

# Government College Barwala, Panchkula

## State-level Faculty Development Programme

on

**Online and Digital Education: Ensuring Equitable Use of Technology**

Dated: 31.01.2025 to 01.02.2025

### Duty Chart

No.: 17/25

Dated: 27.1.25

Overall Incharge- Dr. Nisha Raj

- |   |   |
|---|---|
| 1. Invitation Committee-                            | Dr. Vinay Yadav<br>Dr. Harvandna<br>Dr. Nisha Raj   |
| 2. Reception Committee –                            | Dr. Vinay Yadav<br>Dr. Harvandna<br>Dr. Kompal<br>Dr. Monica<br>Dr. Nisha Raj<br>NSS Cadets (2) |
| 3. Stage Secretaries-                               | Mr. Neeraj Rohilla  |
| 4. Stage Decoration and Lamp Lighting Arrangements- | Ms. Rubi (C)<br>Ms. Shaina  |
| 5. Refreshment & Hospitality, Tea & Lunch-          | Ms. Sandhya (C)<br>Ms. Seema<br>Mr. Vijay Kumar<br>Ms. Jasvir Kaur                              |
| 6. Photography & Videography-                       | Dr. Mamta Rani (C)<br>Mr. Naveen, CA  |
| 7. TA/DA & Honorarium-                              | Dr. Harvandna (C)<br>Dr. Aparna<br>Mr. Sunil Kumar  |
| 8. Water Arrangements-                              | Ms. Parveen Rani (C)<br>Mr. Krishan<br>Mr. Sanjeev, Mali<br>NSS Cadets (2)                      |
| 9. Certificate Writing-                             | Dr. Aparna (C)<br>Ms. Shaina<br>Ms. Ankur<br>NSS Cadets (2)                                     |

10. Program Report & Press Report Writing-

Dr. Ranbir Singh (C)  
Ms. Priyanka  
Mr. Arman

11. Social Media Committee-

Dr. Namrata (C)  
Ms. Seema  
Ms. Ankur

12. Feedback and Attendance Committee-

Dr. Anju Dhull (C)  
Ms. Jaswinder  
Ms. Pinki

13. Discipline Committee-


Mr. Parveen Silhan (C)  
Mr. Raj Dalal  
Mr. Vijay Kumar


14. Parking Committee-

Mr. Vijay Kumar (Hindi)  
Mr. Rajiv, Mali

15. Office Works-

Mr. Sunil  
Mr. Deepak

  
Convener 27/01/25.

  
Principal  
Principal  
Govt. College  
Barwala (Panchkula)