

Manual to sensitize employees to their duties



**ACCOUNTABILITY &  
RESPONSIBILITIES OF  
ADMINISTRATION STAFF  
& PLACEMENT CELL**

**SURAJMAL MEMORIAL EDUCATION SOCIETY  
C-4, JANAKPURI, NEW DELHI**

**FOR ITS INSTITUTES & SCHOOLS  
LOCATED WITHIN AND  
OUTSIDE THE CAMPUS**

**IN FORCE w.e.f. \_\_\_\_\_**

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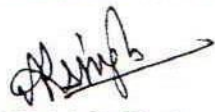
  
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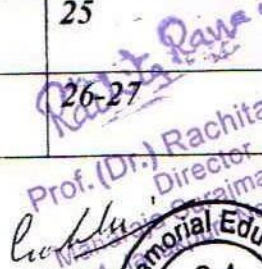



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