



Indira Gandhi Delhi Technical University for Women
Kashmere Gate, Delhi

Ref No. F(1)/IGDTUW/DSW/ 77

Dated: - 30-01-19

OFFICE ORDER

The University Annual Cultural Festival "Taarangana 2019" under overall supervision of Dean Student Welfare office is scheduled on 31st Jan, 2019 and 1st Feb, 2019. The following Sub-Committees for managing the various activities pertaining to smooth conduct of Taarangana 2019 for both days of the event are constituted: -

Committee	Members	Charter of Duties
Campus Safety & Security Committee	Slot1:(9AM-4PM) Prof. Devendra K Tayal, Dean (AA) - Chairman Dr. Shalini Arora, HOD (ASH) Dr. Manoj Soni, HOD(MAE) Ar. Vishal Rai, Associate Prof, DAP Dr. Pankaj Tomar, Asst. Prof, MAE Ms. Pooja Bhati, Asst Prof.,MAE Ms. Khyati, Asst Prof.,CSE Ms. Nidhi Arora, Asst Prof., IT Ms. Bishnu Priya, Hostel warden Mr.Vinay,STA, MAE Mr. Balwan Singh,TA, ECE Ms Aarti, STA, CSE Mr. Dronacharya, TA, IT Dr.Chetan Anand, TA, ASH	<ul style="list-style-type: none">• Take care of the overall safety and Security of Campus on both days with special arrangements during Major events• Crowd/footfall Management during the function.• Police deployment in the campus• Coordination with GA and Security Staff.
	Slot2:(4PM-9PM) Prof. S.R.N. Reddy. Dean (EA) Chairman Dr Arun Sharma, HOD (IT) Dr. O.K.Singh, Asst. Prof, MAE Dr. Maria Jamal, Asst Prof., ECE Ms. Vibha, Asst Prof., CSE Ar. Amit Aggarwal, Asst. Prof, DAP Dr. Saurabh Bharti, Asst. Prof., IT Mr. Ravinder Kumar, Asst. Prof, MAE Dr. Dhananjay, Asst. Prof, ASH Ms. Sarika, Hostel Warden Mr.K. Balachandran, STA Mr.Umesh Chand,TA, MAE Mr. Sunil, TA, ASH Mr. Muninder, IT	

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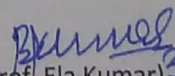
Discipline Committee	Prof. Ashwni Kumar, Dean (International Affairs) Dr. Vandana Niranjana, Associate Prof., ECE Dr. Dinesh Ganotra, Asst. Prof, ASH Mr. Kanchan Sharma, Asst Prof ECE Dr. Pankaj Gupta, Asst. Prof, ECE Dr. Ravindra M., Asst. Prof, CSE Mr. Yusuf Parvez, Asst Prof, MAE Mr. B. Indira Thannya, Asst.Prof, CSE Dr. Bhavani Prasad, Asst. Prof, ASH Dr. Surender Sharma, Asst. Prof., ASH Mr. Saurabh MalhotraTA, , ECE Mr Paramveer, TA, MAE Mr. Gopal Singh TA,, IT Mr. Rajeev Gaur, TA, MAE	<ul style="list-style-type: none"> • Take care of the overall discipline on both days. • To ensure that all classrooms and Labs remain locked during fest • To ensure student entry through ID Card only at University Gates
General Arrangements Committee	Dr. N.R. Chauhan (Chairman) Mr. Gaurav Indra, In-Charge (Security and Sanitation) Mr. Thomas, Section Officer (GA) Mr D P Singh, Section Officer (Plg. & Dev.) Mr. Shiv Kumar, LA-1 Ms. Pooja Munjal, Assistant, Personnel Branch Mr. Hemant Bhardwaj, Plg. Deptt. Ms. Archana Jain, Assistant, A&P Mr. Ishwar, DEO, ECE Mr. Manoj, DEO, MAE Mr. Gajendra, MTS, MAE Mr. Madhur Kumar, MTS, Plg. Deptt.	<ul style="list-style-type: none"> • Coordination with Security staff • Cleaning of Campus and sanitation Services. • Apprise sanitation staff to keep only ground floor washrooms open • To ensure Fire Brigade availability • To ensure availability of University vehicle both days • To ensure proper water supply in the Fest through DJB tanker.
PWD Matters Civil and Electrical	Mr. D.P.Singh , SO (Plg) AE(Civil, PWD JE(Civil), PWD AE (Electrical), PWD JE (Electrical), PWD	<ul style="list-style-type: none"> • Power Backup Electricity requirements of stalls • Cleanliness of premises, waste disposal, installation of dustbins etc.
Hospitality Committee	Dr. Ranu Gadi, Associate Prof ASH (Chairman) Dr. Richa Yadav, Asst. Prof. ECE Dr. Geeta Kumari, Asst Prof., ASH Ms. Arunima Jaiswal, Asst. Prof., CSE Ms. Tina Chaudhary, Asst Prof., MAE Ms. Monika Choudhary, Asst Prof., CSE Ms. Neha Singh, Asst Prof., ECE Mr. Saurabh Malhotra, ECE	<ul style="list-style-type: none"> • Distribution of Tea/Coffee and Lunch Coupons to Faculty/ Lab Staff/Police Personal/Security Guards/Sanitation staffCATs. Fire, Disaster Management • Arrangements for Hospitality area near auditorium.

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
Medical Emergency Handling Committee	Dr. Chhaya, Associate Prof., ASH (Chairman) Dr. Nidhi Goel, HOD(ECE) Dr. Chander Prakash, Asst. Prof., IT Ms. Charu Gupta, Asst Prof., IT Ms. Sarika, Hostel warden Ms. Bishnupriya, Hostel Warden Mr. Pradeep Singh, TA, MAE Mr. Anil Mathpal, LA-1, MAE Ms. Pooja, Nurse Mr. Brijesh, MTS Mr. Maneesh, MTS	<ul style="list-style-type: none"> • Medical Emergency if any on both days • Availability of CATS Ambulance on both days
Press /Media Publicity Committee	Ms. Deepti Chhabra, PRO (Chairman) Ms Venus, Asst Prof., A&P Mr. Rishabh Kaushal, Asst. Prof, IT Mr. Sagar Goel, In-Charge ITS Mr. Sachin, Computer Consultant	<ul style="list-style-type: none"> • Media Publicity of Taarangana, 2019 • Website Management of Taarangana 2019 • Coordination for Videography and photography
Installation/ Arrangements of activities Committee	Dr. Preeti Vajpeyi, HOD, A&P (Chairman) Dr. Sanjib Kr. Sahu, Dy. COE Ms. Nisha Rathee, Asst Prof., IT Ar. Jahnabi Kalita, Asst. Prof., A&P Mr. Sumit Yadav in-charge Canteen/Kiosk Mr. Raju Mathur, Assistant DR(GA) Mr. Kittu, MTS	<ul style="list-style-type: none"> • Installation of kiosks for activities, fun games, food and sponsor stalls. • Arrangements for activities in Auditorium, Basket ball court, Badminton Court.
Cultural Activities Committee	Ar. Preeti Chauhan, Associate Professor, A&P, Deputy Registrar (GA) (Chairman) Dr. Mohona Ghosh, Asst. Prof., IT Mr. Urfi Khan, Asst Prof, MAE Dr. Shobha Sharma, Asst Prof., ECE Ms. Najme Zehra, Asst Prof., CSE Ar. Kshitij Kr. Sinha, Asst. Prof. A&P Ar. Jahnabi Kalita, Asst. Prof, A&P Mr. Satpal, Assistant, Personnel Branch Mr. Madhur Gupta, TA, ECE Mr. Sunil Kumar, TA, ASH	<ul style="list-style-type: none"> • Main stage management. • Inaugural Function • Star night Arrangements.

Matter of grave indiscipline should be referred to Chief Proctor, IGDTUW.


 (Prof. Ela Kumar) 30.1.19
 Dean, Student Welfare

To,
 All Concerned Officials/Staff members, IGDTUW

- Copy for kind information to the: -
- (i) PS to Ho'ble Vice Chancellor, IGDTUW
 - (i) PA to Registrar, IGDTUW
 - (ii) Guard File


 (Prof. Ela Kumar)
 Dean, Student Welfare