

OFFICE OF THE PRINCIPAL, GOVT. POLYTECHNIC, BERHAMPUR

e-mail:govtpolytechnicberhampur@gmail.com

Letter No. 2142 / dt. 17/10/2024

To

1. The Hon'ble MLA, Berhampur
2. The Principal, Parla Maharaja Engg. College, Berhampur
3. The General Manager, District Industries Centre, Ganjam, Berhampur
4. The Superintending Engineer, Ganjam(R&B) Division No.I, Berhampur
5. The General Manager, IRE, Ganjam, Chatrapur
6. The Chief Executive Officer, Gopalpur Port, Berhampur.
7. Ms. Sriya Suman Patro, Lect(FT), Govt. Polytechnic, Berhampur
8. The District Education Officer, Berhampur, Ganjam.(Special Invitee)
9. The Regional Assistant Director of Employment / Deputy Director of Employment Exchange, Berhampur.(Special Invitee)
10. The Dist. Welfare Officer, Ganjam, Chatrapur(Special Invitee)

Sub: **The Institution Managing Committee Meeting of Govt. Polytechnic, Berhampur .**

Sir,

In inviting a reference to the above noted subject, I am to inform that the Collector & District Magistrate, Ganjam, Chatrapur and Chairman, Institute Managing Committee of Govt. Polytechnic, Berhampur has been pleased to convene the Institute Managing Committee meeting on 19.10.2024 at 7.00 p.m through virtual mode. The Agenda points of the meeting is enclosed herewith for your kind perusal.

I would, therefore, request you to kindly attend the meeting. The link of the meeting shall be intimated on 19.10.2024 afternoon.

Encl: As above.

Yours faithfully,

*PCZ*  
17/10/2024  
Principal-cum-Member Secretary, IMC  
Govt. Polytechnic, Berhampur.

Memo No. 2143(3) / dt. 17/10/2024

Copy forwarded to the Director of Technical Education & Training, Odisha, Cuttack/ Vice-Chairman, SCTE&VT, Odisha, Bhubaneswar/AICTE(ERO), Kolkata for kind information and necessary action. He is requested to kindly send his representative to attend the meeting.

*PCZ*  
17/10/2024  
Principal-cum-Member Secretary, IMC  
Govt. Polytechnic, Berhampur

Memo No. 2144 / dt. 17/10/2024

Copy forwarded to the Steno to the Collector & Dist. Magistrate, Ganjam, Chatrapur for kind information of the Collector & Chairman, Institute Managing Committee, Govt. Polytechnic, Berhampur.

*PCZ*  
17/10/2024  
Principal-cum-Member Secretary, IMC  
Govt. Polytechnic, Berhampur

Agenda Points for IMC Meeting of Govt. Polytechnic, Berhampur to be held on 19.10.2024 at 7.00 p.m

- (1) Welcome Address by the Chairman
- (2) Introduction about the institution by the Principal
- (3) Admission figure for last 3 years:
- (4) Institution Buildings:
- (5) Boys' Hostel
- (6) Engagement of Watchmen through Outsourcing
- (7) Summer camp of Girls students for 2022-23
- (8) Engagement of Part-Time-Guest-Faculties(PTGFs) and Part-Time-Guest-Laboratory Assistants (PTGLAs) for the year 2023-24,2024-25.
- (9) Approval of Expenditure under Development fund
- (10) Laboratories set up
- (11) Renovation of Library
- (12) Office / Dept. furniture procurement.
- (13) Career Counselling for achieving zero vacancy for academic year 2024-25.
- (14) Any other points with permission of the Chair.

*per*  
17/10/2024  
Principal-cum-Member Secretary, IMC  
Govt. Polytechnic, Berhampur