

# GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE

7, MAYURBHANJ ROAD, KOLKATA 700023

## DUTY ROSTER FOR ANNUAL DAY 2026

Memo No.: 366/HHHDC/office/26

Date: 03/02/26

This is for your kind information that the Cultural sub-committee in collaboration with IQAC for the Academic Session 2025-2026 is going to celebrate ANNUAL Day on 11<sup>th</sup> February, 2026. A hearty request to all concerned has been conveyed regarding the duties mentioned below:

Sl No.	Duties Assigned	Name of the faculty Members
1	Stage Decoration and set up	Sampa Sen , Koel Adhikary, Suradhuni Ghosh
2	Welcoming of Guests	Bhaswati Bhattacharyya , Shabnam Parveen , Rajashree Dasgupta, Debjani Roy Moulik, Subhasundar Bandyopadhyay
3	Noting of attendance of students	Arun Prasad Rajak, Md. Mohsin Khan , Pritin Dutta
4	Anchoring	Sampa Sen , Ananya Chatterjee, Susmita Basu, Shabnam Parveen
5	Felicitation of Guests	Bhaswati Bhattacharyya , Soma Mandal, Shampa Mitra Sanyal, Manoj Shukla , Amal Barman
6	Arrangement of prizes and certificates	Sutapa Bose , Rajashree Dasgupta, Joyjit Dhar
7	Supervision and noting of attendance of prize winners (cultural competitions )	Satyajit Ghorai , Chandan Naskar , Nafisa Sarkar, Shafiqul Islam
8	Arrangement and management of food/ art and craft stall	Suradhuni Ghosh, Sutapa Bose, Mousumi Bhar
9	Supervision of cultural program performers	Nandini Jana , Koel Adhikary , Jayanti Saha
10	Photography/ videography	Abdul Matin , Shahid Jamil

Sampaden: 03/02/26 . S.Pa 03/02/26  
Jt. Convenors, Cultural Subcommittee

S.Pa 03/02/26  
Principal, GGGDC

Principal  
Government Girls' General  
Degree College  
Kolkata