



Date: 24.01.2023

NOTICE

A meeting will be held on 25th January, 2023 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: Saraswati Puja Celebration.

Sheh
24/01/23
In-Charge,

Event Management Committee, BCRCP.

Samir Kumar Samanta
24/01/23

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

SARASWATI PUJA CELEBRATION -MEETING MINUTES

1. Meeting of the Event management committee was called by Mrs.Rituparna Chaki Ghosh (In charge) to order at 1:00pm on 25TH January, 2023 in the SIT room.

2. Meeting participants

MRS.RITUPARNA CHAKI GHOSH (In charge)

MS SANCHAREE MONDAL

DR.MANAMI DHIBAR

MRS. JAYITA MONDAL

MRS.SUSHRUTA CHAKRABORTY

MS.PUJA MISHRA

MR.SUTIRTHA PATRA

MR.SAROJ SINGHMURA

DR.SAGARIKA DEEPHY T

MR .ANIRUDHHA LAHIRI

MS.SURITA GHOSH

MS.TANUSHREE ROY

MR. SOUMYA MITRA

Rituparna Ghosh
25/01/23

Sancharee Mondal
25/1/23

Manami Dhibar
25/01/2023

Jayita Mondal
25/1/23

Sushruta Chakraborty
25/01/23

Puja Mishra
25/1/23

Sutirtha Patra
25/01/23

Saroj Singhmura
25/1/23

Sagarika Deepthy T
25/1/23

Anirudhha Lahiri
25/1/23

Surita Ghosh
25/01/2023

Tanushree Roy
25/01/23

Soumya Mitra
25/1/23



Soumya Mitra
25/01/23
Prof. (Dr.) Soumya Mitra 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 Saraswati Puja Celebration.

4. Minutes:


- Schedule wise work distribution among the committee members by Mrs.Rituparna Chaki Ghosh.
- Duty assignment for Saraswati Puja Celebration.
- Discussion of programme schedule of Saraswati Puja Celebration.
- Creation of student volunteer committee for the celebration.
- Venue was decided at the time of meeting.
- Creation of student volunteer committee for the decoration of the venue
- Sweet packs would be distributed to all the faculty and students present in the puja
- A morning puja and pusanjali would be arranged by student volunteer comitee.



5. Adjournment : Meeting ended at 1:30pm.

6. Minutes Submitted by: Mrs. Sushruta Chakraborty

7. Approved by: Mrs.Rituparna Chaki Ghosh


Prof. (Dr.) Sanku Kumar Samanta
M. Pharm., Ph.D (J.U.)
Principal
Dr. B. C. Roy College of Pharmacy & AHS
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