



DON BOSCO COLLEGE

Athiyaman Bypass Road, Sogathur Post, Dharmapuri 636 809

Phone : 04342-291570, 293800, 292210

E-mail : dbc155@live.in Website : www.dbcdharmapuri.edu.in



Internal Quality Assurance Cell (IQAC)

Report on Non – Teaching staff Training

Date: 21.02.2018





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WORKSHOP ON

ROLE OF NON-TEACHING STAFF IN THE DEVELOPMENT OF THE COLLEGE

Date: 21.02.2018

Inaugural session:

9.30 am To 9.45 am

Session I:

9.46 am To 11.00 am

Session II:

11.46 am To 12.58 pm

Session III:

4.00 pm To 5.30 pm

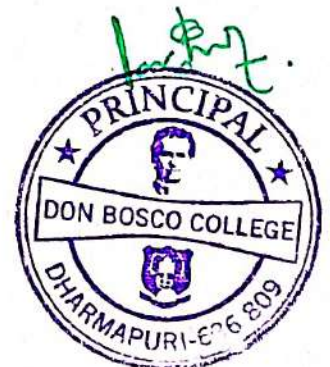


Organized by

Internal Quality Assurance Cell
[IQAC]

Time: 9.30 am To 1.00 pm

Venue: Domnic Savio Hall





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Report on Report on Non – Teaching staff Training

Date: 21.02.2018

The Non – Teaching training programme for Non - teaching staff was conducted by Internal Quality Assurance Cell (IQAC) of Don Bosco College, Dharmapuri on 21.02.2018. The programme was headed by the principal Rev. Dr. C.M. Varghese SDB. He spoke about the behavior of non teaching staff with the teaching faculty, drivers and students. Also he discussed about the role and importance of the non teaching staff in the institution. In this programme the events of group discussion done during the programme. Nearly, 20 Staff participated and learned by this programme.

Roles of the Non Teaching staff:

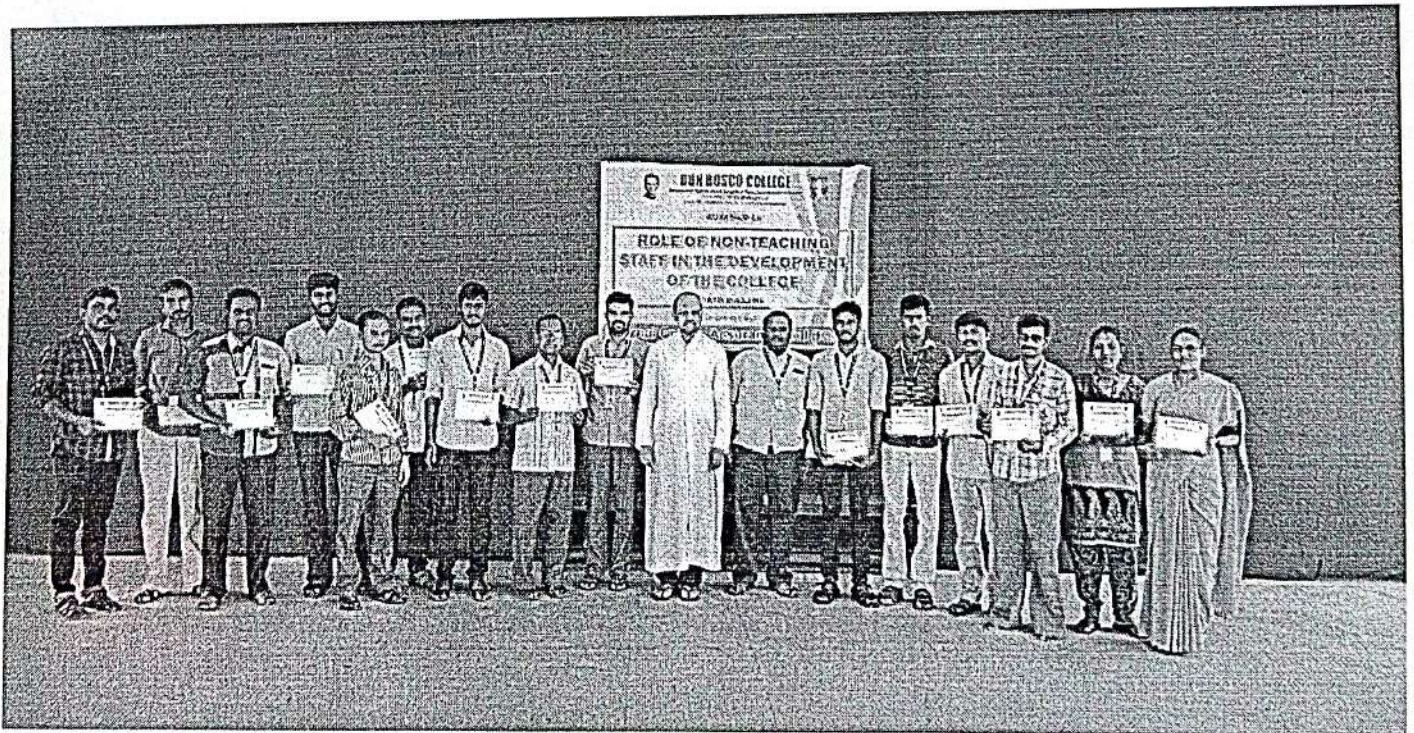
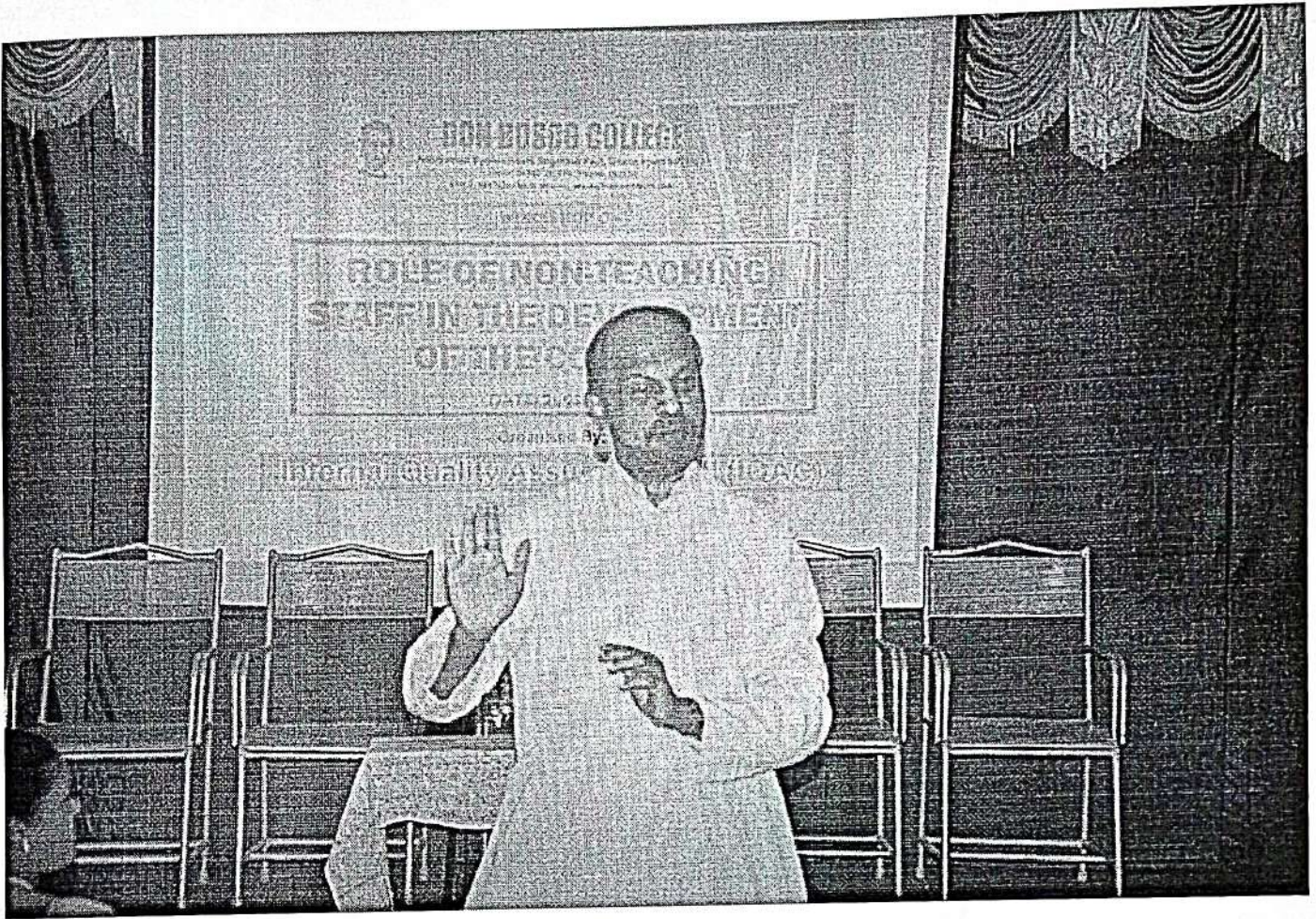
1. Office Staff – Maintain the documents of the students and staff
2. Drivers – Protective Driving
3. Sweepers - Cleanliness of the campus and class
4. Gardner - Create effective garden
5. Lab Assistants – Maintaining lab perfectly

Babey

IQAC – coordinator



Photos of the Day



Babji
IQAC – coordinator

