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VS

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

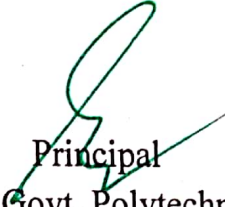
O/Order No: GDGPH/2024/ 1145

Date: 2/8/24

A committee of following is hereby constituted for condemnation of obsolete items/ writeoff items of Textile Printing lab in the department of Textile Processing. The names of committee members are as under

1. Sh. Mandeep Nagpal HOD T.P
2. Smt. Rekha Sharma Sr. Lect. T.D
3. Sh. Rakesh Jindal Lect. T.T

Lab incharge is requested to submit their lab item condemnation report to O/I condemnation (Sh. Ashok Kumar Sr. Lect. ECE) after following due procedure.

  
Principal  
GD Govt. Polytechnic  
Hisar

Date:

Endst. No.:

Copy of the same is forwarded to

- 1.DSO
2. HOD TP
3. Sh. Mandeep Nagpal HOD T.P
4. Smt. Rekha Sharma Sr. Lect. T.D
5. Sh. Rakesh Jindal Lect. T.T
- 6.Kanak Prabha Lect. T.P

Principal,  
GD Govt. Polytechnic  
Hisar

Date: 2/8/24

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

Order No: 1144

Dated: 2/8/24

Smt. Nidhi Sharma, Lect. Fashion Design is hereby assigned the duty of ATPO Fashion Design in place of Smt. Garima Ahlawat, Sr. Lect. Fashion Design with immediate effect.

Principal  
Guru Daksh  
Govt. Polytechnic,  
Hisar

Endst. No. :

Dated:

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

1. TPO
2. O/I FD
3. Smt. Nidhi Sharma, Lect. FD

Principal  
Guru Daksh  
Govt. Polytechnic,  
Hisar

Office of the Principal Guru Daksh Government Polytechnic, Hisar

Office Order No:GDGPH/2024/ 1143

Date: 2/8/24

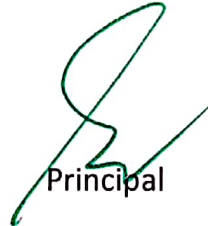
As the induction and orientation period for the newly joined students of our institute approaches, it is crucial to ensure a safe and welcoming environment for them. To this end, we request your cooperation in remaining vigilant at designated places to prevent any incidents of ragging.

The following faculty members are assigned to the respective areas:

- |  |                             |
|--|-----------------------------|
| 1. Sh. Sewa Singh,SL & Sh. Sohan Lal,WI          | -Institute Canteen          |
| 2. Sh. Arvind Kumar,SL & Sh. Azad Hooda,WI       | -Block-A                    |
| 3. Sh Anil Nain,SL & Sh Jaibir Kajal,WI          | -Block-B                    |
| 4. Sh Naresh Kumar,Lect. & Sh. Rajkumar ,FMI     | -Block-C                    |
| 5. Sh Jaibir Dhull, WS & Sh Ashok Bhankar , WI   | -Workshop                   |
| 6.Sh Dinesh Nain,Lect. & Sh Ravi Kumar,Lect.     | - Old Boys hostel           |
| 7.Sh Tejender Chaudhary,SL & Sh Ashok Saini,WI   | -New Boys Hostel            |
| 8.Sh. Arshad Jamal, Lect. & Sh. Karan Doda,Lect. | -Girls Hostel               |
| 9.Ms. Anjali Jaglan,Lect. & Ms. Ashu,Lect.       | -Main Gate of the Institute |

Your presence and proactive involvement will be instrumental in maintaining the discipline and safety standards that our institute upholds. We count on your support to create a positive and secure environment for the newcomers.

Please report any suspicious activities or incidents immediately to the undersigned. Your cooperation is highly appreciated.



Principal

Guru Daksh Govt. Polytechnic Hisar

Order No: GDGPH/2024/

Date:

Copy forwarded to the following for information and necessary action(Through WhatsApp):

1. All HOD/OI
2. All Concerned

Principal

Guru Daksh Govt. Polytechnic Hisar



OFFICE OF THE PRINCIPAL GURU DAKSH GOVT. POLYTECHNIC HISAR

Office order No. 1142

Dated : 2/8/24

The following lecturers are hereby assigned the duty of tutor incharges for 1st Semester

Sr. No.	Branch	Name of faculty
1	Civil Engg.	Karan Doda
2	Computer Engg. A	Pratibha
3	Computer Engg. B	Kavita Poonia
4	Electrical Engg.	Dinesh Nain
5	Electrical Engg.(3 <sup>rd</sup> )	Monika
6	ECE	Bharti
7	IC	Shyam Lal
8	ME-A	Ravi Kumar
9	ME-B	Sonika
10	Med. Electronics	Surender Soni
11	Textile Processing	Ramesh Kumar
12	Textile Technology	Mausam
13	Textile Design	Sunil Dutt
14	Fashion Technology	Mohit Juneja
15	Fashion Design	Nidhi Sharma
16	FAA	Vivek Jangid

**Note:** The Duty of tutor's are assigned as per the recommendation of concerned branch HOD's/O/I's.

  
Principal  
GDGP, Hisar

**Endst No. :**

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

1. All HOD's/O/I's (Through Whatsapp)

  
Principal  
GDGP, Hisar

कार्यालय प्रधानाचार्य गुरु दक्ष राजकीय बहुतकनीकी हिसार

आदेश न० 1141

दिनांक: 21/8/24

इस संस्था में कार्यरत सभी अधिकारियों/कर्मचारियों को सूचित किया जाता है कि इस संस्था में आवास नं० 17 और 48 खाली है। जो भी अधिकारी/कर्मचारी आवास लेने के इच्छुक हैं वे संस्था के मुख्य कार्यालय में दिनांक 07.08.2024 शाम तक अपना आवेदन प्रस्तुत करें।

प्रधानाचार्य

गुरु दक्ष राजकीय बहुतकनीकी,  
हिसार।

पृ० क्रमांक

दिनांक:

उपरोक्त की एक प्रति निम्नलिखित के सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है। (Through whatsapp)

1. All HOD/ O/I's
2. W/Supdt.
3. DSO
4. O/I Residence

प्रधानाचार्य

गुरु दक्ष राजकीय बहुतकनीकी,  
हिसार।

Office of the Principal Guru Daksh Govt. Polytechnic Hisar

Office Order No. 1140

Dated: 2/8/24

Smt. Garima Ahlawat Sr. Lect. FD and Sh. Nitin Lect. Comp. Engg. Will proceed to Govt. Polytechnic, Mandi Adampur on 02.08.2024 by own car to submit the answer sheets bundles of TMC - 004.

  
Principal  
GD GP Hisar

Endst No. GDGPH/2024/

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

1. O/I TMC
2. O/I Comp. Engg.
3. Smt. Garima Ahlawat Sr. Lect. FD
4. Sh. Nitin Lect. Comp. Engg.

Dated:

Principal  
GD GP Hisar

OFFICE OF THE PRINCIPAL GURU DAKSH GOVT. POLYTECHNIC HISAR

O/Order No: GDGPH/2024/ 1139

Date: 2/8/24

A committee of the following is hereby constituted to review of terms and conditions before calling tender for canteen afresh:

1. Sh. Rajat Thakral ,HOD
2. Sh Mandeep Nagpal,HOD
3. Sh. Ashok Chaudhary, Sr Lect.
4. Sh. Anil Nain, Sr. Lect.
5. Sh. Rajkumar DSO

Principal  
GD Govt. Polytechnic  
Hisar

Date:

Endst. No.:

Copy of the same is forwarded to

1.O/I Canteen (Through Wardsoft)

Principal,  
GD Govt. Polytechnic  
Hisar

Office of Principal, G.D. Govt. Polytechnic, Hisar


Dated 2/8/24

Office Order No. 1138

Under Rule-10 of chapter-2 of Haryana Civil Services (Travelling Allowance Rules-2016) Sanction is hereby accorded to Smt. Kanak Prabha, Lect. in TP performed by him the following journey in the public interest.

Date	From	To	Mode of journey	Purpose
28.02.2024	GDGP Hisar & Bock	Delhi	Govt. Vehicle	Visit to Textile Expo-
08.04.2024	GDGP Hisar	Panchkula	By Bus	Scholarship Work
09.04.2024	Stay at Panchkula			
10.04.2024	Panchkula	GDGP Hisar	-do-	

- Note: 1. No TA/DA is allowed beyond 120 days during the current financial year.  
2. The expenditure involved shall be met out of the TA grant of the Institution.

  
Principal  
G.D. Govt. Polytechnic  
Hisar

Endst No. GDGPH/2024/

Dated:

A copy is forward to the following for information and necessary action please.

1. Smt. Kanak Prabha, Lect. in TP

|  
Principal  
G. D. Govt. Polytechnic  
Hisar



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

Order No. 1138-II

Dated: 2/8/24

Sanction is hereby accorded for the withdrawal of RS. 900000/- (Nine Lakh Only) under **Rule 46** of Haryana General Provident Fund Rules, 2016 to **Sh. Joginder Singh, Peon**. From his General Provident Fund account number **HR/Edu/158820** as withdrawal for marriage of his daughter.

The withdrawal will be accorded under **Rule 46**.

The balance at the credit of **Sh. Joginder Singh, Peon**. as on the date of sanction is detailed below:-

(i)	Balance as per General Provident Fund statement for the year may 2024-25.	11,81,362-00
(ii)	Subsequent deposits ( June,July 2024-25)	28,000-00
(iii)	Total of column (i) and (ii) Rs.	12,09,362-00
(iv)	Subsequent advance/withdrawals, if any Rs.	9,00,000-00
(v)	Balance as on date of sanction {column (iii) minus (iv)}	3,09,362-00

Principal  
GDGP, Hisar

Dated:

Endst. No.GDGPH/PF/2024/

Copy forwarded to:-

1. The Principal Accountant General (A&E), Haryana, Chandigarh for information and to make a note in the ledger account of the subscriber.
- 2 Sh. Joginder Singh, Peon with the direction to furnish a certificate to the effect that the amount of withdrawal obtained from GPF account has been utilized for the purpose for which it was sanctioned within one month from the date of drawl.(Rule 52)
3. Treasury Officer, Hisar
4. Pay Bill Asstt.


Principal  
GDGP, Hisar

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

Order No: 1137

Dated: 2/8/24

In partial modification of order no. 1134 on dated 02.08.2024 Sh. Sunil Dutt, Lect. TD will perform the admission duty in place of Sh. Satish Kumar, Lect. Med. Eltx.


  
Principal  
Guru Daksh  
Govt. Polytechnic,  
Hisar

Endst. No. :

Dated:

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

1. O/ Admission
2. ~~AD~~ TD
3. Sh. Sunil Dutt, Lect. TD

  
Principal  
Guru Daksh  
Govt. Polytechnic,  
Hisar

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

**Order No:** 1136

**Dated:** 02/08/24

A meeting will be held in Conference Hall regarding Institute level Manual Counselling scheduled on 05.08.2024 & 06.08.2024 in institute for admission session 2024-25 . All the concerned staff who has put on Admission duty for above mentioned counselling vide order no 1133 dated 02.08.2024 & order no 1129 dated 02.08.2024 will attend the meeting at 3:30 PM on 02.08.2024.

  
**Principal**  
**GD Govt. Polytechnic, Hisar**

**Endst No: GPH/2024/**

**Dated:**

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

- 1) All HOD/O/I ( Through WhatsApp )( To get it noted from concerned staff )
- 2) O/I Admission

  
**Principal**  
**GD Govt. Polytechnic, Hisar**

**OFFICE OF THE PRINCIPAL GD GOVT. POLYTECHNIC, HISAR**

**Order No:** 1135

**Dated:** 2/8/24

In continuation of order no 1114 dated 29.07.2024, the following staff will also perform below mentioned admission duty with already constituted team as per details :-

<b>Sr.No</b>	<b>Admission Duty</b>	<b>Staff members</b>
1	Seat Matrix Chart Preparation ( DET)	Deepak Mehta , Lect
2	Seat Matrix Chart Preparation ( DET-L)	Sonu Kumar , Lect

  
**Principal**  
**GD Govt. Polytechnic, Hisar**

**Endst No: GPH/2023/**

**Dated:**

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

- 1) O/I Admission
- 2) O/I Mech. ( To get it noted from concerned staff )

  
**Principal**  
**GD Govt. Polytechnic, Hisar**

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

Office Order No: 1134

Dated: 2/8/24

The following admission duties are hereby assigned to staff members mentioned against their names for Institute Level Manual Counseling scheduled to be held on dated 05.08.2024 & 06.08.2024 for Diploma (Engg) for Admission session 2024-25:-

Incharge (DET) – Sh. Shyam Lal , Lect Math

S.N	Nature of Duty	Name of Staff members	Venue for Duty
1	Student Help Desk	1) Sh. Rajesh Dhnidwal, Lect. 2) Sh. Rghubir Singh, FMI	O/I AICTE Office
2	Announcement	1) Sh. Vijay Pal, W/I 2) Sh. Vikas Modi, GF	Language Lab
3	Registration & Document Verification Committee	1) Sh Satish Kumar, Lect. 2) Sh. Vikash Jangra , Lect 3) Sh. Vivek Jangir, Lect.	Conference Hall
4	Seat Allotment Committee	1) Sh. Sanjeev Kr., SL 2) Sh. Arshad Jmal, Lect. 3) Sh. Rakesh Jindal ,Lect	
6	File Preparation Team	1) Sh. Atul Agarwal , Lect 2) Sh. Jitender Bajia , GF 3) Sh. Ajay Nehra , GF 4) Sh. Surender Soni , GF	
7	Online Fee payment work	1) Sh. Satbir Singh 2) Sh. Karan Singh	
8	Online Updation on Portal	1) Sh. Shyam Lal , Lect 2) Sh. Yash , DEO 3) Sh. Satish Soni , DEO 4) Sh. Sandeep , DEO 5) Sh. Sita , DEO	Language Lab

Class IV/ Peon - Ajay (TP) , Rajender ( Peon) , Chanan (Peon)

**Note:-**

- DET Incharge will ensure completion of updation work timely and submit status report daily to admission cell. The committee will also hand over the Online updated /admitted Admission files to concerned branch office on same day.
- Provisional Admission Slip will be signed by online DET Incharge and the candidate himself/ herself.
- Verification of the credentials of the candidate will be done by comparing with the original certificates against which candidate has been allotted seat.
- The original certificates shall be returned back after verification. Under no circumstances the original certificates of the candidate are retained.
- All staff must ensure that admissions be made strictly as per the Merit list and eligibility criteria/ laid down qualification mentioned in Diploma Prospectus – 2024-25.
- Under no circumstances, Student will not be allowed to take Admission file outside Admission centre after seat allotment.

**Principal**  
GD Govt. Polytechnic, Hisar  
Dated:

**Endst No: GPH/2024/**

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

- 1) All HOD/O/I's/W/Shop supdt. ( Through WhatsApp)
- 2) O/I Admission
- 3) O/I Internet (To make necessary arrangements of internet connectivity at admission venue)

**Principal**  
GD Govt. Polytechnic, Hisar

**OFFICE OF THE PRINCIPAL GOVT. POLYTECHNIC, HISAR**

Dated: 2/8/24

Office Order No: 1133

The following admission duties are hereby assigned to staff members mentioned against their names for Institute Level Manual Counseling scheduled to be held on dated 05.08.2024 & 06.08.2024 for Diploma (Engg) – Lateral Entry for Admission session 2024-25:-  
Incharge (DET-L) – Sh. Sahil , Lect FAA

S.N	Nature of Duty	Name of Staff members	Venue for Duty
1	Student Help Desk	1) Sh. Sachin Yadav, Lect 2) Sh. Ramparsad, GI	CDTP Block ( TPO Cell)
2	Announcement	1) Sh. Sandeep Biban , Lect. 2) Sh. Jitender Sheoran , GF	
3	Registration & Document Verification Committee	1) Sh. Rajesh Gautam , Lect. 2) Sh. Ajay Jangra , Lect 3) <del>Ms. Madhu sangwan, GF</del> SL/Sackard Jugi	
4	Seat Allotment Committee	1) Sh. Jayant Mittal, SL 2) Sh. Sidharth Sharma, SL 3) Sh Amit Kumar, Lect CE	
6	File Preparation Team	1) Sh. Nitin Verma , Lect 2) Sh. Sanjay Siggar , GF 3) Sh. Sandeep Bherwan, GF 4) Ms. Sweety ( Med.)	
7	Online Fee payment work	1) Sandeep , Clerk 2) Naveem kumar	
8	Online Updation on Portal	1) Sh. Sahil , Lect 2) Sh. Shyokin Singh , DEO 3) Sh. Sandeep (PMS)	

Class IV/ Peon - Rakesh ( HKRN ) , Parlahd ( HKRN ) ,

**Note:-**

- DET-L Incharge will ensure completion of updation work timely and submit status report daily to admission cell. The committee will also hand over the Online updated /admitted Admission files to concerned branch office on same day.
- Provisional Admission Slip will be signed by online DET-L Incharge and the candidate himself/ herself.
- Verification of the credentials of the candidate will be done by comparing with the original certificates against which candidate has been allotted seat.
- The original certificates shall be returned back after verification. Under no circumstances the original certificates of the candidate are retained.
- All staff must ensure that admissions be made strictly as per the Merit list and eligibility criteria/ laid down qualification mentioned in Diploma Prospectus – 2024-25.
- Under no circumstances, Student will not be allowed to take Admission file outside Admission centre after seat allotment.

**Principal**  
GD Govt. Polytechnic, Hisar  
Dated:

Endst No: GPH/2024/

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

- 1) All HOD/O/I's/W/Shop supdt. ( Through WhatsApp)
- 2) O/I Admission
- 3) O/I Internet (To make necessary arrangements of internet connectivity at admission venue)

**Principal**  
GD Govt. Polytechnic, Hisar

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

Office Order No. GPH/ 1132

Dated:- 2/8/24

Sanction is hereby accorded to the grant of following kind of leave to Sh. Sube Singh, Peon for 03 days with permission to prefix/ suffix the being holidays under rule 35 contain in Chapter IX of Haryana Civil Services (Leave ) Rules ,2016.

Sr. No.	Leave	From	To	Days
1	Earned Leave	24-07-2024	26-07-2024	03
			<b>Total</b>	<b>03</b>

Certified the official would have continued to officiate in the post, but for is proceeding on leave. E.O.L. period will not be counted towards annual increment.

Principal,  
GDGP Hisar

Dated:

Endst. No. GPH/2024

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

1 HOD FT.

Principal,  
GDGP Hisar

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

Office Order No. GPH/ 1131

Dated:- 2/8/24

Sanction is hereby accorded to the grant of following kind of leave to Sh. Sube Singh, Peon for 05 days with permission to prefix/ suffix the being holidays under rule 38 contain in Chapter IX of Haryana Civil Services (Leave ) Rules ,2016.

Sr. No.	Leave	From	To	Days
1	Medical Leave	15-07-2024	19-07-2024	05
			<b>Total</b>	<b>05</b>

Certified the official would have continued to officiate in the post, but for is proceeding on leave. E.O.L. period will not be counted towards annual increment.

  
Principal,  
GDGP Hisar  


Endst. No. GPH/2024

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

1 HOD FT.

Dated:

Principal,  
GDGP Hisar



कार्यालय प्रधानाचार्य, गुरु दक्ष राजकीय बहुतकनीकी, हिसार



यादि क्रमांक : 1130

दिनांक : 2/8/24

संस्थान में कार्यरत सभी HKRNL कर्मचारियों को सूचित किया जाता है कि HKRNL के पत्र क्रमांक 5913 दिनांक 14.05.2024 की हिदायत के अनुसार सभी कर्मचारी अपने EPF की सुविधाओं का लाभ लेने के लिए अपने EPF के खाते की KYC जैसे की आधार कार्ड , पैन कार्ड, बैंक खाता संख्या आदि को अपडेट करवा लें व एम्प्लायर पोर्टल पर सबमिट करें। इसके इलावा EPF में इ-नॉमिनेशन की प्रक्रिया को पूरा करके इसकी सुचना इस कार्यालय में भिजवायें अन्यथा भविष्य में EPF सम्बंधित किसी भी प्रकार का लाभ/सुविधा न प्राप्त होने की स्थिति में कर्मचारी स्वयं जिम्मेदार होगा। इ-नॉमिनेशन के लिए नीचे दिए गये लिंक का प्रयोग करें:

<https://unifiedportal-mem.epfindia.gov.in/memberinterface/>



  
प्रधानाचार्य  
गुरु दक्ष राजकीय बहुतकनीकी  
हिसार   
दिनांक :

पृष्ठ क्रमांक :

1. प्रभारी अधिकारी आउटसोर्सिंग
2. सभी HKRNL कर्मचारी(whatsapp group के द्वारा )

प्रधानाचार्य  
गुरु दक्ष राजकीय बहुतकनीकी  
हिसार


OFFICE OF THE PRINCIPAL GURU DAKSH GOVT. POLYTECHNIC, HISAR

Dated: 2/8/24

Order No: 1129

The following staff are hereby assigned duties mentioned against their names for Institute level Manual Counseling scheduled to be held on 05.08.2024 & 06.08.2024 for Diploma (Engg.) & Diploma (Engg.)-Lateral Entry of Admission session 2024-25: -

S.N	Admission Duty	Staff Members ( Sh/Smt.)
1	Sound/ Electricity Arrangement	1) Sanjeev Kr., SL 2) Arshad Jamal, Lect 3) Jaibir Kajal, W/I
2	Seating & Water Arrangement	1) Tushar Jain , Lect. 2) Rghubir Singh , FMI 3) Vijay pal , W/I
3	Refreshment	1) Shyam Lal , Lect. 2) Sahil, Lect. 3) Dinesh Nain, Lect.

  
Principal  
GD Govt. Polytechnic, Hisar

Dated:

Endst No: GPH/2024/

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

- 1) O/I ECE/ Elect./App.sci / FAA/ ( Through Whatsapp)
- 2) W/Shop Supdtt. ( Through Whatsapp)
- 3) O/I Admission

Principal  
GD Govt. Polytechnic, Hisar