



Ph. Office : 2464-1312  
Principal : 2464-4371

# Muralidhar Girls' College

P-411/14, GARIAHAT ROAD, BALLYGUNGE, KOLKATA - 700 029  
(NAAC ACCREDITED - B+ +)

Ref. No.....

Date 20.05.2023

## **POLICY DOCUMENT ON SUPPORT TO TEACHERS TO ATTEND CONFERENCES/ WORKSHOPS AND TOWARDS MEMBERSHIP FEE OF PROFESSIONAL BODIES**

### **Aim and Objective:**

Muralidhar Girls' College encourages its teaching staff to foster a spirit of research, and upgrade their pedagogical and administrative skills. To promote this aim, college administration seeks to provide adequate resources and facilities to the teachers so that they can avail training programmes and attend conferences/ seminars/ workshops/ RC/ OP.

### **Facilities Provided to Teachers:**

- Financial support provided to teachers for attending conferences/ workshops and towards membership fee of professional bodies
- Leaves (duty leaves/ on duty) provided to teachers as and when required.

### **Process:**

Teachers submit relevant bills for expenses incurred and are reimbursed accordingly.  
Registration fee for attending conferences is reimbursed against bills submitted.



*Kinjalkini Biswas*

Dr. Kinjalkini Biswas  
Principal  
Muralidhar Girls' College

DR. KINJALKINI BISWAS  
Principal  
Muralidhar Girls' College  
Kolkata - 700029