



MEGHNAD SAHA INSTITUTE OF TECHNOLOGY

Techno Complex, Madurdaha, Beside NRI Complex, Uchhepota, Kolkata:700 150.

Ref. no. MSIT/2025-26/NOTICE/COMM/027

Date: 16.01.2026

NOTICE

This is to inform all concerned that the **NATIONAL SERVICE SCHEME (NSS) COMMITTEE** of Meghnad Saha Institute of Technology has been constituted with immediate effect for the academic session 2025-26, in accordance with the NSS Manual and guidelines issued by the Government of India.

The committee shall be responsible for planning, coordination, implementation, monitoring and evaluation of NSS activities at the institute level, with the objective of promoting social responsibility, community engagement, national integration and holistic development of students.

Composition of the NSS Committee

Sl. No.	Name	Designation	Position
1	Dr. Manash Chanda	Principal	Program Chairperson
2	Dr. Nivedita Neogi	Assistant Professor, IT	Program Officer
3	Mr. Avisek Tunga	Assistant Professor, ME	Convener
4	Md. Sahanur Islam	Assistant Professor, BA	Member
5	Mr. Pranab Das Chowdhury	Assistant Professor, BSH	Member
6	Mr. Ramji Hasan Shaik	Teaching Assistant, CSE	Member
7	Mr. Manish Roy	Administrative Staff	Member
8	Mr. Sayantan Mitra	NGO Representative	Member
9	Ridhi Kumari Gupta	CSE (DS) – 1 st Year	Student Volunteer
10	Rohit Roy	ME – 2 nd Year	Student Volunteer
11	Arindam Samaddar	CE – 2 nd Year	Student Volunteer

Roles & Responsibilities:

- To plan and organize regular and special NSS activities such as community service, awareness program, cleanliness drives, health camps, environmental initiatives and national observance days.
- To coordinate with local administration, NGOs, adopted villages/slums, and welfare agencies for effective programme implementation.
- To ensure active participation of student volunteers and inculcate leadership, discipline, and civic responsibility.
- To maintain proper documentation, reports, and records of NSS activities as per NSS norms.
- To comply with financial, administrative, and policy directives issued by the University, State NSS Cell, and Government of India.

Tenure: The committee shall function for the academic session 2025-26 or until further notification.

Frequency of Meetings: The committee shall meet at least four times in a year and as and when required.

All concerned are requested to extend their cooperation for the successful conduct of NSS activities at the institute


Dr. Manash Chanda 16/1/26
Principal

Principal

Meghnad Saha Institute of Technology



CC: Dean, Registrar, All HODs/FICs, Administrative Officer, Asst. Manager Compliances, Accounts Office, HR Office, T&P Office, Library, Notice Board, Website, Guard File.