

# KHARUPETIA COLLEGE

Kharupetia, Darrang, Assam- 784115

E-mail: [kharupetiacollege@gmail.com](mailto:kharupetiacollege@gmail.com)

Website: [www.kharupetiacollege.ac.in](http://www.kharupetiacollege.ac.in)

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## THIRD CYCLE NAAC ACCREDITATION

### CRITERION 6 – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.3: FACULTY EMPOWERMENT STRATEGIES

6.3.1: The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Submitted to



THE NATIONAL ASSESMENT AND ACCREDITATION COUNCIL

6.3.1: The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

### INDEX OF DOCUMENTS

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**KHARUPETIA COLLEGE, KHARUPETIA**

**FORMAT OF ANNUAL PERFORMANCE APPRAISAL REPORT OF  
TEACHERS**

**ACADEMIC YEAR: 2021-22**

1. Name of Teacher :

2. Designation :

3. Department :

4. Educational Qualification :

5. Specialization :

6. Date of Joining :

7. Date of Birth :

8. Whether computer literate :

9. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS DURING THE YEAR :

A) Publication Papers in Journals during the year: 2020-21-22

Sl.nos	Title with page numbers	Journal	ISSN/ISBN No	Whether peer reviewed impact factor, if any	No of co-author	Whether you are the main author

B) Articles/ chapters Published in Books during the year: 2020-21-22

Sl.Nos	Title with page numbers	Book title, Editor & publisher	ISSN/ISBN No	Whether peer reviewed impact factor, if any	No of co-author	Whether you are the main author


**C) Full Papers in conference proceedings during the year: 2020-21-22**

Sl.Nos	Title with page /numbers	Details of conference publication	ISSN/ISBN No	Whether peer reviewed impact factor, if any	No of co-author	Whether you are the main author

**D) Books Published as author or as editor during the year: 2020-21-22**

Sl.No	Title with page nos	Type of book & authorship	Publisher & ISSN/ISBN No.	Whether Peer reviewed	Remarks

**E) Ongoing/ Completed Research Project: 2020-21-22**

Sl.No	Title	Funding Agency	Period	Grant/Amount mobilized(Rs. Lakh)	Remarks

**F) Completed Research Project: 2020-21-22**

Sl.No	Title	Funding Agency	Period	Grant/Amount mobilized(Rs. Lakh)	Remarks

H) Training Course/ Orientation/Refresher Course/Short Term Course/ Faculty Development programmes attended during the year: 2020-21 - 22

SL Nos.	Name of the Course	Place	Duration	Sponsoring Agency

I) Papers Presented in Conferences, Seminars, Workshops, Symposia during the Year 2020-21-22

SL Nos.	Title of The Paper Presented	Organised by	Whether International/ National/ State/ Regional/ College or University Level

J) Invited Lectures and Chairmanships at National or International Conference/ Seminar etc.

SL No	Title of the paper presented	Title of the seminar/conference	Organized by	Whether International/National /State/Regional/ college/university

10. Details of Contribution to corporate life of the College:

Signature of HoD

Signature of the Teacher



**KHARUPETIA COLLEGE, KHARUPETIA**

**FORMAT OF ANNUAL PERFORMANCE APPRAISAL REPORT OF TEACHERS**

**ACADEMIC YEAR: 2020-21**

- |                              |                                 |
|------------------------------|---------------------------------|
| 1. Name of Teacher           | : DR. JAKIR HUSSAIN CHOUDHURY   |
| 2. Designation               | : Assistant Professor           |
| 3. Department                | : Philosophy                    |
| 4. Educational Qualification | : M.A, B.Ed, LL.B, M.Phil, Ph.D |
| 5. Specialization            | : Logic                         |
| 6. Date of Joining           | : 29-11-2002                    |
| 7. Date of Birth             | : 29-01-1975                    |
| 8. Whether computer literate | : Yes                           |



## 9. RESEARCH, PUBLICATIONS AND ACADEMIC CONTRIBUTIONS DURING THE YEAR :

### A) Publication Papers in Journals during the year: 2020-21

Sl.nos	Title with page numbers	Journal	ISSN/ISBN No	Whether peer reviewed impact factor, if any	No of co-author	Whether you are the main author
01	Understanding the relationship between peace, war and Philosophy	Kala: The Journal of Indian Art History Congress	ISSN:0975-7945 Volume No-27, No. 1(VI) 2020-21	UGC Care List		Jakir Hussain Choudhury

### B) Articles/ chapters Published in Books during the year: 2020-21

SL.Nos	Title with page numbers	Book title, Editor & publisher	ISSN/ISBN No	Whether peer reviewed impact factor, if any	No of co-author	Whether you are the main author
Nil	Nil	Nil	Nil	Nil	Nil	Nil

### C) Full Papers in conference proceedings during the year: 2020-21

SLNos	Title with page /numbers	Details of conference publication	ISSN/ISBN No	Whether peer reviewed impact factor, if any	No of co-author	Whether you are the main author

01	Community Ethics and Environmental Protection: Issues and Challenges in Assam, Page-78	Learning Environment for the 21 <sup>st</sup> Century: Issues and Challenges. Deptt. Of Education, Bamanpukur Humayun Kabir Mahavidyalaya, West Bengale. Date of publication-16 <sup>th</sup> feb.2021	ISBN-978-81-948929-1-5	Nil	Nil	Jakir Hussain Choudhury
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**D) Books Published as author or as editor during the year: 2020-21**

Sl.No	Title with page nos	Type of book & authorship	Publisher & ISSN/ISBN No.	Whether Peer reviewed	Remarks
Nil	Nil	Nil	Nil	Nil	Nil

**E) Ongoing/ Completed Research Project: 2020-21**

Sl.No	Title	Funding Agency	Period	Grant/Amount mobilized(Rs. Lakh)	Remarks
Nil	Nil	Nil	Nil	Nil	Nil

**F) Completed Research Project: 2020-21**

Sl.No	Title	Funding Agency	Period	Grant/Amount mobilized(Rs. Lakh)	Remarks
Nil	Nil	Nil	Nil	Nil	Nil



**H) Training Course/ Orientation/Refresher Course/Short Term Course/ Faculty Development programmes attended during the year: 2020-21**

Sl. Nos.	Name of the Course	Place	Duration	Sponsoring Agency
1	Refresher course	Mizoram University, Aizawl, Mizoram	2 weeks (19-08-2020 to 01-09-2020)	UGC-STRIDE PROGRAM
2	Refresher Course	Jawaharlal Nehru University, New Delhi	2 weeks (05-10-2020 to 17-10-2020)	HRDC
3	Faculty Development Programme	Golaghat Commerce College	1 week (07-09-2020-12.09.2020)	UGC

**I) Papers Presented in Conferences, Seminars, Workshops, Symposia during the Year 2020-21**

Sl. Nos.	Title of The Paper Presented	Organised by	Whether International/ National/ State/ Regional/ College or University Level
1	Involvement of Community in environmental Protection-An Empirical study in Assam	3 <sup>rd</sup> , 4 <sup>th</sup> & 5 <sup>th</sup> February-2020 Deptt. of Economics, Gossaigaon College, Kokrajhar, Assam	ICSSR International Seminar

**J) Invited Lectures and Chairmanships at National or International Conference/ Seminar etc.**

Sl. No	Title of the paper presented	Title of the seminar/conference	Organized by	Whether International/National /State/Regional/ college/university
Nil	Nil	Nil	Nil	Nil



**10. Details of Contribution to corporate life of the College:**

- i. Coordinator, Krishna Kanta Handiqui State Open University from 2009 to till today.
- ii. Professor Incharge, Students' Union from 2014 to till today.
- iii. Member of Extension Education Cell from 2012 to till today.
- iv. Member of Admission Committee from 2012 to till today.
- v. Member of Students' Union Election from 2012 till today.
- vi. Member of Seminar Cell from 2012 to 2020.
- vii. Member of Career Counseling Cell.
- viii. Invigilators, Examiners, & Question papers setter.

*Pooja Tripathi*  
Signature of HoD

*Jakir Husein Chowdhury.*  
Signature of the Teacher



**KHARUPETIA COLLEGE**

**WELFARE MEASURES FOR TEACHING  
AND NON-TEACHING STAFF**

## **BRIEF REPORT OF THE WELFARE MEASURES**

The college authority undertakes a number of welfare measures for the teaching and non-teaching employees with a view to improve the level of job satisfaction, motivation, standard of living and productivity of employees. Welfare measures that are currently in practice are listed and described as below:

### **MEASURES FOR ACADEMIC & INTELLECTUAL DEVELOPMENT:**

- ✓ The college time to time organizes training for both teaching and non-teaching staff & encourages its teaching staff to participate in Seminar, Workshop Conferences, FDP, Refresher & Orientation Programmes etc .
- ✓ Laptop/ Desktop to all departments.
- ✓ Membership of N-List.
- ✓ Reading Room in library

### **GYMNASIUM**

The college has a gymnasium for the students and the staffs to carry out a healthy lifestyle. It has equipments like dumbbells, barbells etc. for an effective workout.

### **SPORTS**

The College has a big auditorium which is used for indoor games like carom, badminton etc. The college also has spacious place for outdoor games. To remain healthy and stress free, sometimes both teaching and non-teaching staff enjoy indoor and outdoor games in the sports complex within the college campus.

### **MUTUAL BENEFIT FUND**

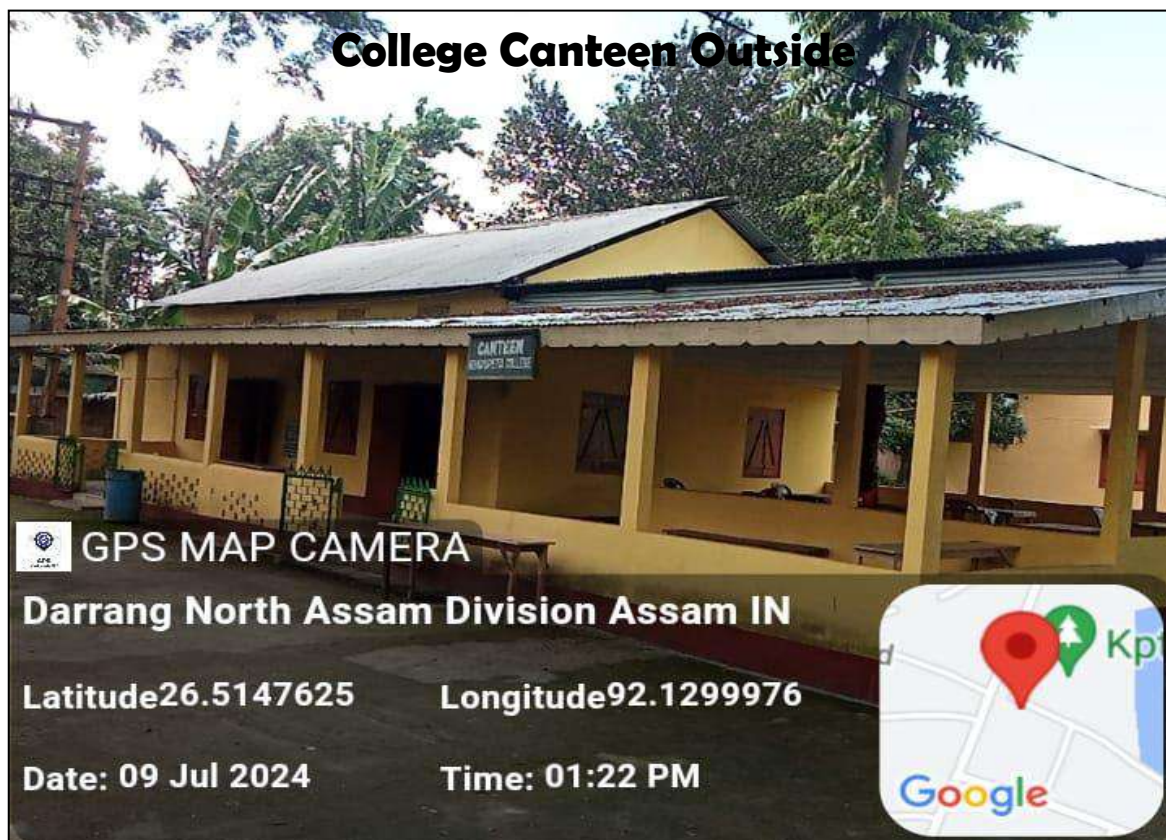
Employees mutual benefit fund is created out of the monthly contributions of both the teaching and the non-teaching staff. Members of the Fund can avail loan at a low rate of interest & within short period.

### **GROUP INSURANCE**



## CANTEEN FACILITIES

The College has a canteen facility both for teaching and non-teaching staffs with comfortable seating arrangements. The canteen is located inside the College Campus & it is functioning well with good quality food stuffs.



## **PURE DRINKING WATER FACILITIES**

The college has pure drinking water facilities within the college campus.



## **VARIOUS TYPES OF LEAVE**

### **Medical Leave**

The college also has the provision to provide medical leave to its employees on some major health issues.

### **Maternity Leave**

The college also has the provision to provide maternity leave to women employees as per the Maternity Benefit Act as well as Assam Govt. Rules.

### **Child Care Leave (for women teachers)**

Women employees having minor children (children upto 18 years of age) may be granted Child Care Leave(CCL) by an authority as per the Rules of Assam Government for taking care of up to two minor children whether for rearing or to look after any of their needs like examination, sickness etc.

### **Earned Leave**

The college also provides Earned Leave to its staff to serve as Resource Person or to attend seminar, conference, RCs, OCs etc.

## LIBRARY FACILITIES

Library facilities with decent seating arrangements and also equipped with computer, internet & wi-fi facilities are available for teaching staffs of the college. Apart from text and references books, the central library of the college presently has e-subscription including DelNET, NList, e-Shodhshindhu and a magazine and journal sections. Both the teaching and non-teaching staffs are benefitted with these books, magazines, journals and e-resources to improve their level of knowledge and aptitude.

## SAFETY WELFARE MEASURES

- ❖ The college also has safety provisions towards its staff.
- ❖ CC TV Camera surveillance in the college campus.

## Surveillance Monitor





## **GREEN CAMPUS FACILITY**



## **SEPARATE TOILETS FOR MALE & FEMALE STAFF.**

## **PENSION BENEFITS**

The institution being a provincialised college, its employees get the benefit of pension as per the rules of Government.

## **CLEAN AND HYGIENIC ENVIRONMENT FOR WORK**

The college appoints staff for maintaining cleanliness of the classrooms, staff room, campus etc. in order to provide a clean and hygienic environment to its staff.

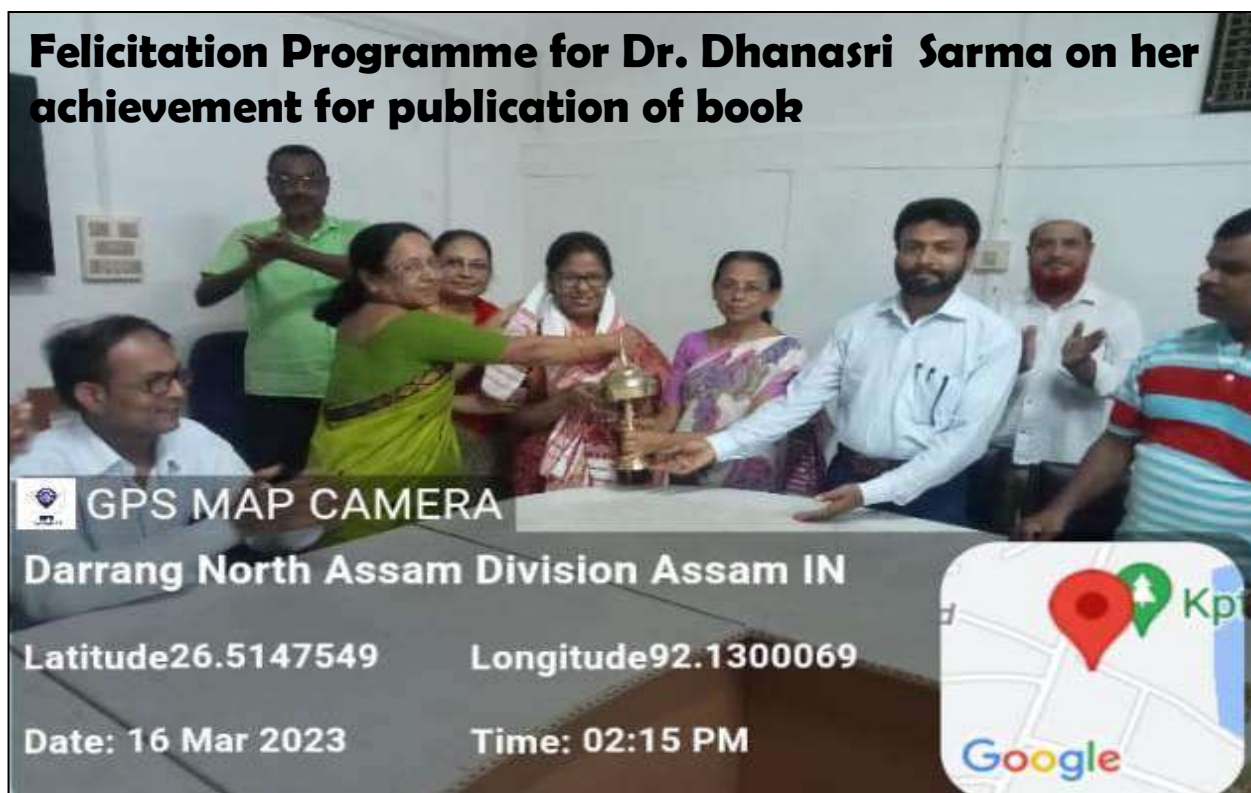
## **FELICITATION**

The college felicitates Teaching and Non-Teaching Staffs on their achievements to recognize their appreciable work.



### **FELICITATION PROGRAMME**

#### **Felicitation Programme for Dr. Dhanasri Sarma on her achievement for publication of book**



### **MEDICAL ASSISTANCE**

The college has a health centre for the staffs as well as students. All the first aid provisions are maintained. The college time to time conducts Health Check-up camps, Blood Donation Camp, awareness programmes on various health issues etc. with the initiative of Health Centre of the college.

**GOVERNMENT OF ASSAM  
FINANCE (ESTT-A) DEPARTMENT  
DISPUR, GUWAHATI-6.**



No.FEG.11/2013/53

Dated Dispur the 7<sup>th</sup> January, 2015.

**Notification**

Consequent upon the decisions taken by the Government of Assam relating to Maternity Leave, the Governor of Assam is pleased to decide that the existing provisions of SR- 120 (1) of Fundamental Rules and Subsidiary Rules shall be amended as follows in respect of the female employees of Government of Assam :-

The existing ceiling of 135 days Maternity Leave provided in Finance Department's Notification No.FEG.5/98/15 dated 28-06-2005 shall be enhanced to 180 days with the following conditions:-

- (i) The women employees in whose case the period of 135 days of Maternity Leave has not expired on the date of this Notification shall also be entitled to the Maternity Leave of 180 days.
- (ii) The Maternity Leave can be taken only in one spell and not in segments.
- (iii) The proposed 180 days of Maternity Leave will be inclusive of holidays.
- (iv) In case of Women employees of Vacation Institutions, if the Maternity Leave period overlaps with the period of vacation, fully or partly, then the Maternity Leave period will be inclusive of the vacation period to the extent of the overlap.
- (v) After having one living child, if twins or more babies are born at a time, then also the woman employee will be eligible for normal Maternity Leave as applicable in case of delivery of a single baby.
- (vi) Any Woman employee with less than two surviving children at any point in time can avail Maternity Leave.

The existing provision of SR-121 (1) (a) of FRs & SRs as provided vide Finance Department's Notification No.FEG.11/2010/1 dated 12-04-2010 shall be substituted by the following :-

"SR-121 (1) (a)- Maternity Leave can be combined with leave of any kind as due up to 45 days in addition to 180 days of Maternity Leave".

All other conditions leaving this as laid down in Finance Department's Notification No.FEG.23/78/363 dated 14-09-1990, No.FEG.14/94/47 dated 01-11-1997, No.FEG 5/98/21 dated 10-10-2006 shall remain same.

This order shall take effect from the date of issue of this Notification.. i.e., dated 07-01-2015.

*[Signature]*  
Co-ordinator  
IQAC  
Kharmunsa College

*[Signature]*  
Principal  
Kharmunsa College



Memo No.FEG.11/2013/53-A

Dated Dispur, the 7<sup>th</sup> January, 2015.

Copy forwarded to

1. The A.G. (A & E) Assam, Guwahati-29.
2. Staff Officers to Chief Secretary, Assam.
3. All Principal Secretaries/Commissioner & Secy./Secretaries to the Govt. of Assam
4. All Administrative Department
5. All Heads of Departments
6. All Commissioners of Division, Assam
7. All Sr. F.As./F.As. all Department's Dispur.
8. All Treasury Officers/Sub-Treasury Officers.
9. The Trade Adviser to the Govt. of Assam, Assam House, 8 Russel Street, Kolkata.
10. The Resident Commissioner, Assam House, New Delhi/Liaison officer, Assam House, Shillong/Assam House, Mumbai.
11. To the Principal Secretary, Karbi Anglong Autonomous Council, Dhipu/N.C. Hills Autonomous Council, Haflong.
12. The Principal Secretary B.T.C., Kokrajhar Rabha Hasong Autonomous Council, Dudhnoi, Goalpara/Lalung (Tiwa) Autonomous Council, Morigaon/Mising Autonomous, Gogamakh, Dhemaji.
13. The Director Printing & Stationery, Assam Government Press, Bamunimaidam, Ghy-21 for publication in the next issue of Assam Gazette.
14. (e-Governance, Unit), Finance (Estt.-B) Department for uploading the O.M. in Government portal.

By order etc.,

*D. DeKA*  
7-1-2015

Under Secretary to the Govt. of Assam,  
Finance (Estt-A) Department  
Dispur.

*Shalini*  
Co-ordinator  
IOAC  
Kharanatia College

*Shalini*  
Principal  
Kharanatia College



GOVERNMENT OF ASSAM  
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM  
KAHILIPARA, GUWAHATI- 19

No.G(B) Misc.186/2015/11

Dated Kahilipara the 31-10-2015

From : Sri P. Jidung, M.A., M.Phil., LL.B., AES,  
Director, Higher Education, Assam  
Kahilipara, Guwahati-19.



To, ✓ The Principal,  
College/ Mahavidyalaya,  
P.O.- District-

Sub : Granting of 2 years (730 days) Child Care Leave to Women  
employees of Government of Assam.

Ref. : No.FEG.11/2013/Pt.-11/28, dated 31-07-2015.

Sir,

With reference to the letter on the subject cited above, I have the honour to forward herewith a Govt. Notification issued by Finance (Estt-A) Department, Govt. of Assam vide No.FEG.11/2013/Pt.-11/28, dated 31-07-2015 in connection with granting of 2 years (730 days) Child Care Leave to Women employees of Government of Assam and request you to take necessary steps as per Clause 22 of the Assam College Employees (Provincialisation) Rules, 2010 in force.

Yours faithfully,

Director, Higher Education, Assam.  
Kahilipara, Guwahati- 19.

Memo No.G(B) Misc.186/2015/11-A  
Copy to :

Dated Kahilipara the 31-10-2015

- 1) The P.S. to Hon'ble Minister, Education, Assam for kind appraisal to the Minister, Education, Assam.
- 2) The P.S. to the Commissioner and Secretary to the Govt. of Assam, Education (Higher) Department, Dispur, Guwahati-6 for kind appraisal to the Commissioner and Secretary.
- 3) All Officers of this Directorate.
- 4) The Guard file.

Mausumi  
Saha Kalita

Digitally signed by  
Mausumi Saha Kalita  
Date: 2024.07.05 16:19:13  
+05'30'

Director, Higher Education, Assam.  
Kahilipara, Guwahati- 19.



To

The Principal, Kharupetia College.

Date 21.3.2023

Sub: Application for granting C.C.L.

Madam,

With due respect, I beg to inform you that I had applied for C.C.L. for matriculation Examination of my son on the dates mentioned below. Likewise, I was absent in College on those days.

I therefore request you to grant me C.C.L. for those days only.

Absent dates

- 1) 25/2/2023
- 2) 2/3/2023
- 3) 3/3/2023
- 4) 14/3/2023
- 5) 16/3/2023
- 6) 20/3/2023

Yours faithfully,

Aparajita Devi

H.O.D. Sanskrit

*Tr. Aselt / A. Zaman*  
*put up for H/O*  
*21/03/2023*  
Principal  
Kharupetia College  
Kharupetia, Assam

To

The Principal  
Kharupetia College, Kharupetia  
Darrang Assam

Date - 3.6.23

Sub. Application for E.L.  
Through HoD, Arabic.

Madam,

With due respect I beg  
to state that I am going to Mecca  
to perform Hajj Pilgrimage this  
year. The schedule of my flight is  
08.06.2023.

Therefore, I fervently  
request you kindly to consider  
my application for E.L. from 6th June  
to 28th June 2023.

Yours faithfully  
Md. Imran Ali.  
Associate Professor  
DepH. of Arabic

Forwarded to Principal  
Madam, for necessary action.  
Mr  
HoD, Arabic  
03/06/2023,  
Associate Professor & HoD, Arabic  
Kharupetia College

EL

জাতি,  
আননীম অধিকা আত্মদেহ, মাঝাডাৰীয়া  
আহমদিয়াসমস, । তাং ২৫/০২/২০২১ ইং

বিষয়:- দুই দোষাৰ বাব আবেদন ।  
আত্মদেহ,

অনাম- পূৰ্বক বিনীত নিবেদন এই  
মিঃ অই. আত্মদেহ আহমদিয়াসমস তেনে দুই  
বৰ্গৰ কাৰ্যসমস অৱসক । অই. তেনা ইং  
২৫/০২/২১ ব লৰ ২২/৩/২১ তাৰিখত আহমদি-  
য়াসমস কাৰ্যসমসত লোভিত অৱকৰ লোভাৰীয়া,  
কাৰণ অই. চকুৰ চিকিৎসাৰ বাব মোক  
লৰ সুবিধা ।

চাৰিত্ৰিক আত্মদেহৰ ওচৰত লোভাৰীয়া  
তেনাওঁ মিঃ তেই দিন কইলৈ দুই মিঃ লোক  
অৱসক বাব তেনা । ইতি:-

W. Zaman/Jr. Asst.  
Forwarded for  
m/c

২৫/০২/২১

Kharupeta College  
Kharupeta Assam

আত্মদেহৰ একমুখি বিবৰণী.  
Islamuddin Ahmed.

তৃতীয় বৰ্গৰ কাৰ্যসমস  
মাঝাডাৰীয়া আহমদিয়াসমস  
তাং ২৫/২/২০ ইং



E.L.

To,

The Principal,  
Kharpeta College, Kharpeta,  
Date - 5/3/20.

Sub: Prayer for medical leave  
for 15 days.

Sir,

With reference to the subject  
cited above, I have the honor  
to state that I have been suffering  
from acute pain in my right leg.  
Doctor has suggested me not to  
use my anti-fibrous limb for  
fifteen days.

I request you  
to grant leave as prayed for and

Sincerely yours  
Dr. Ahmad Islam  
Associate Professor & HOD,  
Political Science,  
Kharpeta College

Endorsed:-

On prescription of  
Doctor.

Received

Dr. Ahmad Islam  
Principal  
Kharpeta College

To be placed in  
the file of  
A.B.

ET

Grinled  
from 5/3/20 to 18/3/20

Dr. Ahmad Islam  
Principal  
Kharpeta College



**3. L TRAINING :**

Endoscopic Surgery : Sir Gangaram Hospital, Delhi  
 Cancer Surgery : Tata Memorial Cancer Institute, Mumbai  
 Hepatobiliary Surgery : Athens, Greece  
 SV & Family Welfare : People Republic of China

**SPECIALITY**

General Surgery  
 Endolaparascopy  
 Oncosurgery  
 GI Surgery  
 Endocrine Surgery

Patient Name **DR. NURUL ISLAM (OPD/2019 - 2020/6147)** Date : **4-Mar-2020**  
 Age **53 YRS** Gender **Male** BP **110/80** Weight **80 Kg**  
 Doctor **DR ILIAS ALI, MS** mmhg

**Investigations:-**

- BL. CBC/RE
- FBS/ PPBS/RBS
- Hba1c
- Bl. Urea/ Creatinine
- LFT
- SGOT/ SGPT
- Bilirubin T & F
- Alkaline Phosphate
- Protein with Fraction
- TSH, T3, T4
- F T4, F T3
- Uric Acid
- Viral Marker
- BT, CT, PT
- Urine R/E/ C/S
- ABO & RH
- Na+, K+, Ca++
- Iron Profile
- Lipid Profile

**USG:-**

- > Whole Abd.
- > Upper
- > Lower
- > KUB
- > TVS

**X-Ray:**

- > Chest- PA view.
- > X-Ray PP Abd./ KUB
- > L.S Spine AP & LAT
- > IVP
- > ECG
- > Echo, TMT.
- > Cardiological Check up

Amputation Limp Infection

① Lizotid 600 x 1000

✓ ② Cleared out ✓  
 N/S clincial Dr. N/A Com.

✓ ③ 1000 cc RBC 1000  
 1000 cc

Abd. ④ Rest to 15 days  
 ④ To keep the limb elevated

4/3/2020

To, The Principal, Kharupetia College, Kharupetia

Dated on: 20.02.2023

Sub: Regarding Headship

Respected Madam,

With due respect I would like to inform you that I will not be able to take responsibility of Headship from 21.02.2023 to 25.02.2023, since I am going to avail child care leave for the above mentioned period.

I, therefore request your goodself to authorize one of the faculties of our department to act as the HOD during the period of my CCL.

This is for your kind information and necessary action.

Yours faithfully

Jahida Sultana

Associate Prof. & HOD (Education)  
Kharupetia College, Kharupetia

Received  
Shakti S.

APPLICATION FOR CHILD CARE LEAVE

1. Name of the Applicant : JAHIDA SULTANA  
2. Designation : ASSOCIATE PROFESSOR  
3. Dept/Office/Section : EDUCATION  
4. Name of Child for whom Child Care leave is applied for : KHUSHEQUE RAQUEB  
5. Date of Birth of the Child : 02.05.2008  
6. Date on which child will be attaining 18 years : 02.05.2026  
7. Is the child among the two eldest Children : Yes/No Yes  
8. EL in credit (as on date) : 18.05.2016 to 27.05.2016  
9. Period of Leave- Days : From 16.02.24 To 04.03.24  
Prefix/Suffix of holidays, if any : 21.02.23 to 25.02.23  
21.09.22 to 27.09.22  
21.02.18 to 13.03.28  
10. Reason(s) for leave applied for : HSLC final examination 2024  
11. Total Child Care Leave availed till date : 33 days  
12. (a) Whether permission to leave station is required : Yes/No Yes  
(b) If Yes, Address during leave period :  
13. Date of return from last leave, & nature and period of that leave : 26.02.23, CEL  
(05) Five days  
Date : 05.02.2024 Signature of applicant Jahida  
Pay Card No. \_\_\_\_\_

Remarks of Controlling Officer

Leave Recommended / Leave Not Recommended.

Date : 05.02.2024

Signature \_\_\_\_\_  
Designation \_\_\_\_\_  
Office \_\_\_\_\_



**FACULTY DEVELOPMENT AND  
RESEARCH POLICY (FDRP)**



***KHARUPETIA COLLEGE, KHARUPETIA***



**KHARUPETIA COLLEGE, KHARUPETIA  
DARRANG, PIN-784115**





## ***FACULTY DEVELOPMENT AND RESEARCH POLICY (FDRP)***

# ***KHARUPETIA COLLEGE, KHARUPETIA***

### ***1.0 PERSPECTIVE OF FDRP***

The Faculty Development and Research Policy (FDRP) aims at providing faculty members with the enough opportunities to pursue research and also to participate in Seminar/ conferences/ workshops/ symposium and other professional development program as because participation in such academic activities will enhance the ability of the faculties to carry out innovative research skill. It also prepare teachers with the latest teaching methods as well as use technology to impart effective education methods to improve the academic and intellectual environment.

The idea behind the setting up of Faculty Development and Research Policy (FDRP) in the college is to improve the tool for improving the educational vitality of institutions by providing attention to the competencies needed by individual teachers. Adapting this policy required to promote academic excellence and also to face the challenge with the paradigm shift in pedagogical world.

Kharupetia college is located in the Minority community dominated area , where field of research is still virgin and area is having multiple social issues to be address for the up liften of the community. Under such circumstances college have decided to adopted Faculty Development and Research Policy (FDRP)

### ***2.0 AIMS AND OBJECTIVE OF FDRP***

- (1) To provide opportunity to the faculty members to participate in the international/ National Conferences and Seminar , Workshop Symposium and allows college faculties to meet people from different parts of the country.
- (2) To Provide opportunity to exchange views amongst the scientific community coming from different parts of the country as well as from outside world and also to make new relationships and strengthen existing ones.
- (3) To provide opportunity to the faculty members to participate in the Orientation Program, Refreshers Course, Faculty Development Program, Short term courses organized by the UGC, Summer School and Winter School of their Choice for academic exposure
- (4) To provide opportunity to the faculty members of the college to pursue their research activities leading to the awards of M. Phil/PhD/ Post-Doc/ D. Lit Degrees.



- (5) To provide opportunity to the faculty members to carry out Minor Research Project/ Major Research Project etc sponsored by UGC, ICSSR, DST, DBT, DAE, DOEd and Ministry of Environment and Forest, etc.
- (6) To provide financial support by the way of incentives/ encouragement to the faculty members to take part in the International/ National Conference , Seminars, FDP Programs and towards the membership fee in the professional organization.
- (7) To encourage upcoming brilliant students of the college to undertake research project/ field based study to gain first hand and practical knowledge so that they can go to their respective villages and pickup social issues for resolution.
- (8) To undertake collaborative efforts with the neighboring institutions/ organization/NGOs in the field of research, faculty exchange and faculty enrichment program.
- (9) To built scientific cooperation by meeting and connecting with researchers from different countries.

### **3.0 MANAGEMENT CELL OF FDRP**

For proper implementation of Faculty Development and Research Policy (FDRP), of Kharupetia College a management Cell is to be formed with due approval from the Governing Body Of the College. The Management Cell of the College will consist of the following :

- (a) Chairperson: Principal, Kharupetia College
- (b) Member of Convener: IQAC Coordinator
- (c) Member: Five Senior faculty member will be included( at least one from each stream)

### **4.0 SCOPE OF THE POLICY:**

The FDRP of the Kharupetia College aims at to accommodate the following area:

**4.01 Participation in the International/ National Conference/ Seminar/ Work shop and FDP Program organized by different agencies such as UGC, ICSSR, CSIR, EDII, FDS , ISRO etc:** The FDRP will cover the facilities provided to the faculty members for presentation of paper in academic conference/ seminar as well as participation in the symposium, workshop for exchange of Knowledge and idea. Above an all it provides an ample opportunity and encouragement to the faculty members to participate in Orientation Program, Refreshers Courses FDP Programs short-Term Courses summer School s and Winter Schools for Professional Development to elevate your **career** to new heights





**4.02 Financial Assistance:** The FDRP will make provision for financial assistance/encourages to the faculty members for presenting research papers in the National and international conferences/ Seminars, Publishing research paper in the National and International Journal as well as policy document, authoring academic books attending FDP Program and membership fee for different professional organizations but subject to availability of fund. However, professional advancement helps in career growth. In addition to this, FDRP earmarks fund in the college budget for providing financial assistance to the brilliant students as well as students of Sports Award recipients in athletics.

**4.03. Research Endeavors:** The initiative of FDRP is to provide opportunities and also motivate the faculty members of the college to carry out their research activity like higher degree by research leading to the awards of M.Phil/PhD / Post-Doc/ D. Lit degree. The policy also facilitates the faculty members to conduct Minor Research Project, Major Research Project and other sponsored research projects of the UGC, ICSSR Project focusing on field based study under the guidance of faculty members to investigate, explore, and contribute knowledge to a specific field or topic and also gain first hand and practical knowledge which is equally pivotal.

**4.04 Collaborative Initiative in Research:** The FDRP will cover long term collaborative activities and initiatives for undertaking collaborative academic activities with neighboring institutions / organizations/ NGOs in the field of research, faculty exchange program and faculty enrichment Endeavour that contribute to achieving an initiative's goals.

Dr Mausumi Saha Kalita  
Principal  
Kharupetia College, Kharupetia

Principal  
Kharupetia College

GOVERNMENT OF ASSAM  
FINANCE (PAY RESEARCH UNIT) DEPARTMENT  
Dispur - 781006, Guwahati-6

OFFICE MEMORANDUM

No.FPC.12/2017/2

Dated Dispur, the 3<sup>rd</sup> April, 2017

**Subject:- Medical Allowance to State Government Employees and Pensioners etc.**

The 7<sup>th</sup> AP & PPC has not made any recommendation for grant of fixed medical allowance referring to introduction of a Comprehensive Health Insurance Scheme covering both indoor and outdoor treatment in respect of State Govt. employees and pensioners. Govt. of Assam has resolved that existing provisions regarding medical facilities and benefits shall continue as an interim measure till the time of further examination. The comprehensive Health Insurance Scheme is yet to be implemented.

In view of above stated reason and also in consideration of hardship caused to the Govt. employees due to rise in cost of medical treatment, the Governor of Assam is pleased to order for continuance of the existing rate of Medical Allowance to all categories of State Govt. employees, pensioners including family pensioners @ Rs. 600/- (Rupees Six hundred) only per month.

This will be effective from 1-4-2016 and will continue till introduction of the Comprehensive Health Insurance Scheme in line of Govt. of India CGHS. As soon as the Comprehensive Health Insurance Scheme is launched the present practice of payment of Medical Allowance shall be discontinued.

The expenditure on account of the Medical Allowance sanctioned herein shall be debitable to the respective Head of Account from which the Govt. employees, pensioners including family pensioners drew their salaries and pension respectively.

Sd/- Shri Sumanta Thakuria, IAS  
Commissioner & Secretary to the Govt. of Assam  
Finance (Pay Research Unit) Department

Memo No FPC.12/2017/2 - A,

Dated Dispur, the 3<sup>rd</sup> April, 2017.

Copy forwarded to :-

- 1) The Accountant General, Assam, Maidamgaon Beldola, Guwahati- 781029.
- 2) The Secretary to the Governor of Assam, Raj Bhavan, Guwahati.
- 3) P.S. to the Hon'ble Chief Minister, Assam, Dispur.
- 4) P.S. to the Hon'ble Health Minister, Assam, Dispur.
- 5) P.S. to Chief Secretary, Finance Department, Dispur.
- 6) All Administrative Departments.
- 7) All Heads of Departments.
- 8) All Deputy Commissioners/ All Sub-Divisional Officers (Civil).
- 9) The Principal Secretary, Karbi Anglong Autonomous Council, Diphu/N.C. Hills Autonomous Council, Haflong/Bodoland Teritorial Council, Kokrajhar/Rabha Hasong Autonomous Council, Duthnoi, Goalpara Lalung (Tiwa) Autonomous Council, Morigaon/Mising Autonomous Council, Gogamukh, Dhemaji.
- 10) P.S. to the Commissioner & Secretary to the Govt. of Assam, Health & Family Welfare Department, Assam, Dispur.
- 11) e-Governance (Unit), Finance (Estt.-B) Department, for uploading the Notification in Government Portal.
- 12) All Treasury Officers & 15 Treasury Officers.
- 13) The Director, Directorate of Printing & Stationeries Assam, Bamaramaidam, Guwahati- 781021, with a request to publish the Office Memorandum in the next issue of Assam Gazette.
- 14) The Director, Directorate of Information & Public Relations, Assam, Dispur, Last Gate, for wide publicity.

By order etc.,

*M. 03/04/17*  
Under Secretary to the Government of Assam  
Finance (Pay Research Unit) Department







भारतीय लेखा तथा वित्तप्रशासन विभाग  
प्रधान महालेखाकार (लेखा एवं हस्तक्षेप) का कार्यालय  
केरल, एम जी रोड, डाक बेल्ला नं 560  
तिरुवनन्तपुरम-695 001

INDIAN AUDIT AND ACCOUNTS DEPARTMENT  
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL  
KERALA M G ROAD PB NO 560  
THIRUVANANTHAPURAM 695 001



Ref: P19/TFDRSSA-15/ASSAM

Dated: 27/04/2018

To:

All District/Sub-Treasury Officers

Sir,

Sub: Medical allowance to State Government Employees and Pensioners of Assam state reg.

Ref: 1 SSA No. Pen-3/1-14 Assam DR OMC dated 11/04/2018  
2 OMI No. 1 PC 12 2017 2 dated Dispur, the 3<sup>rd</sup> April, 2017

I am to enclose herewith copies of Special Seal Authorisation received from Accountant General (A&F), Assam and office memorandum issued by Finance (Pay Research Unit) Department, Govt. of Assam regarding payment of medical allowances to state government employees and pensioners of Assam.

1. The existing rate of medical allowance to all categories of State Govt. employees, pensioners including family pensioners at 600/- (Rupees six Hundred) only per month may be continued.
2. This will be effective from 01/04/2016. This will continue till introduction of Comprehensive Health Insurance Scheme in line of Govt. of India CHIS.

The same is being placed in the official website of this office ([www.agker.cag.gov.in](http://www.agker.cag.gov.in)) under the link "Treasury endorsement of orders of other states pensioners". A copy of this letter may be exhibited on the notice board of the treasury.

Yours faithfully

Mausumi Saha  
Kalita

Digitally signed by Mausumi  
Saha Kalita  
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St. Accounts Officer

The Director of Treasuries  
Thiruvananthapuram

St. Accounts Officer



23/1/18

p-19

Registered / Not Seal authority

**OFFICE OF THE ACCOUNTANT GENERAL (A&E) ASSAM, MAIDAMGAON, LTOLA,  
GUWAHATI - 781029**



Special Seal Authority No. Pen-3/T-14/Assam/DR/OAC Vol-VI/10-17/

Date - 26/03/2018

To,

11 APR 2018

Sl. No	Name of Office	No. of copies
1.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Andhra Pradesh, Saifabad, Hyderabad-500004.	01
2.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Bihar, Birchand Patel Path, Patna-800001	01
3.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Chhattisgarh, 12-27, Raman Mandir ward Bilaspur Road, Fafadih, Raipur-492009	01
4.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Gujarat, Race Course Road, Rajkot-360001.	01
5.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Haryana, Plot No. 4-5, Sector 33-B, Chandigarh-160047	01
6.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Himachal Pradesh, Gorton Castle Building, Shimla-171003.	01
7.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Jammu & Kashmir, Srinagar-190009.	01
8.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Jharkhand, P.O.- Doranda, Ranchi-834002.	01
9.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Karnataka, Park House Road, P.B. No. 5329/5369 Bangalore-	01
10.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Kerala, Thiruvananthapuram-695039	01
11.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E),-II, Madhya Pradesh, Lekha Bhavan, Jhansi Road, Gwalior-474002	01
12.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E),-I, Maharashtra, 101, M.K. Road, Old C.G.O Building, New Marine Lines, Mumbai-400020.	01
13.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E),-II, Maharashtra, West High Court Road, Civil Lines, Nagpur-440001.	01
14.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Manipur, Imphal-795001.	01
15.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Meghalaya, Shillong-793001	01
16.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Nagaland, Kohima -797001	01
17.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Odisha, Bhubaneswar-751001.	01
18.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Punjab, Sector 17-E, Chandigarh-160017	01
19.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Rajasthan, Janpathi, Jaipur-302005	01
20.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Sikkim, Lakha Parksha Bhavan, Deorali, Gangtok-737102.	01
21.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Tamil Nadu, 36-E, Anna Salai, Teynampet, Chennai-600018	01
22.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Tripura, P.O.- Kunjaban, Agartala-799006	01
23.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E),-II, Uttar Pradesh, 20, Sarojini Naidu Marg, Allahabad-211001.	01
24.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), Uttarakhand, Oberoi Motors Building, Saharanpur Road, Majra, Dehradun-248171	01
25.	Sr. Deputy Accountant General (Pension), O/o the A.G (A&E), West Bengal, Treasury Building, 2, Govt. Place (West), Kolkata-700001	01

Mausumi Saha Kalita  
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Page-(2)-

26.	The Pay & Accounts Officer, No. V, Tis-Hazari, New-Delhi-54	01
27.	The Pay & Accounts Office III, Delhi Administration, New-Delhi-22	01
28.	The Director, Directorate of Accounts and Treasuries, Govt. of Pondicherry, Pondicherry	01
29.	The Principal Chief Controller of Accounts, Ministry of External Affairs, Akbar Bhawan - 3 <sup>rd</sup> Floor, Chanayakhapuri, New Delhi-21.	01
30.	The Director of Accounts & Treasuries, Govt. of Arunachal Pradesh, Naharlagun	01
31.	The Chief Controller of Accounts and Treasuries, Govt. of Mizoram, Aizawl	01
32.	The Secretary, Finance Deptt, Govt. of Sikkim, Sikkim.	01
33.	The Director of Accounts, Pension, Panaji, Goa.	01
TOTAL:-		33

Sub:- Medical Allowance to State Government Employees and Pensioners of Assam.

Sir,

I am to forward herewith a copy of Govt. of Assam O.M. No. FPC.12/2017/2 dated 03/04/2017 regarding recommendation of the 7<sup>th</sup> AP & PPC regarding payment of medical allowance to State Government Employees and Pensioners. In this regard it is to be noted that the existing rate of Medical Allowance to all categories of State Govt. employees, pensioners including family pensioners @ Rs.600/- (Rupees Six Hundred) only per month shall continue. This will be effective from 01/04/2016.

The expenditure is debitale under Major Head 8793- Inter State Suspense A/c transactions between Assam and other States

Encl:- As stated above.

Yours faithfully,

Sr. Accounts Officer,  
i/c Pension-3 Section

**Mausumi  
Saha Kalita**

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Mausumi Saha Kalita  
Date: 2024.07.05 16:26:45  
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24/07/18



## WEBSITE NOTIFICATION

It is hereby notified that a copy each of the templates Annual Self Assessment for the Performance Based Appraisal System (PBAS) and PBAS Proforma for Promotion under CAS as indicated in Clause 6.0.2 under schedule of "UGC Regulations on Minimum Qualifications for appointment of Teachers and Other Academic Staff in Univesites and Colleges and Measures for the Maintenance of Standards in Higher Education,2010."may be read along with the above regulations.



Financial Advisor  
UGC

GOVT. OF ASSAM  
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM, KAHILIPARA, GUWAHATI-19.

\*\*\*\*\*

Ref :- KC/DHE/14/242 . . . . . Dtd. 23/10/2000  
received from the Principal, Kharupetia . . . . . College,  
P.O. Kharupetia Dist. Darrang

SUB OPENING PROVIDENT FUND ACCOUNTS

O R D E R

Under the authority conveyed in the Govt. of Assam,  
Education Deptt. letter No. 41/230/33,2 dated 23/3/35 permission  
is hereby accorded to the marginally noted employee/employees  
of

Kharupetia . . . . . College w.e.f. the date of  
issue of this letter.

1. Sri Jalaluddin Ahmed, lect. in History.
2. Ms. Jahida Sultana, lect. in Education.
3. Sri Abdul Hannan, lect. in History.
4. Ms. Asman Ara Begum, lect. in Assamese.
5. Sri Dipak Kalita, lect. in Economics.
6. Ms. Moushumi Kalita ( Saña ) lect. in Economics.
7. Sri Nurul Islam lect. in Pol. Science.
8. Sri Rupjyoti Prasad Dutta, lect. in Pol. Science.
9. Sri Nur Zaman, lect. in Arabic.
10. Sri Imran Ali, lect. in Arabic.

The Rules in section 69 of the  
Education Deptt. Rules and  
posts will apply mutatis. The  
Director of Higher Education  
Assam will be controlling  
authority.

Sd/- Dr. G.N. Talukdar,  
Director of Higher Education, Assam  
Kahilipara, Guwahati-19.

Memo No G(S)AC/N/ conf/44/2000/47 Dtd. 6/12/2000

Copy to :-

1. The Principal Kharupetia College,  
P.O. Kharupetia Dist. Darrang
2. The Supdt. of post offices, Darrang
3. The post master . . . Kharupetia . . .  
He is requested to open the P.F. Accounts of the  
employees concerned.

By, Director of Higher Education,  
Assam, Kahilipara, Guwahati -19.

Witnessed  
JAP  
7-12-2000  
Principal in-Charge  
Kharupetia College

Malis  
Co-ordinator  
IOAC  
Kharupetia College

Principal  
Kharupetia College



## "দাখিল মজা"

শিক্ষক আৰু কাৰ্মচাৰী জোটে মিডুপ্লেল বিনিমিটো কান্ত

মাৰুপেটীয়া কালক ১

স্থান :- মাৰুপেটীয়া মহাবিদ্যালয় ১

তাং :- ২৪-০৬-২২

সময় :- দিনৰ ১১.০০ বজাত



### মজাৰ কাৰ্য্যসূচী :-

- ১। সভাপতিত্ব আৰম্ভণি
- ২। মজাৰ উদ্দেশ্য ব্যাখ্যা
- ৩। মোকদ্দমা দাখিল মজা আৰু কাৰ্য্য নিৰ্বাহক সভাৰ বিবেচনী বাৰ্তা ও অনুমোদন
- ৪। আৰ্থিক মন্তব্যকাৰী বাৰ্তা ও অনুমোদন
- ৫। হিচাব নীতিসূচী হিচাব প্ৰতিবেদন বাৰ্তা ও অনুমোদন
- ৬। আনন্দক বস ২০২২ মাহিয়াল কিত্তি আৰু সমনও কিত্তি মন্তব্য আবেদন
- ৭। অহা ৩০ মাহত ২০ নম্বা N.H. Sarkar আৰু H. Rahman- অধ্যাপিত মন্তব্য আবেদন
- ৮। হিচাব নীতিসূচী নিমুক্তি মন্তব্য আবেদন
- ৯। মুঠনী কাৰ্য্যকৰী উৎস আৰু নতুন কাৰ্য্যকৰী গঠন
- ১০। অন্তিম
- ১১। সভাপতিত্ব সমাপ্ত
- ১২। মজা উৎস আৰু আৱাহন

### উল্লিখিত সদস্যৰ চৰ্চা

- ১। Nazir Hussain Sarkar
- ২। Jalal Uddin Ahmed
- ৩। Mustafa Nurul Zaman
- ৪। Abdul Matin
- ৫। Abdul Karim
- ৬। Elabibur Rahman
- ৭। Wahedul Zaman
- ৮। Nazir Hussain Ahmed
- ৯। Sikdar Anwarul Islam
- ১০।



13. Juran

14. J.H. - Choudhury

15. Abu Bakkar Siddique

16. Nur Jaha



১৩. প্রস্তাব :- আজিও মজাৎ মসজিদকে লাইট করা মোহর  
মাসিওন মজা আছে কার্যকরী থেকে কার্য বিহীন  
লাইট করা আছে মজাঃ অনুমোদন জনায় ।

১৪. প্রস্তাব :- আজিও মজাৎ মসজিদকে মোহর বহুত  
অময় ২০২১ বর্ষ মসজিদকীর্ষ প্রতিবেদন লাইট করে  
আছে উক্ত মজাঃ প্রতিবেদনও ওলফ কিংডাম  
আলোচনা করে আছে মজাঃ উক্ত প্রতিবেদন অনুমোদন  
জনায় ।

১৫. প্রস্তাব :- আজিও মজাৎ বিজ্ঞ ২০২১ বর্ষ  
হিচাই লাইসেন্সকর এমনি প্রতিবেদন হিচাই লাইসেন্সকর  
Abu Bakkar Siddique লাইট করে আছে উক্ত  
প্রতিবেদন মজাঃ অনুমোদন জনায় হুজুর বুলি  
মজাঃ প্রস্তাব গ্রহণ করে ।

১৬. প্রস্তাব :- আজিও মজাৎ লাইসেন্স লাইসেন্সকর  
মসজিদে আলোচনা করা হয় হয় আছে আগস্ট ২০২১  
বর্ষ বাচ্চ A. B. Siddique (com) আছে A. B.  
Siddique (UBA) হিচাই লাইসেন্সকর হিচাই নিম্নলিখিত  
হিচাই বাচ্চ মসজিদক দায়িত্ব তালন করা  
হয় ।

১৭. প্রস্তাব :- আজিও মজাৎ নতুন কমিটি মসজিদে  
আলোচনা করা হয় হয় মজাঃ প্রবর্তন কমিটি  
মসজিদে আলোচনা করা হয় হয় মজাঃ প্রবর্তন কমিটি  
মসজিদে আলোচনা করা হয় হয় মজাঃ প্রবর্তন কমিটি





ଉତ୍ତର :- ଆଜିର ମତର ସଭାରେ ଉପସ୍ଥାନ କର  
କାର୍ତ୍ତିକ ନାମକ ଏମ୍.ଏସ୍. ସିନ କଲେଜ ଏକାଡେମି ଲାଗୁ  
କ୍ଷେତ୍ର ଶାଳା ଆଉ ସହକର୍ତ୍ତା ଏହି ସହକର୍ତ୍ତା ମାଧ୍ୟମ  
ଆଲୋଚନା କରୁଛନ୍ତି ଆଉ କିଛି କିଛି କିଛି କିଛି  
ଆଲୋଚନା କରି ବିଭିନ୍ନ କ୍ଷେତ୍ରରେ କାର୍ଯ୍ୟରେ  
ନାମାଦକର ନାମାଦକ କରୁ ।

ଉତ୍ତର :- ଆଜିର ମତର ଆମକୁ ୦୩-୦୩-୨୧  
ଆମେ ଆମେ ଏକ ନିଆ ଆମେ ଦୁଇ ନିଆ  
H. Rahman ଆଉ H. H. Sarwan ନାମକ  
କାର୍ତ୍ତିକ ଏକ ନିଆ ନିଆ ନିଆ ନିଆ ନିଆ  
ନିଆ ନିଆ ନିଆ ନିଆ ନିଆ ନିଆ ।

ଉତ୍ତର :- ଆଜିର ମତର A.B. Siddique ଏ  
ଉପସ୍ଥାନ କର କି ନିଆ ଅନ୍ତର ୨୦  
ନିଆ ନିଆ ନିଆ ଆଲୋଚନା କରୁ ନିଆ  
ଆଉ କି ନିଆ ଆମକୁ ନିଆ ନିଆ ନିଆ  
ନିଆ ନିଆ ୨୦ ନିଆ ନିଆ ନିଆ  
ନିଆ କର ।

Abdeen Rahman

Secretary  
Teacher's & Employees Mutual  
Benefit Fund, Kharupetia College

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President

Teacher's & Employees Mutual  
Benefit Fund, Kharupetia College

Co-ordinator  
IQAC  
Kharupetia College

Principal  
Kharupetia College



কাম্বুকী সভা  
 শিক্ষক ও কর্মচারী লোডে মিডুসুল বেনিফিট স্কো-  
 মাল-বেটীমা কালজ, মাল-বেটীমা, দহং, ভানাম।  
 স্থান: মাল-বেটীমা মাদ্যবিদ্যালয়।  
 তা: ২০/০৩/২৩।  
 সময়: দিন ২:০০ বজা-

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### কাম্বুকী

- ১। সভাপতিত্ব আমন জাহন।
- ২। সভাপতিত্ব, ব্যাঙ্গ।
- ৩। আনন্দক বাসিক সাধারণ সভা সম্পর্কে আলোচনা।
- ৪। সান্ত্বনা দেওয়া ওয়-একটি ছাত্রিক ও সন্তানও দিনা-  
সান্ত্বনা প্রদান প্রদান দিয়া সম্পর্কে আলোচনা।
- ৫। অন্যান্য।

### উপস্থিত সদস্যের তালিকা

- ১। Abdeen Rahman.
- ২। Abdul Karim
- ৩। Nur Jaman 23/03/2023
- ৪। Jalal Uddin Ahmed 23/03/2023
- ৫। Abubakar Siddique, 23/03/2023
- ৬। Sikdar Anwarul Islam 23/3/23
- ৭।
- ৮।

শিক্ষক ও কর্মচারী লোডে মিডুসুল বেনিফিট স্কো-  
 মাল-বেটীমা DR. N. Jaman চাফাফত সভাপতিত্ব ওল  
 উল্লাহ কবর প্রদান দিয়া জাহন কবর ২৩-



2. ପ୍ରତିଶ୍ରୁତି:- ଆଜିତ ମାତ୍ର ଚଳିତ ବର୍ଷ ଅନ୍ତାନ୍ତ 2022 ଚଳାଏ,  
ଜାଲୁପୁରୀ ସହ ଶାନ୍ତେ ବେଳ 2022 ଚଳାଏ ଡିପେଣ୍ଡେଣ୍ଟ ଶାନ୍ତେ  
Audit କରାଏ କରାଏ A. B Siddique (V.A.A)  
କ Auditor ଡିପାଟ୍ଟି ନିମୁକ୍ତି ଦିଅଁଲେ ଦିଆନ୍ତ  
ଏବେ କରା ହୁଏ ।

[illegible]

8ମ ଗ୍ରହଣ :- ଆମର ସହର drop 62 ମାତ୍ର Monthly share money ଆମର ଟର୍ମିନ ସମୟ - ଡାକ୍ତରୀ - ଶାନ୍ତ ସହ Regular କର 2025 ବୁଲି ଦେଇଛନ୍ତି ଯିବାକୁ ଶାନ୍ତ କର କିନ୍ତୁ ଡାକ୍ତରୀ ମାତ୍ର - 62 ମାତ୍ର Monthly deposit - ସମସ୍ତଙ୍କୁ ନିଶ୍ଚିତ ।

ଉତ୍ତର ପ୍ରଶ୍ନାବଳୀ:- ଆଦିତି ମହାତ୍ମା ଏହିଭଳି କିଛି ଆଦାମ୍ବର  
ଦିଆ ଯାଉଛି ଆଦାମ୍ବର ଯାହା ଯାହା ମଧ୍ୟମ ଶ୍ରେଣୀର ଲୋକଙ୍କୁ  
କିଛି ଆଦାମ୍ବର ଦିଆ ଯାଉଛି ଯାହା ଯାହା ମଧ୍ୟମ ଶ୍ରେଣୀର ଲୋକଙ୍କୁ  
କିଛି ଆଦାମ୍ବର ଦିଆ ଯାଉଛି ଯାହା ଯାହା ମଧ୍ୟମ ଶ୍ରେଣୀର ଲୋକଙ୍କୁ

৬ষ্ঠ প্রশ্নঃ- আর্জিও মলত আনান্দন্য কিংও Late fine  
তিনি মার্চ-ডিসেম্বর ২% তিনি মার্চ-জুলাই ৪%  
আর দুই মার্চ-সেপ্টেম্বর ৬% করে ল ২০ হুনি-  
মার্চ প্রশ্নে প্রশ্ন করে তারা টেন প্রশ্নে-  
আনন্দন্য মার্চ মলত অনুমোদন মোদনত আর  
মিহান মোদন / আর এই বছরে প্রশ্নে মার্চ



## স্বাধীনতা দিবা



“জিহ্বক জাঙ কুমচাধী মোটেই মিউহুয়েল বেনিফিটীয়া হাও”

স্থান :- মাওলানা মাহাবিদুল্লাহ

তারিখ :- ২৪/১০/২০২৩

সময় :- দিন ২.০ এজাত

মতঃ কর্মসূচী :-

১। মতঃ প্রতিষ্ঠা আদান গ্রহণ ।

২। মতঃ উদ্দেশ্য ব্যাখ্যা ।

৩। মোদঃ স্বাধীনতা দিবা জাঙ কার্য নির্বাহক মতঃ কার্য বিবরণী  
বার্তা ও অনুমোদন ।

৪। কার্যিক-মতঃ দায়িত্ব প্রতিষ্ঠান বার্তা ও অনুমোদন ।

৫। মিচাও বর্তমানকর্ত মিচাও প্রতিষ্ঠান বার্তা ও অনুমোদন ।

৬। অনাদান মনদে শ্রদ্ধা মনদে জাঙ-বানও কিস্তি মনদে  
জালালনা ও মিচাও-গ্রহণ কৰা ।

৭। আসনুক-তা মতঃ সুজিত মদম) আয়-বন্ধুত্ব ছিদ্দিক-UDN,  
অভিযান্তি ও চেগুদে প্রদান মনদে জালালনা ।

৮। মিচাও বর্তমানকর্ত নিমুক্তি মনদে জালালনা ও প্রস্তাব গ্রহণ  
কৰা ।

৯। জালালনা কমিটি উৎস জাঙ নতুন কমিটি জালালনা ।

১০। জালালনা ।

১১। মতঃ প্রতিষ্ঠা আদান ।

১২। মতঃ উৎস ।

উপস্থিত মদম)ও গী :-

১। প্রবক্তা মানি

২। জালালতা মদম)ও জালালতা

৩। ছিদ্দিক মদম)ও জালালতা

৪। জালালতা জালালতা

৫। জালালতা জালালতা জালালতা

৬। জালালতা জালালতা জালালতা

৭। জালালতা জালালতা

৮। Jakir Hameed Chowdhury.

৯।



শিক্ষক আৰু কৰ্মচাৰী জোটে মিডেইউমেন ট্রেনিং চাৰ্জ  
মাজবানি Dr. Nur Jaman ৰ চাহায্য লোৱাৰ  
ওলট দিয়া প্ৰত্যয় লগুৱা অনুমতি কৰা হয়।

২ম প্ৰস্তাৱ:- আজিও লগত জোটে বুলিও অহুদাৰু এটি দ্বাৰী  
কাম কৰাৰ কাৰণ বিহুত জোৰ আন্দোলন কৰা হয় আৰু  
উক্ত কামটো Crickel/ফুটবল মেল লগাৰে কামত ল'বলৈ  
Revelation নিৰ্মান কৰাৰ সিদ্ধান্ত লোৱা হয়। উক্ত বুলি  
লগত ২০০০ টকা প্ৰতিজন শিক্ষক মহোদয়ৰ ওচৰ ২০০০ টকা  
আৰু প্ৰতিজন কৰ্মচাৰী মহোদয়ৰ ওচৰ ২০০০ টকা লগত  
কৰি উক্ত কাম লগত লৈও লগত বুলি লগত  
সিদ্ধান্ত অনুমতি কৰা হয়।

২ম প্ৰস্তাৱ:- আজিও লগত লগত বুলিও প্ৰতিজন  
লগত কৰি বুলিও কামত ল'বলৈ উদ্ভাৱন কৰা হয়  
লগত উক্ত প্ৰতিজন লগত লগত লগত লগত  
অনুমতি কৰা হয়।

৩য় প্ৰস্তাৱ:- আজিও লগত লগত ২০/০০/২০ আজিও  
অনুমতি কৰা হয় কামত ল'বলৈ ৪ম প্ৰস্তাৱ লগত  
Monthly Contribution/share money লগত লগত  
কৰা হয় লগত লগত লগত লগত লগত  
লগত লগত লগত লগত লগত লগত  
অনুমতি কৰা হয়।

৪ম প্ৰস্তাৱ:- আজিও লগত লগত লগত লগত  
লগত Abdul Matin লগত লগত লগত  
লগত লগত লগত লগত লগত লগত  
লগত লগত লগত লগত লগত লগত  
লগত লগত লগত লগত লগত লগত

৫ম প্ৰস্তাৱ:- আজিও লগত লগত লগত লগত  
লগত M.N. কামত লগত লগত  
লগত লগত লগত লগত লগত লগত  
লগত লগত লগত লগত লগত লগত  
লগত লগত লগত লগত লগত লগত

৬ম প্ৰস্তাৱ:- Abdul Matin লগত, M.N. কামত  
লগত লগত লগত লগত লগত লগত  
লগত লগত লগত লগত লগত লগত  
লগত লগত লগত লগত লগত লগত

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৭ম প্রস্তাব:- আজিও দাতা অনিসম্মিতা কিস্তি দিয়া  
Islamuddin Ahmed ৰ (অন্তত TILDA Settlement- লিখ-  
নতুন Loan sanction কৰি বান্ধ কিস্তি- মাহে ৫০০০ টকা  
আদায় দিও লামে যুগ্মি দাওই প্রস্তাৱ শুন কৰা কামে  
উল্লেখ্য মাহে ম- তিনি মাহে ডিওত ৫০,০০০ টকা উঠ  
বান্ধ কিস্তি দিও কমা দিও লামিও যুগ্মি দাওই প্রস্তাৱ  
শুন কৰা ।

৮ম প্রস্তাব:- আজিও দাতা J.H. Choudhury বান্ধি নতুন  
Re-sanction কৰি দুই বছৰ ডিওত অতিৰিক্তি কৰিও  
যুগ্মি মদায় কাম মত প্রকাশ কৰা কামে দাওই উঠ  
মতামত টোকা অনুমতি প্রকাশ কৰি প্রস্তাৱ শুন কৰা ।

৯ম প্রস্তাব:- আনন্দক বছৰ বাৰে প্রচিন্দি দিও অধীক্ষক  
দিও Commence বিভাগত A.B. Siddique দাওই  
দিও অধীক্ষক দিও নিমুক্তি প্রদান কৰা ।

১০ম প্রস্তাব:- আজিও দাতা সুচলি কমিটি দাওই আলোচন  
কৰা মত কামে সুচলি কমিটি টোকা বদলাও বদলাও  
দাওই মতামত মত কামে আলোচন বছৰ বাৰে  
Imman ৰ দাওই কমিটিত E.C member  
দিও অনুমতি কৰা মতামত মত কামে শুন কৰা ।

Abdur Rahman

Secretary  
Teacher's & Employees Mutual  
Benefit Fund, Kharupetia College

President  
Teacher's & Employees Mutual  
Benefit Fund, Kharupetia College

Co-ordinator

Principal  
Kharupetia College





## Statement of Monthly Deposit, Principal Amount & Profit

For the Accounting Period from Jan/22 to Dec/22

Sl. No.	Name of Members	Principal Amount upto Dec./21	Monthly Deposit from Jan/22 to Dec./22	Total Principal Amount upto Dec./22	Profit for the period from Jan/22 to Dec/22 (8.25%)	Credit of Amount Rs. 12,788 which is collected from Abdullah, S/O-Lt. A. Samad which was deducted from each member	Outstanding Principal Amount upto Dec/22
		A	B	A+B=C	D	E	F= C+D+E
1	Abdul Awal	1,61,955	8000	1,69,955	14,021	699	1,84,675
2	A. B. Siddique	91,035	Nil	91,035	7,510	393	98,938
3	Aparajita Devi	1,74,121	20,000	1,94,121	16,014	752	2,10,887
4	Abdul Karim	1,62,138	1000	1,63,138	13,458	701	1,77,297
5	Abdul Matin	1,79,448	Nil	1,79,448	14,804	775	1,95,027
6	Abdur Rahman	1,74,121	8000	1,82,121	15,024	752	1,97,897
7	Imran Ali	1,74,121	12,000	1,86,121	15,354	752	2,02,227
8	Islamuddin Ahmed	80,933	Nil	80,933	6,676	350	87,959
9	Jahida Sultana	1,65,383	6,000	1,71,383	14,139	715	1,86,237
10	J.U. Ahmed	1,73,817	10,000	1,83,817	15,164	751	1,99,732
11	Kinal Ali	51,974	Nil	51,974	4,287	225	56,486
12	Dr. N. Jaman	1,73,009	12,000	1,85,009	15,263	748	2,01,020
13	Pranati Dutta	1,74,121	16,000	1,90,121	15,684	752	2,06,557
14	Shahid Ali	41,395	Nil	41,395	3,415	225	45,035
15	S.A. Islam	1,76,304	18,000	1,94,304	16,030	762	2,11,096
16	W. Zaman	54,418	Nil	54,418	4,489	257	59,164
17	Z.H. Ahmed	1,65,383	4,000	1,69,383	13,974	715	1,84,072
18	Dr. J. H. Choudhury	30,316	Nil	30,316	2,501	131	32,948
19	M.N.Zaman	14,266	Nil	14,266	1,176	62	15,504
<b>Total</b>		<b>24,18,258</b>	<b>1,15,000</b>	<b>25,33,258</b>	<b>2,08,983</b>	<b>10,517</b>	<b>27,52,758</b>

N.B: Sharing Profit= 2,09,130/ 25,33,258 x100 =8.25%

Auditor

*[Signature]*  
28/3/22

Secretary

*[Signature]*  
28/3/22  
Secretary  
Teacher's & Employees Mutual  
Benefit Fund, Kharupetia College

President

*[Signature]*  
President  
Teacher's & Employees Mutual  
Benefit Fund, Kharupetia College

*[Signature]*  
Secretary  
Teacher's & Employees Mutual  
Benefit Fund, Kharupetia College



## AUDIT REPORT

### TEACHER'S AND EMPLOYEES MUTUAL BENEFIT FUND KHARUPETIA COLLEGE: DARRANG (ASSAM)

Accounting Period: 1<sup>st</sup> Jan/22 to 15<sup>th</sup> March 2023



Having been appointed as Auditors Vide Resolution No. 02 of Executive Meeting Dated 23/03/2023 of Teachers and Employees' Mutual Benefit Fund, Kharupetia College (hereinafter referred to as 'Fund') I, the undersigned have audited the accounts of the Fund for the Period mentioned above. Following are the findings of the audit.

#### RECEIPT

1. Opening Balance:	Cash at Bank:	Rs. 20,312
	Cash in Hand:	Rs. 2,06,859
2. Monthly Contribution during Audit period (for the month of Jan/22 to Dec/22)		Rs. 1,15,000
3. Interest realised by outstanding of Term Loan		Rs. 1,46,630
4. Interest realised from Emergency Loan		Rs. 45,500
5. Recovery by Settlement of Term/ Loan & Installment		Rs. 7,41,118
6. Recovery by Settlement of Emergency/ Loan		Rs. 3,00,000

**Total Receipt**

**Rs.15,75,419**

#### PAYMENT

1. Issue of Term Loan	Rs. 4,32,000'00
2. Issue of Emergency Loan	Rs. 1,50,000'00
3. Remuneration to Secretary	Rs. 36,000
4. Remuneration to Auditor (during audit period)	Rs. 1,500
5. Stationaries & Tea Expenses & miscellaneous	Rs. 2,000
6. Withdrawal of Share money for settlement and installment of Term/Loan	Rs. 4,56,906

**Total Payment :**

**Rs. 10,78,406**

**Closing Balance**

Cash at Bank: (as on 15/03/23)

Rs. 20,312

Cash in hand: (as on 15/03/23)

Rs. 4,76,701

**Grand Total**

**Rs. 15,75,419**

Signature of Auditor

Abdur Rahman

Secretary  
Teacher's & Employees Mutual  
Benefit Fund, Kharupetia College, Darrang

President



## AUDIT NOTE



1. In the course of the audit, the following documents have been checked and verified
  - i) Cash Book
  - ii) Bank Pass Book
  - iii) Ledger Book
  - iv) Receipt Books
  - v) Loan Register for term Loan & Emergency Loan
  - vi) Cheque Book
  - vii) Vouchers
2. Verified the entries in the receipt side of the Cash Book with corresponding collection receipts and found the entries to be correct.
3. Verified the entries in the Payment side of the Cash Book with supporting vouchers and found to be correct.
4. Verified the Ledger of the concerning members and found that the same is being maintained properly.
5. Verified the Loan Register of the corresponding Loanees and found that the same is being maintained properly.
6. It is seen that at present there are 19 (Nineteen) members in the Fund.

**With Thanks.**

**Name of the Auditor**

1. A.B. Siddique (U.D.A)

**Signature**

Dated 28<sup>th</sup> March/2023, Kharupetia College

Secretary  
Teacher's & Employees' Welfare Fund  
Kharupetia College, Darrang

President  
Teacher's & Employees' Welfare Fund  
Kharupetia College, Darrang

21/03/23



# N-LIST

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Infrastructure for Scholarly Content  
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## KHARUPETIA COLLEGE, KHARUPETIA, ASSAM

Home | Users List

- Dashboard
- Users Details
- Upload Bulk Users
- Activate Bulk Users
- Member Details List
- Usage Statistics
- Invoies / Receipt
- Activity Log
- Change Password
- Logout

### USERS DETAILS

114	17	0	71	26	10
Total Users	Active Users	Expired Users	Pending Users	Invalid Email	Archived Users

#### Active Users

Active Users: Invalid Email ID: Activation Pending: Expired Users: Send Activation Email

Select All | Extend Validity | Delete

Add New User

Show 10 entries

Export

Search:

Name	Email	Designation	Department	Validity	Status	Action
Dr. Mausumi Saha Kalita	kharupetiacollege@gmail.com	Principal	Economics	2025-03-31	Active	
<input type="checkbox"/> Deepak Kalita	deepakkalita123@gmail.com	Faculty	ECONOMICS	2018-03-31	Active	
<input type="checkbox"/> Rupjyoti kalita	rupjyotir93@gmail.com	Library Professional	LIBRARY & INFORMATION SCIENCE	2028-12-12	Active	
<input type="checkbox"/> Misira Parbin	misiraparbin26@gmail.com	Assitant Professor	Assamese	2027-12-31	Active	
<input type="checkbox"/> Nur Zaman	mustafanuruzzaman1972@gmail.com	Assistant Professor	Hindi	2027-12-31	Active	
<input type="checkbox"/> Abdul Matin	abdulmatinkpt@gmail.com	Associate Professor	Hindi	2024-12-31	Active	
<input type="checkbox"/> Sabidul Islam	sabidulislam91@gmail.com	Student	Education	2025-12-31	Active	
<input type="checkbox"/> Owas Kuruni	owaskurunipagla@gmail.com	Student	Education	2025-12-31	Active	
<input type="checkbox"/> Sabikun Nehar	sabikunnehara91@gmail.com	Student	Education	2025-12-31	Active	
<input type="checkbox"/> Wahida Begum	wbegum711@gmail.com	Student	Education	2025-12-31	Active	

Showing 1 to 10 of 17 entries

Previous 1 2 Next

Mausumi  
Saha Kalita

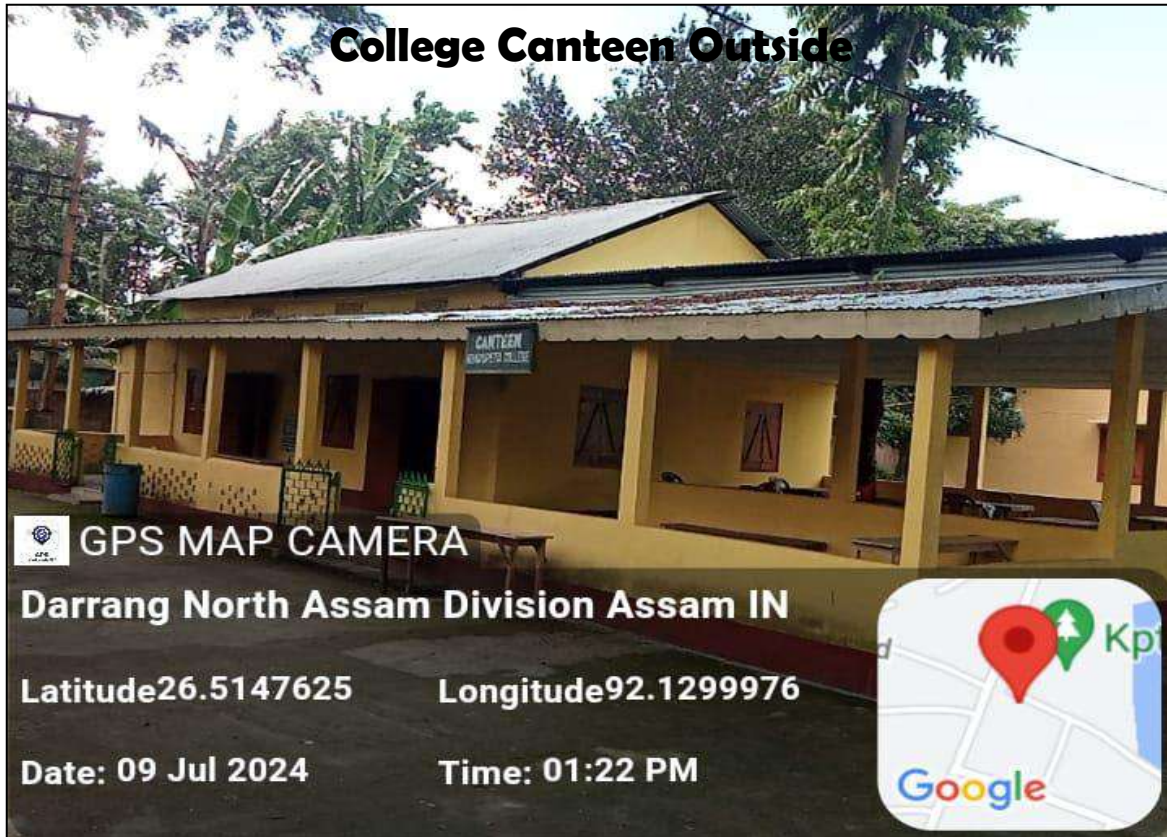
Digitally signed by  
Mausumi Saha Kalita  
Date: 2024.07.05  
16:32:22 +05'30'

Librarian  
Kharupetia College



**PHOTOS OF WELFARE FACILITIES**

**PHOTOS OF COLLEGE CANTEEN**



## PHOTOS OF DRINKING WATER FACILITY

### Drinking water facility

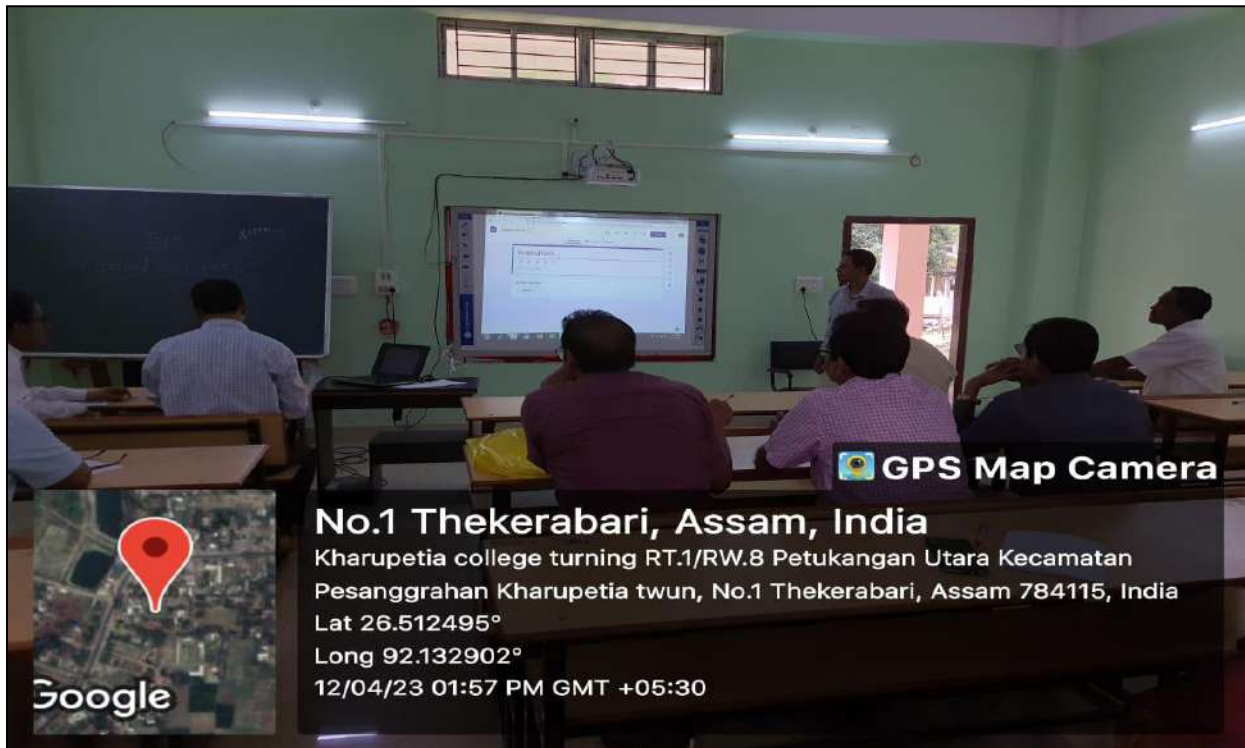




## PHOTOS OF GREEN CAMPUS FACILITY

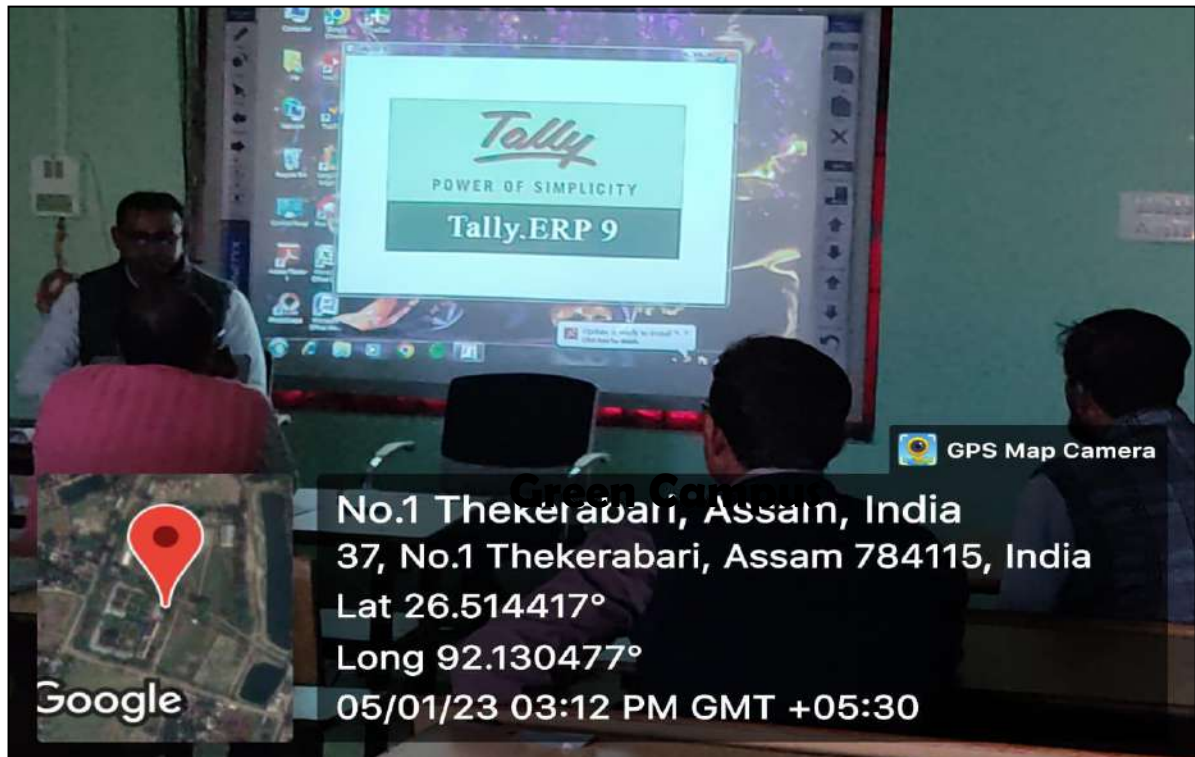


## TRAINING PROGRAMME FOR TEACHERS





## TRAINING PROGRAMME FOR NON TEACHING STAFF



## Training Programme for Non teaching staff



GPS MAP CAMERA

Darrang North Assam Division Assam IN

Latitude 26.5147623

Longitude 92.1300076

Date: 03 Mar 2023

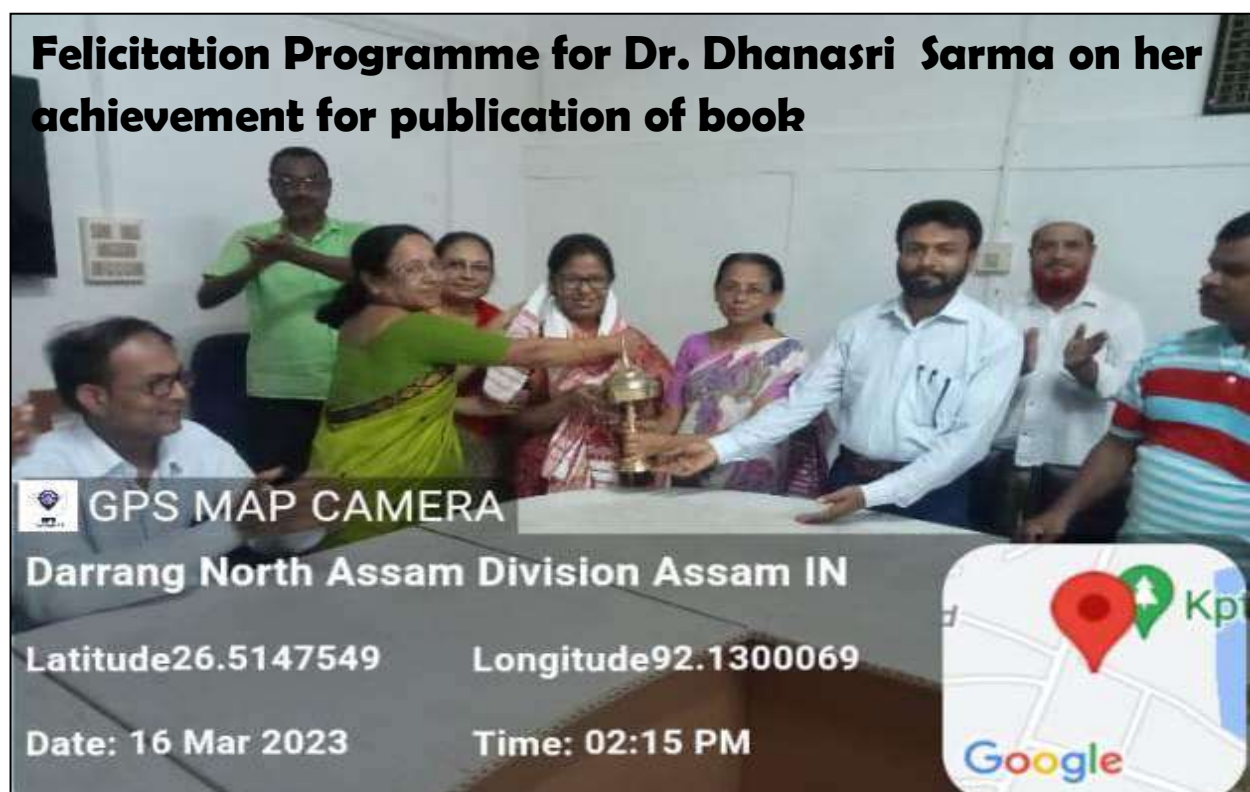
Time: 02:34 PM





## **FELICITATION PROGRAMME**

### **Felicitation Programme for Dr. Dhanasri Sarma on her achievement for publication of book**



### **Felicitation Programme for Zakir Hussain Ahmed**



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## PHOTOS OF FITNESS CENTRE

