

Following is the action taken report under GRC on the basis of meeting held on
28.04.2023

Principal
Domkal Girls' College
Domkal, Murshidabad

Item No.	Minutes of the meeting	Resolution	Action Taken	Remarks
1.	Shifting of movable stocks like table, chairs and other equipment from one place to another specially during examinations without proper intimation to the corresponding authority.	1.No shifting of any moveable stock will be done without the knowledge of the authority. 2. And after the requirement is met, the stock has to be returned in the right place. 3.Energy consumption in the college campus has to be checked. The security staffs have to check the class rooms when the classes for the day are over. Besides, every stakeholder of the college will be sensitized regarding the wastage of electricity.	1. The issue was brought to the notice of the principal. 2. The college authority has issued circular intimating the staff members to switch off the electrical equipment on leaving the respective places. In addition to this the security staffs are to recheck daily after classes are over to ensure that energy audit is done properly.	The resolutions are implemented effectively
2.	Callousness regarding the use of electricity in the college premises.			

Salina Akhtar

Signature of the convener

ABM 23/06/23
Signature of the Principal

Principal
Domkal Girls' College
Domkal, Murshidabad