



CMA Ashutosh Das

Registrar

No: BBB/Reg/SC/ST/OBC CELL /2026/1231

Date: 27.08.2026

OFFICE ORDER**Subject: Constitution of SC/ST Cell, OBC Cell and Equal Opportunity Cell in the University.**

In pursuance of the communication bearing D.O. No. 1-2/2024(SCT/Circular) dated 10.01.2025 issued by the University Grants Commission (UGC), New Delhi, regarding the Establishment of Equal Opportunity and SC/ST Cells in Higher Educational Institutions (HEIs) and Submission of Data on Grievance Redressal, and with a view to ensuring equitable access, protection of rights and effective redressal of grievances of disadvantaged groups, the Competent Authority of Biswa Bangla Biswabidyalay is pleased to constitute/designate the following Heads of Cells with immediate effect:

Sl. No.	Name	Designation/Responsibility
1.	Dr. Suman Saha	Nodal Officer, SC/ST Cell
2.	Dr. Santanu Patar	Nodal Officer, OBC Cell

Functions and Responsibilities

The Nodal Officer of the respective Cells shall:

1. Ensure effective and transparent redressal of grievances relating to the respective disadvantaged groups.
2. Monitor issues concerning discrimination, harassment, exclusion or denial of opportunities within the University.
3. Create awareness among students, teaching faculty and non-teaching employees regarding constitutional safeguards, statutory provisions and relevant UGC guidelines.
4. Maintain proper records of complaints/grievances received and action taken thereon.
5. Coordinate with the concerned University authorities for timely disposal of grievances.
6. Undertake sensitization and awareness programmes for promoting equality, inclusiveness and a discrimination-free academic environment.
7. Furnish necessary information/data to the University authorities and/or UGC as and when required.
8. Perform such other duties as may be assigned by the competent authority from time to time.

The Nodal Officer of the respective Cells shall discharge their responsibilities in addition to their normal duties, until further orders.

This is issued with the approval of the Competent Authority.

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1. Office of the Hon'ble Vice Chancellor, BBB
2. Office of the Finance officer, BBB
3. Office of the Controller of Examinations, BB
4. Concern Nodal Officer (s), BBB.
5. All Assistant Co-ordinators of the PG Departments, BBB
6. IT Support, BBB-with to request to inform the office staff attached to their respective departments.
7. Guard File

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Biswa Bangla Biswabidyalay
Bolpur, Birbhum, West Bengal

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