

**RAJIV GANDHI UNIVERISTY
RONO HILLS, DOIMUKH**

F. No. RGU/REG-141/Celebration/21

Dated: 14.09.2026

CIRCULAR

This is for general information to all concerned that the Internal Quality Assurance Cell (IQAC), Rajiv Gandhi University, is conducting an Orientation Programme for Departmental NAAC/NIRF & NEP Coordinators and Office Staff on **16th September 2026 at 9:30 a.m.** in the **Smart Theatre, Department of Computer Science & Engineering**.

In view of the above, Heads of Departments/Institutes/Centres/Cells/Branches are requested to nominate the following, for the aforesaid programme:

For Teaching Departments / Institute	For Non-Teaching (Branches/Cell)
NAAC/NIRF/Annual Report Coordinator of the Department: 01	DEOs/LDCs/UDCs involved in Data Entry/Management: 02
ABC/NEP Coordinator: 01	
PA to HoD: 01	

The details of the nominated participants may be furnished in the following format to the Director, IQAC at iqac@rgu.ac.in with an intimation to the undersigned on or before 15th September, 2026 by 2:00 p.m.:

Sl. No.	Name & Designation	Department/Institute/ Branch / Cell	Contact No.	Email Id

E-Certificates will be issued to all participants.

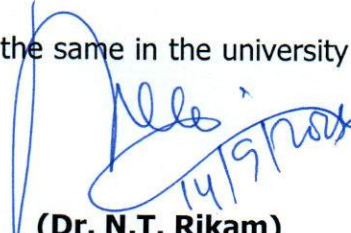
This is issued with the approval of the Vice Chancellor.

**Sd/-
Registrar**

F. No. RGU/REG-141/Celebration/21

Dated: 14.09.2026

1. PS to Vice Chancellor for information.
2. All Deans of various faculties for information.
3. PS to Registrar /Finance Officer/CoE for information.
4. Librarian for information.
5. Director, IQAC for information.
6. All Heads / Directors of the Departments/Institutes for information and necessary action.
7. All Joint Registrar for information.
8. All Deputy Officers for information.
9. All Assistant Registrars for information.
10. All Branch Heads for information and necessary action.
11. Joint Director (CC) for information with a request to upload the same in the university website.
12. Office copy.


(Dr. N.T. Rikam)
Registrar



RAJIV GANDHI UNIVERSITY

Rono Hills,
Doimukh – 791112, Arunachal Pradesh



INTERNAL QUALITY ASSURANCE CELL (IQAC)

ORIENTATION PROGRAMME

For Departmental NAAC/NIRF & NEP Coordinators and Office Staff



DATE

16 September, 2026
(Wednesday)



TIME

9:30 AM – 1:00 PM



VENUE

Smart Theater, Department
of Computer Science &
Engineering (CSE), RGU



ORGANISED BY

Internal Quality Assurance
Cell (IQAC),
Rajiv Gandhi University



EXPECTED PARTICIPANTS

Approximately 1:10



ABOUT THE PROGRAMME

The Internal Quality Assurance Cell (IQAC), Rajiv Gandhi University, is organising this Orientation Programme to strengthen the institutional quality assurance mechanism and facilitate effective coordination of NAAC & NIRF-related activities, curriculum framework-NCF & NEP and other departmental level.

The Programme is designed to provide practical orientation on departmental quality assurance, documentation, data compilation, record maintenance, quality initiatives and effective coordination with the IQAC for NAAC/NIRF, Curriculum Framework-NCF & NEP and other-related activities.



OBJECTIVES

- 1 To familiarise participants with the roles and responsibilities of Departmental NAAC Coordinators and PAs to HoDs.
- 2 To strengthen departmental documentation and systematic record maintenance.
- 3 To improve the collection, compilation and presentation of departmental data.
- 4 To promote effective coordination between academic departments and the IQAC.
- 5 To enhance preparedness for NAAC and other quality assurance and accreditation activities
- 6 To sensitize the implementation of NEP-2020



PROGRAMME HIGHLIGHTS

Session	Resource Person / Focus
Technical Session I	Dr. Rajesh Chakrabarty, Associate Professor & Coordinator, NIRF, RGU
Technical Session II	Dr. Ravi Ranjan Kumar, Assistant Professor & Convenor, NEP Task Force, RGU

*Together for
Quality Higher Education*



PARTICIPANTS *(e-Certificates will be issued to all the attendees):*

- 1 Departmental NAAC/NIRF/ABC & NEP Coordinators,
- 2 Personal Assistants to Heads of Departments (HoDs)/Institutes/Centres/Cells/ Branches,
- 3 One/Two Staff with Responsibility of Data Entry & Management from each of the Non-Teaching Branches
- 4 Other officials/faculty members involved in departmental quality assurance activities.

Strengthening Quality • Improving Documentation • Supporting Accreditation • Building Institutional Excellence

RAJIV GANDHI UNIVERSITY

Rono Hills, Doimukh – 791112, Arunachal Pradesh

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ORIENTATION PROGRAMME

For Departmental NAAC/NIRF & NEP Coordinators and Office Staff

DATE	16 September, 2026 (Wednesday)
TIME	9:30 AM – 1:00 PM
VENUE	Smart Theater, Department of Computer Science & Engineering (CSE), RGU
ORGANISED BY	Internal Quality Assurance Cell (IQAC), Rajiv Gandhi University
EXPECTED PARTICIPANTS	Approximately 110

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