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Office of the Principal  
**BAGNAN COLLEGE**  
(An Institution, Assessed and Accredited by The NAAC)  
(Estd. - 1958)  
P.O. : BAGNAN \* DIST : HOWRAH  
Pincode : 711 303

Ref. No. \_\_\_\_\_

Date \_\_\_\_\_

Date: 15.05.2022

Urgent Notice

In partial modification of Notice, dated 30.04.2022, it is notified for all concerned that the Summer Recess will commence on and from 17.05.2022 till 30.06.2022 subject to the followings modalities to be followed and/or compliances:

1. The Notice/Circular/Advisory to be issued, time to time, by the University of Calcutta and/or by Higher Authorities and/or by the College authority afresh.
2. The work from home is being encouraged. Online Classes of all Semesters (2nd, 4th & 6th) of all the Shifts (Morning, Day & Evening) will be held as usual as per the existing time table excepting in Holidays & Sundays. The students are advised to keep close touch with their respective department for online classes.
3. An individual daily Online Class Taken report to be submitted compulsorily by the faculties for official information and record (at: [collegebagnan153@gmail.com](mailto:collegebagnan153@gmail.com)).
4. The Practical classes of respective departments will be held as per the need for completion of syllabi. The respective HODs/Shift-in-Charge is hereby requested to take necessary steps in this regard. The students are advised to keep close touch with their respective departments for practical classes.
5. The minimum Library services will be available to the students and faculties in all working days except in Sunday, Holidays and Saturday from 11.00 A.M. to 3.00 P.M. The Librarians are hereby advised to make necessary arrangements and maintain user records properly.
6. The office employees are required to be attended the College office, as and when necessary, for administrative works to be determined by the undersigned.

All concerned please note and follow the ensuing notice.

Sd/-

Dr. Badal Kumar Maity  
Principal, Bagnan College, Howrah