

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

ANNUAL COMMITTEES FOR THE SESSION 2026-27

Memo No : GCGR/26/ 747

Dated : 01-07-2026

The following Committees are hereby constituted for the smooth functioning of the College for the session 2026-27. 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 10-07-2026

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 10-08-2026 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. Sh. Anil Kumar

4. Sh. Raghuveer Singh (Bursar)

2. Senior Tutor /Mentor Ship Committee

1. Smt. Manju Bala (Convener)

3. Sh. Anil Kumar

2. Dr. Ravinder Kumar

3 Bursar

1. Sh. Raghuveer Singh

4. Staff Secretary

1. Dr. Ravinder Kumar

5. College Library :

1. Mr. Sunil Kumar (convener)

2. Sh. Sahil Popli

3. 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. Sh. Anil Kumar

2. Dr. Ravinder Kumar

4. Mr. Sunil Kumar (Clerk)

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

1. Mr. Vikram Yadav (For Arts & Science)
2. Dr. Sonia (for Commerce) *Dr*
3. Sh. Sunil Kumar (Science) *Sunilkumar*

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

Principal/Chairperson

1. Smt. Manju Bala (Convener) *MJ*
2. Smt. Raj Kumari *RK*
3. Dr. Sonia *Dr*
4. Sh. Raghuveer Singh *Raghuveer Singh*
5. Smt. Rinku Rani *Rinku Rani*
6. Smt. Inderjeet Kaur, Principal GGSSS Rania (External Member ICC)
7. Mr. Sunil Kumar (to assist) *SK*

10. Subject Societies Patrons /Discipline Committee

- Smt, Manju Bala (Commerce) *MJ*
- Dr. Ravinder Kumar (English) *Ravinder Kumar*
- Sh. Sahil Popli (Chemistry) *Sahil Popli*
- Sh. Sunil Kumar (Physics & Pol Science) *Sunilkumar*
- Smt. Raj Kumari (Computer Science) *RK*
- Mr. Anil Kumar (Maths) *AK*
- Mr. Vikram Yadav (Geography)
- Sh. Raghuveer Singh (Economics & History) *Raghuveer Singh*
- Sh. Deepak (UHV) *DK*
- Mrs. Rinku Rani (Hindi) *Rinku Rani*
- Sh. Amrinder Singh (Punjabi) *Amrinder Singh*
- Dr. Jitender (EVS) *Jitender*
- Dr. Sonia (Psychology) *Dr*

(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.

11. Legal Literacy Cell

1. Dr. Jitender (Convener) *Jitender*

2. Smt. Kavita *Kavita*

12. Grievances redressal and complaints (Teaching, Non-Teaching and Students) committee

1. Smt. Manju Bala (Convener) *MJ*
2. Dr. Ravinder Kumar *Ravinder Kumar*
3. Sh. Anil Kumar *AK*
4. Smt. Raj Kumari *RK*
5. Dr. Sonia *Dr*
6. Sh. Raghuveer Singh *Raghuveer Singh*

Printing/Invitation/Flex /Prize Committee

1. Mr. Sunil Kumar (Convener) Sunil Kumar
2. Sh. Amrinder Singh Amr
3. Sh Sahil popli Sahil 03/07/26
4. Mr. Tejpal (to assist) Tejpal

14. **Bus Pass Committee/Driving License/ Passport Committee**

1. Dr. Jitender (Convener) Jitender
2. Mr. Vijay Kumar Vijay

15. **Anti-Drug/ Anti Smoking/ Anti Ragging Committee**

1. Sh. Sahil Popli (Convener) Sahil 03/07/26
2. Smt. Kavita Kavita

16. **CM Window and Social Grievances Committee**

1. Sh. Raghuveer Singh (Convener) Raghuveer
2. Mr. Amrinder Singh Amr
3. Mr. Vikas (Group-D) Vikas

17. **SPIO (RTI Committee)**

Principal/Chairperson-First App. Authority

1. Smt. Manju Bala – SPIO Manju
2. Mr. Vikram Yadav– ASPIO
2. Sh. Vijay Kumar (to assist) Vijay

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

1. Smt. Raj Kumari (Convener) Raj
2. Smt. Rinku Rani Rinku Rani
3. Mr. Deepak Deepak

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

1. Smt. Kavita (Convener) Kavita
2. Dr. Jitender Jitender
3. Mr. Vikas (To Assist) Vikas

20. **Earn While You Learn Committee**

1. Sh. Amrinder Singh (Convener) Amr
2. Sh. Deepak Kumar Deepak
3. Sh. Sahil Popli Sahil 03/07/26
4. Sh. Vikas (To Assist) Vikas

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

1. Sh. Amrinder Singh (Convener) Amr
2. Mr. Vikas (to assist) Vikas

23. **Road Safety Committee /Traffic Interpretation Club / Nature Interpretation/ Sadak**

Suraksha Abhiyaan :

1. Dr. Jitender (Nodal Officer) Jitender
2. Smt. Jyoti (to assist)

24. **AISHE:**

- 1 Sh. Sahil Popli (Nodal Officer) Sahil 03/07/26
- 2 Sh. Sunil Kumar Sunil Kumar
- 3 Dr. Jitender Jitender

25. **Purchase of Stationary items**

1. Sh. Amrinder Singh (Convener) Amr
2. Sh. Sunil Kumar Sunil Kumar
3. Dr. Jitender Jitender
4. Mr. Tejpal (to maintain stationery items) Tejpal

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IQAC / NEP-2020 / NAAC / NEEV/ RUSA /NIRF Committee

Principal / Chairperson

1. Smt. Rajkumari (Convener) *JK*

2. Dr. Sonia *JS*

3. Mr. Vikram Yadav

4. Mr. Raghuveer Singh *Raghu Singh*

5. Mr. Sunil, Clerk *SA*

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

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

2. Mr. Vikram Yadav

28. Refreshment Committee

1. Mr. Deepak Kumar (Convener) *DK*

2. Mrs. Rinku Rani *Rinku Rani*

3. Mrs. Kavita *KV*

4. Mr. Tejpal (to assist) *Tejpal*

29. NSS Advisory Committee

Principal/ Chairperson

1. Smt. Manju Bala *MJ*

2. Dr. Ravinder Kumar *Dr. Ravinder Kumar*

3. Sh. Anil Kumar *AA*

30. NSS Programme Officer

1. Mrs. Rinku Rani (NSS Programme Officer) *Rinku Rani*

2. Kavita -

2. Mr. Vijay Kumar (Clerk NSS) *VJ*

3. Smt. Jyoti Bala (NSS Peon)

31. Sports Board: Principal/Chairperson)

1. Sh. Deepak (Secretary) *DK*

2. Smt. Raj Kumari *JK*

4. Sh. Raghuveer Singh *Raghu Singh*

3. Dr. Sonia *JS*

5. Mrs. Kavita *KV*

32. Educational Tour Committee :

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

2. Mr. Deepak Kumar *DK*

3. Dr. Jitender *Jitender*

33. Science Exhibition and other Science Competition Committee:

1. Mr. Anil Kumar (Convener) *AA*

2. Mr. Sahil Popli *Sahil Popli*

2. Mr. Sunil Kumar *Sunil Kumar*

23/09/20

34. Health and Hygiene/ First Aid and Safety Measures:

1. Mr. Deepak (Convener) *DK*

2. Sh. Amrinder Singh *Amrinder*

35. Court Case Committee:

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

2. Mr. Vikram Yadav

3. Mr. Vikas (Group-D) *Vikas*

36. UGC/ University Affiliation Committee:

1. Mr. Deepak (Convener) *DK*

2. Sh. Jitender *Jitender*

3. Mr. Vijay Kumar (LA) *VJ*

4. Mr. Sunil (Clerk) *SA*

4

ent/Mike/Sound System/ Seating Arrangement Committee:

1. Sh. Amrinder Singh (Convener) *Amr*
2. Mr. Deepak Kumar *DPK*
3. Dr. Jitender *JD*

38 Common Room Committee

1. Smt. Manju Bala (Convener) *MJ*
2. Dr. Sonia *Dr*
3. Mrs. Kavita *ICA*

39 College Magazine Committee

1. Dr. Ravinder Kumar (Convener) *Dr*
2. Sh. Sahil Popli *Sonil*
03/07/26

40 Placement Cell/Internship.

1. Sh. Deepak Kumar (Convener) *DPK*
2. Smt. Kavita *ICA*
3. Dr. Jitender *JD*

41 Biometric attendance Nodal Officer

1. Mr. Anil Kumar *AK*

42 HKRN / Apprenticeship/ Extension Lecturer Committee:

1. Smt Rajkumari (Convener) *fla*
2. Mr. Vikram Yadav (Extension Lecturer)

43 HKRN Monthly Performance verification Committee

1. Sh. Sahil Popli (Convener) *Sonil*
03/07/26
2. Sh. Sunil Kumar *Sunil Kumar*
3. Sh. Jitender *JD*
4. Sh. Deepak *DPK*

44 Women Cell / Beti Bachao Beti Padhao Abhiyan

1. Smt. Manju Bala (Convener) *MJ*
2. Smt. Kavita *ICA*
3. Smt. Rajkumari *fla*
4. Smt. Jyoti Bala (to assist)

45 SC/ ST Cell

Principal /Chairperson

1. Dr. Ravinder Kumar (Convener) *Dr*
2. Smt. Rinku Rani *Rinku Rani*
3. Smt. Rajkumari *fla*

46 BC / OBC Cell:

1. Mr. Vikram Yadav (Convener)
2. Mr. Anil Kumar *AK*

47 GeM / Online Purchase:

1. Sh. Sahil Popli (Convener) *Sonil*
03/07/26
2. Sh. Sunil Kumar *Sunil Kumar*
3. Sh. Deepak *DPK*

Cultural & Co-Curricular Activities and MHRD Committee

1. Dr. Sonia (Convener) *Sh*
- 2 Smt. Rajkumari *Rk*
3. Smt. Rinku Rani *Rinku Rani*
- 4 Smt Kavita *Ka*
- 5 Sh. Deepak *DPK*
- 6.Smt Jyoti (to assist)

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

- 1 Sh. Vikram Yadav (Registrar)
- 2 Sh Raghuveer Singh *Raghu*
- 3 Smt. Rajkumari (Internal Assessment) *Rk*
- 4 Mr. Sunil Kumar (Clerk) *Sunil*

50 Scholarships and Stipend Committee

- 1 Sh Anil Kumar (Overall Incharge & BC students) *AA*
- 2 Mr. Vikram Yadav (SC scholarship)
- 3 Mr. Sahil Popli (All type of state meritorious scholarship/ State merit scholarship to UG students, National Scholarship) *Sahil 03/07/11*
- 4 Sh. Vijay Kumar (L.A.) *Vijay*

51 Building Maintenance / Public Health Work / Cleanliness/ Harit Haryana

1. Sh. Anil Kumar (Building Maintenance) *AA*
2. Dr. Jitender (Public Health Work) *Jtm*
3. Sh. Deepak (Cleanliness/ Campus Beautification/Harit Haryana) *DPK*
- 4 Mr. Tejpal & Smt. Jyoti Bala (to assist) *Tejpal*

52 College Property Committee

- 1 Mr. Anil Kumar (Convener) *AA*
2. Sh. Sunil Kumar *Sunil Kumar*
- 3 Dr. Jitender *Jtm*

53 Electricity Works / Electricity Bill etc.

- 1 Sh. Sunil Kumar (Convener) *Sunil Kumar*
2. Sh. Amrinder Singh *Amrinder*
- 2 Sh. Deepak *DPK*

54 Outsourcing / DC Rate / Group C and D Employees

- 1 Sahil Popli (Convenor) *Sahil 03/07/11*
2. Dr. Jitender *Jtm*
4. Mr. Deepak *DPK*

CCTV Camera / Internet/ Landline Telephone

- 1 Sh. Anil Kumar (CCTV Camera) 
- 2 Dr. Jitender (Internet/Landline/online payment) 
- 3 Sh. Deepak 

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