

OFFICE OF THE DIRECTOR
Dr. AKHILESH DAS GUPTA INSTITUTE OF TECHNOLOGY & MANAGEMENT
(Formerly Northern India Engineering College)
New Delhi

DIR/Gen-Admin/2019-20

February 20, 2020

NOTICE

Attn: All HODs, Faculty, Staff and Students

Following activities have been planned to be carried out on "AKHIL JYOT – 2020": A **Corporate Social Responsibility (CSR)** initiative of **BBD Group** on 12th April, 2020.

S.No.	Activity	Faculty Coordinators
1.	Tree Plantation	Ms. Ankita Chitkara, MBA
2.	Old age Home	Dr. Pratul Arvind, EEE
3.	Hospitals & Health Check-up Camp	Mr. Ajit Sharma, EEE
4.	Orphanage	Dr. Preeti Verma Dhaka, IT
5.	Food Distribution & Donation Drive	Ms. Aashita Chhabra, IT
6.	Hygienic Awareness	Ms. Divya Arora, ECE
7.	Digital Awareness	Dr. Mohit Singh, MAE
8.	Visit to Hospital for Fruit Distribution	Ms. ShipraVarshney, IT
9.	Cleaning /Sanitation	Mr. Ankur Tayal, CVE / Ms. Alka Sharma, MAE
10.	Blind School	Ms. Puja Garg, BBA
11.	Specials Schools	Mr. Asim Sahore, BBA

Faculty, staff and students are requested to submit their names for the activities of their interest to above Coordinators.

All faculty, staff and students must participate for the social cause.


Prof. (Dr.) Sanjay Kumar
Director

Copy for Information to;

1. CEO, ADGITM, New Delhi.
2. Director (Coordination), ADGITM, New Delhi
3. Sr. Dy. Director (Construction), ADGITM, New Delhi.
4. Principal (1st Shift), ADGITM, New Delhi.
5. Asstt. Director (HR) & Staff Officer to Hon'ble Chairperson, ADGITM, New Delhi.
6. Incharge (2nd Shift), ADGITM, New Delhi
7. Chief Accountant (Accounts), ADGITM, New Delhi.
8. Dr. Saurabh Gupta, Incharge (Website Cell), ADGITM, New Delhi.
9. All HODs/DIs, ADGITM, New Delhi.
10. Incharge (Examination), ADGITM, New Delhi.
11. Compliance Officer-cum-Executive Coordinator (HR), ADGITM, New Delhi.
12. Librarian, Central Library, ADGITM, New Delhi.
13. Asstt. Registrar (Admission Cell), ADGITM, New Delhi.
14. Asstt. Registrar (Examination Cell), ADGITM, New Delhi.
15. Training & Placement Cell, ADGITM, New Delhi.
16. Sr. Executive Officer (Bio-Metric Attendance Cell), ADGITM, New Delhi.
17. J.E. (Civil), ADGITM, New Delhi.
18. Incharge (Stores), ADGITM, New Delhi.
19. Maintenance Incharge, ADGITM, New Delhi.
20. All Notice Boards