

## School of Internal Security and SMART Policing (SISSP)

### Work Portfolio

05<sup>th</sup> March 2026

Sr. No.	Portfolio	Faculty Name
1	Director	Lt. (Dr.) Ruchika Singla
2	Associate Director	Mr. Bhawani Sinh Rathore
3	Assistant Director	Ms. Varsha Rathore
4	Assistant Director Projects	Mr. Kamal Singh

Sr. No.	Programmes	Programme Coordinator
1	Diploma in Police Science (DIPS) Gujarati Medium	Mr D. S. Patel Ms. Parul Vavecha
2	P.G. Diploma in Police Science & Management (PGDIPS & M) Gujarati Medium	Mr D. S. Patel Ms. Parul Vavecha
3	P.G. Diploma in Police Administration (PGDPA) Hybrid	Mr. Sagar Ghodasara Mr Mahadev
4	B. A. in Security Management (BASM)	Class Coordinators i. Ms Varsha Rathore (1 <sup>st</sup> Year) ii. Mr Sourav (2 <sup>nd</sup> Year) iii. Mr Mahadev (3 <sup>rd</sup> Year) iv. Mr Vishwa Vijay Rai (4 <sup>th</sup> Year) Programme Coordinator – Mr Vishwa Vijay Rai
5	M. A. in Police Administration & Strategic Management (MAPA&SM) – 2 Year	Dr Hiren Patel
6	M. A. in Police Administration & Strategic Management (MAPA&SM) – 1 Year	Mr. Sagar Ghodasara
7	MTech Disaster Management	Dr. Subhajit Bandopadhyay
8	MA/MSc Disaster Management	Dr. Subhajit Bandopadhyay
9	PhD	Dr. Dolly Mishra

Sr. No.	Centres	Centre Coordinator
1	Centre for Border Management & Intelligence Studies (CBMIS)	Dr. Hiren Patel Dr. Murlidhar Belagali

2	Centre for Counter Insurgency & Counter Terrorism (CCICT)	Mr Bhawani Sinh Rathore Mr Vishal K.
3	Centre for Traffic Management & Road Safety (CTMRS)	Mr Vishwa Vijay Rai Mr Bimal Shah Ms. Parul Vavecha
4	Centre for Women in Police & Security Services (CWSS)	Ms. Varsha Rathore Ms. Amisha
5	Centre for Disaster and Risk Reduction (CDRR)	Dr. Subhajit Bandopadhyay Mr. Sourav Dey
6	DRR Lab	Dr. Subhajit Bandopadhyay
7	SMART Policing Lab	Mr Mahadev Mr. Sourav Dey

Sr. No.	Portfolio	Faculty/Staff Name
1	Training	Mr Kamal Singh Dr. Isha Arora Mr Sunil Kumar
2	Research	Dr Hiren Patel Dr Dolly Mishra Dr. Namrata Kumari
3	Education	Ms. Varsha Rathore Mr. Vishal Katariya
4	Extension & Outreach (including Field Visits)	Dr. Isha Arora Mr Sunil Kumar Concerned faculty
5	Accreditations & Affiliations	Mr Kamal Singh Mr Sagar Ghodarasara Ms Varsha Rathore Mr Vishal Katariya
6	Purchase & GEM Coordinator	Mr Winim Modi
8	Store Room & Stationery	Mr. Sunil Kumar Mr. Chandrakant Maheriya Mr. Amit
9	Website Coordinator	Ms. Parul Vavecha Mr. Ili Karlo
10	Social media	Ms Varsha Rathore Ms Jharna
11	News Bulletin	Ms Jharna Ms Amisha Mr Ili Karlo

12	Faculty/Staff Records i. Personal File ii. PAMS iii. RbTU iv. Student Feedback	Mr. Winim Modi Mr. Sunil Kumar
13	Students' Records i. Admission ii. Attendance iii. Weekly Time Table iv. Session Taken Report v. Leave & other records	Ms. Kiran Yadav Ms. Amisha
14	School Register & Records	Ms. Kiran Yadav Mr. Chandrakant Maheriya Mr. Amit
15	School Meetings i. Scheduling ii. Agenda iii. Attendance iv. Minutes	Ms. Kiran Yadav Ms Amisha
16	SISSP Building Maintenance	Mr. Sunil Kumar
17	CBCS	Mr. Sagar Ghodasara
18	Internship & Placement	Dr. Isha Arora & TIPO
19	Co-curricular Activities	Dr. Namrata Kumari Ms. Apala Pathak Ms Jharna
20	Special Lectures Series	Dr Dolly Mishra Concern Staff
21	Conference, Seminar, Webinar	Dr. Hiren Patel Concern Coordinator
22	Flyer, Brochure	Dr. Murlidhar Belagali Concern Event Staff
23	Gender Sensitization	Ms Varsha Rathore Dr. Namrata Kumari
24	School Administration I i. Budget ii. MOD iii. Payment Order iv. Work Order v. RTI vi. Recruitment	Mr Winim Modi Mr. Sunil Kumar

25	MHA Report	Mr Vishal Katariya
26	Monthly Report	Ms. Parul Vavecha
27	SISSP LED Screen	Mr. Chandrakant Maheriya Mr. Amit
28	Library Books	Mr Vishwa Vijay Rai
29	SISSP Student Grievance Redressal	Mr D. S. Patel Concern Programme Coordinator & Mentors

30	Driving Simulator	Mr Bimal Shah
31	SISSP Seminar Hall	Mr. Chandrakant Maheriya Mr. Amit
32	Faculty Publication & Participation	Dr Hiren Patel
33	IQAC & NAAC	Mr Bhawani Sinh Rathore Ms. Varsha Rathore Mr. Mahadev
34	ERF/Adjunct Faculty/Expert Faculty	Mr Vishal Mr. Sunil Kumar
35	Police Image Lecture	Mr Vishal
36	Raising Day Lectures	Dr Dolly Mishra
37	Suraksha Prativaarta	Ms Parul Vavecha
38	Exam Nodal Officer - SISSP	Dr. Subhajit Bandopadhyay
39	SISSP Admission	Ms. Varsha Rathore Course/Class Coordinator Admission Team
40	SAMPA Police Station	Mr. Baldev Jadav Mr. GS Raol
41	Vehicle Travel Request, Flight Travel Request, Accommodation & Fooding	Individual staff members will book for themselves and for school events, and bookings will be done by concern/appointed coordinator via ERP or mail.
42	Any other task & overall SISSP internal execution	Mr Bhawani Sinh Rathore