



# DPG DEGREE COLLEGE

(Affiliated to MDU Rohtak)

Sector-34, Near Marble Market, Gurugram 122001.

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## Staff welfare Policy

With Effect from 1<sup>st</sup> August 2018

The College provides Welfare Schemes to create efficient, healthy, loyal and satisfied work for the Institution. Welfare includes anything that is done for the comfort and improvement of employees and is provided over and above the wages & salary. Welfare helps in keeping the morale and motivation of the employees high so as to retain the employees for longer duration. The welfare measures need not be in monetary terms only but in any kind/forms.

### The Objectives of Welfare Policy:

- Better physical and mental health to staff to promote a healthy work environment.
- Education and Recreation facilities help in raising the standards of living of Employees.
- To win over employee's loyalty and increase their morale.
- To increase the employee efficiency so that employee can take active interest in their jobs and work with a feeling of involvement and participation

### Staff Welfare Measures of DPG Degree College

The College has effective welfare measures for the faculty and non-teaching staff and avenues for career development. Besides intellectual and professional development, it also offers financial and health securities for its employees.

Professional development is ensured through periodic training /workshops /seminars. Employees are the integral part of the organisation, so they should be honoured and their efforts should be recognized on the special dates like their birthday, anniversary & Baby shower etc. The faculty is encouraged to make academic advancement and career development. The supporting staffs are encouraged to update their

administrative skill. The management ensures the wellness of its employees and enables them to optimize their potential.

### **Avenues for career development/progression**

- Encouragement to faculty for FDP/UGC Research Fellowships
- Provision of leave to attend /workshops/Seminars/Conferences in national and International Universities
- Provision for Paid vacation for two weeks during summer.
- Computers, laboratories, and separate research room for research.
- Autonomy in academic matters.
- Technical training to familiarize with Management Software System/ERP.
- Provision for Study leave is also provided to faculties for the purpose of development of their career avenues.
- Opportunity of promotion in the level of Designation – Assistant Professor to Associate Professor to Professor as per the norms of affiliating university.

### **Infrastructure Facility**

- Every department has Well-furnished and spacious seating provided to each member of the staff to work comfortably.
- Drinking water, wash basins, & separate toilets are provided to each department.
- Desktops are provided to every department along with free internet access through LAN/Wi-fi, and ICT tools for effective classroom delivery.
- Photocopying and printing facilities are provided to staff members.
- Fully Ac classrooms and staff rooms.

### **Medical Facilities**

- Maternity leave facility is available for women employee.
- i) Maternity leave may be granted to married female permanent employees. who have completed two years of service for a period of not exceeding 6 months at a time during her confinement (both pre-natal and post-natal periods put together)

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and only for one occasion in the entire period of her service in the Institution. The payment for the maternity leave will be restricted to 6 months only.

- ii) The maternity leave however, can't be clubbed with vacation leave .The competent authority requires sufficient proof before granting such leave.
- iii) Accidental insurance facility is available for employees and the students of the College.

### **Financial assistance**

- Employees will provide Paid leave during Vacations.
- Financial support will be provided by the college to the staff members for attending FDPs/Workshops and Conferences.
- Performance Based incentives schemes for the employees.
- Festival Gift to the staff on the festival like Diwali, Holi etc.
- Provision of TA and DA is available for the staff to attend the seminar/conferences and FDP/ workshops.
- Financial assistance given to the staff against professional membership charges subject to the validity of the certificate.
- Annual performance appraisal system is there, subject to the consideration of the appraisal policy and the management of the college.
- One month salary will be given to the staff in case of unfortunate death of the employee during their service at DPG Degree College.

### **Support Facilities**

- Free Transport facility to the teaching and non- teaching staff
- Free Hostel Accommodation to the outstation employees.
- Performance appraisal for career progression of the faculty
- Canteen and Cafeteria
- Grievance redressal cell
- Good working environment and Proper working hours.
- Parking facilities for both teaching and non-teaching staff.

- Clean drinking water facilities.
- Dress to the 4<sup>th</sup> class employees.
- Women friendly environment
- Fee concession to the children of Non-teaching staff

#### Other Benefits

- Awareness programs for Non-Teaching Staff
- Free Wi-Fi and email addresses using the institutional domain name
- Accommodation facility for outstation staff in Hostel.
- Celebration of festivals and National days
- Casual leave, Short Leave, Duty leave, Academic Leave and Compensatory leaves for the employee.
- Informal Get-together are also organised in college in order to facilitate employee connect and to motivate them to increase their efficiency.
- Recreational Activities for Physical and Emotional Wellbeing of the employee.
- Celebrations of all the festivals, like Lohri, Holi, Diwali, Teacher's Day, Women's Day etc.
- Sports & Games Activity for both teaching and non-teaching staff.

Principal

Vice Chairman

Chairman

Principal  
D.P.G. Degree College  
Sector-34, Gurugram



## **DPG DEGREE COLLEGE**

**(Affiliated to MDU Rohtak)**

**Sector-34, Near Marble Market, Gurugram**

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### **Staff Welfare Schemes**

#### **Staff Welfare Measures of DPG Degree College**

The College has effective welfare measures for the faculty and non-teaching staff and avenues for career development. Besides intellectual and professional development, it also offers financial and health securities for its employees. Professional development is ensured through periodic training/workshops/seminars. Employees form an integral part of the organisation, so they should be honored and their efforts recognized on special dates like their birthday, Baby shower etc. The faculty is encouraged to make academic advancement and supporting staff are encouraged to update their administrative skill. The management ensures the wellness of its employees and enable them to optimize their potential.

#### **Avenues for career development/progression**

- Encouragement to faculty for FDP/UGC Research Fellowships
- Provision of leave to attend /workshops/Seminars/Conferences in national and International Universities
- Provision for Paid vacation for two weeks during summer.
- Computers, laboratories, and separate research room for research.
- Autonomy in academic matters.
- Provide Technical training to familiarize with Management Software System/ERP.
- Provision for Study leave is also provided to faculties for the purpose of development of their career avenues.

#### **Infrastructure Facility**

- Every department has Well-furnished and spacious seating provided to each member of the staff to work comfortably.
- Staff are provided with provisions of water supply, wash basins, toilets, etc

- Desktops are provided to every department along with free internet access through LAN/Wifi, and ICT tools for effective classroom delivery.
- Photocopying and printing facilities are provided to staff members.
- Fully Ac Campus.

### **Medical**

- Maternity leave facility is available for women employee as per Service rule.
- Accidental insurance policy for employees and students of the college .

### **Financial assistance**

- Faculties are provide Paid leave during Vaccations.
- Financial support will be provided by the college to those staff members who attend FDP/Workshop.
- Performance Based incentives scheme. .
- Fi nancial assistance for attend conferences/workshops/seminars/FDP's.

### **Teaching Staff**

- Opportunity of promotion in the level of Designation – Assistant Professor to Associate Professor to Professor.
- Performance appraisal for career progression of the faculty.

### **Support Facilities**

- Canteen and Cafeteria
- Grievance Redressal cell
- ☞ Good working environment and Proper working hours.
- Parking facilities for both teaching and non-teaching staff.
- Clean drinking water facilities.
- Dress to the 4<sup>th</sup> class employees.
- Women friendly environment
- Free transportation facility to teaching and non-teaching staff.
- Free accommodation in hostel for outstation employees.

### **Other Benefits**

- Awareness programmes for Non-Teaching Staff
- Free Wi-Fi and email addresses using the institutional domain name
- Accommodation facility for outstation staff in Hostel.
- Celebration of festivals and National days .
- Casual leave, Short Leave , Duty leave and Compensatory leaves are given to all the employees.
- Informal Get- together are also organised in college in order to facilitate employee connect and to motivate them to increase their efficiency.
- Gifts were given to staff on Festival like Deepavali.
- Recreational Activities for Physical and Emotional Wellbeing One-day annual excursion for both teaching and non-teaching staff.
- Celebrations of all the festivals, like Lohri, Holi, Diwali, Teacher's Day, Women's Day etc.
- Tug of War and other games held during Sports Day for both teaching and non-teaching staff.

Various measures has been taken by the College aimed at enhancing Staff satisfaction and performance are essential in impacting their physical and mental well-being, morality, responsiveness, and alertness . Thus, when people feel supported and cared for while working in a specific position and are satisfied with the established conditions, they show beneficial results for the Institute as a whole.

*11/5/20*  
**PRINCIPAL**

Principal  
D.P.G. Degree College  
Sector-34, Gurugram

*[Signature]*  
**VICE-CHAIRMAN**

*[Signature]*  
**CHAIRMAN**



10/10/2018

To

The Principal  
D.P.G Degree college, Gurugram

Subject: Request for T.A Allowance

Respected Sir,

I am Ms. Jyoti Khurana Assistant professor in dept. of mathematics of your college have attended teacher training workshop from 28 Sept, 2018 to 1 Oct, 2018 in Jaipur, Rajasthan sponsored by DBT, Govt. of India, The British Council; IISER Pune. Sir I am requesting you to kindly provide me travel allowance of that period.

I shall be obliged for this

Thanking you

Ms. Jyoti Khurana

Assistant Professor

Department of Mathematics.

Recommended to Vice-Chairman Sir  
for N.A.

*[Signature]*

*[Signature]*

End: Registration detail and certificate







# DPG DEGREE COLLEGE

(Affiliated to MDU Rohtak)

## Letter of Appreciation

To

5<sup>th</sup> SEP-2018

Dr. Rekha Dhull

( Assistant Professor)

Department of Zoology

**Subject: Letter of Appreciation for your Research publication.**

Dear Rekha

The college has acknowledged your contribution towards research and development for the year August 2018 . We would like to congratulate on your resent publication of research paper title “**Fabrication of Bio Sensor for determination of l- lactate using Elite Nanomaterials based LDH-CMWCMT -MB / Chitosan/ SWCNT- Au Electrode**”

ISSN No : 1031-1052

**VOL 10,NO 8 ,2018 (August)**

The amount of rupees 1000 has been issued to you as a research incentive and token of appreciation. We hope that you will inspire others members of organisation

thanking you

Principal

DPG Degree College

Received Rs 1000/-  
Prin  
10/09/2018

Near Hero Honda Chowk, Marble Market, Sec-34, Gurgaon-122 004, Haryana

Ph. : +91-97172 17335, 88518 46865, 92123 85277, 92122 19832

website : [www.dpgdegreecollege.com](http://www.dpgdegreecollege.com) / [dpgdegreecollege@gmail.com](mailto:dpgdegreecollege@gmail.com)

Date: - 1/10/2019

To

The Principal

D.P.G. Degree College, GURUKRAM

Subject: - Request for T.A Allowance

Respected Sir,

I am Dr. Lalit Kumar AMI. - Professor in Chemistry department of your college have attended F.D.P from 7th to 11th September 2019 in Indian Institute of Science Education and Research, Bhopal. Sir I am requesting you to kindly provide me travel allowance at that period.

I shall be obliged for this

Thanks &amp; Regard

Dr Lalit Kumar

AMT. Professor

(Dept. of Chemistry)

Encl. - Registration details  
:- CertificateReceived 2000 Rs  
With Thanks.Recommended to Vice-Chairman Sir  
for N.A.  
11/10/20192000/-  
Lalit Kumar

To

Date. 07/01/2019

The Principal

DPU Degree College. Gurugram.

Subject: Request for T.A allowance

Respected Sir,

I am Dr. Priyanka Kumari Asst. Prof. Department of Commerce of your college, have attended FDP from 17th to 23rd December 2019 in Kalindi College, University of Delhi. Sir I am requesting you to kindly provide me the travel allowance at that period.

I shall be ever obliged for this.

Thanks &amp; Regards.

Dr. Priyanka Kumari

Asst. Prof.

Department of Commerce

Recommended to Vice chairman Sir  
for N.A.12/1/2019

Encl.: Registration details.  
: Certificate.



*15/1/2019*  
*Praveen*

# DPG DEGREE COLLEGE

(Affiliated to MDU Rohtak)



Ref No. DPG/CG/GGN/2019/ 848

Date 13/12/2019

Dr. Privanka Kumari  
Assistant Professor in Commerce Department  
DPG Degree College, Gurugram

Sub: To Attend the F.D.P No. 20 on Recent Trends in research Methodology

Dear Madam,

You are hereby relieved to attend the above mentioned Faculty Development Programme No. 20 at Kalindi College, University of Delhi from 17/12/2019 to 23/12/2019.

Principal

Principal  
DPG Degree College  
Sector-34, Gurgaon

# DPG DEGREE COLLEGE

(Affiliated to MDU Rohtak)



Ref. No.: DPGDC/CG/GGN/2019/850

Date: 19/12/2019

Dr. Atul Mishra,  
Coordinator, TOT (TLC-14),  
IGNOU, New Delhi

Subject: **Relieving Letter**

Sir,

Dr. Devkanya Gupta, Associate Professor in the Commerce Department of this college is hereby relieved from her duties to attend Faculty Development Programme (FDP), Title TOT TLC-14 for Teachers from 16/12/2019 to 20/12/2019 to be held at IGNOU, New Delhi.

Thanks & Regards.

Dr. S. S. Boken  
Principal

Principal  
DPG Degree College  
Sector 34, Gurgaon

For Dr. Devkanya Gupta



# DPG DEGREE COLLEGE

(Affiliated to MDU Rohtak)

Ref. No.: DPGDC/CG/GGN/2019/ 849

Date: 14/12/2019

Dr. Atul Mishra,  
Coordinator, TOT (TLC-14),  
IGNOU, New Delhi

Subject: **Relieving Letter**

Sir,

Dr. Shefali, Assistant Professor in the Zoology Department of this college is hereby relieved from her duties to attend Faculty Development Program (FDP), Title TOT TLC-14 for Teachers from 16/12/2019 to 20/12/2019 to be held at IGNOU, New Delhi.

Thanks & Regards.

  
Dr. S. S. Boken

Principal

Principal

**DPG Degree College**

Sector: 1/ Gurgaon

  
14/12/19





# DPG DEGREE COLLEGE

(Affiliated to MDU Rohtak)

## Letter of Appreciation

To

15<sup>th</sup> May-2019

Dr. Amita Singh

(Assistant Professor)

Department of Botany

**Subject: Letter of Appreciation for your Research publication.**

Dear Amita

The college has acknowledged your contribution towards research and development for the year 2019 . We would like to congratulate on your recent publication of research paper title "**Mitigation of adverse affects of water stress on morphological characters in Vigna Mungo ( L ) Hepper**"

ISSN No : 2249-0558

Impact factor 7.119

**VOL 9 Issue 4(1) April 2019.**

The amount of rupees 1000 has been issued to you as a research incentive and token of appreciation. We hope that you will inspire others members of organisation

thanking you

  
Principal

DPG Degree College

Received -  
Amita  
17.5.2019

One day Excursion Trip to Surajgarh Farm House 7<sup>th</sup> March 2020.



Faculty trip to Surajgarh farmhouse on 7<sup>th</sup> March, 2020



Staff members at Surajgarh farmhouse



Faculty members are enjoying at Surajgarh farmhouse



Cake cutting ceremony in college campus on teacher's day celebration





Celebration of Teacher's Day with Commerce Department



Teachers day celebration

CONVENOR  
STAFF WELFARE COMMITTEE  
DPG DEGREE COLLEGE

*[Signature]*  
Principal  
D. P. Degree College  
Sector-34, Gurugram  
DPG DEGREE COLLEGE

**DPG Degree College**  
Sector-34, Marble Market  
Gurgaon (Haryana)

## Payment Voucher

No. : **Cash**

Dated : 15-Jun-2022

[illegible]

Receiver's Signature:

Authorised Signatory




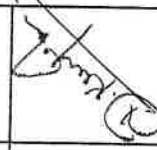


Principal  
D.P.G. Degree College  
Sector-34, Gurugram

# DPG Degree College

## Sector 34 Marbel Market , Gurugram

During the session 2021-2022, Following faculty members have participated in Orientation/ Induction/ Refresher Course at Ramanujan College, University of Delhi

Date: 15/6/22

S.No	Name	Department	Title	Date	Amount	Signature
1	Dr. Priyanka Kumari Assistant Professor	Commerce	4-Week Induction /Orientation Programme for "Faculty in University/ College/ Institutes of Higher Education" organised by T.L.C of Ramanujan College	19-10-2021 to 18-11-2021	1950	
2	Dr. Devkanya Gupta, Assistant Professor	Commerce	4-Week Induction /Orientation Programme for "Faculty in University/ College/ Institutes of Higher Education" organised by T.L.C of Ramanujan College	19-10-2021 to 18-11-2021	1950	
3	Dr. Geeta Arrora, Assistant Professor	Mathematics	4-Week Induction /Orientation Programme for "Faculty in University/ College/ Institutes of Higher Education" organised by T.L.C of Ramanujan College	19-10-2021 to 18-11-2021	1950	
4	Dr. Reena, Assistant Professor	Chemistry	Online Inter -Disciplinary Two Week Refresher Course On Managing Online Classes & Co-creating MOOCs 14.0 organised by T.L.C of Ramanujan College	7-05-202 to 21-05-2022	1450	

Principal  
D.P.G. Degree College  
Sector-34, Gurugram







# DPG DEGREE COLLEGE

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During the session 2020-21, following faculty members have participated in ONE WEEK ONLINE FDP Titled "Understanding NAAC DVV, Quantitative and Qualitative Metrics to Prepare SSR from 01-06-2021 to 07-06-2021.

Sr. No.	Name of the faculty	Subject
1	Dr. Surbhi Chaudhary	Chemistry
2	Dr. Lalit Dalal	Chemistry
3	Dr. Geeta Arora	Mathematics
4	Dr. Devkanya Gupta	Commerce
5	Dr. Manisha Tiwary	Geography

College has sanctioned and Rs.500/- each as financial support for attending this program.



Accountant



Principal



# DPG DEGREE COLLEGE

(Affiliated to MDU Rohtak)

During the session 2020-21, following faculty members have participated in TWO DAYS ONLINE WORKSHOP ON NAAC ACCREDITATION PROCESS , A NATIONAL LEVEL WORKSHOP FOR HIGHER EDUCATIONAL INSTITUTIONS held on 21<sup>st</sup> and 22<sup>nd</sup> June 2021.

Sr. No.	Name of the faculty	Subject
1	Dr. Surbhi Chaudhary	Chemistry
2	Dr. Lalit Dalal	Chemistry
3	Dr. Geeta Arora	Mathematics
4	Dr. Priyanka Kumari	Commerce

College has sanctioned and Rs.1000/- each as financial support for attending this program.

*Ganesh*

Accountant

*12/3/21*

Principal



## DPG DEGREE COLLEGE

(Affiliated to MDU Rohtak)

Sector-34, Near Marble Market, Gurugram

### Annual Report of Staff Welfare Committee

Session 2021-22

12<sup>th</sup> September 2022

Employees are integral part of the organisation, they should be honored and their efforts should be recognised. By keeping this in mind DPG Degree College has been taking various measures for welfare of employees aimed at enhancing staff satisfaction and the performances which is essential in impacting their physical and mental well-being, morality, responsiveness, and alertness. College is providing ample of assistance to the Staff in the form of -

1. Financial assistance
2. Support facilities
3. Facilities for career development and enhancement

#### ● List of Faculties received financial assistance during session 2021-22

1	Dr. Amita Singh Assistant Professor	Botany	Paper Publication in International Conference on Multidisciplinary Innovations and Research organised by DPG Degree College on 2nd & 3rd April 2022	2nd -3rd April-2022	1200
2	DR. REKHA DHULL Assistnt Professor	Zoology	Paper Publication in International Conference on Multidisciplinary Innovations and Research organised by DPG Degree College on 2nd & 3rd April 2022	2nd -3rd April-2022	1200
3	Dr Sheela Jakhad Assistant	Arts	Paper Publication in International Conference on Multidisciplinary Innovations and Research organised	2nd -3rd April-2022	1200

	Professor		by DPG Degree College on 2nd & 3rd April 2022		
4	Ms. Pooja Bansal Assistant Professor	Mathematics	Paper Publication in International Conference on Multidisciplinary Innovations and Research organised by DPG Degree College on 2nd & 3rd April 2022	2nd -3rd April-2022	1200
5	Nonika Arora Assistant Professor		Paper Publication in International Conference on Multidisciplinary Innovations and Research organised by DPG Degree College on 2nd & 3rd April 2022	2nd -3rd April-2022	1200
6	Rinki Baghel Assistant Professor		Paper Publication in International Conference on Multidisciplinary Innovations and Research organised by DPG Degree College on 2nd & 3rd April 2022	2nd -3rd April-2022	1200
7	Diksha Pahuja assistant Professor		Paper Publication in International Conference on Multidisciplinary Innovations and Research organised by DPG Degree College on 2nd & 3rd April 2022	2nd -3rd April-2022	1200
8	Dr.Devkanya Gupta, Assistant Professor		Paper Publication in International Conference on Multidisciplinary Innovations and Research organised by DPG Degree College on 2nd & 3rd April 2022	2nd -3rd April-2022	1200
9	Mr. Kesav Kumar Assistant Profesor		Paper Publication in International Conference on Multidisciplinary Innovations and Research organised by DPG Degree College on 2nd & 3rd April 2022	2nd -3rd April-2022	1200
10	Dr. Priyanka Kumari, Assistant Professor	Commerce	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accereditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400
11	Dr.Devkanya Gupta,	Commerce	One Week Faculty Development Program on "Criterion & Metric	15-21 June	400

	Assistant Professor		wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.		
12	Dr. Lalit Kumar, Assistant Professor	Chemistry	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400
13	Dr. Amita Singh, Assistant Professor	Botany	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400
14	Dr. Manisha, Assistant Professor	Arts (Geography)	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	23-29 June	400
15	Dr. Sheela jhakhad, Assistant Professor	Arts	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400
16	Dr. Gunjan Sharma, Assistant Professor	Library	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400

17	Dr. Priya Shukla, Assistant Professor	Arts (History)	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400
18	Dr. Anita, Assistant Professor	Botany	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400
19	Dr. Geeta Arora, Assistant Professor	Mathematics	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400
20	Dr. Shalini Arora, Assistant Professor	Commerce	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400
21	Ms.Sakshi Verma, Assistant Professor	Commerce	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	23-29 June	400
22	Mr. Sanchit Joon, Assistant Professor	Commerce	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya	23-29 June	400



21	Ms.Sakshi Verma, Assistant Professor	Commerce	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accereditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	23-29 June	400
22	Mr. Sanchit Joon, Assistant Professor	Commerce	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accereditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	23-29 June	400
23	Ms. Priti Saini, Assistant Professor	Commerce	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accereditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	23-29 June	400
24	Mr. Dinesh Malik, Assistant Professor	Zoology	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accereditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400
25	Mr. Keshav, Assistant Professor	Chemistry	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accereditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400
26	Ms. Nidhi Jain, Assistant Professor	Botany	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accereditation" organised by Sita Ram Arya	15-21 June	400

			Memorial college of Education Hisar Haryana.		
27	Ms. Sapna, Assistant Professor	English	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400
28	Ms. Ritu Malik, Assistant Professor	English	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400
29	Mr. Mandeep, Assistant Professor	Mathematics	One Week Faculty Development Program on "Criterion & Metric wise clarity on NAAC Criteria 1-7 for institute Accreditation" organised by Sita Ram Arya Memorial college of Education Hisar Haryana.	15-21 June	400
30	Dr.Devkanya Gupta ( Asst. Prof. Commerce)	Commerce	Refresher Course on Managing Online Classes & Co- creating Moocs 17.0" organised by TLC of Ramanujan College, University Of Delhi	7th -21st August-2022	1450
31	Dr. Shalini Arora (Asst. Prof. Economics)	Economics	Refresher Course on Managing Online Classes & Co- creating Moocs 17.0" organised by TLC of Ramanujan College, University Of Delhi	7th -21st August-2022	1450
32	Dr. Dharmbir Singh Dean Academics	Physics	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college	29th Oct. 2022	1300

			Gurgaon.		
33	Dr. Amita singh Assistant Professor	Botany	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
34	Ms. Nidhi Assistant Professor	Botany	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
35	Dr. Anita Chauhan Assistant Professor	Botany	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
36	Dr. Uzma Assistant Professor	Botany	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
37	Dr. Neha Shekhawat Assistant Professor	Zoology	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
38	Dr. Indu Assistant Professor	Zoology	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300

39	Mr. Dinesh Malik Assistant Professor	Zoology	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
40	Ms. Poonam Assistant Professor	Zoology	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
41	Ms. Pooja Assistant Professor	Mathematics	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
42	Dr. Deepika Assistant Professor	Physics	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
43	Dr. Nalini Assistant Professor	Physics	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
44	Dr. Sapna Assistant Professor	Physics	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
45	Dr. Shama Assistant Professor	Physics	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300

46	Ms. Gunjan Assistant Professor	Library Science	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
47	Dr. Ginni Assistant Professor	Chemistry	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
48	Ms. Preeti Goel Assistant Professor	Chemistry	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
49	Mr. Keshav Assistant Professor	Chemistry	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
50	Ms. Preeti Rathi Assistant Professor	Computer Science	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
51	Ms. Deepika Assistant Professor	Computer Science	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
52	Ms. Ekta Assistant Professor	Computer Science	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300

53	Ms. Gazal Assistant Professor	Commerce	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
54	Dr. Jyoti Assistant Professor	Arts	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
55	Ms. Sunil Assistant Professor	Arts	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300
56	Ms. Ritu Assistant Professor	Arts	Registration fee for participation in the conference Emerging trends in Mutidisciplinary research organized by Research global solution in collaboration to DPG degree college Gurgaon.	29th Oct. 2022	1300

- During 2021-22 college had provided financial assistance to staff, who participated in orientatation/Induction/Refresher courses.
- The College offered maternity leaves to Ms. Annu Yadav of the Commerce Department from March 1, 2022, to December 31, 2022; Ms. Reetu of the Arts Department received maternity leaves beginning in November 2021 for one semester; and Ms. Rekha Malik received maternity leaves beginning in July 20, 2022. The college has given Ms. Minni Sharma and Ms. Khushboo from the commerce department maternity leave beginning on April 1 and August 1, respectively.
- 25 faculty members has been using the college transportation service for no charge; starting in the year 2022, the number will rise by another 20 faculty members. Additionally, nine remote faculty members are taking advantage of the free housing at the college dorm.



- A variety of training programmes are occasionally organised by the college for the benefit of staff members, most notably a two-week office management training session for non-teaching staff members in the month of August.

1	Garima (Accounts Department)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020
2	Sushma (Department of Library)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020
3	Prem (Lab Attendent)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020
4	Pawan (Department of Library)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020
5	Lovely (Lab Attendent)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020
6	Jainendre (Lab Attendent)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020
7	Sharakhu (Lab Attendent)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020
8	Mohit (Lab Attendent)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020
9	Ajay Thakur ( Administration Department)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020
10	Anil Kumar ( Administration Department)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020
11	Babita (Lab Attendent)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020

12	Prbha (Department of Library)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020
13	Rupender (Lab Attendent)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020
14	Hansraj (Lab Attendent)	Hands on Office Mangement training organised by DPG Degree College	24th August to 5th September 2020

- ERP training is provided to the non-teaching faculty members.8 faculty members participated in it.

1	Garima (Accounts Department)	Two Weeks ERP hands on Traning organised by DPG Degree College	11th to 23rd October 2021
2	Pawan (Department of Library)	Two Weeks ERP hands on Traning organised by DPG Degree College	11th to 23rd October 2021
3	Satyendra ( Administration Department)	Two Weeks ERP hands on Traning organised by DPG Degree College	11th to 23rd October 2021
4	Anil Kumar ( Administration Department)	Two Weeks ERP hands on Traning organised by DPG Degree College	11th to 23rd October 2021
5	Simran ( Administration Department)	Two Weeks ERP hands on Traning organised by DPG Degree College	11th to 23rd October 2021
6	Muskan (Lab Attendent)	Two Weeks ERP hands on Traning organised by DPG Degree College	11th to 23rd October 2021
7	Lalita (Lab Attendent)	Two Weeks ERP hands on Traning organised by DPG Degree College	11th to 23rd October 2021
8	Prbha (Department of Library)	Two Weeks ERP hands on Traning organised by DPG Degree College	11th to 23rd October 2021

- Colleges also permit faculty members to take commissary time off if they must undertake work-related duties on a day off. Each faculty member is also permitted one full day and one brief leave every month by the college.
- The college is giving the Staff an opportunity to radiate enthusiasm and optimism by hosting picnics and outings. In light of this, the institution has

occasionally organised staff trips and tours to different locations. For faculty and students, the college organised a trip to Manali in 2022 from May 11 to May 15 (first slot) and from May 18 to May 23 (second slot). The College has not collected any fees from personnel for lodging or travel. This was used by 3 male faculty members and 2 female faculty members on the first tour, and by 3 male and 2 female faculty members on the second tour.

- Despite this, a casual gathering was organised in the college on July 1, 2022, to revive the faculties, strengthen their relationships with one another, and increase the effectiveness of their work. The get-together organised a variety of enjoyable activities for its personnel, including musical chairs, tambola, and dancing, and later served refreshments to both teaching and non-teaching staff.

## Events occurred during session 2021–2022.

- Birthday celebrations for the principal, Mr. S. S. Boken on 14<sup>th</sup> July 2022.
- baby showers Celebration of Dr. Rekha Malik, and Ms. Khushboo, assistant professor of commerce on 20<sup>th</sup> June 2022.
- Informal gathering of the teaching and non-teaching personnel scheduled for July 1, 2022.
- Time to Time Management offers its employees refreshments as well.
- College is providing free uniform to 4<sup>th</sup> class supporting staff.
- Distribution of sweets by management to its staff on Diwali.

### Enclosures:

### Glimpses of some events organised by staff welfare committee



Staff welfare committee celebrating birthday of DPG Degree Principal Dr.S.S Boken



Staff Welfare Committee celebrates Baby shower of Dr. Rekha Malik of science department with all staff members of DPG Degree College





Staff Welfare Committee celebrates Birthday of Dr. Priyanka, HOD of commerce department with all staff members of DPG Degree College



Staff Welfare Committee celebrates Birthday of Ms. Arti of Arts department with all staff members of DPG Degree College



Faculty members departing for Manali Trip with students.





Faculty members enjoying on manali trip with students.



Faculty can enhance their knowledge with the help of books available in library.



Good infrastructure available and it is worthful reading in the peaceful environment of library.



Well furnished staff room available



Faculty of science department are performing their day to day



Bookshelves are available for faculties to maintain their academic stuff



Two weeks office management training programme organised for non-teaching staff members.





SS



4<sup>th</sup> class Supporting staff in uniform of DPG Degree College

*[Signature]*  
 Convenor  
 (Staff Welfare Committee)

*[Signature]*  
 Principal  
 D.P.G. Degree College  
 Sector-34, Gurugram



# DPG DEGREE COLLEGE

(Affiliated to MDU Rohtak)

07/07/22

DPG DEGREE COLLEGE

## Incentive Sheet

Sr.	Name Of Employees	A/C No.	Amount Rs.
1	LALIT KUMAR	50100196424749	15000.00
2	RAVINDER KUMAR	50100196423887	10000.00
3	NIDHI JAIN	06221000005597	15000.00
4	PRIYA SHUKLA	50100196424700	10000.00
5	MANDEEP KAUR	50100196424472	20000.00
6	DEEPIKA	50100196424522	15000.00
7	PRIYANKA KUMARI	07621500000922	15000.00
8	ALPA JAIN	50100232361504	20000.00
9	SAROJ MANI	50100176949231	15000.00
10	SARIKA WALIA	50100239852445	10000.00
11	REENA	50100239852550	20000.00
12	POOJA GOEL	50100252843553	15000.00
13	GINNNI RANI	50100252850612	15000.00
14	DINESH	50100303800080	15000.00
15	DEVKANYA GUPTA	50100303800818	10000.00
16	SHALINI ARORA	50100306427505	10000.00
17	SHEELA JAKHAD	50100303800768	10000.00
19	NONIKA ARORA	50100303799251	15000.00
20	SUNIL MALIK	50100303800933	10000.00
21	EKTA YADAV	50100303800920	10000.00
22	PREETI GOEL	50100171046553	10000.00
23	MEENU SHARMA	50100252505683	5000.00
24	RENU YADAV	50100252505618	5000.00
25	SAKSHI VERMA	50100331141141	5000.00
26	SALONI PARMAR	50100335295603	5000.00
27	MANISHA TIWARI	50100335295694	10000.00
28	UZMA SAYYED	50100335295530	10000.00
29	RENU SHARMA	50100465563676	5000.00
30	PREETI SHARMA	50100465563689	5000.00
31	VAISHALI CHUG	50100517049551	10000.00
32	PRIYA SHARMA	50100517049601	15000.00
33	PRABHA	50100318600430	10000.00
34	SUSHMA	50100196423851	15000.00
35	JAINENDRA PRAJAPATI	50100196424851	5000.00
36	BABITA	50100217220687	10000.00
TOTAL			400000.00

  
Principal  
D.P.G. Degree College  
Sector-34, Gurugram

Near Hero Honda Chowk, Marble Market, Sec-34, Gurgaon-122 004, Haryana

Ph. : +91-97172 17335, 88518 46865, 92123 85277, 92122 19832

website : [www.dpgdegreecollege.com](http://www.dpgdegreecollege.com) / [dpgdegreecollege@gmail.com](mailto:dpgdegreecollege@gmail.com)



To

Date: 12/5/2022

The Vice Chairman (Through Principal and H.O.D.)  
DPG Degree College, Sec-34, Gurugram

Subject: Seeking Kind Permission to attend One Day National Workshop at  
MRRIIS Faridabad Jointly with IIT Kanpur on 13.05.2022

Greetings Sir,

This is for your kind information that I have registered for One Day National Workshop on NPTEL Awareness which is being jointly organized by NPTEL and IIT Kanpur and now as I have got confirmation mail (Copy of same attached along with this letter) from MRIIRS to attend the above mentioned workshop. For your good-self kindly allow me to attend the above mentioned National Workshop so that I may be able to enrich my knowledge regarding such technology enhanced learning programs which are quite useful for students these days.

Yours Faithfully  
Ms. Deepika Phor  
Assistant Professor  
Department of Computer Sciences  
DPG Degree College, Sector-34, Gurugram

*Forwarded to Director Sir*  
*[Signature]*  
*12/5/22*  
*OK [Signature]*  
*12/5/22*

*fwd to VC for  
consideration pl.*  
*[Signature]*  
*12.05.2022*

To

Date: 12/5/2022

The Vice Chairman (Through Principal and H.O.D.)  
DPG Degree College, Sec-34, Gurugram

Subject: Seeking Kind Permission to attend One Day National Workshop at  
MRRIIS Faridabad Jointly with IIT Kanpur on 13/5/22

Greetings Sir,

This is for your kind information that I have registered for One Day National Workshop on NPTEL Awareness which is being jointly organized by NPTEL and IIT Kanpur and now as I have got confirmation mail (Copy of same attached along with this letter) from MRIIRS to attend the above mentioned workshop. For your good-self kindly allow me to attend the above mentioned National Workshop so that I may be able to enrich my knowledge regarding such technology enhanced learning programs which are quite useful for students these days.

Yours Faithfully  
Ms. Mandeep  
Assistant Professor  
Department of Mathematics  
DPG Degree College, Sector-34, Gurugram

Forwarded for N.A.  
12/5/22

12/5/22

12/05/2022

10/10/2021

To

The Principal,  
DPG Degree College, Gurugram

Subject: Request for concession in fee

Respected Sir,

I, Anil Kumar Thakur working in Administration Department of DPG Degree College, Gurugram. My son, Jayant Kumar Thakur wants to take admission in BCA course in this college. In this connection I humble request you to please give concession in fee and also give opportunity to pay the fee in installment.

I shall be highly thankful for the same.

Submitted with regards.

Anil Kumar Thakur  
ADMIN  
DPG Degree College  
Gurugram

*Recommended for kind consideration  
and forwarded to Sh. Deepakji for N.A.*

12/13/2021

OK - approved  
Gahlot

30/10/2021

22/10/2021

(V)

**DIGIT GROUP TOTAL PROTECT POLICY**  
**Policy Schedule**  
**(Product UIN GODPAGP22103V032122)**

Details of Group Organizer/ Manger / Policy Holder		Policy Details		
Name of the Group Organizer/ Manger / Policy Holder	DPG DEGREE COLLEGE	Master Policy Number	D062659000 (Unnamed Policy)	
Organizer/ Manger / Policy Holder	NEAR HERO HONDA CHOWK, BEHIND	Policy Issue Date	20-Apr-2022	
Mobile No of contact person of Group Manager	-	Period of Insurance	From	20-Apr-2022 00:01 Midnight
Number of members	85 (Student and Staff)		To	19-Apr-2023 23:59 Midnight
Partner Code and Name	1028541 – Nidhi Singh	Partner Contact and Email ID		

**Annexure II: GFA Summary of the Benefits opted**

Section with Benefits	Sum Insured (INR) / (Total for Named Policies & Per Person for Un-Named Policies) / Limits / Waiting Periods / Time Excess / Co-Payment (%) / Specific Conditions
Sum Insured	1,00,000 per member
Accidental Death	100% of Sum Insured
Permanent Total Disablement	100% of Sum Insured
Permanent Partial Disablement	Covered up to 100% as per Benefit table below
Accidental Hospitalization	INR 40000

**Other Coverage Details**

Terrorism	Covered
Geographical Limit	Worldwide
Risk Class	Risk Class 1 & 2
Coverage	24*7 Cover
Accumulation Limit	NR 85,00,000

Disclaimer	
Claim Intimation and Document Submission	Claim must be filed within 30 days from the date of occurrence of accident. However, Digit may at its absolute discretion consider waiver, of this Condition in extreme cases of hardship where it is proved to the satisfaction of Digit that it was not possible for him or any other person to give such notice or file claim within the prescribed time-limit.
Addition Endorsements	Midterm additions allowed only for natural additions subject to intimation received within 45 days. Any additions for new member would be allowed within 45 days of date of joining. Backdation of 45 days from date of intimation shall not be allowed. Any endorsements will be from the date of addition and not from the inception of the policy. Prorated premium will be charged for each member added during the policy term.

## Deletion Endorsements

In case of refund endorsements on account of deletion, pro-rata refund for the member should

working day of employee. In case member avails the claim after his LWD for which intimation is received after DOA, insurer would recover paid amount from available float balance. Pro-rata refund will be calculated as from DOL if intimation is within 7 days else intimation date will be consider for calculation subject to nil claim.

**Permanent Total Disablement shall mean either of the following:**

A. Total Paralysis

B. Total and irrecoverable loss of sight of both eyes, or

C. Total and irrecoverable physical separation of or the loss of ability to use two Limbs

(both hands or both feet or one hand and one foot), or

D. Total and irrecoverable loss of sight of one eye and physical separation of or the loss of ability to use a limb (either one hand or one foot), or

E. Total and irrecoverable loss of speech and hearing of both ears

**Permanent Partial Disablement - Table of Benefits**

Nature of Injury	Percentage of Sum Insured
Loss of each arm at the shoulder joint	70%

## Other Condition

Loss of each arm to a point above elbow joint	65%
Loss of each leg up to a point below the femur	65%
Loss of each arm below elbow joint	60%
Loss of each hand at the wrist	55%
Complete and irrecoverable loss of sight of an eye	50%
Loss of each leg to a point below the knee	50%
Loss of each leg up the centre of tibia	45%
Loss of hearing in each ear	30%
Loss of each thumb	20%
Loss of each index finger	10%
Loss of sense of smell	10%
Loss of each other finger	5%
Loss of each big toe	5%
Loss of sense of taste	5%
Loss of each other toe	2%



We shall not be liable to make any claim payment under this Policy arising out of any of the following unless specifically agreed and mentioned elsewhere in the Policy Schedule/Certificate of Insurance:

1. Artificial Life Maintenance: Artificial life maintenance, including life support machine used, where such treatment where such treatment is used to maintain the Insured/Patient in a vegetative state.
2. Breach of Law with Criminal Intent, Suicide and Self-Injury, We do not cover treatment directly or indirectly arising from or contributed or aggravated or accelerated by any of the following:
  - a. Suicide or attempted suicide, while sane or insane, or due to use, misuse or abuse of narcotic or intoxicating drugs or alcohol or solvent
  - b. Intentional self-injury
  - c. Participation in any illegal or unlawful or criminal act.
  - d. Use or consumption of narcotic or intoxicating drugs or alcohol or solvent, or taking of drugs (except under the direction of a Medical Practitioner).

3. Pre-Existing Disease / Condition
  - a. Any Hospitalization for an existing disability from a previous Accident which has occurred prior to the first of this Policy.
  - b. Any additional Hospitalization Expenses not resulting from an accidental injury.

4. Cosmetic, Aesthetic and Re-Shaping Treatment & Surgeries
  - a. Plastic Surgery or Cosmetic Surgery or Treatments to change Your appearance, unless necessary as a part of medically necessary treatment certified by the attending Medical Practitioner for reconstruction following an Accident covered under Accidental Hospitalization Cover of the Policy
  - b. Circumcision unless necessitated by an Accident.

5. Adventure Sport/Professional Sports/Defence Operation-  
We will not pay any claim under this Policy, arising out of Your
  - a. Participation in any kind of adventure sport or professional sport activity, except to the extent covered under "Adventure Sports Cover", provided this section is opted by you
  - b. Involvement in naval, military, air force operation.

6. Non-Medical Expenses  
Items of personal comfort and convenience including but not limited to television (wherever specifically charged for), charges for access to television and telephone calls, internet, foodstuff (except patient's diet), cosmetics, hygiene articles, body care products and bath additive, barber or beauty service, guest service as well as similar incidental services and supplies including but not limited to charges for admission, discharge, administration, registration, documentation and filing.

(Please visit our website for complete list of non-medical items)

7. Home Care Nursing  
Convalescence/ recovery, cure, rest cure, sanatorium treatment, rehabilitation measures, private duty nursing, respite care, long-term nursing care or custodial care except to the extent covered under "Home (Domiciliary) Hospitalization", provided this section is opted by you.
8. Insufficient Document

We have tried to reduce the number of documents you need to share but we shall not be liable to pay any claim in case all the necessary medical documents as mentioned in our claims process are not submitted to Us.

9. Spectacles, hearing aids & other Expenses  
Provision or fitting of hearing aids, spectacles or contact lenses including optometric therapy, medical supplies including elastic stockings and similar products.

#### 10. Eye Sight & Optical Services

We do not cover treatment for:

- a. Correction of refractive errors of the eye including but not limited to short-sight or long-sight, such as glasses, contact lenses or laser eyesight correction Surgery.
- b. Intravitreal injection including but not limited to Luceitis, Mactigen or any other similar treatment.

#### 11. Preventive Treatment

We do not cover inoculations, vaccinations of any kind unless forming part of treatment for accidental bodily injury as prescribed by the Medical Practitioner.

#### 12. Unproven or Experimental treatment

We do not cover any kind of Unproven or Experimental Treatment, Services including device, treatment, procedure or pharmacological regimens which are considered as experimental, investigational or unproven.

13. Unjustified or Unwarranted Hospitalization Admission solely for Physiotherapy, evaluation, investigations, diagnosis or observation service.

14. Vitamins/ Nutritional Supplements Vitamins, tonics, nutritional supplements unless they form part of the treatment for accidental bodily injury covered under Accidental Hospitalization Cover

and as certified by the attending Medical Practitioner, are not covered.

**15. Substance abuse and Addictions**

- a. Any claim resulting from an event where You were under the influence of Alcohol, opiates or nicotine or drugs (whether prescribed or not)
- b. Any claim as a result of withdrawal and/or addiction of Alcohol, opiates or nicotine or drugs (whether prescribed or not)

**16. War and hazardous substances**

We do not cover treatment directly or indirectly arising from or required as a consequence of:

- a. War, invasion, acts of foreign enemy hostilities (whether or not War is declared), civil war, rebellion, revolution, insurrection or military or usurped power, mutiny, riot, strike, martial law or state of siege, attempted overthrow of Government; or
- b. Chemical contamination or contamination by radioactivity from any nuclear material whatsoever or from the combustion of nuclear fuel; or

Schedule/Certificate of Insurance.

**17. Legal Liability**

Any Legal Liability due to any errors or omission or representation or consequences of any action taken on the part of any Hospital or Medical Practitioner.

**18. HIV, AIDS, and related complex**

We do not cover venereal disease or any other sexually transmitted diseases such as AIDS/HIV or any other related arising out of HIV/AIDS such as ARC (AIDS related complex), Lymphomas in brain, Kaposi's sarcoma, tuberculosis except to the extent covered under HIV Cover, if opted

**19. Prosthetics and other devices** Prosthetics and other devices NOT implanted internally by surgery.

**20. Specific Treatments** We will not pay for expenses related to administration of medications or

not limited to expense related:

- a. Hyaluronic acid, Rernicade or similar medications
- b. Intra-articular/intra thecal or cortico-steroid injections
- c. Robotic surgeries however expenses will be covered up-to the conventional procedure cost.
- d. Predictive Genome testing

**21. Dental Treatment**

Treatment, procedures and preventive, diagnostic, restorative, cosmetic services related to



Authorized Signatory

Printed, Signed, and Executed at Bengaluru

Wish to go through your detailed policy wordings [Click here](#)In case of any claim, please contact 24-Hour Call Centre at 1800-258-4242 or email us at [hello@godigit.com](mailto:hello@godigit.com)

Go Digit General Insurance Ltd. Address: Atlantis, 95, 4th B Cross Road, Koramangala Industrial Layout, 5 Block, Bengaluru, Karnataka 560095, IRDAI Reg No. 158 CIN:U66010PN2016PLC167410, GST Reg. No. 06AACC94128Q1Z4 HSN: 997139/General Insurance Services, GSTIN Address: Gurgaon Business Centre, 1st Floor, Vatika City Point, Mehrauli Gurgaon Road, Gurgaon Haryana PIN-122002. Website: [www.godigit.com](http://www.godigit.com)

## Annexure 1:

Student and Staff Details

Count	Sum Insured
50 – Student	100000(Per Member)
35 – Staff	100000(Per Member)

RAJENDER SINGH  
R SINGH

Digitally signed by  
RAJENDER SINGH  
Date: 2022.04.26  
17:54:40 +05'30'



**DPG DEGREE COLLEGE**  
**AFFILIATED TO MDU ROHTAK**  
**SECTOR-34, NEAR MARBLE MARKET, GURUGRAM**  
**Faculties availing free transport facility**  
**(SESSION 2021-2022)**

Sr no.	NAME OF EMPLOYEE	DESIGNATION	DEPARTMENT	DATE OF FILLING
1	Ms.Preeti sharma	Assistant professor	Commerce	05/10/2021
2	Ms.Renu sharma	Assistant professor	Commerce	05/10/2021
3	Ms.Jatinder kaur	Assistant professor	Commerce	08/11/2021
4	Dr.Aarti rani prajapati	Assistant professor	Arts	08/11/2021
5	Dr.Shama praveen	Assistant professor	Physics	20/11/2021
6	Ms. Savita	Assistant professor	Computer scie	22/11/2021
7	Ms.Gajal kundu	Assistant professor	Commerce	24/11/2021
8	Ms.Megha thakur	Assistant professor	Management	20/12/2021
9	Ms.Shivani sharma	Assistant professor	Computer scie	22/12/2021
10	Mr. Vijay pal	Lab Assistant	Computer scie	02/12/2021
11	Mr. Rajesh yadav	Assistant professor	Computer scie	11/02/2022
12	Dr.Yashpal yadav	Assistant professor	Computer scie	08/11/2021
13	Ms.Preeti Rathi	Assistant professor	Computer scie	18/11/2021
14	Ms.Himanshi	Assistant professor	Science	04/10/2021
15	Dr.Sapna	Assistant professor	Physics	
16	Ms.Kamlesh kumari	Assistant professor	Arts	14/04/2022
17	Deepti tanwar	Assistant professor	Management	04/06/2022
18	Ms.Bhawna joon	Assistant professor	Commerce	04/04/2022
19	Ms.Sapna	Assistant professor	Arts	14/04/2022
20	Ms.Jyoti sharma	Account and Admin	Account and A	25/05/2022

SS

TRANSPORT  
INCHARGE

REGISTER

PRINCIPAL

Principal  
D.P.G. Degree College  
Sector-34, Gurugram

**DPG Degree College**  
**Affiliated to MDU Rohtak**  
**Near Sector-34, Marble Market**

**Faculties availing free hostel accommodation facility (Session 2021-22)**

Sr no	NAME OF EMPLOY	DESIGNATION	DEPARTMENT	DATE OF FILING
1	Dr.Aarti rani prajapati	Assistant professor	Arts	08/11/2021
2	Ms. Vaishali Chugh	Assistant professor	Chemistry	16/05/2021
3	Mr.Amit sharma	Assistant professor	Commerce	04/04/2022

  
**Hostel Warden**



**Principal**

Principal  
D.P.G. Degree College  
Sector-34, Gurugram





# DPG DEGREE COLLEGE

(Affiliated to MDU Rohtak)

## Letter of Appreciation

To

1<sup>st</sup> August-2022

Dr. Ginni Rani

(Assistant Professor)

Department of Chemistry

**Subject: Letter of Appreciation for your Research publication.**

Dear Ginni

The college has acknowledged your contribution towards research and development for the year 2022. We would like to congratulate on your recent publication of research paper title " **Food Colours: Types, Effect on the human health and their applications**"

ISSN No : 2456-8937

VOL 7 No 2(April – June) 2022

The amount of rupees 1000 has been issued to you as a research incentive and token of appreciation. We hope that you will inspire others members of organisation

thanking you

Principal

DPG Degree College

## Glimpses of staff Welfare Committee



Vice-Chairman Sir Mr. Deepak Gahlot addressing the audience and appreciating their efforts



Vice-Chairman Mr. Deepak Gahlot, Dean Academic Dr. Dharamveer Malik, DPG Principal Dr. S S Boken, Colonel Dr. Surender Dhankar, Registrar Ashok Gogia enjoying the function.



Holi celebration by DPG Degree College faculty members





Teachers Day Celebration



Informal get together -Faculties enjoying Musical chair game.





Cake cutting by vice-chairman Mr. Deepak Gahlot, Principal of various colleges and HODs of various departments



Gift distribution ceremony-DPG Principal Dr. S S Boken giving gift and bouquet to Ms. Santaosh of CPISM college



**Gurugram, Haryana, India**

DPG DEGREE COLLEGE, DPG INSTITUTE OF TECHNOLOGY & MANAGEMENT, Sector 72A, Sector 72, Gurugram, Haryana 122001, India

Lat 28.425909°

Long 77.02076°

13/01/23 02:37 PM GMT +05:30



Gift distribution to all faculties on Diwali by senior dignitaries

