



**REPORT ON
ACTIVITIES OF
SALVAGE COMMITTEE**

CELL MEMBERS

MR. PRASANTA GOGOI

MRS. ROSHMI REKHA DUTTA

MR. MRIDUJYOTI KALITA

OUR MOTTO

**“LISTING, PRESERVATION, RE-USE OF
MATERIAL GOODS”**

Principal / IC
Duliajan Girls' College
P. O. Duliajan

AIMS AND OBJECTIVES :

Salvage Committee is an integral part of Duliajan Girls' College which was constituted on 1st January, 2013. This Committee tries to save or rescue any goods, property etc. from destruction, damage or waste.

AIMS AND OBJECTIVES :

1. To protect vital information and records of all goods and materials of the College.
2. To secure business sites and facilities.
3. To provide, safeguard and make available vital materials, supplies and equipments to ensure the safety and recovery of records from predictable disaster.
4. Be better prepared to recover from a major natural catastrophe.




Principal / VC
Duliajan Girls' College
P. O. Duliajan

Date : 16.06.2017
Venue : IQAC Room of D.G.C.
TIME : 01:00 P.M.

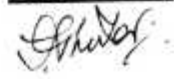
Purpose of the Meeting :

- ❖ To discuss on identifying the wear and tear items of the College.
- ❖ To enlist the items.

Members Present

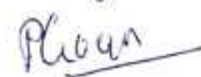
1. Dr. Lakhimi Phukan.
2. Mrs. Sujata Borkotoky
3. Mrs. Jayashree Baishya
4. Mr. Prasanta Gogoi
5. Mrs. Roshmi Rekha Dutta
6. Mr. Mridu Jyoti Kalita

signature













Proceedings :

1. The meeting is presided by Principal Dr. Lakhimi Phukan who delivers her welcome address by putting emphasis on the matter cited above.
2. Mrs. Roshmi Rekha Dutta explains the purpose of the meeting.
3. The meeting is ended with vote of thanks by Mr. Prasanta Gogoi.
4. It is also decided to hold the next meeting on 20.06.2017.

REPORTS :

According to findings of physical observation of physical infrastructure of the institution, the committee identifies the following items which need maintenance and brief report on these is presented below :

REPAIRING UNDER DEVELOPMENT FUND (D.G.C.)

FROM 2017 Till Date

Sl. No.	Item	Cheque No.	Voucher No.	Date	Amount (Rs.)
1.	Repairing A.C.	013344	22	17/10/2017	1750.00
2.	Repairing Xerox Machine	013369	37	03/05/2018	8450.00
3.	Desktop Repairing	013370	38	10/05/2018	6936.00
4.	Repairing 3 Nos. of A.C.	013372	41	22/05/2018	5350.00
5.	Repairing 3 Nos. of Xerox Machine	026505	69	21/12/2018	16,600.00
6.	Xerox Machine & Computer UPS repairing	031211	158	21/01/2021	3400.00
7.	Repairing Xerox Machine of Vice Principal's Room	035207	38	16/03/2022	3200.00



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REPAIRING UNDER UNION FUND (D.G.C.)

FROM 2017 Till Date

Sl. No.	Item	Cheque No.	Voucher No.	Date	Amount (Rs.)
1.	Repairing two Aquaguard	016754	70	09/06/17	18400.00
2.	Repairing Water Line	016759	74	15/06/2017	34,800.00
3.	Repairing Girls' Toilet	026424	24	04/12/2018	5530.00
4.	4 Nos. of Aquaguard Repairing Teacher's Common room, H/Sc. Lab, Students common voltas	026452	44	19/03/2019	16,150.00
5.	Repairing 2 Nos. of Aquaguard	029700	72	13/03/2020	11,800.00
6.	Repairing Stand fan, A.C., AC. Gas Change	031345	04	15/09/2020	20,845.00
7.	Aquaguard Repairing	031348	07	19/12/2020	8,500.00
8.	4 Nos. of Aquaguard Repairing	032763	04	07/12/2021	9,000.00
9.	Water Cooler Repairing	032780	17	03/02/2022	4,128.00


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REPAIRING UNDER MISCELLANEOUS FUND (D.G.C.)

FROM 2017 Till Date

Sl. No.	Item	Cheque No.	Voucher No.	Date	Amount (Rs.)
1.	Repairing Generator, Street light Gate	014796	21	12/07/2018	15,810.00
2.	Repairing A/C.	14798	24	18/07/2018	1000.00
3.	Water Pipe Repairing		29/B/C	24/07/2018	205.00+ 300 =505.00
4.	Repairing Aqua Guard	25067	33	24/08/2018	7300.00
5.	Generator fill Coil Repairing	25085	66	12/02/2019	4750.00
6.	Electric Goods Repairing	25104	90	21/06/2019	12,710.00
7.	4 Pieces old black board painting	25108	97	18/07/2019	2400.00
8.	Repairing 57 Pairs Desk-bench	25110	102	02/08/2019	86,100.00
9.	Repairing 12Desks	25118	103	27/08/2019	19,680.00
10.	Repairing 2 Nos. of Aquaguard.	25114	107	16/08/2019	10,147.00
11.	A.C. Repairing 1 Nos. (Principal's Room)	29642	114	23/09/2019	18,505.00
12.	Electrical goods Repairing	33392	17	15/09/2021	8,050.00


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REPAIRING UNDER EXAM FUND (D.G.C.)

FROM 2017 Till Date

Sl. No.	Item	Cheque No.	Voucher No.	Date	Amount (Rs.)
1.	Canteen full Repairing	021291	75	27/10/2016	1,26,410.00
2.	Repairing ceiling	023949	32	25/02/2020	39,568.00


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