



श्री वेंकटेश्वर महाविद्यालय
(दिल्ली विश्वविद्यालय)
Sri Venkateswara College
(University of Delhi)
NAAC Grade A+



Ref No : SVC/Acs/2024/P/8379

25th September, 2024

DUSU & SVC STUDENTS' UNION ELECTIONS 2024-2025

ELECTION DUTY CHART
(Non-Teaching Staff)

Date of Election	27 th September, 2024 (Friday)
Voting Timing	08:30 AM to 01:00 PM
Counting of Votes	02:00 PM onwards
Reporting Time	08:00 AM

The Staff Members are requested to be present in their respective Booths by 8:00 AM sharp. Entry be made from College Main Gate with proper Identity Card issued by the College and for those coming from South Campus side, the last entry should not be later than 7:30 AM, as Police would baricate the entry from that side:-

CONTROL ROOM :: PROF. ANANT PANDEY, RETURNING OFFICER

Mr Madan Lal Gautam, Mr Pawan Kumar Pandey, Mr Naveen Chaudhary, Mr Kumar Ashish and Mr Arun Sharma,

GENERAL SUPERVISION

Mr Madan Lal Gautam, Mr Pawan Kumar Pandey, Mr Sudesh Kumar, Mr Mohit, Mr U.R.R. Narendra, Ms P. Padmawathi, Mr B. Ramachandra Rao, Mr G. Krishna Murthy, Mr V. Parthasarathy, Mr K. Madhusudhan and Mr Suresh Kumar.

AT THE LOBBY AND MAIN GATE

Mr Shyam Bahadur Thapa, Mr S.K. Tiwari, Mr K. Vijaya Kumar, Mr K. Mohd Rafi, Mr. Rajesh Indwar and Mr. Neeraj Kumar Sharma.

ENTRY POINT :: (DR V. KRISHNA MOORTHY BLOCK :: MAIN GATE)

Mr Sunil Kumar, Mr Mrigesh Kumar, Mr K. Ch Adinarayana, Mr Vijay Prakash and Mr. Om Prakash.

EXIT POINT :: (DR V. KRISHNA MOORTHY BLOCK)


Mr P.Narasimha Rao, Mr. Anil Singh Negi, Mr Rakesh Singh, Mr Sachin (Chemistry) and Mr Ravish.


Booth I: (Botany Laboratory, Dr V. Krishna Moorthy Block, Ground Floor)

Courses: B.A. (H) Economics/English/Hindi/History/Political Science/Sanskrit/Sociology (Part I/II/III)

Staff on Duty :- Ms N. Uma Devi, Mr. Reji Joseph, Mr Ashok Kumar Pandey, Mr Arvind Kumar, Ms. Kumari Manimala, Mr Nikhil Kumar, Mr Sachin Sharma and Mr. Ashish Kumar.

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Prof Anant Pandey
Returning Officer
Sri Venkateswara College Students' Union

Prof Vajala Ravi
Principal
Election Officer

PRINCIPAL
Sri Venkateswara College
(University of Delhi)
Dhaura Kuan, New Delhi-110021

COLLEGE STUDENTS UNION & DUSU ELECTIONS 2024-2025
(ELECTION DUTY CHART FOR NON-TEACHING STAFF)

Booth II: (Chemistry Laboratory, Dr V. Krishna Moorthy Block, Ground Floor)

Courses: B.A. (Programme)/B.Sc. (H) Biological Sciences/B.Sc. Life Sciences (Programme)/B.Sc. (H) Statistics (Part I/II/III)

Staff on Duty :- Mr J. P. Mishra, Mr B. Ram Kumar, Mr. Ramesh Chandra Bhatt, Ms S. Padma Sundari, Mr Anendar Kumar Manjhi, Mr Ashish Giri and Mr Mohit Kumar.

Booth III: (Zoology Laboratory, Dr V. Krishna Moorthy Block, First Floor)

Courses: B.Com./B.Com(H) (Part I/II/III) / M.A. English/History/Sanskrit/M.Sc. Chemistry/Mathematics/Physics/Statistics (Part I/II) / PG Diploma Molecular and Biochemical Technology (Part I)

Staff on Duty :- Ms Alisa Rebecca Minj, Mr Anshul, Ms Sandhya Salunia, Mr. Vinod Kumar, Ms A. Jayamma, Mr Sonu, Mr Ram Niwas, Mr Lalit and Ms Shilpi.

Booth IV: (Electronics Laboratory, Dr V. Krishna Moorthy Block, Second Floor)

Courses: B.Sc.(H) Mathematics/Biochemistry/Botany/Chemistry/Electronics/Physics/Zoology (Part I/II/III)

Staff on Duty :- Mr Rajiv Goel, Mr Vikas Motla, Ms T. V. Padmavati, Ms Anjna Bansal, Mr Anil Kumar (Botany), Mr Sanjeev Kumar, Mr Yogender and Ms Nasreen Ansari.

Mr Kumar Ashish, Mr Arun Sharma, Mr Pankaj Bhati and Mr Jada Jagannadham will assist to Section Officer (Administration) and will verify whether the student concerned (in the absence of College Identity Card/Original Fee Payment Receipt) is a bonafide student of the college, enabling them to cast their votes for DUSU/Sri Venkateswara College Students Union Elections, if otherwise eligible. Mr Ravinder Singh will also work under the supervision of Section Officer (Administration) till the election is over.

Further, Ms Roma Tiwari, Ms S. Radha Madhavi, Mr Vishal Bhardwaj and Mr Manoj, MTS (Accounts) will assist to Section Officer (Accounts) and will verify whether the student concerned (in the absence of College Identity Card/Original Fee Payment Receipt) has paid the Admission Fee within the stipulated period. Please note that the Electoral College for elections to Delhi University Students' Union will consist of all students admitted to various courses of study in the College by 18th September, 2024 for 1st, 2nd and 3rd year students enabling them to cast their votes for DUSU/Sri Venkateswara College Students Union Elections, if otherwise eligible.

The following employees will exclusively attend to the Booths-in-Charges as mentioned below:-


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|----|------------|----|---|
| 1. | Booth No.1 | :: | Mr Narender Thapa and Mr Arvind Singh Rawat. |
| 2. | Booth No.2 | :: | Mr Shitla Prasad Kashyap and Mr Venkata Nagaraju. |
| 3. | Booth No.3 | :: | Mr Uday Singh Saini and Mr Manish Mehra. |
| 4. | Booth No.4 | :: | Mr. M.Venkatapathi Rao and Ms Neetu. |

Mr K. V. M. V. Prasada Rao will assist Prof. Anant Pandey, Returning Officer, from 8:00 AM till the Election is over.

NEAR LIBRARY :: POINT FOR DIRECTION

Mr M. P. Yadav, Mr. Tarun Mohan, Mr Jagmohan, Mr Lanka Satyanarayana and Mr. Baljeet.

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Prof Anant Pandey
Returning Officer
Sri Venkateswara College Students' Union

Prof Vajala Ravi
Principal
Election Officer

PRINCIPAL
Sri Venkateswara College
(University of Delhi)

COLLEGE STUDENTS UNION & DUSU ELECTIONS 2024-2025
(ELECTION DUTY CHART FOR NON-TEACHING STAFF)

COUNTING DUTIES

Venue: Room Nos. 57 and 158, V. Krishnamoorthi Dr V. Krishna Moorthy Block
Timing: 2:00 PM Onwards (All Staff Members assigned Counting Duties must report at the Venue at 01:30 PM)

Room Nos. 57, Dr V. Krishnamoorthi Dr V. Krishna Moorthy Block

Mr M. Satyanarayana, Mr Anish Kumar, Mr Arvind Singh Rawat, Ms Nidhi Gulia, Mr Anil Kumar (Botany), Ms. Payal Kumari and Mr Rinku.

Room Nos. 158, Dr V. Krishnamoorthi Dr V. Krishna Moorthy Block

Mr K. Vasantha Rao, Mr Suresh Kumar, Mr T. Srinivasa Rao, Mr Mrigesh Kumar, Mr Arun Sharma and Mr Sandeep Luehera.

REFRESHMENTS

Mr K. V. M. V. Prasada Rao, Mr Sudesh Kumar, Mr Anil Kumar (Chemistry), Mr Sheetla Prasad Kashyap, and Mr Dharmendra Kumar Mahto.

All persons working through Security Agency are required to report Mr U.R.R. Narendra, Caretaker, at 7:00 AM Sharp, on 27th September, 2024 for allotment of work. The following Staff Members will assist the Principal/ Returning Officer in preparation of ballot boxes distribution to the Booth Centres :-

Mr M. L. N. Murthy, Mr U.R.R. Narendra, Mr Tarsem, Mr Ravinder Singh, Ms S. Radha Madhavi and Mr Daya Ram.

Further, Mr Ranbir will assist Mr U.R.R. Narendra, Caretaker to keep the Polling Booths and Corridors etc clean and ready for arrangements on 26th September, 2024 at 1:30 PM and on 27th September, 2024 at 7:30 AM during Election Period in the College:-

Sealing of Ballot Boxes in the Principal's Room at 8:00 AM sharp and in the respective Booths after the Polling at 1:05 PM on 27th September, 2024:-

Mr Uday Singh Saini, Mr Manish Mehra, Mr Daya Ram and Mr Ravinder Singh.


DUSU BALLOT BOXES

Mr S. K. Tiwari, Mr Anil Kumar and Mr Chetan (Sports Department) will assist in delivering the sealed ballot boxes to the University.

NOTE :-

1. All other Members of the Non-Teaching Staff whose names do not appear in the above list, will report for duty at 8:00 AM sharp on 27th September, 2024 i.e. on the Polling Day in the Principal's Room.
2. Lunch will be arranged for all Staff Members at 1:15 pm in the Canteen area.

ACTIVE CO-OPERATION OF ONE AND ALL IS HIGHLY SOLICITED.


Prof Anant Pandey
Returning Officer
Sri Venkateswara College Students' Union

Prof Vajala Ravi
Principal
Election Officer


PRINCIPAL
Sri Venkateswara College

Copy forwarded for information and necessary action to the Teacher-in-Charge/Coordinators of the respective departments, Section Officers (Accounts & Administration), Principal's office, Wardens (Hostels), Librarian, Dealing Assistants/Hands (Accounts, Administration & Establishment), College Website; and File.