

FDP/Professional development programme attended by the non-teaching staff during last five years (2021-22)

Sr. No.	Name of the Non-Teaching Staff	Title of professional development Programme	Date and Duration
1	Mr. Sandeep Joshi	CPCSEA guidelines, handling of laboratory animal and animal house maintenance	11/12/2021(One day)
2	Mr. Raj Kumar	-do-	-do-
3	Mr. Rakesh	-do-	-do-
4	Miss. Shabnam	-do-	-do-
5	Mr. Gurupratap	-do-	-do-
6	Mr. Kamal	-do-	-do-
7	Mr. Rajeev Kaundal	-do-	-do-
8	Mr. Rishi	-do-	-do-
9	Mr. Roshan Lal	-do-	-do-
10	Ms. Saloni Sharma	-do-	-do-
11	Ms. Swarna Devi	-do-	-do-
12	Ms. Champa Devi	-do-	-do-
13	Ms. Sunita Devi	-do-	-do-
14	Mr. Sandeep Joshi	Computer Basic Skills	23/03/2022 (One day)
15	Mr. Raj Kumar	-do-	-do-
16	Mr. Rakesh	-do-	-do-
17	Mr. Ajay Kaundal	-do-	-do-
18	Mr. Mohit Sharma	-do-	-do-
19	Ms. Saroj Kumari	-do-	-do-
20	Mr. Gurupratap	-do-	-do-
21	Mr. Kamal	-do-	-do-
22	Mr. Rajeev Kaundal	-do-	-do-
23	Mr. Rishi	-do-	-do-
24	Mr. Deepak Dhadwal	-do-	-do-
25	Mr. Neeraj Kumar	-do-	-do-
26	Ms. Shelly Sharma	-do-	-do-
27	Mr. Raghu Nand	-do-	-do-
28	Mr. Sanjeev Kumar	-do-	-do-
29	Ms. Shalu Kaundal	-do-	-do-
30	Mr. Sunil Kumar	-do-	-do-
31	Ms. Binta Devi	-do-	-do-
32	Mr. Umang Sharma	-do-	-do-

DIRECTOR/CUM PRINCIPAL
 LAURENCE INSTITUTE
 OFFICE OF THE PRINCIPAL
 15/4/2022
 100



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LAUREATE INSTITUTE OF PHARMACY

(Approved by PCI & AICTE, New Delhi and H.P. Govt. Under Section 2(f) of UGC Act 1956)
Affiliated to Himachal Pradesh Technical University, Hamirpur
V.P.O Kathog, Tehsil Jawalamukhi, Distt. Kangra, H.P.(176031)

Ref. No.

Date:.....

ONE DAY WORKSHOP ON

“COMPUTER BASIC SKILLS”

Program Date: 23/03/2022

Time: 10:00 AM to 4:30 PM

Resource Person: Mr. Jasbir Singh , Head of BCA, Laureate Institute of Management & Information Technology

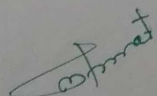
Venue: Conference Hall and Computer Lab

A one day workshop was conducted for Non-Teaching staff on BASIC COMPUTER SKILLS. The objective of the workshop was to make aware the non-teaching staff about basic computer parts and skills like use of MS Word, MS Excel and How to send emails with attachments.


The Program started with the lamp lighting ceremony and Saraswati Vandana. Prof. (Dr) M. S. Ashawat, Director cum Principal, Laureate Institute of Pharmacy welcomed the resource person, Mr. Jasbir Singh, Assistant Professor & HOD, BCA Department, Laureate Institute of Management and Information Technology, Kathog. He highlighted about the importance of basic knowledge of computers and softwares to non-teaching staff for efficient working of the office, store and laboratories. In the morning session lecture was conducted about the basic computer skills and in afternoon session, practical demonstration was conducted in computer lab.


In the end of the program, Prof (Dr) Mahendra Singh Ashawat, Director cum Principal, LIPH presented a memento and certificate of appreciation to the resource person Mr. Jasbir Singh

.Prof (Dr) C.P.S Verma, gave vote of thanks to the resource person, participants and organizing committee members for their sincere effort and making the program a success.


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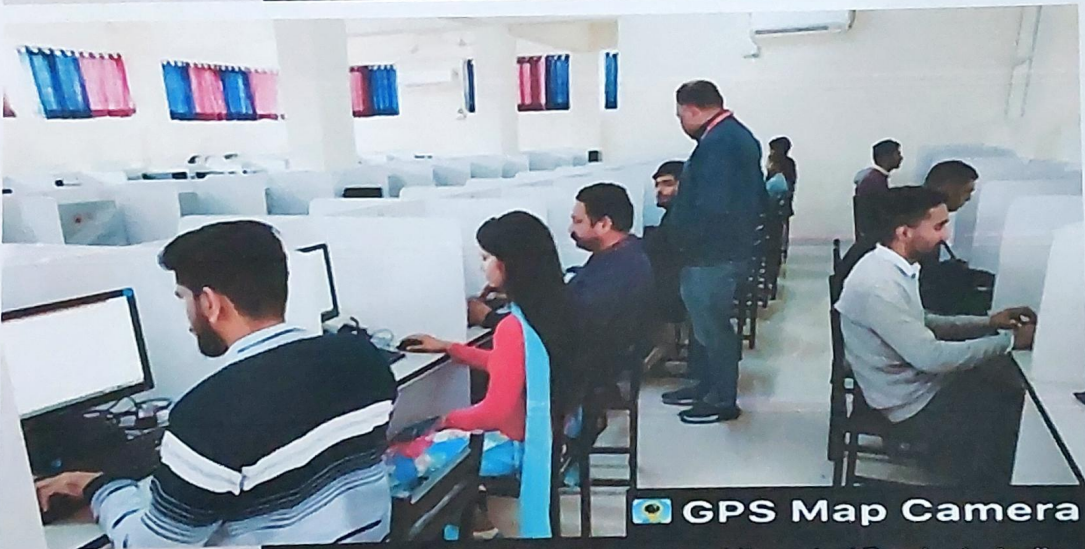



 **GPS Map Camera**


Laureate Institute of Pharmacy, Himachal Pradesh, India
V7FP+J7Q, Jwalaji Rd, Himachal Pradesh 177117, India
Lat 31.874104°
Long 76.285667°
23/03/22 10:45 AM GMT +05:30
 11.99 m



Google



 **GPS Map Camera**

Laureate Institute of Pharmacy, Himachal Pradesh, India
V7FP+J7Q, Jwalaji Rd, Himachal Pradesh 177117, India
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Long 76.28569°
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Date:.....

Ref. No.

ONE DAY WORKSHOP ON "COMPUTER BASIC SKILLS"

Program Date: 23/03/2022

Time: 10:00 AM to 4:30 PM

Resource Person: Mr. Jasbir Singh , Head BCA, Laureate Institute of Management &
Mr. Jasbir Singh , Head BCA, Laureate Institute of Management & Information
Technology

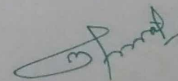
Venue: Conference Hall and Computer Lab

ATTENDANCE SHEET

S.no	Name	Designation
1	Mr. Sandeep Joshi	
2	Mr. Raj Kumar	
3	Mr. Rakesh	
4	Mr. Ajay Kaundal	
5	Mr. Mohit Sharma	
6	Ms. Saroj Kumari	
7	Mr. Gurupratap	
8	Mr. Kamal	
9	Mr. Rajeev Kaundal	
10	Mr. Rishi	
11	Mr. Deepak Dhadwal	

S. Prasad
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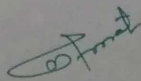
12	Mr. Neeraj Kumar	<u>Neeraj</u>
13	Ms. Shelly Sharma	<u>Shelly Sharma</u>
14	Mr. Raghu Nand	<u>Raghu</u>
15	Mr. Sanjeev Kumar	<u>Sanjeev Kumar</u>
16	Ms. Shalu Kaundal	<u>Shalu</u>
17	Mr. Sunil Kumar	<u>Sunil</u>
18	Ms. Binta Devi	<u>Binta</u>
19	Mr. Umang Sharma	<u>Umang</u>



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**Non-Teaching Staff
(2021-22)**

S.no	Name	Designation
1	Mr. Sandeep Joshi	Lab Technician
2	Mr. Raj Kumar	Lab Technician
3	Mr. Rakesh	Lab Technician
4	Mr. Ajay Kaundal	Accountant
5	Mr. Mohit Sharma	Office Superintendent
6	Mr. Gaurav Awasthi	Librarian
7	Ms. Aruna Devi	Assistant Librarian
8	Ms. Saroj Kumari	Library Attendant
9	Ms. Champa Devi	Lab Assistant
10	Mr. Gurupratap	Lab Technician
11	Mr. Kamal	Lab Assistant
12	Mr. Rajeev Kaundal	Lab Assistant
13	Mr. Rishi	Lab Assistant
14	Mr. Sarwan Kumar	Cleaner
15	Ms. Swarna Devi	Lab Assistant
16	Ms. Monika Devi	Lab Assistant
17	Ms. Mangla Devi	Lab Assistant
18	Mr. Deepak Dhadwal	Security
19	Ms. Santosh Kumari	Cleaner
20	Ms. Sunita Devi	Lab Assistant
21	Mr. Bhupinder Singh	Peon
22	Mr. Neeraj Kumar	Office Clerk
23	Mr. Roshan Lal	Lab Assistant
24	Ms. Shelly Sharma	Office assistant
25	Mr. Raghu Nand	Computer Lab Assistant
26	Mr. Sanjeev Kumar	Gardner
27	Mr. Sanjeev Kumar Sharma (Shammi)	Cleaner
28	Ms. Shalu Kaundal	Lab Attendant
29	Mr. Pawan Kumar	Driver
30	Mr. Sunil Kumar	Driver
31	Ms. Binta Devi	Cleaner
32	Mr. Umang Sharma	Lab Technician
33	Ms. Kashmiro Devi	Lab Technician


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One Day Workshop

ON

"Basic Computer Skills"

Venue: Conference Hall
Laureate Institute of Pharmacy
Kathog, Distt. Kangra (H.P.)



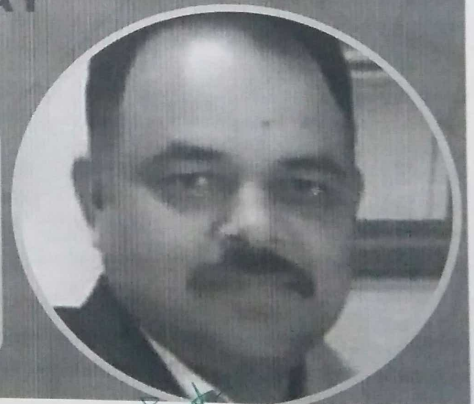
TIME: 10: 00 A.M. TO 4 : 30 P.M.

WEDNESDAY



23 MARCH, 2022

SPEAKER:-
PROF. JASBIR SINGH
HOD, BCA DEPARTMENT
LAUREATE INSTITUTE OF
MANAGEMENT & INFORMATION
TECHNOLOGY, KATHOG



(Signature)
DIRECTOR CUM PRINCIPAL
LAUREATE INSTITUTE
OF PHARMACY KATHOG
TEH. JAWALAMUKHI
DISTT. KANGRA (H.P.)



CERTIFICATE OF PARTICIPATION

Dr./Mr./Mrs./Prof. _____ Umang Sharma

for participating in One Day Workshop on "Computer Basic Skills" in the presence of Mr. Jasbir Singh, Head BCA, LIMIT, held on 23 March - 2022 at Laureate Institute of Pharmacy, Kathog, Distt. Kangra (H.P.)

DR. RAN SINGH
Managing Director
Laureate Groups of Institute



DR. M. S. ASHAWAT
Director cum Principal
Laureate Institute of Pharmacy



DIRECTOR CUM PRINCIPAL
LAUREATE INSTITUTE
OF PHARMACY KATHOG
TELL JAWALANSHI
DISTT. KANGRA (H.P.)



CERTIFICATE OF PARTICIPATION

Dr./Mr./Mrs./Prof. _____ Raghu Nand

for participating in One Day Workshop on "Computer Basic Skills" in the presence of Mr. Jasbir Singh, Head BCA, LIMIT, held on 23 March - 2022 at Laureate Institute of Pharmacy, Kathog, Distt. Kangra (H.P.)

R Singh

DR. RAN SINGH
Managing Director
Laureate Groups of Institute



M. S. Ashawat

DR. M. S. ASHAWAT
Director cum Principal
Laureate Institute of Pharmacy



DIRECTOR CUM PRINCIPAL
LAUREATE INSTITUTE
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DISTT. KANGRA (H.P.)