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|----|---|-------------------|----------------------------|--|
| 27 | Workshop/Exhibition Committee, NEP 2020 | Deepak | Mukesh | |
| | | | Neeraj Dhania | |
| | | | Narender Singh | |
| 28 | Result for A.C.R. | Sanjay Kumar | Dilbag Singh | |
| | Registrar | | Abhishek Sharma | |
| | | | Narender Singh | |
| 29 | Annual Report Committee, | Jyoti Rani | Meena | |
| | Annual Prize Purchase/Distribution, | | Deepak | |
| | Tea & Refreshment Committee | | Usha Rani | |
| | | | Narender | |
| 30 | Sports Board | Dr. Yashpal Singh | Patron | |
| | | | Jagbir Singh | |
| | | | Vijender Kumar | |
| | | | Vishwajit Singh (Incharge) | |
| 31 | Stage and seating Arrangement, | Vishwajit | Mukesh Deshwal | |
| | Light & Sound System and other items | | Dilbag Singh | |
| | | | Abhishek Sharma | |
| 32 | I) Electricity, Water, Sanitation, | Vijender Kumar | Vishwajit Singh | |
| | II) Building Maintenance, Cleaniness, | | Deepak | |
| | Beautification, Decoration& Eco Club | | Dilbag Singh | |
| | | | Mahipal | |
| 33 | Bus Pass Incharge | Mukesh Deshwal | (Arts Classes) | |
| | | Meena | (Science & Commerce) | |
| | | | Amit (L.A) | |
| 34 | Discipline Committee | Jagbir Singh | Vijender Kumar | |
| | | | Neeraj Dhania | |
| | | | Surender Kumar | |
| | | | Deepak | |
| | | | Vishwajit Singh | |
| | | | Narender Singh | |
| | | | Usha Rani | |
| 35 | Purchase Committee (M & S) | Vijender Kumar | Neeraj Dhania | |
| | and GeM Purchase Committee | | Sahil | |
| | | | Sonia | |
| 36 | Science Exhibition Committee | Sahil | Vijender Kumar | |
| | | | Meena | |
| | | | Sharvan Kumar | |
| | | | Abhishek Sharma | |
| | | | Nishu Gupta | |
| 37 | Income Tax Return Verification | Surender Kumar | Jyoti Rani | |
| | | | Sahil | |
| | Committee | | Nishu Gupta | |
| 38 | Beti Bachao Beti Padhao, | Dr. Yashpal Singh | Patron | |
| | Sexual Harassment, | Jyoti Rani | Convenor | |
| | & Security Council for Girls, Internal | | Jagbir Singh | |
| | Complaint Committee | | Neha Mittal | |

OFFICE OF THE PRINCIPAL, GOVT. COLLEGE, JULANA (JIND)

Annual Duties List session 2022-23 w.e.f.2022

| S. No. | Committee | Convenor | Member | Sign |
|--------|---|-------------------|---------------------------------|------|
| 1 | Proctorial Board | Dr. Yashpal Singh | Chief Proctor | |
| | | | Jagbir Singh | |
| | | | Surender Kumar | |
| | | | Jyoti Rani | |
| 2 | Public Information Office | Dr. Yashpal Singh | First Appellate Auth. | |
| | | Jagbir Singh | S.P.I.O. | |
| 3 | College Council | Dr. Yashpal Singh | Chairman | |
| | | | Jagbir Singh | |
| | | | Vijender Kumar | |
| | | | Jyoti Rani | |
| | | | Neha Mittal | |
| | | | Neeraj Dhania | |
| | | | Abhishek Sharma | |
| | | | Surender Kumar (Special Invite) | |
| 4 | Bursar | Neha Mittal | | |
| 5 | Welcome & Reception committee | Dr. Yashpal Singh | Jagbir Singh | |
| | | | Vijender Kumar | |
| | | | Neha Mittal | |
| | | | Sonia | |
| 6 | Tutorial Groups ,(Grieviances-Redressel Cell), Guidance& Placement | Sonia | Jyoti Rani | |
| | | | Meena | |
| | | | Mahipal | |
| 7 | Anti Corruption & Anti Ragging Cell, Anti Smoking Cell | Neha Mittal | Sahil | |
| 8 | College Time-table Committee | Nishu Gupta | Jyoti Rani | |
| | | | Sahil | |
| 9 | NSS & Women Advisory Board | Dr. Yashpal Singh | Patron | |
| | | | Jagbir Singh | |
| | | | Neeraj Dhania | |
| | | | Surender Kumar | |
| 10 | N.S.S. Incharges, Aadhar Card & Voter Card | Meena | (Girls) | |
| | | Mukesh Deshwal | (Boys) | |
| | | Sonu Unit-I&II | Clerk | |
| 11 | Tour Committee | Vijender Kumar | Mukesh Deshwal | |
| | | | Sonia | |
| | | | Nishu Gupta | |
| | | | Abhishek | |
| 12 | S.C. Cell Incharge, Scholarship SC | Sanjay Kumar | Neeraj Dhania | |
| | SC/ST Welfare committee, Minority | | Mahipal | |
| | Cell, | | | |
| 13 | B.C. & other Scholarship Incharge, OBC | Dilbag Singh | Mukesh Deshwal | |

| | | | | |
|----|---|-------------------|-----------------|--|
| | Cell | | | |
| 14 | EDUSAT Incharge | Mukesh Deshwal | Chand Singh | |
| 15 | Recruitment Board | Dr. Yashpal Singh | Jagbir Singh | |
| | | | Surender Kumar | |
| | | | Nishu Gupta | |
| | | | | |
| 16 | Earn While You Learn | Neeraj Dhanial | Narender | |
| 17 | Property Incharge, | Vijender Kumar | Deepak | |
| | Dilapidation Committee | | Vishwajit Singh | |
| | Assett. Mgmt, Repair & Maintainence Committee | | | |
| | of Furniture & other Items | | | |
| 18 | NAAC | Surender Kumar | Vijender Kumar | |
| | Dr. Yashpal Singh - Chairman | Convenor | Jyoti Rani | |
| | | | Sahil | |
| | | | Sanjay Kumar | |
| | | | Nishu Gupta | |
| | | | Neeraj Dhanial | |
| | | | Vishwajit Singh | |
| | | | Abhishek Sharma | |
| 19 | IQAC | Surender Kumar | Jagbir Singh | |
| | | | Sahil | |
| | | | Sanjay Kumar | |
| | | | Nishu Gupta | |
| | | | Abhishek Sharma | |
| 20 | Subject & Faculty Change, | Meena | Dilbag Singh | |
| | Name Struck Off, Editorial Board | | Mahipal | |
| | R.K.F., AISHE& S.A.F., Fee Concession Committee | | | |
| 21 | Library Committee | Sahil | Jyoti Rani | |
| | | | Neeraj Dhanial | |
| 22 | Printing & Stationery Committee | Deepak | Dilbag Singh | |
| | | | Narender Singh | |
| 23 | Press, Pùblicity & Photography | Neeraj Dhanial | Meena | |
| | Red Ribbon Club , Red Cross & College Dispensary | | Nishu Gupta | |
| | | | Usha Rani | |
| 24 | O.E. Grant | Dilbag Singh | Nishu Gupta | |
| | | | | |
| 25 | Social & Stage Secretary | Meena | Jyoti Rani | |
| | | | Neeraj Dhanial | |
| | | | Narender Singh | |
| 26 | Cultural Committee | Deepak | Jyoti Rani | |
| | | | Neeraj Dhanial | |
| | | | Narender Singh | |
| | | | Mahipal | |

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|----|--|---------------------|-----------------|--|
| | | | Surender Kumar | |
| | | | Neeraj Dhania | |
| 39 | Women Cell, Girls Common Room | Jyoti Rani | Neha Mittal | |
| | | | Usha Rani | |
| 40 | Computer & I.T. Incharge, HRMS | Vishwajit | Nisha Rani | |
| | | | Sharvan Kumar | |
| 41 | Student Union Election and Fund, | Dr. Yashpal Singh | Patron | |
| | Student Feedback & Alumni | Vijender - Convenor | Sahil | |
| | Student - Sonu Lather | | Neeraj Dhania | |
| | | | Jyoti Rani | |
| 42 | Girls Common Room, Staff Room, | Sonia | Meena | |
| | Cycle Stand Committee | | Saroj Bala | |
| 43 | Celebration Important National | Dr. Yashpal Singh | Jagbir Singh | |
| | Days & National Integration | | Mukesh | |
| | Committee | | Nishu Gupta | |
| | | | Usha Rani | |
| 44 | Court Case | Surender Kumar | Vishwajit Singh | |
| | | | Sahil | |
| | | | Narender Singh | |
| | | | Sharvan Kumar | |
| 45 | Passport (Nodal Officer) | Sonia | Sharvan Kumar | |
| | | | Nisha Rani | |
| 46 | Driving License (Nodal Officer) | Vishwajit | Sharvan Kumar | |
| | | | Nisha Rani | |
| 47 | Online Shiksha Setu/LMS/Workload (Nodal Officer) | Nishu Gupta | Nisha Rani | |
| 48 | Online Admission (Nodal Officer) | Nishu Gupta | Sharvan Kumar | |
| | | | Abhishek Sharma | |
| 49 | Disaster Mgt. Cell& Covid (Nodal Officer) | Mukesh Deshwal | Dilbag Singh | |
| | | | Mahipal | |
| 50 | PH Welfare Committee (Nodal Officer) | Dilbag Singh | Mukesh Deshwal | |
| | | | Vishwajit Singh | |
| | | | Abhishek Sharma | |
| 51 | Traffic Awareness Club ,Road Safety (Nodal Officer) | Sahil | | |
| 52 | Purchase Verification | Surender Kumar | Nishu Gupta | |