## Resolution for Duplicate Service Book of all staff members.

It is hereby resolved by the IQAC committee to authorize Principal of the college to update and to make a duplicate copy of service book of all teaching and administrative staff members.

Principal is also hereby authorized to keep all duplicate service books in his custody for records.

## **Members Present**

1. Dr.K.H.Kharecha Coordinator

2. Dr.A.V.Bharathi Member

3. Mr.P.M.Thapa Member

4. Mr.V.B.Jora Member

5. Dr.J.R.Raiyani Member

Place; Adipur

Date: 27/06/2019

Principal
Tolani Commerce College
PRINCIPAL
Tolani Commerce College
ADIPUR - KUTCH

Signature

GUJARAT - 370 205.