

Date: 26.11.2020

To
The DC Members
Department of Microbiology

Dear Sirs,

An online DC meeting will be held on 27.11.2020 at 8 PM through Webex (ID: 589088365) to discuss about the following agenda:

Agendum:

1. Preparation of roster for emergency visit of faculty members to the department for the month of December, 2020.
2. Preparation of list of research scholars for emergency visit to access laboratory
3. Miscellaneous

You are requested to attend the said meeting.

Regards,

Nandini Ghosh

(DR. NANDINI GHOSH)

TIC

Dept. Of Microbiology

Minutes of the online meeting of Departmental Committee of Microbiology held on
27.11.2020 at 8 PM

Members present:

1. Dr. Nandini Ghosh, TIC	Nandini Ghosh
2. Prof. K.C. Mondal	Keshab Chandra Mondal
3. Dr. Suman Halder	Suman Kr. Halder

Dr. Nandini Ghosh, TIC, presided over the meeting.

The following resolutions were taken unanimously:

1. Roster for the visit of faculties to the department was prepared. DC endorse the TIC to submit the roster to the registrar
2. If any scholar wants to come to the department to carryout important laboratory work he/she will be instructed to apply to the registrar through TIC after filling up the declaration form and entry pass.

N Ghosh
27.11.2020