

## **Declaration under Section 4(1) (b) in the Right to Information Act, 2005**

### **PARTICULARS OF THE ORGANIZATION, FUNCTION AND DUTIES**

Name of the Society	:	Government General Degree College, Mangalkote under Higher Education Department, Government of West Bengal
Name Of the Institution	:	Government General Degree College, Mangalkote
Address	:	Office of the Principal Government General Degree College, Mangalkote Panchanantala, Khudrun Dighi, Mangalkote, P.O. Majhigram PIN: 713132

Our college is affiliated to the University of Burdwan, West Bengal, since its inception in the academic session 2015-16. The college is entirely a government college, under the jurisdiction of the Education Directorate, Government of West Bengal and the Higher Education Department, Government of West Bengal. The college discharges its academic and administrative functions strictly in accordance with the rules and regulations issued by the Education Directorate and Higher Education Department. The college also carries out academic activities, doings and accountabilities as per the authoritative rules, regulations, instructions and ordinances of the University of Burdwan.

### **MAJOR ACTIVITIES**

- The college performs all its vital activities keeping in view its vision and mission that pledges to provide education, cultural inclination, basic knowledge of research, discipline and development of a sound body and mind to all.
- The college makes no discrimination between the students coming from different section of the society and thrives to provide them with good quality education at the UG level in different subjects.
- The college organizes health camps, different sensitization programmes, seminars and webinars, communicative and spoken English classes, career counselling sessions, mentor-mentee sessions, parent-teacher meetings, all of which create the background for better future opportunities in the job market. It also provides the students with the space to cultivate their talents and future-planning.
- Anti-Ragging and Grievance Redressal Cells keep regular check on possible disruptive activities that threaten to disturb peace and discipline in the institution.
- Communal harmony among the stakeholders and the extended areas are sought to be established through the activities undertaken by the NSS unit of the college, and

also through annual sports meet, cultural programmes, value education initiatives and other extended activities.

- The students are regularly encouraged to take part in extra-curricular activities, interactive teaching-learning, use of ICT tools, seminars and webinars. Regular assessment programmes are conducted by the departments to determine the progression of the students.

## **PROFILE OF THE INSTITUTION**

Government College included under 2(f) and 12(B) Schedule of UGC.

Head of the Institution : Dr. Pradipta Kumar Basu, W.B.E.S

OFFICER-IN-CHARGE

Email : [ggdcmangalkote@gmail.com](mailto:ggdcmangalkote@gmail.com)

Website : [www.mangalkotegovtcollege.org](http://www.mangalkotegovtcollege.org)

## **Working Hours:-**

College Office Time: From 10.00 A.M. to 5.00 P.M.

Class Time: 10.00 A.M. to 05.00 P.M.

Present Mode of Curriculum: Choice Based Credit System (CBCS) and New Education Policy 2020 (NEP)

Visiting hours for the public: From 10.00 A.M. to 5.00 P.M. on all working days except Saturday

Library Hours: It remains open on all working days from 9.00 A.M. to 5.00 P.M. except Saturday when it is open up to 2.00 P.M.

College Holidays: The College maintains a separate holiday list for each year, commencing from 1st January and ending on 31st December every year considering public holidays and local holidays also as per the Government directives. The College remains closed on all such holidays.

## **COURSES OFFERED –**

**Under Graduate Courses (Honours and Major): B.A. Honours/Major in –**

1. Bengali
2. English
3. Sociology
4. History
6. Political Science

**B.Sc. Honours in –**

1. Zoology

**Under Graduate Courses (General/Minor) in B.A./B.Sc.**

Bengali, English, History,

Political Science, Sociology, Zoology, Chemistry and Botany

**Medium of Instruction:**

**English and/or Bengali**

**Type of the Institution:**

**Co-educational Institution**

The College is entirely governed by the Higher Education Department, Government of West Bengal. Accordingly, it runs as per rules and regulations professed by the Government of West Bengal. The College comes under “Government College” category; therefore, all the financial transactions are audited by the “Office of Principal Accountant General, West Bengal, Kolkata” after a specific period of time. Code of conduct of the services of all the permanent employees of the College is regulated completely by the West Bengal Service Rules of the Government of West Bengal. The College has different academic and administrative bodies to maintain all types of disciplines in the campus and to execute all other academic and administrative assignments. All the cells/committees/units of the institution are under the purview of statutory bodies and come under section 4(1) (b) of RTI Act, 2005.

The applications submitted under the RTI Act along with a postal order/demand draft for Rs.10.00 obtained in favour of the Officer-in-Charge, Government General Degree College, Mangalkote will be properly responded on time. All information about the college under Section 4 (1) (b) of RTI Act, 2005 is open to the public and it can be obtained by any citizen of India.

INFORMATION OFFICER  
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Government General Degree College,  
Mangalkote  
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APPELLATE OFFICER  
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