



# New Delhi Institute of Management

Estd. in 1992 • Affiliated to GGSIPU for BBA • Rated A+ by SFRC, JAC & Academic Audit of GGSIPU, Govt. of NCT Delhi  
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Date: 23.08.2023

## NOTICE

This is to inform all Teaching and Non-Teaching staff members that different assignments are allocated to the following teachers. Requesting you all to kindly complete the assigned task on time.

### Tasks:

Task	Person Concern	Time
PTM	Dr Rohtash (PC) Ms Jaya (PC)	Every third Saturday
Feedback of Students (3 <sup>rd</sup> Sem)	Dr Tanvi, Ms Priyanshi	15 <sup>th</sup> September, 2023
Feedback of Students (5 <sup>th</sup> Sem)	Dr Tanvi, Ms Priyanshi	11 <sup>th</sup> October, 2023
Remedial Classes	Dr Shailendra (Examination cell for data, Dr Shubham (in Coordination with TT Committee)	17 <sup>th</sup> October, 2023
Bridge Class	Dr Shubham	Within one week of Commencement of first semester ( in Coordination with TT Committee)
Teacher Feedback	Mr Rahul	16 <sup>th</sup> October, 2023
Alumni Feedback Form Filling	Mr Roop, Mr Anil	At the time of Degree distribution
Degree Distribution	Academic officer	
Employer Feedback	Ms Geetu/ Ms Jasleen	

Dr Niraj Saxena  
(Principal)  
New Delhi Institute of Management

Dr Bhawna Bhatnagar  
Dean, Academics and Student Welfare  
New Delhi Institute of Management

CC:  
Chairperson Office  
IQAC Director  
Administration  
Website