

**Office of the Principal, Maharani Padmavati Government
College for Women, Shahzadpur (Ambala)**

Office Order

Notice No 167CW SNA/2143/2026

Date: 15.09.2026

With reference to KUK's Letter No. CBR/2026/4343-44 dated 30/07/2026, an Inspection Committee is scheduled to visit the College on 18th September 2026 (Tentative). In view of the above, the following staff members are hereby directed to submit the required documents as per the inspection requirements.

Note: All necessary requirements/documents should be submitted to Ms. Vanita Sharma/Dr. Ravi Kumar Barwal by 16/09/2026.

Sr. No.	Nature of Duty	Name of Staff
1	Library (Preparation of books detail (Subject wise), List of Reference books/ Text Books etc.)	Dr. Charan Das
2	Laboratories (Equipment Detail)	Dr Prachi Mann
3	Staff Statement (Teaching & Non-Teaching Staff)	Dr. Yogita Sarohi
4	Building Detail (Dimensions of all Hall/Rooms/Labs)	Mr. Iqbal Singh
5	Time Table / list of Subject / Detail of Courses	Dr. Aarti Saini
6	Sports (List of Sports Equipment and list of Sports Activities)	Dr. Prachi Mann
7	Activity Report (2025-26)	Ms. Monika Sharma
8	Compliance Report of previous Inspection	Dr. Ravi Kumar Barwal
9	Financial Matters (All Grants detail etc.)	Dr. Yogita Sarohi



Principal
M.P.G.C.W.
Shahzadpur (Ambala)