

# SMRJ Government College, Siwani (Bhiwani)

(Affiliated to Chaudhary Bansi Lal University, Bhiwani)

**Session: 2024-2025**

## *Students' Support and Helplines*

<b>Sr. No.</b>	<b>Nature of work to be done/ Need regarding</b>	<b>Cell/ Club/Committee</b>	<b>In-charge/ Convener</b>	<b>Room No.</b>
1	College Discipline and Mentorship	Proctor Cell	Dr. Ranjeet Singh, Asstt. Professor of Mathematics (Boys) Dr. Meenaxi, Asstt. Professor of Hindi (Girls)	111 108
2	Time Table, Class Sections	Time Table Committee	Mr. Suresh Lamba, Asstt. Professor of Geography	208
3	Sexual Harassment, Ragging and Grievance Redressal	Grievance Redressal Cell	Dr. Meenaxi, Asstt. Professor of Hindi (Girls)	108
4	For House Exams, University Affairs, Migration etc.	Registrar	Mrs. Shakuntala, Asstt. Professor of Commerce	03
5	Women Safety, Girls Common Room	Women Cell	Dr. Pooja, Asstt. Professor of Zoology	11
6	Library, Books and other learning materials, Reading Hall and other related matters	Library Advisory Committee	Mr. Sanjay, Asstt. Professor of Sociology	04
7	Youth and Cultural Activities	Youth and Cultural Affairs Committee	Dr. Munish, Asstt. Professor of Sanskrit	06
8	Career Counseling, Job Opportunities, Placements, Books on Competitive Exams	Placement and Personality Development Cell	Mr. Naveen, Asstt. Professor of English	103
9	Earn While You Learn Scheme	Earn While You Learn Committee	Mrs. Yesu, Asstt. Professor of Commerce	02
10	NSS Registration, Camp Participation	NSS	Mr. Sanjay, Asstt. Professor of Sociology Mrs. Suman Devi, Asstt. Professor of Hindi	04
11	SC Scholarships	Scholarship Cell (SC)	Mr. Rahul, Asstt. Professor of Geography	208
12	BC Scholarships	Scholarship Cell (BC)	Dr. Vinod Kumar, Asstt. Professor of Sociology	09

13	Minority, Meritorious Girls and Other Scholarships	Scholarship Cell (Others)	Mr. Suresh Lamba, Asstt. Professor of Geography	208
14	Sports and Participation in Games	Sports Board	Mr. Sunil Kumar, Asstt. Professor of Sociology	217
15	Electricity, Water Supply and Cleanliness	Estate Office	Mr. Mahipal, TWI/ Department of Commerce	07
16	Bus Pass/ Passport/ Driving Licence	Bus Pass Office	Mr. Sunil Kumar, Asstt. Professor of History	09
17	Education Tour and Adventurous Camps	Education Tour Committee	Dr. Vinod Kumar, Asstt. Professor of Sociology	09
18	Youth Red Cross (YRC), Red Ribbon Club and Road Safety	YRC and RRC	Mr. Satpal, Asstt. Professor of Geography (Boys) Mrs. Yeshu, Asstt. Professor of Commerce (Girls)	208
19	No Dues, Fines and Fee	Establishment Office (I)	Miss Varsha, Establishment Clerk	13
20	Degree and DMC	Establishment Office (II)	Mr. Shish Ram, Peon	14

**Note:** Check the college notice boards daily and visit the website regularly as all necessary information regarding the above works will be shared through them. Contact the officer/ official concerned in case of any problem.

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**Principal**