

OFFICE OF THE PRINCIPAL, GOVT. COLLEGE FOR GIRLS
RANIA (SIRSA)

Memo No : GCGR/25/ 748

Dated : 08-09-2025

REVISED ANNUAL COMMITTEES FOR THE SESSION 2025-26

The following Committees are hereby constituted for the smooth functioning of the College for the session 2025-26. These annual committees will come into force with immediate effect. Ex-conveners/in-charges of various committees are requested to hand-over their charge (if any) to the new incumbent and get counter signature of the undersigned up to 27-08-2025

The conveners/in-charges of various committees are required to note down the names of the faculty members associated with them. They are also required to invite fresh quotations (if required) up to 20-09-2025 for the work to be undertaken by them. All concerned to note please:-

1. College Council

Principal/Chairperson

1. Smt. Manju Bala
2. Dr. Ravinder Kumar
3. Dr. Manoj Kumar

4. Sh. Raghuveer Singh (Bursar)

2. Senior Tutor /Mentor Ship Committee

1. Smt. Manju Bala (Convener)
3. Dr. Manoj Kumar

2. Dr. Ravinder Kumar

3. Bursar

1. Sh. Raghuveer Singh

4. Staff Secretary

1. Dr. Ravinder Kumar

5. Library Incharge :

1. Mr. Vikram Yadav

2.. Sh. Vijay Kumar (to assist)

6. Library Advisory committee

Principal / Chairperson

1. Smt. Manju Bala
3. Sh. Raghuveer Singh (Bursar)

2. Dr. Ravinder Kumar

7. General Purchase Committee

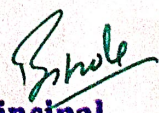
1. Smt. Manju Bala (Convener)
3. Dr. Sanjay Kumar

2. Dr. Ravinder Kumar

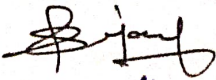
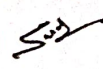
4. Mr. Sunil Kumar (Clerk)

8. College Time Table, Work Load & Introduction of New Subjects Committee

1. Mr. Vikram Yadav (For Arts & Science)
2. Dr. Sonia (for Commerce)

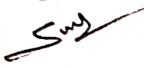

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Registrar Exam (University Exam / All type of work related to university / Internal Assessment):

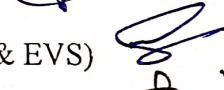
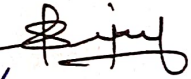
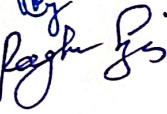
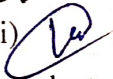
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|---|---|----------------------------|---|
| 1. Dr. Sanjay Kumar (Registrar) |  | 2. Mr. Vikram Yadav |  |
| 3. Mrs. Rajkumari (Internal Assessment) |  | 4. Mr. Sunil Kumar (Clerk) |  |

10. Internal Complaint Committee/Committee to check sexual harassment of women at workplace

Principal/Chairperson

- | | | | |
|---|---|------------------------|---|
| 1. Smt. Manju Bala (Convener) |  | | |
| 2. Smt. Raj Kumari |  | | |
| 3. Dr. Sonia |  | 4. Sh. Raghuveer Singh |  |
| 4. Smt. Kavita |  | | |
| 5. Smt. Inderjeet Kaur, Principal GGSSS Rania (External Member ICC) | | | |
| 6. Sunil Kumar (to assist) |  | | |

11. Subject Societies Patrons

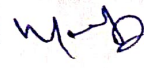
- Smt. Manju Bala (Commerce) 
- Dr. Ravinder Kumar (English) 
- Dr. Manoj Kumar (Chemistry & EVS) 
- Dr. Sanjay Kumar (Physics & Punjabi) 
- Smt. Raj Kumari (Computer Science) 
- Mr. Anil Kumar (Math & Pol Science) 
- Mr. Vikram Yadav (Geography & Psychology) 
- Sh. Raghuveer Singh (Economics & History) 
- Dr. Sonia (UHV) 
- Mrs. Kavita (Hindi) 

(Students are to be selected as President, Vice President, Secretary and Joint Secretary in each subject society. The selection may be involve Essay Writing / Speech or other contest. Each Subject Society will conduct at least 03 activities in every semester.

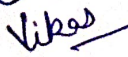
12. Legal Literacy Cell

- | | | | |
|-------------------------|---|---------------------|---|
| 1. Dr. Sonia (Convener) |  | 2. Mr. Vikram Yadav |  |
|-------------------------|---|---------------------|---|

13. Grievances redressal and complaints (teaching, non-teaching and students) committee

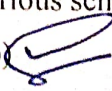
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|-------------------------------|---|-----------------------|---|
| 1. Smt. Manju Bala (Convener) |  | 2. Dr. Ravinder Kumar |  |
| 3. Smt. Raj Kumari |  | 4. Dr. Sonia |  |
| 5. Sh. Raghuveer Singh |  | | |

14. Printing/Invitation/Flex /Prize Committee

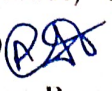
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|--------------------------------|---|--------------|--|
| 1. Mr. Anil Kumar (Convener) |  | 2. Dr. Sonia |  |
| 3. Mr. Vikas Kumar (to assist) |  | | |


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Scholarships and Stipend Committee

1. Mr. Vikram Yadav (Overall Incharge & all SC/BC student) 
2. Mr. Anil Kumar (All type of state meritorious scholarship/Top Ten scholarship) 
5. Dr. Manoj Kumar (National Scholar Ship) 
6. Sh. Vijay Kumar (L.A.)

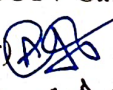
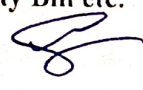
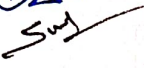
16. Building Maintenance / Public Health Work / Cleanliness/ Harit Haryana

1. Dr. Ravinder Kumar (Building Maintenance) 
2. Sh. Anil Kumar (Public Health Work) 
3. Mr. Vikram Yadav (Cleanliness/ Campus Beautification/Harit Haryana) 
4. Dr. Sonia 
5. Mr. Vikas & Smt. Jyoti Bala (to assist) 

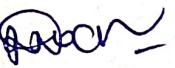
17. College Property Committee

1. Mr. Anil Kumar (Convener) 
2. Dr. Manoj Kumar 

18. Electricity Works / Internet / CCTV Camera / Landline Telephone/ Electricity Bill etc.

1. Mr. Anil Kumar (Convener) 
2. Dr. Manoj Kumar 
3. Mr. Sunil (Online payment) 

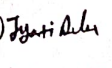
19. Cultural & Co-Curricular Activities and MHRD Committee

1. Dr. Ravinder Kumar (Convener) 
2. Smt. Raj Kumari 
3. Dr. Sonia 
4. Mrs. Kavita 
5. Smt. Jyoti Bala (to assist)

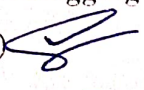
20. Bus Pass Committee/Driving License/ Passport Committee

1. Mr. Anil Kumar (Convener) 
2. Mr. Vijay Kumar

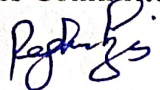
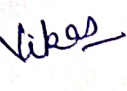
21. Women Cell / Beti Bachao Beti Padhao Abhiyan

1. Smt. Manju Bala (Convener)
2. Dr. Sonia 
3. Smt. Rajkumari 
4. Smt. Jyoti Bala (to assist) 

22. Anti-Drug / Anti Smoking/ Anti Ragging Committee

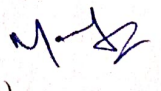
1. Dr. Manoj Kumar (Convener) 
2. Smt. Kavita 

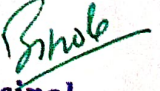
23. CM Window and Social Grievances Committee

1. Sh. Raghuveer Singh (Convener) 
2. Mr. Vikram Yadav 
3. Mr. Vikas (Group-D) 

24. SPIO (RTI Committee)

Principal/Chairperson-First App. Authority

1. Smt. Manju Bala - SPIO 
2. Dr. Manoj Kumar - ASPIO 
3. Sh. Vijay Kumar (to assist)


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ACR / H.R.M.S / M.I.S. / E.R.P./Admission Portal

1. Smt. Raj Kumari (Convener) *fk*

2. Dr. Sanjay Kumar *Sanjay*

3. Mr. Vikram Yadav *Vy*

26. **HKRN /Apprenticeship Committee**

1. Smt. Raj Kumari (Convener) *fk*

2. Sh. Raghuveer Singh *Raghuveer*

3. Mr Vikas (to assit) *Vikas*

27. **Red Ribbon Club / Red Cross Club / Yoga Club/ Swami Vivekanand Youth Cell:**

1. Dr. Sonia (Convener) *Dr. Sonia*

2. Smt. Rajkumari *fk*

28. **Earn While You Learn Committee**

1. Smt. Manju Bala (Convener) *Manju*

2. Dr. Ravinder Kumar *Ravinder*

3. Dr. Manoj Kumar *Manoj*

29. **Press Representatives/Social Media/Twitter etc.**

1. Dr. Ravinder Kumar (Convener) *Ravinder*

2. Mr. Anil Kumar *Anil*

3. Mr. Vikas (to assist) *Vikas*

30. **Road Safety Committee /Traffic Interpretation Club / Nature Interpretation/ Sadak Suraksha Abhiyaan :**

1. Mr. Vikram Yadav (Nodal Officer) *Vy*

2. Smt. Jyoti (to assist) *Jyoti*

31. **AISHE:**

1. Dr. Sanjay Kumar (Nodal Officer) *Sanjay*

2. Smt. Raj Kumari *fk*

32. **Purchase of Stationary items**

1. Dr. Manoj Kumar (Convener) *Manoj*

2. Mr. Anil Kumar *Anil*

3. Mr. Vikas (to maintain stationery items) *Vikas*

33. **IQAC / NEP-2020 / NAAC / RUSA /NIRF Committee**

Principal / Chairperson

1. Dr. Sanjay Kumar (Convener) *Sanjay*

2. Dr. Sonia *Dr. Sonia*

4. Mr. Vikram Yadav *Vy*

6. Mr. Sunil Kumar *Sunil*

3. Smt. Raj Kumari *fk*

5. Mr. Raghuveer Singh *Raghuveer*

34. **Orientation/Refresher course/Seminar/Workshops/FDP and E-Content /LMS**

1. Sh. Raghuveer Singh (Convener) *Raghuveer*

2. Mr. Vikram Yadav *Vy*

35. **Refreshment Committee**

1. Mr. Anil Kumar *Anil*

3. Dr. Sonia *Dr. Sonia*

2. Mrs. Kavita *Kavita*

36. **NSS Advisory Committee**

Principal/ Chairperson

1. Smt. Manju Bala *Manju*

3. Sh Raghuveer Singh *Raghuveer*

2. Dr. Ravinder Kumar *Ravinder*

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NSS Programme Officer

1. Dr. Manoj Kumar (Convener & overall Incharge)

2. Mrs. Kavita (NSS Programme Officer)

3. Mr. Vijay Kumar (Clerk NSS)

33

Sports Board:

Principal/ Chairperson)

Dr. Manoj Kumar (Secretary)

Smt. Manju Bala

Mr. Anil Kumar

Smt. Raj Kumari

Mr. Vikram Yadav

Mrs. Kavita

Dr. Ravinder Kumar

Dr. Sanjay Kumar

Dr. Sonia

Sh. Raghuveer Singh

Dr. Baldev Singh GNC. Sirsa (Special Invitee)

39.

Educational Tour Committee :

1. Dr. Ravinder Kumar (Convener)

2. Mrs. Raj Kumari

3. Mr. Vikram Yadav

40

Science Exhibition and other Science Competition Committee:

1. Dr. Manoj Kumar

2. Dr. Sanjay Kumar

3. Mr. Anil Kumar

41

COVID-19 Health and Hygiene/ First Aid and Safety Measures:

1. Dr. Sonia (Convener)

2. Mrs. Raj Kumari

42

Court Case Committee:

1. Dr. Ravinder Kumar (Convener)

2. Mr. Vikram Yadav

3. Mr. Vikas (Group-D)

43

UGC/ University Affiliation Committee:

1. Mr. Vikram Yadav (Convener)

2. Sh. Raghuveer Singh

3. Mr. Vijay Kumar (LA)

4. Mr. Sunil (Clerk)

44.

Tent/Mike Sound System/ Seating Arrangement Committee:

1. Dr. Manoj Kumar

2. Mr. Anil Kumar

3. Mr. Vikram Yadav

45.

Discipline Committee:

Smt. Manju Bala (Convener)

Dr. Ravinder Kumar

Mr. Anil Kumar

Dr. Sanjay Kumar

Dr. Sonia

Sh. Raghuveer Singh

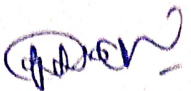
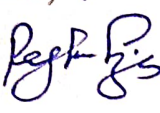
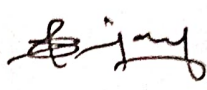
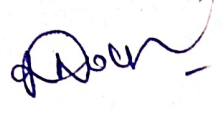
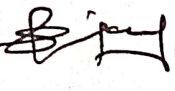
Dr. Manoj Kumar

Smt. Raj Kumari

Mr. Vikram Yadav

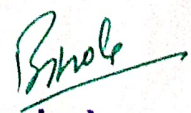
Mrs. Kavita

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46. **Common Room Committee**
 1. Smt. Manju Bala (Convener) 
 2. Mrs. Kavita 
 2. Dr. Sonia 
47. **College Magazine Committee**
 1. Dr. Ravinder Kumar (Convener) 
 2. Dr. Manoj Kumar
48. **Placement Cell.**
 1. Dr. Sonia (Convener) 
 3. Mr. Anil Kumar 
 2. Smt. Rajkumari 
49. **Biometric attendance Nodal Officer**
 1. Mr. Anil Kumar 
50. **Outsourcing/ / DC Rate / Group C and D Employees/ Extension Lecturer Committee:**
 1. Mr. Vikram Yadav (Convener) 
 3. Mr. Anil Kumar 
 2. Dr. Manoj Kumar 
51. **HKRN Monthly Performance verification Committee**
 1. Smt. Rajkumari (Convener) 
 3. Sh. Raghuveer Singh 
 2. Dr. Sanjay Kumar 
52. **SC/ ST Cell**
 Principal /Chairperson
 1. Dr. Ravinder Kumar (Convener) 
 2. Mr. Anil Kumar 
 3. Smt. Rajkumari 
53. **BC / OBC Cell :**
 1. Mr. Anil Kumar 
 2. Mr. Vikram Yadav 
54. **GeM / Online Purchase :**
 1. Dr. Sanjay Kumar (Convener) 
 2. Smt. Rajkumari 
 3. Sh. Vikram Yadav 

For the smooth and fare functioning of their respective committees the conveners and members are advised to extend full co-operation to one another for any lapse on its part. Whole committee (not only the convener) will be answerable.

- Copy To:**
1. Bursar
 2. Office In-charge
 3. Bill Clerk/ Establishment Clerk/ Fund Clerk
 4. Staff Circulation
 5. Students Notice Board


Principal
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