

SIBANI MANDAL MAHAVIDYALAYA

P.O.-Namkhana, P.S. & Block-Namkhana

Dist.-South 24 Parganas. Pin-743357 (W.B.)

Mob. No. : 7980474105

www.sibanimandalmahavidyalaya.in

e-mail : principalsmm2023@gmail.com ; sibani.mandal13@gmail.com

Ref. No.....



Date..... 14.10.2026

NOTICE

Date: 14.10.2026

Subject: Intimation of outstation assignments and availability for emergency work during the Puja vacation

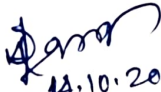
All teaching and non-teaching staff are hereby informed that, as notified in the holiday notice dated 14.10.2026, the College will remain closed from **15.10.2026 to 12.11.2026** for the Puja vacation.

Any member of staff undertaking an outstation assignment during this period must inform the Principal **in writing or by email before departure**, stating the name of the institution or organisation, nature of the assignment, location, duration, and contact number.

The intimation may be sent to principalsmm2023@gmail.com.

Should any emergency work arise during this period, employees may be called back to attend the College. All employees must therefore remain reachable and report for duty as directed by the College authority.

All concerned are requested to comply with these instructions.


14.10.2026

Dr. ATISH DIPANKAR JANA
Principal
Sibani Mandal Mahavidyalaya
Namkhana, South 24 Parganas

Dr. Atish Dipankar Jana
Principal
Sibani Mandal Mahavidyalaya