

To,

The Principal
Don Bosco College, Kohima

Sub: Essential requirements for setting up Girls Common room

Father,

Reference to the subject cited above, I am hereby submitting a list of additional essential requirements for upgrading and furnishing the Girls Common Room of the college. I am hopeful that you will understand and look into attaining the needs.


Sl. No	Items	Quantity
1	Dustbins <i>Separate each for Sanitary disposal and other miscellaneous</i>	2
2	Body length Mirror <i>Standard size- 36 to 48 inches</i>	1
3	Wall paint <i>Washable paint - white to creamish colour tone</i>	As per requirement
4	Sanitary vending machine/dispenser	Preferably 2
5	Door length curtains <i>To place as separator between common sitting place and changing area</i>	2
6	Small notice/bulletin board <i>Especially for instructions related to maintenance of the room</i>	1
7	CCTV surveillance	1
8	Sitting arrangements	1 set
7	Long desk (multi purpose)	1
8	Wall hook for hanging clothes	1
9	Wall clock	1
10	Basic Sewing Kit <i>Needles, black & white thread, safety pins & a small scissor</i>	1

Copy to: 1. Coordinator, IQAC, DBCK
2. Women welfare secretary, Student's Forum, DBCK
3. ~~Office Copy~~

Date- 10-09-20

Sincerely,

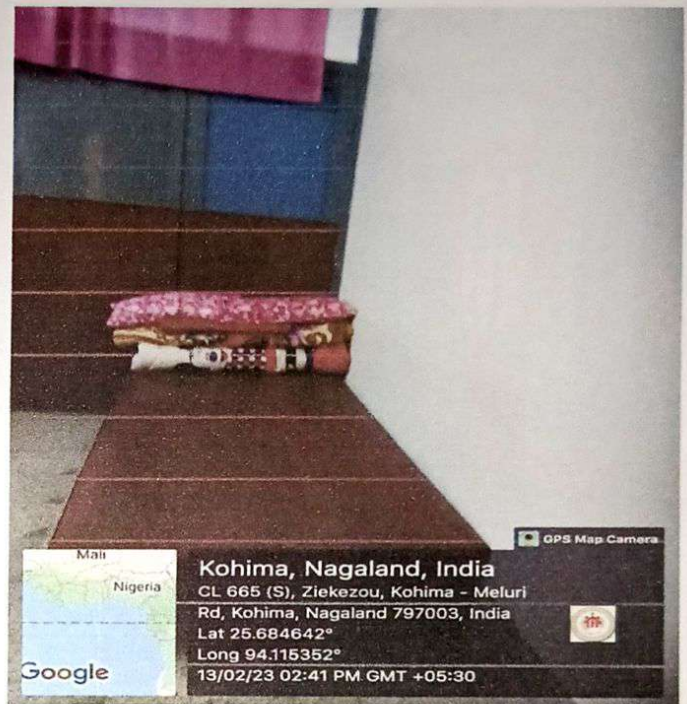
A. P. S. S. S.
10/11/2020
Principal
Don Bosco College
PB - 430
Kohima-797001 Nagaland



Dr. Imtinaro Longkumer
Coordinator, Women Cell
DBCK

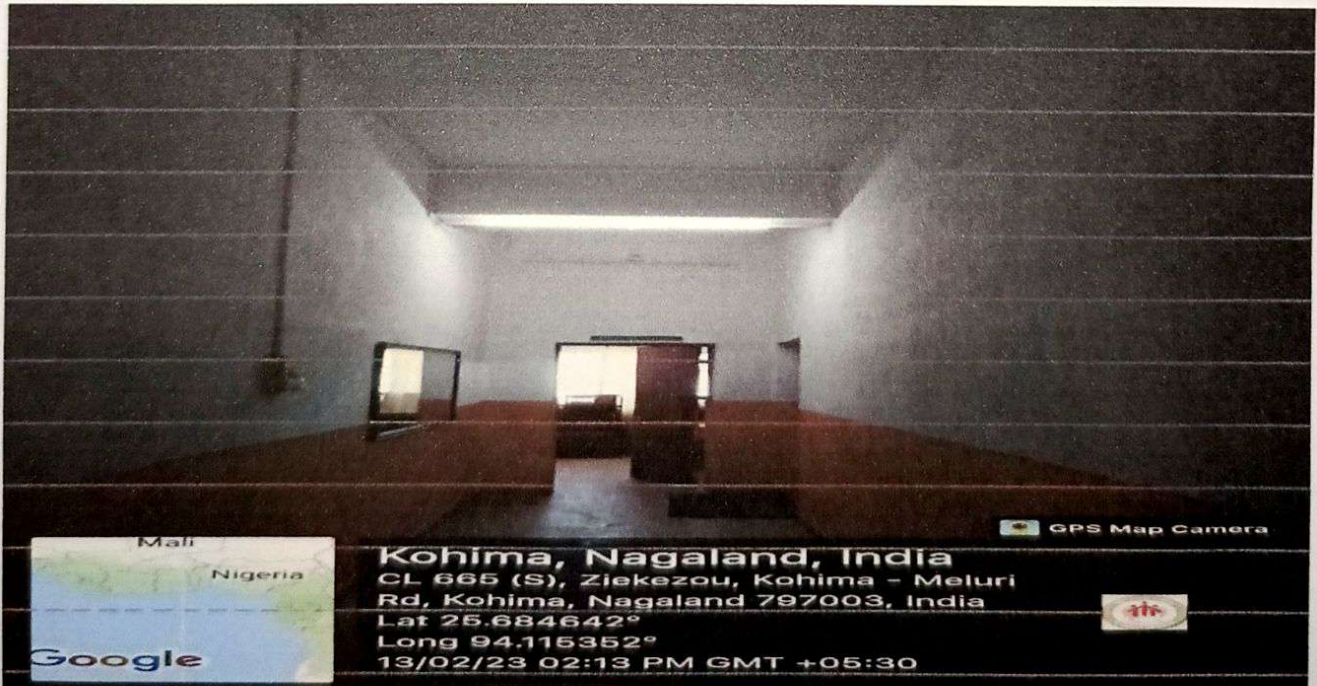
Facilities

Women's Common Room

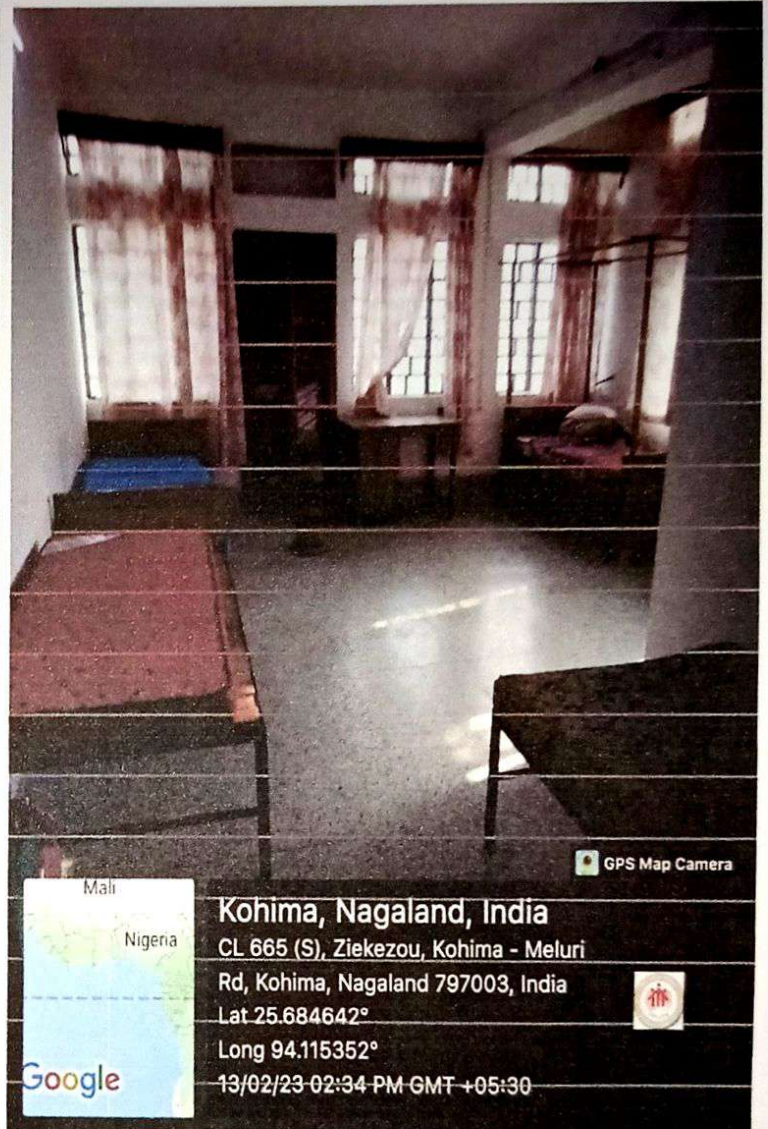
Block 1



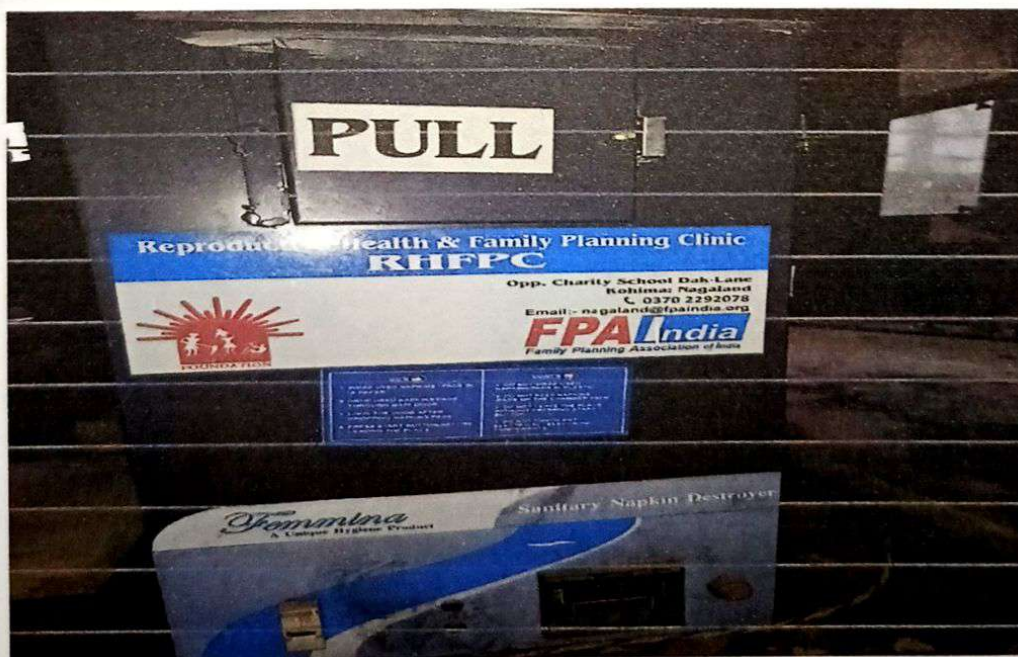
Block 2



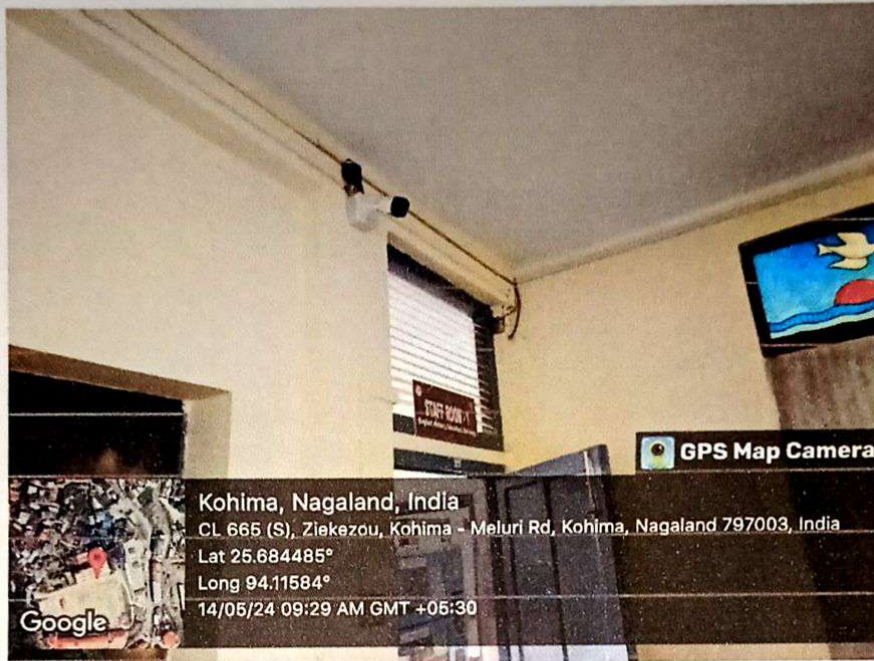
Child Day Care Facility for Women Staff

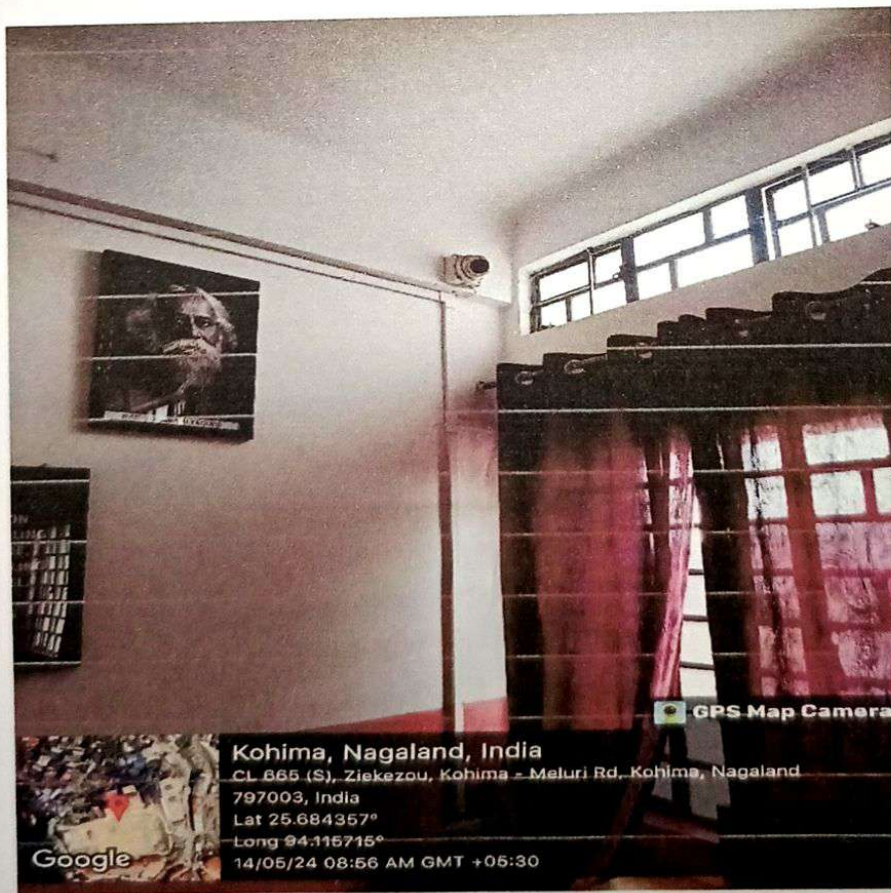
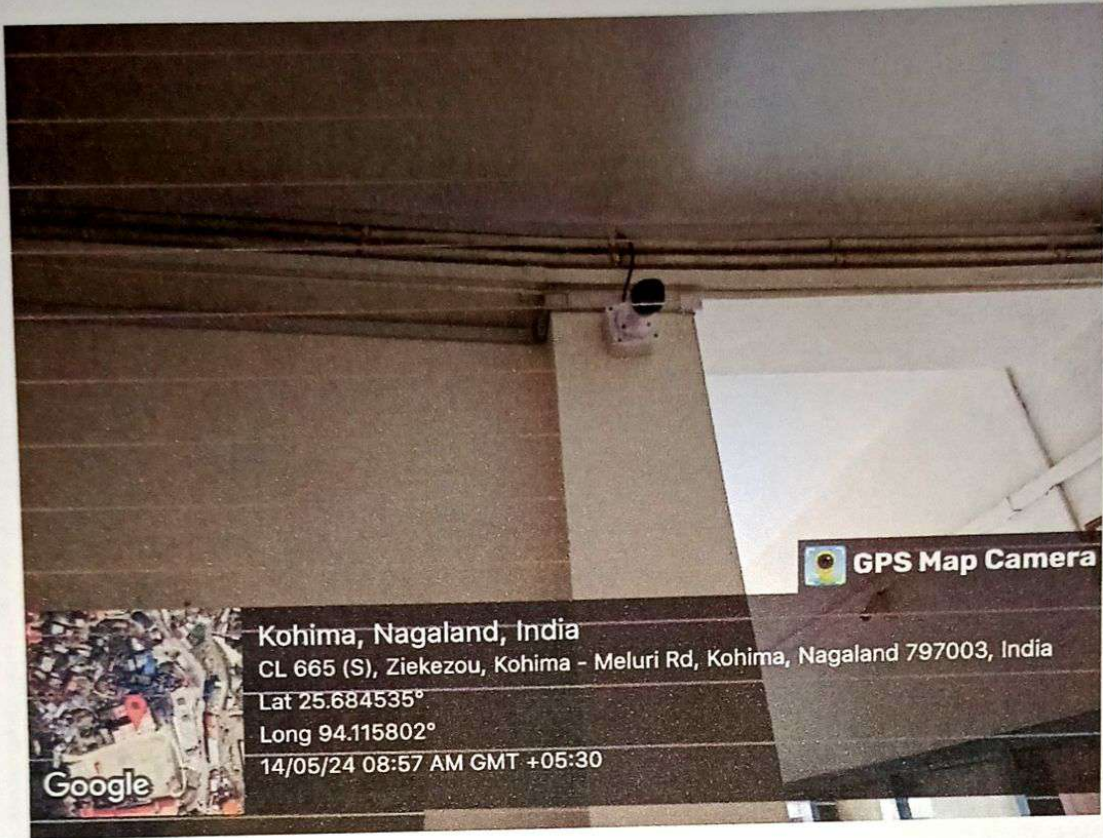


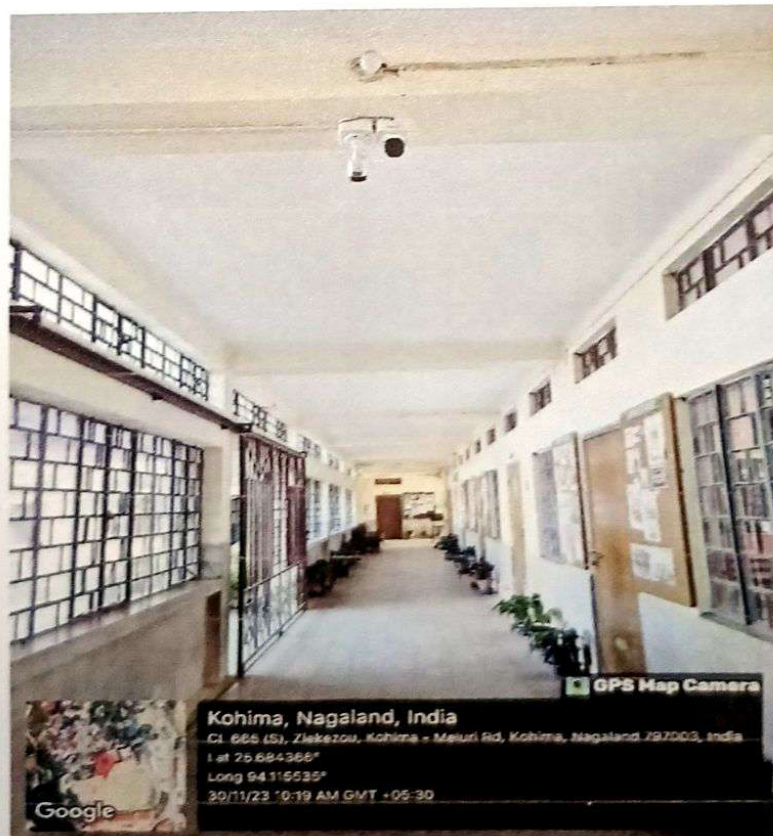
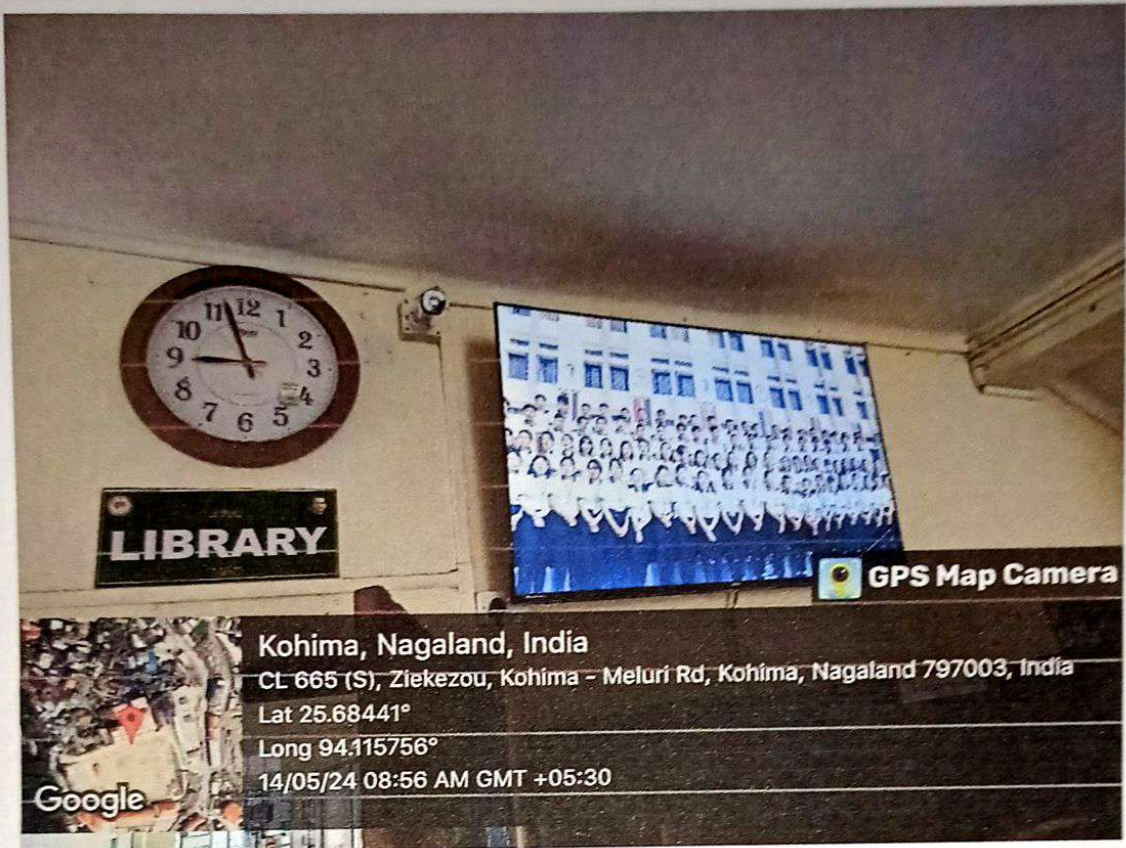
Sanitary Vending Machine and incinerator



CCTVs







Other Facilities

