

Office of the Principal, Govt. Polytechnic Hisar

23


of the

Dated: - 23/11/23

Office Order No.: - 1589

A Committee of the following officers are hereby constituted to dispose off the written off items of the Computer Lab (Multimedia Lab) under the charge of Sh. Nitin and CAD Lab (Fashion Design) under the charge of Smt. Garima Ahlawat, recently written off by the committee constituted by the Worthy Deputy Commissioner Hisar. As per Financial Commissioner & Principal Secretary to Govt. of Haryana, Electronics and Information Technology Department vide letter no. 3/20/2000/3SIT/2769 dated 06-10-2015 the value of the items is assumed as zero.

1. Sh. Naveen Arora, SL Comp. Engg.
2. Smt. Garima Ahlawat, SL Fashion Design
3. Smt. Rajbala, Lecturer Computer Engg.
4. Sh. Nitin Arora, Lecturer Computer Engg.



Principal
Govt. Polytechnic
Hisar

Copy of the above is forwarded to the following for information and necessary action.

Dated: -

Endst. No: -

1. Sh. Naveen Arora, SL Comp. Engg.
2. Smt. Garima Ahlawat, SL Fashion Design
3. Smt. Rajbala, Lecturer Computer Engg.
4. Sh. Nitin Arora, Lecturer Computer Engg.
5. Store Keeper.


Principal
Govt. Polytechnic
Hisar

OFFICE OF THE PRINCIPAL: GOVT POLYTECHNIC HISAR

Order No 1590

23.11.2023

A meeting of HoDs/ O/Is/TPO/WSupdt/DSO will be held on 23.11.2023 at 3:00 PM in the office of the undersigned on below mentioned agenda(s):

1. Academics Review of Current Semester
2. Uploading of Sessionals/ Practical Awards
3. House Allotment
4. Conduction of Practical Examinations
5. Alumni Meet
6. Campus Drive
7. Staff Training and Submission of Copy for Updation in HRMS
8. Online Applications Expedition Regarding Various Scholarship
9. Prior Intimation of CL/ EL of HoDs/ O/Is and Submission of Hard Copy
10. One Day Industrial Visit
11. Miscellaneous

All the HoDs/ O/Is are requested to come in time.

Principal
G P Hisar

23.11.2023

Endst No/GPH/2023/

A copy of the above is forwarded to following for information and necessary action through whatsapp.
All HoD/O/I/TPO Cell/WSupdt/DSO

Principal
G P Hisar

OFFICE OF THE PRINCIPAL GOVT . POLYTECHNIC, HISAR

Office order No:- 1591

Dated:- 23/11/23

Name of the following students of 1st semester Fashion Design has been struck off as they are not attending the classes from the beginning of the session.

Sr. No.	Roll No.	Name
1.	230043100040	Pooja
2.	230043100047	Rekha
3.	230043100049	Ritika

Principal

Govt Polytechnic

Hisar

Dated:-

Endt. No:-

A copy of the above is forwarded to the following for information and necessary action.

1. O/I Fashion Design
2. Demand Clerk
3. Exam Branch

Principal

Govt Polytechnic

Hisar

OFFICE OF THE PRINCIPAL, GOVT POLYTECHNIC, HISAR

Office Order No: 1592

Dated: 23/11/23

All the students of Fashion Design First year are informed that Parents Teachers Meeting (P.T.M) will be held on 24-11-2023 at 10.00 a.m. in B-303 of 'B Block 2nd floor'. So, all the students along with their Parents are requested to attend the meeting on same day.


Principal
Govt. Polytechnic
Hisar


Dated:

Endst. No.

A copy of the above is forwarded to the following for information and necessary action.

1. O/I F.D.
2. All Staff Members & Students of F.D. (through whatsapp)

Principal
Govt. Polytechnic
Hisar

OFFICE OF THE PRINCIPAL, GOVT. POLYTECHNIC, HISAR

Order No. 1593

Date: 23/11/23

Sh. Rajat Thakral, HOD, I&C will proceed to Govt. Polytechnic, Mandi Adampur, Hisar to handover the pending charge against him on 24.11.2023.

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Principal,
Govt. Polytechnic,
Hisar *fe*

Endst. No GPH/2023/

A copy of the above is forwarded to the Principal, Govt. Polytechnic, Mandi Adampur, Hisar for kind information.

Date:

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Principal,
Govt. Polytechnic,
Hisar

Endst. No GPH/2023/

A copy of the above is forwarded to the following for kind information and necessary action.

1. HOD - I & C
2. Sh. Rajat Thakral, HOD

Date:

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Principal,
Govt. Polytechnic,
Hisar

OFFICE OF THE PRINCIPAL: GOVT POLYTECHNIC HISAR

Order No 1594

23.11.2023

Minutes of Meeting

A meeting was held on 23.11.2023 in the chairmanship of the undersigned in the office. The following attended the meeting:

- | | |
|-------------------------------|-----------------------------|
| 1. Rajat Thakral, HOD IC | 9. Garima Ahalwat, SL FD |
| 2. Desh Deepak, HOD TD | 10. Rakesh Jindal, TPO Cell |
| 3. Rajesh Kadian, HOD TT | 11. Sunil Bhutani, TPO Cell |
| 4. Tarun Kr Sharma, HOD FT | 12. Satish, Lect Med. Elec. |
| 5. Sewa Singh, SL App Sc | 13. Raj Kumar, FMI Workshop |
| 6. Ashok Chaudhary, SL ECE | 14. Jagdish, GF, EE |
| 7. Naveen Arora, SL CE/ FAA | 15. Raj Kumar, DSO |
| 8. Sanjay Kumar, SL ME/ Civil | |

After deliberation on following agenda the decision were taken as mentioned below:

Sr No	Agenda	Decision
1.	Academic Review of Current Semester	All HoDs/ O/Is shall take round in Morning Session and ensure full engagement of classes. They are directed to not allow students to leave class in first half.
2.	Uploading of Sessionals and Practical Awards	All Tutors shall ensure timely and error free uploading in consultation with O/I Exam.
3.	House Allotment	<ol style="list-style-type: none">1. The house allotment committee decided that H.No. 2 may be allotted to Sh Satinder Rohilla, SL ME as per the station seniority among interested applicants.2. The house allotment committee decided that H.No. 15 may be allotted to Ms. Anjali Jaglan, Lect Civil as per the station seniority among interested applicants.
4.	Conduction of Practical Examinations	All HoDs / O/Is shall ensure timely conduction of practical exams as per the academic calendar and HSBTE rules.
5.	Alumni Meet	The date for the meet is unanimously decided as 23.12.2023. The TPO cell is directed to expedite the preparation. All HoDs/ O/Is are instructed to invite at least 20 Alumni for the same.
6.	Campus Drive	The Campus drive of the institute has already started for Batch 2021 and all HoDs/ O/Is are directed to visit industries during third sessionals to invite companies and Alumni.
7.	Staff Training and Submission of Copy of Training for updation in HRMS	All HODs/ O/Is are directed to ensure their training along with their concerned staff before 31.12.2023 and submit the office order copy alongwith training certificate copy for HRMS updation on routine basis. They can coordinate with TPO cell for training need and assistance.
8.	Online Application Expedition Regarding Various Scholarships	All HODs/O/Is are directed to ensure online submission of various scholarships of their concerned students before closing dates so that they can be benefited by Govt Schemes. They can consult Scholarship Cell for any assistance.
9.	Prior Intimation of CL/ EL of HoD/ O/I and Submission of	All HODs/O/Is/WSudpt are directed to take prior permission for CL/EL/etc and submit hard copy to the undersigned before

	Hard Copy	going on leave. They are also directed to apply same online also. They shall also ensure the EL/ ML of subordinate staff to get prior approved from the undersigned.
10.	One Day Industrial Visit	All HoDs / O/Is are directed to ensure one day industrial visit before closing of the semester with prior consent from the concerned industry. If the same is required for more than one day then he/ she can discuss with the undersigned before finalizing the same.
11.	Miscellaneous	To motivate the students it has been decided to ensure depiction of atleast 05 motivational thoughts in each class room. All HoDs/ O/Is shall ensure the same before the starting of new semester.

The meeting ends with thanks to the chair.

Principal

G P Hisar

23.11.2023

Endst No/GPH/2023/

A copy of the above is forwarded to following for information and necessary action through whatsapp:

All HODs/TPO Cell/ O/Is/ WSupdt/DSO

Principal

G P Hisar