

**Government General Degree College, Narayangarh**

**IQAC/NGC/ 001/24-25**

**Internal Quality Assurance Cell**

**Dated: 12.03.2025**

**Notice**

It is hereby informed to all subcommittees that the report of any event organized by the said subcommittee must be submitted to the IQAC within 14 days (2weeks) of the completion of the programme in the prescribed format.

1. Report (within 250 words along with captioned Geo-tagged photos)
2. Notice of the event.
3. Invitation Letter to the Speaker / Guest (if applicable)
4. List of Participants
5. Geo-tagged Photos

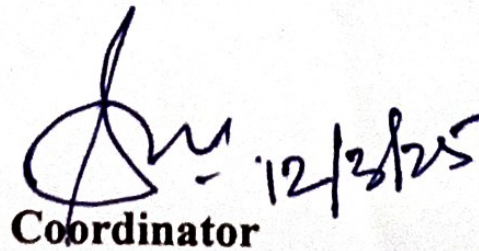
**The soft copy of the report and other documents should be sent to [iqac@ngc.ac.in](mailto:iqac@ngc.ac.in)**



**Officer-in-Charge**

**Government General Degree College, Narayangarh**

Officer-in-Charge  
Govt. General Degree College, Narayangarh  
Govt. of West Bengal



**Coordinator**

**Internal Quality Assurance Cell**

Co-ordinator  
Internal Quality Assurance Cell  
Govt. General Degree College  
Narayangarh  
Paschim Medinipur