



# P. N. DAS COLLEGE

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NAAC ACCREDITED - 2016

Ref.: .....

Date .....

## ACTIVITY REPORT 2022-23

1. Name of Department / Committee / Cell: *Internal Quality Assurance Cell (IQAC), P.N. Das College*
2. Name of the Event / Activity: *Three Days Development programme for staff*
3. Date(s) of the event: *28/12/2022 to 30/12/2022*
4. Venue of the Event: *P.N.Das College*
5. Nature of the Activity (Tick / underline the applicable choice): *programme / function / event / competition / lecture / exhibition / camp / workshop / training / extension activity / rally / campaign / drive / celebration of days / extending help in terms of students, expertise, experience, etc.:*
6. Level of the activity (Tick / underline the applicable choice): *International / National / State / University / District / College / Local / Village / Gram Panchayet:*
7. Purpose / Aims / Objectives of the event: *To train our staff for office management, students dealing, to improve working environment, etc.*
8. Names and designations / professions of dignitaries, guests, participants:

Capacity	Name	Designation / Profession / Affiliating Institute / Organization
Chairperson	<i>Dr. Sharmila De</i>	<i>Principal P. N. Das College</i>
Inaugurator	<i>Dr. Sharmila De</i>	<i>Principal P. N. Das College</i>

9. Name(s) of the Anchor(s): *Dr. Madhuchanda Lahiri, IQAC Co-Ordinator*
10. Beneficiaries / participants / audience (Type and/or number): *All Non -Teaching staff of our college.*
11. Outcome of the activity [Tick or underline the suitable alternative(s) and give details]: *awareness / prizes won / social service / personality development (by improving management skills) / skill testing or development, etc.*
12. Evidence produced (Lists, Certificates, letters, newspaper cuttings, etc.):

Signature of the Principal