

**Office of the Principal, Govt. College for Girls, Pillukhera (Jind)**

**INTER COLLEGE KHO-KHO TOURNAMENT (WOMEN)  
13<sup>th</sup> October to 14<sup>th</sup> October 2023**

**OFFICE ORDER**

**Memo No. 1102**

**Date: 10-Oct-2023**

The following duties have been assigned to the staff members. They are directed to note down their duties and ensure to make necessary arrangement required for making the event a great success.

**Welcome & Reception Committee: (Welcome of chief guest, Arrangement of flowers/bouquet etc.)**

1. Mrs. Babita Pawar (Convener)
2. Mr. Ramesh Kumar (Member)
3. Mrs. Ravinder (Member)
4. Mr. Sanjay Kumar (Member)

**Tent/ Seating / Sound /Refreshment and Water Arrangement (with the help of NSS volunteers): Arrangement of mike, sound system, sitting, fixing of flex.**

1. Mr. Ramesh Kumar (Convener)
2. Mr. Sanjay Kumar (Member)
3. Mr. Green Kumar (Member) *Green*
4. Mr. Yasin (Peon) *Mohmed Yasin*
5. Mr. Yashpal (Peon) *Yashpal*

**Eligibility Committee/Proforma/ Attendance Slip/ Fee Slip/Certificate Writing (If any):**

1. Mrs. Surksha (Convener) *Surksha*
2. Mrs. Ravinder
3. Mr. Green Kumar *Green*
4. Mr. Rajat *Rajat*
5. Mr. Sandeep Sharma (for typing work)

**Stage Management:**

1. Mrs. Babita Pawar
2. Mr. Deepak Kumar *Deepak*
3. Mr. Sanjay Kumar

**Scores:**

1. Mr. Ramesh Kumar
2. Mr. Pardeep Kumar *Pardeep*
3. Mr. Sanjeev Kumar *Sanjeev*
4. Dr. Devender *Devender*
5. Miss Maphi (LA) *Maphi*

*T.S. Gaur*  
10/10/2023.  
for Principal  
Govt. College for  
Pillu Khera (Jind)

**Press & Photography:**

1. Mr. Pardeep Kumar (Convener) *Pardeep*
2. Mr. Sanjay Kumar (Member)
3. Md. Yasin (Peon) *Mohammad Yasin*

**Discipline Committee:**

1. Mr. Ramesh Kumar (Convener)
2. Mrs. Ravinder (Member)
3. Mrs. Surksha (Member)
4. Mr. Sanjay Kumar (Member)
5. Mr. Green Kumar (Member) *Green*

**Red Cross Committee/First Aid Committee:**

1. Mrs. Ravinder (Convener)
2. Mr. Sanjay Kumar (Member)
3. Mr. Pardeep Kumar (Member) *Pardeep*
4. Ms. Maphi (LA) *Maphi*

**Invitation/Prize Committee:**

1. Mrs. Surksha (Convener) *Surksha*
2. Mr. Green Kumar (Member)
3. Mr. Mohmmad Yasin (Assistant) *Mohammad Yasin*

**Cleanliness of Ground: To ensure the cleanliness of ground.**

1. Mrs. Santosh (Sweeper) *Santosh*
2. Mr. Surender *सुरेन्द्र सिंह*
3. Mr. Parveen

**Typing Work**

1. Mr. Govind, Clerk *Govind*
2. Mr. Sandeep Sharma, Clerk

*[Signature]*  
Sports In-charge

*[Signature]*  
Principal  
Govt. College for Girls  
Pillu Khera (Jind)  
10/10/2023