



**Kanoria  
PG Mahila  
Mahavidyalaya  
Jaipur**

Ref. No. KMM/2024-25/148

Date 7/5/2024

**Office-Order**

The following staff members will conduct the Physical Verification of the departments / areas of the college mentioned against their names for the academic session 2023-24-

S. No.	Name of Department	Name of Faculty Members
1	Biotechnology	Dr. Sakshi Sharma, Dr. Chetna Sharma
2	Botany	Dr. Suman Dhanaka, Dr. Manisha Kumari
3	Chemistry	Dr. Ritu Jain, Dr. Pragati Natani
4	Computer Science	Ms. Nisha Saini, Dr. Prerna Singh Lavania
5	Drawing and Painting	Ms. Vijay Laxmi Gupta, Dr. Nimisha Gaur
6	Geography	Dr. Ritu Gupta, Ms. Priyanka Jangid
7	Home-Science	Ms. Rukshar, Dr. Shipra Goyal
8	Physical Education (Sports)	Dr. Sheetabh Sharma, Dr. Palu Joshi
9	Physics	Dr. Mohita Chaturvedi Sharma, Ms. Poorva Bhardawaj
10	Psychology	Dr. Sunita Shekhawat, Ms. Sheelu
11	Zoology	Dr. Prabha Bajaj, Dr. Deepti Chauhan
12	Hostel	Dr. Akanksha Ganda, Dr. Harsha Sharma
13	Library	Dr. Ragini Sharma, Dr. Kumud Tanwar, Dr. Sarita Sharma, Dr. Manisha Khinchi <i>Mrs. Krishna Sharma, Mr. Govind Singh Chauhan, Mr. Neeraj Muhana, Mr. Inderlal Basanwal and Mr. Jagdish Prasad Jagrawal will assist the Committee</i>
14	Store	Dr. Nidhi Gupta, Dr. Dharma Yadav, Ms. Rishi Dassani, Dr. Swati S. Sultania, Ms. Yogita Solanki, Dr. Sneha Nandwana <i>Mr. Mukesh Kumar (D&amp;P), Mr. Rakesh Kumar Sharma, Mr. Sitaram Bairwa, Mr. Jitendra Chittodia, Mr. Lala Ram, Mr. Sushil Kumar Tailor, Mr. Ramesh Chand, Mr. Mukesh Kumar (Electrician cum Helper) and Mrs. Prakash Kanwar will assist the Committee</i>

*Report of the Physical Verification should be submitted to the Vice-Principal, College Development by 30th May, 2024. Report of Physical Verification of B.Sc. and M.Sc. Laboratories are to be submitted separately.*

*sd*  
Principal

Copy to: -

- ✓ 1. Vice-Principal, College Development, KMM, Jaipur
2. Concerned Department HoDs/ Committee Members, KMM, Jaipur
3. Hostel Warden, KMM, Jaipur
4. Librarian, KMM, Jaipur
5. Caretaker, KMM, Jaipur
6. Store Keeper, KMM, Jaipur
7. Staff Notice Board, Office Notice Board
8. Office Guard File
9. Store Guard File

*Seema*  
Principal

Principal

Kanoria PG Mahila Mahavidyalaya  
JAIPUR

**Physical Verification Report**  
**Session – 2023-24**

I have checked the store/registers of the M.Sc. Zoology Lab and physically verified the articles entered in stock register no. 1, 2, 3, 4 and noted, the Nos. of articles found in the stock register.

1. All the entries of stock register no. 1, 2, 3, 4, are correct.
2. The following articles were found short in stock register no. NO. Article found
  - a. Short in Stock Register
  - b. —
  - c. —
  - d. —
3. The following articles were found in excess in stock register no. Nil
  - a. Nil
  - b. Nil
  - c. Nil
  - d. Nil
4. The following articles were found repairable :
  - a. BOD Incubator
  - b. PH Meter
  - c. Dust Sampler. (old used in MSc. environment)
  - d. —
5. The following articles were found un-servicable and recommended for disposal.
  - a. Nil
  - b. Nil
  - c. Nil
  - d. Nil

Rajwan  
25/5/24  
(Signature with Date)  
Concerned Department Storekeeper/  
Store Incharge

Ranjana  
25/5/24  
(Signature with Date)  
Concerned Department Head

Dinesh  
25/5/24  
(Signature with Date)  
Physical Verification Officer

Ranjula Jais  
(Signature with Date)  
Vice-Principal (College Development)

Deenu  
(Signature with Date)  
Principal

**Physical Verification Report**

**Session – 2023-24**

I have checked the store/registers of the Psychology and physically verified the articles entered in stock register no. 01 (UG) & 02 (PG) and noted, the Nos. of articles found in the stock register.

1. All the entries of stock register no. 01 and 02 (University Kanoria) are correct.

2. The following articles were found short in stock register no. \_\_\_\_\_

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

3. The following articles were found in excess in stock register no. \_\_\_\_\_

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

4. The following articles were found repairable :

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

5. The following articles were found un-serviceable and recommended for disposal.

- a. Vernier's Chromoscope
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

Note : Both the Registers are weathered & need to be changed

[Signature]  
31/05/2024.  
(Signature with Date)  
Concerned Department Storekeeper/  
Store Incharge

[Signature]  
31/05/2024  
(Signature with Date)  
Concerned Department Head

[Signature]  
(Signature with Date)  
Physical Verification Officer

[Signature]  
(Signature with Date)  
Vice-Principal (College Development)

[Signature]  
(Signature with Date)  
Principal

**Physical Verification Report**

**Session – 2023-24**

I have checked the store/registers of the Physical Education and physically verified the articles entered in stock register no. 02. and noted, the Nos. of articles found in the stock register.

1. All the entries of stock register no. 02. are correct.

2. The following articles were found short in stock register no. \_\_\_\_\_

- a. NIL.
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

3. The following articles were found in excess in stock register no. 02.

- a. NIL.
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

4. The following articles were found repairable :

- a. Hurdles (Bin no.)
- b. Cricket Bat (2 in no.)
- c. \_\_\_\_\_
- d. \_\_\_\_\_

5. The following articles were found un-serviceable and recommended for disposal.

- |   |  |
|---|--|
| a. <u>Cricket Helmet - 6</u>                    | (g) <u>Cricket Balls (White) - 54.</u> |
| b. <u>Flags - 23</u>                            | (h) <u>Cricket Balls (Red) - 65</u>    |
| c. <u>Measuring Tape - 2.</u>                   | (i) <u>Hand Ball - (6)</u>             |
| d. <u>Tennis Ball - 24</u>                      | (j) <u>Foot Ball - (13)</u>            |
| e. <u>Pump - 1</u>                              | (k) <u>Keeper Pad - (01)</u>           |
| f. <u>Cricket Batting Gloves - 2+2 = 4 pair</u> | (l) <u>Volley Ball (11)</u>            |

JSTTA 31/4  
(Signature with Date)  
Concerned Department Storekeeper/  
Store Incharge

Darish 27/5/24  
(Signature with Date)  
Concerned Department Head

Pal 27/5/24  
(Signature with Date)  
Physical Verification Officer

Ranjula J  
(Signature with Date)  
Vice-Principal (College Development)

deans  
(Signature with Date)  
Principal

**Physical Verification Report**  
**Session – 2023-24**

I have checked the store/registers of the Computer Science and physically verified the articles entered in stock register no. 04 and noted, the Nos. of articles found in the stock register.

1. All the entries of stock register no. 04 are correct.

2. The following articles were found short in stock register no. Nil.

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

3. The following articles were found in excess in stock register no. Nil

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

4. The following articles were found repairable :

- a. \_\_\_\_\_ Nil
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

5. The following articles were found un-serviceable and recommended for disposal.

- a. Mouse - 26
- b. Key board - 03
- c. \_\_\_\_\_
- d. \_\_\_\_\_

Nash  
17/05/24  
(Signature with Date)  
Concerned Department Storckeeper/  
Store Incharge

[Signature]  
17/05/24  
(Signature with Date)  
Concerned Department Head

[Signature]  
17/05/2024  
(Signature with Date)  
Physical Verification Officer

Ranjula Jain  
(Signature with Date)  
Vice-Principal (College Development)

[Signature]  
(Signature with Date)  
Principal