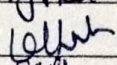

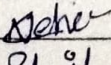

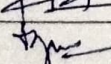
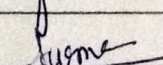




## Grievances & Redressal Committee Meets

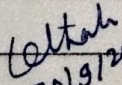
Date :- 30/09/2024

A meeting of grievances & redressal committee was held on 30/09/2024 in the department at

The following members of the committee were present :-

| S.N. | Name                | Signature  |
|------|---------------------|--|
| 1.   | Dr. Kavita Thakur   |    |
| 2.   | Dr. Swagata Berg    |    |
| 3.   | Ms. Neha Dewangan   |   |
| 4.   | Ms. Shailbala Moure |  |
| 5.   | Mr. Mohanish Sahy   |  |
| 6.   | Mr. K. Anil Kumar   |  |
| 7.   | Ms. Shalinee Verma  |  |
| 8.   | Ms. Megha Sahy      |  |

- No grievances were found.
- All students were satisfied.

  
30/9/2024  
• HEAD  
S.O.S. in Electronics & Photonics  
Pt. Ravishankar Shukla University  
RAIPUR (C.G.) 492 010



# SoS in Electronics & Photonics

## Pt. Ravishankar Shukla University, Raipur (C.G.)

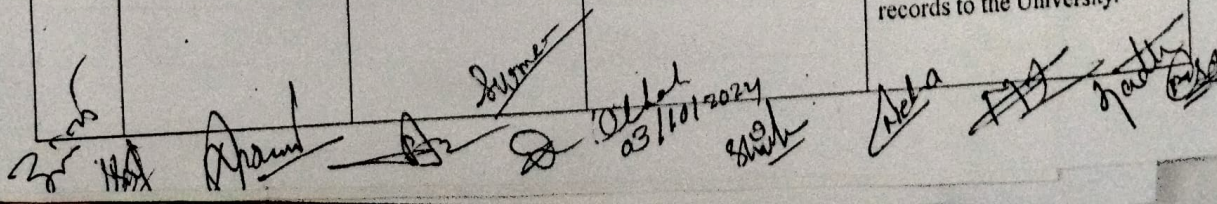
Raipur, Date 30/09/2024

No. 701/Elect/2024

### ORDER

In compliance of recommendations of Staff Council held on 30<sup>th</sup> September 2024 and for smooth functioning of the department, following committees have been constituted for the session 2024-25 and duties are assigned.

| S.NO. | COMMITTEE                           | CONVENER          | MEMBERS  | DUTIES   |
|-------|-------------------------------------|-------------------|--|--|
| 1.    | Discipline & Anti-Ragging Committee | Dr. Kavita Thakur | Dr. Swagota Bera<br>Mr. K. Anil<br>Mr. Mohnish Sahu<br>Ms. Megha Sahu<br>Ms. Shailbala Moure<br>Mr. Umesh Singh Thakur<br>Mr. Surendra Singh<br>Mr. Anand Prakash Tigga<br>Mr. Satish Tiwari<br>Arun Kumar Patel<br>Aman Pradhan<br>Janki Rao<br>Harsh Kumar Sahu<br>Ishika Ray<br>Rahul Sen | <ol style="list-style-type: none"> <li>1. To ensure overall disciplined environment in the Department.</li> <li>2. To initiate timely action against erring students.</li> <li>3. To sensitize students about the evils of ragging and its prevention in the Department Campus by organizing talks/programmes etc.</li> <li>4. To address complaints about ragging as per the Govt. and University procedures.</li> <li>5. To maintain records of the cases investigated and submit the same to the IQAC Committee.</li> </ol>   |
| 2.    | Admission & Annual Plan Committee   | Dr. Kavita Thakur | Dr. Swagota Bera<br>Ms. Shailbala Moure<br>Mr. K. Anil<br>Mr. Mohnish Sahu<br>Ms. Megha Sahu<br>Ms. Neha Dewangan<br>Ms. Shalinee Verma<br>Mr. Umesh Singh Thakur<br>Mr. Satish Tiwari   | <ol style="list-style-type: none"> <li>1. To collect proposals/materials from the Department, Committees and lecturers to draft Annual plan of activities for the year for publication in the Department Calendar.</li> <li>2. To draft the Annual Plan of activities for the year 2020-21 and to incorporate the same in the Department Calendar.</li> <li>3. To assist the students and to interact with the parents during admissions for the year 2021-22.</li> <li>4. To provide proper Department identity Cards to the students after the reopening of the Department for the year 2021-22.</li> <li>5. To file and maintain the records of the admission and Annual Plan.</li> <li>6. To submit the enrollment records to the University.</li> </ol> |


  
 03/10/2024



# SoS in Electronics & Photonics

## Pt. Ravishankar Shukla University, Raipur (C.G.)

|    |   |                   |  |  |
|----|---|-------------------|--|--|
| 3. | Students<br>Counselling<br>&<br>Grievance<br>Redressal<br>Committee | Dr. Kavita Thakur | Dr. Swagota Bera<br>Mr. K. Anil<br>Mr. Mohnish Sahu<br>Ms. Shaline Verma<br>Ms. Shailbala Moure<br>Mr. Anand Prakash Tigga | <ol style="list-style-type: none"> <li>1. To attend to the general grievances of the students, public (related to the Department), Staff and suggested redressal measures within the framework of Department/University/Government rules.</li> <li>2. To instruct the official/s concerned to attend to the grievances.</li> <li>3. To refer/report the matters to the DSW or if necessary Vice-Chancellor.</li> <li>4. To attend to Students' grievances related to Examination/s and recommend suitable redressal measures.</li> <li>5. To maintain records of the Grievance redressed/reported/referred and submit the same to the IQAC Committee.</li> </ol>   |
| 4. | Attendance<br>Committee<br><br>M.sc.                                | Dr. Kavita Thakur | Ms. Neha Dewangan<br>Ms. Shaline Verma<br>Ms. Megha Sahu   | <ol style="list-style-type: none"> <li>1. To ensure that daily attendance is recorded by the Teachers in the prescribed Attendance sheets and that the same are submitted within 2 days of the completion of the last lecture/s for the month.</li> <li>2. To inform the Head of Department the name/s of the defaulting Lecturer/s by 3<sup>rd</sup> of the following month.</li> <li>3. To ensure timely compilation of attendance record by the dealing clerks.</li> <li>4. To ensure periodic display of attendance on the Notice Boards.</li> <li>5. To keep track of regular absentees and counsel them, if required, along with their parents.</li> <li>6. To process genuine cases for condonation of attendance.</li> <li>7. To maintain the records of the attendance compiled and submit the same to the IQAC Committee.</li> </ol> |
|    | M.tech.   | Dr. Kavita Thakur | Mr. K. Anil<br>Mr. Mohnish Sahu  |  |

03/10/2024  
 [Signatures and Stamps]





## REGULATIONS FOR STUDENTS GRIEVANCE REDRESSAL

### 1. SHORT TITLE, APPLICATION, AND COMMENCEMENT:

- (a) These regulations shall be called as the School of Studies in Electronics and Photonics, Pt. Ravishankar Shukla University, Raipur (Redressal of Grievances of Students) Regulations, 2024.
- (b) They shall come into force from 30.09.2024.

### 2. OBJECTIVE

To provide opportunities for redressal of certain grievances of students already enrolled in School of Studies in Electronics and Photonics, Pt. Ravishankar Shukla University, Raipur

### 3. DEFINITION:

(1) In these regulations, unless the context otherwise requires -

- (a) "Regulation" means the School of Studies in Electronics and Photonics, Pt. Ravishankar Shukla University, Raipur (Redressal of Grievances of Students) Regulations, 2024.
- (b) "Aggrieved student" means a student, who has any complaint in the matters relating to or connected with the grievances defined under these regulations.
- (c) "Declared admission policy" means such policy, including the process there under, for admission to a course or program of study as may be offered by the SoS in Electronics and photonics by publication in the prospectus of the SoS in Electronics and photonics.
- (d) "Grievance" means, and includes, complaint(s) made by an aggrieved student in respect of the following, namely:
- Admission contrary to merit determined in accordance with the declared admission policy of the SoS in Electronics and photonics;
  - Irregularity in the process under the declared admission policy of the SoS in Electronics and photonics;
  - Refusal to admit in accordance with the declared admission policy of the SoS in Electronics and photonics;
  - Non-publication of a prospectus by the SoS in Electronics and photonics, in accordance with

*[Signature]*

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*[Signature]*

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03/10/2024  
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Pt. Ravishankar Shukla University  
RAIPUR (C.G.) 492 010

*[Signature]*

*[Signature]*



the provisions of these regulations:

v. withholding of, or refusal to return, any document in the form of certificates of degree, diploma or any other award or other document deposited by a student for the purpose of seeking admission in the SoS in Electronics and photonics, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;

vi. Demand of money in excess of that specified to be charged in the declared admission policy of the SoS in Electronics and photonics;

viii. Failure by the SoS in Electronics and photonics to provide student amenities as set out in the prospectus, or is required to be extended by the SoS in Electronics and photonics under any provisions of law for the time being in force;

ix. Non-transparent or unfair practices adopted by the SoS in Electronics and photonics for the evaluation of students;

xi. complaints of alleged discrimination of students from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minorities or persons with disabilities categories:

(i) "Prospectus" means and includes any publication, whether in print or otherwise, issued for providing fair and transparent information, relating to the SoS in Electronics and photonics, to the general public (including to those seeking admission in the SoS in Electronics and photonics) by such SoS in Electronics and photonics or any authority or person authorized by the SoS in Electronics and photonics to do so;

(e) "Students Counseling Grievance Redressal Committee (SCGRC)" means a committee constituted under these regulations, at SoS in Electronics and photonics level;

#### 4. MANDATORY PUBLICATION OF PROSPECTUS, ITS CONTENTS:

(1) SoS in Electronics and photonics, shall publish and/or upload on its website, before expiry of at least sixty days prior to the date of the commencement of the admission to any of its courses or programs of study, a prospectus containing the following for the information of persons intending to seek admission to such SoS in Electronics and photonics and the general public, namely:

(a) The list of programs of study and courses offered along with the broad outlines of the syllabus specified by the appropriate statutory authority or by the SoS in Electronics and photonics, as the case may be, for every course or program of study, including teaching hours, practical sessions and other assignments;

*[Handwritten signatures]*

*[Handwritten signature]*  
03/10/2024  
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RAIPUR (C.G.) 492 010

*[Handwritten signature]*  
*[Handwritten signature]*





- (b) The number of seats approved by the appropriate statutory authority in respect of each course or program of study for the academic year for which admission is proposed to be made;
- (c) The conditions of educational qualifications and eligibility including the minimum and maximum age limit of persons for admission as a student in a particular course or program of study, specified by the SoS in Electronics and photonics;
- (d) The process of selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each course or program of study and the amount of fee prescribed for the admission test;
- (e) Details of the teaching faculty, including their educational qualifications, along with their type of appointment (Regular/visiting/guest) and teaching experience of every member thereof.
- (f) Information with regard to physical and academic infrastructure and other facilities is to be imparted to the students and in particular the amenities accessible by students on being admitted to the SoS in Electronics and photonics;

Provided that an SoS in Electronics and photonics shall publish/upload information referred to in clauses (a) to (f) of this regulation, on its website or notice board, and the attention of prospective students and the general public shall be drawn to such publication being on the website.

#### 5. STUDENT COUNSELING GRIEVANCE REDRESSAL COMMITTEES (SCGRC):

- (i) A complaint from an aggrieved student relating to the SoS in Electronics and photonics shall be addressed to the Chairperson, Students Counseling Grievance Redressal Committee (SCGRC).
- (ii) SoS in Electronics and photonics shall constitute such number of Students counseling Grievance Redressal Committees (SCGRC), as may be required to consider grievances of the students, with the following composition, namely:

- a) Chairperson - Dr. Kavita Thakur , Head, School of Studies in Electronics and Photonics, Pt. Ravishankar Shukla University, Raipur

Members –

- b) Dr. Swagata Bera, Guest Lecturer  
c) Ms. Neha Dewangan, Guest Lecturer  
d) Ms. Shailbala Moure, Guest Lecturer  
e) Ms. Shalineer Verma, Teaching Assistant, Guest

*Neha*  
*Swagata*

*Shailbala*

*Shalineer*

*Kavita*  
03/10/2024  
HEAD  
S.O.S. in Electronics & Photonics  
Pt. Ravishankar Shukla University  
RAIPUR (C.G.) 492 010

*Dr. Kavita Thakur*

*Dr. Swagata Bera*





इलेक्ट्रॉनिक्स एवं फोटोनिक्स अध्ययनशाला  
School of Studies in Electronics and Photonics  
Pt. Ravishankar Shukla University, Raipur  
Chhattisgarh - 492010

Email : electronicsprsu@gmail.com  
Website : www.prsu.ac.in

- f) Ms. Megha Sahu, Teaching Assistant, Guest
- g) Mr. K. Anil Kumar, Teaching Assistant, Guest
- h) Mr. Mohnish Kumar Sahu, Teaching Assistant, Guest

- (iii) At least one member or the Chairperson shall be a woman and at least one member or the Chairperson shall be from SC/ST/OBC category.
- (iv) The term of the chairperson and members shall be for a period of 1 year.
- (v) The quorum for the meeting including the Chairperson, shall be three.
- (vi) In considering the grievances before it, the SCGRC shall follow principles of natural justice.
- (vii) The SCGRC shall send its report with recommendations, if any, to the competent authority of the SoS in Electronics and photonics concerned and a copy thereof to the aggrieved student, preferably within a period of 15 working days from the date of receipt of the complaint.

*Saha*

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*15/11/2024*  
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S.O.S. in Electronics & Photonics  
Pt. Ravishankar Shukla University  
RAIPUR (C.G.) 492 010



# Grievance and Redressal Committee Meeting

Date : 04/11/24

A meeting of grievance & redressal committee was held on 04/11/24 in the department at 3:00 PM

The following members of the committee were present :-

| S.N. | Name                    | Signature   |
|------|-------------------------|-------------|
| 1.   | Dr. Kavita Thakur       | [Signature] |
| 2.   | Ms. Neha Dewangan       |             |
| 3.   | Ms. Sheelkha Moure      |             |
| 4.   | Dr. Swagata Bara        | [Signature] |
| 5.   | Mrs. Megha Sahu         |             |
| 6.   | Ms. Shalinee Verma      | [Signature] |
| 7.   | Mr. K. Anil Kumar       |             |
| 8.   | Mr. Mohanish Kumar Sahu |             |

- No grievances were found.
- All student are satisfied

Following student were present

| S.No. | Name          | Class                      | Signature   |
|-------|---------------|----------------------------|-------------|
| 1.)   | Megha Sahu    | M.Sc. Second sem.          | [Signature] |
| 2.)   | Arman Pradhan | M.Sc. IV <sup>th</sup> sem | [Signature] |
| 3.)   | MANISH SAHU   | IT                         | [Signature] |
| 4.)   | Lavesh Singh  | IT                         | [Signature] |
| 5.)   | Harsh Kumar   | IT                         | [Signature] |
| 6.)   | Seema Shukla  | M.Sc. IV <sup>th</sup> sem | [Signature] |



|    |                         |              |             |
|----|-------------------------|--------------|-------------|
| 3  | Dharni verma            | msc. IV sen  | Dharni      |
| 4  | Harsh Sahy              | — 11 —       | Harsh       |
| 10 | Dulleshwari             | — 1 —        | Tanya       |
| 11 | Abhishek Chandra Vanshi | — 1 —        | ZABER       |
| 12 | Kavial                  | — 11 —       | SWAPNEEN    |
| 13 | Vardana                 | — 11 —       | Q. Saha     |
| 14 | Harshal                 | — 11 —       | Arshat      |
| 15 | Tannu chandraka         | — 1 —        | Tan.        |
| 16 | Rahul Sen               | — 11 —       | Rahul Sen   |
| 17 | Sahini Purwin           | P986. 718651 | Sahini      |
| 18 | Arshul                  | — 11 —       | Ar          |
| 19 | Abhishek Nishad         | — 11 —       | Abhi        |
| 20 | monika roadhren         | — 11 —       | monika      |
| 21 | Rajkamal Sahu           | — 11 —       | Rajkamal    |
| 22 | Gajendra kumar          | — 11 —       | Gajendra    |
| 23 | Kamika sahu             | — 11 —       | Kamika      |
| 24 | lekshprabha             | — 11 —       | lekshprabha |
| 25 | Megha                   | — 11 —       | Megha       |
| 26 | lakshmi kumar           | — 11 —       | Lakshmi     |
| 27 | Tanu yadav              | — 11 —       | Tanu        |

27/11/2024  
 HEAD  
 S.O.S. in Electronics & Photonics  
 Pt. Ravishankar Shukla University  
 RAIPUR (C.G.) 492 010


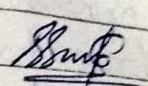
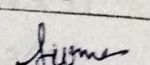


# Grievance & Redressal Committee Meeting

Date: - 14.02.2025

A meeting of grievance & redressal committee was held on 14.02.2025 in the department at 11:00 AM

The following members of the committee were present -

| S.N. | Name                    | Signature   |
|------|-------------------------|---|
| 1.   | Dr. Kavita Thakur       | Other   |
| 2.   | Mr. K. Anil Kumar       |   |
| 3.   | Mr. Mohanish Kumar Sahu |    |
| 4.   | Ms. Neha Deurungun      |   |
| 5.   | Dr. Surayoda Beri       |   |
| 6.   | Ms. Shailbala Moure     |   |
| 7.   | Ms. Megha Sahu          |   |
| 8.   | Ms. Shalinee Verma      |  |

\* No grievances were found

\* All student were satisfied

Following students were present

| S.No. | Name         | Class                      | Sign.  |
|-------|--------------|----------------------------|--------|
| 1     | Seema shukla | M.Sc. IV <sup>th</sup> sem | Seema  |
| 2     | Dharni verma |                            | Dharni |
| 3     | Harshkumar   |                            | Harsh  |
| 4     | Harsh Sahu   |                            | HARSH  |
| 5     | Megha Sahu   | M.Sc. II <sup>nd</sup> sem | Megha  |
| 6     | Aman Pradham | M.Sc. IV <sup>th</sup> sem | Aadham |



|      |                       |             |             |
|------|-----------------------|-------------|-------------|
| (7)  | Dharni verma          | Msc. IV sem | Dharni      |
| (8)  | Harsh Sahy            | —/—         | Harsh       |
| (10) | Duleshwari            | —/—         | Ishty       |
| (11) | Ankita Chandra Vanshi | —/—         | Zafar       |
| (12) | Kajal                 | —/—         | Swati Sen   |
| (13) | Vandana               | —/—         | Q. Saha     |
| (14) | Archal                | —/—         | Archal      |
| (15) | Tannu chandraka       | —/—         | Tan.        |
| (16) | Rahul Sen             | —/—         | Rahul Sen   |
| (17) | Sahing Purwin         | —/—         | Sahing      |
| (18) | Anshul                | —/—         | An          |
| (19) | Abhishek Nishad       | —/—         | Abhi        |
| (20) | monika reedhcan       | —/—         | monika      |
| (21) | Rajkamal Sahu         | —/—         | Rajkamal    |
| (22) | Gajendra kumar        | —/—         | Gajendra    |
| (23) | Kemika sahy           | —/—         | Kemika      |
| (24) | lekshprabha           | —/—         | lekshprabha |
| (25) | Megha                 | —/—         | Megha       |
| (26) | lalleshwari kumar     | —/—         | Lalleshwari |
| (27) | Tanu yaden            | —/—         | Tanu        |

27th  
09/11/2024  
HEAD  
S.O.S. in Electronics & Photonics  
Pt. Ravishankar Shukla University  
RAIPUR (C.G.) 492 010



# Grievance & Redressal Committee Meeting

Date :- 14.02.2025

A meeting of grievance & redressal committee was held on 14.02.2025 in the department at 11:00 AM

The following members of the committee were present -

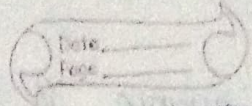
| S.No. | Name                    | Signature |
|-------|-------------------------|-----------|
| 1.    | Dr. Kavita Thakur       |           |
| 2.    | Mr. K. Anil Kumar       |           |
| 3.    | Mr. Mohanish Kumar Sahu |           |
| 4.    | Ms. Neha Deurungun      |           |
| 5.    | Dr. Suragada Bera       |           |
| 6.    | Ms. Shailbala Moure     |           |
| 7.    | Ms. Megha Sahu          |           |
| 8.    | Ms. Shalinee Verma      |           |

- \* No grievances were found
- \* All student were satisfied

Following students present

| S.No. | Name         | Signature |
|-------|--------------|-----------|
| 1     | Seema shukla |           |
| 2     | Dharni Verma |           |
| 3     | Harsh Kumar  |           |
| 4     | Harsh Sahu   |           |
| 5     | Megha Sahu   |           |
| 6     | Aman Pradham |           |





|    |                   |             |           |
|----|-------------------|-------------|-----------|
| 7  | Lavesh Singh      | MSC. II SEM | U Singh   |
| 8  | MANISH SAHU       | -11-        | manish    |
| 9  | Tannu chandraakar | -1-         | Tan.      |
| 10 | Rahul San         | -u-         | Rahul San |
| 11 | Suhina Parvin     | MSC. II SEM | Suhina    |
| 12 | Anshul Sen        | -u-         | Anshul    |
| 13 | Abhishek Nishad   | -u-         | Abhis     |
| 14 | monika prasadheer | -u-         | monika    |
| 15 | Gajendra kumar    | -11-        | Gajendra  |
| 16 | Rajkamal Sahu     | -11-        | Rajkamal  |
| 17 | Suraj Sagar       | -11-        | Suraj     |
| 18 | Twinkle sinha     | -11-        | Twinkle   |
| 19 | Priya verma       | -11-        | Priya     |
| 20 | Kemika Sanyal     | -1-         | Kemika    |
| 21 | Rekh prabha       | -1-         | Rekh      |
| 22 | Lakshmi Kumar     | -1-         | Lakshmi   |
| 23 | Tanu Yadav        | -1-         | Tanu      |

4/12/2025  
 HEAD  
 S.O.S. in Electronics & Photonics  
 Pt. Ravishankar Shukla University  
 RAIPUR (C.G.) 492 010

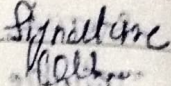
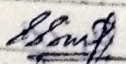
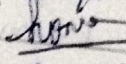
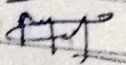


# Grievance & Redressal Committee Meeting

Date :- 02/04/2025

A meeting of grievance & redressal committee was held on 02.04.2025 in the department at 11: AM

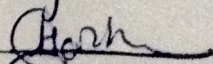
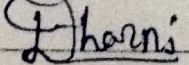
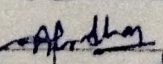
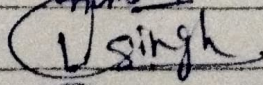
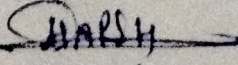
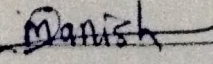
The following members were of the committee were present

| S.No. | Name                | Signature   |
|-------|---------------------|---|
| 1     | Dr. Kavita Thakur   |  |
| 2     | Dr. Swagata Bera    |  |
| 3     | Ms. Shalinee Verma  |  |
| 4     | Molunish Kumar Sahu |  |
| 5     |                     |   |

X No grievances were found

\* All students were satisfied

Following students were present

| S.No. | Name         | class                      | Signature  |
|-------|--------------|----------------------------|--|
| 1     | Harsh Kumar  | MS.C IV sem                |  |
| 2     | Dharni Verma | —                          |  |
| 3     | Aman Pradhan | M.Sc. IV <sup>th</sup> sem |  |
| 4     | Lavesh Singh | —                          |  |
| 5     | Harsh Sahu   | —                          |  |
| 6     | Manish Sahu  | —                          |  |
| 7     |              |                            |  |



|    |                               |                             |             |
|----|-------------------------------|-----------------------------|-------------|
| 8  | Megha Sahu                    | 2nd sem                     | Mohu        |
| 9  | Seema shukla                  | M.Sc. IV <sup>th</sup> sem. | Beema       |
| 10 | Tanner chandrasekar           | — / —                       | Tell        |
| 11 | Samsiddhi                     | m.sc 2nd sem                | Samsiddhi   |
| 12 | Shreeta                       | — / —                       | Shreeta     |
| 13 | Rahul Sen                     | — / —                       | Rahul Sen   |
| 14 | Sahana Parvin                 | — / —                       | Sahana      |
| 15 | Anshul Sen                    | — / —                       | Anshul      |
| 16 | Monika Pradhan                | — / —                       | Monika      |
| 17 | Abhishek <del>Sen</del> Nisad | — / —                       | Abhi        |
| 18 | Twinkle                       | — / —                       | Twinkle     |
| 19 | Suraj                         | — / —                       | Suraj Sagor |
| 20 | Priya Verma                   | — / —                       | Priya       |
| 21 | Gajendra Kumar                | — / —                       | Gajendra    |
| 22 | Raikamal Sahu                 | — / —                       | Raikamal    |
| 23 | Bemila Sahu                   | — / —                       | Bemila      |
| 24 | Lekshproha                    | — / —                       | Lekshproha  |
| 25 | Lalleshwar                    | — / —                       | Lalleshwar  |
| 26 | Tanu Yadav                    | — / —                       | Tanu        |

02/04/2025  
 HEAD  
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