

**OFFICE OF THE PRINCIPAL, GOVT. COLLEGE FOR GIRLS, PALWAL (KURUKSHETRA)**

**Revised Proctorial Duty List**

Memo No. 6458


Date: 27-09-2022

To maintain the discipline in the college, all staff members are requested to perform the Proctorial duties sincerely as per the schedule mentioned below.

1. Proctor: Dr. Krishan Kumar: Ground Floor
2. Proctor: Dr. Iqbal Kaur: First Floor
3. Proctor: Dr. Punam Bagi: Second Floor

| Period          | Time                 | Gate to Adm. Block    | Ground Floor                           | First Floor                        | Second Floor                            |
|-----------------|----------------------|-----------------------|--|------------------------------------|---|
| 1 <sup>st</sup> | 9:00 am to 9:45 am   | Dr. Rajiv (1-6)       |  |                                    |   |
| 2 <sup>nd</sup> | 9:45 am to 10:30 am  | Dr. Rajbir (1-6)      | Ms. Preeti (1-6)                       | Ms. Komal (1-6)                    | Ms. Manisha (1-6)                       |
| 3 <sup>rd</sup> | 10:30 am to 11:15 am | Dr. Devinder (1-6)    | Ms. Pooja (1-6)                        | Ms. Amita (1-6)                    | D. Naveeta (1-6)                        |
| 4 <sup>th</sup> | 11:15 am to 12:00 pm |                       | Dr. Sunil (1-6)<br>In front of Library | Ms. Manjeet (1-6)                  | Ms. Monika (1-6)<br>Dr. Seema Dixit (6) |
| 5 <sup>th</sup> | 12:00 pm to 12:45 pm | Dr. Satish Garg (1,6) | Mrs. Seema (1-6)                       | Mrs. Pooja Bhoria (1-6)            |   |
| 6 <sup>th</sup> | 12:45 pm to 1:30 pm  | Dr. Rajbir (1-6)      | Sh. Naresh (1-4,6)                     | Dr. Manju (1-3)                    | Dr. Seema Dixit (1-3)                   |
| 7 <sup>th</sup> | 1:30 pm to 2:15 pm   | Dr. Rajbir (1-3)      | Dr. Seema Pandey (1-6)                 | Dr. Sapna (1-4)<br>Dr. Manju (4-6) |   |
| 8 <sup>th</sup> | 2:15 pm to 3:00 pm   | Dr. Devinder (1-6)    |  |                                    | Dr. Shreshtha (1-6)                     |

  
Chief Proctor

  
Principal  
Principal  
Govt. College for Girls,  
Palwal(Kurukshetra)