

From

Additional Chief Secretary to Government Haryana,
Higher Education Department, Chandigarh.

To

All the Principals of Govt. Colleges in the State of Haryana.

Memo No. DHE-010009/49/2022-Coordination-DHE
Dated Panchkula, the 09.06.2022

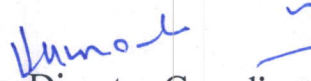
Subject:

Pre-induction Training of newly promoted Principals of Govt. Colleges.

Kindly refer to the subject cited above.

The State Government has decided to impart pre-induction training to the Principals promoted vide office orders No. 18/24-2022 Admn. (1), dated 06.6.2022 at Haryana Institute of Public Administration, Gurugram from 13th June 2022 to 24th June 2022. You are requested to relieve the incumbents for this training. They may be asked to join at HIPA on 13th June 2022 at 10.00 am. A summary of training module is enclosed herewith.

This may be treated as the Most Urgent.

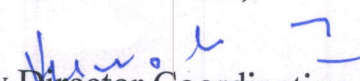

Deputy Director Coordination
for Additional Chief Secretary to Government Haryana,
Higher Education Department, Chandigarh.

Endst. No. Even

Dated, Panchkula the 09.06.2022

A copy of the above is forwarded to the following for information and necessary action.

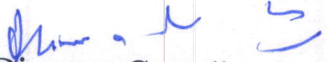
1. The Director General HIPA, Gurugram with a request to arrange this training programme.
2. The Additional Principal Secretary to Chief Minister, Haryana.
3. The Principal Secretary to Hon'ble CM, Haryana.
4. PS to Hon'ble Education Minister, Haryana.
5. PS/ACSHE
6. PS/DGHE.
7. To all the newly promoted Principals. (List enclosed).


Deputy Director Coordination
for Additional Chief Secretary to Government Haryana,
Higher Education Department, Chandigarh.

Endst. No. Even

Dated, Panchkula the

A copy of the above is forwarded to the Joint Director Administration for information and necessary action.


Deputy Director Coordination
for Additional Chief Secretary to Government Haryana,
Higher Education Department, Chandigarh.

Induction Training Programme for the Newly appointed Principals of Higher Education (Two Weeks)

PURPOSE

- ✓ To facilitate their transition from an academician to a leader of an institution.
- ✓ The Course is designed to build up the capacity of newly appointed Principals of Higher Education in terms of knowledge in using Administrative and Financial Procedures in day to day working
- ✓ To expose them to the application of RTI and e. Governance initiatives
- ✓ To reorient them with their role and responsibilities through work life balance and professional ethics

Modules to be covered for training:

1. Behavioural Modules:

- Leadership Skills for Building Effective Institutes-Role of Principals
- Work Life Balance
- Emotional Intelligence
- Communication and Interpersonal Skills
- Team Building
- Managing Time

2. General Areas to be covered:

- Quality and Excellence in Higher Education -Role of NAAC
- Policy Initiatives of department of Higher Education, Govt. of Haryana
- Ethics and Values in Education
- Right to Information Act
- Gender Sensitization
- Sexual Harassment at Work Place
- Various College Committees
- Best Practices – Sharing of Experiences and Study Visit
- Building Excellence in Educational Institute

3. e-Governance:

- e-Office
- e-Salary & HRMS
- GEM
- Online Admissions
- E-tendering
- Digital Learning- e learning and MOOCS in Higher Education

4. **Administrative Procedures:**

- General Conditions of Services, Joining time, Maintenance of Service Book
- Haryana Govt.'s Employee's Conduct Rules: Do's & Don'ts
- Communication in Government – Noting and Drafting – For Principals
- Punishment and Appeal Rules
- Leave Rules
- Medical Rules
- Joining Time
- Dealing with Court Cases

5. **Financial Procedures:**

- Role & Responsibilities of DDOs
- Purchase procedures
- Loan & Advances
- Old & New Pension Schemes
- G.P. Funds
- Dealing with Treasury
- Dealing with Audit Process
- TA Rules

Pedagogy /Methodology

- Lecture Method, Case Study PPT, Group work/Presentation , Quiz

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(To Be Substituted For The Order Bearing Same No. And Date)

HARYANA GOVERNMENT
HIGHER EDUCATION DEPARTMENT

ORDER

The Governor of Haryana is pleased to promote the following Associate Professors of Govt. Colleges to the post of Principal/Deputy Director in H.E.S.-I, Group-'A' (College Cadre) in the pay scale as per revised pay scale on the recommendations of the 7th Central Pay Commission (CPC) as per letter No. 7/79-2017 C-IV(3) dated 08.9.2018 (Level-14) plus allowances as per rule on provisional basis with effect from the date they give joining at the Head Quarter as such, subject to the condition that nothing adverse is found in the ACRs of the year mentioned against the names of the promoted Principals (as below) :-

Sr. No.	Sen. No. as per list 01.09.1997 issued on 26.11.2020	Name of the Officer/ Subject with present places of posting Sh./Smt.	ACRs required	Remarks
1.	1519	Meenakshi Giri, Associate Professor in Hindi, D.G.C. Gurugram	2018-19 2019-20	Promoted as Principal w.e.f. 02.07.2020
2.	1592	Dr. Sangeeta Mehtani, Associate Professor, Chemistry, Post Graduate Govt. College for Girls, Sector-11, Chandigarh	----	Promoted as Principal w.e.f. 02.07.2020
3.	1593	Madhu Arora, Associate Professor in Chemistry Govt. College for Women, Sector-14, Gurugram	2018-19 2019-20	Promoted as Principal w.e.f. 02.07.2020
4.	1621	Seema Verma, Associate Professor, Math, Govt. College, Hisar	2010-11	Promoted as Principal w.e.f. 31.05.2022
5.	1644	Neer Kanwal, Associate Professor in English, Govt. College, Faridabad.	----	Promoted as Principal w.e.f. 27.01.2020
6.	1654	Narender Kumar, Associate Professor in Chemistry Govt. College, Faridabad	----	Promoted as Principal with immediate effect
7.	1707	Sharmila Yadav, Associate Professor in Geography, Govt. College for Women, Sector-14, Gurugram	2018-19	Promoted as Principal with immediate effect
8.	1708	Krishna Kumari, Associate Professor in Hindi, Govt. College, Sector-9, Gurugram	2018-19 2019-20	Promoted as Principal with immediate effect
9.	1709	Savita Pruthi, Associate Professor in Chemistry, Govt. College for Women, Rohtak	----	Promoted as Principal with immediate effect
10.	1735	Keerat Brar, Associate Professor in Economics, Govt. College for Girls, Sector- 42, Chandigarh	----	Promoted as Principal with immediate effect
11.	1758	Sarita Kumar, Associate Professor in Music(I) Govt. College for Women, Karnal	2014-15 2015-16	Promoted as Principal with immediate effect
12.	1759	Rajiv Chaudhary, Associate Professor in Geography, Govt. College for Women, Sector-14, Panchkula.	----	Promoted as Principal with immediate effect
13.	1760	Rita Sharma, Associate Professor in Chemistry, Dronacharya Govt. College, Gurugram	----	Promoted as Principal with immediate effect

Sr. No.	Sen. No. as per seniority list 01.09.1997 issued on 26.11.2020	Name of the Officer/ Subject with present places Sh./Smt.	ACRs required	Remarks
14.	1761	Nihal Singh, Associate Professor in Geography, Govt. College, Hisar	---	Promoted as Principal with immediate effect
15.	1762	Vandana, Associate Professor in English, Govt. College, Hisar	---	Promoted as Principal with immediate effect
16.	1763	Anjali Gulati, Associate Professor. In Zoology, Govt. College, Hisar	----	Promoted as Principal with immediate effect
17.	1765	Kamna, Associate Professor in Botany, Govt. College for Women, Sector-14, Panchkula	---	Promoted as Principal with immediate effect
18.	1766	Savita Mahendroo, Associate Professor in English, Govt. College for Women, Sector-14, Gurugram	----	Promoted as Principal with immediate effect
19.	1767	Sunder Singh Dhandu, Associate Professor in Geography, Govt. College for Women, Hisar	---	Promoted as Principal with immediate effect
20.	1768	Parveen Godara, Associate Professor Geography, Govt. College, Hisar	---	Promoted as Principal with immediate effect
21.	1769	Archana, Associate Professor in Botany, Govt. College for Women, Sector-14, Gurugram	2018-19	Promoted as Principal with immediate effect
22.	1770	Madhu Kumari, Associate Professor in Political Science, Govt. National College, Sirsa	---	Promoted as Principal with immediate effect
23.	1771	Kusum Lata, Associate Professor in Physics, Govt. College for Women, Sector-14, Gurugram	2018-19	Promoted as Principal with immediate effect
24.	1788	Kalu Ram, Lect. in Geography, G.C. Loharu	----	Promoted as Principal with immediate effect
25.	1789	Vinod Kumar, Associate Professor in Commerce Govt. College, Bhiwani	2018-19	Promoted as Principal with immediate effect
26.	1790	Varsha Chaudhary, Associate Professor in Pol. Sc. Govt. National College, Sirsa.	2019-20	Promoted as Principal with immediate effect
27.	1793	Bhushan Monga Associate Professor in Physics, Govt. National College, Sirsa	--	Promoted as Principal with immediate effect
28.	1794	Seema Jain, Associate Professor in Zoology Govt. College for Women, Rohtak	--	Promoted as Principal with immediate effect
29.	1805	Rajesh Rani, Associate Professor in Hindi, Govt. College, Karnal	---	Promoted as Principal with immediate effect
30.	1806	Suman, Associate Professor in Physics, Govt. College for Women, Rohtak	---	Promoted as Principal with immediate effect
31.	1807	Shyam Lal Phuteja, Associate Professor in Physics, Govt. National College, Sirsa.	2019-20	Promoted as Principal with immediate effect
32.	1809	Sanjay Kumar, Associate Professor in English, Govt. College for Women, Mohindergarh	---	Promoted as Principal with immediate effect
33.	1810	Deep Mala, Associate Professor in Hindi Govt. College, Hisar	2013-14	Promoted as Principal with immediate effect
34.	1834	Savitri Dhillon, Associate Professor in Economics, Govt. College for Women, Sampla (Rohtak)	---	Promoted as Principal with immediate effect
35.	1835	Priti Chaudhary, Associate Professor in English, Govt. College for Women, Sector-14, Gurugram	2018-19	Promoted as Principal with immediate effect
36.	1857	Arun Joshi, Associate Professor in Botany, Govt. College, Ambala Cantt.	2015-16	Promoted as Principal with immediate effect
37.	1859	Om Parkash Gupta, Associate Professor in Economics, Govt. College, Jind	---	Promoted as Principal with immediate effect
38.	1860	Durga, Associate Professor in Pol. Science, Govt. College, Hisar	2018-19 2019-20	Promoted as Principal with immediate effect

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Sr. No.	Sen. No. as per seniority list 01.09.1997 issued on 26.11.2020	Name of the Officer/ Subject with present places of posting Sh./Smt.	ACRs required	Remarks
39.	1861	Ashok Kumar Verma, Lecturer in Commerce, Govt. College, Sidhrawali (Gurugram)	----	Promoted as Principal with immediate effect
40.	1862	Gian Chand, Associate Professor in Chemistry, Govt. College, Ateli (Mohindergarh)	----	Promoted as Principal with immediate effect
41.	1864	Dilbag Singh, Associate Professor in Geography, Govt. College for Women, Sonapat	2011-12	Promoted as Principal with immediate effect
42.	1865	Pardeep Verma, Associate Professor in Geography, Govt. College, Hisar	----	Promoted as Principal with immediate effect
43.	1866	Puran Prabha, Associate Professor in Botany, Govt. College, Narnaul	---	Promoted as Principal with immediate effect
44.	1874	Archana Rani, Associate Professor in English now posted in O/o DHE Hry., Pkl. as Deputy Director.	2015-16 2017-18	Promoted as Principal with immediate effect
45.	1875	Suresh Kumar, Associate Professor in Commerce, Govt. College for Women, Karnal	---	Promoted as Principal with immediate effect
46.	1876	Pushp Lata, Associate Professor in Economics, Govt. College, Jind	2016-17	Promoted as Principal with immediate effect
47.	1877	Jagmesh Kumar Jakhar, Associate Professor in Zoology, Govt. College, Loharu.	2017-18 2019-20	Promoted as Principal with immediate effect
48.	1878	Nirmal Atri, Associate Professor in English, Govt. College, Karnal	--	Promoted as Principal with immediate effect
49.	1879	Vikas Atri, Associate Professor in Geography, Govt. College for Women, Karnal	2019-20	Promoted as Principal with immediate effect
50.	1880	Surender Kumar, Associate Professor in Geography, Govt. College, Narnaul (Mohindergarh)	2017-18	Promoted as Principal with immediate effect
51.	1881	Tanasa, Associate Professor in Geography, Govt. College, Jind	2015-16 2016-17	Promoted as Principal with immediate effect
52.	1889	Randhir Singh Beniwal, Associate Professor in Geography, Govt. College, Hisar	---	Promoted as Principal with immediate effect
53.	1902	Raj Pal, Associate Professor in History, Govt. College, Faridabad	---	Promoted as Principal with immediate effect
54.	1903	Sharda Rani, Associate Professor in English On deputation GGC, Sector-11 Chandigarh	2016-17	Promoted as Principal with immediate effect
55.	1910	Rakesh Goel, Associate Professor in Psychology, GC, Kalka	----	Promoted as Principal with immediate effect
56.	1912	Ravinder Puri, Associate Professor in Psychology, G.C, Sirsa	2019-20	Promoted as Principal with immediate effect
57.	1924	Randhir Singh Associate Professor In Political Science, DGC, Gurugram	2018-19	Promoted as Principal with immediate effect
58.	1925	Ranvir Singh Arya, Associate Professor in Economics, Govt. College, Matanhale (Jhajjar)	2018-19 2019-20	Promoted as Principal with immediate effect
59.	1927	Bimla Rani, Associate Professor in Pol. Science, Govt. College For Women, Gohana (Sonapat)	2012-13 2019-20	Promoted as Principal with immediate effect
60.	1929	Anil Kumari, Associate Professor in Hindi, Govt. College for Women, Rohtak	2013-14	Promoted as Principal with immediate effect
61.	1930	Khushila, Associate Professor in Economics, Govt. College, Barwala (Panchkula)	2018-19	Promoted as Principal with immediate effect

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Sr. No.	Sen. No. as per seniority list 01.09.1997 issued on 26.11.2020	Name of the Officer/ Subject with present places of posting Sh./Smt.	ACRs required	Remarks
62.	1931	Balbir Chand, Associate Professor in Math, Govt. College, Sirsa	2019-20	Promoted as Principal with immediate effect
63.	1932	Darshana Devi, Associate Professor in Commerce, Govt. College, Rohtak	2019-20	Promoted as Principal with immediate effect
64.	1933	Om Parkash, Associate Professor in Math, Govt. College, Faridabad	2013-14	Promoted as Principal with immediate effect
65.	1949-A	Srupinder Mahal, Associate Professor Physical Education, GC, Sector-1, Panchkula	----	Promoted as Principal with immediate effect
66.	1950	Sudesh Gupta Lect. In Hindi, GC, Sirsa	2019-20	Promoted as Principal with immediate effect
67.	1985	Richa Setia, Associate Professor in Microbiology, GC Sector-1, Panchkula	---	Promoted as Principal with immediate effect
68.	1986	Renu Rishi, Associate Professor, in Anthropology, GC Sector-1, Panchkula	---	Promoted as Principal with immediate effect
69.	1987	Alka Gulati, Associate Professor in Computer Science D.G.C. Gurugram	2016-17	Promoted as Principal with immediate effect
70.	1988	Murli Dhar, Associate Professor in Music (V) Govt. College for Girls, Sector-11, Chandigarh	2014-15 2015-16	Promoted as Principal with immediate effect
71.	1989	Jitender Malik, Associate Professor in Music (I) Govt. College Gurugram	2018-19	Promoted as Principal with immediate effect

CONDITIONS:-

1. These promotions are without prejudice to the right of their seniors.
2. These promotions are without prejudice to the disciplinary proceedings pending against seniors.
3. These promotions are further subject to Government/Court decision adversely affecting these promotions.
4. In case the vacancies against which they are being promoted cease to exist and there are no vacancies of the posts on which they are being promoted, they will be reverted to their original posts without any notice.
5. The promotion order is subject to the modification/Correction in case of any inadvertent discrepancy/gap that may be found at later stage.
6. The promotion is further subject to the condition of finalization and any adverse remarks regarding integrity and overall assessment for the period mentioned against their names.
7. They will remain on probation for a period of one year which can be extended as per Service Rules.
8. All the above Officers are directed to give their joining at the Headquarter since vide Govt. orders No. 20/1/2014-2- Pol. Dated 25/26-05-2022 Model Code of Conduct is in force in the State. The



promoted Principals will continue to discharge their current duties/work at their present place(s) of posting till their regular posting orders are issued. The promoted Principals who do not give joining at Head Quarter within 15 days from the issuance of the promotion orders, their promotion shall be withdrawn/rescinded and they will not be considered for promotion for at least for one year from the date of issuance of these orders as it will be treated as forgoing of promotion.

9. The notional promotion in light of the orders of Hon'ble Punjab and Haryana High Court in CWP No. 8604 of 2007, CWP No.7828 of 2007, CWP No.10429 of 2006, CWP No.1034 of 2009 & CWP No. 1961 of 2006 Vide dated 09.09.2010 will be issued separately with notional benefits/benefits (if any).
10. The grant of Reservation in Promotion to the Persons with Benchmark Disabilities under the Persons with Disabilities (Equal Opportunities, Protection of Right and Full participation) Act, 1995 vide No. 22/59/2020-1GS-III dated 25.03.2022 are under consideration and will also be issued separately.

Place: Chandigarh
Dated: 31.05.2022

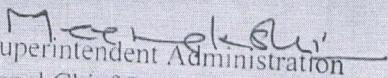
ANAND MOHAN SHARAN
Additional Chief Secretary to Govt. Haryana
Higher Education Department, Haryana, Chandigarh

Endst. No. 18/24-2022 Admn. (1)

Dated, Panchkula, the 31.05.22/06.06.22

A copy of the above is forwarded to the following for information & necessary action:-

1. The Accountant General (A&E), Haryana, Chandigarh.
2. The Treasury Officer/A.T.O. concerned.
3. D.P.I. (U.T) Chandigarh.
4. PS to OSD to CM, Special Sr. Secretary to E.M., PS to ACSHE.
5. PS to DHE/DGSE, Steno to Joint Dir. Admn.
6. Principal, Govt. Colleges, concerned.
7. Officers concerned.
8. Superintendent, HRMS (Local).
9. Superintendent Accounts/Budget/College-I/III/V Branch (Local).
10. Spare copy for personal file.
11. IT cell for uploading a copy on web portal.


Superintendent Administration
for Additional Chief Secretary to Govt. Haryana
Higher Education Department, Haryana