

# Shyampur Siddheswari Mahavidyalaya

Ajodhya • Howrah • Pin - 711312

(Affiliated to the University of Calcutta)  
(Accredited by NAAC at the 'B' level)

President :

**SRI KALIPADA MANDAL**Principal & Secretary :  
(Ex officio) Governing Body  
**DR. SANTU KUMAR BOSE**Ref. No. SSM/GN/260/2019-20Date 07/02/2019

## OFFICE NOTICE

In adherence to the guidelines stipulated by the regulating authorities to maintain a Clean and Green Healthy Campus, the Environment Management System is being constituted with the following members.

Members Are:

Name	Designation
Mr. Prosenjit Dawn	Convener and Management Representative
Dr. Dhruva Chandra Dhali	Jt. Convener
Dr. Bedhas Ujjwal Mandal	Member
Mr. Surajit Mandal	Member
Dr. Sukumar Guchait	Member
Mr. Debashis Pramanick	Member

The convener of the said committee is instructed to arrange meeting regarding the duties and responsibilities of the EMS for upcoming quality assessment and audit prior to ISO certification.

Principal  
S.S. Mahavidyalaya

ATTESTED

Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya

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President :

**SRI KALIPADA MANDAL**

Principal & Secretary :  
(Ex officio) Governing Body

**DR. SANTU KUMAR BOSE**

Ref. No. SSM/GN/3/2019-20

Date 15/02/2019

To  
Prosenjit Dawn  
Assistant Professor  
Department of Zoology

Dear Sir,

I am pleased to appoint you as the Convener cum Management Representative for the Environmental Management System (EMS) of the Institute, Shyampur Siddheswari Mahavidyalaya.

In addition to the responsibilities assigned to you, as the Environmental Management Representative, you shall have the following responsibilities:

- Overall responsibility for implementation and maintenance of Quality Management system as per ISO 14001:2015 in the Institute.
- Implementing, Controlling and Monitoring of the Environmental Management System policy.
- Review, Control & Issue of Manuals, SOPs, Forms & Formats and its amendment.
- Facilitate introduction of new procedures/SOPs or modifications to existing procedures.
- Compile Legal & Other Compliance requirements.
- Build awareness on EMS among Faculty members, Students, non-teaching staffs.
- Review Environmental Aspect – Impact, Risks & Opportunities.
- Organize training & Awareness programmes on EMS in the College.
- Organizing Internal Audit & review of No conformities identified in the Audit & the corrective and preventive action.
- Convene Management Review meeting.
- Ensure all Employees staff are committed to and actively involved in the Environment Management System.
- Act as liaison between the top Management and other interfacing departments.
- Reporting to the top management, at the level at which decisions are made on institution's policies, objectives, and resources, on the performance of the Environmental management system and any need for improvement.
- Keep top management informed of all activities and findings of the Environmental Management System
- Ensuring the promotion of awareness of users' needs and requirements throughout the organization.
- Liaison with the Certification body.

You will be assisted by other members of the Environment Management System Committee (vide Notice Ref. No. SSM/NOTICE/2/2019-20).

Thanking you,

**ATTESTED**

*[Signature]*  
20/02/19

Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya



*[Signature]*

Principal



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**SRI KALIPADA MANDAL**



Teacher-in-Charge & Secretary :  
**GOBINDA PRASAD BARMAN**

Ref. No. SSM/OFN/35/2022-23

Date 22/4/22

## OFFICE NOTICE

This is to notify that the Environment Management System of the institute is being re-constituted with the following members for better functioning of the committee and further maintenance of the institutional environmental obligations and responsibilities.

List of Members:

Name	Duties
Mr. Prosenjit Dawn	Convener and Management Representative
Dr. Satarupa Dey	Jt. Convener
Dr. Bedhas Ujjwal Mandal	Member
Mr. Surajit Mandal	Member
Ms. Kakali Seth	Member
Mr. Debashis Pramanick	Member
Ms. Sathi Seth	Member
Mr. Soumen Mal	Member

The committee shall host meetings to carry out duties regarding all aspects of Environment Management and conservation within the campus and make necessary arrangements for successful continuation of the Green Audit and Environment Audit for the following academic session.



22/4/22

Teacher-in-Charge  
S.S. Mahavidyalaya

Teacher in-Charge  
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA  
Ajodhya, Howrah.

ATTESTED

20/06/22  
Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya

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**SRI KALIPADA MANDAL**

Principal & Secretary :  
(Ex officio) Governing Body  
**DR. SANTU KUMAR BOSE**

Ref. No. SSM/NOTICE/4(E)/19-20

Date 18/02/2019

## NOTICE

This is to notify that Campus Cleaning Drive will be organize on second Tuesday of every month by Environment Management System in collaboration with Eco-Club, NSS and IQAC, Shyampur Siddheswari Mahavidyalaya.

So, all the stuffs and students are hereby requested to join the above said programme as per their convenience.

(Dr. Santu Kumar Bose)

Principal

Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.

ATTESTED

shw  
19/06/24  
Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



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President :

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Principal & Secretary :  
(Ex officio) Governing Body

**DR. SANTU KUMAR BOSE**

Ref. No. SSM/NOTICE/6(C)/19-20

Date 03/07/2019

## NOTICE

This is to notify that all students and staffs are hereby requested to abide by the following rules to **maintain healthy eco-friendly campus** of Shyampur Siddheswari Mahavidyalaya.

1. Do not cut or uproot or harm any tree/sapling/plant within the campus.
2. No animals should be harmed or tortured within the campus.
3. Plastic, Soap, Oil, Chemicals etc. should not be deposited in the water-bodies.
4. No aquarium fish/turtles should be released in the campus ponds.
5. Captivation or Handling of any wildlife within the campus is strictly prohibited.
6. In case of any emergency (Animal Invasion in classroom/ Accidental injury) please contact the convener of Eco-Club (9830335664).



Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.

**ATTESTED**  
  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya





Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.

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President :

**SRI KALIPADA MANDAL**

Principal & Secretary :  
(Ex officio) Governing Body

**DR. SANTU KUMAR BOSE**


Ref. No. SSM/NOTICE/9A/2019-20

Date 01/09/2019

## NOTICE

This is to notify that all newly admitted students of the institution are hereby requested to abide by the Rules and Regulations (Code of Conduct for Students: Green Campus Regulations) regarding maintenance of the Green and Clean Campus by keeping it Plastic Free. Everyone should refrain themselves from using single use plastics and encourage proper disposal of the used plastic materials for successful recycling.

They are further instructed to take part in different Environment related activities, campus cleaning drives, outreach programmes etc. organized within and beyond the campus.

  
(Dr. Santu Kumar Bose)  
Principal Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.

  
**ATTESTED**  
Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya



  
Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



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President :

**SRI KALIPADA MANDAL**

Principal & Secretary :  
(Ex officio) Governing Body

**DR. SANTU KUMAR BOSE**

Ref. No. SSM/NOTICE/10/2019-20

Date 01/09/2019

## NOTICE

This is to notify that all newly admitted students of the institution are hereby requested to abide by the Rules and Regulations (Refer Green Campus Regulations of Code of Conduct) regarding maintenance of the Green and Clean Campus by keeping it **Plastic Free**. Everyone should refrain themselves from using single use plastics and encourage proper disposal of the used plastic materials for successful recycling.

They are further instructed to take part in different Environment related activities, campus cleaning drives, outreach programmes etc. organized within and beyond the campus.

(Dr. Santu Kumar Bose)

Principal  
Principal

Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.

ATTESTED

Shyampur Siddheswari Mahavidyalaya  
Ajodhya



Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.

Shyampur

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President :

**SRI KALIPADA MANDAL**

Principal & Secretary :  
(Ex officio) Governing Body

**DR. SANTU KUMAR BOSE**

Ref. No. SSM/NOTICE/12(A)/19-20

## NOTICE

Date 13/11/2019

This is to notify that the entry of automobiles will be restricted within the campus with effect from the date of publication of this notice.

The motor-cycles owned by students should be kept in the respective stand (near cycle stand) and no motorcycle will be allowed near the garden area. All 4-wheelers are to be parked in marked area and avoid pedestrian friendly pathways.


Signages for No-Entry or restriction to automobile activity are to be displayed at proper places as early as possible to control the automobile activities within the campus.

  
(Dr. S.K. Bose)

Principal, SS Mahavidyalaya  
Ajodhya, Howrah

Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



**ATTESTED**  
  
Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



Co-ordinator  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



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Principal & Secretary :  
(Ex officio) Governing Body

**DR. SANTU KUMAR BOSE**

Ref. No. SSM/NOTICE/12(E)/19-20

Date 13/11/2019

## NOTICE

This is for information of all concerned that all Bi-Cycles are to be kept in the designated Cycle Stand. Please obey the rules and regulations to maintain a healthy campus environment.

(Dr. Santu Kumar Bose)

Principal

Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



ATTESTED

Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya

Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
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**DR. SANTU KUMAR BOSE**

Ref. No. SSM/NOTICE/07/21-22

Date 03/07/2021

## NOTICE

This is for information of all concerned that Two Wheelers are not allowed to enter the Green Corridor area and Pedestrian Friendly pathways within the campus with effect for 1st September 2019. This is part of Environment Management Policy as adopted by the Institute.

**Two-wheelers are to be restricted within the Parking Area only.**

  
(Dr. Santu Kumar Bose)  
Principal  
Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



**ATTESTED**  
  
Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya

  
Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
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Principal & Secretary :  
(Ex officio) Governing Body

**DR. SANTU KUMAR BOSE**

Ref. No. SSM/NOTICE/07(A)/21-22

Date 03/07/2021

## NOTICE

This is for information of all concerned that the four wheelers are not allowed to enter the Green Corridor area of the campus with effect for 1st September 2019. This is part of Environment Management Policy as adopted by the Institute.


Four wheelers are to be restricted within the Parking Area only.

  
(Dr. Santu Kumar Bose)

Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



ATTESTED  
  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya

  
Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.

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President :

**SRI KALIPADA MANDAL**

Principal & Secretary :  
(Ex officio) Governing Body

**DR. SANTU KUMAR BOSE**

Ref. No. SSM/NOTICE/10D/21-22

Date 03/10/2021


## NOTICE

This is to notify that Shyampur Siddheswari Mahavidyalaya campus is a smoke-free, plastic waste free, eco-friendly campus. All students and staffs are hereby requested to maintain the Rules and Regulations regarding Anti-Smoking, Anti-Tobacco, Zero Solid Waste movements implemented by the institution. They are also requested not to pollute the waterbodies, maintain proper laboratory instructions (whether applicable), use waste specific dustbins to facilitate the management.

  
(Dr. Santu Kumar Bose)  
Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



ATTESTED  
  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya

  
Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
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**SRI KALIPADA MANDAL**

Principal & Secretary :  
(Ex officio) Governing Body  
**DR. SANTU KUMAR BOSE**

Ref. No. SSM/NOTICE/10E/21-22

Date 03/10/2021

## NOTICE

This is to notify that Shyampur Siddheswari Mahavidyalaya campus is alcohol free campus. All students and stuffs are hereby requested to maintain the Rules and Regulations regarding "Alcohol Free Campus" implemented by the institution.

(Dr. Santu Kumar Bose)

Principal

Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.

**ATTESTED**

Principal  
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President :  
**SRI KALIPADA MANDAL**



Teacher-in-Charge & Secretary :  
**GOBINDA PRASAD BARMAN**

Ref. No. SSM/NOTICE/3(B)/2022-23

Date 22/04/2022

## NOTICE

This is for information of all concerned that our institution will celebrate No Air Condition Day on every Saturday of every week and we will try to use air condition from the month of November to February. Please maintain the Rules and Regulations to maintain a healthy campus environment.

Teacher-In-Charge

Shyampur Siddheswari Mahavidyalaya

Teacher In-Charge

SHYAMPUR SIDDHESWARI MAHAVIDYALAYA

Ajodhya, Howrah.



Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.

ATTESTED

Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.





Ref. No. SSM/NOTICE/6(B)/2023-24

Date 25/05/2023

## NOTICE

This is to notify that all students and staffs are hereby requested to abide by the following rules to maintain healthy eco-friendly campus of Shyampur Siddheswari Mahavidyalaya.

7. Do not cut or uproot or harm any tree/sapling/plant within the campus.
8. No animals should be harmed or tortured within the campus.
9. Plastic, Soap, Oil, Chemicals etc. should not be deposited in the water-bodies.
10. No aquarium fish/turtles should be released in the campus ponds.
11. Captivation or Handling of any wildlife within the campus is strictly prohibited.
12. In case of any emergency (Animal Invasion in classroom/Accidental injury) please contact the convener of Eco-Club (9830335664).

(Dr. Sabyasachi Sen)  
Principal, S.S. Mahavidyalaya  
Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.

ATTESTED

12/6/24  
Principal  
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA  
Ajodhya, Howrah.





Ref. No. SSM/NOTICE/6(9)/2023-24

Date 25/5/2023

## NOTICE

This is to notify that Shyampur Siddheswari Mahavidyalaya campus is a smoke-free, plastic waste free, eco-friendly campus. All students and staffs are hereby requested to maintain the Rules and Regulations regarding Anti-Smoking, Anti-Tobacco, Zero Solid Waste movements implemented by the institution. They are also requested not to pollute the waterbodies, maintain proper laboratory instructions (whether applicable), use waste specific dustbins to facilitate the management.

(Dr. Sabyasachi Sen)  
Principal, S.S. Mahavidyalaya  
Principal

Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.

Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



ATTESTED

Principal  
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA  
Ajodhya, Howrah.





Ref. No. SSM/NOTICE/6(1)/2023-24

Date 25/5/2023

## NOTICE

This is to notify that the entry of automobiles will be restricted within the campus with effect from the date of publication of this notice.

The motor-cycles owned by students should be kept in the respective stand (near cycle stand) and no motorcycle will be allowed near the garden area. All 4-wheelers are to be parked in marked area and avoid pedestrian friendly pathways.

These following signages are to be displayed at proper places as early as possible to control the automobile activities within the campus.

(Dr. Sabyasachi Sen)  
Principal, S.S. Mahavidyalaya  
Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya



Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.

ATTESTED

Principal  
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA  
Ajodhya, Howrah.





Ref. No. SSM/NOTICE/6(E)/2023-24

Date 25/05/2023

**NOTICE**

This is to notify that all newly admitted students of the institution are hereby requested to abide by the Rules and Regulations (Refer Green Campus Regulations of Code of Conduct) regarding maintenance of the Green and Clean Campus by keeping it **Plastic Free**. Everyone should refrain themselves from using single use plastics and encourage proper disposal of the used plastic materials for successful recycling.

They are further instructed to take part in different Environment related activities, campus cleaning drives, outreach programmes etc. organized within and beyond the campus.

(Dr. Sabyasachi Sen)  
Principal, S.S. Mahavidyalaya

Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.

Co-ordinator  
IQAC  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



**ATTESTED**

Shm 26/5/23  
Principal  
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA  
Ajodhya, Howrah.





Ref. No. SSM/NOTICE/12(E)/2023-24


Date .....

03/07/2023

## NOTICE

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They are further instructed to take part in different Environment related activities, campus cleaning drives, outreach programmes etc. organized within and beyond the campus.


  
(Dr. Sabyasachi Sen)  
Principal, S.S. Mahavidyalaya  
Principal  
Shyampur Siddheswari Mahavidyalaya  
Ajodhya, Howrah.



Co-ordinator  
IQAC



ATTESTED

  
Principal  
SHYAMPUR SIDDHESWARI MAHAVIDYALAYA  
Ajodhya, Howrah.