

GOVT. POST GRADUATE NEHRU COLLEGE, JHAJJAR

ANNUAL DUTY LIST : 2025-26

No. : GCJ/2025/ 735

Dated : 19.07.2025

The following committees have been constituted for the session 2025-26 with immediate effect :

1. College Council/ Advisory Body/College Development Board & Reception Committee

Chairman

DR. DALBIR SINGH, HES-I

Principal

Members

- I. Dr. Surender Kumar Punia
- II. Dr. Partap Phalswal
- III. Smt. Surila
- IV. Sh. Shri Kishan
- V. Sh. Rakesh Kumar
- VI. Dr. Lalit Kumar
- VII. Ms. Jyoti Sangwan - *Secretary*

Special Invitee- (Various in-charges and committee conveners as
and when required)

2. Mentor-Mentee Committee/ PTM Committee

Dr. Surender Kumar Punia - Chief Mentor

Dr. Partap Phalswal -Senior Mentor (*Arts*)

Smt. Surila-Senior Mentor (*Science*)

Dr. Priyanka-Senior Mentor (*Commerce & Management*)

3. All types of Construction & Repairing Work through Building Fund/All Matters related to PWD (B&R / Electricity)

- I. Dr. Partap Phalswal-Convener
- II. Ms. Jyoti Sangwan
- III. Dr. Sandeep Kumar
- IV. Dr. Surjeet, Ext. Lect. Hindi
- V. Dr. Jai Parkash, Ext. Lect. English
- VI. Sh. Naveen Kumar, Ext. Lect. Defence Studies

(Assisted by Sh. Monu, LA)

4. College Bursar

Dr. Lalit Kumar

5. Registrar

Sh. Pardeep Yadav

6. Press & Public Relations Officer

Dr. Amit Bhardwaj

- I. Ms. Jyoti Sangwan-Convener
- II. Smt. Priti Rani
- III. Sh. Vikas Suhag
- IV. Sh. Manoj Kumar, Ext. Lect. Computer Science
- V. Dr. Sudhir, Ext. Lect. Computer Science

15. Internal Quality Assurance Cell

- I. Dr. Surender Kumar Punia - Co-ordinator
- II. Dr. Pratap Phalswal
- III. Smt. Surila
- IV. Sh. Shri Kishan
- V. Sh. Rakesh Kumar
- VI. All Members of NAAC Committee (*Ex-Officio*)
- VII. All Heads of Departments (*Ex-Officio*)
- VIII. Local Society Nominee- Sh. Sarvjeet Singh
- IX. Alumni Member- Dr. Ravi Kiran Madan, Retd. Principal
- X. Student Member (*Nominated by the Convener*)

16. Committee for NAAC

- I. Dr. Partap Phalswal - Convener
- II. Sh. Shri Kishan
- III. Sh. Rakesh Kumar
- IV. Dr. Pushpender Kadian
- V. Dr. Kavita
- VI. Sh. Deepak
- VII. Dr. Parveen Kumar
- VIII. Sh. Vikas Suhag
- IX. Sh. Shiv Shankar

(Assisted by Sh. Pardeep Rajput, Computer Instructor)

17. U.G.C. Affairs/New Education Policy-2020/Higher Education Council

- I. Dr. Sandeep Kumar- Convener
- II. Sh. Pardeep Yadav
- III. Dr. Parveen Kumar
- IV. Dr. Anju Devi, Ext. Lect. Commerce
- V. Smt. Manjeet, Ext. Lect. English

(Assisted by Sh. Devender Kumar, Clerk)

18. Collection of Degrees and Gown Committee for Convocation

- I. Dr. Jai Bhagwan, Ext. Lect. Maths
- II. Sh. Rajesh Kumar, Ext. Lect. Computer Science

(Assisted by Sh. Manojveer, Lab Attendant)

**19. Committee for signing on behalf of the Principal
(Attestation of Various Forms/Character Certificate)**

I. Dr. Surender Kumar Punia

II. Dr. Pratap Phalswal

20. Women Studies & Development Cell/Gender Studies Club/Girls Common Room

I. Dr. Priyanka -Convener

II. Smt. Reena

III. Dr. Jyoti (Commerce)

IV. Smt. Savita, Ext. Lect. Management

V. Smt. Poonam, Ext. Lect. Management

VI. Smt. Sushil Yadav, Ext. Lect. Computer Science

VII. Smt. Sarika, Ext. Lect. Commerce

**21. RR/CR/Internal Assessment and other University related matters/ Name Struck off/
Attendance Shortage/Result Gazette/Pass Percentage Compilation**

Registrar

Sh. Pardeep Yadav

Deputy Registrar (s)

Smt. Reena

Dr. Jyoti (Commerce)

Sh. Shiv Shankar

Assisted By

Dr. Jai Bhagwan, Ext. Lect. Maths

Smt. Jinam, Ext. Lect. Maths

Dr. Jyoti, Ext. Lect. Zoology

Smt. Monu Kumari, Ext. Lect. Hindi

Dr. Manoj Kumar, Ext. Lect. Eco.

Sh. Pardeep Rajput, Comp. Instructor

House Exam Clerk

Sh. Ashwani Kumar, Tabla Player

Distribution of D.M.C/Degree

Sh. Manojveer, Lab Attendant

Internal Assessment & University Clerk

Sh. Sombir, Clerk

22. College and University Result Tabulation & Verification Committee

I. Sh. Shri Kishan – Convener

II. Sh. Sandeep Kumar

III. Dr. Pushpender Kadian

IV. Dr. Priyanka

23. Checking of Income Tax Statement/IT Returns/GST Matters/All issues related to the Income Tax Department

- I. Dr. Pushpender Kadian-Convener
- II. Sh. Deepak
- III. Dr. Jyoti (Commerce)

24. Photography Committee

- I. Smt. Reena - Convener
- II. Dr. Jyoti (Commerce)
- III. Sh. Ashok Kumar
- IV. Dr. Surjeet Singh, Ext. Lect. Hindi
- V. Dr. Arun Kumar, Ext. Lect. Physical Education

25. College Time Table / Work Load Committee/Subject Change Committee

- I. Dr. Sandeep Kumar– Convener
- II. Sh. Sanjeev Kumar
- III. Sh. Deepak
- IV. Dr. Seema, Ext. Lect. Zoology
- V. Dr. Narender, Ext. Lect. Maths
- VI. Smt. Jinam, Ext. Lect. Maths
- VII. Dr. Sudhir, Ext. Lect. Computer Science

(Typing of Time Table & Work load – Sh. Pardeep Rajput, Computer Instructor)

26. Human Rights Issues/Protection of women from sexual harassment at work place/ICC

- I. Smt. Surila- Convener
- II. Sh. Shri Kishan
- III. Dr. Tamsa
- IV. Dr. Priyanka
- V. Sh. Satyavir Chauhan, Advocate

27. Panel for Conduct of Stage

- I. Dr. Pushpender Kadian
- II. Smt. Sunita Beniwal
- III. Dr. Kavita
- IV. Dr. Minakshi
- V. Smt. Niharika, Ext. Lect. Commerce

28. Preparation of Annual Report / Brief Information Brochure

- I. Dr. Amit Bhardwaj – Convener
- II. Sh. Jitender Kumar, Ext. Lect. Commerce
- III. Smt. Niharika, Ext. Lect. Commerce

29. Cycle Stand and Parking of Vehicles Committee

- I. Sh. Naveen Kumar, Ext. Lect. Defence Studies
- II. Sh. Pardeep Suhag, Ext. Lect. Computer Science
- III. Sh. Surender Kumar, Ext. Lect. Maths
- IV. Dr. Anju Devi, Ext. Lect. Commerce

30. Printing Committee

- I. Dr. Jagbir Singh - Convener
- II. Dr. Tamsa
- III. Sh. Shiv Shankar
- IV. Dr. Surjeet, Ext. Lect. Hindi
- V. Dr. Jyoti, Ext. Lect. Zoology

31. College Magazine Editorial Board

Editor-in-Chief	Dr. Amit Bhardwaj
Editor Hindi Section	Sh. Shiv Shankar
Editor English Section & Alumni Section	Sh. Shri Kishan
Editor Science Section	Dr. Minakshi
Editor Commerce Section	Dr. Priyanka
Editor Social Science	Dr. Lalit Kumar

32. Placement Cell/ Personality Development Cell/Entrepreneurship Dev. Cell/Apprenticeship Committee

- I. Sh. Deepak - Convener
- II. Sh. Pardeep Yadav
- III. Smt. Reena
- IV. Smt. Savita, Ext. Lect. Management
- V. Dr. Ankur, Ext. Lect. Commerce
- VI. Dr. Sudhir, Ext. Lect. Computer Science
- VII. Smt. Manjeet, Ext. Lect. English

33. SC/BC/ST and other Scholarship/Stipend Screening Committee/Minority Community Welfare Cell & Aadhar Card / Attestation of SC / BC Forms

Dr. Lalit Kumar – Liaison Officer (SC/ST Cell)

Sh. Sanjeev Kumar – Liaison Officer (BC)

A. SC Scholarship/SC-ST Cell

- i. Sh. Samsheer
- ii. Smt. Priti Rani
- iii. Smt. Sudesh Kumari, Ext. Lect. Hindi
- iv. Smt. Manjeet, Ext. Lect. English

B. All Scholarships (other than SC/BC)

- i. Smt. Surila
- ii. Smt. Jinam, Ext. Lect. Maths.
- iii. Sh. Pardeep Suhag, Ext. Lect. Computer Science
- iv. Smt. Monu Kumari, Ext. Lect. Hindi

C. BC Scholarship

- i. Sh. Pardeep Yadav
- ii. Smt. Sushil Yadav, Ext. Lect. Computer Science
- iii. Sh. Surender Kumar, Ext. Lect. Mathematics
- iv. Smt. Deepa Yadav, Ext. Lect. Geography

34. Website & Portal updation Committee/Online Admission Record

- I. Sh. Vikas Suhag-Convener
- II. Sh. Rajesh Kumar, Ext. Lect. Comp. Science
- III. Dr. Sudhir, Ext. Lect. Computer Science

35. Cultural & Co-Curricular Activities

Dr. Jagbir Singh : Convener (Bills/Payments/Co-ordination)

Dr. Tamsa : Convener (Preparation of Cultural Events)

Incharges of various Items

- | | |
|---|---|
| 1. Musical Items | Dr. Tamsa
Smt. Deepa Yadav, Ext. Lect. Geography |
| 2. Dance (Boys) | Sh. Deepak
Sh. Pardeep Suhag, Ext. Lect. Comp. Science |
| 3. Dance (Girls) | Dr. Minakshi
Dr. Aditi Kadain, Ext. Lect. Psychology |
| 4. Haryanvi Skit/Mime/Mono Acting | Smt. Sudesh Kumari, Ext. Lect. Hindi |
| 5. All Literary items (<i>Hindi/English/Punjabi/Urdu/ Haryanvi/ Sanskrit</i>)
(<i>i.e. Poetic Recitation, Declamation, Debate, Elocution etc.</i>) | Sh. Shiv Shankar |

All Extension Lecturers of Hindi, English & Sanskrit

6. Fine Arts Club

Dr. Jyoti (Commerce)

Smt. Alka Saini, Ext. Lect. Botany

7. Quiz

Sh. Samsher

Smt. Jinam, Ext. Lect. Maths

36. Subject Societies

A) Hindi Sahitya Parishad

Sh. Shiv Shankar

All Extension Lecturers of Hindi Department

B). English Literary Society

Sh. Shri Kishan

All Extension Lecturers of English Department

C). Sanskrit Parishad

Sh. Shiv Shankar

Sh. Krishan Kumar, Ext. Lect. Skt.

D) Commerce Society

Dr. Priyanka

All Regular Teachers and Extension Lecturers
Commerce Department

E) Science Society & Exhibition

Sh. Rakesh Kumar

Sh. Saurabh Jain

Sh. Arvind Kumar

Sh. Pradeep Yadav

Dr. Parveen Kumar

Dr. Jyoti, Ext. Lect. Zoology

Dr. Seema, Ext. Lect. Zoology

F) Social Sciences Society

Dr. Pratap Phalswal

Smt. Sunita Beniwal

Sh. Ashok Kumar

Sh. Naveen Kumar, Ext. Lect. Def. Studies

Sh. Krishan Kumar, Ext. Lect. Sanskrit

G) Mathematics Society

Dr. Sandeep Kumar

All Regular and Ext. Lect. of Maths Dept.

H) Music Society/Music Club

Dr. Tamsa

Smt. Deepa Yadav, Ext. Lect. Geography

37. College Dispensary & First Aid

I. Dr. Seema, Ext. Lect. Zoology

II. Dr. Jyoti, Ext. Lect. Zoology

III. Dr. Apeksha, Ext. Lect. Commerce

**38. Environmental Studies/EVS Club/ECO Club/Go-Green Club/EVS Fund Management/
Nature Interpretation Centre/Green Campus Committee/Green Audit Committee**

- I. Sh. Arvind Kumar-Convener
- II. Dr. Seema, Ext. Lect. Zoology
- III. Dr. Jyoti, Ext. Lect. Zoology
- IV. Smt. Alka Saini, Ext. Lect. Botany
- V. Dr. Savita, Ext. Lect. Botany

39. Auction of Unserviceable / Destroyable /consumable/auction-able articles Committee

- I. Dr. Sandeep Kumar - Convener
- II. Sh. Sanjeev Kumar
- III. Dr. Parveen Kumar
- IV. Dr. Arun Kumar, Ext. Lect. Physical Education
- V. Sh. Pardeep Suhag, Ext. Lect. Computer Science
- VI. Sh. Manoj Nehra, Ext. Lect. Computer Science
- VII. Dr. Jai Prakash, Ext. Lect. English

40. Earn While You Learn Scheme

- I. Smt. Sunita Beniwal - Convener
- II. Dr. Priyanka
- III. Sh. Arvind Kumar
- IV. Smt. Deepa Yadav, Ext. Lect. Geography
- V. Sh. Manoj Kumar, Ext. Lect. Computer Science
- VI. Dr. Aditi Kadian, Ext. Lect. Psychology
- VII. Smt. Jinam, Ext. Lect. Maths

41. Electricity Committee : Solar Power/ Generator Set/Inverters/Electrical Items (Complaints / Supply /Repair), all issues related to UHBVNL/PWD (Electrical Division)/Verification & payment of Electricity Bills/ Maintenance of Records/Fire Safety Committee/Energy Audit Committee

- I. Sh. Samsher - Convener
- II. Sh. Shiv Shankar - Incharge, Generator
- III. Sh. Ashok Kumar
- IV. Sh. Surender Kumar, Ext. Lect. Maths
- V. Sh. Naveen Kumar, Ext. Lect. Defence Studies
- VI. Sh. Manoj Kumar, Ext. Lect. Computer Science
- VII. Sh. Krishan Kumar, Ext. Lect. Sanskrit

(Assisted by Sh. Ashwani Kumar, Tabla Player)

42. CCTV Committee

- I. Sh. Saurabh Jain - Convener
- II. Sh. Samsher
- III. Dr. Parveen Kumar
- IV. Dr. Pradeep Kumar, Guest Faculty
- V. Sh. Rajesh Hooda, Ext. Lect. Computer Science

(Assisted by Sh. Ashwani Kumar, Tabla Player)

43. Incharge-College Property/Furniture etc.

A. All Hostel Items -Wooden / Plastic Chairs and Stools

- I. Sh. Shiv Shankar
- II. Dr. Surjeet, Ext. Lect. Hindi

B. Wooden Furniture (*other than chairs and stools*)

- I. Sh. Shri Kishan
- II. Dr. Narender, Ext. Lect. Maths

C. Steel Furniture & All Notice Board

- I. Sh. Arvind Kumar
- II. Sh. Surender Kumar, Ext. Lect Maths.

D. Daries/ Mattresses, Maintenance of incoming / outgoing trophies

- I. Dr. Arun Kumar, Ext. Lect. Phy. Education
- II. Dr. Manoj Kumar, Ext. Lect. Economics

44. Distribution of Invitation Cards

- I. Dr. Surjeet Singh, Ext. Lect. Hindi
- II. Dr. Jai Parkash, Ext. Lect. English
- III. Sh. Krishan Kumar, Ext. Lect. Sanskrit

(Assisted by Sh. Jagdish, Peon and Sh. Pawan Kumar, Peon in distribution).

45. Seating, Shamiana, Mike and Light Committee

- I. Dr. Jagbir Singh- Convener
- II. Dr. Tamsa
- III. Dr. Jyoti (Commerce)
- IV. Dr. Pardeep Kumar, Guest Faculty
- V. Sh. Rajmal, Ext. Lect. Geography
- VI. Dr. Manoj Kumar, Ext. Lect. Economics
- VII. Smt. Monu Kumari, Ext. Lect. Hindi

(Assisted by Sh. Monu, LA)

46. Decoration Committee (Stage Setting, Rangoli and Gates)

- I. Smt. Priti Rani - Convener
- II. Smt. Reena
- III. Dr. Jyoti (Commerce)
- IV. Dr. Seema, Ext. Lect. Zoology
- V. Dr. Aditi Kadian, Ext. Lect. Psychology
- VI. Smt. Sarika, Ext. Lect. Commerce
- VII. Smt. Sudesh Kumari, Ext. Lect. Hindi

(Assisted by Smt. Bindu, LA)

47. All types of Painting Work in College

- I. Dr. Parveen Kumar - Convener
- II. Sh. Shiv Shankar
- III. Sh. Ashok Kumar
- IV. Sh. Jitender, Ext. Lect. Commerce
- V. Sh. Rajmal, Ext. Lect. Geography

48. Prize Committee

- I. Sh. Rakesh Kumar- Convener
- II. Ms. Jyoti Sangwan
- III. Smt. Reena
- IV. Sh. Vikas Suhag
- V. Dr. Jyoti (Commerce)
- VI. Dr. Savita, Ext. Lect. Botany
- VII. Smt. Chinky, Ext. Lect. Mathematics
- VIII. Smt. Sarika, Ext. Lect. Commerce
- IX. Dr. Jai Praksah, Ext. Lect. English

49. Refreshment / Tea / Lunch Committee

- I. Dr. Minakshi - Convener
- II. Smt. Priti Rani
- III. Sh. Samsher
- IV. Dr. Ankur, Ext. Lect. Commerce
- V. Smt. Savita, Ext. Lect. Management
- VI. Smt. Poonam, Ext. Lect. Managemet

50. Beautification and Cleanliness of College Campus

- I. Dr. Surender Kumar Punia- Convener
- II. Sh. Arvind Kumar
- III. Dr. Minakshi
- IV. Sh. Vikas Suhag
- V. Dr. Arun Kumar, Ext. Lect. Physical Education
- VI. Dr. Manoj Kumar, Ext. Lect. Economics

(Assisted by Sh. Ravi Kumar, LA)

51. Fee Concession/SAF/Red Cross fund

- I. Smt. Sunita Beniwal-Convener
- II. Dr. Tamsa
- III. Smt. Sarika, Ext. Lect. Commerce

52. College Auditorium Management (including maintenance AC)

- I. Sh. Deepak - Convener
- II. Sh. Arvind Kumar
- III. Sh. Vikas Suhag
- IV. Dr. Arun Kumar, Ext. Lect. Physical Education
- V. Sh. Krishan Kumar, Ext. Lect. Sanskrit

53. Legal Cell

- I. Sh. Sanjeev Kumar – Convener
- II. Dr. Jagbir Singh
- III. Sh. Ashok Kumar
- IV. Dr. Ravin Kadian, Ext. Lect.
- V. Dr. Narender Kumar, Ext. Lect.
- VI. Dr. Jai Praksah, Ext. Lect.
- VII. Dr. Ankur, Ext. Lect.
- VIII. Sh. Jitender, Ext. Lect.

(Assisted by Sh. Devender Kumar, Clerk)

54. Committee for all issues related to Land

- I. Dr. Surender Kumar Punia-Convener
- II. Dr. Pratap Phalswal
- III. Sh. Sanjeev Kumar
- IV. Dr. Jagbir Singh
- V. Sh. Ashok Kumar
- VI. Dr. Jai Praksah, Ext. Lect.
- VII. Dr. Ravin Kadain, Ext. Lect.

VIII. Dr. Narender Kumar, Ext. Lect.

(Assisted by Sh. Devender Kumar, Clerk)

55. Legal Literacy Cell

- I. Dr. Priyanka - Convener
- II. Sh. Pardeep Yadav
- III. Dr. Minakshi
- IV. Smt. Niharika, Ext. Lect. Commerce
- V. Dr. Aditi Kadian, Ext. Lect. Psychology
- VI. Smt. Alka Saini, Ext. Lect. Botany

56. Sports Board *(for all purposes)*

- I. Dr. Surender Kumar Punia
- II. Dr. Partap Phalswal
- III. Smt. Surila
- IV. Sh Shri Kishan
- V. Sh. Deepak - *Secretary*
- VI. Dr. Arun Kumar, Ext. Lect. Physical Education -*Special Invitee*

57. Introduction of Job Oriented Courses/ New Courses/Subjects and related University Affairs

- I. Dr. Amit Bhardwaj - Convener
- II. Sh. Jitender, Ext. Lect. Commerce
- III. Dr. Jai Bhagwan, Ext. Lect. Maths

(Assisted by Sh. Sombir, Clerk)

58. Educational Tour /Trekking Expedition etc.

A) For Boys

- I. Dr. Pushpender Kadian-Convener
- II. Dr. Jagbir Singh
- III. Dr. Surjeet Singh, Ext. Lect. Hindi
- IV. Dr. Arun Kumar-Ext. Lect. Physical Education

(Assisted by Sh. Sombir, Clerk)

B) For Girls

- I. Smt. Priti Rani-Convener
- II. Smt. Reena
- III. Smt. Chinky, Ext. Lect. Maths.
- IV. Mrs. Deepa Yadav, Ext. Lect. Geography

(Assisted by Smt. Sunita, Peon)

59. All matters related to Water Supply and Water Arrangement including purchase & repair

- I. Sh. Arvind Kumar-Convener
- II. Dr. Parveen Kumar
- III. Dr. Jyoti (Commerce)
- IV. Dr. Surjeet, Ext. Lect. Hindi
- V. Dr. Jai Prakash, Ext. Lect. English
- VI. Sh. Naveen Kumar, Ext. Lect. Defence Studies
- VII. Dr. Manoj Kumar, Ext. Lect. Economics

(Assisted by Sh. Jagdish, Peon, Sh. Vijay Kumar, Mali and Chowkidar on day duty)

60. Discipline and Anti-Ragging Committee

- I. Dr. Surender Kumar Punia
- II. Dr. Partap Phalswal
- III. Smt. Surila
- IV. All Regular Teachers/Extension Lecturers/Guest Faculty

61. Bus Pass & Roadways related issues

- I. Dr. Parveen Kumar - Convener
- II. Dr. Jyoti (Commerce)
- III. Sh. Pardeep Suhag, Ext. Lect. Computer Science
- IV. Sh. Krishan Kumar, Ext. Lect. Sanskrit
- V. Sh. Naveen Kumar, Ext. Lect. Defence Studies

(Assisted by Sh. Monu Kumar, LA)

62. Library Maintenance/ Book Bank/Utilization of Library Grant Committee

- I. Smt. Sunita Beniwal - Convener
- II. Dr. Kavita
- III. Dr. Tamsa
- IV. Dr. Jai Bhagwan, Ext. Lect. Maths
- V. Sh. Surender, Ext. Lect. Maths
- VI. Ms. Ashmita, Jr. Librarian

63. Staff Room & Principal Office (*Look after & maintenance*)

- I. Dr. Kavita - Convener
- II. Sh. Pardeep Yadav
- III. Smt. Reena
- IV. Smt. Sudesh Kumari, Ext. Lect. Hindi
- V. Smt. Manjeet, Ext. Lect. English

(Assisted by Smt. Sunita, Peon)

64. IT Cell (Computerization Work/Internet)

- I. Sh. Saurabh Jain-Convener
- II. Sh. Pardeep Yadav
- III. Sh. Vikas Suhag
- IV. Dr. Pardeep Kumar, Guest Faculty
- V. Dr. Sudhir, Ext. Lect. Computer Science
- VI. Smt. Sarika, Ext. Lect. Commerce

65. Alumni Committee

- I. Sh. Shri Kishan-Convener
- II. Dr. Amit Bhardwaj
- III. Dr. Minakshi
- IV. Sh. Ashok Kumar
- V. Sh. Jitender, Ext. Lect. Commerce
- VI. Ms. Sarika, Ext. Lect. Commerce
- VII. Dr. Ankur, Ext. Lect. Commerce
- VIII. Smt. Alka Saini, Ext. Lect. Botany
- IX. Sh. Rajmal, Ext. Lect. Geography

66. Language Lab & Soft Skill Labs

- I. Sh. Shri Kishan - Convener
- II. Sh. Saurabh Jain

67. Central Purchase Committee

- I. Sh. Rakesh Kumar-Convener
- II. Sh. Saurabh Jain
- III. Dr. Priyanka
- IV. Sh. Deepak
- V. Sh. Arvind Kumar
- VI. Smt. Reena

68. Verification Committee to check the newly purchased items

- I. Dr. Surender Kumar Punia-Convener
- II. Dr Pratap Phalaswal
- III. Smt. Surila

69. Red Ribbon Club and Youth Red Cross Society

- I. Dr. Jyoti (Commerce) - Nodal Officer-I
- II. Sh. Ashok Kumar - Nodal Officer-II
- III. Dr. Anju Devi, Ext. Lect. Commerce
- IV. Smt. Ruchika, Ext. Lect. English

V. Smt. Chinky, Ext. Lect. Maths

70. Committee for Intoxication free Institution/ Anti Drug Awareness Cell/Outreach Programme

I. Dr. Surender Kumar Punia – Senior Faculty Member

II. Dr. Partap Phalswal - Senior Faculty Member

III. Sh. Shiv Shankar - Convener

IV. Dr. Jai Parkash, Ext. Lect. English

V. Dr. Manoj Kumar, Ext. Lect. Economics

VI. Smt. Sushil Yadav, Ext. Lect. Computer Science

VII. Dr. Anju Devi, Ext. Lect. Commerce

VIII. Sh. Rajmal, Ext. Lect. Geography

IX. 03 Students nominated by the convener

71. Internal Grievances Redressal Cell

I. Dr. Surender Kumar Punia- Convener

II. Dr. Lalit

III. Dr. Amit Bhardwaj

IV. Dr. Jagbir Gulia

V. Dr. Tamsa

VI. Dr. Priyanka

72. RUSA Committee

I. Sh. Saurabh Jain - Convener

II. Dr. Kavita

III. Dr. Priyanka

IV. Smt. Niharika, Ext. Lect. Commerce

73. Road Safety Club/Traffic Interpretation Centre/Driving Licence

I. Smt. Surila-Convener

II. Ms. Jyoti Sangwan

III. Sh. Samsheer

IV. Smt. Kiran Devi-Ex Sarpanch

V. Smt. Ruchika, Ext. Lect. English

VI. Smt. Chinky, Ext. Lect. Maths

74. Committee regarding all affairs pertaining to Extension Lecturers

I. Dr. Surender Kumar Punia-Convener

II. Dr. Partap Phalswal

III. Sh. Shri Kishan

IV. Dr. Lalit Kumar

V. Sh. Sanjeev Kumar

- VI. Sh. Jitender Kumar, Ext. Lect. Commerce
- VII. Dr. Ankur, Ext. Lect. Commerce
- VIII. Dr. Ravin Kadian, Ext. Lect. Management
- IX. Smt. Sushil Yadav, Ext. Lect. Computer Science
- X. Smt. Sarika, Ext. Lect. Commerce

(Assisted by Sh. Sombir Singh, Clerk)

75. Committee to take care of Bio-metric devices (Record Maintenance and Repair)

- I. Sh. Vikas Suhag– Convener
- II. Sh. Rajesh Kumar, Ext. Lect. Computer Science
- III. Sh. Pardeep Suhag, Ext. Lect. Computer Science

76. Canteen Committee

- I. Dr. Parveen Kumar– Convener
- II. Sh. Shiv Shankar
- III. Sh. Ashok Kumar
- IV. Dr. Jai Bhagwan, Ext. Lect. Maths.
- V. Smt. Monu Kumari, Ext. Lect., Hindi

77. Engagement under Outsourcing Policy/ Haryana Kaushal Rojgar Nigam (HKRN)

- I. Dr. Surender Kumar Punia - Convener
- II. Dr. Pratap Phalswal
- III. Dr. Amit Bhardwaj

78. Youth Parliament Cell

- I. Dr. Amit Bhardwaj- Convener
- II. Sh. Ashok Kumar
- III. Dr. Ankur, Ext. Lect. Commerce

79. Electoral Literacy Club/All Matters related to Election Office

- I. Sh. Ashok Kumar– Convener
- II. Sh. Rajesh Kumar, Ext. Lect. Computer Science
- III. Sh. Krishan Kumar, Ext. Lect. Sanskrit
- IV. Smt. Ruchika, Ext. Lect. English
- V. Sh. Pradeep Rajput, Computer Instructor

80. Equal Opportunity Cell for Differently able persons

- I. Smt. Savita, Ext. Lect. Management
- II. Dr. Aditi Kadain, Ext. Lect. Psychology
- III. Smt. Ruchika, Ext. Lect. English

81. Committee for Students' Passport

- I. Ms. Jyoti Sangwan - Convener
- II. Smt. Sunita Beniwal
- III. Smt. Priti Rani
- IV. Dr. Apeksha, Ext. Lect. Commerce
- V. Sh. Manoj Kumar, Ext. Lect. Computer Science
- VI. Dr. Narender, Ext. Lect. Maths

82. Checking and Verification of Medical Reimbursement Bills

- I. Sh. Rakesh Kumar-Convener
- II. Sh. Deepak
- III. Dr. Jyoti (Commerce)
- IV. Sh. Naveen Kumar, Assistant (*Record Keeper*)

83. Disaster Management Committee/Fire Extinguisher/Water Harvesting

- I. Dr. Lalit Kumar-Convener
- II. Smt. Sunita Beniwal
- III. Dr. Tamsa
- IV. Sh. Rajmal, Ext. Lect. Geography
- V. Smt. Deepa Yadav, Ext. Lect. Geography

84. HRMS/MIS/ERP Portal Updation Committee

- I. Sh. Saurabh Jain-Convener
- II. Dr. Sudhir, Ext. Lect., Computer Science
- III. Dr. Pardeep Kumar, Guest Faculty
- IV. Sh. Devender Kumar, Clerk
- V. Sh. Pardeep Rajput, Computer Instructor
- VI. Sh. Manojveer, Computer Attendant

85. Computer Accessories/Printers/Cartridge (Purchase/Repair/Maintenance)

- I. Sh. Saurabh Jain-Convener
- II. Sh. Vikas Suhag
- III. Sh. Ashok Kumar
- IV. Sh. Pardeep Kumar, Guest Faculty

86. Yog Club

- I. Dr. Arun Kumar, Ext. Lect.
- II. Dr. Manoj Kumar, Ext. Lect. Economics

III. Sh. Krishan Kumar-Ext. Lect.

87. Social Media Committee

I. Dr. Amit Bhardwaj-Convener

II. Sh. Vikas Suhag

III. Dr. Sudhir-Ext. Lect.

88. Important Days Celebration Committee

I. Sh. Shri Kishan Chahar, NCC Officer (Boys)

II. Dr. Kavita, NCC Officer (Girls)

III. Dr. Minakshi, NSS Officer (Girls)

IV. Sh. Vikas Suhag, NSS Officer (Boys)

V. Dr. Tamsa, Convener, Cultrual Committee

89. Swachchh Haryana Mission

I. Sh. Rakesh Kumar, Nodal Officer

II. Sh. Ashok Kumar

III. Sh. Rajesh Kumar, Ext. Lect. Computer science

IV. Sh. Krishan Kumar, Ext. Lect. Sanskrit

V. Sh. Manojveer, LA

90. 24x7 Opening of Reading Room

I. Dr. Surender Kumar Punia-Convener

II. Sh. Rakesh Kumar

III. Smt. Sunita Beniwal

IV. Smt. Priynaka

V. Sh. Manoj Nehra, Ext. Lect. Computer Science

VI. Ms. Ashmita, Junior Librarian

91. Statistical Data Cell/PRAYAS/Research Cell/NIRF/AISHE

I. Dr. Pushpender Kadian - Convener

II. Sh. Saurabh Jain

III. Dr. Apeksha, Ext. Lect. Commerce

IV. Smt. Niharika, Ext. Lect. Commerce

V. Smt. Monu Kumari, Ext. Lect. Hindi

VI. Smt. Jinam, Ext. Lect. Maths.

VII. Dr. Jyoti, Ext. Lect. Zoology

VIII. Smt. Poonam, Ext. Lect. Management

92. Maintenance of Roofs

- I. Dr. Arun Kumar, Ext. Lect. Physical Education
- II. Dr. Pardeep Kumar, Guest Faculty
- III. Sh. Naveen Kumar, Ext. Lect. Defence Studies

93. Trees (Record & Maintenance)

- I. Dr. Savita, Ext. Lect. Botany
- II. Smt. Alka Saini, Ext. Lect. Botany
- III. Dr. Aditi Kadain, Ext. Lect. Psychology
(Assisted by Sh. Vijay, Mali)

94. Students' Internship Committee (NEP-2020)**Arts :**

- I. Dr. S.K. Punia-Convener
- II. All HoDs of Arts Stream

Science

- I. Smt. Surila-Convener
- II. All HoDs of Science Stream

Commerce & Management

- I. Dr. Priyanka-Convener
- II. All Faculty Members of Commerce and Management Departments

Sd/-

Principal
Govt. Post Graduate Nehru College
Jhajjar