

# **KALYANI LIFE INSTITUTE**

## **NOTICE OF MANAGEMENT COMMITTEE MEETING**

Date: 28th May, 2026

All respected members of the Management Committee are hereby informed that a meeting of the Management Committee has been convened as per the following schedule:

Meeting Date: 31st May, 2026 (Sunday)

Time: 12:00 Noon

Venue: Kalyani Life Institute

All Management Committee members are requested to remain present positively. Members of the Advisory Committee, including Mr. Chandan Chatterjee, are also requested to remain present positively, as several important institutional matters will be discussed.

Agenda of the Meeting (Top Priority Items Included)

1. Website Review and Upload Status (Top Priority):

Detailed review regarding all contents currently being uploaded on the website, identification of any inconsistencies or missing information, discussion on whether any additional documents/content need to be uploaded, and review of future website update requirements.

2. Discussion regarding installation of Solar Panels in the institute premises and feasibility assessment.

3. Review of progress regarding UDISE work and discussion on the expected timeline for submission.

4. Detailed discussion on the progress of PWD Renewal and expected timeline for obtaining National Trust Registration.

5. Review of the status of Fire License processing and discussion regarding the probable timeline for obtaining the Fire License certificate.

6. Discussion regarding staff matters, including:

- Whether termination proceedings concerning Ms. Aparna Majumdar should be considered.
- Whether Ms. Suniti Madam should be appointed/joined in the institution.

7. Discussion on Beautification, Cleanliness and Environment Day Activities:

Discussion on measures for maintaining cleanliness and beautification around the flower garden and surrounding premises, planning of activities for World Environment Day (5th June), and discussion regarding plantation drives and greenery enhancement initiatives within the institute premises.

8. Review of Vocational activities progress, including updates regarding the paper bag manufacturing initiative and future planning.

9. Review of progress regarding preparation of the new Occupational Therapy Room and Hydrotherapy Room, including discussion on expected commencement of services.

10. Miscellaneous matters with permission of the Chair.

The presence of all Management Committee members and Advisory Committee members is highly essential for effective decision-making and institutional development.

By Order,  
Management Committee  
Kalyani Life Institute