



NAAC A+ Accredited & UGC 12(B) Status Holder

Assam down town University

Established Vide The Assam Act. No. VIII of 2010, Gazette No. LGL.9/2010/11

Promoted by: **down town**
Charity Trust

Memo No: AdtU/R/2026-27/Sep/19/001

Date: 19-09-2026

CIRCULAR

Constitution of Committee for Observation of Sewa Sankalp Abhiyaan, AdtU

This is to inform all concerned that a Committee has been constituted for the **Observation of Sewa Sankalp Abhiyaan, AdtU**, in compliance with the directions received from the **Government of Assam**, with the objective of planning, coordinating, monitoring and organizing various competitions and activities for students. The composition of the Committee is as follows:

Sl.No.	Name	Designation	Designation in the Committee
1	Prof. N. C. Talukdar	Vice-Chancellor	Chairperson
2	Prof. M. K. Modi	Executive Dean	Member
3	Dr. Ashim Barman	Registrar	Member
4	Dr. Nitul Jyoti Das	Addl. Registrar (General Academic Governance)	Member
5	Dr. Ruhit Jyoti Konwar	Addl. Registrar (Academic and Technical Governance)	Member
6	Dr. Sonali Deka	Assistant Registrar	Member
7	Dr. Suraj Chetri	Assistant Registrar	Member
8	Dr. Rubi Goswami	Librarian	Member & Convener, Quiz Competition
9	Dr. Arpita Nath Boruah	Assistant Professor, Faculty of Computer Technology	Member & Joint Convener, Quiz Competition – UG Category
10	Dr. Tridisha Bayan	Assistant Professor, Faculty of Commerce and Management	Member & Joint Convener, Quiz Competition – PG Category
11	Dr. Rizwan Ahmed	Assistant Professor, Faculty of Agricultural Sciences and Technology	Member & Convener, Speech Competition
12	Dr. Shilpisudha Goswami	Assistant Professor, Faculty of Humanities and Social Sciences	Member & Joint Convener, Speech Competition – UG Category



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13	Dr. Dimpi Sarma	Assistant Professor, Centre-EASES, (Former, CLPPD)	Member & Joint Convener, Speech Competition – PG Category
14	Dr. Daisy Sharma	Associate Professor, Faculty of Science	Member
15	Dr. Trinayan Deka	Deputy Director, Directorate of Students Affairs	Member Secretary
16	Dr. Josef Yakin	Deputy Director, Events, DoSA	Joint Member Secretary

Terms of Reference (ToR)

- To plan, coordinate and oversee the organization of various competitions and activities under the observation of Sewa Sankalp Abhiyaan, in accordance with the directions of the Government of Assam
- To coordinate with respective government officials on the program framework, including competition categories, themes, rules, eligibility criteria, timelines, venues and other necessary arrangements required.
- To coordinate with Faculties of Study, Directorates, faculty members, staff and students for effective dissemination of information and to encourage maximum participation in the competitions and associated activities.
- To ensure smooth execution and proper documentation of all activities, including logistical arrangements, participant records, photographs, reports, results, certificates and other relevant records required for institutional and official purposes.
- To prepare and submit a consolidated report of the activities conducted under the Sewa Sankalp Abhiyaan, including participation, outcomes, photographs (including geo-tagged) and other supporting documents, to the Competent Authority and/or concerned Government authorities within the stipulated timeline.

Issued with due approval of competent authority.

(Dr. Ashim Barman)
Registrar,
Assam down town University.



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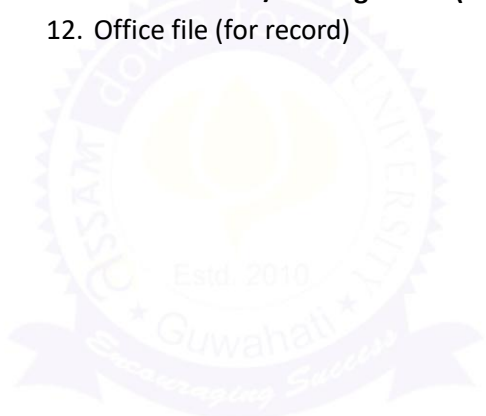
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Copy for favour of their information to:

1. Executive Secretary to Chancellor, AdtU
2. Asst. Manager- Office of Vice Chancellor, AdtU
3. P.A. to Pro-Vice Chancellor, AdtU
4. P.S. to Dean of Studies, AdtU
5. P.A. to Managing Trustee, dtCT
6. P.A. to Resident Trustee, dtCT
7. **Chairperson/Dean/Director/Associate Dean/ HoD (For circulation)**
8. Office of the Controller of Examinations, AdtU
9. All Officers (Admin/Academic/IT/Accounts/Admission/Marketing/Legal/
Placement/Library/CLPPD/IQAC)
10. HR Office
11. **Notice Boards/Message Desk (For display)**
12. Office file (for record)



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