

**Circular 12**  
**IQAC MEETING**

An Administrative Audit will be conducted in the college on 05.12.2020 under the initiative of IQAC, and coordinated by the Office Orientation Committee.

Prof. Utpal Sarma of Department of Instrumentation and USIC, Gauhati University, will conduct the said audit, which shall commence in the forenoon part.

After conclusion of the audit process, the resource person shall hold a meeting with the HODs of different academic departments of our college.

In this connection, all esteemed HODs are requested to be present in the meeting as detailed below without fail.

Date: **05.12.2020 (Saturday)**

Time: **01.00 p.m.**

Venue: **Digital Conference Hall (Block-K, 1<sup>st</sup> Floor)**



**(Dr. Manjit Kumar Mazumdar)**  
**Coordinator, IQAC**

Dated: 04.12.2020