



GOVT. OF WEST BENGAL
OFFICE OF THE PRINCIPAL
ARAMBAGH GOVERNMENT POLYTECHNIC

Arambagh, Hooghly, Pin-712602
E-mail:agpgov@gmail.com, Website: www.agpgov.in

Memo. No.: AGP/2019/AC / 3

Date: 01.04.2019

OFFICE ORDER

Sri Santanu De, Lecturer in Humanities is hereby entrusted to perform the duty in connection with handling the database of **Kanyashree (Online& Offline)** of the Arambagh Govt. Polytechnic in addition to his normal duties and responsibilities until further order. Santanu Adak is requested to assist him for this particular work. All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 3

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. **Sri Santanu De**, Lecturer in Humanities, Arambagh, Hooghly
2. Sri Santanu Adak, General Education Teacher, Arambagh, Hooghly
3. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 4

Date: 01.04.2019

OFFICE ORDER

Sri Subrata Paul, Lecturer in Mathematics is hereby entrusted to perform the duty in connection with handling the database of **SC/ST/Minority/ OBC/ National Scholarship etc. (Online& Offline)** of the Arambagh Govt. Polytechnic in addition to his normal duties and responsibilities until further order. Sri Parantap Das is requested to assist him for this particular work. All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 4

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. **Sri Subrata Paul**, Lecturer in mathematics, AGP, Arambagh, Hooghly
2. Sri Parantap Das, Clerk cum Typist, AGP, Arambagh, Hooghly
3. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 5

Date: 01.04.2019

SUB: Committee for uploading database for AICTE

OFFICE ORDER

A Committee is being constituted consisting of the following members to upload the database in AICTE web portal for Extension of Approval until further order.

1. Sri Arup Kumar Ray, Lecturer (Selection Grade)
2. Sri Nanda Dulal Banerjee, Lecturer in Computer Science
3. Sri Sujit Paul, Lecturer in Survey Engineering.

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 5

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. The Secretary, Academic Council, Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Arup Kumar Ray, Lecturer in Engg. (Selection Grade), Arambagh Govt. Polytechnic, Arambagh, Hooghly.
3. Sri Nanda Dulal Banerjee, Lecturer in Computer Science, AGP, Arambagh, Hooghly
4. Sri Sujit Paul, Lecturer in Survey Engineering, AGP, Arambagh, Hooghly
5. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 6

Date: 01.04.2019

SUB: Committee for HRMS-IFMS Support-Service & e- Service Book

OFFICE ORDER

A Committee is being constituted consisting of the following members to provide necessary support service to the Office and Accountant. for HRMS-IFMS & e- Service Book. They are also requested to check the e-mail of the Institute and report to the undersigned from time to time.

1. Sri Arup Kumar Ray, Lecturer (Selection Grade)
2. Sri Nanda Dulal Banerjee, Lecturer in Computer Science

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 6

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Arup Kumar Ray, Lecturer in Engg. (Selection Grade), Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Nanda Dulal Banerjee, Lecturer in Computer Science, AGP, Arambagh, Hooghly
3. Sri Samar Patra, Accountant, Arambagh, Hooghly
4. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 7

Date: 01.04.2019

SUB: Committee for uploading database for AISHE

OFFICE ORDER

A Committee is being constituted consisting of the following members to upload the database in AISHE web portal for Approval of the Courses until further order.

1. Sri Nanda Dulal Banerjee, Lecturer in CST
2. Miss Shreya Karmakar, Lecturer in Physics
3. Miss Mayuri Sabui, Lecturer in Civil Engineering.

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 7

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. The Secretary, Academic Council, Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Nanda Dulal Banerjee, Lecturer in CST, Arambagh Govt. Polytechnic, Arambagh, Hooghly.
3. Miss Shreya Karmakar, Lecturer in Physics, Arambagh, Hooghly
4. Miss Mayuri Sabui, Lecturer in Civil Engineering, Arambagh, Hooghly
5. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 8

Date: 01.04.2019

SUB: Internal Complaint Committee

OFFICE ORDER

An Internal Complaint Committee is being constituted consisting of the following members as per Section 4 of Sexual Harassment of women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 at the Arambagh Govt. Polytechnic until further order.

1. Sri Arup Kumar Ray, Lecturer (Selection Grade) - Convener
2. Miss Shreya Karmakar, Lecturer in Physics- Member
3. Miss Mayuri Sabui, Lecturer in Civil Engineering.- Member

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 8

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. The Secretary, Academic Council, Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Arup Kumar Ray, Lecturer in Engg. (Selection Grade), Arambagh Govt. Polytechnic, Arambagh, Hooghly.
3. Miss Shreya Karmakar, Lecturer in Physics, Arambagh, Hooghly
4. Miss Mayuri Sabui, Lecturer in Civil Engineering, Arambagh, Hooghly
5. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 9

Date: 01.04.2019

SUB: Grievance Redressal Committee

OFFICE ORDER

A Grievance Redressal Committee is being constituted consisting of the following members for Redressal of any grievances of students and staff at the Arambagh Govt. Polytechnic until further order.

1. Sri Samarendra Kundu, Lecturer in Mechanical Engineering (Selection Grade) - Convener
2. Sri Supriya Gopal Bit, Lecturer in Electrical Engineering (Selection Grade)- Member
3. Sri Arun Chattopadhyay, Lecturer in Mechanical Engineering (Selection Grade) - Member.

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 9

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Arun Chattopadhyay, Lecturer in Mechanical Engineering, Arambagh, Hooghly.
2. Sri Supriya Gopal Bit, Lecturer in Electrical Engineering, AGP, Arambagh, Hooghly
3. Sri Samarendra Kundu, Lecturer in Mechanical Engineering, AGP, Arambagh, Hooghly
4. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 10

Date: 01.04.2019

SUB: Students Welfare Committee

OFFICE ORDER

Students Welfare Committee is being constituted consisting of the following members in connection with student welfare at the Arambagh Govt. Polytechnic until further order.

1. Sri Sujit Paul, Lecturer in Survey Engineering - Convener
2. Sri Santanu De, Lecturer in Humanities- Member
3. Miss Shreya karmakar, Lecturer in Physics- Member
4. Sri Subrata Paul, Lecturer in Mathematics - Member

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 10

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Sujit Paul, Lecturer in Survey Engineering, AGP, Arambagh, Hooghly.
2. Sri Santanu De, Lecturer in Humanities, Arambagh, Hooghly
3. Miss Shreya karmakar, Lecturer in Physics, Arambagh, Hooghly
4. Sri Subrata Paul, Lecturer in Mathematics, AGP, Arambagh, Hooghly
5. Office File

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Memo. No.: AGP/2019/AC / 11

Date: 01.04.2019

SUB: Games and Sports Committee

OFFICE ORDER

A Games and Sports Committee is being constituted consisting of the following members in connection with Games and Sports Committee at the Arambagh Govt. Polytechnic until further order.

1. Sri Santanu De, Lecturer in Humanities - Convener
2. Miss Mayuri Sabui, Lecturer in Civil Engineering- Member
3. Sri Tapan Kumar Sarkar, Workshop Instructor – Member
4. Sri Tarun kanti Sarkar, Laboratory Assistant- Member
5. Sri Athindra Nath Biswas, UDC - Member

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 11

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Santanu De, Lecturer in Humanities, Arambagh, Hooghly.
2. Miss Mayuri Sabui, Lecturer in Civil Engineering, Arambagh, Hooghly
3. Sri Tapan Kumar Sarkar, Workshop Instructor, AGP, Arambagh, Hooghly
4. Sri Tarun Kanti Sarkar, Laboratory Assistant, AGP, Arambagh, Hooghly
5. Sri Athindra Nath Biswas, UDC, AGP, Arambagh, Hooghly
6. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 12

Date: 01.04.2019

SUB: Cultural Committee

OFFICE ORDER

A Cultural Committee is being constituted consisting of the following members in connection with Cultural activities at the Arambagh Govt. Polytechnic until further order. They will support the students to organize the programme.

1. Sri Manik Mukherjee, Junior Lecturer in CE - Convener
2. Sri Arup Kumar Ray, Lecturer in Engineering (Selection Grade) - Member
3. Sri Athindra Nath Biswas, UDC- Member
4. Sri Ranjan Chakraborty, Office Staff – Member

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 12

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Manik Mukherjee, Junior Lecturer in CE, AGP, Arambagh, Hooghly.
2. Sri Arup Kumar Ray, Lecturer in Engineering, AGP, Arambagh, Hooghly
3. Sri Athindra Nath Biswas, UDC, AGP, Arambagh, Hooghly
4. Sri Ranjan Chakraborty, Office Staff, AGP, Arambagh, Hooghly
5. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 13

Date: 01.04.2019

SUB: Committee to supervise the work of the House Keepers and Security Guards

OFFICE ORDER

A Committee is being constituted consisting of the following members to supervise the work of the House Keepers and Security Guards until further order.

1. Sri Arup Kumar Ray, Lecturer (Selection Grade)
2. Sri Arun Chattopadhyay, Lecturer in ME (Selection Grade)
3. Sri Nanda Dulal Banerjee, Lecturer in Computer Science & Technology
3. Sri Tapan Kumar Sarkar, Workshop Instructor

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 13

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Arup Kumar Ray, Lecturer in Engg. (Selection Grade), Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Arun Chattopadhyay, Lecturer in Mechanical Engineering, Arambagh, Hooghly.
3. Sri Nanda Dulal Banerjee, Lecturer in Computer Science, AGP, Arambagh, Hooghly
4. Sri Tapan Kumar Sarkar, Workshop Instructor, AGP, Arambagh, Hooghly
5. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 14

Date: 01.04.2019

SUB: Committee for Maintenance of Greenery & Gardening and Beautification

OFFICE ORDER

A Committee is being constituted consisting of the following members in connection with maintenance of Greenery and Gardening at Arambagh Govt. Polytechnic until further order.

1. Sri Arup Kumar Ray, Lecturer (Selection Grade)
2. Sri Utpal Dutta, Lecturer in EE
3. Sri Manik Mukherjee, Jr. Lecturer in CE
4. Sri Dipak Kumar Das, Laboratory Assistant
5. Sri Himadri Sharma, Office Staff

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 14

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Arup Kumar Ray, Lecturer in Engg. (Selection Grade), Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Utpal Dutta, Lecturer in EE, AGP, Arambagh, Hooghly
3. Sri Dipak Kumar Das, Laboratory Assistant, AGP, Arambagh, Hooghly.
4. Sri Himadri Sharma, Office Staff, AGP, Arambagh, Hooghly
5. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 15

Date: 01.04.2019

SUB: Institution –Industry Cell

OFFICE ORDER

An Institution –Industry Cell is being constituted consisting of the following members to build a relationship with the Corporate House, DIC and MSME until further order.

1. Dr Asit Kumar Manna, Principal- Chairman
2. Sri Arun Chattopadhyay, HOD, ME - Member
3. Sri Suranjan Das, HOD, EE - Member
4. Sri Sujit Paul, HOD, CE- Member
5. Sri Arup Kumar Ray, Lecturer in Engg. (Selection Grade)- Convener

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 15

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Arup Kumar Ray, Lecturer in Engg. (Selection Grade), Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Arun Chattopadhyay, Lecturer in Mechanical Engineering, Arambagh, Hooghly.
3. Sri Suranjan Das, HOD, EE, Arambagh, Hooghly
4. Sri Sujit Paul, HOD, CE- Member , AGP, Arambagh, Hooghly
5. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 16

Date: 01.04.2019

SUB: Training & Placement Cell

OFFICE ORDER

A Training & Placement Cell is being constituted consisting of the following members in connection with Training & Placement activities at the Arambagh Govt. Polytechnic with effect from 01.04.2019 to 31.03.2020. They will look after vocational Training, grooming of students, organizing seminar & Symposium etc.

1. Sri Nanda Dulal Banerjee, Lecturer in Computer Science & Technology - TPO
2. Sri Suranjan Das, HOD, EE, Arambagh, Hooghly- Adviser
3. Sri Arun Pal, UDC, AGP, Arambagh, Hooghly- Data Entry Operator
4. Sri Ranjan Chakraborty, Office Staff – Attendant

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 16

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Nanda Dulal Banerjee, Lecturer in Computer Science & Technology, AGP, Arambagh, Hooghly.
2. Sri Suranjan Das, HOD, EE, Arambagh, Hooghly
3. Sri Arun Pal, UDC, AGP, Arambagh, Hooghly
4. Sri Ranjan Chakraborty, Office Staff, AGP, Arambagh, Hooghly
5. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 17

Date: 01.04.2019

SUB: Student Counselors

OFFICE ORDER

The following members will act as Student Counselors for counseling the students time to time for overall academic improvement of the Arambagh Govt. Polytechnic until further order.

1. Dr Asit Kumar Manna, Principal
2. Sri Arup Kumar Ray, Lecturer in Engg.
3. Sri Goutam Kumar Ghosh, Lecturer in ME

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 17

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Arup Kumar Ray, Lecturer in Engg. AGP, Arambagh, Hooghly, AGP, Arambagh, Hooghly.
2. Sri Arup Kumar Ray, Lecturer in Engg, Arambagh, Hooghly
3. Sri Goutam Kumar Ghosh, Lecturer in ME, Arambagh, Hooghly
4. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 18

Date: 01.04.2019

SUB: Building Maintenance Committee

OFFICE ORDER

A Committee is being constituted consisting of the following members in connection with maintenance of Administrative Building & Workshop at Arambagh Govt. Polytechnic until further order.

1. Sri Supriya Gopal Bit, Lecturer in EE
2. Sri Sujit Paul, HOD, CE
3. Sri Dipak Kumar Das, Laboratory Assistant

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 18

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Supriya Gopal Bit, Lecturer in EE. (Selection Grade), Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Sujit Paul, HOD, CE, AGP, Arambagh, Hooghly
3. Sri Dipak Kumar Das, Laboratory Assistant, AGP, Arambagh, Hooghly.
4. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 19

Date: 01.04.2019

SUB: Canteen Committee

OFFICE ORDER

A Canteen Committee is being constituted consisting of the following members in connection with Canteen at Arambagh Govt. Polytechnic until further order. They will also maintain a liaison with the students for the quality of food and snacks.

1. Sri Arun Chattopadhyay, Lecturer in ME
2. Sri Goutam Kumar Ghosh, Lecturer in ME
3. Sri Utpal Dutta, Lecturer in EE
4. Sri Tapan Kumar Sarkar, Laboratory Instructor

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 19

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Arun Chattopadhyay, Lecturer in ME, Arambagh, Hooghly.
2. Sri Goutam Kumar Ghosh, Lecturer in ME , AGP, Arambagh, Hooghly
3. Sri Utpal Dutta, Lecturer in EE, AGP, Arambagh, Hooghly.
4. Sri Tapan Kumar Sarkar, Laboratory Instructor, AGP, Arambagh, Hooghly
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(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 20

Date: 01.04.2019

SUB: Library Verification Committee

OFFICE ORDER

A Committee is being constituted consisting of the following members in connection with verification of Library at Arambagh Govt. Polytechnic until further order.

1. Sri Goutam Kumar Ghosh, Lecturer in ME
2. Sri Utpal Dutta, Lecturer in EE
3. Sri Hirendra Nath Halder, Jr. Lecturer in EE
4. Miss Shreya Karmakar, Lecturer in Physics
5. Miss Mayuri Sabui, Lecturer in CE

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 20

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Goutam Kumar Ghosh, Lecturer in ME , Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Utpal Dutta, Lecturer in EE, AGP, Arambagh, Hooghly
3. Miss Shreya Karmakar, Lecturer in Physics, Arambagh, Hooghly
4. Sri Hirendra Nath Halder, Jr. Lecturer in EE, Arambagh, Hooghly.
5. Miss Mayuri Sabui, Lecturer in CE, Arambagh, Hooghly
6. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 21

Date: 01.04.2019

SUB: Store Verification Committee

OFFICE ORDER

A Committee is being constituted consisting of the following members in connection with verification of Store at Arambagh Govt. Polytechnic until further order.

1. Sri Samarendra Kundu, Lecturer in ME
2. Sri Arun Chattopadhyay, Lecturer in ME
3. Sri Utpal Dutta, Lecturer in EE
4. Sri Prolay Roy, Lecturer in Chemistry
5. Sri Sujit Paul, Lecturer in CE
5. Sri Soumitra Dana, Workshop Instructor

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 21

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Samarendra Kundu, Lecturer in ME , Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Arun Chattopadhyay, Lecturer in ME, AGP, Arambagh, Hooghly
3. Sri Utpal Dutta, Lecturer in EE, AGP, Arambagh, Hooghly
4. Sri Prolay Roy, Lecturer in Chemistry, Arambagh, Hooghly.
5. Sri Sujit Paul, Lecturer in CE, AGP, Arambagh, Hooghly.
6. Sri Soumitra Dana, Workshop Instructor, Arambagh, Hooghly
7. Sri athindra Nath Biswas, UDC (Act as Store Keeper), AGP, Arambagh, Hooghly
8. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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ARAMBAGH GOVERNMENT POLYTECHNIC

Arambagh, Hooghly, Pin-712602
E-mail: agpgov@gmail.com, Website: www.agpgov.in

Memo. No.: AGP/2019/AC / 22

Date: 01.04.2019

SUB: Preparatory Committee for NBA

OFFICE ORDER

A Committee is being constituted consisting of the following members in connection with national Board of Accreditation at Arambagh Govt. Polytechnic until further order.

1. Dr Asit Kumar Manna, Principal
2. Sri Arup Kumar Ray, Lecturer in Engg.
3. Sri Samarendra Kundu, Lecturer in ME
4. Sri Arun Chattopadhyay, Lecturer in ME
5. Sri Utpal Dutta, Lecturer in EE
6. Sri Sujit Paul, Lecturer in CE
7. Sri Subrata Paul, Lecturer in Mathematics

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 22

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Arup Kumar Ray, Lecturer in Engg. (Selection Grade), Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Samarendra Kundu, Lecturer in ME , AGP, Arambagh, Hooghly
3. Sri Arun Chattopadhyay, Lecturer in ME, Arambagh, Hooghly
4. Sri Utpal Dutta, Lecturer in EE, AGP, Arambagh, Hooghly
5. Sri Sujit Paul, Lecturer in CE, AGP, Arambagh, Hooghly.
6. Sri Subrata Paul, Lecturer in Mathematics, AGP, Arambagh, Hooghly
7. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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OFFICE OF THE PRINCIPAL
ARAMBAGH GOVERNMENT POLYTECHNIC

Arambagh, Hooghly, Pin-712602

E-mail: agpgov@gmail.com, Website: www.agpgov.in

Memo. No.: AGP/2019/AC / 23

Date: 01.04.2019

SUB: Committee for Development Entrepreneurship, Incubation activity and Start up Programme

OFFICE ORDER

A Committee is being constituted consisting of the following members for Development Entrepreneurship, Incubation activity and Start up Programme at Arambagh Govt. Polytechnic until further order.

1. Dr Asit Kumar Manna, Principal
2. Sri Arup Kumar Ray, Lecturer in Engg.
3. Sri Samarendra Kundu, Lecturer in ME
4. Sri Arun Chattopadhyay, Lecturer in ME
5. Sri Suranjan Das, Lecturer in EE

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 23

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Arup Kumar Ray, Lecturer in Engg. (Selection Grade), Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Samarendra Kundu, Lecturer in ME , AGP, Arambagh, Hooghly
3. Sri Arun Chattopadhyay, Lecturer in ME, AGP, Arambagh, Hooghly.
4. Sri Suranjan Das, Lecturer in EE, Arambagh, Hooghly
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(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 24

Date: 01.04.2019

SUB: Committee for Supervision of Model Making and Display

OFFICE ORDER

A Committee is being constituted consisting of the following members for Supervision of Model Making and Display at Arambagh Govt. Polytechnic until further order.

1. Sri Goutam Ghosh, Lecturer in ME
2. Sri Utpal Dutta, Lecturer in EE.
3. Sri Hirendra Nath Halder, Jr. Lecturer in EE
4. Sri Sujit Paul, Lecturer in CE
5. Sri Kajal Kumar Middy, Jr. Lecturer, CE
6. Sri Tapan Kumar Sarkar, Workshop Instructor
7. Sri Soumitra Dana, Workshop Instructor

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 24

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Goutam Ghosh, Lecturer in ME, AGP, Arambagh, Hooghly.
2. Sri Utpal Dutta, Lecturer in EE, AGP, Arambagh, Hooghly
3. Sri Sujit Paul, Lecturer in CE, AGP, Arambagh, Hooghly.
4. Sri Hirendra Nath Halder, Jr. Lecturer in EE , Arambagh, Hooghly
5. . Sri Kajal Kumar Middy, Jr. Lecturer, CE, , Arambagh, Hooghly
6. Sri Tapan Kumar Sarkar, Workshop Instructor, AGP, Arambagh, Hooghly
7. Sri Soumitra Dana, Workshop Instructor, AGP, Arambagh, Hooghly
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(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 25

Date: 01.04.2019

SUB: Committee for Maintenance of Power & Electricity

OFFICE ORDER

A Committee is being constituted consisting of the following members for Maintenance of Power & Electricity at Arambagh Govt. Polytechnic until further order.

1. Sri Supriya Gopal Bit, Lecturer in EE
2. Sri Goutam Kumar Ghosh, Lecturer in ME.
3. Sri Arun Kumar Pal, UDC

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 25

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Supriya Gopal Bit, Lecturer in EE, AGP, Arambagh, Hooghly.
2. Sri Goutam Kumar Ghosh, Lecturer in ME, AGP, Arambagh, Hooghly
3. Sri Arun Kumar Pal, UDC , AGP, Arambagh, Hooghly.
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(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 26

Date: 01.04.2019

SUB: Committee to look after the Students' Attendance and Discipline

OFFICE ORDER

A Committee is being constituted consisting of the following members to look after the Students' Attendance and Discipline at Arambagh Govt. Polytechnic and report to the Academic Council from time to time until further order.

1. Sri Arun Chattopadhyay, HOD, ME
2. Sri Suranjan Das, HOD, EE
3. Sri Sujit Paul, HOD, CE
4. Sri Arup Kumar Ray, Lecturer in Engg.
5. Miss Shreya Karmakar, HOD, Sc. & Hum.

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 26

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Arun Chattopadhyay, Lecturer in Mechanical Engineering, Arambagh, Hooghly.
2. Sri Arup Kumar Ray, Lecturer in Engg, AGP, Arambagh, Hooghly
3. Sri Suranjan Das, HOD, EE, Arambagh, Hooghly
4. Sri Sujit Paul, HOD, CE- Member , AGP, Arambagh, Hooghly
5. Miss Shreya Karmakar, HOD, Sc. & Hum, AGP, Arambagh, Hooghly.
6. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 27

Date: 01.04.2019

SUB: Committee for Monitoring Food Safety and Standard

OFFICE ORDER

A Committee is being constituted consisting of the following members for Monitoring Food Safety and Standard at Arambagh Govt. Polytechnic until further order.

1. Sri Prolay Roy, Lecturer in Chemistry
2. Sri Tarun Kanti Sarkar, Laboratory Assistant (Chemistry)

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 27

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Prolay Roy, Lecturer in Chemistry, Arambagh, Hooghly.
2. Sri Tarun Kanti Sarkar, Laboratory Assistant (Chemistry), AGP, Arambagh, Hooghly.
3. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 28

Date: 01.04.2019

SUB: Website Updating & Maintenance Committee

OFFICE ORDER

A Committee is being constituted consisting of the following members for Website Updating & maintenance until further order.

1. Sri Arup Kumar Ray, Lecturer (Selection Grade)
2. Sri Nanda Dulal Banerjee, Lecturer in Computer Science

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 28

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Arup Kumar Ray, Lecturer in Engg. (Selection Grade), Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Nanda Dulal Banerjee, Lecturer in Computer Science, AGP, Arambagh, Hooghly
3. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 29

Date: 01.04.2019

SUB: Committee for Updating of Service Book & Leave

OFFICE ORDER

A Committee is being constituted consisting of the following members for Updating of Service Book & Leave until further order.

1. Sri Arup Kumar Ray, Lecturer (Selection Grade)
2. Sri Nanda Dulal Banerjee, Lecturer in Computer Science
3. Sri Parantap Das, Clerk Cum Typist

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 29

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Arup Kumar Ray, Lecturer in Engg. (Selection Grade), Arambagh Govt. Polytechnic, Arambagh, Hooghly.
2. Sri Nanda Dulal Banerjee, Lecturer in Computer Science, AGP, Arambagh, Hooghly
3. Sri Parantap Das, Clerk Cum Typist, AGP, Arambagh, Hooghly
4. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo. No.: AGP/2019/AC / 30

Date: 01.04.2019

SUB: Grievance Redressal Committee for SC/ST/ Minority Students

OFFICE ORDER

A Grievance Redressal Committee for SC/ST/ Minority Students is being constituted consisting of the following members for Redressal of grievances of students belongs to SC/ST/ Minority Community at the Arambagh Govt. Polytechnic until further order.

1. Sri Arup Kumar Ray, Lecturer in Engineering (Selection Grade) - Convener
2. Sri Supriya Gopal Bit, Lecturer in Electrical Engineering (Selection Grade)- Member
3. Sri Utpal Datta, Lecturer in Electrical Engineering (Selection Grade) - Member.
4. Sri Samar Patra, Accountant (UDC)- Member

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)

Principal, Arambagh Govt. Polytechnic

Memo. No.: AGP/2019/AC / 30

Date: 01.04.2019

Copy forwarded for information and necessary action to:

1. Sri Arup Kumar Ray, Lecturer in Engineering, AGP, Arambagh, Hooghly.
2. Sri Supriya Gopal Bit, Lecturer in Electrical Engineering, AGP, Arambagh, Hooghly
3. Sri Utpal Datta, Lecturer in Electrical Engineering, AGP, Arambagh, Hooghly.
4. Sri Samar Patra, Accountant (UDC), AGP, Arambagh, Hooghly
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(Dr Asit Kumar Manna)

Principal, Arambagh Govt. Polytechnic



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Memo No. AGP/2019/AICTE/ 57

Dated: 29.03.2019

SUB: Anti-Ragging Committee

OFFICE ORDER

An Anti Ragging Committee is being constituted consisting of the following members as per the guidelines of AICTE and Hon'ble Supreme Court to eradicate ragging from the Institute campus of Arambagh Govt. Polytechnic until further order

Sl. No.	Name & Designation	Act As
1	Dr. Asit Kumar Manna, Principal	Chairman
2	Sri Arup Kumar Ray, Lecturer in Engineering.	Convener
3	Mr. Swapan Kumar Nandi, Chairman, Arambagh Municipality	Member
4	Representative of SDO	Member
5	Inspector In Charge, Arambagh P.S.	Member
6	Media Person	Member
7	NGO	Member
8	Sri Arun Kumar Chattopadhyya, Lecturer in ME	Member
9	Sri Supriya Gopal Bit, Lecturer in Electrical Engineering	Member
10	Sri Samarendra Kundu, Lecturer in Mechanical Engineering	Member
11	Sri Sujit Paul, Lecturer in Civil Engineering	Member
12	Miss Shreya Karmakar, Lecturer in Physics	Member
13	Mr. Athindranath Biswas, Store in Charge	Member
14	Mr. Parantap Das, Clerk cum Typist	Member
15	Mr. Jaydeb Dutta, Representative of Student's Guardian	Member
16	Sri Ayan Mondal, DCE-III	Member
17	Sri Arghya Kamal Mitra, DEE-II	Member
18	Miss Sheuli Pal, DCE-I	Member

(Dr Asit Kumar Manna)

Principal, Arambagh Govt. Polytechnic

Memo No. AGP/2019/AICTE/ 57

Dated: 29.03.2019

Copy forwarded for information and necessary action to:

1. Sri Arup Kumar Ray, Lecturer in Engineering, Arambagh, Hooghly.
2. Mr. Swapan Kumar Nandi, Chairman, Arambagh Municipality
3. Inspector In Charge, Arambagh P.S.
4. Sri Arun Kumar Chattopadhyya, Lecturer in ME, AGP, Arambagh, Hooghly
5. Sri Supriya Gopal Bit, Lecturer in Electrical Engineering, AGP, Arambagh, Hooghly
6. Sri Samarendra Kundu, Lecturer in Mechanical Engineering, AGP, Arambagh, Hooghly
7. Sri Sujit Paul, Lecturer in Civil Engineering, AGP, Arambagh, Hooghly
8. Miss Shreya Karmakar, Lecturer in Physics, Arambagh, Hooghly
9. Mr. Athindranath Biswas, Store in Charge, AGP, Arambagh, Hooghly
10. Mr. Parantap Das, Clerk cum Typist, AGP, Arambagh, Hooghly
11. Mr. Jaydeb Dutta, Representative of Student's Guardian
12. Sri Ayan Mondal, DCE-III, AGP, Arambagh, Hooghly
13. Mr. Arun Kumar Pal, UDC, AGP, Arambagh, Hooghly
14. Sri Arghya Kamal Mitra, DEE-II, AGP, Arambagh, Hooghly
15. Miss Sheuli Pal, DCE-I, AGP, Arambagh, Hooghly
16. Office File

(Dr Asit Kumar Manna)

Principal, Arambagh Govt. Polytechnic



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Arambagh, Hooghly, Pin-712602

E-mail: agpgov@gmail.com, Website: www.agpgov.in

Memo No. AGP/2019/AICTE/ 56

Dated: 29.03.2019

An 'Anti Ragging Squad' is being Constituted consisting with the following members to keep constant vigil within the campus of this Institute to prevent awkward situation happens to be in the name of 'ragging' on the newly admitted 1st year students at this Institute until further order.

Sl. No.	Name & Designation	Acted as	Mobile No.
1	Dr Asit Kumar Manna, Principal	Chairman	9433515018
2	Mr Arun Chattopadhyay, Lecturer in ME	Convener	9474574140
3	Mr. Goutam Ghosh, Lecturer in ME	Member	9433346230
4	Mr. Nanda Dulal Banerjee, Lecturer in Engg.	Member	9433168249
5	Mr. Suranjan Das, Lecturer in EE	Member	9433528018
6	Mr. Utpal Datta, Lecturer in EE	Member	9434085974
7	Ms. Shreya Karmakar, Lecturer in Physics	Member	9093457005
8	Mr. Subrata Paul, Lecturer in Maths	Member	8001924696
9	Ms. Mayuri Sabui, Lecturer in CE(Con.)	Member	8617248554
10	Mr. Manik Mukherjee, Jr. Lect. In CE	Member	9433164280
11	Mr. H N Halder, Jr. Lect. In EE	Member	7003115818
12	Mr. Tapan Kumar sarkar, W/S Instructor	Member	9433845185
13	Mr. Soumitra Dana, W/S Instructor	Member	8945998851
14	Mr. Tarun Kumar Sarkar, Lab. Assistant	Member	7890136047
15	Mr. Arun Kumar Pal, UDC	Member	9331274700
16	Mr. Ranjan Chakraborty, Gr-D	Member	9339262812

All staff members are requested to extend all sorts of cooperation in this regard.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic

Memo No. AGP/2019/AICTE/ 56

Dated: 29.03.2019

Copy forwarded for information and necessary action to:

17. Sri Arun Kumar Chattopadhyay, Lecturer in ME, Arambagh, Hooghly.
18. Mr. Goutam Ghosh, Lecturer in ME, AGP, Arambagh, Hooghly
19. Mr. Nanda Dulal Banerjee, Lecturer in Engg, AGP, Arambagh, Hooghly
20. Mr. Utpal Datta, Lecturer in EE, AGP, Arambagh, Hooghly
21. Ms. Shreya Karmakar, Lecturer in Physics, AGP, Arambagh, Hooghly
22. Mr. Subrata Paul, Lecturer in Maths, AGP, Arambagh, Hooghly
23. Ms. Mayuri Sabui, Lecturer in CE(Con.), AGP, Arambagh, Hooghly
24. Mr. Manik Mukherjee, Jr. Lect. In CE, AGP, Arambagh, Hooghly
25. Mr. H N Halder, Jr. Lect. In EE, AGP, Arambagh, Hooghly
26. Mr. Tapan Kumar sarkar, W/S Instructor, AGP, Arambagh, Hooghly
27. Mr. Soumitra Dana, W/S Instructor, AGP, Arambagh, Hooghly
28. Mr. Tarun Kumar Sarkar, Lab. Assistant, AGP, Arambagh, Hooghly
29. Mr. Arun Kumar Pal, UDC , AGP, Arambagh, Hooghly
30. Mr. Ranjan Chakraborty, Gr-D, AGP, Arambagh, Hooghly
31. Office File

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



GOVT. OF WEST BENGAL
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Memo No. AGP/2019/AICTE/38

Date- 12.04.2019

NOTICE

All students, faculties and staff of this institute are hereby informed that free online courses on different topics in all Engineering and General Science subjects are available in SWAYAM platform. SWAYAM (Study Webs of Active Learning for Young Aspiring Minds) is basically an intergraded MOOCs (Massive Open Online Courses) platform for distance education That is aimed at offering all courses from school level (Class IX) to post-graduate level. The platform has been developed collaboratively by MHRD and AICTE. Everyone is advised to register in the website of SWAYAM (<https://swayam.gov.in/>) for Open Online Courses.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo No. AGP/2019/AICTE/39

Date- 12.04.2019

NOTICE

All students, faculties and staff of this institute are hereby informed to register in the website of National Digital Library of India (<https://ndl.iitkgps.ac.in/>) individually as presently the "Institutional Registration" link of National Digital Library of India is disabled/not working due to their internal reasons. "National Digital Library of India" is an initiative of finding learning resources with a single-window search facility which is Coordinated by Indian Institute of Technology, Kharagpur and sponsored by MHRD, Government of India.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic



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Memo No. AGP/2019/AICTE/40

Date- 12.04.2019

FOOD, SAFETY AND STANDARD MAINTENANCE COMMITTEE

Member Secretary: Sri Samarendra Kundu (Lecturer in Mechanical Engineering)
Members: Dr. Radhamadhab Laha (Lecturer in Chemistry)
Sri Manik Mukherjee (Junior Lecturer in Civil Engineering)
Sri Tarun Kanti Sarkar (Laboratory Assistant, Chemistry)

Charges of the Committee for Food Safety:

The Food Safety Committee meets to discuss different aspects of campus dining. As topics arise, the Food Safety Committee makes suggestions for improvements that can be made in those areas. Recent topics, this group has discussed including pricing of food, quality of ACDC food and increasing healthy eating options.

Charges of the Committee for Safety:

1. To conduct meeting regularly to discuss the safety and security measures taken at the college campus.
2. To make sure that all the labs in the college are provided with handy Fire Extinguishers, smoke detectors and First Aid Kits.
3. To ensure that fire extinguishers and smoke detectors in all the labs are checked periodically once a month for proper operation.
4. To make all faculty and the technical staff of the departments fully aware of the safety norms being adopted.
5. To ensure the Safety procedure instruction sheets are provided in all the labs and the Lab instructions make sure that every students goes through these procedures at the beginning of every semester.
6. To conduct regularly an inspection tour of all the department labs to find out the availability and functioning of all the essential items in the lab as far as the safety and security measures are concerned.

(Dr Asit Kumar Manna)
Principal, Arambagh Govt. Polytechnic