

Ph : 0389-23221882310304 (Principal)
0389-2314111 (Estb)
Fax : 0389-2310304



Website : www.gac.ac.in
Email : aizawlcollege75@gmail.com.

No. B.22017/2/2012-GAC

Dated Aizawl, the 21st December, 2022

OFFICE ORDER

The following Committees/ Cells/ Clubs are informed to submit a draft of their respective nature of work/Policy/Constitution to Ms. Zolanzuali, Member Secretary GAC Executive Council on or before 20th January 2023 for the consideration and approval of the GAC Executive Committee.

All Professor of the concerned club/Extension bodies are informed to take necessary actions for the compliance of the order.

Sl .no	Name of the Committees/ Cells/ Clubs	Draft to be submitted
1	GAC Executive Committee	1. Nature of work
2	Examination Committee	1. Nature of work 2. Exam rules and regulations
3	Admission Committee	1. Nature of work 2. Admission rules and regulations
4	Sports Committee	1. Nature of Work 2. Sports policy
5	NEP Implementation Committee	1. Nature of Work 2. Action Plan
6	Hostel Committee	1. Nature of Work 2. Hostel rules and regulations
7	Canteen Committee	1. Nature of work 2. Rules and regulations
8	Transport Committee	1. Nature of work 2. Rules and regulations
9	Medical Committee	1. Nature of work 2. Rules and regulations
10	Resource Mobilisation Committee	1. Nature of Work 2. Rules and regulations
11	Disaster Management Committee	1. Nature of work 2. Disaster management policy
12	Purchase and Property committee	1. Nature of work 2. Rules and regulations
13	Library Committee	1. Nature of work 2. Rules and regulations
14	ICT & Documentation Committee	1. Nature of work 2. Rules and regulations
15	Research and Development Committee	1. Nature of Work 2. Action Plan
16	Sanitation Committee	1. Nature of work 2. Rules and regulations
17	Creativity Committee	1. Nature of work 2. Action Plan

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18	Entrepreneurship Knowledge Cell	1. Nature of Work 2. Action Plan
19	Career, Counselling and Placement Cell	1. Nature of work 2. Policy
20	Mentoring Cell	1. Nature of work 2. Policy 3. Action plan
20	Mentoring Cell	1. Nature of work 2. Policy 3. Action plan
21	Equal Opportunity Cell	1. Nature of work 2. Policy 3. Action plan
22	Grievances & Disciplinary Cell	1. Nature of work 2. Rules and Regulation
23	Internal Complaints Committee of Sexual Harassment on Women at Workplace	1. Nature of work 2. Policy 3. Action Plan
24	Village and School Adoption Cell	1. Nature of work 2. Action Plan
25	Prof. In Charge of Students' Welfare	Nature of work
26	NSS	1. Rules and Regulation 2. Action plan/ Calendar
27	NCC	1. Rules and regulations/ Constitution
28	Dance Club	1. Rules and Regulations/ Constitution
29	SSU	1. Rules and Regulations/Constitution
30	Utility Club	1. Rules and Regulations/Constitution
31	Dance Club	1. Rules and Regulations/Constitution
32	Photography	1. Rules and Regulations/Constitution
33	Music	1. Rules and Regulations/Constitution
34	YUVA Tourism Club	1. Rules and Regulations/Constitution
35	Gardening club	1. Rules and Regulations/Constitution
36	Fitness	1. Rules and Regulations/Constitution
37	Drama	1. Rules and Regulations/Constitution

Sd/-HMINGPUII POONTE

Principal,
Govt. Aizawl College.

Memo No. B.22017/2/2012-GAC

Dated Aizawl, the 21st December, 2022

Copy to -

- 1) All committees/clubs/cells for information.
- 2) Administrator, GAC Website.
- 3) Office File.

[Signature]
21/12/22

Principal,
Govt. Aizawl College.
Aizawl : Mizoram