

Circular 1
GENERAL GUIDELINES FOR NAAC PTV
Dated: 27.10.2020

1. In view of the anticipated NAAC Peer Team Visit (3rd Cycle of Assessment & Accreditation), IQAC is gearing up and devising a strategy so that all preparations for the PTV are completed on time and with utmost precision
2. A series of circulars will be issued from time to time by IQAC till the process of PTV is completed
3. It is highly desirable that all instructions issued from IQAC are responded to in a prompt manner and in a professional way
4. A series of meetings will be organized by IQAC with different stakeholders, starting from 1st week of November, 2020
5. Attendance in the IQAC meetings is STRICTLY COMPULSORY
6. Any meeting may be convened on URGENT basis. Hence, it is highly desirable that all concerned are available in the college campus at least during office hours.
7. Three (3) nos. of Monitoring Sub-Committees has been proposed to be constituted to finish the PTV ground preparation works
8. Fourteen (14) nos. of teams has been proposed to be constituted to coordinate different tasks during the 2-day PTV
9. To meet the desired targets and tasks, all concerned are requested to devote extra time in the college, over and above the normal office hours
10. All allocated tasks must be completed within the due dates (as and when prescribed by IQAC)
11. All urgent notifications will be circulated through the institutional WhatsApp Groups



(Dr. Manjit Kumar Mazumdar)
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