

OFFICE OF THE PRINCIPAL GURU DAKSH GOVT. POLYTECHNIC HISAR

Dated: 27/6/24

Office Order No. 997

In supersession of previous orders, the work of the scholarship branch is hereby redistributed with immediate effect as detailed below.

Sr. No.	Designated Scheme/work	Assistant Nodal Officer	Nodal Officer	Subordinate Staff & custodian of the Records
1.	PMS SC Scheme (Institute level)	Sh. Vikash (Lect. Mech. Engg.)	O/I Processing Center – Sh Anil Kumar, Sr. Lect.	Sh. Satish Kumar, Assistant
2.	PMS BC Scheme (Institute level)	Sh. Amit (Lect. Mech. Engg.)		Sh. Gajender Sharma, Gfc Lect.
3.	Merit cum Means Scholarship (Top Ten/Top Rank) Scheme Nodal Centre	Smt. Kanak Parbha (Lect. Textile Processing)	Overall - Sh Anil Kumar, Sr. Lect.	Sh. Rajbir Kundu, LA
4.	Reimbursement of tuition Fee & Transport Facility (Bus/Train Pass) of SC students Scheme Nodal Centre	Sh. Kapil Bhorla (Lect. Comp. Engg.)		Sh. Rajbir Kundu, LA
5.	Central Govt Scholarships (Pragati/Saksham/Minority/Swarnarth Scheme or any other scholarship scheme or any work of scholarship branch not mentioned above.) Institute Nodal Officer	Smt. Teena (Sr. Lect. Fashion Technology)		Sh. Gajender Sharma, Gfc Lect.


Principal
GDGP, Hisar

EndstNo. :

Dated :

A Copy of the above is forwarded to the following for information & necessary action please.

1. O/I PMS and Scholarship
2. All concerned
3. PA to Principal


Principal
GDGP, Hisar

OFFICE OF THE PRINCIPAL GURU DAKSH GOVT. POLYTECHNIC HISAR

Office Order No. 996

Dated: 27/6/24

Smt. Sonika, Lect. Applied Science is hereby assigned the duty of O/I Co-curricular Activities with immediate effect.


Principal
GDGP, Hisar


Dated :

Endst No. :

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

1. Smt. Sonika (Lect. App. Science)


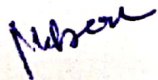
Principal
GDGP, Hisar

OFFICE OF THE PRINCIPAL, GURU DAKSH GOVT. POLYTECHNIC, HISAR

Order No. 995

Dated: - 27/6/24

The committees constituted vide office order no. GDGPH/2024/956, dated 19.06.2024 will work as it is for 28.06.2024 regarding campus Drive of 2021-24 Batch (final year) and passout batch of **Computer Engg.** students by **Repozitory Technologies Pvt. Ltd. Hisar**. All concerned are directed to the needful.


Principal
Guru Daksh
Govt. Polytechnic,
Hisar 

Endst. No./GDGPH/2024/

Dated: -

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

1. TPO
2. O/I Comp. Engg. (to note from all concerned staffs)
3. Exam Supdt.
4. Notice Board

Principal
Guru Daksh
Govt. Polytechnic,
Hisar

OFFICE OF THE PRINCIPAL GURU DAKSH GOVT. POLYTECHNIC, HISAR

Dated: 27/6/24

Order No: 994

The following staff are hereby deputed for Admission Duty mentioned against their names during reporting by seat allotted candidates in 1st & 2nd Centralized Online counseling for **Diploma Engg. (Lateral Entry)** (From 28th June to 01 July & From 09 July to 11 July) and **Diploma (Engg)** (From 10th July to 12th July & 17th July to 19th July) for session 2024-25:-

O/I Admission – Sh. Naresh Suthar , HOD

S.N	Admission Duty	Staff Members	Venue
1	Admission Helpdesk	1) Sh. Rajesh Dhindwal , Lect. 2) Sh. Raghubir Singh , FMI	O/I AICTE Office
2	File Preparation Team	1) Sh. Rohit Malik , GF 2) Sh. Vikas Modi , GF 3) Ms. Vandana Sharma , GF	Language lab
3	Admission Committee	1) Sh. Mukesh Bansal , TPO 2) Sh. Naresh Suthar , HOD 3) Sh. Sandeep Olla , Lect 4) Sh. Jagdish Chander , GF	Conference Hall
4	Online Admission Updation	1) Sh. Shyam Lal, Lect 2) Sh. Vinod, Data operator 3) Ms. Sita, Data operator 4) Sh. Yash , Data operator	Conference Hall
5	Online Admission Fee	1) Sh. Satbir singh , Clerk 2) Sh. Naveen Kumar	Conference Hall

Class-IV/Peon – Mandeep, Ajay


Principal
GD Govt. Polytechnic, Hisar

Dated:

Endst No: GPH/2024/

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A Copy of the above is forwarded to the following for the information & necessary action:

- 1) Centre Supdt.(Exam)
- 3) TPO
- 4) All HOD/O/I's/W/shop Supdt (through whatsapp)
- 5) O/I Admission
- 6) Sh. Rakesh Jindal (O/I Cashless) to ensure proper working of POS Machines during Admission.
- 7) DS


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GD Govt. Polytechnic, Hisar

OFFICE OF THE PRINCIPAL, GURU DAKSH GOVT. POLYTECHNIC, HISAR

Dated: 27/6/24

Office Order No. 993

The following staff members are hereby put on Exam Duty w.e.f. 28.06.2024. All below mentioned are hereby appointed on exam duty and are hereby requested to report Supdt. Exam at Room No. B-202 and perform exam duty in true spirit so that the exam may conducted smoothly.

Exam Supdt: Sh. Rajat Thakral, HOD in Instrumentation & Control Engineering

Deputy Supdt: Sh. Sanjay, Sh. Ashok Choudhary, Sh. Jaibir Singh, W/S, Sh. Arvind Loura, Sh. Satinder, Smt. Garima, Sh. Jayant Kumar, Sh. Kulbhushan, Sh. Anil Nain, Smt. Rekha, Smt. Teena, Sh. Sidharth Sharma.

CCTV & IP Surveillance: Sh. Manish Nagar, Programmer and Sh. Ajay Nehra Guest Faculty shall take care of IP Cameras maintenance and will also keep recording till the orders of govt. also will maintain the recording of GP Hisar Nodal Center.

Supply of Question Paper/Secrecy material: Sh. Tejendra Singh, Sr. Lecturer & Sh. Satish Kumar, Lecturer

O/I Exam: Sh. Sanjeev Kumar, Sr. Lecturer & Sh. Karan Doda, Lecturer

O/I Mail during EXAM: Sh. Nitin Arora, Lecturer

Invigilators: Sh./Smt./Ms.

Sr. No.	Branch & Name	Sr. No.	Branch & Name	Sr. No.	Branch & Name
	Civil		TD		Workshop
1	Sandeep Biban	27	Sunil Bhutani	48	Raj Kumar
2	Vikas	28	Sunil Dutt	49	Raghubir Singh
3	Anjali Jaglan		TP	50	Ashok Saini
4	Prashant	29	Kanak Prabha	51	Vijay Pal
	CE		TT	52	Sohan Lal
5	Ajit Kumar	30	Rakesh Jindal	53	Jaibir Singh
6	Rajbala	31	Sushma	54	Azad Singh
7	Sanjeev Kumar	32	Jitender Kumar	55	Kuldip
8	Kapil Bhorla	33	Mausam	56	Gajender Sharma
9	Amit Kumar		FT		App. Sci
10	Abhey Singh	34	Sandeep Olla	57	Ashu
11	Anil Parkash	35	Sweety	58	Dinesh Kumar
12	Vivek Dahiya	36	Saroj	59	Ravi Kumar
	ECE	37	Urmila Devi	60	Sonika Singh
13	Bharti		FD	61	Shyam Lal
14	Rajesh Kumar	38	Parul Gupta	62	Kavita Poonia
15	Arshad Jamal	39	Meenu	63	Ramesh Kumar
	IC	40	Rita Rani	64	Ravinder Kumar
16	Ajay Kumar		M.Eltx.	65	Pratibha
17	Nitin Verma	41	Surender Soni	66	Monika
18	Ramprashad	42	Sweety	67	Vandana
	ME		FAA		Library
19	Deepak	43	Dr. Anshu Ahuja	68	Pardeep Kumari
20	Sachin Yadav	44	Tushar Jain		
21	Sonu Singh	45	Vivek Jangid		
22	Amit	46	Ritu Lochab		
23	Vikash	47	Kavita Sahu		
24	Rohit				
25	Jitender Sheoran				
26	Vikas Modi				

Center Clerk & Challan : Sh. Amit Kaushik, Clerk, Sh. Shyokin Singh, DEO

Seating Plan : Sh. Sanjay Sigger, GF, Sh. Sandeep Bherwan, GF & Sh. Sandeep, DEO

Photo Attendance of Students: Sh. Rajbir Singh, Sh. Ajay, Peon, Sh. Joginder (Attendant)

Dafttri: Sh. Virbhan/Karan Singh

Peon (Sh./Smt.): Krishna, Lakhpatri, Joginder, Sube Singh, Chanan, Balraj, Naveen, Ajay, Prahlad, Sonu, Mandeep, Rajesh, Rakesh, Bhagirath, Lilawati, Rajbir, Ramvilash

Sweeper(Sh./Smt.): Ravinder, Vijay, Pawan Kumar, Vinod, Sangina, Sanjay, Suman, Vikram, Subhash, Anil, Pawan

Any other staff member, who has not been put on exam duty, may be deputed on exam duty by Supdt. Exam in case of heavy strength in exam center.

Principal,
GD GP, Hisar

Dated:

Endst. No.GDGP/2024/

A Copy of the above is forwarded to the following (through Whatsapp) to get is noted from the staff members working under them.

1. Supdt. Exam
2. All Concerned Staff
3. Exam Branch

Principal,
GD GP, Hisar

OFFICE OF THE PRINCIPAL: GURU DAKSH GOVT POLYTECHNIC HISAR

Order No 992

Date 27/6/24

In supersession of order no 982 dated 25.06.2024 the meeting of house allotment and other issues is rescheduled today i.e. 27.06.2024 at 4:00 PM in the office of the undersigned.



Principal

GDGP Hisar

Date 1/7

Endst No/ GDGPH/ 2024/

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

All HoDs/ O/Is/ WSupdt/ DSO/ O/I Resdience

1

Principal

GDGP Hisar

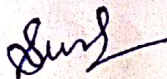
OFFICE OF THE, PRINCIPAL, GURU DAKSH GOVT POLYTECHNIC, HISAR


Office order no. 991

Date: 27/6/24

In compliance of the order no 648, Dated 24-4-2024. The following items related to girls' hostel are handed over by Dr Sushma lecturer, TT to Mr. Amit Kaushik, clerk

Sr. no.	ARTICLE	Qty	Indent no	Indent date	Remarks
1	Cash book	1			
2	Cash book (new-From 1-10-2022)				
3	Bank book	1			
4	Bank pass book	1			
5	Cheque book used (Cheque no 758956-758965)	1			4 cheques are used
6	Cheque book (blank 758966-759005)	4			
7	Cheque book blank (759036-759120)	3			


Handed over
Dr Sushma
Lecturer, TT


Taken over
Mr Amit Kaushik
Clerk


Principal
GDGP, Hisar

Endst no.

Dated:

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

1. Dr Sushma, Lecturer, TT
2. Mr Amit Kaushik, Clerk
3. Store keeper
4. Personal File of both

Principal
GDGP, Hisar

OFFICE OF THE PRINCIPAL: GURU DAKSH GOVT. POLYTECHNIC, HISAR

Office Order No. 990

Dated: 27/6/24

As per Haryana State Board of Technical Education, Panchkula Office Order No. 18/HSBTE/Exam/ dated 26.06.2024 the following staff are hereby relieved on 27.06.2024 to perform the duty mentioned below for the HSBTE exam w.e.f 28.06.2024.

S.N.	Name of the Officer	Name of the Institute	Duty Assigned
1.	Smt. Yogita, GF	Kalpna Chawla Govt. Polytechnic for Women, Ambala City(02)	Invigilator
2.	Sh. Ashok Kumar, W/I	Govt. Polytechnic, Meham, Rohtak (77)	Invigilator
3.	Sh. Ravinder Saharan, Lecturer	Tagore Institute of Research & Technology, Jamalpur, Gurgaon (27)	Invigilator
4.	Sh. Balinder Singh, Lecturer	Govt. Polytechnic, Mandi Adampur(006)	Invigilator
5.	Sh. Atul Kumar, Lecturer	Govt. Polytechnic, Mandi Adampur(006)	Invigilator
6.	Sh. Sahil, Lecturer	Govt. Polytechnic, Mandi Adampur(006)	Invigilator
7.	Smt. Sonia, GF	Govt. Polytechnic, Shergarh, Kaithal (215)	Invigilator
8.	Smt. Rekha Jangir, Lecturer	Deen Bandhu Sir Chhotu Ram Govt. Polytechnic Education Society, Sampla, Rohtak (78)	Invigilator
9.	Ms. Richa	Govt. Polytechnic, Mandi Adampur(006)	Invigilator

Principal
GD Govt. Polytechnic
Hisar

Endst. No. GDGPH/2024/

Dated:

A Copy of the above is forwarded to the following for information and necessary action: -

1. Exam Supdt.
2. Sh. Ravinder Saharan, Lecturer
3. Sh. Balinder Singh, Lecturer
4. Sh. Atul Kumar, Lecturer
5. Sh. Sahil, Lecturer
6. Smt. Rekha Jangir, Lecturer
7. Sh. Ashok Kumar, W/I
8. Smt. Yogita, GF
9. Smt. Sonia, GF
10. Ms. Richa, GF
11. Exam Branch

Principal
GD Govt. Polytechnic
Hisar

OFFICE OF THE PRINCIPAL: GURU DAKSH GOVT. POLYTECHNIC, HISAR

Office Order No. 989

Dated: 27/6/24

As per Haryana State Board of Technical Education, Panchkula Office Order No. 16/Exam/HSBTE/2024 dated 26.06.2024 the following officer is hereby relieved on 27.06.2024 to perform the duty of Flying Squad VIII for the HSBTE exam w.e.f 28.06.2024.

The flying squad will visit the exam centers by govt. jeep. Sh. Sukhbir, driver will drive the jeep.

S.N.	Name of the Officer	Name of the Institute	Duty Assigned
1.	Sh. Tarun Sharma, HOD Govt. Polytechnic, Hisar	1. Govt. Polytechnic, Hisar (04+48+64+73+99+147+148+181+239) 2. Govt. Polytechnic, Mandi Adampur, Hisar (06) 3. Manav Institute of {harmacy, Jevra, Barwala Road, Hisar (276+277+261)	Flying Squad VIII
2.	Sh. Naveen Arora, Sr. Lecturer, Govt. Polytechnic, Hisar	4. Krishna Vidyapeeth of Management & Technology, Village Khera(Siwani), Bhiwani (294)	

Principal
GD Govt. Polytechnic
Hisar

Dated:

Endst. No.GPH/2024/

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

1. Exam Supdt./TPO
2. Sh. Tarun Sharma, HOD
3. Sh. Naveen Arora, Sr. Lecturer
4. Sh. Sukhbir, Driver
5. Exam Branch

Principal
GD Govt. Polytechnic
Hisar

OFFICE OF THE PRINCIPAL: GURU DAKSH GOVT. POLYTECHNIC, HISAR

Office Order No. 988

Dated: 27/6/24

As per Haryana State Board of Technical Education, Panchkula Office Order No. 17/HSBTE/Exam/ dated 26.06.2024 the following staff are hereby relieved on 27.06.2024 to perform the duty mentioned below for the HSBTE exam w.e.f 28.06.2024.

S.N.	Name of the Officer	Name of the Institute	Duty Assigned
1.	Sh. Mohit Juneja, Lecturer GP Hisar	(182)Pt. L.R. College of Technology(Technical Campus) Kaboolpur, Banger, Sohna-Samaypur Road, Ballabgarh, Faridabad, Pin Code-121004	Supdt.
2.	Smt. Nidhi Sharma, Lecturer GP Hisar	(49) Tirupati College of Polytechnic & Pharmacy, Sardulgarh Road, Ratia (Fatehabad)	Supdt.

Principal
GD Govt. Polytechnic
Hisar *Karan*

Endst. No. GDGPH/2024/

Dated:

A Copy of the above is forwarded to the following for information and necessary action: -

1. Exam Supdt.
2. Sh. Mohit Juneja, Lecturer
3. Smt. Nidhi Sharma, Lecturer
4. Exam Branch

Principal
GD Govt. Polytechnic
Hisar