



**Title of the Event:** New Year Celebration  
**Event Category:** Team Building  
**Date:** 3<sup>rd</sup> January 2022  
**Time:** 10.30 am  
**Venue:** 5<sup>th</sup> Floor, Students' Recreation Zone

**Content (Contextual features and challenging issues in 150 words):** J.D. Birla Institute has, over the years, followed a tradition of celebrating the advent of the New Year with all the non-teaching staff members of the college. It has become a fixture on our annual calendar, and the staff members eagerly look forward to the event every year. It provides for an excellent opportunity to all the members to gather together in an informal setting and have some quality time socializing among themselves. There are arrangements for refreshments for all concerned. The event is graced by the Principal of the Institute. This provides for a platform where the staff members can interact in a non-work setting with the Management.

**Objective/s (intended outcomes in 100 words):** The main objective of the New Year celebratory event is to enable the non-teaching staff members to take some time out from their daily professional duties and together usher in the New Year amid some fun and frolic. Secondly, the event provides for an opportunity to the staff members to meet and greet each other in the work place, but without any work related concerns. This entails socializing and light-hearted interaction in an informal ambience. Further, the event helps in improving the camaraderie and team spirit among the staff members.

**About the Event (in 150 words):** A get together was arranged for all non-teaching staff members of the Institute. A short interaction with the Principal was followed by refreshments for all.

**Details of Resource Persons, if any:**

Name	NONE
Designation	
Organization	
Country & City	
Mobile	
Email	

**Highlights of the Event:** None

**Number of Participating Students/Faculty & Staff:**

CLASS	FSNM	TCFS	ID	HD	COM	MANG
1 <sup>st</sup> year UG	--	--	--	--	--	--
2 <sup>nd</sup> year UG	--	--	--	--	--	--
3 <sup>rd</sup> year UG	--	--	--	--	--	--
1 <sup>st</sup> year PG	--	--	--	--	--	--
2 <sup>nd</sup> year PG	--	--	--	--	--	--
<b>TOTAL</b>	--	--	--	--	--	--
Faculty	01	--	--	--	--	--
Administrative Staff	10	--	--	--	--	--
Group D staff	15	--	--	--	--	--
<b>GRAND TOTAL</b>	26					

**Feed Back Summary of Participants:**

Quality Parameter	Total Numbers			
	Excellent	Good	Average	Bad
Organization of the Event	20	06	00	00
Quality of Resource Persons	00	00	00	00
Relevance to Course of Study	00	00	00	00
Excellent take back	Yes - 26		No - 00	
Can be repeated	Yes - 26		No - 00	

**Evidence of Success (in 200 words):** The activity was very much successful insofar as the objectives of the same were concerned. All non teaching staff members joined the event. Their feedback, as recorded above, was also very positive. All of them want the activity to be repeated next year.

**Resources Used and Amount Spent, if any:**

Sl. No	Particulars	Amount (in Rs)
1	Refreshment (Samosa) – 26 pcs	395
2	Refreshment (Sandesh) – 26 pcs	395
	<b>TOTAL</b>	<b>790</b>

**Problems encountered, if any:** NONE

**Note (any other information that is relevant in 150 words):** NONE

**In-charges/Coordinators**

*Signature with date*

Name: Mrs. Mousumi Chaudhuri

Designation: EA to the Principal