

ACTIVITY CALENDER (2023-24) SUMMER (August-November)

SL. NO	ACTIVITIES	EMPLOYEES ON DUTY	INCHARGE	SIGN	VENUE	MONTH
1.	Orientation Programme	All First Year Class Teachers	Anupama Uniyal		Institute campus	August 2023
1	Tree plantation (Harela) (local festival)	Kiran Negi,Toshita, Harjeet	BeenaRaikwar		Institute Campus	Aug. 2023
2	a)"HarGharTiranga" Campaign b)Parade on IndependenceDay c)Art of living Fresher's party	Poonam Bhandari, Sandhya, Sunil Kumar Tiranga distributtion Premlata, Sandhya All first-year class teachers	Poonam Bhandari Robert Wilson Anupama mam Premlata PoonamDhyani		Ambedkar stadium Institute Auditorium	15 th Aug. 2023 In the end of August
3	a)Teacher's day b)Hindi divas	Kajal,PoonamBhandari Vidushi , Manju Gulati Inderjeet, Sandhya	Kajal Ghai Inderjeet		Institute Auditorium Institute Auditorium	5 th Sep 2023 14 th Sep 2023
4	a)SwathchAbhiyan b)Sports day c)Debate(English)	a) RashmiBatra,Mr.Wilson , R.P. Tiwari, Rakesh+ all college representatives b) Poonam Bhandari, Sandhya,Poonam Dhyani, kiranNegi,Meenakshi c) Nupur,Sonia	Rashmi Batra Poonam Bhandari Nupur		Institute Campus Ambedkar stadium Institute Auditorium	OCT. 2023 Oct 2023
5	Children's Day Function/Picnic	Premlata,,Meenakshi,Poonam Dhyani,Vidushi	Kiran Negi		Institute Auditorium	NOV. 2023

ACTIVITY CALENDER (2023-24) WINTER (March-April)

SL. NO	ACTIVITIES	EMPLOYEES ON DUTY	INCHARGE		VENUE	MONTH
1.	Mahila divas 1) Debate competition 2) Slogan/Poster competition 3) Flower arrangement 4) Rangoli competition	All HODs, teaching and non-teaching staff, all the departments.	Kajal Ghai,Jyoti Negi,Beena Raikwar		Institute campus	March 2024
2.	Farewell party	KajalGhai,Meenakshi,Toshita Vidushi	Premlata,Sandhya		Institute campus	April 2024
3.	1) All the activities of ONGC	Kiran Negi, Beena Raikwar, Manju Gulati and Parwati	Kiran, Vidushi		Institute campus	Throughout the year

*Anchoring: Nupur Jolly, Poonam Bhandari

* Write Up Amendments: Nupur Jolly

* Photography In Charge: Kiran Negi *Assisted By: Parwati Bisht

* Auditorium In Charge: Rashmi Batra

NOTE: 1. All the Teachers on duty Will Report to Activity in Charge.

2. Written Report Of The Activities Will Be Submitted To Nupur Jolly For Further Amendments.

3. Auditorium Arrangements For All The Activities Will Be Looked After By Admin. In Charge.

4. Other Activities May Be Included From Time To Time As Per Requirement.

ACTIVITY INCHARGE:

PRINCIPAL

VICE PRINCIPAL