

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

Office Order No. **1348**

Dated: **26/9/24**

Undersigned will proceed to HSBTE, Panchkula for Exam work and DTE Panchkula for official work on dated 27.09.2024 by own car.

Sh. Mandeep Nagpal, HOD will look after institute work.


  
Principal  
GD Govt. Polytechnic  
Hisar **13**

Dated:

**Endst. No. GDGPH/2024/**

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

1. Sh. Mandeep Nagpal, HOD
2. **PA to Principal**

  
Principal  
GD Govt. Polytechnic  
Hisar


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

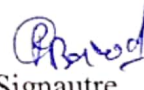
OFFICE ORDER NO. 1349

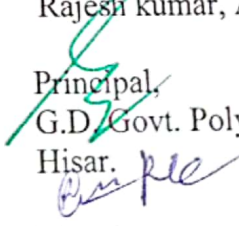
DATED: 26/9/24

List of articles handed over by Smt. Renu Steno typist to Sh. Rajesh kumar , Assistant.

Sr. no	Name of items	Quantity	Remarks
1.	Demand Register of year 2010-11	12 Nos.	
2.	Demand Register of year 2011-12	09 Nos.	
3	Demand Register of year 2012-13	11 Nos.	
4	Demand Register of year 2013-14	08 Nos	
5.	Demand Register of year 2014-15	06 Nos	
6.	Demand Register of year 2015-16	06 Nos	
7.	Demand Register of year 2016-17	06 Nos	
8.	Demand Register of year 2017-18	06 Nos	
9.	Demand Register of year 2018-19	06 Nos	
10	Demand Register of year 2019-20	06 Nos	
11.	Demand Register of year 2020-21	06 Nos	
12.	Demand Register of year 2021-22	08 Nos	
13.	Demand Register of year 2022-23	07 Nos	
14.	Demand Register of year 2023-24	07 Nos	
15.	SF-Billing Pass Register(GP Hisar) of year 2019-23	01 Nos	
16	SF-Billing Pass Register (GP Jamalpur and GP Hisar) of year 2024-till date	01 Nos	

  
Signature  
Handed over by  
Renu- steno typist

  
Signautre  
Taken by  
Rajesh kumar, Assistant

  
Principal,  
G.D Govt. Polytechnic,  
Hisar.

Dated: -

Endst. No.GPH/2024/

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

1. Sh. Rajesh kumar, Assistant
2. Smt. Renu, Steno-typist
3. P.F Concerned
- 4.DSO

Principal,  
G.D Govt. Polytechnic,  
Hisar

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

Office order No. 1350

Dated:- 20/9/24

In terms of instruction issued by the Chief Secretary to Government of Haryana No 13/19/2008-2511 dated 05-02-2009 and Financial Commissioner & Principal Secretary to Govt. Haryana Department memo No.5/17/2009-4FR dated 11-04-2012., sanction is hereby accorded to the grant of cash payment equivalent to one month's salary for new scheme of leave travel concession to the following officer/official of Guru Daksh Government Polytechnic, Hisar for the block Year 2024-2027 under plan Scheme.

The above sanction is however subject to the reduction of HRA/Medical/IR Allowance.

1. Sh. Sunil Kumar, HOD Applied Sci.
2. Sh. Tarun Kumar Sharma, HOD FT
3. Sh. Jaibir Singh, Workshop Supdt
4. Sh. Naveen Arora, Sr. Lect.Comp. Engg
5. Sh. Rajesh Kalra, Sr. Lect. TP (Retired)
6. Sh. Satish Kumar, Lect. Med. Eltx
7. Sh. Blinder Singh, Lect.ECE
8. Sh. Raghubir Singh, FMI
9. Sh. Rajkumar, FMI
10. Sh. Balbir Singh, FMI (Retired)
11. Sh. Ashok Kumar, WI
12. Sh. Azad Singh, WI
13. Sh. Rajesh Kumar, Assistant
14. Sh. Satbir Singh, Clerk
15. Sh. Veerbhan, Daftri
16. Sh. Sube Singh, Peon
17. Sh. Balraj Singh, Peon
18. Sh. Joginder Singh, Peon
19. Sh. Karan Singh, Peon
20. Sh. Ajay Kumar, Peon
21. Sh. Naveen Kumar, Peon
22. Sh. Krishan Kumar, peon
23. Sh. Sunil Kumar, Peon

Principal  
GDGP,

Hisar

Dated: -

Endst. No./GDGPH/2024/

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

1. Accountant General (A & E), Haryana, Chandigarh
2. Treasury Officer, Hisar
3. Pay Bill Clerk
4. EA-I/EA-II

Principal  
GDGP,  
Hisar

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

Order No : GDGPH/2024/ **1351**

Date: **26/9/24**

**LIST OF ITEM HANDED/TAKEN OVER**

From Sh. Ashok Kumar, Sr. Lect. ECE to Sh. Ajay Kumar, Guest Lect. ECE

Sr.No	Name of Item	Qty	Remark
1	Computer System, Dell optiplex 3060 SFF (i5) with TFT (4GB RAM)	ONE	Indent no. No. A- 6482 Dated 28/08/2019 & amount= Rupees 42398-31

Item Sr.No.1 HANDED OVER /TAKEN OVER

Handed over by

**Ashok Kumar**  
Sr. Lecturer ECE  
Guru Daksh Govt.Polytechnic, Hisar

Taken over by

**Ajay Kumar**  
Guest Lect. ECE  
Guru Daksh Govt.Polytechnic, Hisar

Principal

Guru Daksh Govt.Polytechnic,  
Hisar

Endst : GDGPH/2024/

Date:

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

1. H.O.D ECE
2. Sh. Ashok Kumar, Sr. Lect. ECE
3. Sh. Ajay Kumar, Lect. ECE
4. On Store / Store Keeper

Principal

Guru Daksh Govt.Polytechnic,  
Hisar



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

Order No. 1352

Dated: 26/9/24

Sh. Yesh, Data Entry Opretor will assist to Sh. Raghubir Singh, Foreman Instructor Bus Pass Incharge Boys and Sh. Sandeep Kumar, Data Entry Opretor will assist to Smt. Ashu, Bus Pass Incharge Girls until the bus pass process is completed in this session.

Principal,  
GDGPHisar.

Endst. No./2024

Dated:

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

1. Sh. Raghubir Singh, O/I Bus Pass Boys
2. Smt. Ashu, O/I Bus Pass Girls
3. Sh. Yesh, Data Entry Opretor
4. Sh. Sandeep Kumar, Data Entry Opretor

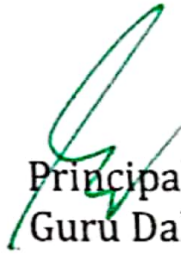

Principal,  
GDGPHisar.

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

Order No. GDGPH/2024/ 1353

Dated 26/9/24

Sh. Surender Soni, ATPO Med. Eltx. will proceed to Jaipur and surrounding area for Training & placement work of 5<sup>th</sup> Semester Medical Electronics students on 30.09.2024 and 01.09.2024 by roadways bus.

  
Principal,  
Guru Daksh  
Govt. Polytechnic,  
Hisar 

Endst. No. GDGPH/2024/

Dated:-

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

1. TPO
2. HOD Med. Eltx.
3. Sh. Surender Soni, ATPO Med. Eltx.

Principal,  
Guru Daksh  
Govt. Polytechnic,  
Hisar

OFFICE OF THE PRINCIPAL GURU DAKSH GOVT. POLYTECHNIC, HISAR

Order No: 1354

Dated: 26/9/24

All HOD/O/I's are hereby informed that Last Cut off date for Admission 2024-25 in Diploma courses in polytechnics has been extended up to 23.10.2024. In this regard. All HOD/O/I's are directed to send the

**Admission cancellation Request** of newly admitted student through Admission cell only.

It is also further directed to provide the details of newly admitted students whose name has been struck off in their department between 16.09.2024 to till date so that updated vacancy may be prepared for further counselling process. The required information may be submitted to Yash, Data operator (Admission cell) up to 01.10.2024 positively.

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 (Through WhatsApp )
- 2) O/I Admission

Principal  
GD Govt. Polytechnic, Hisar

OFFICE OF THE PRINCIPAL, G.D. GOVT. POLYTECHNIC, HISAR

OFFICE ORDER NO. 1355

DATED: 26/9/24

All the HOD's are informed that the following activities are going to assigned in the institute for all students under "Mera Vote Mera Adhikar".

S No.	Name of Activity	Date	Timings
1	Rangoli Making	27-09-2024	10:00 Am to 11:00 Am
2	Poster Making	27-09-2024	11:00 Am to 12:00 Am

Ms Teena (Sr. lect. F.T), Ms Bharti (Lect. E & C) and Ms. Pardeep Kumari (Jr. Librarian) will co-ordinate the programme.

PRINCIPAL

G.D. GOVT. POLYTECHNIC,  
HISAR. Bharti 26.9.24

DATED:

Endst. No. G.D.GPH/2024/

Copy of the above is forwarded to all the HOD/O/I'S on whatsapp group. They inform all the students accordingly.

1. All H.O.D'S and O/I's (through whatsapp)
2. Ms Teena (Sr. lect. F.T)
3. Ms Bharti (Lect. E & C)
4. Notice board

PRINCIPAL

G.D. GOVT. POLYTECHNIC,  
HISAR.