



आदेश संख्या: 82 / भागलपुर,

दिनांक : 09/01/24

## कार्यादेश

रा० पो० भागलपुर अन्तर्गत पदाधिकारियों के बीच कार्यों का आवंटन निम्न प्रकार से किया जाता है:-

	Name of Nodal Officer	Institutional Activities/Work-Charge
1.	Dr. ARUN KUMAR	Incharge H.O.D Agriculture /Biometric (Students) [After VRS Murari kr singh]
2.	Er. SEEMA PRASAD	Incharge H.O.D Electrical/Biometric (Students)
3.	Er. RAJ KAMAL PRASAD	Incharge H.O.D Textile/Biometric (Students)
4.	Er. SANDEEP KUMAR	Incharge H.O.D C.S.E/Biometric (Students)
5.	Dr. MONIKA TULSYAN	Incharge H.O.D Electronics/Biometric (Students)
6.	Er. MANOJ KUMAR SINGH	Incharge H.O.D Civil/Biometric (Students)
7.	Er. SEEMA PRASAD	COE-Electric Vehicle
8.	Er. RAJ KAMAL PRASAD	CFMS/HRMS[Checker] D.D.O (GeM)
9.	Smt. SANGEETA KUMARI	AICTE Parakh Portal Library Incharge Women's Grievance Redressal and Councelling Cell NDL
10.	Er. KUNDAN KUMAR	KYP-I/PMKVY Incharge Professor Incharge Examination MOOCs/ Swayam/ NPTEL Purchase Officer IRGS POP
11.	Er. SANDEEP KUMAR	Bursar AICTE Institute's Website/Social Media LMS Moodle GeM[ P.A.O]
12.	Smt. DEEP PRABHA BHARTI	Establishment Girls Hostel Chief-Warden Public-Grievance Redressal-RTI
13.	Er. MURARI KUMAR	KYP-II CISCO E-Yantra Lab Incharge NBA Coordinator



14.	Dr. MONIKA TULSYAN	Spoken Tutorial Contribution to society [Donation, NGO, Swachh Bharat Abhiyan, Awareness Programme, etc]
15.	Er. VIVEK SHARAN	Network-Administrator Registrar NCC
16.	Er. NUZHAT NAAZ	Computer-Lab Incharge [Lab-1,2,3] Technical-Association & Student Chapters [BIS, IEEE, etc]
17.	Er. POOJA KUMARI	Routine-Incharge Student Welfare [Credit Card/Scholarship/AICTE Scholarship]
18.	Er. MAMTA KUMARI	Reserch & Development Cell Student's Club/IT-Club
19.	Er. AMALENDU KUMAR	Co-Curriculum & Extra Ciurriculum Activities [Conference/Seminar/Webinar/Workshop/Expert Lecture] NSS Club
20.	Er. AMIT KUMAR	BIOMETRIC-Incharge [Employees], Training & placement Cell NATS Incharge
21.	Smt. PRATIMA DUSADH	Language Lab, Mentor [1st Semester Group2] News-Letter/Magzine/Photography/Videography/Press Alumani Affairs
22.	MISS. KHUSHBOO KUMARI	EMS Enrollment Incharge Girl's Hostel Warden Mentor [1st Semester Group1] PAHAL
23.	Er. MANOJ KUMAR SINGH	Academic-Incharge/Academic-Dean Campus Incharge GeM - Buyer
24.	Er. P. N. SINGH	Technical Fests
25.	Er. ARUN KUMAR SINGH	Cultural Art Music & Yoga Activities NSS-Club Sports Incharge
26.	Er. CHAKRADHAR PRASAD	Survey Store (Civil Engg.)
27.	Er. RABINDRA KUMAR	Admissioin-Incharge Store-Incharge

टिप्पणी:-

प्रत्येक कार्य की समीक्षा प्रत्येक माह के अंतिम सप्ताह/ विभागीय बैठक के तिथि के अनुसार प्रतिवेदन के साथ की जाएगी।

*Shiv Kumar*  
09-01-24  
प्राचार्य  
राजकीय पोलिटेकनिक भागलपुर  
09/01/24