

OFFICE OF THE PRINCIPAL GOVERNMENT COLLEGE MAHENDERGARH

ANNUAL DUTY LIST OF FACULTY MEMBERS

Memo No. EC/2024/310

Dated : - 15.03.2024

The following duties are assigned to the Staff Members for the smooth conduct of different activities of the college for the session 2023-24. These duties will come into force with immediate effect.

Ex-Conveners/In-charges are requested to hand-over/reciprocate their charges, if any, to the new incumbents & get countersignature of the undersigned within 7 days positively.

The Conveners/In-charges of various committees should note down the names of the faculty members associated with them. They are also required to invite fresh quotations for the work to be undertaken by them immediately.

COLLEGE COUNCIL

CHAIRPERSON: Principal
Members Dr. Laxmi Narayan
Mr. Vijay Yadav
Dr. Shamsher Singh
Dr. Baljit Singh
Dr. Ashok Kumar
Dr. Somveer

1. Senior Tutor/Mentor : Dr. Baljit Singh
2. College Bursar : Dr. Neetu Sharma
3. Staff Secretary : Mr. Vikas
4. Dean Arts : Dr. Baljit Singh
5. Dean Science : Sh. Vijay Yadav
6. Dean Commerce : Dr. Neetu Sharma
7. N.C.C. Officer : Lt. Dr. Shamsher Singh
8. Incharge, Sports : Dr. Shamsher Singh

9. RTI

Principal, FAA
Mr. Vijay Yadav, SPIO
Dr. Ashok Kumar, ASPIO
Mr. Ravinder Kumar, ASPIO
Mr. Vijay Pal, Clerk to SPIO & FAA

10. I.Q.A.C.

Chairman: Principal
Coordinator: Mr. Vikas
Members: Dr. Baljit Singh
Mr. Jitender Kumar
Mr. Vijay Yadav
Dr. Pavita

11. NAAC & UGC
Dr. Neetu Sharma, Coordinator
Mr. Vijay Yadav
Mr. Jitender Kumar
Dr. Somveer
Dr. Ashok Kumar
Dr. Renu Yadav
Mr. Vikas
Dr. Pavita Yadav
Mr. Heera Singh
Dr. Parmit Kumari
Mr. Vinod Kumar
Mr. Inderjeet
Mr. Deepak Kumar Saini
12. R.U.S.A.
Dr. Shamsher Singh, Nodal Officer
Dr. Ashok Kumar, Member
Dr. Baljit Singh Member
Mr. Shiv Kumar, Clerk
13. COLLEGE TIME TABLE, WORKLOAD AND INTRODUCTION OF NEW COURSE/SUBJECTS, LECTURE SHORTAGE OF STUDENTS
Mr. Vikas, Converner
Mr. Vijay Yadav
Dr. Neetu Sharma
Mr. Pradhuman Singh
Mr. Vinod Kumar
Dr. Anand Kumar
14. LEGAL CELL & COURT CASES
Dr. Ashok Kumar, Convener
Sh. Jitender Singh
Mr. Vikas Gupta
Mr. Vinod Kumar
Dr. Anand Kumar
Mr. Anil Kumar Kanodia, deputy Superintendent
15. REGISTRAR/UNIVERSITY WORKS/RESULTS/RR/CR/FEE/ COURSE & SUBJECT CHANGE
Dr. Baljit Singh, Registrar
Mr. Inderjeet, Deputy Registrar
Mr. Anil Kumar Kanodia, deputy Superintendent
Mr. Shiv Kumar, Clerk
Sh. Ravinder, C.I.
Sh. Kirti Swaroop, C.I.
Sh. Ishwar Yadav, Instructor English Language Lab.
Sh. Deepak Kumar, CLA
16. ONLINE ADMISSION, COLLEGE WEB-PORTAL & ONLINE TEACHING
Sh. Vijay Yadav, Nodal Officer
Mr. Inderjeet, Incharge, Web-Portal
Mr. Vinod Kumar
Sh. Kirti Swaroop, C.I.
Sh. Ravinder, C.I.
Sh. Ishwar Yadav, English Language Lab. Instructor
Sh. Deepak Kumar, Computer Lab. Attendant.
17. CHARACTER CERTIFICATE AND ATTESTATION OF DOCUMENTS
1. Dr. Baljit Singh 2. Dr. Pavita Yadav
18. PPP/BUS PASS/PASSPORT/VOTER CARD/DRIVING LICENSE COMMITTEE
Sh. Heera Singh, Convener-BUS PASS/PASSPORT/VOTER CARD/ DRIVING LICENSE
Dr. Shamsher Singh, Convener-PPP
Mr. Vinod Kumar for online works
Mr. Ishwar Yadav, English Language Lab. Instructor

- Mr. Rahul Yadav, JLA will assist.
Mr. Deepak Kumar, Computer Lab. Attendant
19. **SCHOLARSHIP, STIPEND & S.A.F. COMMITTEE**
Sh. Jitender Singh, Nodal Officer
Dr. Baljit Singh
Mr. Shiv Kumar, Clerk
Mr. Rahul Yadav, JLA will assist
20. **EDUCATIONAL TOUR COMMITTEE**
Sh. Jitender Kumar, Convener
Dr. Pavita Yadav
Dr. Shamsheer Singh
Mr. Vikas Gupta
21. **FEE CONCESSION & RED CROSS GRANT COMMITTEE**
Mr. Jitender Kumar, Convener
Dr. Baljit Singh
Mr. Vikas
Mrs. Pooja Rani (Commerce)
22. **SEATING & SHAMIANA COMMITTEE**
Dr. Shamsheer Singh, Convener
Dr. Baljit Singh
Dr. Ashok Kumar
Sh. Ajay Pal
Dr. Ravinder Kumar
23. **COLLEGE CULTURAL & CO-CURRICULAR ACTIVITIES COMMITTEE**
Dr. Parmit Kumari, Coordinator
Dr. Somveer
Dr. Pavita Yadav
Dr. Anita Yadav
Mrs. Anup Kumari
Dr. Vijaya Bai
24. **MIKE, LIGHT, AUDIO-VISUAL, PHOTOGRAPHY**
Dr. Somveer, Convener
Dr. Ashok Kumar
Mr. Kuldeep
Dr. Vijaya Bai
Mr. Rahul Yadav, JLA
Mr. Deepak Kumar, CLA
25. **ELECTRICITY, SOLAR, GENERATOR & DRINKING WATER ARRANGEMENT COMMITTEE**
Dr. Somveer, Convener
Sh. Heera Singh
Mr. Arun Bharat
Mr. Pradhuman Singh
Mr. Deepak Kumar (Physics)
Mr. Rahul Yadav, J.L.A.
Sh. Ajay Kumar, Peon
Ms Babil Kumari, Peon
26. **SANITATION COMMITTEE**
Dr. Renu Yadav, Convener (Female)
Mr. Jitender Singh, Convener (Male)
Mrs. Anup Kumari
Mr. Ishwar Yadav
Sh. Ajay Kumar, Peon
Sh. Ramesh Kumar
Ms Babil
27. **FURNITURE COMMITTEE**
Dr. Ashok Kumar, Incharge (Steel & Wooden)
Dr. Renu Yadav
Sh. Rahul Yadav, J.L.A.
Mr. Ajay Kumar, Peon

- Mr. Dharmender, Peon
28. PRINTING OF CERTIFICATES CARDS/BANNERS ETC. & INVITATION COMMITTEE
Dr. Jitender Singh, Convener
Dr. Ashok Kumar
Mr. Heera Singh
Mr. Inderjeet
Sh. Kirti Swaroop
29. TRAFFIC INTERPRETATION CENTRE & ROAD SAFETY CLUB
Sh. Jitender Singh, Nodal Officer
Dr. Somveer
Dr. Ashok Kumar
Dr. Pavita Yadav
30. PRIZE PURCHASE & DISTRIBUTION COMMITTEE
Dr. Baljit Singh, Convener
Dr. Somveer
Dr. Shamsher Singh
Sh. Jitender Kumar
31. REFRESHMENT, TEA AND LUNCH COMMITTEE
Mr. Heera Singh, Convener
Dr. Shamsher Singh
Sh. Jitender Singh
Sh. Deepak Kumar, CLA
Sh. Daya Ram, LA
32. COLLEGE DISPENSARY/RED CROSS SOCIETY/YOUTH RED CROSS/RED RIBBON CLUB
Dr. Pavita Yadav, Convener
Sh. Jitender Kumar
Mr. Deepak Kumar (Physics)
Mr. Pradhuman
Mr. Arun Bharat
Mr. Vikash Gupta
Mr. Gajanand, JLA
33. COLLEGE PROPERTY—BUILDING/LAND/TREES ETC. BUILDING FUND & PWD (B&R) AND PUBLIC HEALTH/ DILAPIDATION COMMITTEE
Dr. Baljit Singh, Convener
Dr. Shamsher Singh
Dr. Somveer
Mr. Vijay Pal, JLA
34. COLLEGE CAMPUS BEAUTIFICATION, LAWNS & GARDENS DECORATION AND EVS FUND
Dr. Parmit Kumari, Convener
Dr. Somveer
Sh. Heera Singh
Mr. Deepak Kumar (Physics)
Mr. Pradhuman Singh
Mr. Ishwar Yadav
35. WOMEN STUDIES & DEVELOPMENT CELL
Dr. Pavita Yadav, Incharge
Dr. Renu Yadav
Mrs. Parmit Kumari
Dr. Pinki
Mrs. Ritu Rani
Mrs. Kusum Lata
Ms Babil, Peon
36. COMPULSORY COMPUTER EDUCATION & COMPUTER FUND
Mr. Jitender Kumar, Convener
Dr. Ashok Kumar (English)
Sh. Ravinder Kumar, C.I.
Sh. Kirti Swaroop, C.I.
Mr. Ishwar Yadav

37. **RADHA KRISHNA FUND & COLLEGE DEVELOPMENT FUND COMMITTEE**
Mr. Vikas
Dr. Sandeep Kumari
Dr. Manju Kumari
Mrs. Amita Kumari
Mrs. Navita
38. **H.R.M.S. DATA/M.I.S. DATA/AISHE/NIRF/HKRN COMMITTEE**
Mr. Vikas, Nodal Officer
Mr. Jitender Kumar, Assistant Nodal Officer
Mr. Ravinder, HRMS/MIS
Mr. Anil Kumar, Deputy Superintendent (EC)
Mr. Shiv Kumar, Clerk HKRN
Mr. Deepak Kumar, CLA (AISHE/NIRF)
39. **CAREER GUIDANCE BUREAU AND PLACEMENT CELL**
Dr. Parmit Kumari, Incharge
Dr. Ashok Kumar
Dr. Baljit Singh
Mr. Vikas Gupta
40. **ANTI-SEXUAL HARASSMENT COMMITTEE**
Mrs. Renu Yadav, Convener
Mr. Vijay Yadav
Dr. Pavita Yadav
Dr. Neetu Sharma
Mrs. Parmit Kumari
Mr. Anil Kumar, Deputy Superintendent
Two Girl Students and Legal Advisor/NGO Representative
41. **LIBRARY/BOOK BANK ADVISORY COMMITTEE**
Dr. Renu Yadav, Incharge Library
Dr. Neetu Sharma—Bursar (Financial Advisor)
Dr. Somveer, Member
Dr. Ashok Kumar, Member
Mrs. Pooja Rani (Commerce)
Sh. Rakesh Kumar, Library Attendant
42. **GRIEVANCES REDRESSAL CELL/INTERNAL COMPLAINT COMMITTEE (STUDENT & STAFF)**
Dr. Laxmi Narayan, Convener
Sh. Jitender Kumar
Dr. Shamsher Singh
Dr. Pavita Yadav
Mrs. Parmit Kumari
43. **COLLEGE SPORTS BOARD**
CHAIRMAN— Principal
Member Secretary—Dr. Shamsher Singh,
Members- Dr. Laxmi Narayan
Sh. Vijay Yadav
Sh. Jitender Kumar
Dr. Baljit Singh
Dr. Somveer
44. **C.C.T.V. CAMERAS/AEBAS (Bio-Matric Machines)**
Dr. Ashok Kumar, Nodal Officer
Sh. Heera Singh
Mr. Inderjeet
Sh. Deepak Saini, Comp. Lab. Attendant
45. **CO-ORDINATORS—SUBJECT SOCIETIES**
Sh. Vijay Yadav—Science Society and Exhibition
Dr. Baljit Singh—Social Science Society
Mr. Jitender Singh—Commerce/BCA

46. **PREVENTION OF CASTE BASED DISCRIMINATION COMMITTEE**
 Dr. Baljit Singh, Associate Professor (Chairperson)
 Mr. Vikas, Assistant Professor (Member)
 Dr. Pavita Yadav, Assistant Professor (Member)
 Mr. Jitender Singh, Assistant Professor (Member)
 Dr. Parmit Kumari, Assistant Professor (Member)
47. **STAGE AND PRESS SECRETARY**
 Dr. Somveer
 Dr. Pavita Yadav
 Mr. Kuldeep—News & Photography
48. **EARN WHILE YOU LEARN**
 Dr. Baljit Singh, Convener
 Mr. Jitender Kumar
 Dr. Ashok Kumar
 Mr. Vikas
 Sh. Rakesh Kumar, Lib. Attendant
 Mr. Ishwar Yadav
49. **NSS ADVISORY COMMITTEE & PROGRAMME OFFICERS**
 Dr. Baljit Singh, Chief Advisor
 Sh. Jitender Kumar, Advisor
 Dr. Renu Yadav, Advisor
 Dr. Somveer, NSS PO Unit-I (Boys)
 Dr. Ashok Kumar, NSS PO Unit-II (Boys)
 Dr. Pavita Yadav, NSS PO Unit-III (Girls)
 Mr. Ravinder, CI shall act as NSS Clerk for all units.
 Mr. Dharmender, Peon Unit-I
 Mr. Duli Chand, Peon Unit-II
 Ms Babil, Peon Unit-III
50. **ANTI-CORRUPTION CELL/ANTI RAGGING & ANTI SMOKING**
 Sh. Jitender Kumar, Convener
 Dr. Baljit Singh
 Mr. Vikas
 Mrs. Renu Yadav
 Dr. Neetu Sharma
 Dr. Ashok Kumar
51. **COLLEGE CANTEEN COMMITTEE**
 Dr. Baljit Singh, Convener
 Dr. Shamsher Singh
 Dr. Ashok Kumar, (English)
 Mr. Vikas
 Dr. Pavita Yadav
45. **DISCIPLINE COMMITTEE (FOR ALL PURPOSES)**
 Dr. Laxmi Narayan, Chairman
 Sh. Vijay Yadav
 Dr. Baljit Singh
 Dr. Shamsher Singh
 Mrs. Renu Yadav
 Dr. Ashok Kumar
 Mr. Vikas
 Sh. Jitender Singh
 Dr. Ravinder Kumar
 Dr. Ashwani Yadav
 Mrs. Vijaya Bai
 Mrs. Anup Kumari
 Sh. Vikas Gupta

53. **NEP-2020/EDUSAT/SHIKSHA SETU/PRaYAAS/SWAYAM/LMS/ SMART CLASS ROOM ETC.**
Mr. Vikas, Nodal Officer
Mr. Vijay Yadav
Dr. Ashok Kumar (English)
Mrs. Pooja Rani
Mr. Vinod Kumar
Mr. Inderjeet
Sh. Ravinder, C.I.
Mr. Ishwar Yadav
54. **BLACK BOARD, NOTICE BOARD & SEATING ARRANGEMENT IN THE CLASSROOMS**
Sh. Jitender Singh
Ms. Parmit Kumari
Dr. Ravinder Kumar
Sh. Deepak Kumar (Physics)
55. **LANGUAGE LAB.**
Dr. Ashok Kumar, Incharge
Dr. Pinki
Mrs. Ritu Rani
Mrs. Kusum Lata
Sh. Ishwar Yadav, English Language Lab. Instructor
56. **COLLEGE WELFARE COMMITTEE**
Dr. Baljit Singh, Incharge
Sh. Jitender Kumar
Dr. Shamsher Singh
Sh. Heera Singh
57. **AUCTION COMMITTEE**
Dr. Shamsher Singh, Convener
Dr. Jitender Singh
Mr. Heera Singh
58. **RESEARCH CELL**
Dr. Laxmi Narayan, Convener
Mr. Jitender Kumar
Mr. Vikas
Dr. Ashwani Yadav
Dr. Sandeep Kumari
Dr. Manju Kumari
Mrs. Navita
Mrs. Amita Kumari
59. **GeM COMMITTEE**
Principal (Primary User)
Dr. Ashok Kumar (Buyer)
Dr. Neetu Sharma, Bursar
Dr. Baljit Singh (Consignee)
Dr. Pavita Yadav, Member
Mr. Vijay Yadav, Member
Mr. Ravinder
Mr. Shiv Kumar, Clerk
Convenor of the concerned activity shall act as Member
60. **RAIN WATER HARVESTING SYSTEM/ MINI-SOIL TESTING**
Mr. Vikas, Rain Water Harvesting System
Sh. Heera Singh, Mini-Soil Testing
Mr. Ajay Pal
61. **NATURE INTERPRETATION CENTRE/ECO CLUB**
Mr. Vikas, Convener
Dr. Baljit Singh
Mr. Ajay Pal
Dr. Ashwani Yadav
Dr. Ravinder Kumar
Mr. Ishwar Yadav

62. **E-MAGAZINE/E-BULLETIN COMMITTEE**
Dr. Baljit Singh, Chief Editor
Dr. Ashok Kumar
Dr. Pavita Yadav
Dr. Neetu Sharma
Mr. Heera Singh
Dr. Ashwani Kumar
63. **SC CELL/ EQUAL OPPORTUNITY CELL**
Mr. Heera Singh, Convener
Mr. Jitender Singh, Member
Dr. Baljit Singh, Member
Dr. Renu Yadav, Member
Dr. Pavita Yadav, Member
Dr. Parmit Kumari, Member
Mr. Anil Kumar, Deputy Superintendent
64. **ALUMNI ASSOCIATION**
Mr. Jitender Kumar, Convener
Dr. Baljit Singh
Mr. Kuldeep
65. **CM & PM WINDOW**
Mr. Jitender Kumar, Nodal Officer
Dr. Baljit Singh
Dr. Pavita
Mr. Anil Kumar, Deputy Superintendent
66. **STUDENT GRIVANCE REDRESSAL COMMITTEE (SGRC)**
Dr. Laxmi Narayan, Chairperson
Mr. Vijay Yadav, Assistant Professor (Member)
Dr. Shamsher Singh, Associate Professor (Member)
Mr. Jitender Kumar, Assistant Professor (Member)
Dr. Pavita Yadav, Assistant Professor (Member)
Dr. Parmit Kumari, Assistant Professor (Member)
Two Students (Special Invitee)
67. **INTECTUALL PROPERTY RIGHTS (IPR) COMMITTEE**
Mr. Heera Singh, Convener
Mr. Vijay Yadav
Mr. Jitender Kumar
68. **ANTI DRUG AWARENESS CELL**
Mr. Jitender Kumar, Co-ordinator
Dr. Somveer, Member
Dr. Pavita Yadav, Member
Ms Deepika, M.A. Final Year Hindi
Mr. Sonu student of BA-III
Mr. Hitesh, B.Sc.-III
69. **Industry-Academia partnership and Mukhyamantri Yuva Kaushal Samman Yogna**
Dr. Parmit Kumari, Nodal Officer
Dr. Ashok Kumar
Dr. Somveer
Mr. Heera Singh
Dr. Jitender Singh

Principal,
Government College,
Mahendergarh.

OFFICE OF THE PRINCIPAL GOVERNMENT COLLEGE MAHENDERGARH

Order No. EC/2024/.....

Dated : 03.04.2024

The Anti Drug Awareness Cell comprising the following members of this college is hereby constituted with immediate effect. The Cell is directed to spread the awareness among the youth and implement the various direction to this effect received from the higher authorities from time to time.

1. Mr. Jitender Kumar, Co-ordinator
2. Dr. Somveer, Member
3. Dr. Pavita Yadav, Member
4. Ms Deepika, M.A. Final Year Hindi
5. Mr. Sonu student of BA-III
6. Mr. Hitesh, B.Sc.-III

Principal,
Government College,
Mahendergarh.

OFFICE OF THE PRINCIPAL GOVERNMENT COLLEGE MAHENDERGARH

Memo No. EC/2024/

Dated : - 15.04.2024

The Annual Duties for the session 2023-24 were assigned to all the staff members for the smooth conduct of different activities of the college vide this office order No. EC/2024/310 dated 15.03.2024 and all were directed to hand-over/reciprocate their charges, if any, to the new incumbents & get countersignature of the undersigned within 7 days positively.

Hence, all the Conveners/In-charges, who did not report till now, are again directed to report and submit a certificate to this effect and get countersignature of the undersigned latest by 24.04.2024 positively.

Principal,
Government College,
Mahendergarh.

OFFICE OF THE PRINCIPAL GOVERNMENT COLLEGE MAHENDERGARH

Order No. EC/2024/.....

Dated : 01.05.2024

In partial modification of this office order No. EC/2024/310 dated 15.03.2024 the following committees have been re-constituted with immediate effect. Ex-Conveners/In-charges are requested to hand over their charges, if any, to the new incumbents & get countersignature of the undersigned as early as possible.

1. **GRIEVANCES REDRESSAL CELL/INTERNAL COMPLAINT COMMITTEE (STUDENT & STAFF)**

Sh. Vijay Yadav, Convener
Sh. Jitender Kumar
Dr. Shamsher Singh
Dr. Pavita Yadav
Mrs. Parmit Kumari

2. **COLLEGE SPORTS BOARD**

CHAIRMAN— Principal
Member Secretary—Dr. Shamsher Singh,
Members- Sh. Vijay Yadav
Sh. Jitender Kumar
Dr. Baljit Singh
Dr. Somveer
Dr. Ashok Kumar

3. **DISCIPLINE COMMITTEE (FOR ALL PURPOSES)**

Dr. Shamsher Singh, Chairman
Sh. Vijay Yadav
Dr. Baljit Singh
Mrs. Renu Yadav
Dr. Ashok Kumar
Mr. Vikas
Sh. Jitender Singh
Dr. Ravinder Kumar
Dr. Ashwani Yadav
Mrs. Vijaya Bai
Mrs. Anup Kumari
Sh. Vikas Gupta

4. **RESEARCH CELL**

Mr. Vikas, Convener
Mr. Jitender Kumar
Dr. Ashwani Yadav
Dr. Sandeep Kumari
Dr. Manju Kumari
Mrs. Navita
Mrs. Amita Kumari

Principal,
Government College,
Mahendergarh.

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PRINTING OF CERTIFICATES CARDS/BANNERS ETC. & INVITATION COMMITTEE

Dr. Jitender Singh, Convener

Dr. Ashok Kumar

Mr. Heera Singh

Mr. Inderjeet (For Non-Financial Work)

Sh. Kirti Swaroop (For Non-Financial Work)

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OFFICE OF THE PRINCIPAL GOVERNMENT COLLEGE MAHENDERGARH

Order No. EC/2025/

Dated :- 25.02.2025

The four girl students have lodged a complaint against Dr. Somveer, Professor, Department of Hindi, alleging serious misconduct. The complaint is hereby forwarded to the Anti-Sexual Harassment Committee for necessary action as per the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013.

The committee is directed to take necessary action in this regards and submit its report in accordance with the prescribed norms. The inquiry must be conducted in a fair, impartial, and timely manner, ensuring confidentiality and adherence to due process.

ANTI-SEXUAL HARASSMENT COMMITTEE

1. Dr. Renu Yadav, Convener
2. Dr. Baljit Singh
3. Dr. Pavita Yadav
4. Dr. Neetu Sharma
5. Mrs. Parmit Kumari
6. Mr. Anil Kumar, Deputy Superintendent
7. Two Girl Students and Legal Advisor/NGO Representative

Mr. Vijay Yadav is replace by Dr. Baljit Singh as Mr. Vijay Yadav has the charge of Principal at present.

Encls : Complaint in original

Principal
Government College
Mahendergarh

Copy to :-

Dr. Renu Yadav, Convener
Anti-Sexual Harassment Committee
Government College, Mahendergarh

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fopkj ugha fd;k tk,xkA

bls vfr vko';d le>dj izkFkfedrk iznku djsaA

izkpk;Z
jktdh; egkfo|ky;
egsUnzx<+A

dk;kZy; izkpk;Z jktdh; egkfo|ky;
egsUnzx<+

uksfVl
16-08-2024

fnuk;d %&

orZeku esa izos'k izfØ;k lekIr gks pqdh gS rFkk d{kk,a fu;fer :i ls py jgh gSa ftlds dkj.k izfrfnu dkQh la[;k esa fo|kfFkZ;ksa egkfo|ky; iz'kk/ku dk iz;ksx djrs gSA ftlds dkj.k bu iz'kk/kuksa dh izfrfnu lkQ&lQkbZ djuk vfr&vko';d gSA vr% egkfo|ky; ds fuEufyf[kr vf/kdkfj;ksa@deZpkfj;ksa dks vkns'k fn, tkrs gSa fd os egkfo|ky; esa LFkkfir lHkh **Toilets** dh lkQ&lQkbZ prqFkZ Js.kh deZpkfj;ksa ls izfrfnu djokuk lqfuf'pr djsa rkfd fo|kfFkZ;ksa ,oa LVkQ lnL;ksa dks fdlh izdkj dh dksbZ ijs'kkuh dk lkeuk u djuk iM+kA

- 1- MkW- js.kq ;kno] izHkkjh (efgyk 'kkSpky;)
- 2- MkW- vuqi dqekjh] lnL;
- 3- lqJh ccyh] ih;u

- 1- Jh ftrsUnz flag] izHkkjh (iq:"k 'kkSpky;)
- 2- Jh bZ'oj ;kno] lnL;
- 3- Jh vt; dqekj] ih;u

prqFkZ Js.kh deZpkjh

- 1- Jh jes'k dqekj] Lohij
- 2- Jh lqjsUnz] Lohij
- 3- Jh jkds'k dqekj] Lohij

izkpk;Z
jktdh; egkfo|ky;
egsUnzx<+A

OFFICE OF THE PRINCIPAL GOVERNMENT COLLEGE MAHENDERGARH

Order No. EC/2024/.....

Dated : 24.08.2024

The Anti Drug Awareness Cell comprising the following members of this college is hereby constituted for the session 2024-25 with immediate effect. The Cell is directed to spread the awareness among the youth and implement the various direction to this effect received from the higher authorities from time to time.

1. Mr. Jitender Kumar, Co-ordinator
2. Dr. Somveer, Member
3. Dr. Pavita Yadav, Member
4. Mr. Vikas Gupta, Member
5. Ms Neha Goyal B.Sc 2nd Year Roll No. 231111104034
6. Ms Komal Saini B Sc 2nd Year Roll No. 231111104042

Principal,
Government College,
Mahendergarh.

dk;kZy; izkpk;Z jktdh; egkfo|ky;
egsUnzx<+

vkns'k Øekad LFkk@2024@1043
%& 17-09-2024

fnuk;d

bl dk;kZy; ds uksfVl fnukad 16-08-2024 ds }kjk egkfo|ky; ds fuEufyf[kr vf/kdkfj;ksa@deZpkfj;ksa dks vkns'k fn, tkrs gSa fd os egkfo|ky; esa LFkkfir lHkh **Toilets** dh lkQ&lQkbZ prqFkZ Js.kh deZpkfj;ksa ls izfrfnu djokuk lqfufpr djsa rkfd fo|kfFkZ;ksa ,oa LVkQ lnL;ksa dks fdlh izdkj dh dksbZ ijs'kkuh dk lkeuk u djuk iM+kA ijUrq vkt fnukad 17-09-2024 dks v/kksgLrk{kjh }kjk vkSpd fujh{k.k djus ij ik;k fd **Toilets** dh lkQ&lQkbZ dh gkykr fcYkdqy gh csdkj gS ftlds dkj.k fo|kfFkZ;ksa@LVkQ lnL;ksa dks dkQh ijs'kkuh dk lkeuk djuk iM+ jgk gSA vr% desVh vks vkns'k fn, tkrs gS fd lQkbZ deZpkfj;ksa ls lHkh **Toilets** dks pSd djokus mijkUr ftl Hkh lkeku dh deh gS ml ckjs fyf[kr :i esa fnukad 18-09-2024 rd egkfo|ky; ds HkkSfrd laEink vf/kdkjh MkW- cythr flag dks lwfpr djsa rkfd rnkuqlkj vkxkeh vko';d dk;Zokgh vey esa ykbZ tk ldsA

- 1- MkW- js.kq ;kno]
izHkkjh (efgyk 'kkSpky;)
- 2- MkW- vuqi dqekjh] lnL;
- 3- lqJh ccyh] ih;u

- 1- Jh ftrsUnz flag]
izHkkjh (iq:"k
'kkSpky;)
- 2- Jh bZ'oj ;kno]
lnL;
- 3- Jh vt; dqekj] ih;u

prqFkZ Js.kh lQkbZ deZpkjh

- 1- Jh jes'k dqekj] Lohij
- 2- Jh lqjsUnz] Lohij
- 3- Jh jkds'k dqekj] Lohij

izkpk;Z
jktdh; egkfo|ky;
egsUnzx<+A

dk;kZy; izkpk;Z jktdh; egkfo|ky;
egsUnzx<+

vkns'k Øekad LFkk@2024@
%& 28-11-2024

fnuk;d

bl dk;kZy; ds vkns'k Øekad LFkk@2024@1043
fnukad 17-09-2024 ds }kjk egkfo|ky; ds fuEufyf[kr
vf/kdkfj;ksa@deZpkfj;ksa dks vkns'k fn, tkrs gSa fd os egkfo|ky;
esa LFkkfir lHkh **Toilets** dh lkQ&lQkbZ prqFkZ Js.kh deZpkfj;ksa
ls izfrfnu djokuk lqfuf'pr djsa rkfd fo|kfFkZ;ksa ,oa LVkQ
lnL;ksa dks fdlh izdkj dh dksbZ ijs'kkuh dk lkeuk u djuk iM+kA
ijUrq vkt fnukad 28-11-2024 dks v/kksgLrk{kjh }kjk vkSpd
fujh{k.k djus ij ik;k fd **Toilets** dh lkQ&lQkbZ dh gkykr fcYkdqy
gh csdkj gS ftlds dkj.k fo|kfFkZ;ksa@LVkQ lnL;ksa dks dkQh
ijs'kkuh dk lkeuk djuk iM+ jgk gSA orZeku esa fo"ke lsesLVj
ijh{kk,a Hkh izkjEHk gks pqdh gS ftlesa izfrfnu dkQh la[;k esa
fo|kFkhZ vih;j gksrs gSA vr% desVh dks iqu% vkns'k fn, tkrs gS
fd fd os egkfo|ky; esa LFkkfir lHkh **Toilets** dh lkQ&lQkbZ prqFkZ
Js.kh deZpkfj;ksa ls izfrfnu djokuk lqfuf'pr djsa rkfd fo|kfFkZ;ksa
,oa LVkQ lnL;ksa dks fdlh izdkj dh dksbZ ijs'kkuh dk lkeuk u
djuk iM+kA

1- MkW- js.kq ;kno]
izHkkjh (efgyk 'kkSpky;)

2- MkW- vuqi dqekjh] lnL;

3- lqJh ccyh] ih;u

1- Jh ftrsUnz flag]
izHkkjh (iq:"k
'kkSpky;)

2- Jh bZ'oj ;kno]
lnL;

3- Jh vt; dqekj] ih;u

prqFkZ Js.kh lQkbZ deZpkjh

1- Jh lqjsUnz] Lohij

2- Jh jkds'k dqekj] Lohij

izkpk;Z
jktdh; egkfo|ky;
egsUnzx<+A

dk;kZy; izkpk;Z jktdh; egkfo|ky;
egsUnzx<+

vkns'k
04-2025

fnuk;d %& 26-

v/kksgLrk{kjh }kjk vkSpd fujh{k.k djus ij ik;k fd
Toilets dh lkQ&lQkbZ dh gkykr fcYkdqy gh csdkj gS ftlds dkj.k
fo|kfFkZ;ksa@LVkQ lnL;ksa dks dkQh ijs'kkuh dk lkeuk djuk
iM+ jgk gSA fnukad 01-05-2025 ls egkfo|ky; esa le lsesLVj dh
ijh{kk,a izkjEHk gksus tk jgh gS ftlesa izfrfnu dkQh la;k esa
ijh{kkFkhZ vih;j gksuss gSA blds vfrfjDr fnukad 04-05-2025 dks
jk"V^ah; Lrj dh uhV ;wth ijh{kk dk Hkh vk;kstu bl egkfo|ky; esa
gksus tk jgk gSA

vr% egkfo|ky; ds fuEufyf[kr
vf/kdkfj;ksa@deZpkfj;ksa dh desVh dk xBu djrs gq, mUgsa
vkns'k fn, tkrs gSa fd os egkfo|ky; esa LFkkfir lHkh Toilets dh
lkQ&lQkbZ prqFkZ Js.kh lQkbZ deZpkfj;ksa ls lkseokj fnukad
30-04-2025 dks egkfo|ky; NksM+us ls iwoZ djokuk lqfuf'pr djsa
rnksijkUr v/kksgLrk{kjh }kjk vkSpd fujh{k.k fd;k tk,xkA

blds vfrfjDr desVh dks ;g Hkh vkns'k fn, tkrs gSa fd
Hkfo"; esa lHkh Toilets dh lkQ&lQkbZ prqFkZ Js.kh lQkbZ
deZpkfj;ksa ls izfrfnu djokuk lqfuf'pr djsa rkfd fo|kfFkZ;ksa ,oa
LVkQ lnL;ksa dks fdllh izdkj dh dksbZ ijs'kkuh dk lkeuk u djuk
iM+kA

1- MkW- js.kq ;kno]
izHkkjh (efgyk 'kkSpky;)

2- MkW- ifork ;kno] lnL;

1- MkW- lkseohj]
izHkkjh (iq:"k
'kkSpky;)

2- MkW- ftrsUnz flag]
lnL;

- 3- Jherh iwtk jkuh] lnL;
- 4- MkW- vatw ;kno] lnL;
- 5- MkW- vfurk ;kno] lnL;

- 3- Jh nhid dqekj] lnL;
- 4- Jh iz|qeu flag] lnL;
- 5- Jh bZ'oj ;kno] lnL;

izkpk;Z
 jktdh; egkfo|ky;
 egsUnzx<+A

कार्यालय प्राचार्य राजकीय महाविद्यालय महेन्द्रगढ़

आदेश क्रमांक स्था/2025/

दिनांक :- 06.05.2025

डॉ. परमीत कुमारी, इंचार्ज लॉन एवं गार्डन को निर्देश दिए जाते हैं कि वह महाविद्यालय परिसर के सभी लॉन एवं गार्डन की समुचित देखरेख एवं सौंदर्यीकरण की व्यवस्था सुनिश्चित करें। इस हेतु निम्नलिखित बिंदुओं पर विशेष ध्यान दिया जाए :-

1. महाविद्यालय परिसर के सभी लॉनों में हरी-भरी घास का रोपण किया जाए एवं उसकी नियमित देखरेख की व्यवस्था सुनिश्चित की जाए।
2. सभी निर्धारित मालियों से निर्धारित क्षेत्र में पौधों की क्यारियाँ बनाकर उनमें सुंदर, सजावटी पौधों का रोपण कराया जाए।
3. पौधों की सुरक्षा हेतु आवश्यक घेरे (फेंसिंग) एवं नियमित सिंचाई की व्यवस्था भी की जाए।
4. शांति देवी मेमोरियल हॉल के समक्ष खुले क्षेत्र में भी हरे लॉन का विकास किया जाए तथा उसमें घास लगवाकर उसे विकसित रूप प्रदान किया जाए।
5. उपरोक्त क्षेत्र में फूलदार, फलदार एवं सजावटी पौधों का समुचित चयन करके उनका रोपण सुनिश्चित किया जाए, जिससे परिसर का वातावरण पर्यावरणीय एवं सौंदर्यात्मक दृष्टि से समृद्ध हो।

निर्देशित कार्यों की समयबद्ध पूर्ति सुनिश्चित करते हुए इसकी प्रगति रिपोर्ट समय-समय पर अधोहस्ताक्षरी प्रस्तुत की जाए।

प्राचार्य
राजकीय महाविद्यालय,
महेन्द्रगढ़।

OFFICE OF THE PRINCIPAL GOVERNMENT COLLEGE MAHENDERGARH

Order No. EC/2025/.....

Dated : 06.05.2025

In compliance with the Director General, Higher Education Haryana, Panchkula letter No. 22/177-2025 C-1 (1) dated 23.04.2025, a committee comprising the following members of this college is hereby constituted for Industry-Academia Partnership and Mukhyamantri Yuva Kaushal Samman Yogna with immediate effect. The committee is directed to take necessary action as per the directions received from the Directorate in this regard.

1. Dr. Parmit Kumari, Nodal Officer
2. Dr. Somveer, Professor of Hindi
3. Dr. Ashok Kumar, Associate Prfoessor of English
4. Dr. Jitender Singh, Assistant Professor of Commerce
5. Mr. Heera Singh, Assistant Professor of Chemistry

Principal,
Government College,
Mahendergarh.

dk;kZy; izkpk;Z jktdh; egkfo|ky;
egsUnzx<+

vkns'k Øekad LFkk@2025@
%& 01-07-2025

fnuk;d

'kS {kf.kd l= 2025&26 ds eísutj egkfo|ky; dh Sanitation Committee ds leLr lnL;ksa dks funsZ'k fn, tkrs gSa fd os egkfo|ky; esa LFkkfir lHkh Toilets dh lkQ&lQkbZ prqFkZ Js.kh lQkbZ deZpkfj;ksa ls fnukad 02-07-2025 ls iwoZ djokuk lqfuf'pr djsa rnksijUr v/kksgLrk {kjh }kjk vkSpd fujh {k.k fd;k tk,xkA

blds vfrfjDr desVh dks ;g Hkh vkns'k fn, tkrs gSa fd Hkfo"; esa lHkh Toilets dh lkQ&lQkbZ prqFkZ Js.kh lQkbZ deZpkfj;ksa ls izfrfnu djokuk lqfuf'pr djsa rkfd fo|kfFkZ;ksa ,oa LVkQ lnL;ksa dks fdllh izdkj dh dksbZ ijs'kkuh dk lkeuk u djuk iM+kA ;fn fdllh Hkh izdkj ds lkeku dh vko';drk gS rks os rqjUr izHkko ls lkeku dh [kjhn gsrq desVh dh la;kstd MkW- js.kq ;kno dks vkt fnukad 01-07-2025 dks egkfo|ky; NksM+us ls iwoZ fyf[kr :i esa izLrqr djsa rkfd rnkuqlkj vkxkeh vko';d dk;Zokgh vey esa ykbZ tk ldsA

1- MkW- js.kq ;kno]
izHkkjh (efgyk 'kkSpky;)

2- MkW- ifork ;kno] lnL;

3- Jherh iwtk jkuh] lnL;

4- MkW- vatw ;kno] lnL;

5- MkW- vfurk ;kno] lnL;

1- MkW- lkseohj]
izHkkjh (iq:"k
'kkSpky;)

2- MkW- ftrsUnz flag]
lnL;

3- Jh nhid dqekj] lnL;

4- Jh iz|qeu flag] lnL;

5- Jh bZ'oj ;kno] lnL;

izkpk;Z
jktdh; egkfo|ky;

egsUnzx<+A

OFFICE OF THE PRINCIPAL GOVERNMENT COLLEGE MAHENDERGARH

Order No. EC/2025/

Dated :- 01.07.2025

The College Property—Building/Land/Trees/Fire Safety etc. Building Fund & PWD (B&R) and Public Health/Dilapidation Committee comprising the following members of this college is hereby constituted with immediate effect. The committee is directed to take necessary and appropriate action as and when required.

COLLEGE PROPERTY—BUILDING/LAND/TREES ETC. BUILDING FUND & PWD (B&R) AND PUBLIC HEALTH/ DILAPIDATION COMMITTEE

1. Dr. Ashok Kumar, Convener
2. Dr. Shamsher Singh, Member
3. Mr. Vikas, Member
4. Mr. Shiv Kumar, Clerk

Principal
Government College
Mahendergarh

OFFICE OF THE PRINCIPAL GOVERNMENT COLLEGE MAHENDERGARH

Order No. EC/2025/

Dated :- 01.07.2025

The College Property—Building/Land/Trees, Building Fund, PWD (B&R), Public Health, and Dilapidation Committee is hereby constituted with immediate effect. The committee shall be responsible for monitoring and taking timely, appropriate action on matters related to college property, building maintenance, safety and infrastructure.

Committee Members

1. Dr. Ashok Kumar – Convener
2. Dr. Shamsher Singh – Member
3. Mr. Vikas – Member
4. Mr. Shiv Kumar (Clerk) – Member

The committee is directed to function proactively and coordinate with relevant departments/agencies as and when required to ensure the upkeep and safety of college infrastructure.

Principal
Government College
Mahendergarh

OFFICE OF THE PRINCIPAL GOVERNMENT COLLEGE MAHENDERGARH

Order No. EC/2025/

Dated: 04.07.2025

A committee comprising the following members of the staff is hereby constituted to oversee the refilling and maintenance of fire extinguishers installed in the college premises. The committee is directed to assess the condition of all fire extinguishers, initiate the refilling process and ensure that all safety equipment is functional and compliant with prescribed norms.

1. Mr. Jitender Kumar, Assistant Professor (Convener)
2. Mr. Vikas, Assistant Professor (Member)
3. Mr. Heera Singh, Assistant Professor (Member)

Principal,
Government College,
Mahendergarh.

OFFICE OF THE PRINCIPAL GOVERNMENT COLLEGE MAHENDERGARH

Order No. EC/2025/

Dated :- 01.07.2025

A committee comprising the following members of the staff is hereby constituted to initiate the tender process for the College Canteen and to coordinate the establishment of a Vita Milk Booth in the college premises. The committee shall ensure compliance with all official procedures for smooth functioning of both facilities.

1. Prof. (Dr.) Shamsheer Singh (Convener)
2. Dr. Pavita Yadav, Member
3. Mr. Heera Singh, Member

Principal
Government College
Mahendergarh

OFFICE OF THE PRINCIPAL GOVERNMENT COLLEGE MAHENDERGARH

Grievance Redressal Committee for the Students (SGRC)

Sr. No.	Name of the College	Contact Details	Affiliated to (In case of a college)	AISHE Code of the Institution	Name(s) of the Ombudsperson(s) with Contact Details (in the case of a university) (Name, Designation, Phone and Email)	Details of the Student Grievance Redressal Committee(s) (Name, Designation, Phone and Email)	Remarks
1.	Government College, Mahendergarh	01285-220246	Indira Gandhi University, Meerpur, Rewari, Haryana	28462	Not applicable	1. Dr. Baljit Singh, Convener (9050009787) 2. Dr. Shamsheer Singh, Member (9416906515) 3. Mr. Jitender Kumar, Member (7082847040) 4. Dr. Pavita Yadav, Member (9416907100) 5. Mrs. Parmit Kumari, Member (9053448435) 6. Mr. Ankit, Student of B.A. 3 rd Year (8307687730) E-mail : gc_mohindergarh@yahoo.com	