

# SIBANI MANDAL MAHAVIDYALAYA

P.O.-Namkhana, P.S. & Block-Namkhana

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Ref. No.....



Date.....

**Subject: Mandatory Presence on 15-06-2024 for Calcutta University Team Visit.**

Dear Faculty Members and staff,

This is to inform all faculty members and staff of Sibani Mandal Mahavidyalaya that, a team from Calcutta University will be visiting our college on 15-06-2024. It is mandatory for all to be present in the college irrespective of off day.

Your presence is crucial to ensure that the visit proceeds smoothly and all necessary arrangements are in place. Please make sure to be available in your respective departments by 10:30 AM.

We appreciate your cooperation and understanding in this matter.

Thank you.

*Dipankar Jana*  
14/06/2024

**Dr. ATISH DIPANKAR JANA**  
Principal  
Sibani Mandal Mahavidyalaya  
Namkhana, South 24 Parganas.