



P. N. DAS COLLEGE

Santinagar, Palta, P.O.: Bengal Enamel, North 24 Parganas, Pin - 743122 (W.B.)
Phone : (033) 2592 1327, Fax : (033) 2592 1327, e-mail : pndc.principal11@gmail.com
Website : www.pndascollege.in

NAAC ACCREDITED - 2016

Ref.:

Date

ACTIVITY REPORT 2021-22

1. Name of Department / Committee / Cell: *Internal Quality Assurance Cell (IQAC), P.N. Das College*
2. Name of the Event / Activity: *A Training Programme of HR Module by Infotech Lab*
3. Date(s) of the event: *17.05.2022*
4. Venue of the Event: *Principal's Chamber*
5. Nature of the Activity (Tick / underline the applicable choice): *programme / function / event / competition / lecture / exhibition / camp / workshop / training / extension activity / rally / campaign / drive / celebration of days / extending help in terms of students, expertise, experience, etc.: Training*
6. Level of the activity (Tick / underline the applicable choice): *International / National / State / University / District / College / Local / Village / Gram Panchayet: College*
7. Name of the Sponsor / Collaborator, if any: *College*
8. Purpose / Aims / Objectives of the event: *to increase the technical skill of the office staff along with the Bursar and Purchase Committee members regarding the use of HR module*
9. Beneficiaries / participants / audience (Type and/or number): *07 members of teaching and non-teaching staff*
10. Outcome of the activity [Tick or underline the suitable alternative(s) and give details]: *awareness / prizes won / social service / personality development (name the aspects) / skill testing or development, etc. Technical Skill Development*
11. Evidence produced (Lists, Certificates, letters, newspaper cuttings, etc.): *Photographs*





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Signature of the Principal