

Rayat Shikshan Sanstha's

**Shri Sadguru Gangageer Maharaj Science, Gautam Arts and Sanjivani
Commerce College, Kopargaon**

**One Day Workshop
on
"Office documentation for NAAC"**

2017-18

Date: 8th December 2017

Name of Activity : One Day Workshop on Office
documentation for NAAC

Date of Activity : 8th December 2017

Place : Seminar Hall

No. of Participants : 17

Resource Person : Dr. N V Malpure
IQAC Coordinator,
S S G M College, Koplargaon


Principal
S.S.G.M.College
Kopargaon

Estd. June-1965



PRINCIPAL

Dr. K. P. Kakde

M.Sc. Ph.D. SET NET

Rayat Shikshan Sanstha's

Shri Sadguru Gangageer Maharaj Science Gautam Arts and Sanjivani Commerce College

Kopargaon, Dist. Ahmednagar 423 601, Maharashtra (India)

Founder : **Padmabhushan Dr. Karmaveer Bhaurao Patil, D.Litt.**

• NAAC-Reaccredited B Grade • Best College award by S P Pune University • ISO 9001-2008 Certified

Ref.No. : ३३३३

Date : 4/12/2017

To,
Dr. N V Malpure
Department of Botany,
S S G M College, Kopargaon

Subject: Regarding resource person for workshop on office documentation for NAAC.

Respected sir,

The College has organized one-day workshop on "Office documentation for NAAC" on 8/12/2017 at 10.30 am for our office staff. You are kindly invited as resource person for the same. Please accept the invitation and do the needful.

Thanking you!

Yours faithfully,

Principal,

S S G M College, Kopargaon



Principal
S.S.G.M. College
Kopargaon

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Rayat Shikshan Sanstha's
Shri Sadguru Gangageer Maharaj Science, Gautam Arts and Sanjivani
Commerce College, Kopargaon Dist.-Ahmednagar

Date: 05/12/2017

NOTICE

All office staff members are hereby informed that one-day workshop on, "Office documentation for NAAC" is organized on 8th December 2017. The program is compulsory for all and hence attend the same.

Venue: Seminar Hall

Timing: 10:30 am



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Principal,

S S G M College, Kopargaon

A handwritten signature in blue ink, appearing to be "R. S. G. M. College, Kopargaon".

Principal
S.S.G.M.College
Kopargaon

Rayat Shikshan Sanstha's
Shri Sadguru Gangageer Maharaj Science, Gautam Arts and Sanjivani
Commerce College, Kopargaon Dist.-Ahmednagar
One Day Workshop

on
"Office documentation for NAAC"

Table Program

Date: 08/12/2017

Time: 10:30 am

Venue: Seminar Hall

- ❖ 10:30 am to 10:45 am - Welcome address
- ❖ 10:45 am to 10:55 am - Felicitation of Guests
- ❖ 10:55 am to 11:15 am - Presidential address
- ❖ 11:15 am to 01:15 pm - Dr. N V Malpure
(Technical Session-I)
- ❖ 01:15 pm to 02:00 pm - Lunch Break
- ❖ 02:00 am to 04:00 pm - Dr. N V Malpure
(Technical Session-II)
- ❖ 04:00 pm to 04:10 pm - Vote of thanks


Coordinator,
IQAC




Principal
S.S.G.M. College, Kopargaon


Principal
S.S.G.M. College
Kopargaon

Rayat Shikshan Sanstha's
 Shri Sadguru Gangageer Maharaj Science, Gautam Arts and Sanjivani
 Commerce College, Kopargaon Dist.-Ahmednagar

One Day Workshop
 on
 "Office documentation for NAAC"

Program Attendance

Time: 10:30 am

Date: 08/12/2017

Venue: Conference Hall

Sr. No	Name	Session-I	Session-II
1.	Shri Y.N. Sarane		
2.	Shri. Pawar S. K.	Shri Pawar Pawar	Shri Pawar Pawar
3.	श्री. लखत	श्री. लखत	श्री. लखत
4.	श्री. साठे क. ए. ए.	श्री. साठे	श्री. साठे
5.	श्री. साठे क. ए. ए.	श्री. साठे	श्री. साठे
6.	श्री. जेजुरी	श्री. जेजुरी	श्री. जेजुरी
7.	श्री. वामन J.C.	श्री. वामन...	श्री. वामन...
8.	श्री. लखत	श्री. लखत	श्री. लखत
9.	श्री. लखत	श्री. लखत	श्री. लखत
10.	श्री. कुडके S.P.	श्री. कुडके	श्री. कुडके
11.	DUSHING. D.	श्री. दुशींग	श्री. दुशींग
12.	श्री. मधु B.A.	श्री. मधु	श्री. मधु
13.	श्री. मधु	श्री. मधु	श्री. मधु
14.	श्री. मधु	श्री. मधु	श्री. मधु
15.	श्री. मधु B.G.	श्री. मधु	श्री. मधु
16.	श्री. साठे T.A.	श्री. साठे	श्री. साठे
17.	श्री. मधु	श्री. मधु	श्री. मधु
18.			
19.			
20.			


 Principal
 S.S.G.M. College
 Kopargaon



Rayat Shikshan Sanstha's

**SHRI SADGURU GANGAGEER MAHARAJ SCIENCE, GAUTAM
ARTS & SANJIVANI COMMERCE COLLEGE
KOPARGAON-423601, DIST.-AHMEDNAGAR**

Affiliated to Savitribai Phule Pune University, Pune
NAAC Accredited 'B++' Grade

INTERNAL QUALITY ASSURANCE CELL

Organized

One Day Workshop

On

"Office Documentation for NAAC"

CERTIFICATE

This is to certify that Dr./Mr./Mrs./Ms..... from Shri Sadguru Gangageer Maharaj Science, Gautam Arts & Sanjivani Commerce College, Kopargaon has actively participated in "One Day Workshop on Office Documentation for NAAC" held on, 8th December 2017.

Coordinator
S.S.G.M College, Kopargaon


Principal
S.S.G.M. College
Kopargaon

Principal,
S.S.G.M College, Kopargaon