

KIET Group of Institutions

Date: 4th Jul'24

Amendment Note

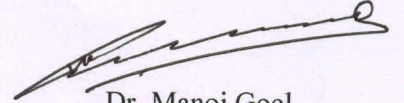
Reference: Office Order 06/2024 dated 12 Mar'24 titled Re-Organization of Institute Hostel Management Committee (HMC) - Copy attached.

1. This is to notify **revision in few appointments at Para 1 (f)** of the Office Order under reference as follows:-

Re-organized Team (Faculty Incharge-Rectors) for each hostel (Boys/Girls):-

| S.N | Faculty Incharge (Rectors) | Dept. | Hostel Name | Type |
|------|----------------------------|----------|-------------|-------|
| i. | Dr. Natwar Singh Rathore | EN | Chanakya | Boys |
| ii. | Dr. Gaurav Sharma | ME | Tagore | |
| iii. | Mr. Balwan Singh | KSOP | C V Raman | |
| iv | Mr. Umang Rastogi | CSE | Aryabhata | |
| v | Dr. Veepin Kumar | IT | Chandragupt | |
| vi | Mr. Varun Suryavanshy | IIPC | Vivekanand | |
| vii | Dr. Neha Yadav | CSE | Gargi | Girls |
| viii | Ms. Richa Singh | CSE (AI) | Saraswati | |
| ix | Dr. Deepti Katiyar | KSOP | Sarojini | |

2. There is **no other change** and above shall be read in conjunction with Office Order under reference.



Dr. Manoj Goel
Joint Director
04th Jul'24

Distribution:

- Director-Academics, Addl Director, Deans/ Principal-KSOP/HoDs (CSE/ IT/ CS/ CSIT/ CSE(AI), (AI&ML)/ EC/ EN/ CE/ME/AS/MCA/MBA/HS), COE, Dy. GM-TBI, Head-CRPC, Head-CAM & CAW, Head-AEC, Head-IRCDC Head-EC/IC/Sales (IEC), Addl. Head-IIPC, Head PR&IR, Head HR, Registrar, Head F&A, Manager Administration, Librarian, Head Purchase & Stores, KIETians

Copy to:

- Chief Rectors/Rectors/ Members of Hostel Management Committee /Wardens/ All concerned
- Hostel Notice Boards (Boys/Girls)

KIET Group of Institutions

Ref/ Dir/ 06 /2024

12 Mar'24

OFFICE ORDER: 06/2024

Re-Organization of Institute Hostel Management Committee (HMC)

Ref: Office Order 13/2021 dated 28 Jun'21

1. It is to notify that **Institute's Hostel Management Committee** has been re-organized as follows:

Institute Hostel Management Committee: -

- (a) Prof. (Dr.) Pratibha Kumari (ME) - **Chief Rector** (Girls Hostel)
- (b) Dr. Abhishek Kumar (KSOP) - **Chief Rector** (Boys Hostel)
- (c) Prof. (Dr.) Satish Kumar (EN), Dean SW - Member
- (d) Dr. Bhoopendra Kumar (CSIT), Chief Proctor - Member
- (e) Honorary Captain K P Singh, Manager Administration - Member
- (f) Faculty Incharge - **Rector** - for each Hostel (Boys/Girls) as indicated below:

| S.N | Faculty Incharge (Rectors) | Dept. | Hostel Name | Type |
|-------|----------------------------|----------|--------------------------|-------|
| (i) | Mr. Balwan Singh | KSOP | Chandragupt C V Raman | Boys |
| (ii) | Dr. Natwar Singh Rathore | EN | Tagore | |
| (iii) | Mr. Umang Rastogi | CSE | Aryabhatta Vivekanand | |
| (iv) | Ms. Neha Yadav | CSE | Gargi | Girls |
| (v) | Dr. Veena Parihar | CSE (AI) | Saraswati | |
| (vi) | Dr. Deepti Katiyar | KSOP | Sarojini | |

2. It is reiterated that our objective is to improve student welfare in hostels (Boys/Girls), guiding students to nurture good habits in everyday life and making hostel life the basis for building a healthy campus culture and to advice on matters concerning further development/planning for overall improvement in the existing system.
3. The policy framework/decisions (rules & regulations) regarding hostels shall be prepared by the Chief Rector (respective Boys/Girls hostel) in consultation with members and be put up through Dean SW to the Joint Director for approval. Hostel policies are to be implemented by the Chief Rectors, Rectors and Wardens.
4. Each hostel shall have a Hostel Management Committee of the following structure:
- (a) Chief Rector - Boys/Girls Hostel - Chairman
 - (b) Faculty Incharge (Rector) - Convener
 - (c) Wardens - Member
 - (d) Two students - Members (To be nominated by Rector)

In addition, Rectors can also nominate 3-5 hostel student representatives to help them in hostel administration.

KIET Group of Institutions

5. Hostel Regulations shall be prepared/ updated by Institutes Hostel Management Committee on annual basis.
6. Respective Chief Rectors to hold monthly meetings internally and a separate meeting of the Institute Hostel Management Committee (once in two months) chaired by Joint Director.
7. Provision of financial allowance to Chief Rectors, Chief Proctor, Dean-SW, Rectors as per KIET policy.
8. The above committee will be responsible to the Joint Director for their duties.
9. This Order comes into force with immediate effect.
10. Further, I sincerely acknowledge & appreciate Dr. Amit K Goyal (MCA) for his contribution as Chief Rector (Boys Hostel) and performing his duties diligently.
11. With this, Office Order under reference stands dissolved.



Dr. Anil K Ahlawat
Director-In-Charge

12/03...Mar'24

Distribution:

- Joint Director, Addl Director, Deans/ Principal-KSOP/HoDs (CSE/ IT/ CS/ CSIT/ CSE(AI), (AI&ML)/ EC/ EN/ CE/ME/AS/MCA/MBA/HS), COE, Dy. GM-TBI, Head-CRPC, Head-CAM & CAW, Head-AEC, Head-IRCDC Head-EC/IC/Sales (IEC), Addl. Head-IIPC, Head PR&IR, Head HR, Registrar, Manager Administration, Head F&A, Librarian, Head Purchase & Stores, KIETians

Copy to:

- Chief Rectors / Rectors / Members of Hostel Management Committee / Wardens
- All Hostels (Boys/Girls)/All Notice boards
- Dr. Amit K Goyal (MCA)- Request to hand over the Charge of Chief Rector (Boys Hostel) to Dr. Abhishek Kumar (KSOP) & complete the handing/taking over formalities.

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