## Internal Quality Assurance Cell. 1st Meeting 2021.

IQAC Meeting was convened on 16/06/2021 at 11.30 in the official chamber of principal, under whose chairmanship following agenda for deliberation was undertaken.

## Agenda:

Retirement function of Principal Dr. Ashwinbhai Pandya.

To plan preparation for NAAC accreditation and initiate data collection work.

To plan various curricular and extracurricular activities.

To prepare workload details for recruitment of teaching staff.

Celebration of Yoga Day.

Organizing various Academic activities for 2021-2022.

Regarding construction work on library top & college roof to protect leakage.

The following resolutions have been adapted for the above mentioned agenda.

IQAC Members were appointed. The agenda of IQAC discussed in detailed.

The college is going to prepare NAAC 1<sup>st</sup> cycle so to discuss the issue of API and CR of the staff members.

Annual Confidential Report and API score sheet will be completed by the teaching staff for the year 2021-2022.

Existing ad hoc teaching and administrative staff will be continued for the year 2021 and new appointments will be made as per requirement.

N.S.S. Team has been assigned to arrange the celebration of yoga day.

Under the banner of Saptdhara, Co-ordinator has been assigned various academic activities for the year 2021-2022.

Resolved to finalize expected expenses for the constructed work of library top & China Mosaic for college roof by collecting detailed information to protect leakage.

#### Name

1. Prin. Dr. Sharmilaben S. Patel Chairman 2. Dr. Niyati B. Bhatt Co-Ordinator 3. Vice Prin. Bhavanaben K. Gothana Co-coordinator 4. Dr. Pushpaben K. Patel Team Member 5. Dr. Alkaben N. Chauhan " 6. Dr. Dilavarkhan N. Pathan 7. Retd Prin. Ashwinsinhji Vihariya Trustee 8. Retd Prin. Kesarisinhji Sayaniya Secretary 9. Pro. Sonalben N. Gharia Alumni

## Signature

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#### **Action Taken Report**

After convening meeting on 16-06-2021 follow up action were initiated to implement the resolutions.:

In order to prepare for 1<sup>st</sup> cycle under the banner of various committees IQAC members were assigned their duties.

Data required for AQAR are in collection process.

Workload calculation and proposal for staff recruitment completed.

Planning for curricular and extracurricular activities done.

Yoga Day with the help of N.S.S. Team celebrated with zeal.

Dr. Dilawarkhan Pathan organized Intercollege Online Yoga Quiz Competition for students.

Various activities were organized under Saptdhara & other department as well, online mode.

Dr. Heenaben L. Patel organized Intercollege Online Quiz for the students of English Literature.

Resolve to undertake repair work of leakage problem for after assessing possible expanses.

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Date: 15/07/2021

Meeting of 1QAC of Shree Rang Navchetan Mahila Ars College, Valia was convened on 15/07/2021 in Principal office at 11.30 to deliberate the agenda as below.

#### Agenda:

Regarding conduct Off – line Teaching.

Issues related to admission prosses of B.A Sem – I, B.A. Sem – III & B.A. Sem – V for the academic year 2021 -2022.

Preparing organization of university examination.

[B.A. Sem-VI & M.A Sem-IV]

Distribution of work among IQAC Members according to various criteria for NAAC.

Celebration of Premchand Jayanti.

Proposal for Dr. Babasaheb Ambedkar University Courses.

Proposal of College magazine.

#### Resolution:

Following discussion on the above mentioned agenda, resolutions were passed which are as below.

Resolved to start off-line classes for Arts Faculty [U.G. & P.G.] after the preparation of time-table.

Resolved to undertake admission for B.A Sem -1, B.A. Sem -III & B.A. Sem -V for the academic year 2021 -2022.

Entrusting duties to staff to conduct off-line university exams.

[ATKT, External & Regular Semester Exams]

Resolved to entrust criteria-wise work to the college teachers for NAAC.

Dr. Alkaben N. Chauhan, coordinator of Saptdhara, was assigned the duty to organize various academic activities under various head for the year 2021-2022.

In Charge Principal Dr. Sharmilaben Patel arranged a meeting with the Co-ordinator of Dr. Babasaheb Ambedkar University, Gandhinagar.

A committee was constituted for the college magazine.

#### Name

1.	.Prin. Dr. Sharmilaben S. Patel	Chairman	Patel &
2.	Dr. Niyati B. Bhatt	Co-Ordinator	ساء ال الله
3.	Vice Prin. Bhavanaben K. Gothana	Co-coordinator	RULA
4.	Dr. Pushpaben K. Patel	Team Member	(P.15) WS_
5.	Dr. Alkaben N. Chauhan	"	Cherley.
6.	Dr. Dilavarkhan N. Pathan	"	Pathand
7.	Retd Prin. Ashwinsinhji Vihariya	Trustee	ASVIhares
8.	Retd Prin. Kesarisinhji Sayaniya	Secretary	- Cisar
9.	Pro. Sonalben N. Gharia	Alumni	au.

## **Action Taken Report**

Date :- 26 - 09- 2021

Signature

Action taken report appended for the meeting held on 15-07-2021.

Teachers have been regularly engaging both online/offline classes as per time – table.

Admission process has been undertaken for B.A Sem – 1, B.A. Sem – III & B.A. 
Sem - V for the academic year 2021 -2022.

As we are entering the first cycle of the NAAC, different committees has been formed & duties has been allotted.

Various activities were organized under Saptdhara & other department as well, online mode. Dr. Sharmilaben Patel & Dr, Roshankumar N. Gamit organized Intercollege Online Quiz On Premchand to celebrate Premchand Jayanti on 31<sup>st</sup> July. for the students of Hindi Literature.

**Dr. Pushpaben K. Patel** assigned the duty of an editor of **Shree Rang Magazine**. Theme of the magazine was decided and teachers were instructed to submit articles & encourage students to contribute their poems, articles & other creations like art & crafts for the college magazine.

Pro. Bhavanaben K. Gothana has been entrusted the duty of Co-ordinator of Dr. Babasaheb Ambedkar University at college campus.



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Date: 01 /08 /2021

#### Agenda:

On 28 July 2021, IQAC Meeting was convened at 11.30 in the official chamber of principal, under whose chairmanship following agenda for deliberation was undertaken.

Celebration of Library Day.

Celebration of Independence Day.

Celebration of Narmad Jayanti.

English Language Enhancement Programme for UG students.

Celebration of "Azadi ka Amrit Mahotsav" under the banner of NSS, Yoga & Sports drive.

Inauguration of Dr. Babasaheb Ambedkar University courses.

Opening of Finishing School training.

Teacher's Day celebration.

Celebration of Janm Jayanti of National Shaayr Shri Zaverchand Meghani.

Organ Donation Awareness Programme on the birthday of our Prime minister Narendra Modi.

#### **Resolution:**

Assign duties to Librarian Namrata for the preparation of the celebration of Library Day on 12<sup>th</sup> August 2021.

In charge Principal Dr. Sharmilaben S. Patel assigned the duties of various activities for the celebration of Independence Day.

Dr. Pushpaben K. Patel conducted Online Quiz On Narmad on the eve of Narmad Jayanti on 24th August 2021.

Dr. Heenaben organized workshop & training for new commers in English.

Programme officers Dr. Dineshsinh Raj, Dr. Dilavarkhan Pathan & NSS coordinator

Dr. Pushpaben Patel were assigned the duty of "Azadi Ka Amrit Mahotsav."

Dr. Roshankumar Gamit was given the responsibility of Yoga & Sports under the banner of Saptdhara.

Pro. Bhavnaben Gothana & Pro. Anitaben Vagh were assigned the duty of Finishing School Training programme.

Resolve to entrust duty of Teacher's Celebration to Dr. Kusumben Patel.

Resolve to entrust the duty of Meghani Janm Jayanti to Gujarati Department.

#### Name

# Signature

1.	Prin. Dr. Sharmilaben S. Patel	Chairman	Fatel 85
2.	Dr. Niyati B. Bhatt	Co-Ordinator	5-1-Li Bhatt
3.	Vice Prin. Bhavanaben K. Gothana	Co-coordinator	Black
4.	Dr. Pushpaben K. Patel	Team Member	Polles
5.	Dr. Alkaben N. Chauhan	"	Brunded.
6.	Dr. Dilavarkhan N. Pathan	"	Bothern D. M.
7.	Retd Prin. Ashwinsinhji Vihariya	Trustee	Asvhall
8.	Retd Prin. Kesarisinhji Sayaniya	Secretary	Missaury
9.	Pro. Sonalben N. Gharia	Alumni	Ghille /

Date :- 19-19-2021

## **Action Taken Report**

After convening meeting on 28 July 2021 follow up action were initiated to implement the resolutions,:

With zeal Library Day was celebrated on 12th August 2021. Importance of books & changing currents of reading style were discussed.

Benefits of E- Resources were discussed.

LIC of Dr. Babasaheb Ambedkar arranged on 13th August 2021.

On August 28, 2021 inauguration of BAOU Courses at Shree Rang Navchetan Campus was conducted in its full fledge with zeal. Dr. Dilavarkhan Pathan anchored the programme.

Dr. Heena L. Patel conducted the Programme of personality development under the banner of Women Empowerment Week.

44 students took part in The Finishing School Training Programme with enthusiasm. They learn the lesson of life skill, soft skill, English communication skills and employability.

From 1st to 13th September 2021, A & C group were conducted by the convener

Pro. Bhavanaben Gothana & the team member Pro. Anitaben Vagh.

Teacher's Day celebrated by students with zeal on 4th September. [5th September Sunday]

Dr. Heena Patel conducted workshop of Grammar & Translation, English in Competitive Exams,

Translation of Indian lit. in English & Concept of 'Feminism' in East & West Compass'.

(20th August & 30th August 2021)

On 27th August 2021, under the banner of NSS, "Aazadi ka Amrit Mahotsav," Fit India Freedom Run 2.0 under the banner of Sports & Yoga was arranged. 88 girls students took part in it.

On Wednesday, September 15 2021, under the banner of "Aazadi ka Amrit Mahotsay," Gujarati department celebrated 125 Janm Jayanti of National Shaayar Shri Zaverchand Meghani.



Date: 13/09/2021

On 11/09/2021, IQAC Meeting was convened at 11.30 in the official chamber of principal, under whose chairmanship following agenda for deliberation was undertaken.

#### Agenda:

Celebration of Hindi Week.

Filling up university examination forms & analysis of examination.

Welcome Programme for college freshers.

Convening of Alumni's meeting.

Discussion regarding ICT use.

Panning to give vaccination to students.

Finishing School Training Programme.

Celebration of Gandhi Jayanti.

"Save Water & Save Earth Essay" Extempore speech competition.

Celebration of Sanskrit Saptah.

Conduct Programme of Fit & Fighter India under the banner of Aazadi Ka Amrut

Mahotsav

Legal Adviser's Speech on Legal Awareness.

Yogasan Training Programme.

Conduct Kabaddi & Run competition.

One Day workshop on Spongy Cake & Chocolate.

Diwali Celebration - Rangoli Competition.

NSS Training at VNSGU, Surat.

#### **Resolution:**

Resolve to entrust duty of celebrating Hindi Week to Principal Dr. Sharmilaben Patel, Dr. Roshankumar Gamit & Pro. Miral Chauhan.

Resolved to assign responsibility to staff members of administrative section to carry out admission process for the session 2021-22 and analyzing of examination result of examination July/August 2021.

Resolved to give responsibility to organize welcome programme for the freshers to the continued staff.

For vaccination of students an official letter to Kondh/Valia CHC is submitted to do needful. Vaccination program's duty was assigned to NSS Team.

Pro. Bhavnaben Gothana & Pro. Anitaben Vagh entrusted the duty of The Finishing School Training Programme.

Dr. Roshankumar Gamit was assigned the duty to organize Alumina's meeting.

Chairperson stressed the importance of ICT application in class room teaching.

NSS Team assigned the duty of celebration of Gandhi Jayanti.

Dr. Alkaben Chauhan & Dr. Dineshsinh Raj was entrusted the arrangement of Sanskrit Saptah.

Dr. Heenaben L Patel entrusted online quiz competition on Fit & Fighter India under the banner of Azadi ka Amrit Mahotsav.

Resolved to entrust duty to NSS programme officers to arrange the programme of Legal Awareness.

Resolved to entrust duty to NSS Programme Officers for Yogasan Training Programme.

Entrusted the duty of sports arrangement to Sports coordinator Dr. Roshankumar Gamit.

For One Day Workshop Home-Science Department was entrusted the duty to do needful.

#### Name

1. Prin. Dr. Sharmilaben S. Patel Chairman Co-Ordinator 2. Dr. Niyati B. Bhatt 3. Vice Prin. Bhavanaben K. Gothana Co-coordinator Team Member 4. Dr. Pushpaben K. Patel 5. Dr. Alkaben N. Chauhan 6. Dr. Dilavarkhan N. Pathan 7. Retd Prin. Ashwinsinhji Vihariya Trustee Secretary 8. Retd Prin. Kesarisinhji Sayaniya Alumni 9 Pro Sonalben N. Gharia



Incharge Principal
Shree Rang Navchetan
Mahila Arts College, Valia,
Dist. Bhaurch-393 135

Signature

Date: 30/12/2021

## **Action Taken Report-**

After convening meeting on 11th September 2021 follow up action were initiated to implement the resolutions.

Hindi weak was celebrated in its full flare from 14th to 20th September 2021.

Quiz Competition, Pad Purti, Essay competition, Doha and Poetry reciting were arranged by Hindi Study Circle.

Admission procedure for Sem - I & Exam form filling up were completed within university deadline. [For Sem - 4 & Sem -6]

Welcome programme for freshers was conducted by all staff. Basic information regarding college's rules regulation & discipline were discussed.

Vaccination was given to students who fill the forms.

Kondh/Valia CHC staff on duty with help of NSS Team performed their task with dedication on 9th September 2021.

ICT application in class room teaching was practiced by almost all staff.

44 students take part in The Finishing School Training Programme with enthusiasm.

They learn the lesson of life-skill, soft-skill, English communication skills and employability. (80 hours training in two sessions – from 1st to 13th September 2021 & from 14 to 24 Sept. 2021.

Under the banner of Sanskrit Saptah celebration, online quiz competition, Shlock Pathan and introduction of Self in Sanskrit language, Essay Competition and Sanskrit Lecture series were also arranged by Sanskrit Department.

Dr. Dilavarkhan Pathan & In charge principal Dr. Sharmilaben Patel under the -banner of the Udisha Club & Placement Cell guided Alumnines regarding G.K. and -Competitive exams.

On 4th October meeting of Alumni Association was conducted by the convener – Dr. Roshankumar Gamit.

Online quiz on 4th October 2021, "Fit & Fighter India" conducted by English Department under the banner of Azadi ka Amrit Mahotsav.

Legal Adviser's speech on Legal Awareness was conducted under the banner of NSS – Aazadi ka Amrit Mahotsav on 9 October 2021.

Yogasan Training Programme under the banner of NSS, especially for ST & SC volunteers from 11-10-2021 to 14-10-2021 was arranged.

The training was conducted by NSS Coordinator Dr. Pushpaben Patel & Programme officers Dr. Dilavarkhan Pathan & Dr. Dineshsinh Raj. [45 volunteers took part in the Shibir.

Under the banner of Sports, Co-ordinator Dr. Roshankumar Gamit fairly conducted Kabaddi & Run competition on 11-10-2021. 46 girls took part in the competition.

One Day Workshop of Spongy Cake & Chocolate by Home Science Department was conducted on 26-10-2021. Students enjoy learning new recipes of Cake & Chocolates.

NSS Co-ordinator - Dr. Pushpaben Patel & Programme Officers - Dr. Dineshsinh Raj & Dilavarkhan Pathan went to VNSGU, Surat for Training on 30-10-2021.

Rangoli Competition was conducted under the banner of Kala Kaushlya Dhara on 30-10-2021. [last day of the first term] 16 Competitors took part in the competition. First Three numbers were given prize.

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DATE: 03/01/2022

The Meeting of IQAC was held on 01/01/2022 at 10:30 p.m. at principal office of the college to discuss following issues of the agenda.

#### AGENDA-

Talk on NAAC Criteria by Dr. Rawal.

Online Examination Seminar for Sem-I.

Seminar on G-SET guidance to the students of B.A. Sem -VI.

Formation of NISP - National Innovation and Stat-up Policy.

Online Training of Innovation club.

Celebration of Republic Day.

Sanskrit - Guest Lecture of Dr. Mahendra H. Trivedi .

Economics Guest Lecture of - Dr. Bhaveshkumar R. Parmar.

Preparation of Final Exams for B. A. Sem -I & M. A. Sem -I.

Celebration of Women's Day- Allocation by Heena Nayak on distinguished women.

Webinar on Carrier guidance & online registration for Placement.

Pertaining Placement Fair - Education Department Gov of Gujarat, KCG

Mock Test S.Y. B.A. Sem -04.

Conduct NSS Camp.

#### RESOLUTION-

Resolved to entrust duty of conference to Dr. Pushpaben Patel.

Dr. Dilavarkhan Pathan was given the responsibility of online examination seminar for B.A. & M.A. Sem-1.

Dr. Pathan & Dr. Sharmilaben Patel entrusted the duty to arrange G- SET Guidance for Sem -VI students.

Dr. Sharmilaben assigned the work of formation of NISP to Pro. Anitaben Wagh. & Dr. Pathan.

Pro Anitaben C. Wagh & Dr. Dilavarkhan N. Pathan entrusted to join online training with ten students.

Dr. Heenaben L. Patel resolved to entrusted the duty of Republic Day.

Dr. Alkaben N. Chauhan entrusted the duty of Sanskrit - Guest Lecture.

Pro. Kajalben Vasava entrusted the responsibility of Economics guest lecture.

Pro. Bhavanaben Gothana was given the charge of exam superintendent.

Dr. Kusumben Patel assigned the duty of celebration of women's Day.

Dr. Dilavarkhan Pathan coordinator of UDISHA resolved to entrusted the duty of online registration & webinar.

Dr. Pathan & His Team were assigned the duty of taking college girls to M. K. College, Bharuch.

NSS Team was allotted the duty of conducting Camp according to rules & terms of university.

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1.	Prin. Dr. Sharmilaben S. Patel	Chairman	Patel 88
2.	Dr. Niyati B. Bhatt	Co-Ordinator	march Bhatt
3.	Vice Prin. Bhavanaben K. Gothana	Co-coordinator	Blade
4.	Dr. Pushpaben K. Patel	Team Member	PISIUS
5.	Dr. Alkaben N. Chauhan	"	Shunley.
6.	Dr. Dilavarkhan N. Pathan	"	Pathen D. M.
7.	Retd Prin. Ashwinsinhji Vihariya	Trustee	ASYMAGE
	Retd Prin. Kesarisinhji Sayaniya	Secretary	. Marsam
	Pro. Sonalben N. Gharia	Alumni	Gu-
			Ghans and

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Name

Incharge Principal
Shree Rang Navchetan
Mahila Arts College, Valia,
Dist. Bhaurch-393 135

Signature

DATE: 28-04-2022

## **Action Taken Report-**

NAAC Criteria discussed by Dr. Rawal, in charge Pro vice -chancellor on 4th January 2022 in detail. 15 Faculties & Two trustee members as well as Shri Kesrisinhji Sayniya, the secretary of institution remained present.

Dr. Dilavarkhan Pathan conducted the Seminar of approaching Online Examination for B.A. & M.A. Sem -I students on 06-01-2022.

276 students remained present.

On 13-01-2022, under the banner of UDISHA & IQAC, seminar on G-SET examination guidance for T.Y. B.A. Sem -VI students was arranged. Dr. Sumit Parmar from V.C.T. Mahila Arts & Commerce College was called as an expert to guide the students.

273 students remained present.

Committee has been formed to work under National Innovation and Stat-up Policy (NISP), Ministry of Education's Innovation Cell for the academic year 2021-2022 for the development of learner and institute as well.

Pro Anitaben C. Vagh (Co-Ordinator) & Dr. Dilavarkhan N. Pathan (co-coordinator) & 10 students attained online training (24-01-2022 to 23-02-2022) of innovation club.

Due to Omicron virus, Republic Day celebrated with decorum & guideline of university.

Under the banner of Extension of Education in Colleges - Guest Lecture of

Dr. Mahendra H. Trivedi conducted by Sanskrit Department on 28-01-2022.

38 students remained present.

On 7-02-2022, under the banner of College Vistran Vyakhyan Shreni - Guest Lecture of Dr.

Bhaveshkumar R. Parmar (Government Arts College Dediyapaada) was conducted by Economics Department. He delivered discourse on Human Development.

53 students remained present.

Final Exams for B. A. Sem -I & M. A. Sem -I conducted successfully from 14-02-2022 to 23-02-2022.

On 08-03-2022, under the banner of Aazadi Ka Amrut Mahotsav NSS officers - Dr. Pathan as well as Dr. Raj & Gyan Dhara coordinator - Dr. Kusumben Patel celebrated "International women's Day".

Allocation on Women's competence in modern era in compare to past with the illustration of successful women delivered by Heena Nayak – JCI, Bharuch with the collaboration of Nehru Youth center.

89 students participated in allocation.

On 09-03-2022, <u>Webinar</u> on <u>Carrier Counselling</u> from District office of Placement & Online registration on <u>Anubandh Portal</u> by Udisha coordinator Dr. Pathan.

54 students participated in Webinar and registered their name on Anubandh Portal.

On Placement Fair was conducted by <u>Education Department Gov. of Gujarat, KCG</u> held at M. K. Commerce College, Bharuch.

68 students were taken to M. K. College for registration.

13 selected for placement.

On 28-03-2022, Mock Test was conducted for S.Y. B.A. Sem -04.

152 students attended the test.

From 28-03-2022 to 02-04-222, NSS Camp conducted fairly by NSS Team at Vitthal Village.

150 volunteers participated in camp.

With the effort of <u>In Charge Principal</u>, Dr. Sharmilaben Patel, <u>Deccan Fine Chemical</u>
<u>Limited</u> gifted sanatory kit to 350 girls.

With the assistance of <u>In Charge Principal</u>, Dr. Sharmilaben Patel, <u>Deccan Fine Chemical</u>
<u>Limited gifted 15 KW Solar System</u> to the institution.



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Webinar on Carrier guidance & online registration for Placement.

#### **RESOLUTION-**

Resolved to entrust duty of conference to Dr. Pushpaben Patel.

Dr. Dilavarkhan Pathan was given the responsibility of online examination seminar for B.A.

& M.A. Sem-1.

Dr. Pathan & Dr. Sharmilaben Patel entrusted the duty to arrange G- SET Guidance for Sem - VI students.

Dr. Sharmilaben assigned the work of formation of NISP to Pro. Anitaben Wagh. & Dr. Pathan.

Pro Anitaben C. Wagh & Dr. Dilavarkhan N. Pathan entrusted to join online training with ten students.

Dr. Heenaben L. Patel resolved to entrusted the duty of Republic Day.

Dr. Alkaben N. Chauhan entrusted the duty of Sanskrit - Guest Lecture.

Pro. Kajalben Vasava entrusted the responsibility of Economics guest lecture.

Pro. Bhavanaben Gothana was given the charge of exam superintendent.

Dr. Kusumben Patel assigned the duty of celebration of women's Day.

Dr. Dilavarkhan Pathan coordinator of UDISHA resolved to entrusted the duty of online registration & webinar.

#### Name

# Chairman Co-Ordinator

Signature

•	D M D DI	22 27	
	Dr. Niyati B. Bhatt	Co-Ordinator	
3.	Vice Prin. Bhavanaben K. Gothana	Co-coordinator	BIA
	Dr. Pushpaben K. Patel	Team Member	PBVL
5.	Dr. Alkaben N. Chauhan	"	Ahen
6.	Dr. Dilavarkhan N. Pathan	"	Partier
7.	Retd Prin. Ashwinsinhji Vihariya	Trustee	ASVM
8.	Retd Prin. Kesarisinhji Sayaniya	Secretary	~
9.	Pro. Sonalben N. Gharia	Alumni	Gu



1. Prin. Dr. Sharmilaben S. Patel

Incharge Principal Shree Rang Navchetan Mahila Arts College, Valia, Dist. Bhaurch-393 135 DATE: 28-04-2022

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