

OFFICE OF THE PRINCIPAL

# DR. B.K.B. COLLEGE

P.O. : Puranigudam, Nagaon - 782141 (Assam)

Estd. 1967

From :

*Dr. Nripen Ch. Das*

Principal & Secretary

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Ref. No. ....

Date .....

## Action Taken Report:

As per the resolutions of the meeting held on 20/11/2021, the Principal along with the statutory body and others concerned has finally taken the following actions:

1. The college authority has taken initiatives by holding meetings and discussion among the office staffs, faculty members and library staff and it was made clear to all to deal with students in a friendly manner.
2. As per the resolution, the office staff of the college informs the students about the different scholarships through WhatsApp group and by displaying in the notice board as well as in college website time to time.
3. The authority has prepared guidelines of the procedures to apply the different types of scholarships and in this regard all HOD's and office staffs will extend their help and cooperation. The members of the scholarship committee are also instructed to involve in the process and procedure scholarship facilities.
4. The authority has made the provision of pure drinking water as per the demands of the students.
5. The authority has instructed the sweeper to maintain cleanliness and hygiene in the ladies toilet-cum-washroom.

(Dr. Nripen Chandra Das)

Principal, Dr. B.K.B. College,

Puranigudam, Nagaon, Assam

Principal  
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