



OFFICE OF THE DIRECTOR – CUM- PRINCIPAL
RAJIV GANDHI GOVT. ENGINEERING COLLEGE KANGRA NAGROTA BAGWAN
AT VPO MASSAL TEHSIL NAGROTA BAGWAN DISTT. KANGRA H.P
PH. /FAX: 01892-249188, E-MAIL: RGGEC.OFFICE@GMAIL.CO
WEBLINK: RGGECOFFICE.AC.IN

Performa for Allocation of Smart Class Room

Name of Department :

Name of faculty/Staff :

Name of Event :

Date and Duration of Event :

Room number of Smart Class Room :

Note:

- 1. Any equipment/furniture/material will not be taken out from Smart Class Room during the allocated period.**
- 2. For any damage in allocated Smart Class Room during allocated duration, the cost of damage (broken and not working of any equipment/furniture/material) may be borne/arranged by assigned person.**

Signature of demander (Faculty/Staff):

Deptt. :

Signature of demander HOD/OIC:

Deptt.:

Approved/ Not Approved

Director/Principal
RGGEC Nagrota Bagwan