



JAGANNATH BAROOAH COLLEGE

(Autonomous)

(Established: 1930)

From: *Dr. Utpal Jyoti Mahanta*, M.Sc., Ph.D., Principal

Date: 03-04-2024

NOTICE

To,

All Students.

Sub.: Handling internal campus issues appropriately.

Dear Students,

It has come to the attention of the College authorities that internal matters are reported to third parties before being addressed by the competent authorities in the College. At times this becomes demeaning to the institution.

You are, therefore, cautioned to refrain from reporting any internal issue to a third party without obtaining prior permission from the college authority.

Further, the following steps may be followed when you encounter any issue-academic/student affairs/campus facility etc. that requires attention.

- i) **Initial Communication:** Discuss the matter with your relevant department head, faculty member, or student advisor.
- ii) **Submit your written concern** to the Disciplinary Committee/Students' Welfare and Grievance redressal committee etc. depending on the nature of the issue.
- iii) **Elevate if Necessary:** If the issue remains unresolved/escalates, the designated authority (Disciplinary Committee/Students' Welfare and Grievance redressal committee etc.) will guide you on the appropriate channels to follow.

I am confident that each one of you will continue to act responsibly when faced with challenges. Please also note that failure to comply with these instructions will invite punitive measures as deemed fit.

Sincerely Yours,



Principal,
J.B. College (Autonomous),
Jorhat.

Principal
J.B. College (Autonomous)
Jorhat

Copies for notification:

- 1) Website
- 2) Notice Board
- 3) HoDs
- 4) Office File