



Ref. No.: 195/10/SGCR/26-24

Date: 22. 07. 26

Office Order

Sikkim Government College, Rhenock constituted College Bus and Ambulance Management Committee for the period of 3(Three) years with immediate effect.

Following are the committee members: -

Sl. No	Name	Designation	Post
1.	Mr. Asish Lepcha	Assistant Professor	Convenor
2.	Dr. Santosh Sharma	Vice-Principal	Member
3.	Mr. Saurav Pradhan	Dean	Member
4.	Dr. Kessang w. Bhutia	Associate Professor	Member
5.	Dr. Chhunu Maya Giri	Assistant Professor	Member
6.	Ms. Sushma Adhikari	Assistant Professor	Member
7.	Mr. Tulashi Sharma	Assistant Professor	Member
8.	Mr. Sanjay Rai	Assistant Professor	Member
9.	Mr. Dhan Hang Subba	Sr. Lecturer	Member
10.	Ms. Pranamya Rai	Assistant Professor	Member
11.	Mr. Yogesh Neopaney	Assistant Professor	Member
12.	Mr. Mandip Tamang	Assistant Professor	Member
13.	Mr. D.P. Adhikari	Administrative Officer	Member
14.	Ms. Rinchen D. Bhutia	Under Secretary	Member

Duties & Responsibilities:

1. Prepare and monitor bus routes and timings.
2. Ensure regular maintenance, fitness, insurance and PUC of bus and ambulance.
3. Maintain log book for bus and ambulance usage.
4. Ensure ambulance is available 24x7 with emergency contact numbers.
5. Look into student safety, discipline and grievances related to transport.
6. Submit monthly report and expense details to the principal.
7. Coordinate during emergencies, college events, and medical needs.

All concerned are directed to extend full cooperation to the committee for smooth functioning.

Prof. Dr. Shobha Sharma Basistha
 PRINCIPAL
 Sikkim Government College, Rhenock

Copy to:-

1. All concern above
2. Office File