



Date: 13.09.2022

NOTICE

A meeting will be held on 14th September, 2022 at the S.I.T. room from 1 PM onwards. All members of the event management committee are hereby requested to attend the meeting.

Agenda: Celebration of Biswakarma puja.

Shoshi
13/09/22

In-Charge,

Event Management Committee, BCRCP.

Samir Kumar Samanta
22/09/22

Prof. (Dr.) Samir Kumar Samanta
M. Pharm., Ph.D (J.U.)
Principal

Dr. B. C. Roy College of Pharmacy & AHS
Durgapur, West Bengal-713206



Dr. B. C. ROY COLLEGE OF PHARMACY AND ALLIED HEALTH SCIENCES, DURGAPUR

EVENT MANAGEMENT COMMITTEE

BISWAKARMA PUJA- MEETING MINUTES

1. Meeting of the Event management committee was called by Mrs. Rituparna Chaki Ghosh (In charge) to order at 1:00pm on 14th September , 2022 in the SIT room.

2. Meeting participants

MRS. RITUPARNA CHAKI GHOSH (In charge)

Rituparna Chaki Ghosh
14/09/2022

MS. SANCHAREE MONDAL

Sancharee Mondal
14/09/2022

MS. MANAMI DHIBAR

Manami Dhibar
14/09/2022

MRS. JAYITA MONDAL

Jayita Mondal
14/9/22

MRS. SUSHRUTA CHAKRABORTY

Sushruta Chakraborty
14/09/22

MS. PUJA MISHRA

Puja Mishra
14/9/22

MR. SUTIRTHA PATRA

Sutirtha Patra
14/09/22

MR. SAROJ SINGHMURA

Saroj Singhmura
14/09/22

DR. SAGARIKA DEEPTHY T

Sagarika Deepthy T
14/9/22

MR. ANIRUDHHA LAHIRI

Anirudhha Lahiri
14/9/22

MS. SURITA GHOSH

Surita Ghosh
14/09/22

MS. TANUSHREE ROY

Tanushree Roy
14/09/22

Samir Kumar Samanta
Prof. (Dr.) Samir Kumar Samanta
M. Pharm., Ph.D (J.U.)
Principal
Dr. B. C. Roy College of Pharmacy & AHS
Durgapur, West Bengal-713206




3. Agenda of the Meeting:

- Discussion about Biswakarma puja celebration.

4. Minutes:

- Schedule wise work distribution among the committee members by Mrs.Rituparna Chaki Ghosh.
- Duty assignment for Biswakarma puja celebration.
- Discussion of programme schedule of biswakarma puja celebration.
- Creation of student volunteer committee for the celebration.
- Venue for the puja decided to be the NOAA
- Discussion about the decoration of idol.
- A decoration committee has been made .
- List of items required for the puja has been made.
- Discussion about puja timing
- A budget has been finalize & would be submitted to college authority.
-


Prof. (Dr.) Samir Kumar Samanta
M. Pharm., Ph.D (J.U.)
Principal
Dr. B. C. Roy College of Pharmacy & AHS
Durgapur, West Bengal-713206



5. Adjournment : Meeting ended at 1:30pm.
6. Minutes Submitted by: Mrs. Sushruta Chakraborty
7. Approved by: Mrs. Rituparna Chaki Ghosh



Prof. (Dr.) Samir Kumar Samanta
M. Pharm., Ph.D (J.U.)
Principal
Dr. B. C. Roy College of Pharmacy & AHS
Durgapur, West Bengal-713206

