



# **GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE**

7, Mayurbhanj Road, Kolkata - 700023

## **ELECTORAL LITERACY CLUB**

**YEAR OF INCEPTION: 2021**

### **Assessment Period**

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**2021-2023**

**NAAC CYCLE 1, 2024**

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# INTRODUCTION

The Government Girls' General Degree College's **Electoral Literacy Club** was conceived and formed on 4<sup>th</sup> July, 2021 and came into force with effect from 5<sup>th</sup> July, 2022. With the goal to build a participative democracy in India, the club encourages the students to vote, spread awareness and promote voter literacy among all in the neighbourhood.

In a letter (Letter No. DEO/19/EL/2024), dated 29<sup>th</sup> November, 2023 **Dr. Rashmi Kamal, IAS, District Election Officer of Kolkata South** expressed her sincere gratitude for establishing Electoral Literacy Club in our college premises and welcomed the enthusiastic participation of the members of this club towards taking SVEEP initiatives a step forward.

The institutional Electoral Literacy Club was also set up with the specific objective of targeting the new voters, (in the age-group of 18-21 years old) pursuing their graduation. All the regular students of the institution are members of the club.

# **OBJECTIVES OF THE ELECTORAL LITERACY CLUB**

The Government Girls' General Degree College's **Electoral Literacy Club** was conceived on 4<sup>th</sup> July, 2021. This is a dais to engage college students through interesting activities and hands-on experience to sensitize them about their electoral rights and familiarize them with the complete electoral process in our country.

The Department of Political Science is responsible for the smooth functioning of this club. Teachers and students of other departments have been included to give this body truly a representative character. With the goal to build a participative democracy in India, the club encourages the students to vote, spread awareness and promote voter literacy among all in the neighbourhood.

To develop responsible citizens, the club reckons to prepare students about the importance of participating in the electoral process. They are made aware about the political parties, their manifestos, background of the contesting candidates such that they can cast an enlightened vote at the time of elections.

## **The major objectives of the club are:**

1. To create awareness among the students regarding the importance of the electoral system of the country, union, state and local level.
2. To enhance their participation in the voting system.
3. To create awareness to generate effective people centric readers and cast a valid vote.
4. To create smooth implementation/execution of planned activities designed for the club.

# MEMBERSHIP AND EXECUTIVE COMMITTEE

This club will have all regular students as its members.

## EXECUTIVE COMMITTEE

The club is a functional body and representative in character. As per ECI, the club consists of teachers and student representatives. Dr. Bhaswati Bhattacharyya, Associate Professor, Department of Chemistry has been acted as the Nodal officer of this club. Other members of this club are Dr. Syeda Shariqatul Moula Alquadri, Principal, GGGDC, Dr. Sampa Sen, Associate Professor of Bengali (teacher's Council Secretary), Prof. Jayantajoy Chattopadhyay, Associate Professor and Head, Department of Political Science and Dr. Rajashree Dasgupta, Assistant Professor and Head, Department of Geography.

All students are members of this club. However, GGGDC Electoral Literacy Club has nominated **three students' representatives**, one student from each stream viz. Arts, Science and Commerce (2021-2022 session). Tazeen Siddiqui, Department of English represented Arts, Moniba Afifa, Department of Geography represented Science and Fatema Khatun, Department of commerce represented Commerce.

### First Executive Committee nominated by the Principal (w.e.f. 05-07-2022)

SI No	Name	Designation
1	Dr. Syeda Shariqatul Moula Alquadri	Principal
2	Dr. Bhaswati Bhattacharyya	Nodal Officer
3	Prof. Jayanta joy Chattopadhyay	Faculty of Political Science
4	Dr. Sampa Sen	Faculty of Bengali
5	Dr. Rajashree Dasgupta	Faculty of Geography
6	Tazeen Siddiqui	Students' Representative
7	Moniba Afifa	Students' Representative
8	Fatema Khatun	Students' Representative

# ACTIVITIES

An Annual Calendar of activities shall be prepared by the Executive Committee, at the beginning of each session, in tune with ECI guidelines and instructions, if any, of the DEO, Kolkata South.



## LIST OF ACTIVITIES



Session	Sl. No.	Date	Event Details
2021-22	1	04 - 07 - 2021	Electoral Literacy Club was conceived and formed
2022-23	1	01 - 12 - 2021	Electoral Awareness and Enrollment Camp
2023-24	1	04 - 03 - 2024	a one-day college camp on “ <b>Electoral Literacy</b> ” by EVM Demonstration
2023-24	2	23 - 04 - 2024	One-Day Students’ Election Awareness Campaign

# DETAILS OF THE EVENTS

- 1. Formation of ELC Club** - The Government Girls' General Degree College Electoral Literacy Club was conceived and formed on 04.07.2021 and came into force with effect from 5<sup>th</sup> July, 2022.

In a letter dated 29.11.2023 (Letter No. DEO/19/EL/2024), Dr. Rashmi Kamal, IAS, District Election Officer of Kolkata South expressed her sincere gratitude for establishing Electoral Literacy Club in our college premises and welcomed the enthusiastic participation of the members of this club towards taking SVEEP initiatives a step forward.

 <b>GOVT. GIRLS' GENERAL DEGREE COLLEGE</b> 7, Mayur Bhanj Road, Kolkata - 700 023 Telephone No. : 033-2448-1160, 033-2448-1171 E-mail : gggdc.col@gmail.com Website : www.govtgirlskolkata.com
Ref. No. : 1909/EL/Alipore Date : 29/11/23
<b>NOTICE</b> <b>FOR THE FORMATION OF ELECTORAL LITERACY CLUB</b> <b>IN GGGDC CAMPUS</b> <b>04-07-2021</b>
<p>An Electoral Literacy club has been conceived and formed on 04-07-2021 at Government Girls' General Degree College Campus, 7, Mayur Bhanj Road, Kolkata-700023 with an objective to aware the students in the age group of 18 - 21 years about the complete electoral process in our country and the voting procedure.</p> <p>The club will comprise of both faculty members and students from the college and will conduct different training programs, workshops and seminars to attain its objective in from time to time .</p>
 Principal GGGDC, Kolkata Principal Government Girls' General Degree College Kolkata

 <b>DR. RASHMI KAMAL, IAS</b>	<b>DIRECTOR OF LAND RECORDS &amp; SURVEYS</b> & <b>JOINT LAND REFORMS COMMISSIONER</b> WEST BENGAL SURVEY BUILDING 35, GOPAL NAGAR ROAD, ALIPORE, KOLKATA - 700 027 Phone : 2479-1354 (O), Fax : 2479-8804 E-mail : dlrswb@gmail.com
No. DEO/19/EL/2024	Dated, Alipore, the : 29 <sup>th</sup> November, 2023
To The Principal, Government Girls' General Degree college, Kolkata.	
<p>I express my sincere appreciation and heartfelt gratitude to you for your earnest endeavour in establishing the Electoral Literacy Club at your esteemed institution and for your invaluable contribution towards taking our SVEEP initiatives a step ahead.</p> <p>I warmly welcome the enthusiastic participation of the members of the Electoral Literacy Club in our future SVEEP activities to make the electoral process more inclusive and accessible.</p>	 District Election Officer Kolkata South



GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE  
7, MAYR BHANJ ROAD, KOLKATA - 700023

### Objectives of the Electoral Literacy Club :

The GGGDC Electoral Literacy club was conceived on 04.07.2021. This is a date to engage college students through interesting activities and hands-on experience to sensitize them about their electoral rights and familiarize them with the complete electoral process in our country.

The Department of Political Science is responsible for the smooth functioning of this club. Teachers and students of other departments have been included to give this body truly a representative character. With the goal to build a participative democracy in India, the club encourages the students to vote, spread awareness and promote voter literacy among all in the neighbourhood.

To develop responsible citizens, the club reckons to prepare students about the importance of participating in the electoral process. They are made aware about the political parties, their manifestos, backgrounds of the contesting candidates such that they can cast an enlightened vote at the time of elections.

#### The major objectives of the club are:

To creating awareness among the students regarding the importance of the electoral system of the country, union, state and local level.

2. To enhance their participation in the voting system.

3. To create awareness to generate effective people centric readers and cast a valid vote.

4. To ensure smooth implementation/execution of planned activities designed for the club.



*S. Ghosh*  
Principal  
GGGDC, Kolkata  
Principal  
Government Girls' General  
Degree College  
Kolkata



GOVT. GIRLS' GENERAL DEGREE COLLEGE

7, Mayur Bhanj Road, Kolkata - 700 023  
Telephone No. : 033-2448-1160, 033-2448-1171  
E-mail : gggdc.coll@gmail.com  
Website : www.govtgirlsekolpur.com

Ref. No. : .....

Date : .....

### COMPOSITION OF THE ELECTORAL LITERACY CLUB

The Club was conceived on 4<sup>th</sup> July, 2021 and came into force with effect from 5<sup>th</sup> July, 2022

#### MEMBERS (2021-2022 session)

Dr. Syeda Shariqatul Mousa Alauqadri, Principal, GGGDC, Kolkata

Dr. Sampa Sen (Teacher's Council Secretary)

Prof. Jayantojoy Chattopadhyay, HOD, Political Science Department

Dr. Bhaswati Bhattacharya, HOD, Department of Chemistry

Dr. Rajashree Dasgupta, HOD, Department of Geography

Students Representatives -- 1 Student from each stream (Arts, Science and Commerce)

From Arts : Tazeen Siddiqui (English Department)

From Science : Moniba Afifa (Geography Department)

From Commerce : Fatema Khatun (Commerce Department)



*S. Ghosh*  
Principal  
GGGDC, Kolkata  
Principal  
Government Girls' General  
Degree College  
Kolkata

2. “Electoral Awareness and Enrollment Camp” on 01.12.2023 - ELC of GGGDC, IQAC and NAAC subcommittee of GGGDC took initiative to organize an “Electoral Awareness and Enrollment Camp” on 01.12.2023 in the college campus in collaboration with Kolkata Port A. C under DEO Kolkata South. The major objective of the camp was to aware the eligible voters in the age group of 18-21 years about the importance of casting votes and the procedure to be followed for voting. A team of fifteen officers from the District Election Commission of Port Assembly Constituency visited the college for the purpose. Three officers – Mrs. Bhuprobha Biswas, WBES (Exe.) and Deputy Director and ERO; Mr. Abdullah Jamal. Dy. Director, WBLRS and AERO and Mr. Rajarshi Lahiri, Assistant Director WBLRS and AERO delivered speech in the seminar on “Electoral Awareness and Enrollment”.

137 students and 10 teachers were participated in the camp. Students and teachers interacted with the officers regarding their problems in voter's id (for change in address or correction of spellings in their name etc.). A good number of students also enrolled their names as new voters in the camp. A recognition letter from the Election Commission was also submitted to the principal of the college.

NOTICE

For  
ONE DAY COLLEGE LEVEL CAMP  
ON

**ELECTORAL AWARENESS AND ENROLLMENT**  
GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE  
7, MAYUR BHANJ ROAD, KOLKATA - 700023

No- 449/666/2023/office      29.11.2023      Date - 29/11/2023

It is hereby informed to all students under different courses B.A/B.Sc/B.Com (for all semesters) that the District Election Office, Kolkata, South will be holding a camp on

**Electoral Awareness and Enrollment on December 1, 2023 from 2 p.m onwards at the Lecture Theatre Hall 2 in the First Floor of the college.** All students are requested to attend the camp positively and the participation in the camp is free for all. The camp is jointly organized by the IQAC, NAAC Subcommittee and Electoral Literacy Club of the college in collaboration with the Election Commission of India (ECI). The main aim of the camp is to deliver specific learning by various activities to help the students to become an empowered (prospective) voter.

The College has taken an initiative to form an **Electoral General Club** to include all students in the age group of 18 to 21 years who are the eligible voters of the country. An Electoral Literacy Club is a platform to engage students through interesting activities and hands-on experience to sensitise them on their electoral rights and familiarise them with the electoral process of registration and voting. Through ELC, Election Commission of India, aims at strengthening the culture of electoral participation among young and future voters.

IQAC Coordinator

Co-ordinator  
JOAC

Principal  
GGGDC, Kolkata

Principal  
Government Girls' General  
Degree College  
Kolkata

NOTICE

FOR ELECTORAL AWARENESS AND ENROLLEMENT CAMP

GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE  
7, MAYUR BHANJ ROAD, KOLKATA - 700023  
30-11-2023

No- 453/666/2023/office      Date - 30/11/23

DATE OF THE CAMP - DECEMBER 1, 2023 FROM 2 P.M onwards

VENUE OF THE CAMP - LECTURE THEATRE HALL 2 (First Floor),  
GGGDC, Kolkata

The students of all semesters in the college are hereby informed that during the Electoral Awareness camp the enrolment procedure will also be done by the officers/supervisors from the District Election Office for those students who have not yet enrolled their names in the voters list.

The already enrolled voters must attend the program to know some essential features of the voting process and those students who reside under the jurisdiction of 158 Kolkata Port Assembly Constituency (in the Wards, 75, 76, 77, 78, 79, 80, 133, 134, 135 but have not yet enrolled their names must carry the necessary documents (list provided below) for enrolment during the camp.

**Note : All students must carry their personal mobile ( for OTP generation) for enrolment only :**

**The following documents are to be carried without fail for those who have not yet enrolled their names in the voters list**

> **Self Documents**

- Birth Certificate,
- Pass certificate of Madhyamik or equivalent Board Examination,
- PAN Card,
- Aadhaar Card,
- Ration Card, Bank Pass Book (if any) along with photocopies of the same
- and
- passport size photographs of the respective students who want to enroll.

> **Parents Documents**

- Voter Card,
- Aadhaar Card of the parents (both father and mother if possible) along with photocopies of all documents.

Note : All documents to bring in originals with one photocopy

Principal  
GGGDC, Kolkata  
Principal  
Government Girls' General  
Degree College  
Kolkata

**DUTY LIST FOR THE NAAC SUBCOMMITTEE MEMBERS**

EVENT - ONE DAY COLLEGE LEVEL CAMP ON **ELECTORAL AWARENESS AND ENROLLMENT**

DATE OF THE EVENT - 01-12-2023 (Friday)

VENUE - LECTURE THEATRE HALL 2, GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE

7, MAYUR BHANJ ROAD, KOLKATA - 700023

No- 450/666/2023/office

Date - 29.11.23

TASK ASSIGNED	FACULTY MEMEBRS WITH OFFICE NON TEACHING MEMBERS
1. HALL MANAGEMENT AND PHOTOGRAPHY	Prof. Shahid Jamil, Prof. Abdur Matin, Mr. Binoy Das (Office member)
2. COLLECTION OF SIGNATURE OF THE PARTICIPANTS (STUDNENTS)	Prof. Suradhuni Ghosh and Prof. Sutapa Bose
3. ARRANGEMENT OF TEA BISCUITS TO THE RESOPURCE PERSONS OF THE ECI	Prof. Debjani Ray Moulik, Prof Mumu Chakraborty and Amna Begum
4. OVERALL SUPERVISION	Prof. Bhaswati Bhattacharya and Prof. Rajashree DAsgupta

Principal  
GGGDC, Kolkata

Principal  
Government Girls' General  
Degree College  
Kolkata



Meeting with District Election Officials at principals' room



Session with District Election Officials



Name enrollment camp for new voters



Name enrollment camp for new voters

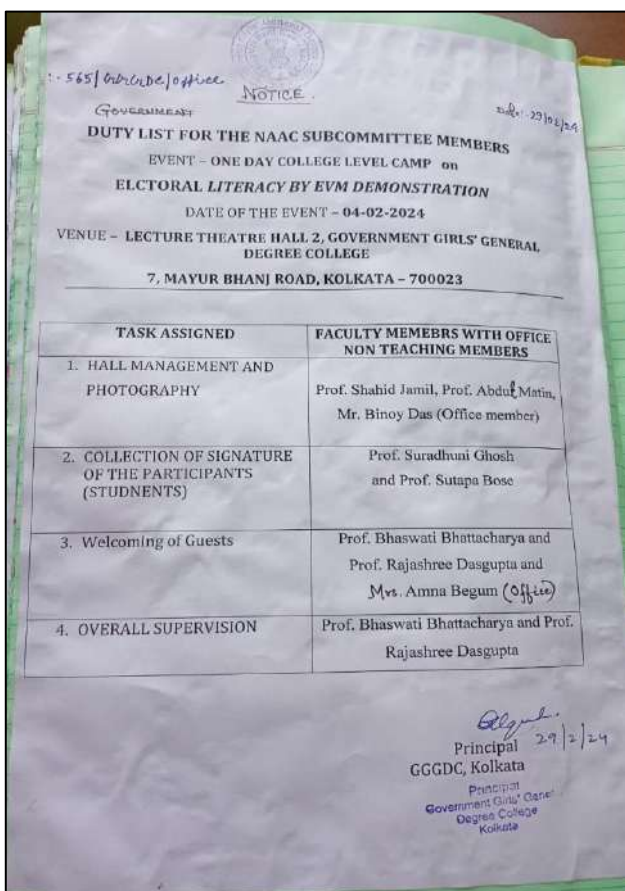


Name enrollment camp for new voters



District Election Officials Interact with students

3. **“Electoral Literacy by EVM Demonstration” on 04-03-2024** - ELC of GGGDC, IQAC took an initiative after a meeting with five officers of DEO, Survey Building on 04.03.2024 to organize a one-day college camp on “Electoral Literacy by EVM Demonstration” on 04.03.2024 at the college premises in collaboration with Kolkata Port A. C under DEO Kolkata South. The major objective of the camp was to aware the eligible voters in the age group of 18-21 years how to use EVM for voting. A team of five officers from the District Election Commission of Port Assembly Constituency visited the college for the purpose. Students and teachers participated in huge numbers to cast their dummy votes by the EVM. The hands-on training program for students and teachers in collaboration with DEO Kolkata South is expected to be fruitful and beneficial to all eligible voters for casting their votes.





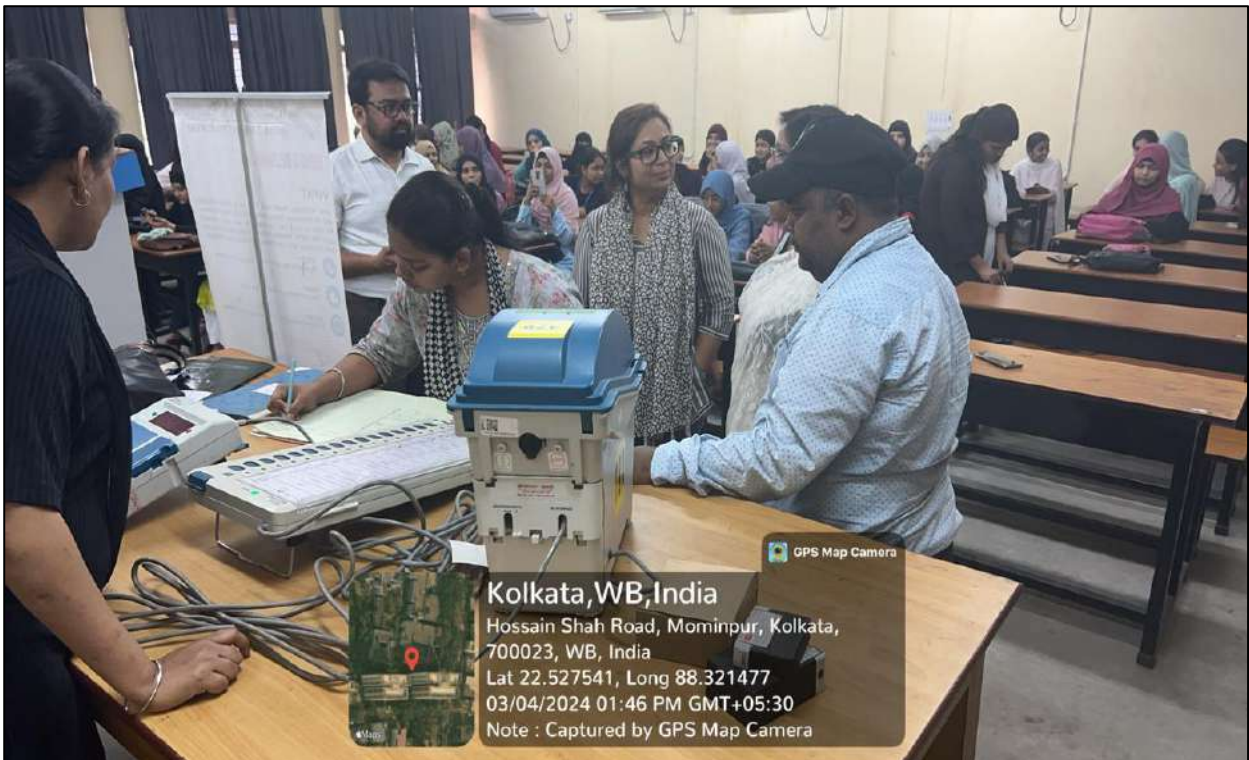
District Election Officials demonstrate the EVM



Students attending the session regarding EVM demonstration

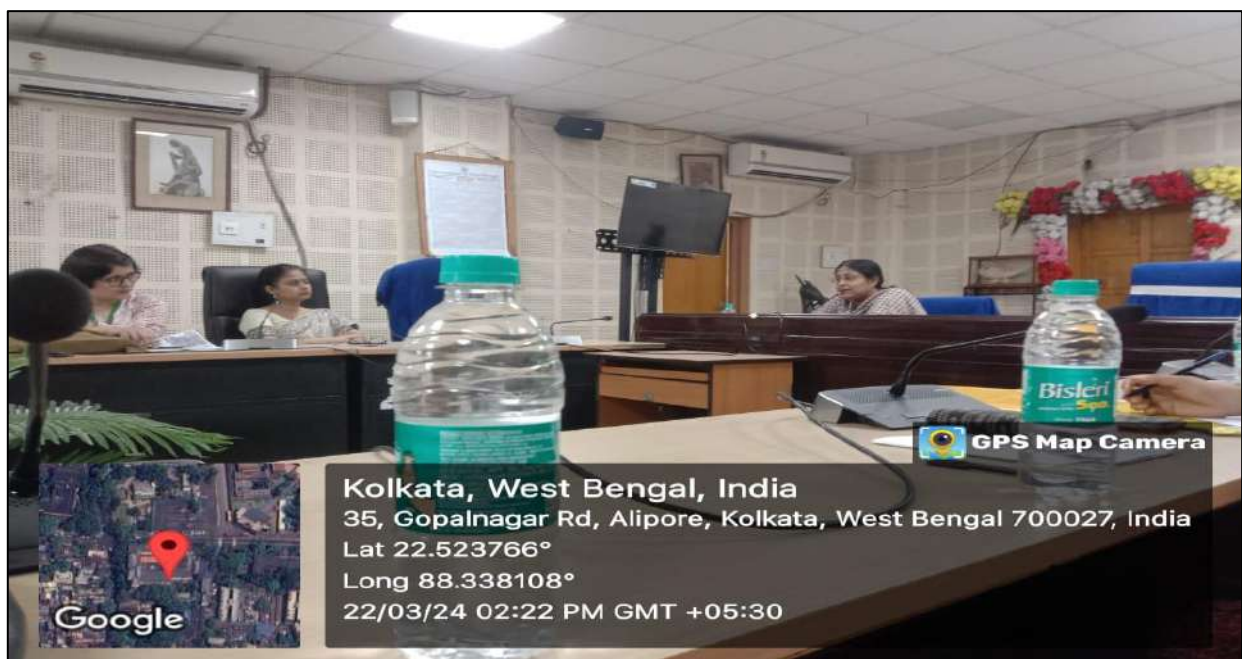


Officials from local police station attending the session regarding EVM demonstration

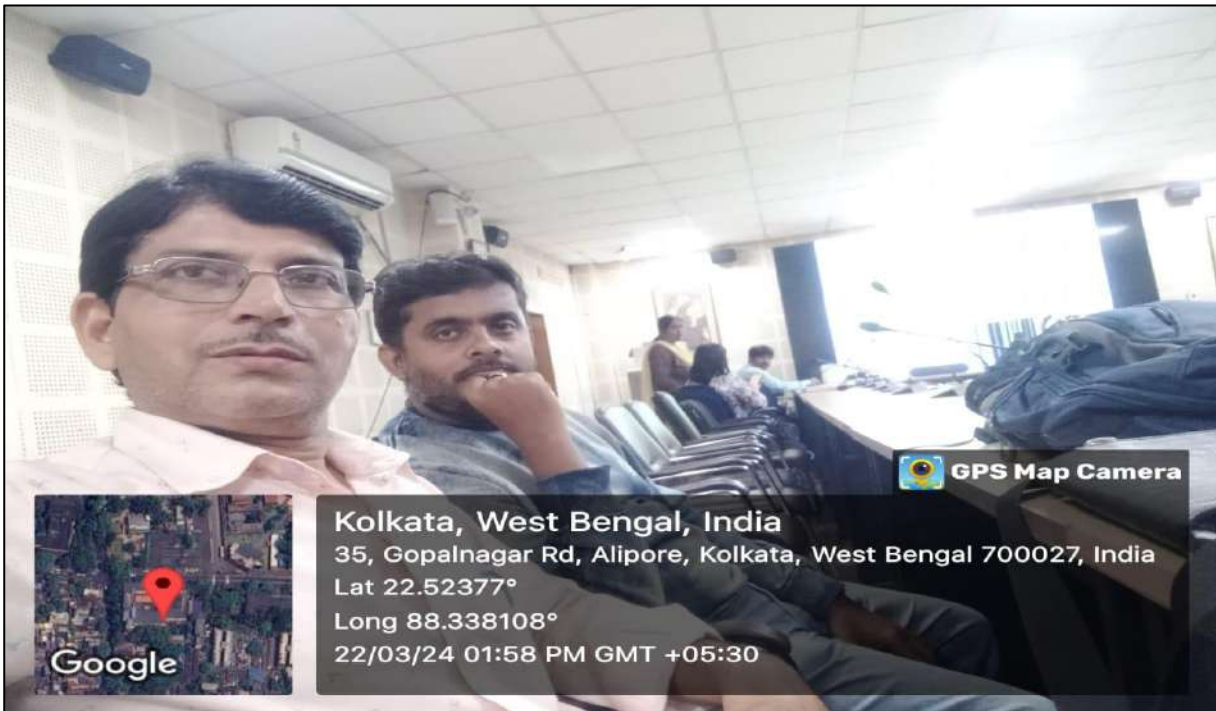
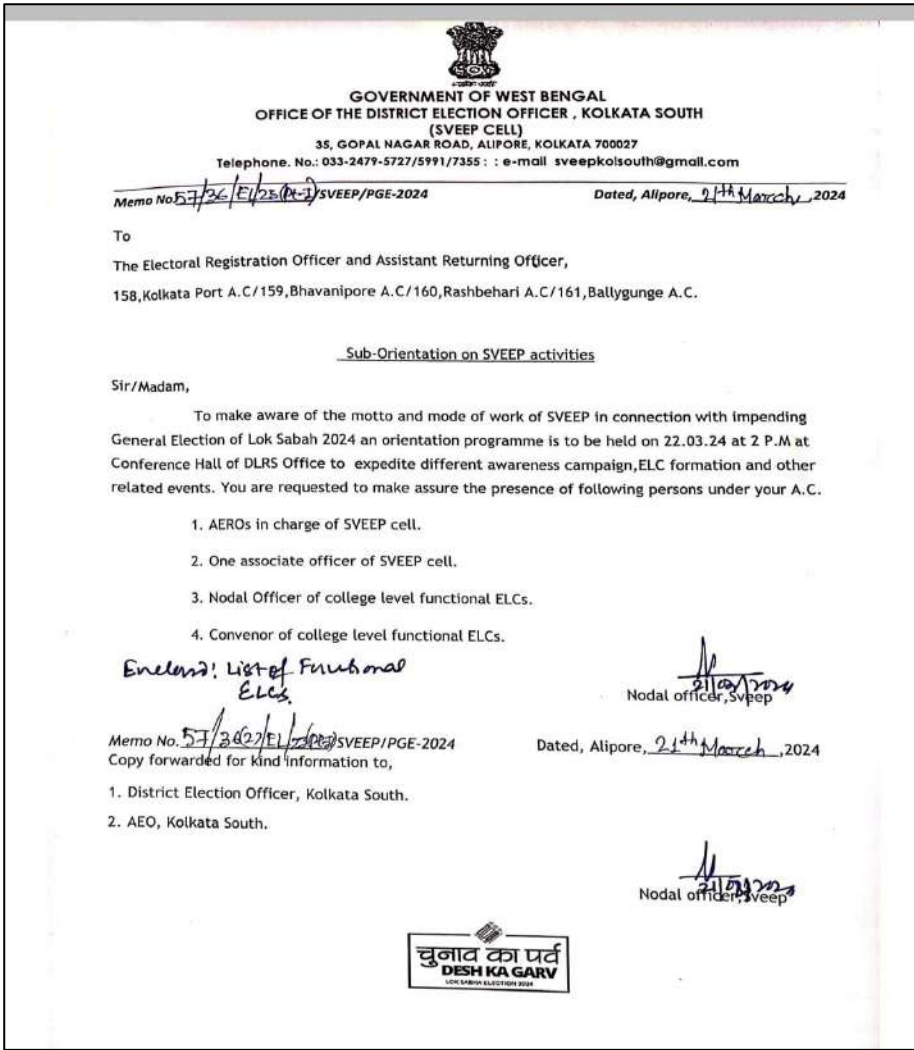


EVM demonstration done by District Electoral Officials

4. **“One-Day Students’ Election Awareness Campaign” on 22-03-2024** - As per an Orientation Program on ELC under DEO Kolkata (South) with all the A.C.s and Nodal Officers of ELC, held in Survey Building, 35, Gopal Nagar Road, Alipore, Kolkata, 700027, on 22.03.2024, (Attended by two distinguished GGGDC representatives Dr. Mohsin Khan, Assistant Professor of Department of Urdu and Prof. Pritin Dutta, Assistant Professor of the Department of Political Science) a meeting was held on 16.04.2024 at Principal’s Chamber. It was decided that Electoral Literacy Club of Government Girls’ General Degree College will organize a **“One-Day Students’ Election Awareness Campaign”** at the college premises in collaboration with **IQAC and NSS Unit-I of Government Girls’ General Degree College. The Event selected was: POSTER COMPETITION having topic: “DON’T MISS VOTING: POWER IS IN YOUNG FINGERS”**. The major objective of the competition was to aware the eligible voters in the age group of 18-21 years the power of voting. A team of three officers from the District Election Commission, of the Port Assembly Constituency visited the college for the purpose. Ten students from the departments of Urdu, Commerce, Geography, Political Science and Education Departments of the college have participated in this competition. Professor Jayanta Joy Chattopadhyay, Associate Professor and Head, Department of Political Science, GGGDC and Mrs. Gufrana Khatoon, Revenue Officer, Survey Building, Alipore judged the competition. Participants delivered a small speech on their poster topic. Based on participant’s Poster drawing and verbal explanation, Soni Khatoon of Department of Political Science (SEM 6), Sana Afreen of Department of Geography (SEM 4) and Raunak Parween of Department of Education (SEM 1) stood First, Second and Third respectively. Certificates and Prizes were given to the winners. The flyer and report with relevant photos were also disseminated through the official WhatsApp group of the ELC.



Orientation program at DLRS office



College Faculties attend Orientation program at DLRS office

16.04.2024  
A meeting was held with Principal, IQAC coordinator, ELC club and NSS coordinators on 16.04.2024 at 2-45 PM at Principal's chamber discussing the following matters on Poster competitions

Don't Miss Voting  
Power is in Young Finger "

Poster competition on 23/4/2024

Time → 1 Hour (2-3 pm)

Size: Half of a chart paper  
(to be carried by the students) Prize: 3 (RS. 500/-)

Member's present

certificates to all  
2 pm to 3 pm

1. Syeda Sharikatul Moula Alqudri - Syeda 16/4/24
2. Debaprasad Banerjee - Banerjee 16/4/24
3. Bhaswati Bhattacharyya - Bhaswati Bhattacharyya 16.4.24
4. Rajashree Dasgupta - Rajashree Dasgupta 16/4/24
5. Mumu Chakraborty - Mumu Chakraborty

NSS, IQAC, ELC, College Logo  
↓  
Logo                      Logo                      Logo

Guest welcoming: Bhaswati Bhattacharyya  
Koel Adhikari  
Flyer: Mumu  
and Prize:

E-Certificate: Dr. Debaprasad Banerjee  
Anusree Roy

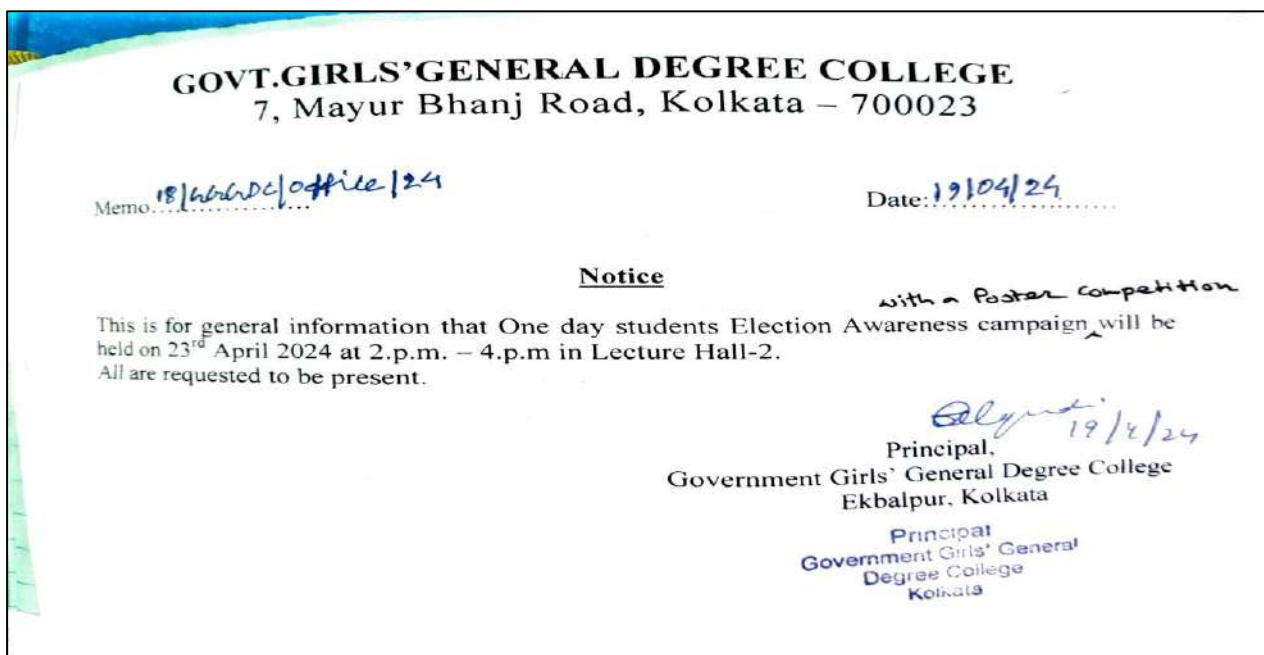
Registration: Satyajit Ghazai  
Kausiki Mukherjee

Judgement :- JJC and Susadhuni




Hard copy of certificate will be given to 1st, 2nd, 3rd; others will get e-certificate.

Resolution of the meeting held on 16-04-2024 at GGGDC

# POSTER COMPETITION CONDUCTED BY ELC



Notice for Poster Competition

**Government Girls' General Degree College**  
7, Mayurbhanj Road, Kolkata-23

**“One-Day Students' Election Awareness Campaign”**  
Organised By  
**Electoral Literacy Club**  
In collaboration with  
**IQAC and NSS Unit-I**  
Date: 23rd April, 2024; 2pm-3pm  
Venue: First Floor Lecture Hall-2, GGGDC

**Event**

**Poster Competition**  
Topic: “Don't Miss Voting: Power is in Young Fingers”

**Specifications**

Size of poster: Half of a chart paper  
Students will bring the chart paper and stationeries required to prepare the posters.  
They will prepare the posters in college within one hour and describe their work in front of the judges.  
Prizes will be given to the winners and all the participants will get e-certificate.

To participate, students are requested to submit their name, SEM, department to Dr.Mumu Chakraborty (whatsapp number 9830383108) on or before 21.04.2024.

Flyer for Poster Competition

17/6/24 DC/office/24

Government Girls' General Degree College  
7, Mayurbhanj Road, Kolkata - 23

18/04/24


Notice


Students' Election awareness Campaign


Poster Competition on 23.04.2024, 2 pm onwards

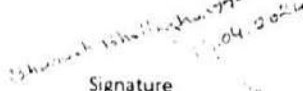
Duty Roster

Duty	In-Charge
Guest welcoming	Dr. Bhaswati Bhattacharya Dr. Koel Adhikari
Flyer designing and arrangement of prizes	Dr. Mumu Chakraborty
Designing and distribution of certificates (both hard copy and e-certificates)	Dr. Debaprasad Banerjee Prof. Anushree Roy
Registration (e-mail IDs should also be collected)	Dr. Kaushiki Mukherjee Prof. Satyajit Gharai
Poster Competition Session	Prof. Prathama Roy Mrs. Tapasree Das
Judges	Prof. Jayanta Joy Chattopadhyay Prof. Rupa Banerjee
Preparation of score sheet and declaration of results	Prof. Suradhuni Ghosh Dr. Soma Mondal
Prize distribution	Dr. Subhasundar Bandopadhyay Dr. Senjuti Gupta
Photography	Prof. Abdul Matin Md. Mhosin Khan
Preparation of report for website	Dr. Rajashree Dasgupta

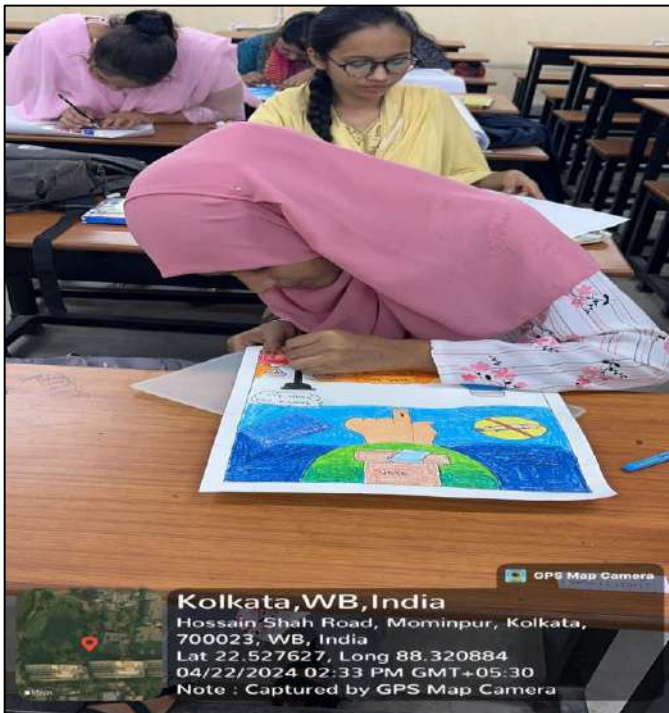
  
Signature 18/4/24  
Principal Government Girls' General Degree College  
Kolkata

  
Signature 18/4/24  
IQAC Coordinator

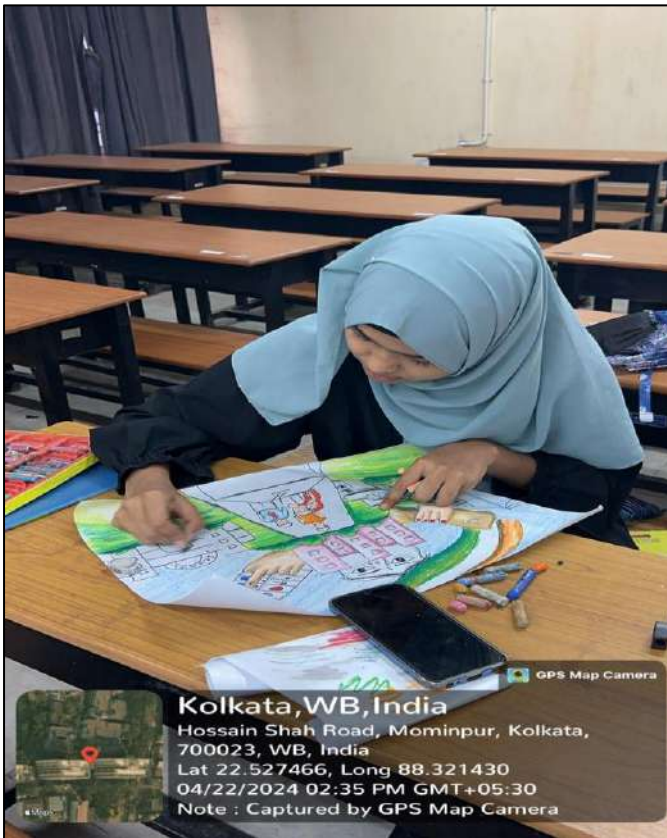
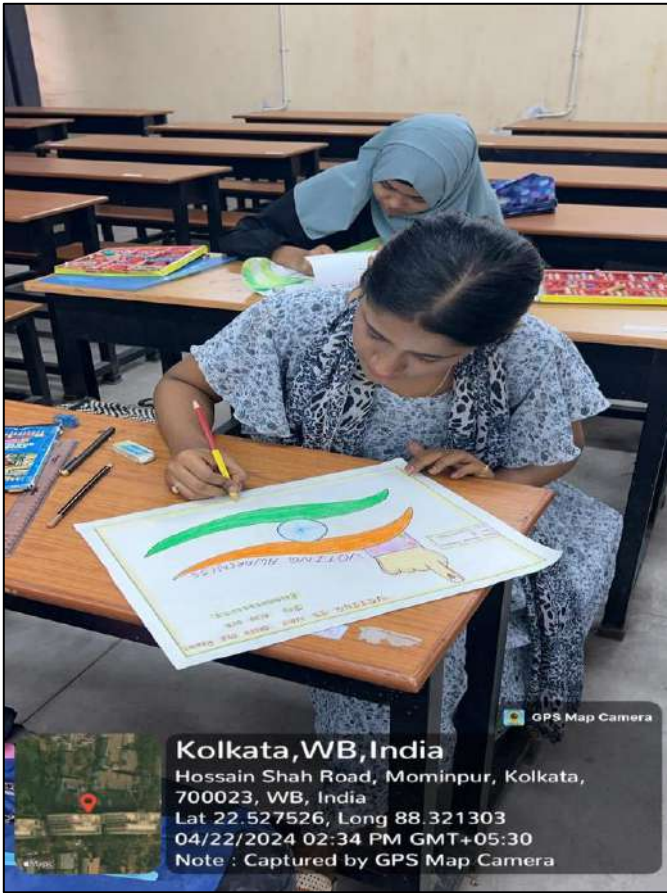
  
Signature 18/4/24  
NSS, Programme Officer

  
Signature 18/4/24  
ELC Nodal Officer

Duty roster notice for Poster Competition



### Poster Competition



Poster Competition



Judgement of Poster Competition



Prize distribution at Poster Competition



Winer and the team of Poster Competition



**Government Girls' General Degree College**

**CERTIFICATE OF PARTICIPATION**

**Poster Competition**

on

**"One-Day Students' Election Awareness Campaign"**

Organised by

**Electoral Literacy Club** in Collaboration with **IQAC & NSS**

This is to certify that <sup>3rd prize</sup> Raunak Parween of Education semester 1 has participated/ won in the One-Day Students' Election Awareness Campaign held on 23rd April, 2024, held at GGGDC, Ekbalpore, Kolkata-23

Principal, GGGDC

IQAC Coordinator

Nodal Officer, ELC

Nodal Officer, NSS

## **FUTURE PLAN**

The Government Girls' General Degree College Electoral Literacy Club has taken an initiative for the students who are yet to be enrolled (18-21 years) to enrol in the electoral roll through camp in collaboration with Kolkata Port A. C under DEO Kolkata South and intends to further this initiative by sensitizing the students preferably the new voters (18-21 years) about the importance of voter registration and casting a valid vote.