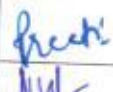
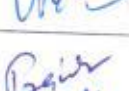


Govt. College Sampla (Rohtak)

Annual Duty- Session 2018-19

Sr. No.	Name of Committee	Convener Sarvo Dr./Sh/ Smt.Kum. /	Members Sarvo Sh. /Smt. Kum.	Sign.
1	College Council & Reception Committee Development Board	Sh. Sultan Singh	Sh. Pawan Kumar Dr. Roshan Lal Rohilla Sh. Deepak Lathwal	
2	U.G.C/IQAC/ NAAC	Dr. Roshan Lal Rohilla 	Sh. Pawan Kumar Dr. Deepak Lathwal Sh. Jaipal Ms. Suman	
3	Purchase Committee	Dr. Roshan Lal Rohilla 	Sh. Pawan Kumar Sh. Jaipal Sh. Deepak Lathwal Ms. Asha Rani	
4	Prize Committee	Sh. Pawan Kumar 	Sh. Jaipal Ms. Mandeep Kumari Ms. Asha Ms. Preeti (Ext. Lect)	
5	Office Correspondence/ In-charge & Minutes of College Council	Dr. Roshan Lal Rohilla 	Ms. Suman Devi Sh. Pawan Kumar(Clerk)	
6	Character Certificate Committee	Dr. Roshan Lal Rohilla 	Sh. Pawan Kumar (Clerk)	
7	Library Advisory Committee	Sh. Jaipal	Ms. Partibha Dr. Mandeep Kumari Ms. Preeti Ishtkan	
8	Tutorial & Proctorial	Sh. Sultan Singh	Dr. Roshan Lal Rohilla Dr. Deepak Lathwal	
9	SPIO	Sh. Sultan Singh	Sh. Pawan Kumar (Clerk)	
10	Printing	Sh. Jaipal	Dr. Deepak Lathwal Ms. Preeti Ishtkan	
11	Bursar	Sh. Sulan Singh	Dr. Roshan Lal Rohilla	
12	Cycle Stand Committee	Sh. Jaipal	Sh. Vikas L.A	
14	Library	Sh. Jaipal	Dr. Mandeep Ms. Partibha Miss Preeti Ishtkan Sh. Kuldeep Computer L.A	
15	Computer	Sh. Pawan Kumar 	Sh. Jaipal	
16	Press Report	Sh. Pawan Kumar 	Sh. Deepak Lathwal Ms. Mantal (Ext. Lect.)	
17	Refreshment	Mrs. Asha	Ms. Suman Devi Ms. Preeti Ishtkan	

			Ms. Preeti (Ext. Lect.) Sh. Vikas L.A	<i>Yash 12/13 Preeti Ishtkan Teacher</i>
18	Decoration	Mrs. Asha Rani	Ms. Mantal (Ext. Lect.) Ms. Partibha (Ext. Lect.) Ms. Preeti (Ext. Lect.)	
19	Red Cross & Red Ribbon Club/ SAF	Dr. Deepak Lathwal	Dr. Mandeep Kumari Ms. Preeti Ishtkan Ms. Partibha (Ext. Lect.)	<i>Preeti Ishtkan</i>
20	Discipline & Anti Raging	Dr. Roshan Lal Rohilla <i>DR</i>	Sh Sultan Singh Sh. Pawan Kumar Sh. Jaipal Dr. Deepak Lathwal Ms. Partibha Ms. Preeti Ishtkan	<i>P</i> <i>Pawan Preeti Ishtkan</i>
21	Bio Metric/Web Portal/HRMS/ MIS	Sh. Jaipal	Sh. Nitin Dalal Sh. Anand Kumar(MIS) Sh. Kuldeep Computer L.A	<i>Sh.</i> <i>Kuldeep</i>
22	Registrar-University Affaris	Sh. Pawan Kumar <i>P</i>	Dr. Deepak Lathwal Dr. Mandeep Kumari Sh. Pawan Kumar (Clerk)	
23	Cleanliness & Sanitation. Water, Health & Hygienic	Dr. Deepak Lathwal	Ms. Preeti Ishtkan Ms. Asha Rani	<i>Preeti</i>
24	Electricity	Sh. Jaipal	Sh. Vikas L.A	<i>Vikas</i>
25	College Property	Sh. Jaipal	Sh. Deepak Lathwal	
26	Educational Tour	Dr. Deepak Lathwal	Sh. Pawan Kumar Ms. Suman Devi Ms. Preeti Ishtkan	<i>P</i> <i>Suman Preeti</i>
27	Time Table & Work Load/ Subject Change	Sh. Deepak Lathwal	Dr. Mandeep Kumari Ms. Suman Devi Ms. Preeti Ishtkan	<i>Suman Preeti</i>
28	Income Tax	Dr. Roshan Lal Rohilla <i>DR</i>	Sh. Sultan Singh	
29	Repair of Furniture minor repairs in building toilet.	Sh. Pawan Kumar <i>P</i>	Sh. Hardeep Rathee Ms. Asha Rani Ms. Suman Devi	<i>N3</i> <i>Suman</i>
30	SC/BC Cell/Scholarship	Sh. Pawan Kumar <i>P</i>	Ms. Preeti Ishtkan Sh. Anand Clerk	<i>Preeti</i>
31	Online Admission	Sh. Sultan Singh	Sh. Nitin Dalal Sh. Kuldeep Computer L.A	<i>Sh.</i> <i>Kuldeep</i>
32	Sexual Harassment & Grievance cell	Principal	Sh. Sultan Singh Sh. Pawan Kumar Dr. Roshan Lal Rohilla Ms. Suman Devi Ms. Preeti Ishtkan	<i>P</i> <i>Suman Preeti</i>

			Ms. Mandeep Kumari	
33	Sports	Sh. Jaipal	Sh. Hardeep Rahtee Ms. Suman Devi Ms. Preeti Ishtkan	<i>Ms. Preeti</i>
34	Building Committee	Sh. Pawan Kumar <i>P</i>	Dr. Roshan Lal Rohilla Dr. Deepak Lathwal	<i>Ms. Preeti</i>
35	Staff In-charge	Ms. Suman	Sh. Partibha	<i>Ms. Suman</i>
36	Sports Board	Sh. Jaipal	Sh Hardeep Rathee Dr. Rajeev Dahiya Dr. Deepak Lathwal Sh. Suman Devi Dr. Mandeep Kumari	<i>Suman</i>
37	EVS	Dr. Mandeep Kumari	Ms. Preeti (Ext. Lect.)	<i>Preeti</i>
38	Cultural Activities	Hardeep Rathee <i>H</i>	Sh. Deepak Lathwal Dr. Mandeep Kumari Smt. Mantal (Ext. Lect.) Ms. Preeti Ishtkan Ms. Partibha (Ext. Lect.)	<i>Ms. Preeti</i> <i>Preeti</i>
39	Women Cell	Ms. Suman Devi	Ms. Preeti Ishtkan	<i>Suman</i> <i>Preeti</i>
40	Placement Cell	Dr. Mandeep Kumari	Ms. Preeti Ishtkan Smt. Asha Rani	<i>Preeti</i>
41	Earn While You Learn	Dr. Roshan Lal Rohilla <i>R</i>	Mrs. Suman Devi Ms. Preeti Ishtkan Ms. Preeti (Extension)	<i>Suman</i> <i>Preeti</i> <i>Preeti</i>
42	Legal & Court Case	Dr. Roshan Lal Rohilla <i>R</i>	Dr. Deepak Lathwal Sh. Jaipal Ms. Preeti Ishtkan Sh. Pawan Kumar (Clerk)	<i>Preeti</i>
43	Extension Lecturer Incharge	Dr. Deepak Lathwal	Mrs. Suman Devi Ms. Preeti Ishtkan	<i>Suman</i> <i>Preeti</i>
44	ECO Club	Sh Hardeep Rathee <i>H</i>	Dr. Deepak Lathwal Ms. Preeti Ishtkan Mrs. Partibha Sh. Vikas L.A	<i>Preeti</i> <i>Preeti</i> <i>VKS</i>
45	Road Safety/ Bus Pass/ Rail Pass	Dr. Deepak Lathwal	Sh. Pawan Kumar (Clerk) Sh. Kuldeep Computer L.A	<i>Kuldeep</i>
46	Youth Red Cross/ First Aid	Sh. Deepak Lathwal	Sh. Rajeev-Dahiya Sh. Hardeep Rathee Ms. Suman Devi Dr. Mandeep Kumari Sh. Vikas L.A	<i>Suman</i> <i>VKS</i>
47	Tent & Seating Arrangement	Dr. Roshan Lal Rohilla <i>R</i>	Sh. Jaipal Mrs. Suman Devi Ms. Preeti Ishtkan	<i>Suman</i> <i>Preeti</i>

			Sh Hardeep Rathee	<i>HR</i>
48	Sr. Tutor/ Mentor	Sh. Sultan Singh	Dr. Deepak Lathwal Sh. Pawan Kumar	
49	Staff Secretary	Mrs. Suman Devi	Sh. Pawan Kumar (Clerk)	<i>Suman</i>
50	Social Secretary	Smt. Asha Rani	Dr. Mandeep Kumari	
51	Important Day Celebration Committee	Dr. Deepak Lathwal	Sh. Rajeev Dahiya Smt. Suman Devi	
52	Anti -Tobacco Prohibition	Sh. Sultan Singh	Sh. Pawan Kumar	
53	Beautification & Decoration	Sh. Pawan Kumar <i>P</i>	Dr. Rajeev Dahiya Dr. Mandeep Kumar Smt. Suman Devi	
54	NSS Advisory Committee	Sh. Deepak Lathwal	Dr. Roshan Lal Rohilla Sh. Pawan Kumar Sh. Jaipal	<i>NW Suman</i> <i>P</i> <i>HR</i>
55	Facebook Website Committee	Sh. Jaipal	Sh Hardeep Rathee Sh. Nitin Dalal	<i>HR</i> <i>HR</i>
56	Wall Magazine	Smt. Asha Rani	Dr. Mandeep Kumari Mrs. Mantal Devi	
57	Flex & Banner	Dr. Deepak Lathwal	Sh. Pawan Kumar	<i>P</i>
58	Alumni Association	Dr. Deepak Lathwal	Sh. Pawan Kumar Dr. Rajeev Dahiya	<i>P</i>
59	Photography	Dr. Deepak Lathwal	Ms. Suman Devi Dr. Mandeep Kumari	<i>Suman</i>
60	Invitation Committee	Sh. Sultan Singh	Dr. Deepak Lathwal	
61	Subject Societies 1 English 2 Hindi 3 Mathematics 4 History 5 Pol. Science 6 Geography 7 Economics 8 Commerce	Dr. Deepak Lathwal Dr. Deepak Lathwal Ms. Asha Rani Sh. Pawan Kumar Sh. Pawan Kumar Sh. Rajeev Kumar Sh. Sultan Singh Sh. Roshan Lal	Dr. Hardeep Rathee Ms. Mantal Dr. Mandeep Kumari Sh. Nitin Kumar Ms. Partibha Ms. Preeti Dr. Roshan Lal Rohilla Ms. Preeti Ishtkan & Suman Devi	<i>HR</i> <i>Ms. Mantal</i> <i>Dr. Mandeep</i> <i>Sh. Nitin</i> <i>Ms. Partibha</i> <i>Ms. Preeti</i> <i>Dr. Roshan</i> <i>Ms. Preeti</i> <i>Suman</i>

All the Convener s/In-charges are directed to handover/takeover all the charges concerned if required under intimation to the undersigned within 3 days.

D. H. Mead
Principal 4.9.18