Jatindra-Rajendra Mahavidyalaya

ESTD – 1986

P.O.--Amtala   ✦   Dist. – Murshidabad   ✦   Pin Code-742121

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2. TEACHERS

2.1 Number of Teaching Staff/ Full Time Teachers during the last five years (Without repeat count):

Jatindra Rajendra Mahavidyalaya does hereby state in response to the metric 2.1 stating the number of teaching staff / full time teachers during the last five years (without repeat count) that the college provided the total number of full time teaching staff as 29 including SACT and whole part-time teacher on the basis of the following:

- Memorandum **No.2081-Edn (CS)/ IOM-83/2019** of Government of West Bengal, Department of Higher Education (College Sponsored Branch dated 23/12 /2019

- **UGC notification no. F.1-2/2016** dated 11th July, 2016

- **Standard Operating Procedure (SOP) for Data Validation and Verification of Affiliated Colleges Manual for Extended Profile at metric number 2.2 of Fifth Column** (Not to be Included/Considered) states about Inclusion of part-time/ visiting faculty not taking at least 90% of the normal or statutory number of hours of work not to be considered as full- time teacher. That means SACT teachers of JRM carry out more than 90% of direct teaching hours per week.

Therefore on the basis of the above parameters of guidelines the college understands that its SACT teachers carry out duties for 15 hours of direct teaching hours per week, hence this corroborates more than 90% of works in parallel with full time teachers' 16 hours of direct teaching hours per week. **Henceforth HEI Input was 29 for SSR.**

P. R. Roy

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Principal
Jatindra Rajendra Mahavidyalaya

No. 1373–Edn (CS)/5P-52/98   **Date: 07.12.2017**

NOTIFICATION

Consequent upon the Notification of the University Grants Commission's (4th Amendment) Regulations published vide Number F.1-2/2016 dated 11.07.2016, and in continuation of the Department's Order vide No. 920-Edn(CS) dated 31.12.2012, the matter regarding adoption of the Regulations was under active consideration of this Department for sometime past.

After careful consideration of all the aspects in this regard, the Governor, in exercise of the powers conferred by section 18 of the West Bengal Universities and Colleges (Administration and Regulation) Act, 2017, has now been pleased to direct that the teachers and librarians of Government-aided Colleges in West Bengal, who come under the administrative jurisdiction of this Department, shall be guided by the Career Advancement Scheme (CAS) detailed in the Annexures to this notification.

In this connection, the Governor is further pleased to direct that if the assessment period of any incumbent for the purpose of Career Advancement falls under both the UGC's Regulations, 2010 and Regulations 2016, then for the purpose of computation of API score, the period prior to issuance of this notification shall be guided by the Department's Order vide No. 920-Edn(CS) dated 31.12.2012 and all corresponding orders issued in this regard, and for the period falling after the date of issuance of this Notification shall be guided by the scheme provided in the Annexures to this notification.

This notification shall take immediate effect from the date of its issuance.

By Order of the Governor,

SD/-
(Madhumita Ray)
Secretary
Government of West Bengal

To G.O. No. 1373–Edn (CS) dated 07.12.2017

Guidelines and terms and conditions towards Career Advancement Scheme subject to fulfillment of required API scores as prescribed in the UGC Regulations (4th Amendment) 2016 for the teachers, librarians of Government-aided Colleges in West Bengal.

APPENDIX – III: TABLE I

(Please refer to UGC notification no. F.1-2/2016 dated 11th July, 2016)

ACADEMIC PERFORMANCE INDICATORS (API) FOR CAREER ADVANCEMENT SCHEME (CAS) PROMOTIONS FOR ASSISTANT PROFESSOR, ASSOCIATE PROFESSOR IN COLLEGES.

	Direct Teaching Hours per week
Assistant Professor	16
Associate Professor	14
Professor	14

Based on the teacher's self-assessment, API scores are proposed for (a) teaching related activities; domain knowledge; (b) participation in examination and evaluation; and (c) contribution to innovative teaching, new courses etc. The minimum API score required by teachers from this category is different for different levels of promotion. The self- assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

CATEGORY I: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

Category	Nature of Activity	Assistant Professor		Associate Professor	
		Max.	Actual Score	Max.	Actual Score
I	a. Direct Teaching	70	Actual hours spent per academic year ÷7.5	60	Actual hours spent per academic year ÷7.75
	b. Examination duties (question paper setting, Invigilation, evaluation of	20	Actual hours spent per academic year ÷10	20	Actual hours spent per academic year ÷10

	answer scripts) as per allotment				
	c. Innovative Teaching – learning methodologies, updating of subject contents/courses, mentoring etc.	**10**	Actual hours spent per academic year ÷10	**15**	Actual hours spent per academic year ÷10

Note:

1. Direct Teaching 16/14/14 hours per week include the Lectures/Tutorials/Practical /Project Supervision/Field Work.

2. University may prescribe minimum cut-off, say 75%, below which no scores may be assigned in these sub-categories.

3. In consonance with established academic and teaching traditions, and with a view to reinforcing a student-centric and caring approach the teachers are encouraged to work with students, beyond the structure of classroom teaching. Indicatively, this could entail mentoring, guiding and counseling students. In particular teachers would be the best placed to identify and address the needs of students who may be differently abled, or require assistance to improve their academic performance, or to overcome a disadvantage. There are no prescribed hours for such efforts, measured either in weeks or months, or in the context and calculation of the API scores, these are nevertheless important and significant activities that could be carried out by teachers.

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the teacher's self-assessment, Category II API scores are proposed for Professional development, co-curricular and extension activities; and related contributions. The minimum API required by teachers for eligibility for promotion is fixed in Table II (A). A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and selection committee for the promotion of Assistant Professor to Associate Professor.

The model table below gives groups of activities and API scores. Universities may detail the activities or, in case institutional specificities require, adjust the weightages without changing the minimum total API score required under this category.

Catego ry II	Nature of Activity	Maximum API Score	Actual Score
a.	Student related co-curricular, extension and field based activities (i) Discipline related co-curricular activities (e.g. remedial classes, career	15	Actual hours spent per academic year ÷10

	counseling, study visit, student seminar and other events.)		
	(ii) Other co-curricular activities (Cultural, Sports, NSS, NCC etc.)		
	Extension and dissemination activities (public /popular lectures/talks/seminars etc.)		
b.	Contribution to corporate life and management of the department and institution through participation in academic and administrative committees and responsibilities. i). Administrative responsibility (including as Dean / Principal / Chairperson / Convener / Teacher-in-charge/similar other duties that require regular office hrs for its discharge) (ii). Participation in Board of Studies, Academic and Administrative Committees	15	Actual hours spent per academic year ÷10
c.	Professional Development activities (such as participation in seminars, conferences, short term training courses, industrial experience, talks, lectures in refreshers/faculty development courses, dissemination and general articles and any other contribution)	15	Actual hours spent per academic year ÷10

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the teacher's self-assessment, API scores are proposed for research and academic contributions. The minimum API scores required for teachers from this category are different for different levels of promotion in universities and colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Professor to higher grades and Selection Committee for the promotion of Assistant Professor to Associate Professor.

Category	Activity	Faculty of Sciences / Engineering / Agriculture / Medical / Veterinary Sciences	Faculties of Languages / Humanities / Arts / Social Sciences / Library / Physical education / Management	Maximum score for University / College teacher*
III (A)	Research Papers published in:	Refereed Journals as notified by the UGC#	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals	Other Reputed Journals as	10 per

		as notified by the UGC#	notified by the UGC #	Publication
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State/Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC	Subject Books, published by National level publishers, with ISBN/ISSN number or State/Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC	20 per Book for Single Author
		Subject Books, published by other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimate to UGC	Subject Books, published by other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimate to UGC	15 per Book for Single Author
		Chapters in Books published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimate to UGC	Chapters in Books published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimate to UGC	International -10 per Chapter National – 5 per Chapter
III (C)	**RESEARCH PROJECTS**			
III (C) (i)	Sponsored Projects:	(a) Major Projects with grants above Rs. 30 lakhs	Major Projects with grants above Rs. 5 lakhs	20 per Project
		(b) Major Projects with grants above Rs. 5 lakhs up to Rs. 30 lakhs	Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15 per project

		(c) Minor Project with grants above Rs. 1 lakh up to Rs.5 lakhs	Minor Project with grants above Rs. 1 lakh up to Rs. 3 lakhs	10 per project
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.. 10 lakhs	Amount mobilized with a minimum of Rs. 2 lakhs	10 for every Rs. 10 lakhs and Rs. 2 lakhs
III (C) (iii)	Projects Outcome/ Outputs	Patent/Technology transfer / Product / Process	Major Policy document prepared for international bodies like WHO/UNO/UNESCO /UNICEF etc. Central / State Govt./Local Bodies	30 for each International / 20 for each national level output or patent. Major policy document of International bodies – 30 Central Government – 20, State Govt.-10 Local bodies – 5
III (D)	**RESEARCH GUIDANCE**			
III (D) (i)	M. Phil.	Degree awarded	Degree awarded	5 per candidate
III (D) (ii)	Ph.D.	Degree awarded / Thesis submitted	Degree awarded / Thesis submitted	15/10 per candidate
III E	Fellowships, Awards and Invited lectures delivered in conferences / seminars			
III (E)(i)	Fellowships/ Awards	International Award/Fellowship from academic bodies	International Award/Fellowship from academic bodies/Associations	15 per award / 15 per Fellowship
		National Award/Fellowship from academic bodies	National Award/Fellowship from academic bodies/ Associations	10 per award / 10 per Fellowship
		State/University level award from academic bodies	State/University level award from academic bodies/ Associations	5 per award
III (E)(ii)	Invited lectures/ papers	International	International	7 per lecture /5 per paper presented
		National level	National level	5 per lecture /3 per paper presented
		State/University level	State/University level	3 per lecture /2 per paper

				presented
	The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period			
III (F)	Development of e-learning delivery process/material			10 per module

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points: (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journal subject wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journal approved from the list, by the UGC Standard Committee shall be included "List of Journal" notified by the UGC.

APPENDIX - III TABLE - II (A)

(Please refer to UGC notification no. F.1-2/2016 dated 11th July, 2016)

MINIMUM APIS AS PROVIDED IN APPENDIX - III TABLE I TO BE APPLIED FOR THE PROMOTION OF TEACHERS UNDER CAREER ADVANCEMENT SCHEME (CAS) IN COLLEGES, AND WEIGHTAGES FOR EXPERT ASSESSMENT

Category	Activity	Assistant Professor / equivalent cadres: (Stage 1 to Stage 2)	Assistant Professor / equivalent cadres: (Stage 2 to Stage 3)	Assistant Professor (Stage 3) to Assoc. Professor/equivalent cadres (Stage 4)
I	Teaching-learning, Evaluation Related Activities	80/Year	80/year	75/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50/ Assessment period	50/ Assessment period	50/ Assessment period

III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	20/ Assessment period	50/ Assessment period	75/ Assessment period
II + III	Minimum total API score under Categories II and III*	90/ Assessment period	120/ Assessment period	150/ Assessment period
IV	Expert Assessment system	Screening cum evaluation committee	Screening Cum evaluation committee	Selection Committee
	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Research Contribution 50% - Assessment of domain knowledge & teaching practices. 20% - Interview performance

* Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.

APPENDIX-III - TABLE: III

(Please refer to UGC notification no. F.1-2/2016 dated 11th July, 2016)

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF TEACHERS IN COLLEGES

Sl.	Promotion of Teachers through CAS	Service requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1.	Assistant Professor/ Equivalent cadres from Stage 1 to Stage2	Assistant Professor in Stage 1 and completed four years of service with Ph.D. or five years of service who are with M.Phil / PG Degree in Professional Courses such as LLM, M.Tech, M.V.Sc., M.D., or six years of service who are without Ph.D/ M.Phil / PG Degree in	(i) Minimum proforma developed by the UGC as per the norms provided in Table II (A). (ii) One Orientation and one Refresher course/ Research Methodology Course of 2/3 weeks duration. (iii) Screening cum Verification process for recommending promotion.

		Professional courses	
2.	Assistant Professor/equivalent cadres from Stage 2 to Stage 3	Assistant Professor with completed service of five years in Stage 2.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II(A) (ii) One course / programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of 2/3 week duration. (iii) Screening cum Verification process for recommending promotion.
3.	Assistant Professor (Stage 3) to Associate Professor (Stage 4)	Assistant Professors with three years of completed service in Stage 3.	(i) Minimum cumulative API scores using the PBAS scoring proforma developed by the UGC as per the norms provided in Table II (A). (ii) At least three publications in the entire period as Assistant Professor (twelve years). However, in the case of College teachers, an exemption of one publication may be given to M. Phil. holders and an exemption of two publications may be given to Ph. D. holders. (iii) One course / programme from among the categories of methodology workshops, Training, Teaching-Learning -Evaluation Technology Programmes, Soft Skills development Programmes and Faculty Development Programmes of minimum one week duration. (iv) A selection committee process as stipulated in the regulation and in Tables II(A).

APPENDIX- III TABLE VII

(Please refer to UGC notification no. F.1-2/2016 dated 11th July, 2016)

ACADEMIC PERFORMANCE INDICATORS (API) FOR PROMOTIONS OF ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN UNDER CAREER ADVANCEMENT SCHEME (CAS).

Direct Work load and weightage to be given to different levels of Librarians

	Direct working hours per week	**Direct working hours per week**
Assistant Librarian/College Librarian (Stage 1 to 2 & Stage 2 to 3)	40	100
Assistant Librarian / College Librarian (Stage 3 to 4)	36 + 4*	90

Based on the Librarian Cadre's self-assessment, API scores are proposed for (a) Library resources organization and maintenance of books, journals, reports, Development, organization

and management of e-resources; User awareness and instruction programmes, (b) ICT and other new technologies' application for upgradation of library services and

(c) Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms. The minimum API score required by Library Personnel from this category is different for different levels of promotion. The self assessment score should be based on objectively verifiable records. It shall be finalized by the screening cum evaluation / selection committee. Universities may detail the activities, in case institutional specificities require, adjust the weightages without changing the minimum total API scores required under this category.

*Hours spent on administrative responsibilities, innovation, upgradation of services, extension services etc.

CATEGORY-I: PROCUREMENT, ORGANIZATION, AND DELIVERY OF KNOWLEDGE AND INFORMATION THROUGH LIBRARY SERVICES

Nature of Activity	Assistant Librarian/College Librarian (Stage 1 to 2 & Stage 2 to 3)		Assistant Librarian/College Librarian (Stage 3 to 4)	
	Max. Score	Actual Score	Max. Score	Actual Score
a) Library resources organization and maintenance of books, journals, reports; Provision of library reader- services, literature retrieval services to researchers and analysis of reports; Provision of assistance to the departments of University/College with the required inputs for preparing reports, manuals and related documents; Assistance towards updating institutional website with activity related information and for bringing out institutional Newsletters, etc. (40 Points) Development, organization and management of e-resources including their accessibility over Intranet/Internet, digitization of library resources, e-delivery of information, etc. (15 Points) User awareness and instruction programmes (Orientation lectures, users' training in the use of library services as e-resources, OPAC; knowledge resources user promotion programmes like organizing book exhibitions, other interactive latest	70	Actual Score (Actual hours spent per Academic Year ÷20)	60	Actual Score (Actual hours spent per Academic Year ÷20)

learning resources, etc. (15 Points)				
b) ICT and other new technologies' application for upgradation of library services such as automation of catalogue, learning resources procurement functions, circulation operations including membership records, serial subscription system, reference and information services, library security (technology based methods such as RFID, CCTV), development of library management tools(software), Intranet management	**15**	Actual Score (Actual hours spent per Academic Year ÷10)	**15**	Actual Score (Actual hours spent per Academic Year ÷10)
c) Additional services such as extending library facilities on holidays, shelf order maintenance, library user manual, building and extending institutional library facilities to outsiders through external membership norms	**15**	Actual Score (Actual hours spent per Academic Year ÷10)	**15**	Actual Score (Actual hours spent per Academic Year ÷10)

CATEGORY II: PROFESSIONAL DEVELOPMENT, CO-CURRICULAR AND EXTENSION ACTIVITIES

Based on the Librarian Cadre's self-assessment, category II API scores are proposed for co-curricular and extension activities; and Professional development related contributions. A list of items and scores is given below. The self-assessment score should be based on objectively verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian / College Librarian to higher grades and selection committee for the promotion of Assistant Librarian/College Librarian (Stage 3) to Assistant Librarian / College Librarian (Stage 4).

Nature of Activity	Maximum API Score	Actual Score
a) Student related co-curricular, extension and field based activities (such Cultural exchange and Library service Programmes (various level of extramural and intramural programmes); extension, library-literary work through different channels.	15	Actual hours spent per academic year ÷10
b) Contribution to Corporate life and management of the library units and institution through participation in library and administrative committees and responsibilities.	15	Actual hours spent per academic year ÷10

c) Professional Development activities (such as participation in seminars, conferences, short term, e- library training courses, workshops and events, talks, lectures, membership of associations, dissemination and general articles, not covered in Category III below)	15	Actual hours spent per academic year ÷10	

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS

Based on the self-assessment, API scores are proposed for research and library contributions. The minimum API scores required from this category are different for different levels of promotion in universities/colleges. The self-assessment score shall be based on verifiable records and shall be finalized by the screening cum evaluation committee for the promotion of Assistant Librarian/College Librarian to higher grades and Selection Committee for the promotion of Assistant Librarian/College Librarian (Stage 3 to Stage 4).

Category	Activity	University/College Librarian	Maximum score*
III (A)	Research Papers published in:	Refereed Journals as notified by the UGC#	25 per Publication
		Other Reputed Journals as notified by the UGC#	10 per Publication
III (B)	Publications other than journal articles (books, chapters in books)	Text/Reference, Books published by International Publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimated to UGC.	30 per Book for Single Author
		Subject Books, published by National level publishers, with ISBN/ISSN number or State/Central Govt. Publications as approved by the University and posted on its website. The List will be intimated to UGC	20 per Book for Single Author
		Subject Books, published by other local publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimate to UGC	15 per Book for Single Author
		Chapters in Books published by National and International level publishers, with ISBN/ISSN number as approved by the University and posted on its website. The List will be intimate to UGC	International-10 per Chapter National – 5 per Chapter
III (C)	**RESEARCH PROJECT**		
III (C) (i)	Sponsored Projects:	(a) Major Projects with grants above Rs. 5 lakhs	20 per Project

		(b) Major Projects with grants above Rs. 3 lakhs up to Rs. 5 lakhs	15 per project
		(c) Minor Project with grants above Rs. 1 lakh up to Rs.3 lakhs	10 per project
III (C) (ii)	Consultancy Projects	Amount mobilized with a minimum of Rs.. 2 lakhs	10 for every Rs. 2 lakhs
III (C) (iii)	Projects Outcome/ Outputs	Major policy document prepared for International bodies like WHO/UNO/UNESCO/UNICEF etc. Central / State Govt./ Local bodies prepared	Major policy document of International bodies – 30 Central Government – 20, State Govt.-10 Local bodies – 5
III (D)	**RESEARCH GUIDANCE**		
III (D) (i)	M. Phil.	Degree awarded	5 per candidate
III (D) (ii)	Ph.D.	Degree awarded / Thesis submitted	15/10 per candidate
III (E)			
III (E)(i)	Awards / Fellowship	International Award/Fellowship from academic bodies	15 per Award/15 per Fellowship
	Awards / Fellowship	National Award/Fellowship from academic bodies/ association	10 per Award/10 per Fellowship
	Awards / Fellowship	State/University level award from academic bodies/ association	5 per Award
III (E)(ii)	Invited lectures/ papers	International	7 per lecture/ 5 per paper presented
		National level	5per lecture/3 per paper presented
		State/University level	3 per lecture/2 per paper presented
	The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period		
III (E)(iii)	Development of e-learning delivery process/material		10 per module

∗ Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points: (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the

First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

The University shall identify the journal subject wise through subject expert committees and forward the recommendations to UGC in the format prescribed by UGC for approval of the UGC Standing Committee. The journal approved from the list, by the UGC Standard Committee shall be included "List of Journal" notified by the UGC.

APPENDIX - III TABLE - VII (A)

(Please refer to UGC notification no. F.1-2/2016 dated 11th July, 2016)

MINIMUM APIs FOR THE CAREER ADVANCEMENT SCHEME (CAS) OF PROMOTION OF FOR PROMOTIONS OF ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN AND WEIGHTAGES FOR EXPERT ASSESSMENT IN SELECTION COMMITTEES, IN COLLEGES

Category	Activity	Assistant/ College Librarian: (Stage 1 to Stage 2)	Assistant/ College Librarian: (Stage 2 to Stage 3)	Assistant/ College Librarian (Stage 3 to Stage 4)
I	Procurement, organization, and delivery of knowledge and information through Library services	80/Year	80/year	75/year
II	Professional Development and Extension activities - Minimum score required to be assessed cumulatively	50/ Assessment period	50/ Assessment period	50/ Assessment period
III	Research and Academic Contributions- Minimum Score required - to be assessed cumulatively	20/ Assessment period	50/ Assessment period	75/ Assessment period
II + III	Minimum total API score under Categories II and III*	90/ Assessment period	120/ Assessment period	150/ Assessment period
	Expert Assessment system	Screening cum evaluation committee	Screening cum evaluation committee	Selection Committee
IV	Percentage Distribution of Weightage Points in the Expert Assessment (Total weightage = 100. Minimum required for promotion is 50)	No separate points. Screening committee to verify API scores	No separate points. Screening committee to verify API scores	30% - Library related research papers evaluation 50% - Assessment of domain knowledge on Library automation and Organizational skills 20% - Interview performance

* One may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III.

APPENDIX-III - TABLE: IX

(Please refer to UGC notification no. F.1-2/2016 dated 11th July, 2016)

MINIMUM ACADEMIC PERFORMANCE AND SERVICE REQUIREMENTS FOR PROMOTION OF LIBRARIAN CADRES IN COLLEGES

SN	Promotion of Librarian Cadres through CAS	Service (as prescribed by the MHRD Notification) requirement	Minimum Academic Performance Requirements and Screening/Selection Criteria
1.	Assistant Librarian/College Librarian to Assistant Librarian (Senior Scale)/College Librarian (Senior Scale) (Stage 1 to Stage 2	Assistant Librarian/College Librarian completed four years of service in Stage 1 with Ph. D or five years of service in Stage 1 with Ph.D or five years of service with M.Phil or six years of service without Ph.D./M.Phil	(i) Minimum API scores using PBAS scoring proforma developed by the university as per the norms provided in Table VIII(A) of Appendix III for Librarian cadres in universities and for college Librarian cadres. (ii) One Orientation and one Refresher Course of 3/4 weeks duration (iii) Screening cum Verification process for recommending promotion.
2.	Assistant Librarian (senior scale) / College Librarian (senior scale) to Assistant Librarian (selection grade) / College Librarian (selection grade) (Stage 2 to Stage 3)	Assistant Librarian (senior scale)/College Librarian (senior scale) with completed service of five years in Stage 2	(i) Minimum API scores using the PBAS scoring proforma developed by University as per the norms provide in Table VIII(A) of Appendix III for Librarian Cadres in universities and for college Librarian cadres. (ii) Additionally, two refresher courses, for a minimum period of 3 to 4 week duration to have been undergone during the assessment period. (iii) Screening cum Verification process for recommending promotion.
3.	Assistant Librarian (Selection Grade)/College Librarian (Selection Grade) (stage 3 to stage 4)	Deputy Librarian/Assistant Librarian (Selection Grade)/College Librarian (selection Grade) with three years of completed service in stage 3.	(i) Minimum API scores using the PBAS scoring proforma developed by university as per the norms provided in Table VIII (A) of Appendix- III Three publications over 12 years. In Colleges, a exemption of one publication may be given to M. Phil. holders and an exemption of two publications may be given to Ph.D. holders. (ii) Additionally one course/training under the categories of Library automation/Analytical tool Development for Academic documentation. (iii) A selection committee process as stipulated in the regulation and in Tables VIII(A).

Note: The explanatory note provided for Table IIA for CAS for teachers is also applicable for the Librarian cadres as per the API score specified for this cadre.

A format for Annual Self-Assessment for the performance Based Appraisal System (PBAS) in respect of Teachers is annexed for ready references to frame the same for Assistant/College Librarian in Colleges.

<div align="center">**************</div>

<div align="right">**ANNEXURE (B)**</div>

<div align="right">**To G.O. No. 1373–Edn (CS) dated 07.12.2017**</div>

This FORMAT for Annual Self-Assessment for the Performance Based Appraisal System (PBAS) is required to be filled up at the end of each Academic Year during the period of promotion and filled in Format along with all documents will be placed to the Screening / Selection Committee after duly approved by the IQAC and Principal/TIC/OIC of the concerned college.

<div align="center">

Annual Self-Assessment for the performance Based Appraisal System (PBAS)
Session/ Year_____
(To be completed and submitted at the end of each academic year)

PART A: GENERAL INFORMATION

</div>

1. Name (Block letters)   :
2. Father's /Mother's name/
    Husband's name   :
3. Department   :
4. Current Designation & Grade Pay   :
5. Date of last Promotion   :
6. Address for correspondence   :
    (with pin code)
7. Permanent Address   :
    (with pin code)
    Telephone No.:
    E-mail:
8. Whether acquired any degrees or fresh academic qualifications during the year:
9. Academic Staff College Orientation/ Refresher Course attended during the year:

Name of the Course/Summer School	Place	Duration	Sponsoring Agency

10. Date of Appointment   :
11. For which position & AGP you are applying under CAS   :
12. Date of eligibility for Promotion   :
13. Educational Qualification (Graduation onwards):

Examination	Name of the University	Year of passing	Marks obtained (%)	Class/ grade
BA/B.Sc./ B.Com.				
MA/M.Sc./ M.Com.				
Other examination, if any				

14.   Research Degree(s):

Degree	Name of the University	Date of award	Title
M.Phil			
Ph.D/ D.Phil			
D.Sc./ D.Lit			

15.   Details of Teaching/ Research/Academic Experience:

Designation	Employer	Period of service From To	Scale of pay

I declare that the particulars given above are correct to the best of my knowledge and belief.

                                                                        Signature of the Candidate

All entries made above are checked and verified and found to be correct.

Signature of the Co-ordinator, IQAC   Signature of the Principal/TIC
Date: Date:
Seal: Seal:

Part B: Academic Performance Indicators (API)

(Please see detailed instruction of the **PBAS-I** Proforma before filling out this section)

CATEGORY 1: TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(a) Direct teaching (16/14) hours per week as applicable) including L e c t u r e s, T u t o r i a l s, Practical, Project Supervision and Field work

Sl. No.	Course/Paper	Level	Mode of Teaching*	Actual hours spent per Academic Year	Actual Score (Actual hours spent per Academic Year ÷7.5 for Assistant Prof. & ÷ 7.75 for Associate Prof.)	API Score
	Maximum API Score : i) Assistant Professor Stage I : 70 ii) Assistant Professor Stage II : 70 iii) Assistant Professor Stage III: 70					

* **Lectures, T u t o r i a l s, Practical, Project Supervision and Field Work**

- **W o r k l o a d   a s   p e r   U G C   R e g u l a t i o n s   2 0 1 6 :**

	Direct Teaching Hours per week
Assistant Professor	16
Associate Professor	14

b) **Examination duties (question paper setting, evaluation of answer scripts) as per allotment**

Sl. No.	Type of Examination Duties	Actual hours spent per Academic Year	Actual Score (Actual hours spent per Academic Year ÷ 10 for all Teachers)	API Score

	Maximum API Score :
	i) **Assistant Professor Stage I :**
	     20
	ii) **Assistant Professor Stage II :**
	     20
	iii) **Assistant Professor Stage III :**
	     20			

(c) Innovative teaching- learning methodologies; updating of subject content/ course, mentoring etc.

(a) Updating of Courses/Curriculum Design:

(b) Participation/Innovative – Interactive courses:

(c) Participn./Innovative – Learning Modules

(d) Participn./Innovative – Case Studies prepared:

(e) Use of ICT or Computer-aided methods – ppt:

(f) Use of ICT – Multi-media/Simulation etc:

(g) Dev/Teaching Remedial/Bridge Courses:

(h) Dev/Teaching Soft skill/Communication/Personality Dev:

(i) Special Programs in Phys. Edn./Library:

(j) Innovative Composition/Creation in Music, Fine Arts, Perf Arts:

(k) Organizing & cond. of popular Prog. /Teaching Web-based/E-Library/IT-asst teaching:

Sl. No.	Short Description (in terms of items) as listed above	Actual hours spent per Academic Year	Actual Score (Actual hours spent per Academic Year ÷10)	API Score

	Maximum API Score :
	i) **Assistant Professor Stage I :**
	       10
	ii) **Assistant Professor Stage II :**
	       10
	iii) **Assistant Professor Stage III :**
	       10			

In consonance with established academic and teaching traditions, and with a view to reinforcing a student-centric and caring approach the teachers are encouraged to work with students, beyond the structure of classroom teaching. Indicatively, this could entail mentoring, guiding and counseling students. In particular teachers would be the best placed to identify and address the needs of students who may be differently abled, or require assistance to improve their academic performance, or to overcome a disadvantage. There are no prescribed hours for such efforts, measured either in weeks or months, or in the context and calculation of the API scores, these are nevertheless important and significant activities that could be carried out by teachers.

Minimum API Score required for promotion under CAS for CATEGORY I (to be assessed yearly):

i)	Stage I to II	80/ Year
ii)	Stage II to III	80/Year
iii)	Stage III to IV	75/Year

CATEGORY 2 : CO-CURRICULAR, EXTENSION AND PROFESSIONAL DEVELOPMENT RELATED ACTIVITY

Sl.No.	Type of Activity	Actual hours spent per Academic Year	Actual Score (Actual hours spent per Academic Year ÷10)*	API Score
(a)	**Student related Extension, Co-curricular & field based Activities**			
	i) Discipline related co-curricular activities (e.g. remedial classes, career counseling, study visit, student seminar and other events.)			
	ii) Other co-curricular activates (Cultural, Sports, NSS, NCC etc.)			
	iii) Extension and dissemination activities (public /popular lectures/talks/seminars			
	(**Max API Score : 15**)			
(b)	**Contribution to Corporate life and management of the sports units and institution through participation in through participation in responsibilities(including as Principal / Director responsibilities(including as Principal / Director that require regular office hrs for its discharge)**			
	i)) Administrative Responsibility (including Dean/Principal/Chairperson/Convenor/Teacher-in-charge/ similar other duties that require regular Office hours for its discharge)			

	iii) Participation in Board of Studies, Academic and Administrative committees			
	(**Max API Score : 15**)			
(c)	**Professional Development activities (such as participation in seminars activities (such as participation in seminars talks, lectures in refresher / faculty development courses membership of associations, dissemination and general articles and any other contribution)**			
	(**Max API Score : 15**)			
	*For all categories of Teachers (Assistant/Associate) Total Score (a + b +c) (**Max : 45**)			

Minimum API Score for CATEGORY II, required to be assessed cumulatively –

i)	Stage I to II	50/Assessment Period
ii)	Stage II to III	50/Assessment Period
iii)	Stage III to IV	50/Assessment Period

CATEGORY-III: RESEARCH AND ACADEMIC CONTRIBUTIONS:

Minimum API Score for CATEGORY I I I , required to be assessed cumulatively –

i)	Stage I to II	20/Assessment Period
ii)	Stage II to III	50/Assessment Period
iii)	Stage III to IV	75/Assessment Period

III (A) Research Papers Published in

- **Refereed Journals as notified by UGC in 'List of Journals' – 25/publication**

-Other Reputed Journals as notified by UGC in 'List of Journals' -10 per publication

Sl. No.	Title with page no.	Journal	ISSN/ISBN No.	Whether peer Reviewed. Impact factor, if any	No. of Co-author	Whether you are the main author	API score

* Wherever relevant to any specific discipline, the API score for paper in refereed journal would be augmented as follows: (i) paper with impact factor less than 1 - by 5 points; (ii) papers with impact factor between 1 and 2 by 10 points; (iii) papers with impact factor between 2 and 5 by 15 points; (iv) papers with impact factor between 5 and 10 by 20 points: (v) papers with impact factor above 10 by 25 points. The API for joint publications shall be calculated in the following manner: Of the total score for the relevant category of publication by the concerned teacher, the First and Principal / corresponding author /supervisor / mentor would share equally 70% of the total points and the remaining 30% would be shared equally by all other authors.

III (B) Publications other than journal articles (books, chapters in books) as prescribed in UGC Regulation 2016.

- Text /Reference Books published by International Publisher with ISBN/ISSN number as approved by University : 30 per book for single author
- Subject Books published by National level Publisher with ISBN/ISSN number or State /Central Govt. Publications as approved by University :20 per book for single author
- Subject Books published by other local Publisher with ISBN/ISSN number as approved by University :15 per book for single author
- Chapter in Books published by National /International level Publisher with ISBN/ISSN number as approved by University :

International -10 per chapter

National – 05 per chapter

Sl. No.	Title of the publication with page no. and year of publication	Name of the of publisher	ISSN/ ISBN No.	No. of Co-author	Whether you are the main author	API score

III (C) RESEARCH PROJECTS

III (C) (i) Sponsored Projects:

   (a)Major Project with grants above Rs.30 lakhs (science)/above Rs.5 lakhs (Arts)   - 20 per project

   (b) Major Project with grants Rs.05 lakhs up to Rs.30 lakhs (science)/Rs.03 lakhs up to Rs.05 lakhs (Arts) - 15per project

   (c) Minor Project with grants above Rs. 01 lakh up to Rs.05 lakhs (science)/Rs.01 lakh up to Rs.03lakhs (Arts) -10 per project

Sl. No.	Title of the Major /Minor Project	Sponsoring Agency	Period	Grant/ Amount mobilized	API score

III (C) (ii) Consultancy Projects:

Amount Mobilized with a minimum of Rs.10 lakhs(Science)/Rs. 02 lakhs (Arts)- 10 for every Rs.10 lakhs and Rs.02 lakhs

Sl. No.	Title of the Consultancy Project	Agency	Period	Grant/ Amount mobilized	API score

III (C) (iii) Projects outcome/outputs

- **API score:**
    Patent / Technology transfer / Product/Process **(for Science)-**
  International level output--30 / each output
  National level output--- 20/each output

(a) For Science: Patent / Technology transfer / Product/Process:

Sl. No.	Details of the Patent / Technology transfer / Product/Process	Date and year of acceptance of the patent/Technolo	National /International	API score

(b) For Arts: Major Policy document prepared for International bodies WHO/UNO/UNESCO/UNICEF ETC.) / Central/State Government /local Bodies

- Major Policy document prepared for International bodies like
    WHO/UNO/UNESCO/UNICEF etc. Central/State Government /local Bodies
        (for Arts)—
            a) Major Policy document prepared for International bodies-30
            b) Central Government-20
            c) State Government --10
                d) Local Bodies---05

Sl. No.	Title of Major Policy document prepared	Date and year of acceptance of the Major Policy documents	Name of the body for which the policy was prepared	International/ National/Central Govt./State Govt./Local Bodies.	API score

III(D) Research Guidance

API Score – (i) Ph.D. awarded/ Thesis Submitted – 15 / 10 (for both Science & Arts) per candidate

        (ii)M. Phil   Degree Awarded/Thesis Submitted –5 (for both Science & Arts)/ candidate.

Sl. No.	Number enrolled	Degree awarded	Thesis Submitted	API score
	M.Phil. or equivalent			
	Ph.D.or equivalent			

III(E) Fellowships, Awards and Invited lectures delivered in conferences/seminar

    (III)E.(i) Fellowship /Award :

    a) International Award/Fellowship from academic bodies- 15/award & 15 / fellowship

    b) National Award/Fellowship from academic bodies- 10/award & 10   / fellowship

    c) State /University level Award from academic bodies- 05/award

Sl. No.	Title of the Award /Fellowship	International /National/ State /University level	Name of the ward or Fellowship awarding Academic Body	Date &Year of achievement of Award/Fellowship	API Score

III)E.(ii) Invited Lectures/papers.

a)International-7/lecture or 5/paper presented
b) National-5/lecture or 3/paper presented
c)State /University level-3 /lecture or 2/paper presented

Sl. No.	Title of the invited lecture /paper presented	Title of Conference/ Seminar with date	Organized by	Whether International/ National/State or University level	API score
	Total* :				

*The score under this sub-category shall be restricted to 20% of the minimum fixed for Category III for any assessment period

i)	Stage I to II	04/Assessment Period
ii)	Stage II to III	10/Assessment Period
iii)	Stage III to IV	15/Assessment Period

III(F) Development of e-learning delivery process /material

API score -10/ Module

Sl. No.	Title of the Module	Course/Paper for which the module was prepared	Year and Date of presentation	API Score

*Minimum total API scores required for promotion under CATEGORY I +

CATEGORY II*:

i)	Stage I to II	90/Assessment Period
ii)	Stage II to III	120/Assessment Period
iii)	Stage III to IV	150/Assessment Period

* Teachers may score the balance of points from either Category II or Category III to achieve the minimum score required under Category II + III

IV. Summary of API scores: Name of the applicant: Subject:

	Criteria	API Score for previous 3 / 4 / 5 / 6 academic years as applicable for specific proposed stage of promotion *from Stage I/II/III to Stage II/III/IV.*					Total- API score for assessment period	Percentage Distribution of Weightage Points in the Expert Assessment (applicable only for selection committee)
I	CATEGORY I: Teaching, learning and evaluation related activities **(to be assessed yearly)**							
II	CATEGORY II: Co- curricular, extension and professional development related activity (**to be assessed cumulatively for assessment period)**							
III	CATEGORY III: Research and Academic Contributions (**to be assessed cumulatively for assessment period)**							
II + III	**Total API score (Category II + Category III)/ Assessment Period)**							
	Signature of the incumbent	*Signature of the Coordinator, IQAC with date and Seal*					*Signature of the Principal /TIC / OIC with date and seal*	
	Date of Screening Committee / Selection committee and Venue	*Date:*					*Venue:*	
	Recommendation of the Screening/Selection Committee for promotion on CAS with date of effect of promotion	• *Recommended for promotion from Stage I/II/III to Stage II/III/IV (Strike out which are not applicable)* • *Date of effect*						
	Signature of the Principal/TIC/OIC with date and seal	*Signature of the DPI Nominee with date and seal*			*Signature of the Subject Expert/s with date and seal*		*Signature of the Subject Expert/s with date and seal*	

SUMMARY OF API SCORE: FOR THOSE WHERE ASSESSMENT PERIOD COVERS BOTH UGC REGULATIONS, 2010 AND UGC REGULATIONS, 2016 (4th AMENDMENT)

- **Date of Screening Committee / Selection committee :**
- **Venue:**
- **Name of the applicant:**   **Subject:**

- **Date of RC/OP/ WORKSHOP :**

Assessment period						
API score up to 06.12.2017			**API score w.e.f 07.12.2017**			
		API (A)		**API (B)**	**Total API score in Assessment period (A +B)**	**Percentage Distribution of Weightage Points in the Expert Assessment (applicable only for selection committee for Associate Professor)**
CAT I	**CATEGORY I:** Teaching, learning and evaluation related activities **(to be assessed yearly)**		**CATEGORY I:** Teaching, learning and evaluation related activities **(to be assessed yearly)**			
CAT II	**CATEGORY II:** Co-curricular, extension and professional development related activity (**to be assessed yearly)**		**CATEGORY II:** Co-curricular, extension and professional development related activity (**to be assessed cumulatively for assessment period**			

CAT III	CATEGORY III: Research and Academic Contributions (**to be assessed cumulatively for assessment period**)		CATEGORY III: Research and Academic Contributions (**to be assessed cumulatively for assessment period**			
Recommendation of the Screening/Selection Committee for promotion on CAS with date of effect of promotion			**Recommended for promotion from Stage I/II/III to Stage II/III/IV (Strikeout which are not applicable)** • **Date of effect**			
Signature of the Principal/TIC/OI C with date and	**Signature of the DPI Nominee with date and seal**		*Signature of the Subject Expert/s with date and seal*	*Signature of the Subject Expert/s with date and seal*		

Part C: For use of the Screening/ Selection Committee

Name of the College:

Date of the Meeting: Venue:

Name of the Incumbent: Shri/Smt/Dr.

Present designation: Assistant Professor (Stage 1/ Stage 2/ Stage 3) of ……………………….

Date of joining: Awarded Ph. D. on:

Date of Confirmation:

Scale of Pay: Rs. 15600-39100/- with AGP of Rs. 6000 / 7000 / 8000

Designation after promotion: Assistant Professor (Stage 2 / Stage 3) /Associate Professor (Stage 4) Scale of Pay: Rs. 15600-39100/- or Rs. 37400-67000/- with AGP of Rs. 7000 / 8000 / 9000

Date of effect:

Score for Interview (for Stage 3 to Stage 4) [F.M. 20]:

The Screening/Selection Committee has considered the proposal for promotion under CAS in respect of the incumbent mentioned above from the post of Assistant Professor (Stage 1/ Stage 2/ Stage 3) to the post of Assistant Professor (Stage 2/ Stage 3) / Associate Professor (Stage 4). As the incumbent has fulfilled all conditions as laid down in G.O. No. ……… dated ………….. for promotion under CAS , the Committee recommends that the incumbent be promoted to the post of Assistant Professor (Stage 2/ Stage 3) /Associate Professor (Stage 4) with AGP of ` 7000 /

8000 / 9000 with effect from

The Committee further recommends that the post held by the incumbent be upgraded to the post of Assistant Professor (Stage 2/ Stage 3) /Associate Professor (Stage 4) with AGP of ` 7000 / 8000 /

9000 with effect from …………………….. and the same would be reverted back to the post of Assistant Professor (Stage 1) as soon as it would fallen vacant due to superannuation or any other reason.

Necessary particulars with all relevant documents be sent to the Government for approval.

Signature of the Expert with Date and Seal   Signature of the Expert with Date and Seal

(*Nominated by the VC of the affiliating University*)   (*Nominated by the VC of the affiliating University*)

 Signature of Govt. Nominee with Date and Seal   Signature of the Principal/ TIC of

(*Nominated by the DPI, West Bengal)*   College with Date and Seal

Part D: for use of the Governing Body / Administrator of the College

The Governing body in its meeting held on ………. Resolved that on the basis of the recommendation of the screening/selection committee for the purpose of considering the matter of promotion under CAS, Sri/Smt./Dr…………………….. of the Department of ……………… of this college be promoted to the post of Assistant/ Associate Professor in the scale of pay Rs. 15600/- - 39100/- or Rs. 37400/- - 67000/- with AGP of Rs. 7000/8000/9000 with effect from ……………….

It is resolved that the post held by Sri/Smt./Dr. …………… be upgraded to the post Assistant/ Associate Professor in the scale of pay Rs. 15600/- - 39100/- or Rs. 37400/- - 67000/- with AGP of Rs. 7000/8000/9000 and the same will be reverted to the post of Assistant Professor (Stage 1) as soon as it falls vacant.

Resolved further that the Principal/TIC/Secretary would take up the matter with the DPI, West Bengal by providing with the following in respect of the incumbent:

    i. All Pay Fixation memos countersigned by the Principal/TIC.

    ii. Year-wise detailed leave statement countersigned by the Principal/TIC.

Date: Signature of the President/ Administrator

         Seal

****

No. 1373/1(16) –Edn (CS)/5P-52/98   **Date: 07.12.2017**

Copy forwarded for information and for necessary action to:–

(1)   Accountant General, (A&E), West Bengal,
(2)   Finance Department, Group – P (Pay) of the State Government,
(3)   Finance Department (Group –B) of the State Government,
(4)   Director of Public Instruction, West Bengal, Bikash Bhavan, Kolkata – 91.
(5)   The Director of Treasuries and Accounts, 4, Lyons Range, Kolkata – 700 001.
(6)   The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kol-700012.
(7)   The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Jahar Building, Kolkata – 73.
(8)   The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, IB Block, Sector III, Salt Lake City, Kolkata – 106.
(9)   The Treasury Officer, _____ Treasury,
(10) Joint Secretary, Budget Branch of this Department,
(11) Joint Secretary, College Sponsored Branch of this Department,
(12) P.S. to Hon'ble MIC, Higher Education Department, Government of West Bengal.
(13) Sr. P.A. to the Additional Chief Secretary of this Department,
(14) Sr. P.A to the Secretary of this Department,
(15) Computer Cell of this Department,
(16) Guard File.

Joint Secretary

Government of West Bengal
Higher Education Department
(College Sponsored Branch)
Bikash Bhavan, Salt Lake, Kolkata - 700 091

No.2081 -Edn (CS)/ IOM-83/2019   Date: 23/12 /2019

Memorandum

The matter of restructuring of service conditions and other benefits for Government approved Part Time teachers (PTTs), Government approved Contractual Whole time teachers (CWTTs) and Guest teachers, in any nomenclature, engaged in different Government/ Government aided colleges in the State of West Bengal up to 13.07.2019, was under active consideration of the State Government for sometimes past. After careful consideration of the matter, the Governor is hereby pleased, in supersession of all previous orders in this regard, to restructure the service conditions along with the change of nomenclature of the aforesaid category of teachers commensurate with their qualifications and period of service rendered in the following manner:—

1. Part Time Teachers, Contractual Whole Time Teachers and Guest Teachers having qualification for being appointed as teachers in the colleges as prescribed by the University Grants Commission and as followed by the West Bengal College Service Commission, on the date of issuance of this order, will be renamed as State Aided College Teacher, Category-I, and will be entitled for the following remuneration:

   a. Rs. 31 ,000/- (consolidated) per month for those served the college less than 10 years;
   b. Rs. 35,000/-(consolidated) per month for those served the college more than 10 years;

2. Part Time Teachers, Contractual Whole Time Teachers and Guest Teachers don't having qualification for being appointed as teachers in the colleges as prescribed by the University Grants Commission, and as followed by the West Bengal College Service Commission on the date of issuance of this order, will be renamed as State Aided College Teacher, Category-Il and will be entitled for the following remuneration:

   c. Rs. 20,000/- (consolidated) per month for those served the college less than 10 years;
   d. Rs.25,000/- (consolidated) per month for those served the college more than 10 years;

3. Remuneration of existing Government approved P TTS and CWTTs, who are getting higher remuneration at present, shall be protected.

4. Remuneration of above mentioned category of teachers will be enhanced @ 3% of the total remuneration per year on I July of every year.

5. Such category of teachers will be entitled for Rs. 5.00 Lakh (Five Lakh) only on attaining the age of 60 years, provided the teacher concerned has rendered service for a period not less than 10 years.

6. State Aided College Teacher, Category-Il, on acquirement of UGC qualifications subsequently will be considered as State Aided College Teacher, Category-I with effect from the date of acquiring such qualification, subject to the approval of DPI, West Bengal.

7. General conditions in respect of approval of all the state aided College teachers mentioned above:-

1. Fresh letter of engagement will be issued by the college authority to all category of teachers mentioned hereinabove after obtaining approval of the Director of Public Instructions, West Bengal.

Il. Notional vacancies are to be created to accommodate all State Aided College Teachers who are engaged as per 7(1) above and these posts would be treated as personal and supernumerary ones.

111. Both the above two category of teachers (i.e. State Aided College Teacher, Category-I & Category-Il) will be allowed to continue their engagement till they attain the age of 60 years. However, service of any particular teacher of above categories may be terminated by the Governing Body, with the approval of the State Government for non-performance, incapacitation, delinquency, misconduct, involvement in any criminal case or any other culpable offence, in such manner as may be prescribed by the State Government.

IV. The above category of teachers will be required to take classes, along with works related to examination etc, as per the following schedule:—
   a. State Aided College Teacher, Category-I :   15 hours per week.
   b. State Aided College Teacher, Category—Il: 15 hours per week.

V. The benefit of this Order shall be allowed to the Part Time Teachers, Contractual Whole Time Teachers and Guest Teachers who were engaged in the college on or before 13.07.2019.

VI. If required, the above category of teachers may be deployed in any other Govt. aided colleges in the interest of public service.

Vll. The financial benefit will however, be effective from the 1 st day of January, 2020.

This order is issued with the concurrence of Finance Department Vide their U.O. No. 1232/1 dt.16.08.19 and U.O. No. 1644 dt.19.1 1.19.

By order of the Governor,

Joint Secretary to the
Government of West Bengal

No.2081 /1(28) -Edn (CS)/ IOM-83/2019   Date: 23/12 12019

Copy forwarded for information and necessary action to:

1. Principal Accountant General (A &E), West Bengal,

2. Finance Department (Group-P2) of this Government,

3. Vice Chancellor ⸻⸻⸻⸻⸻⸻ (all State aided universities),

3.   Director of Public Instruction, West Bengal. He / She is requested to take appropriate action regarding approval of the said teachers on verification of documents.

4.   Principal/Vice-Principal/Teacher-in-Charge ... (all Government/Government aided Colleges),

He/she is requested to issue fresh letter of engagement as per approval above.

5.   PS to Hon'ble Minister in Charge of this Department,

6.   IT Cell of this Department to upload in the Departmental website,

7.   PA to Principal Secretary of this Department,

8.   Guard File.

Joint Secretary

Standard Operating Procedure (SOP) for Data Validation and Verification of Affiliated Colleges Manual

A: General Guidelines for HEIs:

Note: Relevant original documents signed by the concerned authorities, and/or members of the committee should be scanned and uploaded. Insertion of signature(s) and insertion of the header of the Institutional letterhead in the documents for proof of evidence shall not be acceptable.

- The NAAC HEI Portal supports only 5MB data for each metric. If the attachments exceed 5MB, the HEI should host the supporting documents on the HEI‟s website and provide the link of the same in the template and/or in the HEI-DVV clarification response.

- Data/supporting documents should not be provided on Google Drive, Microsoft one drive, Amazon Cloud or any third-party websites. Any such uploads will not be considered for the data validation and verification process.

- While providing the links of the HEI‟s website where the supporting documents are hosted, the institution should provide the link in the HEI‟s clarification box. While providing the links in the running text, to enable the hyperlink, press "Enter Key", then paste the link, and again press, "Enter Key". Provide the relevant supporting documents as per the SOP during the SSR submission to facilitate speedy DVV clarification process.

- It is mandatory to fill the templates in the specific formats provided by NAAC. The HEI is not supposed to alter the template format in which the data is sought. The documents uploaded should be clearly readable for the claims made.

- It is mandatory to respond to all clarifications raised by the DVV for the items in the extended profile and metrics, within the stipulated time.

- Whenever the data is voluminous, the DVV Partner will seek for details from selected sample documents for validation. Before submitting the clarification responses to the DVV, the institution should report to NAAC.

- Once the data is uploaded and the links are submitted to the NAAC, changes/ additions are not permissible and such changes in the documents (if any) will be tracked and viewed seriously, which may lead to actions against the HEI. While providing links,

the institution should ensure that links are operational.

- The institution should give the links as appropriate to the metric and not general links whose landing page is the HEI‟s home page. In case the links do not work during the DVV validation/clarification stage, the decision of NAAC will be final.

- Content of the supporting documents in regional languages should be translated to English and should be duly signed by the Head of the Institution. The translated copy should be uploaded along with the original regional language document.

- All supporting documents submitted along with the SSR and additional documents submitted during the DVV clarification process should be duly endorsed by the competent authority.

To reduce the enormous use of paper and printing the entire data, sign and a seal by the Competent Authority for all the papers, the Digital Signature will be accepted by NAAC in filling of SSR. Higher Education Institutions (HEIs) can use the Class-3 Digital signatures *(Means Digital Signature Class-3 is the highest level of DSC where a Registration Authority verifies the identity of a person)* **of the head of the institution to authenticate and upload a large number of documents in the SSR.**

B: Guidelines for specific operations:

Geo-tagging: Kindly follow the following steps to obtain a Geo-tagged photo:

(1) While setting your digital camera, set the location on.

(2) If you are taking photos using a smart phone, then set the location on.

(3) Take pictures only after setting the „location on‟ mode.

(4) Download the pictures on to a computer system and examine the properties. In properties, click on the details tab, scroll down to see GPS: you will see a picture as shown below, the value entries for latitude and longitude will determine the location where the photo is taken.
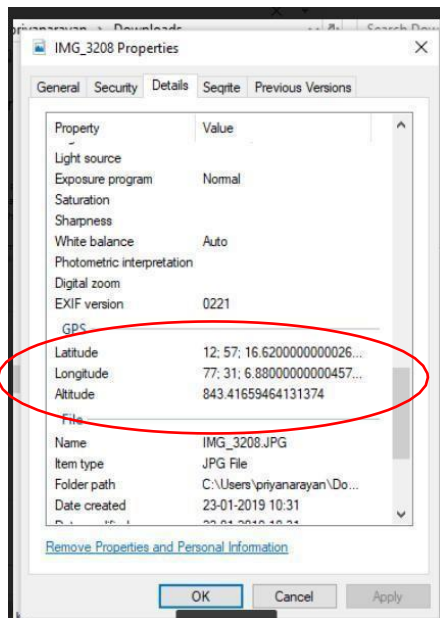
- **It is possible that both, the Extended Profile and some Quantitative Metrics (QnM) seek responses that require similar data/documents. In such cases, it is adequate to present data/documents in the Extended Profile. That is, if the data/documents sought are given in response to the Extended Profile they need not be repeated under those specific Quantitative Metrics (QnM) of the SSR.**

- Whenever both Extended Profile and some Quantitative Metrics (QnM) seek similar responses, make sure that data/documents are provided for those Quantitative Metrics (QnM) which match with the corresponding data/documents given in the Extended Profile.

- Any other clarifications may be sought from the NAAC, by the HEIs

- Programme: A range of learning experiences offered to students in a formal manner over a period not less than one year leading to UG Degree / PG Degree / PG Diploma. All possible formal Degree Programmes are defined/identified by the UGC. Examples: BA (Economics, History, Sociology), B.Sc., (Physics, Chemistry, Mathematics), B.Sc., (Hons Chemistry), BE/B.Tech (Computer Science and Engineering), B.Arch, M.Sc. (Mathematics), M.Com, M.A(English), ME/M.Tech (Textile Technology), PG Diploma (Library Science) and so on etc.,

- Course: A course is a paper/subject with specified number of credits/hours in a formal program. Examples: Organic Chemistry, Real Analysis, Solid State Physics, Indian History, Macro Economics, English, Hindi, Marathi, Telugu etc are courses under BSc/BA/B.Com Programs. A laboratory course having separate credits and examined separately is to be considered as a course.

- Gender Equity: Gender equity means fairness of treatment for women and men, according to their respective needs. This may include equal treatment or treatment that is different, but which is considered equivalent in terms of rights, benefits, obligations, and opportunities.

(Extended Profile)

STANDARD OPERATING PROCEDURE (SOP)

Metric No.	Metric Details	Documents Required for Verification	Specific Instructions to HEIs	Not to be Included /Considered
1.1	Number of students year wise during the last five years	• Provide appropriate link to the admission approval documents received from the university for assessment period • Year wise list of students approved by the affiliating University	• **Include the total number of students on rolls across all the programs (consider 1st, 2nd, 3rd years etc., of each program) for all the assessment period years.** • Consider only the students on the rolls during the odd semesters if the program is of semester scheme.	• If a program is of semester scheme, do not add students of both odd and even semesters. • **Exclude the PhD students.**
2.1	**Number of full time teachers during the last five years (Without repeat count):**	• **Provide the list of total full time teachers in block five years (Without repeat count) indicating the departmental affiliation during the assessment period authenticated by the Principal/competent authority.**	• **Librarian, physical education director etc have to considered only if the faculty teach B.Lib.Sc., M.Lib.Sc., B.P.Ed., M.P.Ed., etc .,programs.**	**Exclude Librarian, physical education director if, B.Lib.Sc., M.Lib.Sc., B.P.Ed., M.P.Ed., etc., are not offered.**

| 2.2 | Number of full time teachers during the last five years | • Provide the list of all full time teachers indicating the departmental affiliation during the assessment period authenticated by the Principal/ **Competent authority.** | • A teacher employed for teaching for at least 90 per cent of the normal or statutory number of hours of work for a full-time teacher over a complete academic year is classified as a full-time teacher. | • A teacher employed only for a part of a year not to be considered
• Inclusion of part-time / visiting faculty not taking at least 90% of the normal or statutory number of hours of work not to be considered as full- time teacher.
• **Librarian, physical education director etc have to considered only if these faculty teach B.Lib.Sc., M.Lib.Sc., B.P.Ed., M.P.Ed., etc., Programs.** |

| 3.1 | Expenditure excluding salary component year wise during the last five years (INR in lakhs) | • Audited Statement of income and expenditure duly certified by the Principal and Charted Accountant in case of privately funded **institutions highlighting the salary component, depreciation and excess of income over expenditure**. Also provide a statement showing the total expenditure excluding the salary component for each of the years certified by the Principal and Charted Accountant. | • **Audited Statement of income and expenditure should be in the name of applicant HEI only and not in the name of the Society / Charitable Trust / Group of Institutions** | • Claims made without audited Income Expenditure statements not to be considered.
 • To be calculated excluding **salary component, depreciation and excess of income over expenditure from the total expenditure given in audited statements** |

Metric wise Standard Operating Procedure (SOP)

Sl. No.	Metric	Documents Needed	Specific Instructions to HEIs	Not to be Included /Considered
1.	**1.2.1** *Number of Add on /Certificate/Value added programs offered during the last five years*	• Details of each program such as: Name of the program duration, list of students enrolled (with signature of students), model certificates, curriculum, assessment procedures year-wise.	• Add on/Certificate***Value added programs (non-credit course)*** of minimum 30 hours duration to be considered. • DVV may ask for certificate of randomly selected students in selected courses and the attendances for specific date mentioned for the programme. • **Numbers of Add on/Certificate/*Value added programs* offered are to be provided for Assessment (five) years** • **Repetition of Add on/Certificate/*Value added programs* in every year during assessment period to be counted one only.**	• **Avoid programs conducted under regular university curriculum.** • Avoid considering certificate / add on / value added programmes of less than 30 hours.

2	**1.2.2** *Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years*	• Year-wise List of the students enrolled in the Program as defined in 1.2.1 • Attendance sheet of Students participating with signature and Model Certificates.	• The DVV may seek for certificates of randomly selected students in selected courses and the attendance document for specific date mentioned in the course.	
3	**1.3.2** *Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)*	• List of students along with the details of title, place of work, duration etc., • Internship completion certificate / project work completion certificate from the organization where internship / project was completed. • Link to report of the field work/ sample photographs of the field work / permission letter only for field work from the competent authority will be considered	• Only latest completed academic year data to be considered. • Students from all semesters taking internship / project may be considered. • One student involved in multiple field works and/or project work and/or internship in the same academic session should be counted as one. • **Internship completion certificate / project work completion certificate given to the students by the host organization may be asked during DVV process with specific student list.** • **In case of field work, mentioning objectives and outcomes of field work along with field work report**.	• Mere list of students cannot be considered without relevant supporting documents. • Training Internship during the job-enroll will not be considered.

4.	*1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)*	• **Sample Filled in feedback forms from at least two stakeholders.** • Stakeholders' feedback analysis report. • Action taken Report on feedback. • Document showing the communication with the affiliating University for the Feedback provided.	• **Only filled –in feedback forms (at least from two stakeholders) along with action taken report and the same to be uploaded on institutional website, then only the claim would be considered.** • The DVV partner may ask for filled in forms of few randomly selected stakeholders. • Action taken by the affiliating university on the feedback if any.	• Feedback reports reflected in **other than the HEI** website will not be considered.
5	**2.1.1***Enrolment percentage*	• Document related to sanction of intake from affiliating University/ Government/statutory body **for first year students only.** • Approved admission list year-wise (first year admission) program-wise from the Affiliating university is mandatory.	• Sanctioned admission strength in each program vs. student's enrolment (**first year admission** / for **first semester** admission) for each program year-wise. • **Only First year admission and sanctioned intake programme-wise data is to be provided.** • **Approved admission list year-wise (first year admission) program- wise from the Affiliating university is mandatory, DVV partner has to seek clarification/documents if not provided.**	• **Lateral entry admissions not to be considered**

| 6 | **2.1.2** *Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the last five years* *(exclusive of supernumerary seats)* | • Copy of letter issued by state govt. or Central Government indicating the reserved categories to be considered as per the state rule (in English as applicable)
 • Number of seats year wise earmarked for the reserved categories
 • Admission extract submitted to the state OBC, SC and ST cell every year of the students (first year admission) with seal and signature of the principal.

 • **Approval of additional intake of students has to be submitted for the claim.** | • Include only those reserved categories as specified by State/central Government orders for admission (in English).
 • Considering the state specific and region specific reservations, the earmarked seats and admitted seats may be considered accordingly including the Special Backward Caste (SBC), Economically Weaker Section (EWS), and Economically Backward Caste (EBC) as per the applicable policy.
 • Only those seats filled against the reserved quota should be counted here.

 • Final admission list of students (first year admission) indicating their category published by the HEI and signed by the principal to be provided. | • Candidates belonging to the reserved categories who are admitted against General Merit category should be excluded.
 • Exclude admission to supernumerary seats also.
 • **Filled seats not to exceed the earmarked one. Any excess of admission made in reserved categories to be considered as General Merit.** |

| 7 | **2.4.1** *Percentage of full time teachers against sanctioned posts during the last five years* | • Sanction letters (in English) indicating number of posts (including Management sanctioned posts) by competent authority. | • Appointment letter of selected teachers may be asked during DVV clarification stage
• A teacher employed for teaching for at least 90 per cent of the normal or statutory number of hours of work for a full-time teacher over a complete academic year is classified as a full-time teacher.
• List of full time teachers as provided in 2.1 | • Mere appointment letters provided in regional language cannot be considered.
• Avoid inclusion of Part time/Visiting faculty.
• **Librarian, physical education director etc have to consider only if these faculty teach B.Lib. Sc., M.Lib. Sc., B.P.Ed., M.P.Ed., etc., programs.** |

8.	2.4.2 *Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)*	• List of faculty with highest degree should be provided as per academic session wise along with particulars of degree awarding university, subject and the year of award. • Doctorate Degree / Provisional Degree Certificate awarded by UGC recognized universities only to be considered.	• Mention number of full-time teachers with highest degree year-wise irrespective of the year of award. • Ph. D. / D.M. / M.Ch./D.N.B Superspeciality / D.Sc. / D.Litt. *and any other post doctoral degree* of selected faculty will be asked during DVV clarification stage.	• Honorary Doctorate Degrees not to be included /considered.
9.	**2.6.2 *Pass percentage of Students during last five years***	• Result sheet published by the affiliating university • Certified report from Head of the institution / Controller of Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree program-wise / year-wise.	• Only final year student data will be considered for all the years of the assessment period. • **Only the students of Final semester data of appeared as well as passed are to be provided**.	• Results pertaining to students other than the final year are not to be submitted.

10.	3.1.1 *Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)*	• List of grants for research projects received during the assessment years along with the nature of the award, and the awarding agency with amount. (sanctioned letter highlighting the required parts) • Links to the e-copies of the sanctioned letters	• Sanction letter of grants by the funding agency is mandatory to support the claim. • The duration of the grant period to be aligned with the assessment period. • **Research project grants should be reflected in audited statements / utilization certificates.** • **Only research grants are to be considered.**	• Grants given by their own trust / sister institutions not to be included • Grants in the form of Equipments / software / skill development centers will not be considered.
11.	3.2.2 *Number of workshops/seminars/ conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*	• Brochure/Geo tagged Photograph with date and captions; title of the workshops / seminars conducted. • Link to the detailed report for each program as in the template.	• **All activities including *Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship* to be considered here.**	• Programmes conducted under the metric 1.2.1 not to be considered in this metric.
12.	3.3.1 *Number of research papers published per teacher in the Journals notified on UGC CARE list during the last five years*	• Link landing to the research paper • Link to the journal website. • URL of the content page in case print journal.	• **Publication of the authors with Institution affiliation will be considered for assessment years only.** • **Publication in the current UGC CARE with ISSN will only be considered** • **Calendar year publications to be considered. (Jan-Dec)**	• Incomplete entries will not be considered. • If details given are not complete with the links/ screenshot, the respective publication will not be considered.

| 13. | 3.3.2 *Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years* | • Cover page, content page and first page of the selected publication.

• Web-link of books. | • **Publications with ISBN number only would be considered**.
• The details of selected publications would be sought during the DVV clarification process, if the data is large.
• Book's publication year should be mentioned
• **Calendar year publication to be considered. (Jan-Dec)** | • Publication claimed under 3.3.1 not to be repeated / included in this metric.
• **Books without ISBN number title, author, Department/ School/ Division/ Centre/ Unit Cell, name and year of publication not be considered** |

14.	**3.4.3** *Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in collaboration with industry, community and NGOs) during the last five years*	• Links / uploads of Photographs (preferably with banner) and any other supporting document of relevance should have proper captions and dates.	• Can be supplemented with media reports of the events. • Link to the detailed report for each extension and outreach program	• **Events conducted for the benefit of their own students not to be included under outreach programs.** • **Only extension activities for the benefit of community will be considered.** • **Exclude National festivals, Days celebrations like Yoga day, Women's day etc.,**

| 15. | **3.5.1** *The number of MoUs, collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research and other academic activities during the last five years* | • Copies of MoUs/ collaboration/ related documents indicating the nature of collaboration and activities year-wise.

• List of activities conducted under each MoU along with dates of starting and completion year-wise signed by both parties | • The MoUs / Collaboration should be valid for the assessment period.

• The collaboration activities of research/ faculty exchange/ student exchange/ internship/ on–the-job training/ project work should be facilitated through the mentioned collaboration only.

• **The MoU should be functional during the assessment period**

• If the MoU is for three years viz 2011-2013, it shall be counted only once.

• **At least one activity should have been conducted under an MoU during the assessment period to qualify** as a functional MoU with institutions. | • Collaborations with the sister institutions under the same Trust not to be included.

• Certificates issued by external agencies to students/Faculty for research/Faculty exchange/Student exchange/ internship cannot be the proof for having collaboration with the external agency.

• MoU's with the sister institutions under the same Trust not to be included. |

| 16. | **4.1.2 *Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs*** | • Provide the consolidated fund allocation towards infrastructure augmentation facilities duly certified by Principal and CA.
• Highlight the relevant items in the audited income and expenditure statement. | • This metric is supposed to be looked at with the perspective of **<u>infrastructure augmentation only</u>**
• In case of privately funded HEI the document should be certified by Chartered Accountant.
• Focus of this metric is on to acquiring new infrastructure.
• Audited Statement of income and expenditure should be in the name of applicant HEI only, but not in the name of the Trust / Society. **(Total sum of metrics of 4.1.2 and 4.4.1 should not exceed EP 3.1)**
• **Expenditure on construction of building/purchase of Lab. equipments/ academic equipments/ furniture & fixtures/vehicle to be considered during assessment period.** | • Avoid recurring expenditure on laboratory, maintenance of infrastructure and acquisition of books and journals under this metric. |
| | | | | |

17.	**4.3.2**_Student – Computer ratio (Data for the latest completed academic year)_	• **Bills for the purchase of computers to be provided.** • **The stock entry of computers allotted for student use to be highlighted.**	• The data pertaining to the latest completed academic year to be considered. • Number of Computers available for student use only to be provided.	• The computers for office and faculty use will not be considered. • Computers purchased after the **latest** completed academic year not to be considered.
18	**4.4.1** _Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)_	• Provide audited income and expenditure statement highlighting the items of expenditure incurred on **maintenance** of physical facilities and academic support facilities, duly certified by Principal and CA.	• **Focus of this metric is only on the repair and maintenance of physical facilities and AMC for academic facility.** • Audited Statement of income and expenditure should be in the name of applicant HEI only, but not in the name of the Trust / Society.	• Mere statement of last five years data on the metric without audited statement will not be considered. • **Total sum of metrics of 4.1.2 and 4.4.1 should not exceed EP 3.1** • **Routine administrative expenses like electricity charges, telephone charges cannot be considered.**

19	**5.1.1** *Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years*	• Upload sanction letter of scholarship and freeships (in English). • Year-wise list of students in each scheme to be attested by the competent authority. • Upload policy document of the HEI for award of Non government scholarship and freeships	• For large data, the DVV will ask documents for randomly selected students in specific schemes.	• **The values should not exceed the total strength of students reflected in EP 1.1.**
20	*5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following* *1. Soft skills* *2. Language and communication skills* *3. Life skills(Yoga, physical fitness, health and hygiene)* *4. ICT/computing skills* **Options:** A. All of the above B. 3oftheabove C. 2oftheabove D. 1oftheabove E. None of the above	• Soft copy of Circular /Brochure. • Web-link to particular program/scheme/ Report of the event • Photographs with date and caption for each scheme or event.	• Consider all the students who have enrolled for the schemes • DVV can seek the documents regarding the attendance and certificates for the selected list of programs/students enrolled in the specified programs. • Facilities like language lab, smart classroom and other ICT facilities used for capacity building and skills enhancement initiatives may be considered. • List of programs conducted and the number of students enrolled for each of the events to be provided in the template • **The programmes should be conducted periodically during the assessment period.**	• Mere circulars and student list cannot be accepted. • Avoid program conducted as part of the curriculum.

21	*5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years*	• Soft copy of Circular / brochure / report of program with photographs with captions of such programs along with details of the resource persons. • Year-wise list of students attending these schemes, signed by competent authority	• "Students benefited" refers to students registered / attending the said programs • DVV can seek the documents regarding the attendance and certificates for the selected list of students enrolled.	**The values should not exceed the total strength of students reflected in EP 1.1**.

22	**5.1.4 *The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases***	• Proof of constitution of Internal committees / Grievances Committee formation / other committees as per UGC norms.	• Minutes of the meetings / Report of grievances from the concerned committee is essential.	
	1. *Implementation of guidelines of statutory / regulator bodies*	• Circular/web-link/ committee report justifying the objective of the metric	• The mechanism of redressal should be available as document and should be hosted in the HEI"s Website. The link of the same shall be provided to validate the same.	
	2. *Organisation wide awareness and undertakings on policies with zero tolerance*	• Minutes of the meetings of student grievance committee, as per metric.	**• Statutory regulations/norms of UGC/SRA to be provided**.	
	3. *Mechanisms for submission of online/offline students' grievances*			
	4. *Timely redressal of the grievances through appropriate committees*			
	Options:			
	A. All of the above			
	B. 3 of the above			
	C. 2 of the above			
	D. 1 of the above			
	E. None of the above			

| 23 | **5.2.1***Percentage of placement of outgoing students and students progressing to higher education during the last five years* | • List of students placed along with placement details as per template year wise.

• Links/documents relating to placement cell such as brochures, tie-ups etc., can be uploaded.

• Upload supporting data for students who have joined for higher education in prescribed format for the assessment period. | • The placements through HEI placement drive and through pool campus interviews / recruitment drives at other colleges can also be considered.
• If the data is large, DVV partner will ask for the appointment orders of the selected students.
• Multiple offers to the same students to be counted once.
• Proofs like, admission letters or identity cards or higher degree certificates for selected students progressing to higher education will be asked by DVV partner.
• **In 5.2.1.2 only passed students are to be considered from the data given in 2.6.3.1.** | • If same student has multiple offers it has to be counted only once.
• Appearing/passing competitive exams for higher education cannot be considered as progression to higher education unless students get admitted. |

| 24 | **5.2.2 *Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)*** | • List of qualified students year- wise under each category

• Qualifying Certificates of the students **will only be considered** | • **DVV may ask for certificate of randomly selected students in case of large data.** | • **In absence of certificate, the claim will not be considered.**
• Exams conducted for job recruitments other than the examinations conducted by State / Central Government not to be included / considered. |

25.	**5.3.1** *Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years*	• e-copies of award letters and certificates to be uploaded.	• Only **University / state/** national or international achievements will be considered. • Participation in Republic Day Parade at Rajpath, New Delhi by NCC candidates may be considered. • Award for a team event should be counted as one.	• **Participation / appreciation certificates and awards from regional / local / institutional levels should be avoided.** • **Awards from intra or inter institutions will not be considered.** • **Exclude Inter-collegiate awards.**
26.	**5.3.2** *Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)*	• Soft copy of circular/brochure indicating such kind of activities. • List of events along with the list of participants and year wise signed by the Principal.	• All activities conducted under an event will be counted as one event. • For large data DVV will seek participation Certificates of Specified students. • Link to the reports of the events/along with photographs appropriately date and caption year- wise to be provided in template.	• **Events cannot be split into activities**. • The competitions organised by the institution without the participation of their own students will not be considered here. • **Multiple activities on the relatively closer dates to be considered as one only.**

| 27. | **6.2.2** *Implementation of e-governance in areas of operation*
1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Options:
  A. All of the above
  A. 3 of the above
  B. 2 of the above
  C. 1 of the above
  D. None of the above | • Institutional expenditure statements for the heads of e- governance implementation reflected in the audited statement.
• **Link to the ERP Document and Screen shots of user interfaces of each module reflecting the name of the HEI.**
• Annual e-governance report approved by Governing Council.
• Policy document on e- governance. | • Bills for the expenditure on implementation of e-governance in the areas of operation. | |
| 28. | **6.3.2** *Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years* | • Link to the policy document
• e-copy of letter/s indicating financial assistance to teachers
• List of teachers receiving financial support year wise under each head signed by the principal.
• Audited statement of account highlighting the financial support. | • If the data is large documents related to specific teachers will be asked during DVV clarification.
• Receipts / vouchers of Institution infavour of teacher with amount given should be considered.
• Policy document of the HEI as per metric requirement.
• **Multiple financial supports provided to teacher in a year to be considered once only.** | • **Without proof of payment on financial support for faculty development, mere name-list of the faculty will not considered.**
• Mere cash vouchers for payment will not be considered
• **Value should not exceed the total strength of faculty reflected in EP 2.2** |

| 29. | **6.3.3** *Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years* | • Event Brochures and reports year-wise.
 • e-copy of the certificates of the program attended by teaching and non-teaching staff.
 • List of participating teaching and non-teaching staff as per the prescribed format year wise during the last five years.
 • Annual reports highlighting the programs undertaken by the teaching faculties and non-teaching staff. | • If data is large, DVV will seek documents pertaining to selected participants.
 • **Multiple participation of the faculty in the same academic year to be considered as one.**
 • **In 6.3.3.2- Total number of non- teaching staff/ technical staff working / worked in the institution year-wise during last five years to be considered** | • Attending Seminars / invited talks cannot be included in this metric.
 • **Less than 5 days FDPs are not to be considered.** |

30.	6.5.3 *Quality assurance initiatives of the institution include:* 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements 2. *Collaborative* quality Initiatives *with other institution(s)* 3. Participation in NIRF 4. *Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc* **Options:** A. All of the above B. 3 of the above C. 2 of the above D. 1 of the above E. None of the above	• Proceedings of meetings of IQAC and action taken report on feedback analysis • Supporting document links to be provided as per the options selected.	• Supporting documents Links pertaining to NIRF (along with link to the HEI's ranking in the NIRF portal). NAAC / ISO certificate / NBA certificate or quality certificate from any recognized state/national / international agencies for the assessment period. • Activities - links as per the template to be provided.	Collaborative quality initiatives with sister institutions under the same management will not be considered.

| 31. | *7.1.2 The Institution has facilities and initiatives for*

1. *Alternate sources of energy and energy conservation measures*
2. *Management of the various types of degradable and non-degradable waste*
3. *Water conservation*
4. *Green campus initiatives*
5. *Disabled-friendly, barrier free environment*

Options:
A. 4 or All of the above
B. 3 of the above
C. 2 of the above
D. 1 of the above
E. None of the above | • Link to the policy documents of the institution

• Geo tagged photographs and videos of the facilities with caption.

• Bills for the purchase of equipments for the facilities created under this metric.

• Photographs of Ramps / rails/lift/wheel Chair/signage board /Toilet/ software etc. | • Bills for purchase of equipments for creating the facility may be asked.

• Any other relevant proof for the selected options.

• Ramps / Railings /lift/wheel Chair/signage board/ Tactile path / Washrooms/ Braille software/ help desk for assistance, etc., should include specific requirement of Divyangjan for their use. | • Having diesel generator set as backup cannot be considered in this metric. |

32.	**7.1.3 Quality audits on environment and energy regularly undertaken by the Institution.** **The institutional environment and energy initiatives are confirmed through the following** 1. **Green audit / Environment audit** 2. **Energy audit** 3. **Clean and green campus initiatives** 4. **Beyond the campus environmental promotion activities** **Options:** A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above	• Policy document on environment and energy usage • Action taken reports and achievement report as clear and Green campus initiatives. • Reports of the Audits. • Certificate from the external accredited auditing agency (preferably government, concern department of affiliating university). • Geo tagged photographs with caption and date. • Any other supporting document for beyond the campus environmental promotions.	• Auditing from Government / Govt. recognized organizations, University departments, recognized / certified non-profit NGOs shall be considered.	• Internal Audit done by the same HEI are not to be considered.

Jatindra-Rajendra Mahavidyalaya

ESTD – 1986

P.O.--Amtala   ✧   Dist. – Murshidabad   ✧   Pin Code-742121

Ref.No ....   Date: ....

This is to certify that the following full time teachers have been employed in the college as per the records, during the **last five years** i.e. **2018-19 to 2022-23**.

Sl. No.	Name	Designation	Department	Date of Joining	Gender	Highest Qualification
1	Geetali Bera	Associate Professor	Philosophy	02.05.1995	Female	M. Phil.
2	Pranab Ghosh	Assistant Professor	Philosophy	15.07.2014	Male	M. Phil.
3	Sucharita Mitra	Associate Professor	History	09.03.2000	Female	M.A.
4	Dr. Kutubuddin Biswas	Associate Professor	History	01.08.2006	Male	Ph.D.
5	Dr. Rina Majumdar	Associate Professor	Bengali	27.04.2000	Female	Ph.D.
6	Dr. Ranjit Kumar Baidya	Assistant Professor	Bengali	10.08.2006	Male	Ph.D.
7	Amal Sarkar	Assistant Professor	English	18.04.2017	Male	M.A.
8	Abdul Halim Shaikh	Assistant Professor	English	18.04.2017	Male	M.A.
9	Subhadip Mukherjee	Assistant Professor	Political Science	01.08.2014	Male	M.A.
10	Manirul Islam	Assistant Professor	Political Science	01.12.2016	Male	M.A.
11	Santosh Mandal	Assistant Professor	Sanskrit	24.01.2017	Male	M.A.
12	Riya Biswas	Assistant Professor	English	16.01.2020	Female	M.A.
13	Pratima Banerjee	Assistant Professor	English	03.03.2015	Female	M. Phil
14	Md. Robiul Awal	Whole Time Contractual Teacher	English	01.09.2007	Male	M.A.
15	Amit Dutta	SACT – II	Political Science	23.08.2010	Male	M.A.
16	Badsha Jahangir	SACT – II	Political Science	07.12.1994	Male	M.A.

17	Kuheli Chowdhury	SACT – II	English	23.08.2010	Female	M.A.
18	Loknath Chakraborty	SACT – II	History	01.04.1996	Male	M.A.
19	Tania Khatun	SACT – II	Philosophy	23.08.2010	Female	M.A.
20	Najma Akhtar	SACT – II	History	02.01.2004	Female	M.A.
21	Sahidul Islam Mondal	SACT –II	Bengali	03.11.1995	Male	M.A.
22	Supti Sanyal	SACT – II	Bengali	04.11.1995	Female	M.A.
23	Biswajit Chakraborty	SACT –II	Sanskrit	25.03.2014	Male	M.A.
24	Khosh Mohammad	SACT –II	Arabic	28.01.2016	Male	M.A.
25	Sk. Md. Sirajul Islam	SACT –II	Arabic	25.03.2014	Male	M.A.
26	Sufal Sarkar	SACT –II	Education	05.05.2017	Male	M.A.
27	Chandan Dutta	SACT – I	Sanskrit	10.07.2019	Male	M.A.
28	Mithun Kumar Ghosh	SACT –II	Education	07.09.2011	Male	M.A.
29	Mudasser Sk	SACT - I	Arabic	05.07.2019	Male	M.A.

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2.1 Number of full time teachers during the last five years (Without repeat count)
2.2 Number of full time teachers year wise during the last five years
2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)
a) Provide information on full time teachers presently working in the institutions

Sl.No.	Name	ID number	Vidwan Id	Email	Gender	Designation	Date of joining institution	Nature of appointment (temporary/ permanent)	Name of the Department	Highest Qualification (NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D.) and Year of obtaining
1	Geetali Bera	G1995000142	N.A.	geetalibera@gmail.com	Female	ASSOCIATE PROFESSOR	02.05.1995	Permanent	Philosophy	M.Phil
2	Sucharita Mitra	G2000000546	N.A.	sucharitamitra22@gmail.com	Female	ASSOCIATE PROFESSOR	09.03.2000	Permanent	History	M.A.
3	Dr. Rina Majumdar	G2000000544	556688	rinamajumdarjrm@gmail.com	Female	ASSOCIATE PROFESSOR	27.04.2000	Permanent	Bengali	Ph.D
4	Dr. Kutubuddin Biswas	G2006000819	556646	biswaskutubuddin69@gmail.com	Male	ASSOCIATE PROFESSOR	01.08.2006	Permanent	History	Ph.D
5	Dr. Ranjit Kumar Baidya	G2006000823	N.A.	ranjitbaidya032@gmail.com	Male	ASSISTANT PROFESSOR	01.08.2006	Permanent	Bengali	Ph.D
6	Pronab Ghosh	G2014000578	557497	philpranab@gmail.com	Male	ASSISTANT PROFESSOR	15.07.2014	Permanent	Philosophy	M.Phil
7	Subhadip Mukherjee	G2014000581	552864	mukherjeesubhadip10@gmail.com	Male	ASSISTANT PROFESSOR	01.08.2014	Permanent	Political Science	M.A.
8	Manirul Islam	G2016000317	557400	manirul072@gmail.com	Male	ASSISTANT PROFESSOR	01.12.2016	Permanent	Political Science	M.A.
9	Santosh Mandal	G2017000250	556587	smsanskrit18@gmail.com	Male	ASSISTANT PROFESSOR	24.01.2017	Permanent	Sanskrit	M.A.
10	Abdul Halim Shaikh	G2017001350	557381	abdulhalim789@gmail.com	Male	ASSISTANT PROFESSOR	18.04.2017	Permanent	English	M.A.
11	Amal Sarkar	G2017001349	556632	amalsarkar42@gmail.com	Male	ASSISTANT PROFESSOR	18.04.2017	Permanent	English	M.A.
12	Amit Dutta	G2010001497	N.A.	amit.dutta157@gmail.com	Male	SACT-II	23.08.2010	Permanent	Political Science	M.A.
13	Kuheli Chowdhury	G2010001498	N.A.	kuheli.farakka@gmail.com	Female	SACT-II	23.08.2010	Permanent	English	M.A.
14	Loknath Chakraborty	G1996000238	N.A.	loknath1947@gmail.com	Male	SACT-II	01.04.1996	Permanent	History	M.A.
15	Tania Khatun	G2010001502	N.A.	tkamtala5363@gmail.com	Female	SACT-II	23.08.2010	Permanent	Philosophy	M.A.
16	Nazma Akter	G2004000221	N.A.	najmaakter504@gmail.com	Female	SACT-II	02.01.2004	Permanent	History	M.A.
17	Biswajit Chakraborty	G2014001157	N.A.	biswajitchakra13@gmail.com	Male	SACT-II	25.03.2014	Permanent	Sanskrit	M.A.
18	Khos Mohammad	G2016001502	N.A.	mdkhosh786@gmail.com	Male	SACT-II	28.01.2016	Permanent	Arabic	M.A.
19	Sk Md Sirajul Islam	G2014001156	N.A.	skmdsirajulislam1984@gmail.com	Male	SACT-II	25.03.2014	Permanent	Arabic	M.A.
20	Sufal Sarkar	G2017002939	N.A.	sufalsarkar69@gmail.com	Male	SACT-II	05.05.2017	Permanent	Education	M.A.
21	Mithun Kumar Ghosh	G2011000493	N.A.	mithunkumarghosh8@gmail.com	Male	SACT-II	07.09.2011	Permanent	Education	M.A.
22	Chandan Dutta	G2019001856	N.A.	chandan23194@gmail.com	Male	SACT-I	10.07.2019	Permanent	Sanskrit	M.A.
23	Mudasser Sk	G2019001857	N.A.	m0002sk@gmail.com	Male	SACT-I	05.07.2019	Permanent	Arabic	M.A.

2.1 b) Number of full time teachers who left the institution during the last five years

Sl.No.	Name	ID number/ Aadhar number (not mandatory)	Vidwan Id	Email	Gender	Designation	Date of joining	Date of leaving	Nature of appointment (Against Sanctioned post, temporary, permanent)	Name of the Department	Highest Qualification (NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D.) and Year of obtaining
1	Md. Robiul Awal	447739848826	N.A.	robiulawal468@gmail.com	Male	SACT - II	01.09.2007	30.09.2019	Permanent	English	M.A.
2	Pratima Banerjee	601859439632	N.A.	banerjee.pratima@gmail.com	Female	Assistant Professor	03.03.2015	10.10.2018	Permanent	English	M.A.
3	Riya Biswas	591183300103	N.A.	biswasriya2104@gmail.com	Female	Assistant Professor	16.01.2020	12.01.2022	Permanent	English	M.A.
4	Badsha Jahangir	450828158791	N.A.	1badsha1@gmail.com	Male	SACT - II	07.12.1994	28.02.2022	Permanent	Political Science	M.A.
5	Supti Sanyal	338907015758	N.A.	suptisanyal3@gmail.com	Female	SACT - II	04.11.1995	31.07.2021	Permanent	Bengali	M.A.
6	Sahidul Islam Mondal	475557159309	N.A.	mondalsahidulislam1962@gmail.com	Male	SACT - II	03.11.1995	28.02.2022	Permanent	Bengali	M.A.

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Present Full Time Teaching Staff: 2022-23

Sl. N.	Name	Designation	Department	Date of Joining	Gender	Highest Qualification
1	Geetali Bera	Associate Professor	Philosophy	02.05.1995	Female	M.Phil.
2	Pranab Ghosh	Assistant Professor	Philosophy	15.07.2014	Male	M.Phil.
3	Sucharita Mitra	Associate Professor	History	09.03.2000	Female	M.A.
4	Dr. Kutubuddin Biswas	Associate Professor	History	01.08.2006	Male	Ph.D.
5	Dr. Rina Majumdar	Associate Professor	Bengali	27.04.2000	Female	Ph.D.
6	Dr. Ranjit Kumar Baidya	Assistant Professor	Bengali	10.08.2006	Male	Ph.D.
7	Amal Sarkar	Assistant Professor	English	18.04.2017	Male	M.A.
8	Abdul Halim Shaikh	Assistant Professor	English	18.04.2017	Male	M.A.
9	Subhadip Mukherjee	Assistant Professor	Political Science	01.08.2014	Male	M.A.
10	Manirul Islam	Assistant Professor	Political Science	01.12.2016	Male	M.A.
11	Santosh Mandal	Assistant Professor	Sanskrit	24.01.2017	Male	M.A.
12	Amit Dutta	SACT – II	Political Science	23.08.2010	Male	M.A.
13	Kuheli Chowdhury	SACT – II	English	23.08.2010	Female	M.A.
14	Loknath Chakraborty	SACT – II	History	01.04.1996	Male	M.A.
15	Tania Khatun	SACT – II	Philosophy	23.08.2010	Female	M.A.
16	Najma Akhtar	SACT – II	History	02.01.2004	Female	M.A.
17	Biswajit Chakraborty	SACT – II	Sanskrit	25.03.2014	Male	M.A.
18	Khosh Mohammad	SACT – II	Arabic	28.01.2016	Male	M.A.
19	Sk. Md. Sirajul Islam	SACT – II	Arabic	25.03.2014	Male	M.A.
20	Sufal Sarkar	SACT – II	Education	05.05.2017	Male	M.A.

21	Chandan Dutta	SACT – I	Sanskrit	10.07.2019	Male	M.A.
22	Mithun Kumar Ghosh	SACT – II	Education	07.09.2011	Male	M.A.
23	Mudasser Sk	SACT - I	Arabic	05.07.2019	Male	M.A.

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Ref.No ………………………   Date: ………………

2.1: Number of teaching staff / full time teachers during the last five years (Without repeat count):

Year	Number of Full Time Teachers on Roll	Number of teaching staff/ full time teachers during the last five years (without repeat count)
2018 – 19	13	
2019 – 20	13	
2020 – 21	27	29
2021 – 22	27	
2022 – 23	23	

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Details of Full Time Teaching Staff during 2018-19

Sl. No.	Name	Designation	Department	Date of Joining	Gender	Highest Qualification
1	Geetali Bera	Associate Professor	Philosophy	02.05.1995	Female	M.Phil.
2	Pranab Ghosh	Assistant Professor	Philosophy	15.07.2014	Male	M.Phil.
3	Sucharita Mitra	Associate Professor	History	09.03.2000	Female	M.A.
4	Dr. Kutubuddin Biswas	Associate Professor	History	01.08.2006	Male	Ph.D.
5	Dr. Rina Majumdar	Associate Professor	Bengali	27.04.2000	Female	Ph.D.
6	Dr. Ranjit Kumar Baidya	Assistant Professor	Bengali	10.08.2006	Male	Ph.D.
7	Amal Sarkar	Assistant Professor	English	18.04.2017	Male	M.A.
8	Abdul Halim Shaikh	Assistant Professor	English	18.04.2017	Male	M.A.
9	Subhadip Mukherjee	Assistant Professor	Political Science	01.08.2014	Male	M.A.
10	Manirul Islam	Assistant Professor	Political Science	01.12.2016	Male	M.A.
11	Santosh Mandal	Assistant Professor	Sanskrit	24.01.2017	Male	M.A.
12	Pratima Banerjee	Assistant Professor	English	03.03.2015	Female	M.Phil
13	Md. Robiul Awal	Whole Time Contractual Teacher	English	01.09.2007	Male	M.A.

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Details of Full Time Teaching Staff during 2019-20

Sl. No.	Name	Designation	Department	Date of Joining	Gender	Highest Qualification
1	Geetali Bera	Associate Professor	Philosophy	02.05.1995	Female	M.Phil.
2	Pranab Ghosh	Assistant Professor	Philosophy	15.07.2014	Male	M.Phil.
3	Sucharita Mitra	Associate Professor	History	09.03.2000	Female	M.A.
4	Dr. Kutubuddin Biswas	Associate Professor	History	01.08.2006	Male	Ph.D.
5	Dr. Rina Majumdar	Associate Professor	Bengali	27.04.2000	Female	Ph.D.
6	Dr. Ranjit Kumar Baidya	Assistant Professor	Bengali	10.08.2006	Male	Ph.D.
7	Amal Sarkar	Assistant Professor	English	18.04.2017	Male	M.A.
8	Abdul Halim Shaikh	Assistant Professor	English	18.04.2017	Male	M.A.
9	Subhadip Mukherjee	Assistant Professor	Political Science	01.08.2014	Male	M.A.
10	Manirul Islam	Assistant Professor	Political Science	01.12.2016	Male	M.A.
11	Santosh Mandal	Assistant Professor	Sanskrit	24.01.2017	Male	M.A.
12	Riya Biswas	Assistant Professor	English	16.01.2020	Female	M.A.
13	Md. Robiul Awal	Whole Time Contractual Teacher	English	01.09.2007	Male	M.A.

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Details of Full Time Teaching Staff during 2020-21

Sl. N.	Name	Designation	Department	Date of Joining	Gender	Highest Qualification
1	Geetali Bera	Associate Professor	Philosophy	02.05.1995	Female	M. Phil.
2	Pranab Ghosh	Assistant Professor	Philosophy	15.07.2014	Male	M. Phil.
3	Sucharita Mitra	Associate Professor	History	09.03.2000	Female	M.A.
4	Dr. Kutubuddin Biswas	Associate Professor	History	01.08.2006	Male	Ph.D.
5	Dr. Rina Majumdar	Associate Professor	Bengali	27.04.2000	Female	Ph.D.
6	Dr. Ranjit Kumar Baidya	Assistant Professor	Bengali	10.08.2006	Male	Ph.D.
7	Amal Sarkar	Assistant Professor	English	18.04.2017	Male	M.A.
8	Abdul Halim Shaikh	Assistant Professor	English	18.04.2017	Male	M.A.
9	Subhadip Mukherjee	Assistant Professor	Political Science	01.08.2014	Male	M.A.
10	Manirul Islam	Assistant Professor	Political Science	01.12.2016	Male	M.A.
11	Santosh Mandal	Assistant Professor	Sanskrit	24.01.2017	Male	M.A.
12	Riya Biswas	Assistant Professor	English	16.01.2020	Female	M.A.
13	Amit Dutta	SACT – II	Political Science	23.08.2010	Male	M.A.
14	Badsha Jahangir	SACT – II	Political Science	07.12.1994	Male	M.A.
15	Kuheli Chowdhury	SACT – II	English	23.08.2010	Female	M.A.
16	Loknath Chakraborty	SACT – II	History	01.04.1996	Male	M.A.
17	Tania Khatun	SACT – II	Philosophy	23.08.2010	Female	M.A.
18	Najma Akhtar	SACT – II	History	02.01.2004	Female	M.A.
19	Sahidul Islam Mondal	SACT – II	Bengali	03.11.1995	Male	M.A.
20	Supti Sanyal	SACT – II	Bengali	04.11.1995	Female	M.A.
21	Biswajit Chakraborty	SACT – II	Sanskrit	25.03.2014	Male	M.A.
22	Khosh Mohammad	SACT – II	Arabic	28.01.2016	Male	M.A.
23	Sk. Md. Sirajul Islam	SACT – II	Arabic	25.03.2014	Male	M.A.
24	Sufal Sarkar	SACT – II	Education	05.05.2017	Male	M.A.
25	Chandan Dutta	SACT – I	Sanskrit	10.07.2019	Male	M.A.
26	Mithun Kumar Ghosh	SACT – II	Education	07.09.2011	Male	M.A.
27	Mudasser Sk	SACT - I	Arabic	05.07.2019	Male	M.A.

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Details of Full Time Teaching Staff during 2021-22

Sl. No.	Name	Designation	Department	Date of Joining	Gender	Highest Qualification
1	Geetali Bera	Associate Professor	Philosophy	02.05.1995	Female	M.Phil.
2	Pranab Ghosh	Assistant Professor	Philosophy	15.07.2014	Male	M.Phil.
3	Sucharita Mitra	Associate Professor	History	09.03.2000	Female	M.A.
4	Dr. Kutubuddin Biswas	Associate Professor	History	01.08.2006	Male	Ph.D.
5	Dr. Rina Majumdar	Associate Professor	Bengali	27.04.2000	Female	Ph.D.
6	Dr. Ranjit Kumar Baidya	Assistant Professor	Bengali	10.08.2006	Male	Ph.D.
7	Amal Sarkar	Assistant Professor	English	18.04.2017	Male	M.A.
8	Abdul Halim Shaikh	Assistant Professor	English	18.04.2017	Male	M.A.
9	Subhadip Mukherjee	Assistant Professor	Political Science	01.08.2014	Male	M.A.
10	Manirul Islam	Assistant Professor	Political Science	01.12.2016	Male	M.A.
11	Santosh Mandal	Assistant Professor	Sanskrit	24.01.2017	Male	M.A.
12	Riya Biswas	Assistant Professor	English	16.01.2020	Female	M.A.
13	Amit Dutta	SACT – II	Pol. Science	23.08.2010	Male	M.A.
14	Badsha Jahangir	SACT – II	Pol. Science	07.12.1994	Male	M.A.
15	Kuheli Chowdhury	SACT – II	English	23.08.2010	Female	M.A.
16	Loknath Chakraborty	SACT – II	History	01.04.1996	Male	M.A.
17	Tania Khatun	SACT – II	Philosophy	23.08.2010	Female	M.A.
18	Najma Akhtar	SACT – II	History	02.01.2004	Female	M.A.
19	Sahidul Islam Mondal	SACT – II	Bengali	03.11.1995	Male	M.A.
20	Supti Sanyal	SACT – II	Bengali	04.11.1995	Female	M.A.
21	Biswajit Chakraborty	SACT – II	Sanskrit	25.03.2014	Male	M.A.
22	Khosh Mohammad	SACT – II	Arabic	28.01.2016	Male	M.A.
23	Sk. Md. Sirajul Islam	SACT – II	Arabic	25.03.2014	Male	M.A.
24	Sufal Sarkar	SACT – II	Education	05.05.2017	Male	M.A.
25	Chandan Dutta	SACT – I	Sanskrit	10.07.2019	Male	M.A.
26	Mithun Kumar Ghosh	SACT – II	Education	07.09.2011	Male	M.A.
27	Mudasser Sk	SACT - I	Arabic	05.07.2019	Male	M.A.

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Principal Principal
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Jatindra Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Details of Full Time Teaching Staff during 2022-23

Sl. N.	Name	Designation	Department	Date of Joining	Gender	Highest Qualification
1	Geetali Bera	Associate Professor	Philosophy	02.05.1995	Female	M.Phil.
2	Pranab Ghosh	Assistant Professor	Philosophy	15.07.2014	Male	M.Phil.
3	Sucharita Mitra	Associate Professor	History	09.03.2000	Female	M.A.
4	Dr. Kutubuddin Biswas	Associate Professor	History	01.08.2006	Male	Ph.D.
5	Dr. Rina Majumdar	Associate Professor	Bengali	27.04.2000	Female	Ph.D.
6	Dr. Ranjit Kumar Baidya	Assistant Professor	Bengali	10.08.2006	Male	Ph.D.
7	Amal Sarkar	Assistant Professor	English	18.04.2017	Male	M.A.
8	Abdul Halim Shaikh	Assistant Professor	English	18.04.2017	Male	M.A.
9	Subhadip Mukherjee	Assistant Professor	Political Science	01.08.2014	Male	M.A.
10	Manirul Islam	Assistant Professor	Political Science	01.12.2016	Male	M.A.
11	Santosh Mandal	Assistant Professor	Sanskrit	24.01.2017	Male	M.A.
12	Amit Dutta	SACT – II	Political Science	23.08.2010	Male	M.A.
13	Kuheli Chowdhury	SACT – II	English	23.08.2010	Female	M.A.
14	Loknath Chakraborty	SACT – II	History	01.04.1996	Male	M.A.
15	Tania Khatun	SACT – II	Philosophy	23.08.2010	Female	M.A.
16	Najma Akhtar	SACT – II	History	02.01.2004	Female	M.A.
17	Biswajit Chakraborty	SACT – II	Sanskrit	25.03.2014	Male	M.A.
18	Khosh Mohammad	SACT – II	Arabic	28.01.2016	Male	M.A.
19	Sk. Md. Sirajul Islam	SACT – II	Arabic	25.03.2014	Male	M.A.
20	Sufal Sarkar	SACT – II	Education	05.05.2017	Male	M.A.
21	Chandan Dutta	SACT – I	Sanskrit	10.07.2019	Male	M.A.
22	Mithun Kumar Ghosh	SACT – II	Education	07.09.2011	Male	M.A.
23	Mudasser Sk	SACT - I	Arabic	05.07.2019	Male	M.A.

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Jatindra-Rajendra Mahavidyalaya
ESTD — 1986
P.o. AMTALA ★ Dist. MURSHIDABAD

Ref No. J R M/Apptt - 8/95   Date 24-4-95.

<u>LETTER OF APPOINTMENT</u>

To

Shrimati Getali Bera,

C/O. Proffesor M. Bera,

P.O. Dinhata,

Coochbehar.

Madam,

I am directed by the Governing Body to say that on the recomendation of the west Bengal College service Commission, vide their letter No. 226/Apptt/95 dated 19-1-95, you are appointed on a temporary basis, in a Lien-Bound Post, as lecturer in Philosophy in the J.R. Mahavidyalaya.

You will be entitled to the revised UGC scale of Rs. 2200/- 4000/- after your pay is fixed by the Director of Public Instructio West Bengal Government, You will also be entitled to the allowances/ benefits as admissible from time to time with effect from the date on which you Join the Post.

Your service in the College may be terminated on giving one month's notice or with one month's salary in Lien of notice. Regarding other conditions of service you will be guided by the West Bengal College Teachers (Security of Service) Act, 1975 and rules made there under in addition to the Government orders and Rules and statutes/ Regulations/Rules/ordinances, etc, of the University of <u>Calcutta</u>.

This letter of Appointment will be treated as cancelled if you fail Join the Post by <u>2-5-95</u>.

ATTESTED

P K Roy

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Yours faithfully,

(signature)
24.4.95

Principal
J. R. Mahavidyalaya
P.O. Amtala, Dt. Mad

Jatindra-Rajendra Mahavidyalaya
ESTD--1986
NAAC ACCREDITED INSTITUTION
P.O.--Amtala ❖ Dist.--Murshidabad ❖ Pin Code-742121

Ref. No. JRM -156| MSD|14   Date 14 . 07 . 14

To,
Sri Pranab Ghosh,
C/o- Gopal Ghosh,
Vill-Kuldanga,, P.o-Dipara,
Dist-Bankura,P.S-Sonamukhi
Pin-722111,
West Bengal.

Letter of Appointment

Sir,

   With reference to the recommendation no 218/KU/RECOM/CSC/14 dated 03/07/2014 of West Bengal College Service Commission you are appointed as Assistant Professor in Philosophy in the Jatindra Rajendra Mahavidyalaya in the scale of pay of Rs.15600-39100 along with Grade Pay 6000. You will be entitled the allowance/benefits as admissible from time to time with effect from the date on which you join the post on substantive basis.

   You will remain on probation for a period of one with effect from date on which you join the post. Regarding probation, confirmation and other conditions of service you will be guided by the West Bengal College Teachers (Security of Service) Act. 1977 and the Rules made there under in addition to the Government Orders and Rules and Status/Regulations.Rules/Ordinance of the University of Kalyani and Jatindra Rajendra Mahavidyalaya, Amtala, Murshidabad.

   Thanking you.

                                                            Yours faithfully

                                                            Teacher-in-Charge/Secretary

Date-14.07.2014

ATTESTED

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-Rajendra Mahavidyalaya

ESTD- 1986

P. O.—Amtala ☐ **Dist—Murshidabad**

Ref. No. JRM - 305/Msd / 2000

Date 9.2.2000

APPENDIX A

PART 1

(See rule 3)

Letter of Appointment (Provisional)

To

Sm. Sucharita Mitra,
D/O Mr. Rathindra nath Mitra,
56/62, N.S.C. Bose road.
Calcutta - 700040

Madam,

As per the recommendation of the West Bengal College Service Commission (Vide letter No. 132 / JRM /W/ CSC /APPTT / 2000, dated 01.2.2000). You are appointed provisionally as a lecturer in History in the Jatindra Rajendra Mahavidyalaya on a pay of Rs. 8000/- in the scale of Rs. 8000 - 275 - 13,500/- You will be entitled to all the allowances/benefits as admissible from time to time with effect from the date on which you join the post on substantive basis.

You will remain on probation for a period of one year W.e.f. the date on which you join the post. Regarding probation, confirmation and other conditions of service you will be guided by the West Bengal College Teacher's Security Act, 1975, and the rules made thereunder in addition to the Govt.orders and Rules and Statutes / Regulations / Rules / Ordinances etc. of the university of Kalyani and J.R.Mahavidyalaya.

This appointment letter will be treated as cancelled if you fail to join the post by 10th March, 2000.

ATTESTED

P.R.Ray

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Yours Sincerely,

Principal,
Jatindra-Rajendra Mahavidyalaya

P.T.O.

Jatindra-Rajendra Mahavidyalaya
ESTD - 1986
P.O. Amtala, Dist-Murshidabad

STD-03482, Ph-247244 /

A P P E N D I X - A

P A R T - I
(See Rule 3)

Ref. No. J.R.M/40/Msc/06 _____ Letter of Appointment   Date   21-7-06 _____

To :

Sri/Shrimati/Dr.   Kutubuddin Biswas ,
Vill- Betberia,   P.O. Haridaypur,
Dist- Nadia,   Pin:- 74 11 23

Sir/Madam,

I am directed by the Governing Body to say that the recommendation
of the West Bengal College Service Commission you are appointed as a
Lecturer in History in the Jatindra-Rajendra Mahavidyalaya college on a
pay of Rs. 8,000/- (Eight thousand) in the scale of pay of Rs. _____
8000-275-13500 You will be entitled to the allowance/benefits as admissible
from time to time with effect from the date on which you join the post on
substantive basis.

You will remain on probation for a period of one year with effect
from the date on which you join the post. Regarding probation,   confirma-
tion and other conditions of service you will be guided by the West Bengal
College Teacher Security of Service) Act, 1975 1975 and the rules made
thereunder in addition to the Goverment ordere and Rules and statute/
Regulations/Rules/Ordinance, etc of the University Kalyani   and
Jatindra-Rajendra Mahavidyalaya.

This letter of appointment will be treated as cancelled if you
fail to xxx join the post by _____ 21 st August _____ .

Yours faithfully,

(signature) 21.7.06

Principal/Secretary

Teacher-in-charge
J.R. Mahavidyalaya,
Amtala, Murshidabad

Date 21.7.06 _____

NO. J.R.M/40/Msc/06 _____

Copy forwarded to the Secretary, West Bengal college Service Commission ,
6, Bhawani Dutta Lane, Kolkata - 700 073 for information with reference to
this letter No. _____ 140/J R M/CU/CSC _____ / Apptt/CSC/06 dated 13-7-06

(signature) 21.7.06

Principal / Secretary.

Teacher-in-charge
J.R. Mahavidyalaya
P.O. Amtala, Dt. Msd.

Jatindra-Rajendra Mahavidyalaya

ESTD- 1986

P. O.–Amtala ☐ Dist–Murshidabad

Ref. No. JRM- 327/MSd/2000   Date 24. 4. 2000

APPENDIX A

PART 1

(See rule 3)

Letter of Appointment (Provisional)

To

Smt. Rina Majumder,

Vill- Panchanantala,

P.O. Natagarh, Sodepur,

Dt. 24 Parganas (N)

Pin - 743175

Madam,

As per the recommendation of the West Bengal College Service Commission (Vide letter No. 520/JRM/CU/CSC/Apptt/2000, dated, 18/4/2000), you are appointed provisionally in a lien-bound post as a lecturer in Bengali in the Jatindra-Rajendra Mahavidyalaya on a pay of Rs. 8000/- in the scale of Rs. 8000-275-13500/-you will be entitled to all the allowances/benefits as admissible from time to time with effect from the date on which you join the post .

You will remain on probation for a period of one year w.e.f. the date on which you join the post. Regarding probation, confirmation and other conditions of service you will be guided by the West Bengal college Teachers' Security Act, 1975, and the rules made there-under, in addition to the Govt. order and Rules and statutes/ Regulations/ ordinances etc. of the University of Kalyani and J.R. Mahavidyalaya.

ATTESTED

P. R. Roy

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

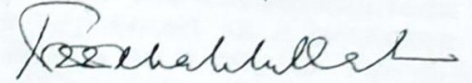# Jatindra-Rajendra Mahavidyalaya

ESTD- 1986

P. O.—Amtala ☐ Dist—Murshidabad

Ref. No. JRM-327/Msd/2000 Page :- 2 Date 24-4-2000

This appointment letter will be treated as cancelled if you fail to join the post by 15th May, 2000.
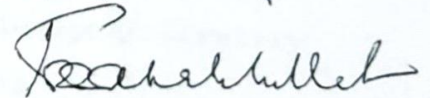
Yours sincerely,

[signature]
24. 4. 2000
Principal,
Jatindra-Rajendra Mahavidyalay.
P.O. Amtala. Dt. Murshidabad
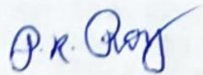
No: J R M/ 327/Msd/ 2000.

Copy forwarded to the Secretary, West Bengal College Service Commission, 6 Bhawani Dutta Lane, Cal - 73, for information with reference to this letter No 535/JRM/CU/CSC/Apptt/2000, dated, 18.4.2000.

Principal,

[signature]
24.4.2000
Principal,
Jatindra-Rajendra Mahavidyalay.
P.O. Amtala. Dt. Murshidabad

P. K. Roy [signature]

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

STD.—03482, Ph.— 47244

JATINDRA-RAJENDRA MAHAVIDYALAYA

ESTD—1986

P.O.—Amtala ★ Dist.—Murshidabad.

APPENDIX-A

Date 07-08-06

Ref. No.—
J.R.M/45/Msd/06

PART — I
(See Rule 3)
Letter of Appointment

To
Sri Ranjit Kumar Baidya
Vill- Purba-Jagadanandapur,
P.O. Bethuadahari, P.S.
Nakashipara, Dist. Nadia,(W.B)
Pin. 741126.
Sir/Madam,

I am direct by the Governing Body to say that the recommendation of the West Bengal Collge Service Commission you are appointed as a Lecturer in Bengali in the Jatindra-Rajendra Mahavidyalaya College on a pay of Rs. 8,000/ (Eight thousand) in the scale of pay of Rs. 8000-275-13500   You will be entitled to the allowance/benefits as admissible from time to time with effec from the date on which you join the post on Substantive basis.

You will remain on probation for a period of one year with effectfrom the date on which you join the post. Regarding probation, confirmation and other conditions of service you will be guided by the West Bengal College Teacher Security of Service) Act. 1975 and the rules made thereunder in addition to the Goverment orderders and Rules and statuts/Ragulations/Rules/Ordinance. e of the University Kalyani and Jatindra-Rajendra Mahavidyalaya.

This letter of appointment will be treated as cancelled if you fail to join the post by _____.

Yours faithfully,

Principal/Secretary

Date _____

No. J.R.M/45/Msd/06

Copy forwarded to the Secretary. West Bengal College Service Commission. 6, Bhawani Dutta Lane Kolkata — 700 073 for information with reference to this letter No. 370/J.R.M/CU/CSC , Apptt/06 dated 01-08-2006.

Principal / Secretary.

7-8-06

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Dist. Murshidabad

ATTESTED

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-Rajendra Mahavidyalaya

ESTD--1986

(NAAC ACCREDITED INSTITUTION)

P.O.--Amtala ❖ Dist.--Murshidabad ❖ Pin Code-742121

Ref. No.--- JRM-46-Msd/17   Date. 13·04·17

To,
Sri Amal Sarkar,
East Belbari,
Belbari,
Gangarampur
Dist-Dakshin Dinajpur
Pin-733124,
West Bengal.

Letter of Appointment

Sir,

With reference to the recommendation no 917/Eng./KU/Recom/CSC/17 dated 29/03/2017 of West Bengal College Service Commission you are appointed as Assistant Professor in English in the Jatindra Rajendra Mahavidyalaya in the scale of pay of Rs.15600-39100 along with Grade Pay 6000. You will be entitled the allowance/benefits as admissible from time to time with effect from the date on which you join the post on substantive basis.

You will remain on probation for a period of one year with effect from date on which you join the post. Regarding probation, confirmation and other conditions of service you will be guided by the West Bengal College Teachers (Security of Service) Act. 1977 and the Rules made there under in addition to the Government Orders and Rules and Status/Regulations. Rules/Ordinance of the University of Kalyani and Jatindra Rajendra Mahavidyalaya, Amtala, Murshidabad.

Thanking you.

Yours faithfully,

Geetali Bera
13·04·17

Teacher-in-Charge/Secretary

Teacher-In-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala Murshidabad

Date-12/04/2017

ATTESTED

P. K. Roy
Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-Rajendra Mahavidyalaya

ESTD--1986

(NAAC ACCREDITED INSTITUTION)

P.O.--Amtala ❖ Dist.--Murshidabad ❖ Pin Code-742121

Ref. No.--- JRM-45-Msd/17   Date.13.04.17

To,
Sri Abdul Halim Shaikh,
Vill+P.o-Amtala
P.s-Nowda
Dist-Murshidabad
Pin-742121,
West Bengal.

Letter of Appointment

Sir,

    With reference to the recommendation no 918/Eng./KU/Recom/CSC/17 dated 29/03/2017 of West Bengal College Service Commission you are appointed as Assistant Professor in English in the Jatindra Rajendra Mahavidyalaya in the scale of pay of Rs.15600-39100 along with Grade Pay 6000. You will be entitled the allowance/benefits as admissible from time to time with effect from the date on which you join the post on substantive basis.

    You will remain on probation for a period of one year with effect from date on which you join the post. Regarding probation, confirmation and other conditions of service you will be guided by the West Bengal College Teachers (Security of Service) Act. 1977 and the Rules made there under in addition to the Government Orders and Rules and Status/Regulations. Rules/Ordinance of the University of Kalyani and Jatindra Rajendra Mahavidyalaya, Amtala, Murshidabad.

    Thanking you.

Yours faithfully,

Jeelali Ber
13.04.17

Date-12/04/2017

Teacher-in-Charge/Secretary

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Murshidabad

ATTESTED

G.R. Roy
Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-Rajendra Mahavidyalaya

ESTD--1986

NAAC ACCREDITED INSTITUTION

P.O.--Amtala ✤ Dist.--Murshidabad ✤ Pin Code-742121

Ref. No.--- JRM – 165 – Msd/14   Date... 81.07.14

To,
 Sri Subhadip Mukherjee,
 C/o- Mrinmoy Mukherjee,
 Vill+P.o-Mahachanda,
 Dist-Burdwan,P.S-Bhatar,
 Pin-703102,
 West Bengal.

Letter of Appointment

Sir,
    With reference to the recommendation no 449/KU/RECOM/CSC/14 dated 25/07/2014 of West Bengal College Service Commission you are appointed as Assistant Professor in Political Science in the Jatindra Rajendra Mahavidyalaya in the scale of pay of Rs.15600-39100 along with Grade Pay 6000. You will be entitled the allowance/benefits as admissible from time to time with effect from the date on which you join the post on substantive basis.
    You will remain on probation for a period of one with effect from date on which you join the post. Regarding probation, confirmation and other conditions of service you will be guided by the West Bengal College Teachers (Security of Service) Act. 1977 and the Rules made there under in addition to the Government Orders and Rules and Status/Regulations.Rules/Ordinance of the University of Kalyani and Jatindra Rajendra Mahavidyalaya, Amtala, Murshidabad.
    Thanking you.

Yours faithfully,

Geetali Bera

Date-31.07.2014

Teacher-in-Charge/Secretary

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Murshidabad

ATTESTED

PR Ray

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Website : www.jrm.org.in
Phone. No (S.T.D.-03482) 247107 (Principal), 247244 (Office) Fax-03482-247244,
Email ID : principal @ jrm. org. in
info @ jrm. org. in

Jatindra-Rajendra Mahavidyalaya

ESTD--1986

NAAC ACCREDITED INSTITUTION

P.O.--Amtala ❖ Dist.--Murshidabad ❖ Pin Code-742121

Date.30.11.16

Ref. No.--- JRM -96- Msd /16

To,
Manirul Islam
Vill-Senpara, P.o-Malibari, Berhumpur
Dist-Murshidabad
Pin-742308,
West Bengal.

Letter of Appointment

Madam,

With reference to the recommendation no 651/Pol-Sc/KU/Recom/CSC/16 dated 11/11/2016 of West Bengal College Service Commission you are appointed as Assistant Professor in Political Science in the Jatindra Rajendra Mahavidyalaya in the scale of pay of Rs.15600-39100 along with Grade Pay 6000. You will be entitled the allowance/benefits as admissible from time to time with effect from the date on which you join the post on substantive basis.

You will remain on probation for a period of one year with effect from date on which you join the post. Regarding probation, confirmation and other conditions of service you will be guided by the West Bengal College Teachers (Security of Service) Act. 1977 and the Rules made there under in addition to the Government Orders and Rules and Status/Regulations. Rules/Ordinance of the University of Kalyani and Jatindra Rajendra Mahavidyalaya, Amtala, Murshidabad.

Thanking you.

Yours faithfully

Geetali Bera
30.11.16

Date-30/11/2016

Teacher-in-Charge/Secretary

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Dist. Murshidabad

ATTESTED

P. K. Ray
Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Website : www.jrm.org.in
Phone. No (S.T.D.-03482) 247107 (Principal), 247244 (Office) Fax-03482-247244,

Email ID : principal @ jrm.org.in
info @ jrm.org.in

Jatindra-Rajendra Mahavidyalaya

ESTD--1986

NAAC ACCREDITED INSTITUTION

P.O.--Amtala ❖ Dist.--Murshidabad ❖ Pin Code-742121

Ref. No.--- JRM-12-MSd/17   Date 21.01.17

To,
Santosh Mandal,
14/1/A, A.C Road, (East),
P.o-Khagra,
P.s-Berhampore
Dist-Murshidabad
Pin-742103,
West Bengal.

Letter of Appointment

Sir,

With reference to the recommendation no 1259/Sanskrit/KU/Recom/CSC/16 dated 20/12//2016 of West Bengal College Service Commission you are appointed as Assistant Professor in Sanskrit in the Jatindra Rajendra Mahavidyalaya in the scale of pay of Rs.15600-39100 along with Grade Pay 6000. You will be entitled the allowance/benefits as admissible from time to time with effect from the date on which you join the post on substantive basis.

You will remain on probation for a period of one year with effect from date on which you join the post. Regarding probation, confirmation and other conditions of service you will be guided by the West Bengal College Teachers (Security of Service) Act. 1977 and the Rules made there under in addition to the Government Orders and Rules and Status/Regulations. Rules/Ordinance of the University of Kalyani and Jatindra Rajendra Mahavidyalaya, Amtala, Murshidabad.

Thanking you.

Yours faithfully

Gutali Ba
21.1.17

Date-21/01/2017

Teacher-in-Charge/Secretary

Teacher-In-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Dist. Murshidabad

ATTESTED

P.R. Roy

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-Rajendra Mahavidyalaya

ESTD--1986

(NAAC ACCREDITED INSTITUTION)

P.O.--Amtala ✧ Dist.--Murshidabad ✧ Pin Code-742121

Ref. No.--JRM,-01-MSd/20

Date.10.01.2020

To,
Smt. Riya Biswas,
37, Barisha Purbapara,
P.o- Thakurpukur, P.s- Haridevpur,
Kolkata
Pin-700063,
West Bengal.

Letter of Appointment

Madam,

With reference to the recommendation no 1574-CSC/KU/(MSD)-09/17 dated 17/12/2019 of West Bengal College Service Commission and as per the decision of Governing Body in its meeting held on 09.01.2020 you are appointed as Assistant Professor in English in the Jatindra Rajendra Mahavidyalaya in the scale of pay of Rs.15600-39100 along with Grade Pay 6000. You will be entitled the allowance/benefits as admissible from time to time with effect from the date on which you join the post on substantive basis.

You will remain on probation for a period of one year with effect from date on which you join the post. Regarding probation, confirmation and other conditions of service you will be guided by the West Bengal College Teachers (Security of Service) Act. 1977 and the Rules made there under in addition to the Government Orders and Rules and Status/Regulations. Rules/Ordinance of the University of Kalyani and Jatindra Rajendra Mahavidyalaya, Amtala, Murshidabad.

Thanking you.

Yours faithfully

Gitali Bera
10.01.2020

Teacher-in-Charge/Secretary

Date- 10.01.2020
AMTALA . MURSHIDABAD

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O.-Amtala, Murshidabad

received
Riya Biswas.
10.01.2020

ATTESTED

P.R. Roy

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-Rajendra Mahavidyalaya

ESTD--1986

NAAC ACCREDITED INSTITUTION

P.O.--Amtala ✤ Dist.--Murshidabad ✤ Pin Code-742121

Ref. No.--- JRM-21-msd/15   Date 25/2/15

To,
Sri Pratima Banerjee,
32, Creek Lane, Ground Floor
Kolkata
Pin-700 014,
West Bengal.

Letter of Appointment

Madam,

  With reference to the recommendation no 1365/KU/RECOM/CSC/15 dated 11/02/2015 of West Bengal College Service Commission you are appointed as Assistant Professor in English in the Jatindra Rajendra Mahavidyalaya in the scale of pay of Rs.15600-39100 along with Grade Pay 6000. You will be entitled the allowance/benefits as admissible from time to time with effect from the date on which you join the post on substantive basis.

  You will remain on probation for a period of one with effect from date on which you join the post. Regarding probation, confirmation and other conditions of service you will be guided by the West Bengal College Teachers (Security of Service) Act. 1977 and the Rules made there under in addition to the Government Orders and Rules and Status/Regulations. Rules/Ordinance of the University of Kalyani and Jatindra Rajendra Mahavidyalaya, Amtala, Murshidabad.

  Thanking you.

                                        Yours faithfully

Date-25/02/2015   Teacher-in-Charge/Secretary

                              Teacher-in-Charge
                              Jatindra-Rajendra Mahavidyalaya
                              P.O. Amtala, Murshidabad

ATTESTED

Principal
Jatindra - Rajendra Mahavidyalaya
P.O. Amtala, Dist.- Murshidabad

JATINDRA-RAJENDRA MAHAVIDYALAYA

NAAC ACCREDIATED INSTITUTION

ESTD-1986

P.O – AMTALA   * '   **DIST - MURSHIDABAD**

Ref No.-JRM-63-Msd/07   Date-27/8/07

To
Md. Rabiul Awal
Sargachi Bagan
P.o- Sargachi Ashram
Dist- Murshidabad

<u>Sub-Letter of Appointment (Contractual Basis)</u>

Dear Sir,
    You are hereby appointed as a full-time teacher in English in this College with effect from 01.09.07 to 31.10.09, on remuneration of Rs- 6,000/- (Six thousand) per month.

    The nature of service is purely temporary & contract basis & is dissmissible. This appointment letter will be treated as cancelled if you fail to join by 01.09.07 .

    Thanking you.

ATTESTED

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Yours sincerely

27-8-07
Teacher-in-charge
J. R. Mahavidyalaya
Amtala, Murshidabad

Jatindra-RajendraMahavidyalaya
ESTD—1986

P.O-Amtala • Dist-Murshidabad • Pin Code-742121

Memo- JRM-48-Msd/2020   Date- 04/08/2020

From : The Teacher-in-Charge
Jatindra Rajendra Mahavidyalaya,
Amtala, Murshidabad.

To,
Sri Amit Dutta,
C/o- Asim Dutta,
44/6 K.N Road
P.o-Berhampore
P.s- Berhampore
Dist-Murshidabad,
Pin-742101

Sub: Approval of engagement of   Sri Amit Dutta as State Aided
CollegeTeacher, **Category-II** in Jatindra Rajendra Mahavidyalaya.He
was earlier engaged as PTT w.e.f 23.08.2010.

You are hereby engaged as State Aided College Teacher, **Category-II** of Political Science
w.e.f. 01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt.
23.12.2019 of the Higher Education Department, Govt. of West Bengal and Memo No. ED-
95/C7077/2020 dt. 24/06/2020 of Education Directorate.

The benefits/remuneration will be admissible as laid down in the Higher Education
Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent
Memorandum / GO issued in this respect from time to time.

GeetaliBera
4.8.2020
GeetaliBera
Teacher-in-Charge
J.R Mahavidyalaya

Encl: Approval order of Education Directorate

ATTESTED
Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-RajendraMahavidyalaya
ESTD—1986

P.O-Amtala • Dist-Murshidabad • Pin Code-742121

Memo- JRM-49-Msd/2020

Date- 04/08/2020

From : The Teacher-in-Charge
Jatindra Rajendra Mahavidyalaya,
Amtala, Murshidabad.

To,
Sri Badsha Jahangir,
C/o- Late Abdus Sattar,
Vill- Sankoa,
P.o-Amtala,
P.s- Nowda
Dist-Murshidabad,
Pin-742121

Sub: Approval of engagement of Sri Badsha Jahangir as State Aided CollegeTeacher, **Category-II** in Jatindra Rajendra Mahavidyalaya.He was earlier engaged as PTT w.e.f 07.12.1994..

You are hereby engaged as State Aided College Teacher, **Category-II** of Political Science w.e.f. 01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of the Higher Education Department, Govt. of West Bengal and Memo No. ED-95/C7077/2020 dt. 24/06/2020 of Education Directorate.

The benefits/remuneration will be admissible as laid down in the Higher Education Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent Memorandum / GO issued in this respect from time to time.

GeetaliBera
4-8-2020
GeetaliBera
Teacher-in-Charge
J.R Mahavidyalaya

Encl: Approval order of Education Directorate

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Dist. Murshidabad

ATTESTED
Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-RajendraMahavidyalaya
ESTD—1986

P.O-Amtala • Dist-Murshidabad • Pin Code-742121

Memo- JRM-50-Msd/2020

Date- 04/08/2020

From : The Teacher-in-Charge
Jatindra Rajendra Mahavidyalaya,
Amtala, Murshidabad.

To,
 Smt Kuheli Chowdhury,
C/o- Ramkrishna Chowdhury ,
Qtr No-C 48, Block-6
Street-7
P.o-Farakka Barrage,
P.s- Farakka
Dist-Murshidabad,
Pin-742212

Sub: Approval of engagement of Smt Kuheli Chowdhury as State Aided
CollegeTeacher, **Category-II** in Jatindra Rajendra Mahavidyalaya.She
was earlier engaged as PTT w.e.f 23.08.2010.

You are hereby engaged as State Aided College Teacher, **Category-II** of English w.e.f.
01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of
the Higher Education Department, Govt. of West Bengal and Memo No. ED-95/C7077/2020
dt. 24/06/2020 of Education Directorate.

The benefits/remuneration will be admissible as laid down in the Higher Education
Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent
Memorandum / GO issued in this respect from time to time.

GeetaliBera   4·8·2020
Teacher-in-Charge
J.R Mahavidyalaya

Encl: Approval order of Education Directorate

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Dist. Murshidabad

ATTESTED
Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-RajendraMahavidyalaya
ESTD—1986

P.O-Amtala   • Dist-Murshidabad • Pin Code-742121

Memo:- JRM-36-Msd/2020   Date- 04/08/2020

From : The Teacher-in-Charge
      Jatindra Rajendra Mahavidyalaya,
      Amtala, Murshidabad.

To,
 Sri Loknath Chakraborty,
C/o- Late Shiboram Chakraborty,
Chaterjeepara,
P.o-Beldanga,
P.s- Beldanga,
Dist-Murshidabad,
Pin-742133

      Sub: Approval of engagement of   Sri Loknath Chakraborty as State Aided
               CollegeTeacher, **Category-II** in Jatindra Rajendra Mahavidyalaya.He
               was earlier engaged as PTT w.e.f 01.04.1996.

You are hereby engaged as State Aided College Teacher, **Category-II** of History w.e.f.
01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of
the Higher Education Department, Govt. of West Bengal and Memo No. ED-95/C7077/2020
dt. 24/06/2020 of Education Directorate.

      The benefits/remuneration will be admissible as laid down in the Higher Education
Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent
Memorandum / GO issued in this respect from time to time.

                                        GeetaliBera
                                   Teacher-in-Charge
                                   J.R Mahavidyalaya

Encl: Approval order of Education Directorate

ATTESTED

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Dist. Murshidabad

Jatindra-RajendraMahavidyalaya
ESTD—1986

Memo-JRM-37-Msd/2020   Date- 04.08.2020

From : The Teacher-in-Charge
Jatindra Rajendra Mahavidyalaya,
Amtala, Murshidabad.

To,
Smt Tania Khatun,
C/o- Late Md Hasan Ulla ,
Kalandarbagh (Golapbagh)
Lalbagh
P.o+P.s+Dist- Murshidabad
Pin-742149

Sub: Approval of engagement of   Smt Tania Khatun as State Aided
CollegeTeacher, **Category-II** in Jatindra Rajendra Mahavidyalaya.She
was earlier engaged as PTT w.e.f 23.08.2010.

You are hereby engaged as State Aided College Teacher, **Category-II** of Philosophy w.e.f.
01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of
the Higher Education Department, Govt. of West Bengal and Memo No. ED-95/C7077/2020
dt. 24/06/2020 of Education Directorate.

The benefits/remuneration will be admissible as laid down in the Higher Education
Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent
Memorandum / GO issued in this respect from time to time.

GeetaliBera
4.8.2020
Teacher-in-Charge
J.R Mahavidyalaya

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Dist. Murshidabad

Encl: Approval order of Education Directorate

ATTESTED
Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-RajendraMahavidyalaya
ESTD—1986

P.O-Amtala • Dist-Murshidabad • Pin Code-742121

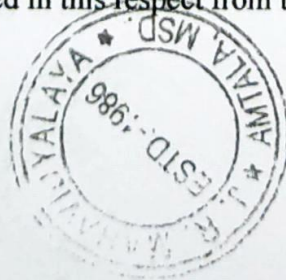Memo- JRM-41-Msd/2020   Date- 04/08/2020

From : The Teacher-in-Charge
        Jatindra Rajendra Mahavidyalaya,
        Amtala, Murshidabad.

To,
 Smt Najma Akter,
C/o- Anowarul Islam ,
Vill- Custom Ghat
P.o- Aurangabad
P.s- Suti
Dist- Murshidabad
Pin-742201

      Sub: Approval of engagement of   Smt Najma Akter as State Aided
                CollegeTeacher, **Category-II** in Jatindra Rajendra Mahavidyalaya.She
                was earlier engaged as PTT w.e.f 02.01.2004.

You are hereby engaged as State Aided College Teacher, **Category-II** of History w.e.f.
01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of
the Higher Education Department, Govt. of West Bengal and Memo No. ED-95/C7077/2020
dt. 24/06/2020 of Education Directorate.

      The benefits/remuneration will be admissible as laid down in the Higher Education
Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent
Memorandum / GO issued in this respect from time to time.

                                           GeetaliBera   4.8.2020
                                           GeetaliBera
                                           Teacher-in-Charge
                                           J.R Mahavidyalaya

Encl: Approval order of Education Directorate

                                           Teacher-in-Charge
                                     Jatindra-Rajendra Mahavidyalaya
                                     P.O. Amtala, Murshidabad

ATTESTED

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-RajendraMahavidyalaya
ESTD—1986

P.O-Amtala • Dist-Murshidabad • Pin Code-742121

Memo- JRM-39-Msd/2020   Date- 04/08/2020

From : The Teacher-in-Charge
       Jatindra Rajendra Mahavidyalaya,
       Amtala, Murshidabad.

To,
 Sri Sahidul Islam Mondal
 C/o- Separuddin Mondal
 Vill- Raipur Dakshinpara,
 P.o- Raipur Mirpur
 P.s- Nowda,
 Dist- Murshidabad
 Pin-742121

Sub: Approval of engagement of Sri Sahidul Islam Mondal as State Aided
     CollegeTeacher, **Category-II** in Jatindra Rajendra Mahavidyalaya.He
     was earlier engaged as PTT w.e.f 03.11.1995.

You are hereby engaged as State Aided College Teacher, **Category-II** of Bengali w.e.f.
01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of
the Higher Education Department, Govt. of West Bengal and Memo No. ED-95/C7077/2020
dt. 24/06/2020 of Education Directorate.

        The benefits/remuneration will be admissible as laid down in the Higher Education
Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent
Memorandum / GO issued in this respect from time to time.

                                              GeetaliBera 4-8-2020
                                              GeetaliBera
                                              Teacher-in-Charge
                                              J.R Mahavidyalaya

                                              Teacher-in-Charge
                                              Jatindra-Rajendra Mahavidyalaya
                                              P.O. Amtala, Dist. Murshidabad

Encl: Approval order of Education Directorate

ATTESTED
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-RajendraMahavidyalaya
ESTD—1986

P.O-Amtala • Dist-Murshidabad • Pin Code-742121

From : The Teacher-in-Charge
Jatindra Rajendra Mahavidyalaya,
Amtala, Murshidabad.

To,
Smt Supti Sanyal,
C/o- Kaliprasad Bhattacharyya,
Vill- Amtala,
P.o-Amtala,
P.s- Nowda
Dist-Murshidabad,
Pin-742121

Sub: Approval of engagement of Smt Supti Sanyal as State Aided CollegeTeacher, **Category-II** in Jatindra Rajendra Mahavidyalaya.She was earlier engaged as PTT w.e.f 04.11.1995..

You are hereby engaged as State Aided College Teacher, **Category-II** of Bengali w.e.f. 01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of the Higher Education Department, Govt. of West Bengal and Memo No. ED-95/C7077/2020 dt. 24/06/2020 of Education Directorate.

The benefits/remuneration will be admissible as laid down in the Higher Education Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent Memorandum / GO issued in this respect from time to time.

GeetaliBera 4-8-2020.
GeetaliBera
Teacher-in-Charge
J.R Mahavidyalaya

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Dist. Murshidabad

Encl: Approval order of Education Directorate

ATTESTED
Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-RajendraMahavidyalaya

ESTD—1986

P.O-Amtala • Dist-Murshidabad • Pin Code-742121

Memo- JRM-47-Msd/2020   Date- 04/08/2020

From : The Teacher-in-Charge
Jatindra Rajendra Mahavidyalaya,
Amtala, Murshidabad.

To,
Sri Biswajit Chakraborty,
C/o-Bholanath Chakraborty,
Vil- Chatterjeepara,
P.o+P.s--Beldanga
Dist-Murshidabad,
Pin-742133

Sub: Approval of engagement of Sri Biswajit Chakraborty as State Aided CollegeTeacher, **Category-II** in Jatindra Rajendra Mahavidyalaya.He was earlier engaged as Guest Teacher w.e.f 25.03.2014.

You are hereby engaged as State Aided College Teacher, **Category-II** of Sanskrit w.e.f. 01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of the Higher Education Department, Govt. of West Bengal and Memo No. ED-109/C7707/2020 dt. 20/07/2020 of Education Directorate.

The benefits/remuneration will be admissible as laid down in the Higher Education Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent Memorandum / GO issued in this respect from time to time.

GeetaliBera 4-8 2020
GeetaliBera
Teacher-in-Charge
J.R Mahavidyalaya

Encl: Approval order of Education Directorate

Teacher-in-Charge
P.O. Amtala, Dist. Murshidabad

ATTESTED

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-RajendraMahavidyalaya
ESTD—1986

P.O-Amtala • Dist-Murshidabad • Pin Code-742121

Memo- JRM-42-Msd/2020   Date- 04/08/2020

From : The Teacher-in-Charge
       Jatindra Rajendra Mahavidyalaya,
       Amtala, Murshidabad.

To,
 Sri Khosh Mohammad,
 C/o-Md Israil,
 Vil+P.o-Baruipara
 P.s- Palashipara
 Dist-Nadia,
 Pin-741156

Sub: Approval of engagement of Sri Khosh Mohammad as State Aided
        CollegeTeacher, **Category-II** in Jatindra Rajendra Mahavidyalaya.He
        was earlier engaged as Guest Teacher w.e.f 28.01.2016.

You are hereby engaged as State Aided College Teacher, **Category-II** of Arabic w.e.f.
01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of
the Higher Education Department, Govt. of West Bengal and Memo No. ED-
109/C7077/2020 dt. 20/07/2020 of Education Directorate.

The benefits/remuneration will be admissible as laid down in the Higher Education
Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent
Memorandum / GO issued in this respect from time to time.

GeetaliBera
4.8.2020
GeetaliBera
Teacher-in-Charge
J.R Mahavidyalaya

Encl: Approval order of Education Directorate

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Dist. Murshidabad

ATTESTED

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-RajendraMahavidyalaya

ESTD—1986

P.O-Amtala • Dist-Murshidabad • Pin Code-742121

Memo- JRM-40-Msd/2020

Date- 04/08/2020

From : The Teacher-in-Charge
Jatindra Rajendra Mahavidyalaya,
Amtala, Murshidabad.

To,
Sri Sk Md Sirajul Islam,
C/o- SK Firoza,
Chawk Daulatmoder,
P.o+P.s- Murshidabad
Dist-Murshidabad,
Pin-742149

Sub: Approval of engagement of Sri Sirajul Islam as State Aided
CollegeTeacher, **Category-II** in Jatindra Rajendra Mahavidyalaya.He
was earlier engaged as Guest Teacher w.e.f 25.03.2014..

You are hereby engaged as State Aided College Teacher, **Category-II** of Arabic w.e.f.
01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of
the Higher Education Department, Govt. of West Bengal and Memo No. ED-
109/C7077/2020 dt. 20/07/2020 of Education Directorate.

The benefits/remuneration will be admissible as laid down in the Higher Education
Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent
Memorandum / GO issued in this respect from time to time.

GeetaliBera   4·8·2020
Teacher-in-Charge
J.R Mahavidyalaya

Encl: Approval order of Education Directorate

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Dist. Murshidabad

ATTESTED

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-RajendraMahavidyalaya
ESTD—1986

P.O-Amtala • Dist-Murshidabad • Pin Code-742121

Memo- JRM-46-Msd/2020   Date- 04/08/2020
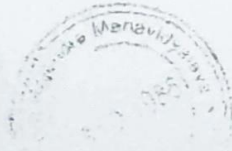
From : The Teacher-in-Charge
       Jatindra Rajendra Mahavidyalaya,
       Amtala, Murshidabad.

To,
 Sri Sufal Sarkar,
C/o-Dhirendra Nath Sarkar,
Vill-Karimpur Hospital Para,
P.o+P.s-Karimpur,
Dist-Nadia,
Pin-741152

         Sub: Approval of engagement of Sri Sufal Sarkar as State Aided College
                Teacher, **Category-II** in Jatindra Rajendra Mahavidyalaya.He was
                earlier engaged as Guest Teacher w.e.f 05.05.2017..

You are hereby engaged as State Aided College Teacher, **Category-II** of Education w.e.f.
01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of
the Higher Education Department, Govt. of West Bengal and Memo No. ED-
109/C7077/2020 dt. 20/07/2020 of Education Directorate.

       The benefits/remuneration will be admissible as laid down in the Higher Education
Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent
Memorandum / GO issued in this respect from time to time.

                                                 GeetaliBera
                                                 4.8.2020
                                                 GeetaliBera
                                                 Teacher-in-Charge
                                                 J.R Mahavidyalaya

Encl: Approval order of Education Directorate

ATTESTED

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

                                                 Teacher-in-Charge
                                             Jatindra Rajendra Mahavidyalaya
                                              P.O.-Amtala, Dist. Murshidabad

Jatindra-RajendraMahavidyalaya
ESTD—1986

Memo- JRM-43-Msd/2020

Date- 04/08/2020

From : The Teacher-in-Charge
Jatindra Rajendra Mahavidyalaya,
Amtala, Murshidabad.

To,
Sri Chandan Dutta,
C/o- Nirmal Dutta,
Vil-+P.o- Satitara,
P.s- Burwan
Dist-Murshidabad,
Pin-742132

Sub: Approval of engagement of Sri Chandan Dutta as State Aided
CollegeTeacher, **Category-I** in Jatindra Rajendra Mahavidyalaya.He
was earlier engaged as Guest Teacher w.e.f 10.07.2019..

You are hereby engaged as State Aided College Teacher, **Category-I** of Sanskrit w.e.f.
01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of
the Higher Education Department, Govt. of West Bengal and Memo No. ED-
109/C7077/2020 dt. 20/07/2020 of Education Directorate.

The benefits/remuneration will be admissible as laid down in the Higher Education
Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent
Memorandum / GO issued in this respect from time to time.

GeetaliBera 4-8-2020
GeetaliBera
Teacher-in-Charge
J.R Mahavidyalaya

Encl: Approval order of Education Directorate

ATTESTED
P.R.Roy
Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Teacher-in-Charge
Jatindra Rajendra Mahavidyalaya

Jatindra-RajendraMahavidyalaya
ESTD—1986

P.O-Amtala • Dist-Murshidabad • Pin Code-742121

Memo- JRM-45-Msd/2020   Date- 04/08/2020

From : The Teacher-in-Charge
Jatindra Rajendra Mahavidyalaya,
Amtala, Murshidabad.

To,
Sri Mithun Kumar Ghosh,
C/o-Naba Kumar Ghosh,
Vill+P.o- Kishorepur
P.s-Karimpur,
Dist-Nadia,
Pin-741165

Sub: Approval of engagement of Sri Mithun Kumar Ghosh as State Aided
CollegeTeacher, **Category-II** in Jatindra Rajendra Mahavidyalaya.He
was earlier engaged as Guest Teacher w.e.f 07.09.2011.

You are hereby engaged as State Aided College Teacher, **Category-II** of Education w.e.f.
01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of
the Higher Education Department, Govt. of West Bengal and Memo No. ED-
109/C7077/2020 dt. 20/07/2020 of Education Directorate.

The benefits/remuneration will be admissible as laid down in the Higher Education
Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent
Memorandum / GO issued in this respect from time to time.

GeetaliBera 4·8·2020
GeetaliBera
Teacher-in-Charge
J.R Mahavidyalaya

Encl: Approval order of Education Directorate

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Dist. Murshidabad

ATTESTED

Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad

Jatindra-RajendraMahavidyalaya

ESTD—1986

P.O-Amtala • Dist-Murshidabad • Pin Code-742121

Memo- JRM-44-Msd/2020

Date- 04/08/2020

From : The Teacher-in-Charge
Jatindra Rajendra Mahavidyalaya,
Amtala, Murshidabad.

To,
Sri Muddaser Sk,
C/o- Israfil Haque,
Vil- Majhyampore,
P.o- Majhyampore,
P.s- Beldanga
Dist-Murshidabad,
Pin-742189

Sub: Approval of engagement of Sri Muddaser Sk as State Aided
CollegeTeacher, **Category-I** in Jatindra Rajendra Mahavidyalaya. He
was earlier engaged as Guest Teacher w.e.f 05.07.2019..

You are hereby engaged as State Aided College Teacher, **Category-I** of Arabic w.e.f.
01.01.2020 in terms of the Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of
the Higher Education Department, Govt. of West Bengal and Memo No. ED-
109/C7077/2020 dt. 20/07/2020 of Education Directorate.

The benefits/remuneration will be admissible as laid down in the Higher Education
Department's Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 and subsequent
Memorandum / GO issued in this respect from time to time.

GeetaliBera 4.8.2020
GeetaliBera
Teacher-in-Charge
J.R Mahavidyalaya

Encl: Approval order of Education Directorate

Teacher-in-Charge
Jatindra-Rajendra Mahavidyalaya
P.O. Amtala, Dist. Murshidabad

ATTESTED
P.R Roy
Principal
Jatindra - Rajendra Mahavidyalaya
P.O.- Amtala, Dist.- Murshidabad