



Engineering College, Ajmer

(An Institute of Govt. of Rajasthan)

Badliya Chauraha, National Highway No. 8, Ajmer - 305025

Web Site: www.ecaajmer.ac.in

+91 145 2971024

Email: principal@ecaajmer.ac.in

Ref: ECA/Proctor/2020/119

Date: 11/09/2020

OFFICE ORDER

Following committee is hereby constituted to coordinate and complete all the formalities / works related to the B.Tech. Admissions (1st year) for the session 2020-21 (through REAP, LEEP, JEE (Mains) & other admissions). All the HODs are requested to relieve the concerned faculty and staff members on priority basis whenever admissions are in process or required by the proctor section.

Admission Officer:


Dr. V.C. Jain (Chief Proctor)

Assistant Admission Officers:

Dr. R.P. Sharma (Proctor), Dr. Suresh Sahu (Proctor)

Sr.No.	Branch	Branch wise Committee	Class - IV Employee
1	Mechanical Engineering	Sh. Mool Chand – Proctor (Convener) Sh. Vinod Kr. Verma Sh. Mahesh Chand Meena (LDC) Sh. Rajesh Kr. Kumawat (Lab Technician)	Sh. Shivji Ram Bhat (Through Contractor)
2	Civil Engineering	Sh. Mahesh Manwani – Proctor (Convener) Dr. Anand Bansal Sh. Kailash Chand Yadav (LDC) Sh. Ramesh Chand (Lab Technician)	Sh. Anand (Through Contractor)
3	Electrical Engineering	Sh. Ajay Agarwal – Proctor (Convener) Dr. Anil Maheshwari Sh. Kailash Chand Yadav (LDC) Sh. Devendra Kr. Sanadhya (Lab Technician)	Smt. Beena Sen (Lab Attendant)
4	Electronics Instrumentation & Control Engineering	Sh. Ajay Dadhich – Proctor (Convener) Dr. Chandra Prakash Jain Sh. Bhupendra Singh Rathore (Lab Asst.) Smt. Anita Satyavana (Lab Technician)	Sh. Kana Ram (Lab Attendant)
5	Electronics & Communication Engineering	Sh. Lalit Kr. Dusad – Proctor (Convener) Dr. Deepak Jhanwar Sh. Raj Kumar Tailor (Lab Asst.) Sh. Dara Singh (LDC)	Sh. Shyoraj (Lab Attendant)
6	Computer Engineering	Sh. Anil Kr. Tailor – Proctor (Convener) Sh. Prakash Meena Sh. Arjun Choudhary (Lab Asst.) Ms. Shikha Diwakar (LDC)	Sh. Rajesh (Through Contractor)
7	Information Technology	Sh. Deepak Gupta – Proctor (Convener) Sh. Ravinder Singh Sh. Tahir Ullah Khan (Lab Asst.) Sh. Indrasen (Through Contractor)	Sh. Charan Singh (Through Contractor)
8	Proctor Section	Sh. Amit Kumar, LDC	
9	Fee related work committee	Sh. Praveen Gupta (Jr. Accountant), Sh. Madan Mohan (D.E.O.)	

Looking to the pandemic Covid-19, the reporting of the allotted candidates is to be arranged in the respective department. All the HODs are hereby instructed to make all necessary arrangements of sitting of admission committee members in their department. The arrangement may be made preferably in the Computer Lab of the department. All the available resources of the department like Computer, Printer, Photo state etc. shall be provided to the admission committee by the HODs. All heads are requested to provide full co-operation to the admission committee. Working will be effective from 14/09/2020. Timing shall be 9.00 AM to 04.00 PM. All Proctors (Conveners) will ensure to submit duly signed daily report of admission with seat matrix in Proctor Section at the end of each day. All the above admission committee members are directed to follow the guidelines regarding Covid -19 issued by time to time by the government. If required and on request, the HODs will arrange the classes of admission committee faculty members of their department.


Principal

Copy to college on website:-

1. All the above mentioned Conveners, Faculty & Staff members for necessary action.
2. All HODs for necessary compliance.
3. Registrar
4. DR (F)
5. Guard File


Chief Proctor