No. 123   **Date: 21-03-2024**

NOTIFICATION

This is for information that Durgapur Government College has procured the provision of institutional email id using the domain durgapurgovtcollege.ac.in

Accordingly, Chairperson/ Coordinators/Conveners/ Jt. Conveners/Program Officers/Caretaker/ of the following cells/committees/units are requested to fill the respective details in the Google Sheet link given below on or before 27-03-2024 to receive the institutional email ids of their respective cells/committees/units

https://docs.google.com/spreadsheets/d/1TBDV_lGz8nFcW02N9jpkZKLF93aR3UIqjSSpTsZS5Ww/edit?usp=sharing

List of Committees/Cells/units

1. Students' Grievance Redressal Committee (SGRC)
2. Internal Complaints Committee (ICC)
3. Equal Opportunity Cell
4. Career Counselling and Placement Cell
5. Students' Health, Welfare and Psychological Counselling Cell
6. Committee to cater to the needs of the Differently-abled persons
7. NSS Unit I and Unit II
8. NCC Unit
9. Central Purchase and Tender Sub-Committee
10. Income-Tax (IT) and GST Return Related Sub-Committee
11. West Bengal Health Scheme Sub-Committee
12. Bangla Uchha Shiksha (BUS) Portal Committee
13. All India Survey for Higher Education (AISHE) and National Institutional Ranking
14. Framework (NIRF) Committee
15. Committee to address all issues related to "West Bengal Student Credit Card Scheme"
16. applications of Students
17. College Quarter (Allotment and Maintenance) Sub-Committee
18. College Campus Environmental Sub-Committee

- Please note that filling of the details in the aforementioned Google Sheet is mandatory to receive the institutional email id.
- Please enter your *Name as the "Name of committee/cell/unit", Department as "Durgapur Government College", Designation (leave it blank), Contact Number (fill the contact number) and Proposed institutional email id*
- The proposed institutional email id should be different from that of the Gmail account.
- The proposed email id should be followed by @durgapurgovtcollege.ac.in
- For example, debnathpalit@durgapurgovtcollege.ac.in
- **Please do not change any other information in the Google Sheet except your own details**
- In case of any difficulty in filling the Google Sheet, please send an email stating the difficulty to dgcprincipal2021@gmail.com

Please do not fill the details twice if you have previously filled the aforementioned Google Sheet mentioning your Committee/Cell/Unit.

Principal
Durgapur Government College

Copy forwarded for information and necessary action to
1. *All faculty members*
2. *Notice Book, Office of the Principal*