



Office of the Principal

Bhawanipur Anchalik College

ভৱানীপুৰ আঞ্চলিক মহাবিদ্যালয়

Accredited (Second Cycle) by NAAC with CGPA of 2.53 on four Point Scale at B Grade

P.O.- Bhawanipur, Dist.- Barpeta (Assam)

Pin- 781352

From,

Dr. Mukunda Sarma, M.A., B.Ed., M.Phil., Ph.D.

Principal/Secretary

Ph - 036665214711 (O)

- 9435024378 (M)

E-mail : bacbhawanipur@gmail.com

Memo No.:.....

Date:.....

From

Office of the Principal
BhawanipurAnchalik College
Bhawanipur, Barpeta, Assam
PIN: 781352, Mail id: msarma.tihu@gmail.com

To

The IQAC Coordinator
Bhawanipur Anchalik College IQAC
Bhawanipur, Barpeta, Assam
PIN: 781352

Dated : Bhawanipur Anchalik College, the 30th, June, 2020

Sub: For the Organization of Online Meeting on 2nd July, 2020 with the Head of the Departments, College magazine professor-in-charges, Office Staff Members, Vice-Principal, Presidents & Secretaries of the Teaching and Employees Staff including the President of the Governing Body.

Sir,

In inviting a reference to the subject cited above the undersigned with honour and humble submission likes to request your kind authority to take urgent action for holding a meeting with the Head of the Departments, all the Coordinators of the Cells, Office Staff Members, Vice-Principal, Presidents & Secretaries of the Teaching and Employees including the president of the Governing Body. Further, you are advised to request all the HODs, College Magazine professor-in-charges & direct the Office Staff Members submit detail reports concerning to H.S. Final Result and all activities relating to academic exercises, college magazines, admission and other official works as per assigned position.

All Office Staff Members are hereby directed to prepare detail individual report of all works they have been doing during this period of lockdown for the submission in the meeting.

This is for favour of your kind consideration and urgent necessary action please.

Yours faithfully

Principal/Secretary
(Dr. Mukunda Sarma)
BhawanipurAnchalik College
Bhawanipur, Barpeta, Assam
PIN: 781352.