rani, E/L Hindi	Sunita
		Smt. Savita Jangra, E/L Mass Comm.	Savita
		Smt. Manjeet, E/L Zoology	Manjeet
		Sh. Hardeep, E/L Chemistry	Hardeep
		Dr. Satish Kumar, Mass. Comm.	Satish
10.	O.E./Stationary Monitoring & Purchase Committee	Dr. Anoop Singh, A/P History	Anoop Singh
		Dr. Parveen Jain, A/P Physics	Parveen
		Sh. Sukhdev, A/P Maths	Sukhdev
11.	SVEEP/ Electoral Literacy Club/ Voter ID Card, AERO, Socio - Economic & CRID Survey	Sh. Sukhdev, A/P Maths	Sukhdev
		Dr. Satish Kumar, A/P Hindi	Satish
		Dr. Neha Rani, A/P Commerce	Neha
		Smt. Suman Kumari, A/P Maths	Suman
		Smt. Sushila, A/P Maths	Sushila
		Sh. Krishan Chand, A/P Commerce	Krishan
		Sh. Hardeep, E/L Chemistry	Hardeep
		Smt. Savita Jangra, E/L Mass Comm.	Savita
		Dr. Parvesh, E/L English	Parvesh
		Smt. Sunita, E/L English	Sunita
		Sh. Ashok Kumar, E/L History	Ashok Kumar
		Sh. Naresh Jaglan, Comp. Instructor	Naresh
		Sh. Vikas Dutt, Clerk	Vikas
		Sh. Naveen, L.A Comp.	Naveen

12.	PWD (B&R), Building Fund, Public Health Department Related Issues	Sh. Krishan Chand, A/P Commerce	Sh. Raj Kumar, A/P Geography	Dr. Satish Kumar, E/L Comp. Science
13.	All types of Furniture/ Class Room Items Repair Committee	Sh. Raj Kumar, A/P Geography	Dr. Satish Kumar, A/P Hindi	Sh. Krishan Chand, A/P Commerce
14.	Library & Book Bank Advisory/ Purchase Committee	Dr. Parveen Jain, A/P Physics	Sh. Sukhdev, A/P Maths	Smt. Sushila, A/P Maths
15.	Career Guidance Bureau & Placement Cell	Dr. Ajay Kumar, A/P Geography	Dr. Naina, A/P Botany	Dr. Anoop Singh, A/P History
				Dr. Satish Kumar, E/L Mass Comm.
16.	R.K.Fund & Abdul Kalam Fund	Smt. Suman Kumari, A/P Maths	Dr. Neha Rani, A/P Commerce	Smt. Sushila, A/P Maths
17.	Educational Tour and Trips (Boys)	Dr. Parveen Jain, A/P Physics	Sh. Raj Kumar, A/P Geography	Dr. Satish Kumar, E/L Mass Comm.
				Dr. Sandeep Gill, E/L English
18.	Invitation for all functions	Dr. Satish Kumar, A/P Hindi	Sh. Krishan Chand, A/P Commerce	Dr. Suresh Kumar, E/L Pol. Science
19.	Seating Arrangements- Tent, Shamiana & Sound System etc.	Dr. Ajay Kumar, A/P Geography	Dr. Anoop Singh, A/P History	Sh. Sukhdev, A/P Maths
				Sh. Krishan Chand, A/P Commerce
				Sh. Ashok Kumar, E/L History
20.	Earn While Learn Scheme Committee	Smt. Sushila, A/P Maths	Dr. Ajay Kumar, A/P Geography	Smt. Suman Kumari, A/P Maths
				Dr. Parveen Jain, A/P Physics
21.	E.V.S, Tree Plantation, Eco Club, Unnat Bharat & Haryana Harit Abhiyan	Dr. Naina, A/P Botany	Sh. Raj Kumar, A/P Geography	Dr. Parveen Jain, A/P Physics
				Smt. Sushila, A/P Maths
				Sh. Ashok Kumar, E/L History
				Mrs. Suman, E/L Geography
22.	Bus Pass Committee	Sh. Sukhdev, A/P Maths	Dr. Anoop Singh, A/P History	Sh. Ashok Kumar, E/L History
				Sh. Pawan L.A.
23.	NSS (Swachta Mission/ Ek Bharat Shreshtha Bharat/ Vikshit Bharat @ 2047 Sankalp Yatra)	Smt. Suman Kumari, A/P Maths	Dr. Neha Rani, A/P Commerce	Dr. Sucheta, A/P Commerce
				Sh. Sukhdev, A/P Maths
				Smt. Sushila, A/P Maths

		Sh. Ashok Kumar, E/L History Dr. Parvesh, E/L English Smt. Manjeet, E/L Zoology Dr. Parvesh, E/L English Smt. Mukesh Rani, E/L Psychology Dr. Satish Kumar, E/L Comp. Sci Mrs. Suman, E/L Geography Sh. Hardeep, E/L Chemistry Sh. Vikas Dutt, NSS Clerk	Manjeet Parvesh Rani Satish Suman Hardeep Vikas
24.	Women Cell	Smt. Sushila, A/P Maths Dr. Sucheta, A/P Commerce Dr. Naina, A/P Botany Dr. Neha Rani, A/P Commerce Dr. Monu Devi, E/L Economics Mrs. Sunita, E/L Hindi Smt. Manjeet, E/L Zoology Dr. Manita, E/L Commerce	Sushila Sucheta Naina Neha Monu Sunita Manjeet Manita
25.	Electricity, Generator, Electric Equipment's, Electricity Bill Committee	Dr. Satish Kumar, A/P Hindi Sh. Raj Kumar, A/P Geography Sh. Sunny (Assistant)	Satish Raj Sunny
26.	Welfare of SC, BC Students/ Stipend/ Merit Scholarship and incentive Committee LIG/ BPL / Freedom Fighter and Others etc.	SC Scholarship: 1. Sh. Raj Kumar, A/P Geography 2. Sh. Sandeep, E/L Chemistry 3. Mrs Suman, Geography BC Scholarship /PFMS: 1. Smt. Sushila, A/P Maths 2. Smt. Savita Jangra, E/L Mass Comm. Merit /General Scholarship: 1. Sh. Sukhdev, A/P Maths 2. Dr. Satish Kumar, E/L Mass Comm. *Scholarship Clerk: Sh. Vikas Dutt	Raj Sandeep Suman Sushila Savita Sukhdev Satish Vikas
27.	Computer, CCTV, IT & Smart Class Room Maintenance & Repair Committee	Sh. Raj Kumar, A/P Geography Dr. Parveen Jain, A/P Physics Dr. Anoop Singh, A/P Singh Sh. Naresh Jaglan, Computer Instructor	Raj Parveen Anoop Naresh
28.	Science Exhibition & Lab Up-gradation grant	Dr. Naina, A/P Botany HOD's of Concerned Depts.	Naina HOD's
29.	Refreshment Committee	Dr. Ajay Kumar, A/P Geography Dr. Neha Rani, A/P Commerce	Ajay Neha
30.	Educational Tour & Trips (Girls)	Dr. Neha Rani, A/P Commerce Dr. Sucheta, A/P Commerce Smt. Sushila, A/P Maths Smt. Suman Kumari, A/P Maths Mrs. Sunita, E/L Hindi Sh. Raj Kumar, A/P Geography Sh. Sukhdev, A/P Maths Sh. Sandeep Kumar, E/L Chemistry	Neha Sucheta Sushila Suman Sunita Raj Sukhdev Sandeep
		* Smt. Suman Kumari, A/P Maths * Mrs. Sunita, E/L Hindi * Sh. Ashok Kumar, E/L History	Suman Sunita Ashok

31.	Dispensary- First Aid, Red Cross, Sanitation Items (Health Fund) & all Health related Programmes of Administration	Dr. Parveen Jain, A/P Physics	
		Dr. Ajay Kumar, A/P Geography	
		Smt. Sushila, A/P Maths	
		Smt. Suman Kumari, A/P Maths	
		Dr. Savita Jangra, E/L Mass Comm.	
32.	Court Cases Committee (Employee's Related)	Dr. Sanjay Kumar, A/P Geography	
		Dr. Parveen Jain, A/P Physics	(Clerk)
		Dr. Sandeep Gill, E/L English	
		Sh. Vikas Dutt, Clerk	
33.	Decoration & Campus Beautification Committee	Smt. Sushila, A/P Maths	
		Dr. Neha Rani, A/P Commerce	(Clerk)
		Smt. Manjeet, E/L Zoology	
		Dr. Monu Devi, E/L Economics	
		Mrs. Suman, E/L Geography	
34.	AISHE & MIS Committee	Dr. Neha Rani, A/P Commerce	
		Sh. Naresh Jaglan, Computer Instructor	
35.	Time Table, Workload & Section Formation Committee	Dr. Neha Rani, A/P Commerce	
		Dr. Anoop Singh, A/P History	
		Dr. Naina, A/P Botany	
		Ms. Sunita, E/L Hindi	
		Dr. Manita, E/L Commerce	
36.	Important Days Celebration Committee	Dr. Satish Kumar, A/P Hindi	
		Smt. Sucheta, A/P Commerce	
		Sh. Raj Kumar, A/P Geography	
		Sh. Krishan Chand, A/P Commerce	
37.	Anti-Smoking, Anti-Drugs & Anti Ragging Cell <i>Composition Updated</i>	Dr. Pankaj Goyat, A/P Physical Education	
		Dr. Satish Mor, A/P Hindi	
		Sh. Raj Kumar, A/P Geography	
38.	Legal Literacy Cell	Dr. Satish Kumar, A/P Hindi	
		Dr. Sucheta, A/P Commerce	
		Sh. Krishan Chand, A/P Commerce	
		Dr. Suresh Kumar, E/L Pol. Sci.	
39.	Income Tax Calculation & College ITR	Sh. Krishan Chand, A/P Commerce	
		Dr. Neha Rani, A/P Commerce	
		Dr. Manita, E/L Commerce	
		Dr. Nisha, E/L Commerce	
40.	Internal Complaint Committee (ICC) & Prevention of Caste based Discrimination <i>Meeting NO 9/89.2023 CO (B) 21.08.2024 State committee</i>	Dr. Pankaj Goyat, A/P Physical Education	
		Dr. Sucheta, A/P Commerce	
		Dr. Naina, A/P Botany	
		Sh. Sukhdev, A/P Maths	
		Smt. Sushila, A/P Maths	
		Mrs. Sunita, L.A Physics	
		Sh. Sunny (Assistant)	
		Sh. Sunny (Assistant)	

Clubed
with 47

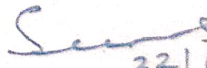
41.	College Web Site Updating Committee	Dr. Sucheta, A/P Commerce	
		Dr. Satish Kumar, E/L Mass Comm.	
		Sh. Naresh Jaglan, Computer Instructor	
		Sh. Govind Sharma, Computer LA	
42.	Email Updating Committee	Sh. Sunny (Assistant)	
		Sh. Naresh Jaglan, Computer Instructor	
43.	Aadhar Enabled Biometric Attendance Committee	Sh. Krishan Chand, A/P Commerce	
		Sh. Naresh Jaglan, Computer Instructor	
44.	Sports Goods/ items Purchase Committee	Dr. Pankaj Goyat, A/P Physical Education	
		Dr. Ajay Kumar, A/P Geography	
		Dr. Sucheta, A/P Commerce	
		Dr. Neha Rani, A/P Commerce	
		Sh. Sukhdev, A/P Maths	
45.	Printing (All items including ID cards)	Dr. Naina, A/P Botany	
		Sh. Sukhdev, A/P Maths	
		Dr. Anoop Singh, A/P History	
46.	Road Safety Club	Sh. Krishan Chand, A/P Commerce	
		Dr. Sucheta, A/P Commerce	
		Dr. Ajay Kumar, A/P Geography	
		Smt. Sushila, A/P Maths	
		Sh. Ashok Kumar, E/L History	
		Dr. Satish Kumar, E/L Mass Comm.	
		Dr. Monu Devi, E/L Economics	
47.	Anti-Sexual Harassment Committee (Prevention, Prohibition and Redressal of Sexual Harassment etc.) (clubed with 40)	Dr. Neha Rani, A/P Commerce	
		Smt. Sushila, A/P Maths	
		Dr. Naina, A/P Botany	
		Smt. Manjeet, E/L Zoology	
		Dr. Monu Devi, E/L Economics	
		Mrs. Sunita Rani, E/L Hindi	
48.	HKRN & Outsourcing Services Committee; Eligibility, Sanction of Salary, Salary & Experience Certification, Attendance register etc.	Dr. Anoop Singh, A/P History	
		Dr. Parveen Jain, A/P Physics	
		Sh. Krishan Chand, A/P Commerce	
		Dr. Ajay Kumar, A/P Geography	
		Sh. Sunny (Assistant)	
49.	ITI Apprenticeship Scheme	Sh. Naresh Jaglan	
		Dr. Anoop Singh, A/P History	
		Dr. Parveen Jain, A/P Physics	
		Sh. Sukhdev, A/P Maths	
50.	Passport Committee	Sh. Sunny (Assistant)	
		Dr. Ajay Kumar, A/P Geography	
		Sh. Sukhdev, A/P Maths	
51.	Driving License (Learner) Committee	Mr. Vikas Dutt, Clerk	
		Sh. Sukhdev, A/P Maths	
		Dr. Ajay Kumar, A/P Geography	
		Sh. Vikas Dutt, Clerk	

52.	Alumni Committee	Dr. Pankaj Goyat, A/P Physical Education	
		Dr. Ajay Kumar, A/P Geography	
		Dr. Neha Rani, A/P Commerce	
		Sh. Ashok Kumar, E/L History	
		Mrs. Sunita, E/L Hindi	
		Dr. Monu Devi, E/L Economics	
		Sh. Satish Kumar, E/L Mass Comm.	
53.	Resources & Disaster Management, Evacuation Planning, Rain Water issues & Solar Panel Committee	Sh. Sunny (Assistant)	
		Sh. Krishan Chand, A/P Commerce	
		Sh. Raj Kumar, A/P Geography	
		Dr. Ajay Kumar, A/P Geography	
54.	Extension Lecturer's Issues-Eligibility, Sanction of Salary, Displacement, Salary & Experience Certification, Attendance register and Court Cases etc.)	Dr. Sanjay Kumar, A/P Geography	
		Dr. Parveen Jain, A/P Physics ✓	
		Dr. Naina, A/P Botany	
		Dr. Anoop Singh, A/P History	
		Concerned Subject HOD	
		Dr. Sandeep Gill, E/L English	
		Sh. Sunny, Assistant	
55.	General Purchase / M & S Committee	Sh. Vikas Dutt, Clerk	
		Dr. Pankaj Goyat, A/P Physical Education	
		Smt. Sucheta, A/P Commerce	
		Dr. ✓ Ajay Kumar, A/P Geography	
		Dr. Parveen Jain, A/P Physics	
		Dr. Anoop Singh, A/P History	
56.	Govt. Dispute, Court Cases of Land & Building etc.	Dr. Satish Kumar, A/P Hindi	
		Dr. Satish Kumar, A/P Hindi, Conveier	
		Sh. Raj Kumar, A/P Geography	
57.	Photography	Sh. Krishan Chand, A/P Commerce	
		Dr. Anoop Singh, A/P History	
		Sh. Sukhdev, A/P Maths & Dr. Naina A/P Botany	
58.	College Property Records	Dr. Satish Kumar, E/L Mass Comm.	
		Sh. Raj Kumar, A/P Geography	
		Dr. Satish Kumar, A/P Hindi	
		Dr. Sucheta, A/P Commerce	
59.	RO System & Drinking Water Management	Sh. Krishan Chand, A/P Commerce	
		Dr. Parveen Jain, A/P Physics	
		Dr. Ajay Kumar, A/P Geography	
60.	Record of Degrees & Supervision of students' DMC's Entry	Sh. Sukhdev, A/P Maths	
		Dr. Sucheta, A/P Commerce	
		Dr. Satish Kumar, E/L Mass Comm.	
		Mr. Govind, L.A	

61.	Red Ribbon Club	Dr. Ajay Kumar, A/P Geography	<i>Dr. A</i>
		Dr. Parveen Jain, A/P Physics ✓	
		Smt. Suman Kumari, A/P Maths	<i>Ch</i>
62.	NSS Advisory Committee	Principal (Patron)	<i>Dr. A</i>
		Dr. Pankaj Goyat, A/P Physical Education	<i>Dr. A</i>
		Sh. Sukhdev, A/P Maths	<i>Dr. A</i>
		Smt. Sushila, A/P Maths	<i>Dr. A</i>
		Dr. Ajay Kumar, A/P Geography	<i>Dr. A</i>
63.	Students Character Certificate Issuance & Verification	Dr. Sucheta, A/P Commerce	<i>Dr. A</i>
		Dr. Satish Kumar, A/P Hindi	<i>Dr. A</i>
		Ms. Reena, University Clerk	<i>Dr. A</i>
64.	Counselling Cell	Smt. Suman Kumari, A/P Maths	<i>Dr. A</i>
		Smt. Sushila, A/P Maths	<i>Dr. A</i>
		Dr. Neha Rani, A/P. Commerce	<i>Dr. A</i>
65.	Fire Safety & Hazard Management	Smt. Sushila, A/P Maths	<i>Dr. A</i>
		Dr. Sucheta, A/P Commerce	<i>Dr. A</i>
		Dr. Satish Kumar, A/P Hindi	<i>Dr. A</i>
		Sh. Hardeep, E/L Chemistry	<i>Dr. A</i>
		Sh. Sandeep, E/L Chemistry	<i>Dr. A</i>
66.	Yoga Club	Dr. Pankaj Goyat, A/P Physical Education	<i>Dr. A</i>
		Sh. Krishan Chand, A/P Commerce	<i>Dr. A</i>
		Smt. Sushila, A/P Maths	<i>Dr. A</i>
		Mrs. Sunita, E/L Hindi	<i>Dr. A</i>
		Mrs. Suman Kumari, E/L Geography	<i>Dr. A</i>
		Dr. Manita, E/L Commerce	<i>Dr. A</i>
		Dr. Nisha, E/L Commerce	<i>Dr. A</i>
		Mr. Sandeep, E/L Chemistry	<i>Dr. A</i>
67.	CM Window & Jan Sanwad	Sh. Krishan Chand, A/P Commerce	<i>Dr. A</i>
		Dr. Satish Kumar, A/P Hindi	<i>Dr. A</i>
		Dr. Sucheta, A/P Commerce	<i>Dr. A</i>
		Sh. Ashok Kumar, E/L History	<i>Dr. A</i>
		Dr. Manita, E/L Commerce	<i>Dr. A</i>
68.	NEP & Subject Change (as per DGHE/ GJU S&T Guidelines) & Fee Concession Committee	Dr. Naina, A/P Botany	<i>Dr. A</i>
		Dr. Anoop Singh, A/P History	<i>Dr. A</i>
		Dr. Parveen Jain, A/P Physics	<i>Dr. A</i>
		Dr. Ajay Kumar, A/P Geography	<i>Dr. A</i>
		Sh. Sukhdev, A/P Maths	<i>Dr. A</i>
		Sh. Krishan Chand, A/P Commerce	<i>Dr. A</i>
		Dr. Satish Kumar, E/L Mass Comm.	<i>Dr. A</i>
		Dr. Nisha, E/L Commerce	<i>Dr. A</i>
69.	Subject Councils/ Subject Committees	Chief Patron (Principal)	<i>Dr. A</i>
		Patron (HOD)	
		Nominated as President (Final Year Student)	
		Nominated as Vice-President (2 nd Year Student)	
		Nominated as Treasurer (1 st Year Student)	

70.	Students Grievances Redressal Committee (SGRC) acc. to UGC S.G. Regulations- 2023; (Reference Memo No. UCB/24/2948-84, Dated: 13.03.2024)	Dr. Pankaj Goyat, Chairperson A/P Phy.Edu	
		Dr. Sucheta, A/P Commerce	
		Dr. Naina, A/P Botany	
		Sh. Sukhdev, A/P Maths	
		Dr. Anoop Singh, A/P History	
		Mr. Pardeep, B.A. IIIrd, Sp. Student Invitee	
71.	IPR Cell under IPR Cell of GJU S&T, Hisar (Reference Memo No. Patent Cell/2024/23-48; Dated: 29.03.2024)	Smt. Seema (Principal), Chairperson	
		Dr. Neha Rani, A/P Commerce	
		Dr. Naina, A/P Botany	
		Dr. Parveen Jain, A/P Physics	
		Dr. Anoop Singh, A/P History	
72.	P.R.O./ Press Note / Publicity Committee	Dr. Pankaj Goyat, Physical Education	
		Dr. Satish Kumar, E/L Mass Comm.	
		Sh. Ashok Kumar, E/L History	
		Ms. Sunita, E/L Hindi	

It is compulsory for each & every Department to form Subject Councils/Subject Committees this year according to norms/ designation given at Sr. No. 69 above & all the faculty members are directed for compliance of their duties well in time during the whole academic session 2024-25.


 22/8/24
 Principal
 Govt. College, Narnaund
 Narnaund (Hisar)



GOVT COLLEGE NARNAUND (HISAR)

Post Office- Narnaund, Tehsil- Narnaund, District Hisar. Pin- 125039 (Haryana)

Affiliated to Guru Jambheshwar University of Science and Technology, Hisar (Haryana)

Email id- gcnarnaund@gmail.com Website- www.gcnarnaund.ac.in



Office Order

In continuation of Office Order No. 597 dated 22/08/2024 of this college, it is notified that The Annual Duty Committees at Serial No. 40 & 47 has been clubbed due to administrative reasons. The Composition of New Committee and The Youth against Drug Club i.e. Anti Drug Committee, Anti Smoking & Anti Ragging Committee is given as under:

Sr No	Name of Committee	Name of Convenor & Team member	Signature
1.	Internal Complaint Committee (ICC) & Prevention of Caste based Discrimination. Anti-Sexual Harassment Committee (Prevention, Prohibition and Redressal of Sexual Harassment etc.)	Dr. Pankaj Goyat, A/P Phy. Edu. (Male issues)	
		Dr. Neha Rani, A/P Commerce (Female issues)	
		Dr. Sucheta, A/P Commerce	
		Dr. Naina, A/P Botany	
		Smt. Sushila, A/P Maths	
		Sh. Sukhdev, A/P Maths	
		Mrs. Sunita Rani, E/L Hindi	
		Smt. Manjeet, E/L Zoology	
		Dr. Monu Devi, E/L Economics	
		Mrs. Sunita, L.A Physics	
2.	Youth Against Drug Club i.e. Anti Drug Committee, Anti Smoking & Anti Ragging Committee (ref. memo No. 10436 dated 17.01.2023)	Sh. Sunny (Assistant)	
		Dr. Pankaj Goyat, A/P Phy. Edu.	
		Dr. Satish Kumar A/P Hindi	
		Sh. Raj Kumar A/P Geography	
		Sh. Krishan Chand, A/P Commerce	
		Smt. Sushila, A/P Maths	
		Sh. Ashok Kumar E/L History	
		Mrs. Sunita Rani, E/L Hindi	
		Dr. Monu Devi E/L Economics	
		Mrs. Manita, E/L Commerce	
		Mr. Naresh Jaglan Comp. Inst.	

Principal 28/8/24
Govt College Narnaund
Narnaund (Hisar)

