

# BANESWAR SARATHIBALA MAHAVIDYALAYA

Hatiduba, Baneswar, Cooch Behar, 736133

(NAAC ACCREDITED GRADE 'B+')

Website: [www.bsm.ac.in](http://www.bsm.ac.in)



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Memo No. ....

Date: 14/10/2026

## NOTICE

It is hereby notified for all concerned that the teaching/classes of the College will remain closed on account of the Puja Vacation from 15th October 2026 (Thursday) to 12th November 2026 (Thursday). Normal classes will resume on 13th November 2026 (Friday).

However, the Administrative Office and the Central Library will remain open on all designated working days during the vacation period.

All non-vacational staff members and concerned personnel are hereby informed to attend the College on all working days during the vacation period and make sincere efforts to complete the following priority institutional assignments within the vacation period:

1. Comprehensive preparation and compilation of all records, files, registers, and accounts in connection with the impending CAG (Comptroller and Auditor General) Audit.
2. Library automation and complete stock verification/audit.
3. Completion of all pending and essential administrative, financial, and statutory office assignments.

All concerned staff members are advised to extend their full cooperation and make every possible effort to complete the above-mentioned assignments during the Puja Vacation.

By order -

Principal

Baneswar Sarathibala Mahavidyalaya

Cooch Behar

Copy forwarded for information and necessary action to:

1. Notice Board
2. College Website
3. Head Clerk
4. Guard File