



Government of Bihar (बिहार सरकार)
Government Engineering College, Samastipur
राजकीय अभियंत्रण महाविद्यालय, समस्तीपुर

Approved by AICTE, New Delhi (1-4866581925, Dated : 10/04/2019)
Under Science, Technology & Technical Education Deptt. Patna, Affiliated to Bihar Engineering University, Patna



Office Order: - GEC/SAM/

Date: __/08/2026

Office Order

In pursuance of directives received from the Department of Science & Technology (DST), Patna, and to ensure full institutional preparedness for the upcoming accreditation process, a Mock Visit for NBA (National Board of Accreditation) has been scheduled from 7th September to 25th September 2026 for all engineering branches of Government Engineering College, Samastipur. Accordingly, all Heads of Departments (HoDs), faculty members, and technical staff across all branches (Civil, Mechanical, Electrical, Computer Science & Engineering, and Electronics & Communication Engineering) are hereby directed to prepare all mandatory documents and files on a top-priority basis strictly in accordance with NBA parameters.

Key Directives & Deliverables

Self-Assessment Report (SAR) & Criterion Files:

HoDs and Criterion Coordinators must update and verify Files for Criteria 1 through 10. Ensure precise mapping of Course Outcomes (COs), Program Outcomes (POs), and Program Specific Outcomes (PSOs) along with updated attainment levels.

Course Files & Academic Records:

All course teachers must ensure fully updated Course Files (Syllabus, Lesson Plans, Assignments, Mid-Semester Exam Papers, Evaluation Sheets, and CO-PO Attainment Analysis). Laboratory manuals, continuous evaluation registers, and student lab records must be completed and kept ready for physical verification.

Departmental & Central Facilities:

All laboratories, computing centers, departmental libraries, and central facilities must be fully organized, functionally active, and display required safety instructions and equipment charts. Project reports, industrial training certificates, and internship portfolios of final-year students must be neatly indexed.

Faculty & Staff Readiness:

Maintain updated faculty profiles, research publications, FDP/STTP completion certificates, and consultancy details. Leave approvals (casual/earned) for faculty and technical staff during this period will be restricted, except under emergency conditions with prior sanction from the undersigned. All concerned are advised to strictly adhere to the schedule to ensure a smooth and successful mock assessment

Sd/-

Principal In-charge,
G.E.C. Samastipur.

Memo No: GEC/SAM/ 486

Date: 28/08/2026

Copy to: for information & necessary action

1. All Heads of Departments (CE, ME, EE, CSE, ECE) – for immediate compliance and dissemination.
2. NBA Coordinator / Academic Coordinator, GEC Samastipur.
3. DST Coordinator / Nodal Officer, Patna (for kindly informing).
4. College Notice Board & Official Website Administrator.

[Signature]

Principal In-charge,
G.E.C. Samastipur.