

OFFICE OF THE PRINCIPAL GOVT. DEGREE COLLEGE BARAMULLA



(AUTONOMOUS)
(NAAC Re-Accredited Grade 'A'
College with Potential of Excellence)

Website: www.baramullacollege.net
email: varamulcollege@gmail.com
telefax: 01952-234214

**CIRCULAR
REGULATIONS FOR USE OF COLLEGE AUDITORIUM/ CONFERENCE ROOM BY OUTSIDE
ORGANIZATIONS**

No. GCB/Adm/2023/ 2605
Dated: 29-04-2023.

The following regulations are being laid for use of College Auditorium/Conference Room by other Departments/Organizations with immediate effect.

1. The Auditorium/Conference Room shall be offered for conduct of various programmes by outside Departments/Organizations to their written request with prior permission of College Administration only subsequent to their written request.
2. Keeping in view the academic ambience of the institution, programmes will be censored before the permission is granted and organizers will be required to furnish all the details and content to be exhibited during proceedings of the programme. Any deviation thereof will be treated as offence.
3. The timing of usage will be 9:30 a.m to 4:00 p.m only.
4. The following charges will be levied for conduct of programmes per day basis:
 - a. Auditorium/Conference Room charges per day Rs. 4000/- for each
 - b. Cleaning and Sanitization : Rs. 1000/- per day of programme
 - c. Logistic Charges including electricity and drinking water facility : Rs. 1000/- per day of programme
 - d. Diesel Generator/Petrol Generator Charges, If utilized during programme: At rate of Rs. 300/- per hour of actual use
 - e. Any breakage/damage inflicted to furniture fixtures and gadgets: As per actual cost of damaged equipments/replacement of damaged item.
 - f. Any other charges as per the merits of case.

The amount thus collected on account of charges mentioned above will be credited to account head "Social Activities of College Local Funds". These regulations surpass previous instructions in the regard, if any and are subject to revision from time to time.


Principal

Govt. Degree College Baramulla

Copy to the:

1. Staff Secretary of the college for information.
2. Convener IQAC of the college for information.
3. Convener College Planning & Evaluation Committee of the college for information.
4. Incharge Auditorium of the college for information.
5. College Accountant for information.
- Notice boards for information.