



**Govt. Degree College Sainj**

E-mail: [gcsainjhp@gmail.com](mailto:gcsainjhp@gmail.com)

[www.gdcsainj.edu.in](http://www.gdcsainj.edu.in)



## ***Self-Assessment Report (SAR) for Annual Internal Ranking (AIR) of Govt. Colleges of Himachal Pradesh for the Academic Session 2024-25***

### ***Criterion 4- Institutional Management*** **Key Indicators**

- *Institution Vision*
- *IQAC*
- *Management of Institutional Funds*
- *Grievance of Students and Employees*
- *Green and Clean Campus*
- *Facilities for Students*
- *Regular Updation of Service Books/Service Records*
- *Timely Submission of ACRs*
- *Prompt Response to Official Correspondence*
- *Proper maintenance of Official Records*
- *Proper Record of Students attendance and CCA*
- *Whether Ranked by NIRF, other Agencies*
- *Whether accredited by NAAC*
- *Whether AQARs are being submitted as per timeline annually or not*
- *Recognition for Exemplary Contributions of the Staff and Students*
- *Involvement of Stake Holders*
- *Feedback from Students other than Students and Action Taken thereon*
- *Annual review meeting on students' outcomes in academics, co-curricular, extra-curricular and extension activities and action taken during next academic session for achieving excellence*



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### Score sheet for Annual Internal Ranking (AIR) of Govt. Colleges of Himachal Pradesh for the Academic Session 2024-25 Criterion 4: Institutional Management

Sr. No.	Activity	Allotted score	College Score
4.1	<b>Institutional Vision</b>		
	i. Vision Document	6	6
	ii. Institutional Development Plan	6	6
	iii. Plan of Action	6	6
	<b>Activity Score</b>	<b>18</b>	<b>18</b>
4.2	<b>IQAC</b>		
	i. No. of Meetings per year	6	6
	ii. No. of Programmes Organised (Trainings, Workshops, IPR etc.)	6	6
	<b>Activity Score</b>	<b>12</b>	<b>12</b>
4.3	<b>Management of Institutional Funds</b>		
	i. Funds (BF, AF, PTA etc.) used/spent for institutional development/student welfare	10	10
	ii. Periodic Audit	2	00
	iii. Settlement of bills/advances within a specified time frame	4	4
	<b>Activity Score</b>	<b>16</b>	<b>14</b>
4.4	<b>Grievance Redressal of students and employees</b>		
	i. Redressal within week	10	10
	ii. Redressal within month	4	0
	iii. No Redressal	0	0
	<b>Activity Score</b>	<b>10</b>	<b>10</b>
4.5	<b>Green and Clean Campus</b>		
	i. Green initiatives of institution (At least three)	6	6
	ii. Cleanliness in washroom, building/campus	10	6
	<b>Activity Score</b>	<b>16</b>	<b>12</b>
4.6	<b>Facilities for Students</b>		
	i. Common Room for Girls	3	0
	ii. Adequate Toilets as per Students Strength	3	3
	iii. Sanitary napkins, vending machine/incinerator regularly put in use	3	3



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	iv. CSCA Room with proper furniture	3	0
	v. Student centre for co-curricular activities and its regular usage	3	0
	vi. Regular use of playground	3	3
	<b>Activity Score</b>	<b>18</b>	<b>09</b>
<b>4.7</b>	<b>Regular updation of Service Books/Service Records</b>		
	i. Regular Updation of Service Books/Service Records	3	3
	<b>Activity Score</b>	<b>03</b>	<b>03</b>
<b>4.8</b>	<b>Timely submission of ACRs</b>		
	i. Timely submission of ACRs	3	3
	<b>Activity Score</b>	<b>03</b>	<b>03</b>
<b>4.9</b>	<b>Prompt response to official correspondence</b>		
	i. Prompt response to official correspondence	5	5
	<b>Activity Score</b>	<b>05</b>	<b>05</b>
<b>4.10</b>	<b>Proper maintenance of official records (cash books, stock registers, fund register, leave records, fine fund etc.)</b>		
	i. Proper maintenance of official records	10	10
	<b>Activity Score</b>	<b>10</b>	<b>10</b>
<b>4.11</b>	<b>Proper record of student's attendance and CCA</b>		
	i. Proper record of student's attendance and CCA	10	10
	<b>Activity Score</b>	<b>10</b>	<b>10</b>
<b>4.12</b>	<b>Whether ranked by NIRF, other agencies</b>		
	i. Whether ranked by NIRF, other agencies	10	00
	<b>Activity Score</b>	<b>10</b>	<b>00</b>
<b>4.13</b>	<b>Whether accredited by NAAC</b>		
	i. Whether accredited by NAAC	20	00
	<b>Activity Score</b>	<b>20</b>	<b>00</b>
<b>4.14</b>	<b>Whether AQARs are being submitted as per time line annually or not</b>		
	i. Whether AQARs are being submitted as per time line annually	12	00
	<b>Activity Score</b>	<b>12</b>	<b>00</b>
<b>4.15</b>	<b>Recognition for exemplary contribution of staff and students</b>		
	i. Recognition for exemplary contribution of staff and students	8	8
	<b>Activity Score</b>	<b>08</b>	<b>08</b>
<b>4.16</b>	<b>Involvement of Stakeholders</b>		
	i. PTA	12	12



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	ii. OSA	08	08
	<b>Activity Score</b>	<b>20</b>	<b>20</b>
4.17	<b>Feedback from Stakeholders other than Students and action taken thereon</b>		
	i. Feedback from stakeholders other than students and action taken thereon	4	4
	<b>Activity Score</b>	<b>04</b>	<b>04</b>
4.18	<b>Annual Review Meetings on Student's Outcome in Academic, Co-Curricular, Extra-Curricular and Extension Activities and Action Taken during next academic session for achieving excellence</b>		
	i. Annual review meetings on student's outcome in academic, co-curricular, extra-curricular and extension activities and action taken during next academic session for achieving excellence	25	25
	<b>Activity Score</b>	<b>25</b>	<b>25</b>
	<b>Criterion 4 Total Score = 163/220</b>		



## Criterion 4- Institutional Management

Total Score: 163/220

### 4.1 Institutional Vision (Total Score: 18/18)

#### 4.1.1 Vision Document

<https://gdcsainj.edu.in/about/vision/>

The college	➤
The College Emblem	➤
Objective	➤
Administrative & Co-Curricular Committees	➤
<b>Vision and Mission</b>	➤
Best Practices	➤
Annual Report	➤
Archived Prospectus	➤

**VISION**

### MISSION & VISION

**MISSION**

Government College Sainj is dedicated to delivering accessible, inclusive, and high quality higher education to the students of this remote Himalayan valley.

The institution aims to nurture academic excellence, advance gender equity, and promote the holistic development of learners by integrating environmental and social responsibility into all institutional practices.

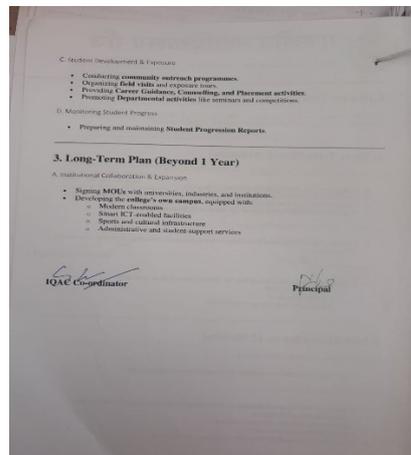
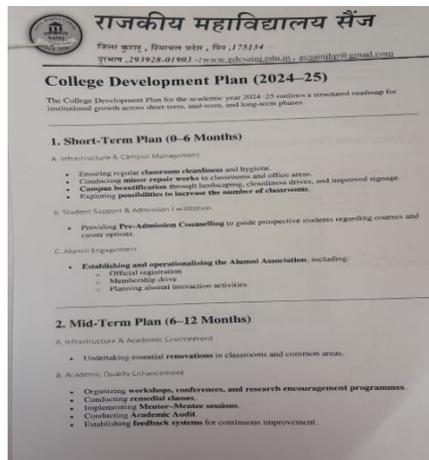
Through supportive learning environments, innovative pedagogies, meaningful community engagement, and opportunities for intellectual, creative, and skill-based growth, the college strives to empower rural youth—particularly young women—to become confident, capable, and responsible citizens who contribute constructively to society.

**VISION**

To grow into a vibrant, student-centric, and community-engaged institution that broadens educational opportunities for the rural and disadvantaged learners of Sainj Valley; fosters equitable access and academic excellence; and cultivates environmentally conscious, socially responsible, and globally aware graduates.

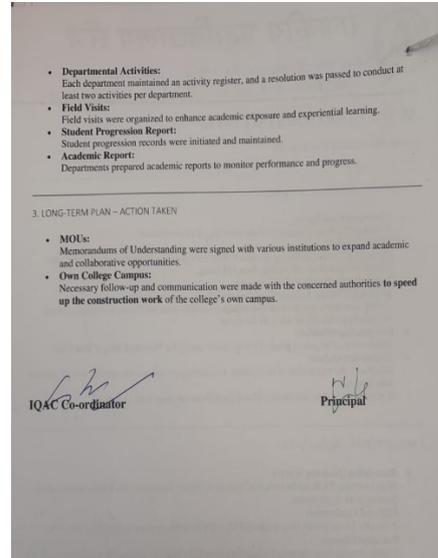
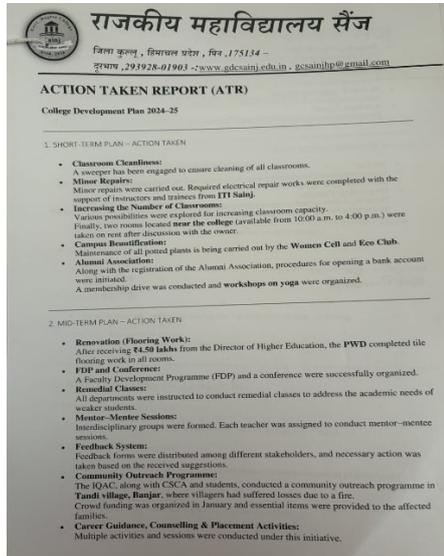
### 4.1.2 Institutional Development Plan (IDP)

<https://gdcsainj.edu.in/pdf/CDP-2024-25.pdf>



### 4.1.3 Plan of Action for above

<https://gdcsainj.edu.in/pdf/CDP-2024-25.pdf>

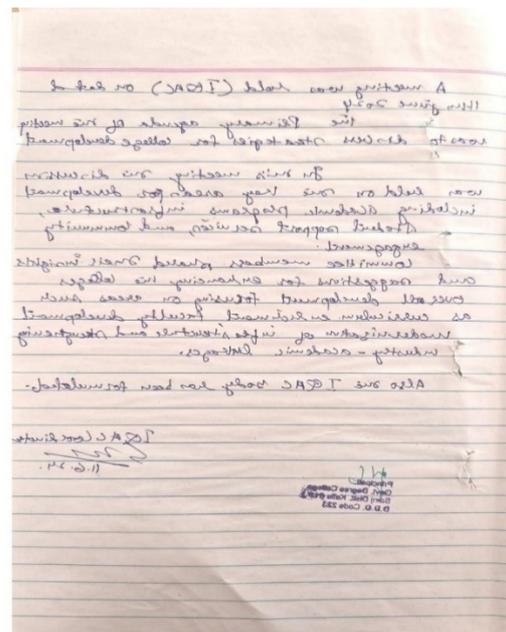
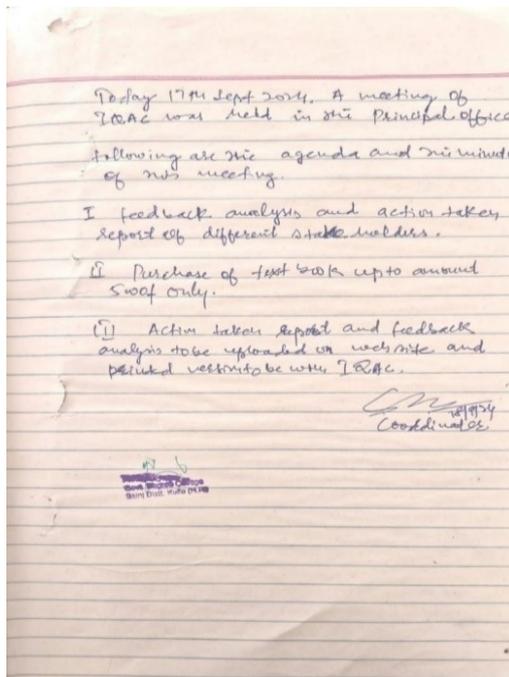


## 4.2 IQAC (Total Score 12/12)

### 4.2.1 Number of Meetings per year

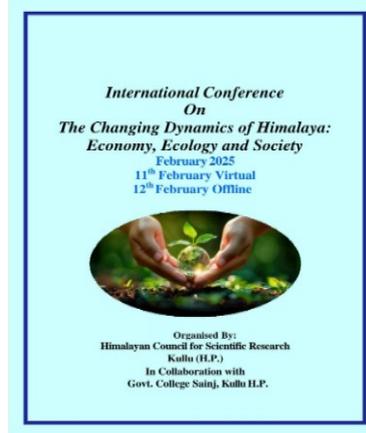
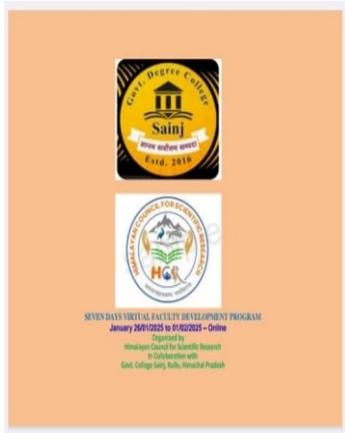
4 Meetings were held in the session 2024-25 and details of the remaining meetings are provided in the link

<https://gdcsainj.edu.in/pdf/IOAC-Minutes-2024-25.pdf>



### 4.2.2 Number of Programmes organized (Training, Workshop, IPR etc.)

- [https://gdcsainj.edu.in/pdf/Performa International Conference Feb. 2024-25\[1\].pdf](https://gdcsainj.edu.in/pdf/Performa_International_Conference_Feb.2024-25[1].pdf)
- <https://gdcsainj.edu.in/pdf/Performa-International-Conference-June-25.pdf>
- [https://gdcsainj.edu.in/pdf/Performa FDP Jan 2024-25\[1\].pdf](https://gdcsainj.edu.in/pdf/Performa_FDP_Jan_2024-25[1].pdf)



### 4.3 Management of Institutional Funds (Total Score: 14/16)

#### 4.3.1 Funds (BF, AF, PTA etc.) used/ spent for Institutional Development/ Student Welfare

The college demonstrates effective management of institutional funds, utilizing over 90% of resources allocated for institutional development and student welfare, including funds from various sources such as Building Funds (BF), Administrative Funds (AF), and Parent-Teacher Associations (PTA).

Funds Utilization Report				
Session	Name of Fund	Funds Collected	Funds Utilized	% of Fund utilized
2024-25	Amalgamated Fund	80495	142837	177%
	Sports Fund	59529	92928	156%
	College Magazine Fund	11931	17700	148%
	House Exam fund	18895	3510	19%
	Building Fund	35833	4465	12%
	Rover Ranger Fund	15668	54032	345%
	Holiday Home Fund	244	262	107%
	Youth Welfare Fund	3657	3930	107%
	Cont. Fund	3056	1720	56%
	University Sports Fund	3362	2060	61%
	PTA Fund	252504	118106	47%
		485174	441550	91.01%

Principal  
Govt. Degree College  
Sainj Distt. Kullu (H.P.)

Self-Assessment Report Indicators:

3. Management of Institutional Funds:

I.	Funds (BF, AF, PTA etc.) used/spent for Institutional Development/Student welfare.	AF, PTA, BF etc. utilized - 92% of Annual Collection for session 2024-25
II.	Periodic Audit	No
III.	Settlement of Bills/advances within a specified time frame	Yes

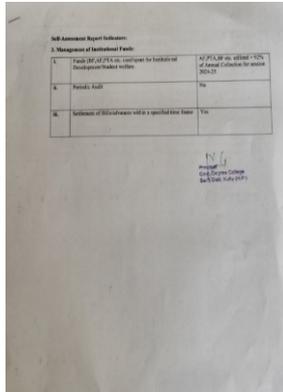
Principal  
Govt. Degree College  
Sainj Distt. Kullu (H.P.)

#### 4.3.2 Periodic Audit

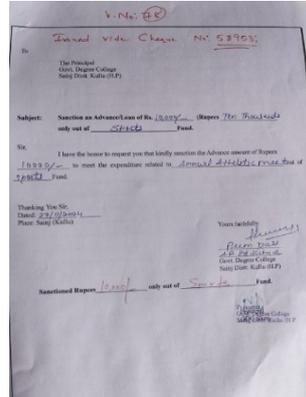
**Nil**

### 4.3.3 Settlement of bills/ advances within specified time frame

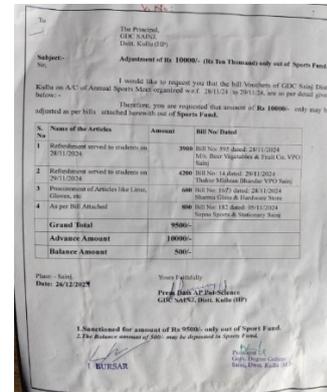
*The college ensures timely settlement of bills and advances, reflecting a commitment to financial accountability and transparency.*



SAR Statement Report indicating bill settlement. The report shows a 'Statement of Settlement of Bills' table with columns for 'Particulars', 'Amount', and 'Status'. The status is marked as 'Settled'.



Handwritten bill settlement request. The subject line reads: 'Subject: Submission an Advance/Loan of Rs. 10000/- (Ten Thousand) only out of Sports Fund.' The request is dated 21/12/2024.



Printed bill settlement request. The subject line reads: 'Subject: Adjustment of Rs. 10000/- (Ten Thousand) only out of Sports Fund.' The request is dated 21/12/2024. It includes a table of bills and a total amount of Rs. 10000/-.

S. No.	Name of the Article	Amount	Bill No Dated
1	Refreshment served to students on 28/11/2024	3000	Bill No. 192 Dated: 28/11/2024
2	Refreshment served to students on 29/11/2024	4200	Bill No. 193 Dated: 29/11/2024
3	Procurement of Articles like Pens, classmate, etc.	600	Bill No. 197 Dated: 28/11/2024
4	As per Bill Attached	800	Bill No. 192 Dated: 28/11/2024
<b>Grand Total</b>		<b>9600</b>	
<b>Advance Amount</b>		<b>10000</b>	
<b>Balance Amount</b>		<b>500</b>	

### 4.4 Grievance Redressal of Students and Employees (Total Score: 10/10)

#### 4.4.1 Redressal within week

*Yes, grievance redressal committee is constituted and display prominently with name and contact number of all the members any grievances received from students and staff are redressal within a week.*

<https://gdcsainj.edu.in/pdf/SGRC-Compliance-Sep2024.pdf>

<https://gdcsainj.edu.in/pdf/SGRCproforma.pdf>

### Students Grievance Redressal Committee

S. No.	Name	Designation
1	Ms. Nisha Negi	Convener
2	Sh. Hoshiar Chand	Member
3	Sh. Pradeep Kumar	Member
4.	Sh. Prem Negi	Member
5.	Dr. Vandana	Member
6.	Tushar Chauhan	Member



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श्री अक्षय कुमार जी से  
दिनांक 16/07/2025

प्रधान प्रचारक महोदय  
राजकीय महाविद्यालय  
सैन

विषय - पनारसा महाविद्यालय में प्रवेश करने की अनुमति हेतु  
सुविधा हेतु।

आपके महाविद्यालय की वेबसाइट पर मैंने देखा है। महोदय मैं आपके महाविद्यालय में (2023-2024) पिछले दो वर्षों में परीक्षा करने की कोशिश कर चुका हूँ। परीक्षा में हिन्दी महाविद्यालय में नहीं आया। परीक्षा में हिन्दी महाविद्यालय में आना चाहता हूँ। परीक्षा में हिन्दी महाविद्यालय में आना चाहता हूँ। परीक्षा में हिन्दी महाविद्यालय में आना चाहता हूँ।

महोदय आपकी मेरी विनम्र प्रार्थना है कि आप मुझे कुछ समय के लिए परीक्षा में हिन्दी महाविद्यालय में आना दे सकें। मैंने परीक्षा में आना चाहता हूँ। मैंने परीक्षा में आना चाहता हूँ। मैंने परीक्षा में आना चाहता हूँ।

धन्यवाद  
आपकी आज्ञाकारी शिष्या  
नीरज कुमार  
दिनांक - 14/07/2025

**राजकीय महाविद्यालय सैन**  
जिला कुल्लू, हिमाचल प्रदेश, पिन - 175134,  
दूरभाष:- 01903-293928, [www.gdcsainj.edu.in](http://www.gdcsainj.edu.in), [gcsainjhp@gmail.com](mailto:gcsainjhp@gmail.com)

NO. EDN GDC Sainj (G) 05/2016 Dated: 16/07/2025

To  
The Principal  
Govt. Degree College Panarsa  
Distt. Mandi H.P.

**Subject: Request for Permission to Allow Student to Attend Hindi Classes at Your College.**

Respected Sir/Madam,

I am writing to formally request your kind permission to allow one of our student to attend Hindi subject classes at your esteemed college. Unfortunately, due to the unavailability of a Hindi faculty member at our college since March 2024, we are unable to offer instruction in the subject.

The student, **Bhima Devi Roll No: 202301300201048**, is currently enrolled in the B.A. 3rd Year at our college and has opted for Hindi as one of his DSC-I subject. In order to ensure that the student does not face any academic disadvantage, we humbly request your support in allowing him to attend Hindi classes at your college.

We assure you that the student will maintain discipline and abide by all the rules and regulations of your institution while attending the classes.

We sincerely appreciate your cooperation and look forward to your positive response.

Thanking you in anticipation.

Principal  
Govt. Degree College  
Sainj Distt. Kullu.

Lal Singh An. Anshu Khatun  
श्री अक्षय कुमार जी से

प्रधान प्रचारक जी  
राजकीय महाविद्यालय  
सैन

विषय - सविनय निवेदन यह है कि मैं  
आपके महाविद्यालय में कक्षा स्नातक तृतीय  
वर्ष का छात्र हूँ। मैं कुछ समय के लिए  
हिन्दी विषय की कक्षाएं लगाने के लिए  
पनारसा महाविद्यालय में जानना चाहता हूँ।  
ऐसा करने में मैंने बहुत कोशिश की है।  
महोदय मैं आपसे यह विनम्र प्रार्थना  
करता हूँ कि आप मुझे पनारसा  
महाविद्यालय में कक्षाएं लगाने की  
अनुमति दे सकें। मैंने परीक्षा में आना  
आशा है।

धन्यवाद  
आपका आज्ञाकारी शिष्य,  
नीरज कुमार  
कक्षा स्नातक तृतीय वर्ष  
दिनांक - 14/07/2025

**राजकीय महाविद्यालय सैन**  
जिला कुल्लू, हिमाचल प्रदेश, पिन - 175134,  
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NO. EDN GDC Sainj (G) 05/2016-3635 Dated: 14/07/2025

To  
The Principal  
Govt. Degree College Panarsa  
Distt. Mandi H.P.

**Subject: Request for Permission to Allow Student to Attend Hindi Classes at Your College.**

Respected Sir/Madam,

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The student, **Niraj Kumar**, is currently enrolled in the B.A. 3rd Year at our college and has opted for Hindi as one of his DSC-I subject. In order to ensure that the student does not face any academic disadvantage, we humbly request your support in allowing him to attend Hindi classes at your college.

We assure you that the student will maintain discipline and abide by all the rules and regulations of your institution while attending the classes.

We sincerely appreciate your cooperation and look forward to your positive response.

Thanking you in anticipation.

Principal  
Govt. Degree College  
Sainj Distt. Kullu.

श्री अक्षय कुमार जी से  
दिनांक 16/07/2025

प्रधान प्रचारक महोदय  
राजकीय महाविद्यालय  
सैन

विषय - पनारसा महाविद्यालय में प्रवेश करने की  
सुविधा हेतु।

आपके महाविद्यालय की वेबसाइट पर मैंने देखा है। महोदय मैं आपके महाविद्यालय में (2023-2024) पिछले दो वर्षों में परीक्षा करने की कोशिश कर चुका हूँ। परीक्षा में हिन्दी महाविद्यालय में नहीं आया। परीक्षा में हिन्दी महाविद्यालय में आना चाहता हूँ। परीक्षा में हिन्दी महाविद्यालय में आना चाहता हूँ। परीक्षा में हिन्दी महाविद्यालय में आना चाहता हूँ।

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आपकी आज्ञाकारी शिष्या  
नीरज कुमार  
दिनांक - 14/07/2025

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दूरभाष:- 01903-293928, [www.gdcsainj.edu.in](http://www.gdcsainj.edu.in), [gcsainjhp@gmail.com](mailto:gcsainjhp@gmail.com)

NO. EDN GDC Sainj (G) 05/2016 Dated: 16/07/2025

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Distt. Mandi H.P.

**Subject: Request for Permission to Allow Student to Attend Hindi Classes at Your College.**

Respected Sir/Madam,

I am writing to formally request your kind permission to allow one of our student to attend Hindi subject classes at your esteemed college. Unfortunately, due to the unavailability of a Hindi faculty member at our college since March 2024, we are unable to offer instruction in the subject.

The student, **Sakshi Thakur Roll No: 2023013201032**, is currently enrolled in the B.A. 3rd Year at our college and has opted for Hindi as one of his DSC-I subject. In order to ensure that the student does not face any academic disadvantage, we humbly request your support in allowing him to attend Hindi classes at your college.

We assure you that the student will maintain discipline and abide by all the rules and regulations of your institution while attending the classes.

We sincerely appreciate your cooperation and look forward to your positive response.

Thanking you in anticipation.

Principal  
Govt. Degree College  
Sainj Distt. Kullu.

**4.4.2 Redressal within month**

**NIL**

**4.4.3 No Redressal**

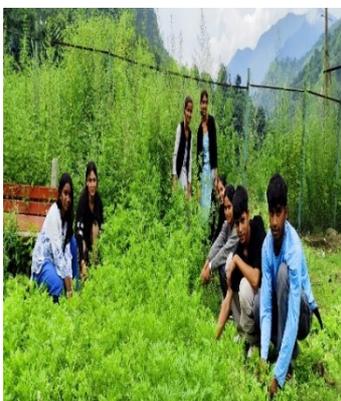
<https://gdcsainj.edu.in/pdf/SGRCproforma.pdf>

**4.5 Green and Clean Campus (Total Score:12 /16)**

**4.5.1 Green Initiative of Institution (at least 3)**

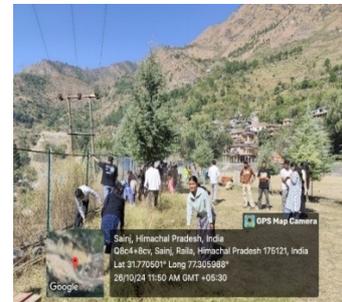
Tree Plantation, Run for GHNP and Campus cleanliness drive of college students under green initiative.

- ⇒ <https://gdcsainj.edu.in/pdf/Campusbeautification.pdf>
- ⇒ <https://gdcsainj.edu.in/pdf/PlantationDrive.pdf>



### 4.5.2 Cleanliness in Washrooms/ Buildings/ Campus

The college students indicate a high level of satisfaction regarding the cleanliness of washrooms, buildings, and the overall campus environment. Additionally, college conducts cleanliness drive in the campus.



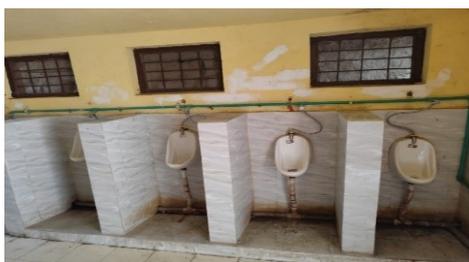
### 4.6 Facilities for Students (Total Score: 09/18)

#### 4.6.1 Common room for Girls

*Nil*

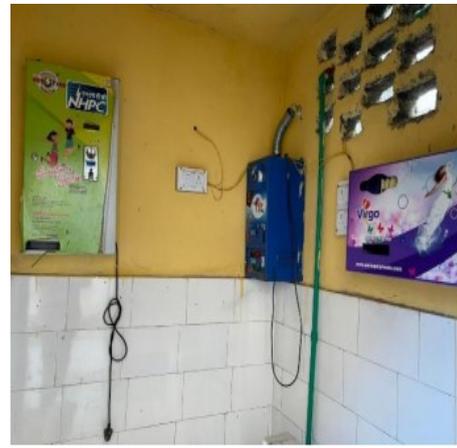
#### 4.6.2 Adequate Toilets as per Students' strength

The college has adequate toilet's facilities as per students' strength.



**4.6.3 Sanitary Napkin Vending machine/ Incinerator regularly put in use**

*In this criterion, the college claims marks for the regular utilization of sanitary napkin vending machines and incinerators, reflecting its commitment to ensuring hygiene and convenience for female students.*



**4.6.4 CSCA room with proper furniture**

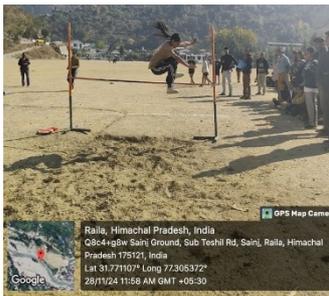
**NIL**

**4.6.5 Student Centre for Co-curricular activities and its regular usage**

**NIL**

**4.6.6 Regular usage of Playground**

*The college has earned marks for the consistent use of the playground, promoting physical activity and recreation among students.*



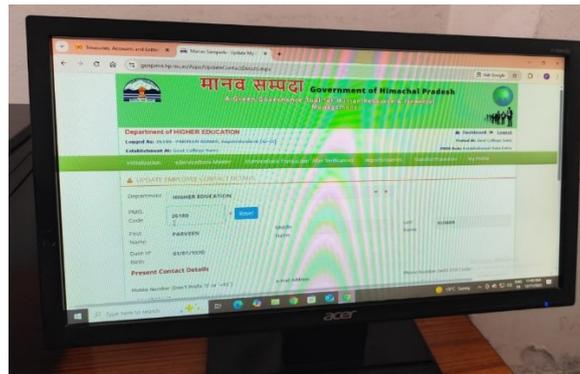
#### 4.7 Regular Updation of Service Books/ Service Records (Total Score: 3/3)

Yes, the college office staff regularly updates the Service Books and Service Records to ensure accurate and up-to-date information. This systematic approach to record-keeping reflects the institution's commitment to maintaining transparency and efficiency in its administrative processes.

(7,8,9 &10)

Point No: 7	Regular updation of Service Books/Service Records.	Yes
Point No: 8	Timely Submission of ACRs.	Yes
Point No: 9	Prompt Response to official Correspondence.	Yes
Point No: 10	Proper maintenance of official records ( Cash Books/ Stock Registers, Fund Registers, Leave records, Fine Fund etc.	Yes

H. G.  
Principal  
Govt. Degree College  
Sainj, Distt. Feroze Shah Kotla



#### 4.8 Timely submission of ACRs (Total Score: 3/3)

Yes, the college ensures the timely submission of ACRs by teachers, which reflects its commitment to maintaining accountability and performance evaluation within the faculty. As a result, the college has achieved a score of 3 marks in this area.

(7,8,9 &10)

Point No: 7	Regular updation of Service Books/Service Records.	Yes
Point No: 8	Timely Submission of ACRs.	Yes
Point No: 9	Prompt Response to official Correspondence.	Yes
Point No: 10	Proper maintenance of official records ( Cash Books/ Stock Registers, Fund Registers, Leave records, Fine Fund etc.	Yes

H. G.  
Principal  
Govt. Degree College  
Sainj, Distt. Feroze Shah Kotla



# Govt. Degree College Sainj

E-mail: [gcsainjhp@gmail.com](mailto:gcsainjhp@gmail.com)

[www.gdcsainj.edu.in](http://www.gdcsainj.edu.in)



## 4.9 Prompt response to Official Correspondence (Total Score: 5/5)

The college office demonstrates a prompt response to official correspondence, ensuring effective communication and timely handling of all official matters.

(7,8,9 & 10)

Point No: 7	Regular updation of Service Books/Service Records.	Yes
Point No: 8	Timely Submission of ACRs.	Yes
Point No: 9	Prompt Response to official Correspondence.	Yes
Point No: 10	Proper maintenance of official records ( Cash Books/ Stock Registers, Fund Registers, Leave records, Fine Fund etc.	Yes

Principal  
Govt. Degree College  
Sainj, Distt. Kullu (H.P.)

**राजकीय महाविद्यालय सैज**

जिला कुल्लू - हिमाचल प्रदेश, पिन - 175134,  
दूरभाष:- 01983-293928, [www.gdcsainj.edu.in](http://www.gdcsainj.edu.in), [gcsainjhp@gmail.com](mailto:gcsainjhp@gmail.com)

NO. EDN GDC Sainj (G) 09/2016 - 3751 Dated: 10/12/2025

To  
The Director Higher Education  
Himachal Pradesh  
Shimla-1

Subject: लोक सेवा आयोग की दिनांक 19 नवंबर 2025 को आयोजित वेबक की कार्यवाही का शब्दा: भुगतन।

Sr  
With reference to your office letter No. EDN-HE (3) F (4)-2025-L dated: 8<sup>th</sup> December 2025, on the subject cited above.  
In view of above, the required information is provided within the proforma below:-

S.No	Name of college	Date of Completion of Hostel	Category SC/ST/OBC	Whether Boys/Girls/Boys	Capacity	No. of students residing as on date (Boys/Girls)	Enrolment as per category Gen./OBC/SC/ST	Whether functional or not if not since when	Remarks
1.	GDC Sainj	There is no Hostel in P.O. GDC Sainj	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Principal  
Govt. Degree College  
Sainj Distt. Kullu.

NO. EDN-HEG/F(4)-2025-L  
Directorate of Higher Education  
Himachal Pradesh

Dated: Shimla-171001 the \_\_\_\_\_  
All the Principals Government Colleges,  
Himachal Pradesh.

Subject: लोक सेवा आयोग की दिनांक 19 नवंबर 2025 को आयोजित वेबक की कार्यवाही का शब्दा: भुगतन।

On the subject cited above, you are directed to provide the information w.r.t. the details, point wise as per the proforma given below:-

S.No	Name of college	Date of completion of Hostel	Category SC/ST/OBC	Whether Boys/Girls/Boys	Capacity	No. of students residing as on date (Boys/Girls)	Enrolment as per category Gen./OBC/SC/ST	Whether functional or not if not since when	Remarks
1.	GDC Sainj	There is no Hostel in P.O. GDC Sainj	N/A	N/A	N/A	N/A	N/A	N/A	N/A

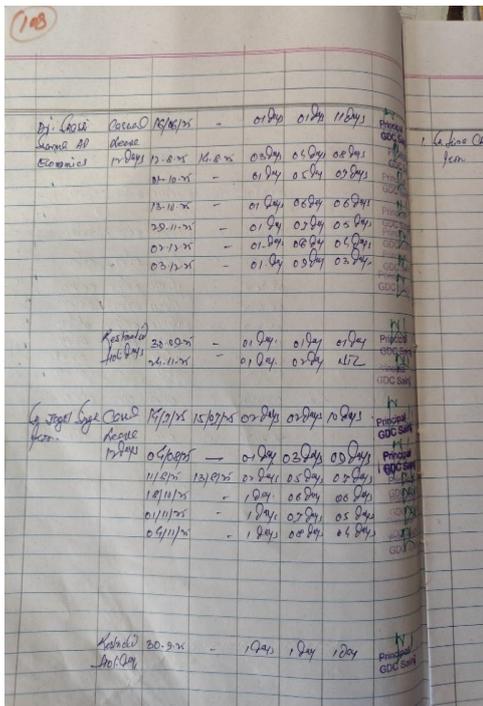
Above said information be sent to this Directorate today by 4:00Pm positively,  
through e-mail [geh@deh@gmail.com](mailto:geh@deh@gmail.com)

Personal attention be given to this effect.

Director Higher Education,  
Himachal Pradesh.

**4.10 Proper Maintenance of Official Records (Cash books/ Stock Registers, Fund Registers, Leave Records, Fine Fund etc. (Total Score 10/10)**

Yes, the college maintains proper records of official documents, including cash books, stock registers, funds registers, leave records, and fine funds. This meticulous record-keeping reflects the institution's commitment to transparency and accountability in its financial and administrative operations.



Handwritten ledger with columns for dates and amounts. Entries include:

- 12-10-25
- 13-10-25
- 18-10-25
- 25-11-25
- 02-12-25
- 03-12-25
- 23-02-25
- 24-11-25
- 15/11/25
- 15/10/25
- 11/10/25
- 12/10/25
- 18/11/25
- 01/11/25
- 06/11/25
- 20-09-25

(7,8,9 & 10)

Point No: 7	Regular updation of Service Books/Service Records.	Yes
Point No: 8	Timely Submission of ACRs.	Yes
Point No: 9	Prompt Response to official Correspondence.	Yes
Point No: 10	Proper maintenance of official records (Cash Books/ Stock Registers, Fund Registers, Leave records, Fine Fund etc.	Yes

H G  
Principal  
Govt. Degree College  
Sainj, Distt. Fuli (H.P.)  
GOVT.

CASH BOOK रोकड़

DATE	PARTICULARS	AMOUNT
15/10/25	opening Balance	275000
25/10/25	Received self	1000
28/10/25	do do	1000
29/10/25	do do	1000
30/10/25	Received Sumit	1000
31/10/25	Sumit Govt (Part-2)	1000
	<b>Total Receipt</b>	<b>7350</b>
	<b>Grand Total</b>	<b>22050</b>

CASH BOOK रोकड़

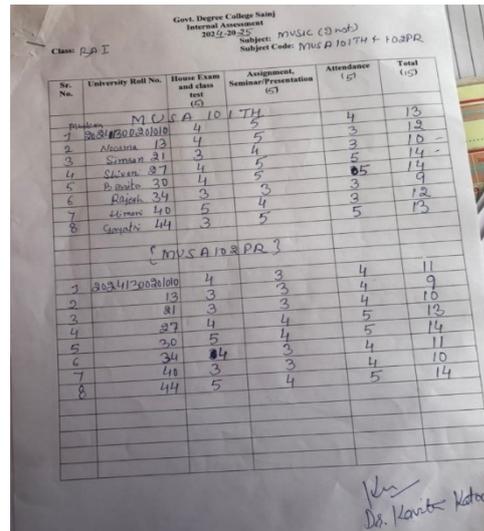
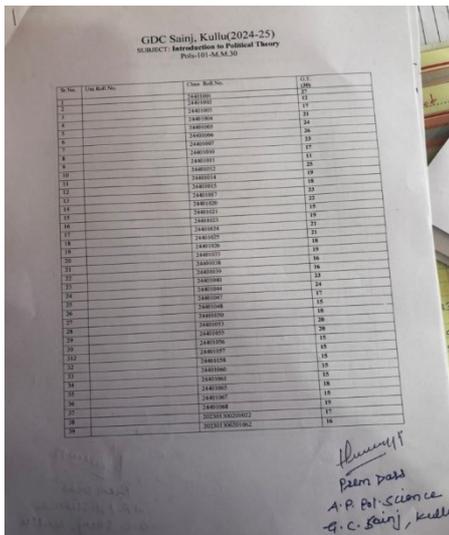
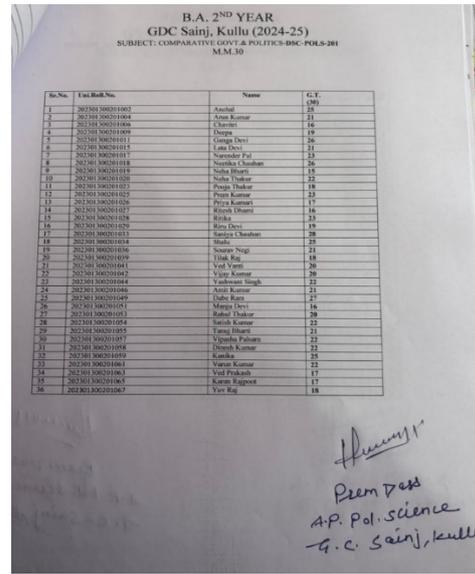
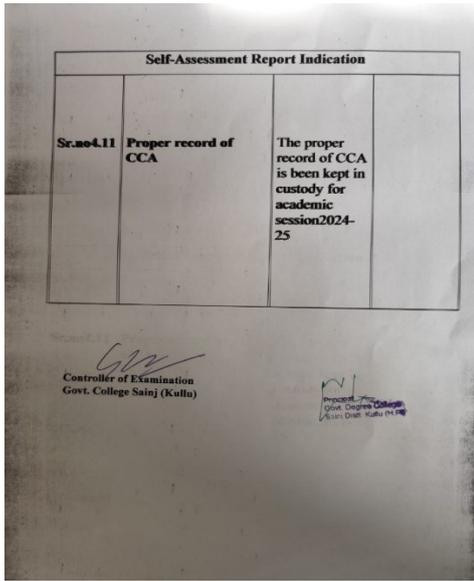
DATE	PARTICULARS	AMOUNT
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# Govt. Degree College Sainj

E-mail: [gcsainjhp@gmail.com](mailto:gcsainjhp@gmail.com)

[www.gdcsainj.edu.in](http://www.gdcsainj.edu.in)



### 4.12 Whether Ranked by NIRF or other Agencies (Total Score: 0/10)

No, the college has not been ranked by the National Institutional Ranking Framework (NIRF) or any other agencies.

### 4.13 Whether accredited by NAAC (Total Score: 0/20)

No, The National Assessment and Accreditation Council (NAAC) is an autonomous body established by the University Grants Commission (UGC) in India to assess and accredit higher education institutions. It aims to promote quality education and enhance the overall performance of colleges and universities. Currently, the college is not accredited by NAAC.

### 4.14 Whether AQARs are being submitted as per time line annually or not (Total Score: 0/12)

The college does not submit the Annual Quality Assurance Reports (AQARs, as it is not yet registered with the National Assessment and Accreditation Council (NAAC).

## 4.15 Recognition for Exemplary Contributions of the Staff and Students (Total Score: 8/8)

Yes,

1. The college community demonstrated exemplary social responsibility through active participation in relief and support activities following a fire incident in a nearby village in January 2025. The staff and students collectively organized a relief drive under the guidance of the Principal and IQAC, contributing essential items and financial assistance to the affected families. Students actively participated in collection, distribution, and on-ground support, while faculty members coordinated and supervised the activities to ensure effective implementation. A significant amount was collected and relief materials were distributed to several affected households. This commendable effort reflects the strong spirit of service, teamwork, and social commitment among the staff and students. Their dedicated contribution was widely appreciated by the local community and stands as a meaningful example of institutional values in action
2. Two teachers contributed by providing hands-on training in stitching, embroidery and knitting, the Women's Cell organised a workshop especially for students from rural backgrounds. The programme combined vocational training with community service to promote empathy, confidence and social awareness. All finished items were donated to Sahara Old Age Home, Kalath, Manali. A total of 45 students gained practical vocational skills.

**Items produced:**

- ⇒ 5 Women's Wollen Suits
- ⇒ 22 Embroidered Handkerchiefs
- ⇒ 19 Knitted Mufflers
- ⇒ 5 Pairs of Wollen Socks

<https://gdcsainj.edu.in/iqac/bestpractices/>

**The college community demonstrated exemplary social responsibility through active participation in relief and support activities following a fire incident in a nearby Tandri village**

**तांद्री अग्निकांड पीड़ितों के लिए सैज महाविद्यालय की समाजिक पहल**

1 जनवरी 2025 को नए साल के पहले दिन ही तांद्री गांव में आग की घटना हुई। तांद्री गांव हिमाचल प्रदेश के कुल्लु जिले के बंजार उपमंडल में स्थित है। भयंकर आग दुर्घटना दीपहर के समय घटी थी और देखते ही देखते आग ने पूरे गांव को अपनी चपेट में ले लिया। गांव के बेसत लोग नम आंखों से अपने जले हुए आभिरागों को निहारते रहे। इस अग्निकांड में गुरुवर्ति सेवकगण का भयंकर अवधि जहां देखा जा का सौना, चांदी व शुगर का सामान रखा जाता है, पूरा जलकर राख हो गया। लोग अपना कीमती सामान भी बाहर निकाल न पाए। इस में कोई जान का नुकसान नहीं हुआ था। घटना की सूचना मिलने के बाद सैज महाविद्यालय के को-टीच छात्र परिषद के जागरूक छात्रों व IQAC के सदस्यों, डिजास्टर मैनेजमेंट सेल के सहित यह कार्यक्रम दोफेबरे सुदेश कुमार के निर्देशन में आयोजित किया गया। इस कार्य में पहल कदम था महाविद्यालय के सभी विद्यार्थियों को एक ग्रुप में जोड़ना किन्तु मुश्किल यह थी कि उस समय महाविद्यालय में शारीरिकीन सत्र की छुटियां शुरू हो गई थी। अंता 4 जनवरी तक सभी विद्यार्थियों को ग्रुप में जोड़ दिया गया था। हमारा लक्ष्य एक सप्ताह के अंदर तांद्री गांव को प्रभावित लोगों की मदद करना था और ऐसा करने में हम सफल हुए। 5 जनवरी 2025 को महाविद्यालय की ओर से एक आर्थिक सहायता की पहल शुरू की गई जिसमें सभी विद्यार्थियों ने 200 रुपये की धनराशि का योगदान दिया। इस पुणित कार्य में महाविद्यालय की प्राध्याय महोदया व अन्य सभी शिक्षक गणों ने भी धनराशि देकर इस कार्य को सफल बनाने में अपना सहयोग दिया। 8 जनवरी 2025 को इस कार्य को आगे बढ़ाते हुए महाविद्यालय के 13 विद्यार्थियों ने जिसमें 6 छात्र व 7 छात्राएँ थी, सैज बाजार में धनराशि एकत्र करने की अनुमति महाविद्यालय की प्राध्यायार्या महोदया से मांगी व उन्होंने इस कार्य के लिए सहमति दे दी थी। प्रातः 10 बजे से 4 बजे तक विद्यार्थियों ने पूरे सैज बाजार से धन एकत्रित किया और सभी में इस पुणित कार्य में अपनी हकअ अनुसार धनराशि दी। यह कार्य हम एक सप्ताह के अंदर करे ऐसा हमारा लक्ष्य था जिसको सफल बनाने 8 जनवरी तक 40,200 रुपये एकट्ठा कर लिये थे। तांद्री गांव के प्रभावित लोगों से बातचीत करके उनकी मांगों को अनुसार उनके लिए सैज महाविद्यालय की ओर से 15 टुक, 15 केलवी, 15 सुकर, 15 कढ़ाई, 15 बरमोस, 15 परत, व 15 तथा देना निश्चित किया गया। 10 जनवरी को सैज महाविद्यालय के विद्यार्थियों ने समाजिक दायित्व निभाते हुए अग्निकांड पीड़ितों को सहत समग्री प्रदान

की ओर उन्हें मानसिक सहायता दिया। गांव वालों ने छात्रों की इस मदद के लिए उनकी सराहना की। यह पुणित कार्य महाविद्यालय की प्राध्यायार्या महोदया, शिक्षक गणों व विद्यार्थियों के सहयोग के बिना अमूर था। इस अवसर पर महाविद्यालय के प्राध्यायार्या महोदया डॉ. सुजाता ने सैज महाविद्यालय के सभी विद्यार्थियों को को-टीच छात्र परिषद की, IQAC और डिजास्टर मैनेजमेंट सेल की इस समाजिक पहल की सराहना की। यह कदम विद्यार्थियों को समाजिक सेवा और आपदा प्रबंधन के प्रति उनकी जागरूकता को दर्शाता है। इस पहल ने समाज में एक साकारताका का संदेश भी दिया है।

शिल्पा  
अध्यक्षा  
महाविद्यालय छात्र परिषद संघ  
राजकीय महाविद्यालय सैज



**Hands-on Training in Stitching, Embroidery and Knitting**



Shallin, Himachal Pradesh, India  
56rr+929 Foot Over Bridge, Shallin, Himachal Pradesh 175143, India  
Lat 32.19023° Long 77.190178°  
01/01/25 12:54 PM GMT +05:30

**4.16 Involvement of Stakeholders (Total Score: 20/20)**

**4.16.1 PTA**

The Parent-Teacher Association (PTA) has been constituted in accordance with established norms and has actively supported the college through significant contributions.

DATE: 34/11/2024

The PTA General house of the college was held on 11th August 2024 in the College Campus. The meeting started the chairpersonship of Dr. Sujata. In this meeting the P.T.A body of the college was formed. The following members were unanimously elected for their respective post.

1. President - Sh. Jai Singh - [Signature]
2. Vice-President - Smt. Deepa Devi - [Signature]
3. Secretary - Dr. Kavita Katoch - [Signature]
4. Joint Secretary - Sh. Jag Raj - [Signature]
5. Treasurer - Sh. Ved Prakash - [Signature]
6. Aided technical members - i) Sh. Keonv Roon - [Signature]  
ii) Sh. Shu Singh - [Signature]
7. Chief advisor - Smt. Sharu Devi - [Signature]

Members from parents:

1. Smt. Leela Devi - [Signature]
2. Smt. Banti Devi - [Signature]
3. Sh. Ravinder Singh - [Signature]

Members from teachers:

1. Prof. Hoshwar - [Signature]
2. Prof. Pradab - [Signature]
3. Dr. Vandana - [Signature]
3. Prof. Pawan - [Signature]

following are the minutes of this meeting:

- 1) PTA members decided to ask HPWD to speed up the construction work of college buildings.
- 2) It is also decided to look into the matter regarding pre-fabricated structure (Funds & Progress).

DATE: 18/12/2024

The PTA Meeting of Govt. Degree College was held on 18th December 2024 in the office of Principal. The meeting started under the chairpersonship of Dr. Sujata. Following are the minutes of meeting:

1. Demand raised for classroom furniture, computers, books & sports-items.
2. PTA also resolved to make pre-fabricated structure.
3. It was decided to send a consolidated proposal to NHPC for the next session.

meeting ended with thanks to the chair.

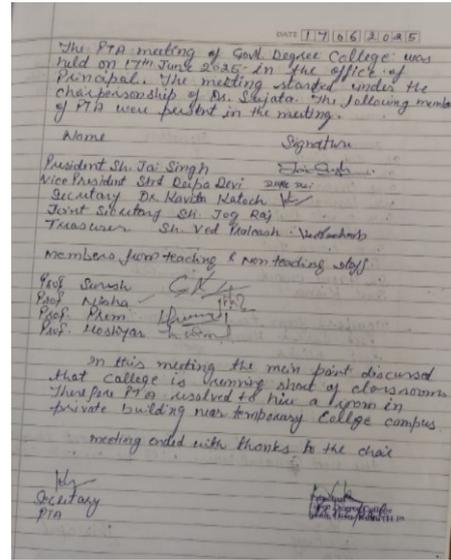
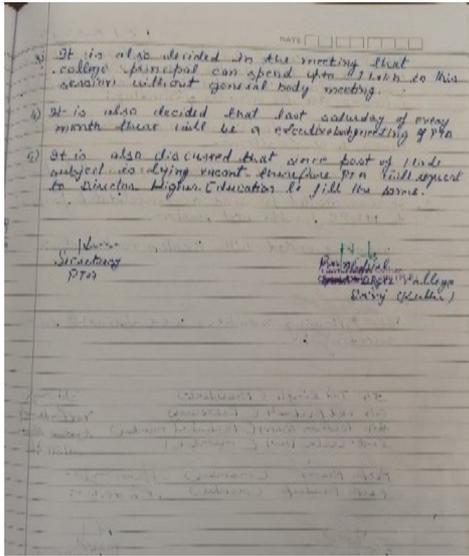
The following members were present in the meeting:

Sh. Jai Singh (President) [Signature]  
Sh. ved Prakash (Treasurer) [Signature]  
Sh. Keonv Roon (Technical member) [Signature]  
Smt. Leela Devi (member) [Signature]

Prof. Pawan (member) [Signature]  
Prof. Pradab (member) [Signature]

Secretary PTA [Signature]

Principal Govt. Degree College [Signature]



#### 4.16.2 OSA

Yes, OSA named Alumni Association Govt. Degree College Sainj (Kullu) registered under society act 2006 number as: HPCD-18226.

⇒ **Financial contribution or equivalent (in-kind) per 100 Alumni of Rs25000/- per annum Rs.2950**

⇒ **The non-financial contribution of OSA:**

A five-day Yoga Workshop was conducted from 18–22 November 2024 under the guidance of Acharya Bhuvnesh Kumar from Sainj Yog Kendra and Sh. Ramkrishna from the Ayush Department. A total of 125 students participated and benefitted from the sessions.

The workshop, titled “Yoga for the Mind, Body, and Soul,” focused on enhancing physical flexibility, mental clarity, and emotional well-being. Participants were introduced to foundational asanas, breathing techniques, and mindfulness practices. The sessions encouraged students to incorporate yoga into their daily routine to cultivate balance, inner peace, and holistic health.

<https://gdcsainj.edu.in/campus/nphotos/>

#### Executive Members

Sr. No.	Name	Designation	Contact No.
1	Dr. Sujata (Principal)	Chief Patron (ex-officio)	9418281284
2	Gopal	President	9015245947
3	Godavari Devi	Vice President	7876707147
4	Pradeep Kumar	General Secretary	7018182087
5	Gumat Ram	Joint Secretary	9882664011
6	Kavita Katoch	Treasurer	9459013846





## Govt. Degree College Sainj

E-mail: [gcsainjhp@gmail.com](mailto:gcsainjhp@gmail.com)

[www.gdcsainj.edu.in](http://www.gdcsainj.edu.in)



**Development & Fee:** 80% of parents feel the college is able to inculcate social values in their child, and 70% feel it provides a suitable environment for overall development. A majority (79.7%) find the fee structure to be Suitable. The parents were fully satisfied with progress and facilities in the colleges as per the feedback collected from parents.

**4.18 Annual Review Meeting on students' outcomes in academics, Co-curricular Activities, Extra-curricular and Extension Activities and Action Taken during the next Academic Session for achieving Excellence (Total Score: 25/25)**

Yes, Annual review meeting was conducted by the IQAC and an action plan was proposed to evaluate to outcome and achievements academic, co-curricular, extra-curricular and extension activities along with feedback from students and parents. Students and staff achievements are appreciated and any shortcoming are identified and addressed for improvements in the following years to achieve excellencies in all areas.

<https://gdcsainj.edu.in/pdf/ARM2024-25.pdf>

