

### Duty Assign (2025-26)

S.No.	Name	Mo. Number	Course	Students Dealing	Annual Fees Generation for 2nd,3rd and 4th Yr.	Exam Form checking and Verification of exam form	Internal Assessment/Tutorial/Practical and SEC/AEC/VAC Term End Marks collect and upload on portal within given time.	Any correction at the time of Examination
1	Mr. Vidyasagar	9711781251	BCOM I YR	YES	NO	YES	YES	NO
2	Mr. Saurabh Saxena	9795780171	BA I YR	YES	NO	YES	YES	NO
3	Mr. Nagender	9540208420	BCOM II YR	YES	NO	YES	YES	NO
4	Mr. Thakur Adhikari	7503710224	BA II YR	YES	YES	YES	YES	YES
5	Mr. Motilal	8920145778	BCOM III YR	YES	NO	YES	YES	NO
6	Mr. Kuldeep Rawat	9643225801	BA III YR	YES	YES	YES	YES	YES
7	Mr. Srikant Tiwari	9999072706	BCOM IV YR	YES	NO	YES	YES	NO
8	Mr. Mukesh Attri	9582154583	BA IV YR	YES	NO	YES	YES	NO

Mr. Bharat Bhushan (9210312169)/Mr. Vidyasagar (9711781251) - Library  
 Mr. Om Prasad (9868894650) and Mr. Harender (9999291109) Office/Degree  
 Mr. Sachin Kumar (9716600864) Account of Office, bills and Association Money

*Or*

*Students may call to concerned staff member (during office hours) for any query relating to fee/Exam fee/IA/CA etc.*

Prof. Sunil Kumar  
 TIC-DDUC  
 NCWEB