P. O. - BALAGARH • DIST. - HOOGHLY • WEST BENGAL - 712 501

NAAC ACCREDITED

Ref. No. From, **President / Principal / Teacher-in-charge**

Date

NOTICE-212/BBKM/ADM/2022-23 dated 31.03.2023

In compliance to our previous NOTICE NO- 126/2018-19 Dated 02.11.2018 (Revised on 05.03.2019), It is notified for all concerned staffs of this college that the normal hours of working time of this College is 10am to 5 pm. In view of 3rd Cycle assessment and accreditation of NAAC of this college in current calendar year for huge workload regarding maintenance of academic and administrative documents, its digitalization with retrospective effect from 01.07.2017 and up gradation of library, The all assistant professors and associate professor are requested to maintain more working hours in a week as per norms are to be followed as latest guidelines issued by the NAAC. The SACT are requested to devote at least four and half hours in this college and the undersigned seek their active participation/duties in different sphere of development works of this college as this college has been suffering from lack of faculties from longtime. All the dignified teachers of this college are hereby requested to meet the terms with their best:

31.03-2023 Principal IC2rh R aerh, Hooghty, W.B.