



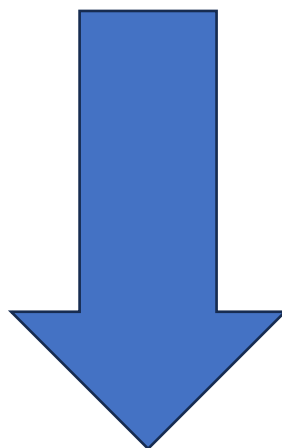
SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

SHYAMSUNDARPUR PATNA • PANSKURA • PURBA MEDINIPUR • PIN - 721139 • Phone - 03228-255030
email - siddhinathmahavidyalaya@gmail.com

6.2.1. The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc.





SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com



THE WEST BENGAL COLLEGE SERVICE COMMISSION PURTA BHAVAN, DF BLOCK, 3RD FLOOR, SECTOR - I, SALT LAKE, KOLKATA - 700 091

RELEVANT INFORMATION OF THE RECOMMENDED CANDIDATE (ADVT NO 1/2015) AS ACTED UPON BY THE COMMISSION

1. NAME OF THE CANDIDATE						
DEBANJAN MAITY						
2. REGISTRATION NO						
1500018158						
3. FATHER'S NAME						
TARAPADA MAITY						
4. POSTAL ADDRESS						
FLAT NO 303, 3RD FLOOR, URMILA APARTMENT, 48/1 GOSWAMI PARA ROAD, BALLY, 711201, WEST BENGAL						
5. RESIDENTIAL ADDRESS						
FLAT NO 303, 3RD FLOOR, URMILA APARTMENT, 48/1 GOSWAMI PARA ROAD, BALLY, 711201, WEST BENGAL						
6. CONTACT NOS.						
919038685232						
7. CASTE/CATEGORY					8. DATE OF BIRTH	
UR	SC	ST	OBC-A	OBC-B	PH/VH	26/7/1987
<input checked="" type="checkbox"/>						
9. MASTER DEGREE DETAILS						
Subject		% of Marks obtained		University/Institute		
SANSKRIT		67.3		JADAVPUR UNIVERSITY		
10. EXPERIENCE (IN YEARS)						
Yes		No				
<input type="checkbox"/>		<input checked="" type="checkbox"/>				
GOVT APPROVED PTT		GOVT APPROVED CWTT		OTHERS		
FTT						
11. NET/SET						
Yes			No			
(Pl. mention qualifying year)						
2012						
12. Ph.D.						
Yes		No				
<input type="checkbox"/>		<input checked="" type="checkbox"/>				
YEAR		UNIVERSITY/ INSTITUTE				
13. In Service Teacher's Details						
Yes		No				
<input type="checkbox"/>		<input checked="" type="checkbox"/>				
DATE OF JOINING	SERVICE PERIOD	COLLEGE				

ATTESTED
Teacher in charge
SIDDHINATH MAHAVIDYALAYA
S.S. Patna Purba Medinipur

Secretary / Assistant Secretary

o/c



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

VU UR

o/c



THE WEST BENGAL COLLEGE SERVICE COMMISSION
PURTA BHAVAN, DF BLOCK, 3RD FLOOR, SECTOR - I, SALT LAKE, KOLKATA - 700 091
PHONE : Secretary - 033-2334-6675; Asstt. Secretary / General Office : 2337 - 2920

No. 158/Sanskrit/VU/Recom/esc/17

Dated 18.01.17

To
The Principal/Teacher-in-Charge/Administrator,

SIDDHINATH MAHAVIDYALAYA

Shyamsundarpur, P.O. - Panskura.
M. Purba Medinipur, Pin - 721139.

Subject : Recommendation for the Post of Assistant Professor/Librarian

Subject
SANSKRIT

UR	SC	ST	OBC-A	OBC-B	PH/VH
✓					

Sir/Madam,

I am directed to communicate that the Commission in its Meeting dated 29.09.2016 has recommended Shri/Smt/Dr DEBANJAN MAITY (Registration No. 1500018158) son/daughter of Shri/Smt TARAPADA MAITY duly empanelled (date of Interview - 29/2/2016) against Advertisement No. 1/2015 in terms of section 7 of the West Bengal College Service Commission Act, 2012 for appointment to the substantive post of Assistant Professor/Librarian in your College against the vacancy with R P 02. The basic eligibility details of the recommended candidate is enclosed herewith. You are requested to appoint the said candidate to the said post in your College in accordance with the College Teachers (Security of Service) Rules, 1977 within a period of one month from the date of receipt of this letter. Copies of the appointment letter and the joining report of the candidate may please be forwarded to the Commission within one month for information and record.

Yours faithfully,

sd/-

Secretary / Assistant Secretary

N.B. All original documents in support of eligibility of the candidate may please be Verified and checked at the time of giving appointment.

No. 158/1(2) Sanskrit/VU/Recom/esc/17

Dated 18.01.17

Copy forwarded to :

1. Shri/Smt/Dr DEBANJAN MAITY
FLAT NO 303, 3RD FLOOR, URMILA APARTMENT, 48/1 GOSWAMI PARA ROAD, BALLY, 711201, WEST BENGAL

2. The Director of Public Instruction, Government of West Bengal, Bikash Bhavan, Salt Lake, Kolkata - 700 091 for information & necessary action.

etc

ATTESTED
Teacher in Charge
SIDDHINATH MAHAVIDYALAYA
55 Patna Purba Medinipur

Secretary / Assistant Secretary



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

SHYAMSUNDARPUR PATNA • PANSKURA • PURBA MEDINIPUR • PIN - 721139 • Phone - 03228-255030
email - siddhinathmahavidyalaya@gmail.com

Ref. No. SM/2017/06

Date. 24.01.17...

From : President / Secretary / Teacher-in-charge



To
Debanjan Maity,
Flat No-303, 3rd Floor, Urmila Apartment,
48/1 Goswami Para Road,
Bally, 711201, West Bengal

SUB:- LETTER OF APPOINTMENT.

Sir,

I am directed by the Organising Committee meeting dt 21.01.2017 to say that on the recommendation of the West Bengal College Service Commission (Ref. No.-158/Sanskrit/Vu/Recom/CSC/17 dt. 18.01.17) you are appointed as an Assistant Professor in Sanskrit in the Siddhinath Mahavidyalaya, Purba Medinipur in the scale of pay of Rs.15,600/= to Rs.39,100/= and A. G. P Rs.6,000/=. You will be entitled to 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 with effect from the date on which you join the post. Regarding Probation, confirmation and other condition of service, you will be guided by the West Bengal College Teachers' (Security & Service) Rules 1977 and the rules made thereunder in addition to the Government Orders and Rules and Statutes Regulation Rules, Ordinances etc. of the Vidyasagar University. This letter of appointment will be treated as cancelled if you fail to join the post within one month from the date of issue of this letter.

With thanks,

Yours faithfully,

Date:- 24.01.17

Banabihari Pahari
24.01.17

Banabihari Pahari,
Secretary
Organising Committee
Siddhinath Mahavidyalaya

Copy forwarded to the



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

SHYAMSUNDARPUR PATNA • PANSKURA • PURBA MEDINIPUR • PIN - 721139 • Phone - 03228-255030
email - siddhinathmahavidyalaya@gmail.com

To
The Secretary,
Siddhinath Mahavidyalaya,
Shyamsundarpur Patna, P.O. Panskura
Purba Medinipur, Pin: 721139
West Bengal

Sub: Joining report as an Assistant Professor in Sanskrit

Sir,

In accordance with your appointment letter dated 24.01.2017, I, Debanjan Maity of Urmila Apartment, Flat no: 303, 3rd Floor, 48/1 Goswami Para Road, P.O. Bally, Howrah, Pin. 711201 like to inform you that I am joining Siddhinath Mahavidyalaya as an Assistant Professor in Sanskrit this day, the 14th February, 2017 at 11-00 a.m.

This is in reference to the WBCSC recommendation letter memo no.158/Sanskrit/ VU/ Recom/ CSC/ 17 dated 18.01.2017.

I assure you that I will contribute sincere and dedicated service for the institution.

Thank you,

Yours sincerely,

Debanjan Maity

Debanjan Maity

Dt. 14.02.2017

Teacher-in-charge
SIDDHINATH MAHAVIDYALAYA
S S Patra Purba Medinipur

Allowed to join
on 14.02.17 at
11-00 am in Siddhinath
Mahavidyalaya
Ajit 14.02.17



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

GOVERNMENT OF WEST BENGAL
EDUCATION DIRECTORATE
BIKASH BHAVAN, SALT LAKE, KOLKATA – 91.

No. 886 - UGC
4P-402 UGC-13

Dated, the 19/7/21

From : The Director of Public Instruction, Govt. of West Bengal.

To : The Principal/Teacher-in-Charge,
Siddhinath Mahavidyalaya,
Shyamsundarpur, Patna, Panskura, Purba Medinipur, Pin – 721 139.

Sub: Approval of Pay for Teaching Staff of all Govt. Aided Colleges in the revised pay structure 2019 w.e.f. 01.01.2020 in respect of the Assistant Professor/librarian staff of the State aided Colleges.

With reference to the subject and the correspondences made by the College Authority in their letter No. **SM/2020/105** dated **25.11.2020** in respect of **Sri/Dr. Debanjan Maity**, Assistant Professor of Sanskrit of the said State aided Colleges, the pay fixation will be generated through HRMS Portal as per existing Govt. Orders.

After careful scrutiny, provisional approval of pay in the revised pay structure 2019 (w.e.f.01.01.2020) in respect of **Dr. Debanjan Maity, Assistant Professor of Sanskrit of Siddhinath Mahavidyalaya** who joined the College on 14.02.2017, the College Authority is being allowed to fix the pay with advance increments for in-service acquisition of Ph.D/M.Phil/ etc. with effect from the date of award 05.03.2020 as per extant Govt. Order.

If it is eventually found that payment on account of pay fixation done by the College Authority has been done wrongly for any reason whatsoever in excess of the admissible amount, such excess payment, if any, will be recovered from the future claims of the incumbent(s) concerned.

Director of Public Instruction, W.B.

Memo No. ~~886~~ - 886 - UGC 1(6)/2021

Dated, the 19/7/21

Copy forwarded for information to :

- 1) Special Secretary (CS Branch), Department of Higher Education, Govt. of West Bengal, Bikash Bhavan, Salt Lake, Kolkata – 700091.
- 2) PA to Hon'ble Minister in Charge, Department of Higher Education, Govt. of West Bengal, Bikash Bhavan, Salt Lake, Kolkata – 700091.
- 3) Joint Director (PPS), Education Directorate, Department of Higher Education, Govt. of West Bengal, Bikash Bhavan, Salt Lake, Kolkata – 700091.
- 4) Executive Director, Department of Education, GTA, Lowis Jubilee Complex, Darjeeling.
- 5) Deputy Regional Education Officer, Jalpaiguri Division. REO, Jalpaiguri Division, Pahari Para, opposite Municipal Primary School, Ward No. 6, P.O. & Dist.- Jalpaiguri
- 6) Office Copy

For Director of Public Instruction, W.B.



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

GOVERNMENT OF WEST BENGAL
EDUCATION DIRECTORATE
BIKASH BHAVAN, SALT LAKE, KOLKATA - 91

No. 1637 - UGC
4P-402 UGC-23 (CAS)

Dated, the 02.08.2023.

From The Director of Public Instruction, West Bengal

The Principal/Teacher in charge,
Siddhinath Mahavidyalaya,
Shyamsundarpur Patna,
Panskura, Dist. - Purba Medinipur,
Pin - 721139

Sub: Approval Career Advancement Promotion (CAS) as per UGC Regulations 2010 & 2016 in the revised pay structure ROPA 2009 w.e.f. 01.01.2020 in respect of the Assistant Professor (Stage-III to IIII) & Assistant Professor (Stage-III) to Associate Professor (Stage III to IV) / Librarian/Graduate Laboratory Instructor (GLI) staff of the State aided Colleges.

With reference to the subject and the correspondences made by the College Authority in their letter No SM/2023/50 dated 17.05.2023 in respect of Sri Debanjan Maity, Assistant Professor (Stage-I) in Sanskrit (Date of Joining: 14.02.2017) of Siddhinath Mahavidyalaya, Purba Medinipur provisional Promotional approval is accorded in terms of Career Advancement Scheme in the revised pay structure 2019 (w.e.f. 01.01.2020) with effect from the date of promotion of Sri Debanjan Maity, Assistant Professor (Stage-I) to the post of Assistant Professor (Stage-II) or Assistant Professor (Stage-III) to Associate Professor as per G.O.No.020-Edn(CS) dt.31.12.2012, 1373-Edn(CS) dt.7.12.2017, 1306-Edn(U) dt. 30.12.2019 and 120 Edn(U) dt.03.02.2020 and his/her pay may be fixed as follows from the existing pay as on 13.02.2021 at Level 10 Cell 07.

Pay to be fixed initially at		Pay to be fixed finally at	
Level	11	Level	11
Cell	01	Cell	03
w.e.f (date of promotion)	14.02.2021	w.e.f (date of option /Promotion)	01.07.2021
		Date of next increment	01.07.2022

This is further to be notified that the appointment is made by up-grading the post held by the incumbent and that the post will automatically revert to the post of Assistant Professor (Stage-I) as soon as the post is vacated by way of superannuation/resignation or in any other way.

If it is eventually found that payment on account of pay fixation done by the College Authority has been done wrongly for any reason whatsoever in excess of the admissible amount, such excess payment, if any, will be recovered from the future claims of the incumbent(s) concerned.

The receipt of this letter may be kindly acknowledged.

For Director of Public Instruction, West Bengal.

Memo No. 1637 -1(1) UGC

Dated, the 02.08.2023.

Copy forwarded for information to -

- 1) Joint Director (PPS), Education Directorate, Department of Higher Education, Govt. of West Bengal, Bikash Bhavan, Salt Lake, Kolkata - 700091
- 2) Executive Director, Department of Education, GTA, Lovers Jubilee Complex, Darjeeling
- 3) Deputy Regional Education Officer, Jalpaiguri Division, REO, Jalpaiguri Division, Pahan Para, opposite Municipal Primary School, Ward No. 6, P.O. & Dist.- Jalpaiguri

For Director of Public Instruction, WB



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

SHYAMSUNDARPUR PATNA • PANSKURA • PURBA MEDINIPUR • PIN - 721139 • Phone - 03228-255030
email - siddhinathmahavidyalaya@gmail.com

VU/17

THE WEST BENGAL COLLEGE SERVICE COMMISSION
PURTA BHAVAN, DF BLOCK, 3RD FLOOR, SECTOR - I, SALT LAKE, KOLKATA - 700 091
PHONE : Secretary - 033-2334-6675; Asstt. Secretary / General Office : 2337 - 2920

1229/Beng-VU/Recom/ESC/17

Dated 29.4.17

The Principal/Teacher-in-Charge/Administrator,

SIDDHINATH MAHAVIDYALAYA

P.O. - Panskura, Dist. - East Medinipur,
West Bengal - 721139.

Subject : Recommendation for the Post of Assistant Professor/Librarian

Subject
BENGALI

UR	SC	ST	OBC-A	OBC-B	PH/VH
✓					

Sir/Madam,
I am directed to communicate that the Commission in its Meeting dated 20.02.2017 has recommended Shri/Smt/Dr PRATYUS KUMAR JANA (Registration No. 1500007417) son/daughter of Shri/Smt LATE BIRENDRA NATH JANA duly empanelled (date of Interview - 12/11/2016) against Advertisement No. 1/2015 in terms of section 7 of the West Bengal College Service Commission Act, 2012 for appointment to the substantive post of Assistant Professor/Librarian in your College against the vacancy with R P 05. The basic eligibility details of the recommended candidate is enclosed herewith. You are requested to appoint the said candidate to the said post in your College in accordance with the College Teachers (Security of Service) Rules, 1977 within a period of one month from the date of receipt of this letter. Copies of the appointment letter and the joining report of the candidate may please be forwarded to the Commission within one month for information and record.

Yours faithfully,

Sd/-

Assistant Secretary

N.B. All original documents in support of eligibility of the candidate may please be Verified and checked at the time of giving appointment.

No. 1229/1(2)/Beng-VU/Recom/ESC/17

Dated 29.4.17

Copy forwarded to :

1. Shri/Smt/Dr PRATYUS KUMAR JANA
PO - KRISHNANAGAR (CONTAI), KHAJURY, PURBA MEDINIPUR, KRISHNANAGAR, 721430, WEST BENGAL

2. The Director of Public Instruction, Government of West Bengal, Bikash Bhavan, Salt Lake, Kolkata - 700 091 for information & necessary action.

B

Endorsed
Anirban
earned on 29.06.17
SIDDHINATH MAHAVIDYALAYA
- S. Patra, Purba Medinipur

Assistant Secretary
ATTESTED
Jt. Block Dev. Officer
Panskura-I
Compd by D. Halda
09.07.2017



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

SHYAMSUNDARPUR PATNA • PANSKURA • PURBA MEDINIPUR • PIN - 721139 • Phone - 03228-255030
email - siddhinathmahavidyalaya@gmail.com



THE WEST BENGAL COLLEGE SERVICE COMMISSION
PURTA BHAVAN, DF BLOCK, 3RD FLOOR, SECTOR - I, SALT LAKE, KOLKATA - 700 091
PHONE : Secretary - 033-2334-6675; Asstt. Secretary / General Office : 2337 - 2920

No.

1229/Reg./VI/Recm/ese/17

Dated

21/9/17

To

The Principal/Teacher-in-Charge/Administrator,

SIDDHINATH MAHAVIDYALAYA

P.O. - Panskura, District - East Medinipur,
West Bengal - 721139.

Subject : Recommendation for the Post of Assistant Professor/Librarian

Subject
BENGALI

UR	SC	ST	OBC-A	OBC-B	PH/VH
✓					

Sir/Madam,

I am directed to communicate that the Commission in its Meeting dated 20/02/2017 has recommended Shri/Smt/Dr PRATYUS KUMAR JANA [Registration No. 1500007417] son/daughter of Shri/Smt. LATE BIRENDRA NATH JANA duly empanelled (date of Interview - 12/11/2016) against Advertisement No. 1/2015 in terms of section 7 of the West Bengal College Service Commission Act, 2012 for appointment to the substantive post of Assistant Professor/Librarian in your College against the vacancy with R P 05. The basic eligibility details of the recommended candidate is enclosed herewith. You are requested to appoint the said candidate to the said post in your College in accordance with the College Teachers (Security of Service) Rules, 1977 within a period of one month from the date of receipt of this letter. Copies of the appointment letter and the joining report of the candidate may please be forwarded to the Commission within one month for information and record.

Yours faithfully,

Assistant Secretary

N.B. All original documents in support of eligibility of the candidate may please be Verified and checked at the time of giving appointment.

No.

Dated

Copy forwarded to :

1. Shri/Smt/Dr PRATYUS KUMAR JANA
PO - KRISHNANAGAR (CONTAI), KHAJURY, PURBA MEDINIPUR, KRISHNANAGAR, 721430, WEST BENGAL

2. The Director of Public Instruction, Government of West Bengal, Purta Bhavan, Salt Lake, Kolkata - 700 091 for information & necessary action.

B

ATTESTED
21/09/17
Teacher in charge
SIDDHINATH MAHAVIDYALAYA
P. No. Purba Medinipur

Assistant Secretary



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

6/4

VU



THE WEST BENGAL COLLEGE SERVICE COMMISSION
PURTA BHAVAN, DF BLOCK, 3RD FLOOR, SECTOR - I, SALT LAKE, KOLKATA - 700 091
PHONE : Secretary - 033-2334-6675; Asstt. Secretary / General Office : 2337 - 2920

No. 1229/Panskura/VU/Recm/esc/17

Dated 21.1.17

To
✓ The Principal/Teacher-In-Charge/Administrator,

SIDDHINATH MAHAVIDYALAYA

P.O. - Panskura, Dist. East Medinipur,
West Bengal - 721139.

Subject : Recommendation for the Post of Assistant Professor/Librarian

Subject
BENGALI

UR	SC	ST	OBC-A	OBC-B	PH/VH
✓					

Sir/Madam,

I am directed to communicate that the Commission in its Meeting dated 20.02.2017 has recommended Shri/Smt/Dr PRATYUS KUMAR JANA (Registration No. 1500007417) son/daughter of Shri/Smt LATE BIRENDRA NATH JANA duly empanelled (date of Interview - 12/11/2016) against Advertisement No. 1/2015 in terms of section 7 of the West Bengal College Service Commission Act, 2012 for appointment to the substantive post of Assistant Professor/Librarian in your College against the vacancy with R P 05. The basic eligibility details of the recommended candidate is enclosed herewith. You are requested to appoint the said candidate to the said post in your College in accordance with the College Teachers (Security of Service) Rules, 1977 within a period of one month from the date of receipt of this letter. Copies of the appointment letter and the joining report of the candidate may please be forwarded to the Commission within one month for information and record.

Yours faithfully,

Assistant Secretary

N.B. All original documents in support of eligibility of the candidate may please be Verified and checked at the time of giving appointment.

No.

Copy forwarded to :

1. Shri/Smt/Dr PRATYUS KUMAR JANA
PO - KRISHNANAGAR (CONTAI), KHAJURY, PURBA MEDINIPUR, KRISHNANAGAR, 721430, WEST BENGAL

Dated

2. The Director of Public Instruction, Government of West Bengal, Purta Bhavan, Salt Lake, Kolkata - 700 091 for information & necessary action.

B

ATTESTED
21.01.17
Teacher in charge
SIDDHINATH MAHAVIDYALAYA
Panskura Purba Medinipur

Assistant Secretary

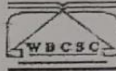


SIDDHINATH MAHAVIDYALAYA

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Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com



THE WEST BENGAL COLLEGE SERVICE COMMISSION PURTA BHAVAN, DF BLOCK, 3RD FLOOR, SECTOR - I, SALT LAKE, KOLKATA - 700 091

RELEVANT INFORMATION OF THE RECOMMENDED CANDIDATE (ADVT NO 1/2015) AS ACTED UPON BY THE COMMISSION

1. NAME OF THE CANDIDATE PRATYUS KUMAR JANA						
2. REGISTRATION NO 1500007417						
3. FATHER'S NAME LATE BIRENDRA NATH JANA						
4. POSTAL ADDRESS PO - KRISHNANAGAR (CONTAI), KHAJURY, PURBA MEDINIPUR, KRISHNANAGAR, 721430, WEST BENGAL						
5. RESIDENTIAL ADDRESS PO - KRISHNANAGAR (CONTAI), KHAJURY, PURBA MEDINIPUR, KRISHNANAGAR, 721430, WEST BENGAL						
6. CONTACT NOS. 919051889326						
7. CASTE/CATEGORY						8. DATE OF BIRTH
UR	SC	ST	OBC-A	OBC-B	PH/VH	25/12/1980
<input checked="" type="checkbox"/>						
9. MASTER DEGREE DETAILS			% of Marks obtained	University/Institute		
Subject			58.37	VIDYASAGAR UNIVERSITY		
BENGALI						
10. EXPERIENCE (IN YEARS)						
Yes	<input checked="" type="checkbox"/>		No	<input type="checkbox"/>		
FTT	GOVT APPROVED PTT	GOVT APPROVED CWIT	OTHERS			
		08				
11. NET/SET						
Yes				No		
(Pl. mention qualifying year)						
2008						
12. Ph.D.						
Yes	<input checked="" type="checkbox"/>		No	<input type="checkbox"/>		
YEAR	UNIVERSITY/ INSTITUTE					
2015	University of Calcutta					
13. In Service Teacher's Details						
Yes				No		
DATE OF JOINING	SERVICE PERIOD	COLLEGE				

ATTESTED
Teacher in charge
SIDDHINATH MAHAVIDYALAYA
Purba Medinipur

Assistant Registrar



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

SHYAMSUNDARPUR PATNA • PANSKURA • PURBA MEDINIPUR • PIN - 721139 • Phone - 03228-255030

email - siddhinathmahavidyalaya@gmail.com

Meeting Resolution Book (সভার কার্য বিবরণী)

ORDINARY / SPECIAL সাধারণ/বিশেষ অধিবেশন

Meeting No. 48 Date 06.05.17 Held at (স্থান) Siddhinath Mahavidyalaya

Name of Members Present (উপস্থিত সভ্যগণের নাম)

1. Mr. M. M. M. M.	11.	Mr. M. M. M. M.	21.
2. Bonabihari Bahari	12.		22.
3. Arifan	13.		23.
4. Satelchandra Maity	14.		24.
5. Amitava Maity	15.		25.
6. Indrajit Chandra (Jai)	16.		26.
7. Sanjib	17.		27.
8. Nandipati	18.		28.
9. Govinda Prasad Kar	19.		29.
10. S. K. Nasrullah	20.		30.

Date তারিখ Resolution Adopted (গৃহীত প্রস্তাবাবলী)

- Items on Agenda:-
- To read and confirm the proceedings of the last Organising Committee Meeting etc. etc.
 - To issue the letter of appointment to full-time Assistant Professor in Bengali Dr. Pradyumn Jena on C.S.C. recommendation.
 - To fill the low areas of the Mahavidyalaya Campus with quotations and work order to the appropriate J.C.P. owners after inviting local tenders and considering them.
 - To pay monthly remuneration of Rs 5,000/- to Biplob Patra from April, 2017.
 - To approve the payment of dues of R.C. constructions.
 - To report on the up-to-date progress of development works.
 - To give thanks to the B.D.O. Panskura for sending a submissible.
 - To report on the advance payment of Rs 10,000/- p.m. to the newly appointed Asst. Professors.
 - To cut a second door in the layout of floor room of the new building.

ATTESTED
[Signature]
Teacher in charge



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

SHYAMSUNDARPUR PATNA • PANSKURA • PURBA MEDINIPUR • PIN - 721139 • Phone - 03228-255030
email - siddhinathmahavidyalaya@gmail.com

Resolution Adopted (गृहीत प्रस्ताववली)

10. To report on the payment of 3 months' tuition fees from Jan 17 to March 17.
11. Miscellaneous, if any.

Resolutions:-

President Shri Nirmal Chandra Maity takes the chair.

1. Read and confirmed the proceedings of the last organising committee meeting dt. 08.04.17.
2. Resolved unanimously that the letter of appointment be quoted with A.D and emailed to full-time Assistant Professor Dr. Pradyumn Jana on CSC recommendation.
3. Resolved unanimously that quotations be invited locally from the J.C.P. owners to fill the low land of the Madani Sadak with earth from Siddhikunda Tank.
4. Resolved unanimously that Bipal Bahari, a casual employee in the Library be paid Rs 5000/- from April, 2017 as his monthly remuneration.
5. Resolved unanimously that the payment of the first instalment of dues amounting to Rs 3,12,600/- (Rupees Three Lakh Twelve thousand six hundred) be approved.
6. Resolved unanimously that the report of the Teacher in charge about plastering, whitening of the ground floor of 3 rooms, white-painting fan, electrification, layout of laboratories, marking necessary furniture and a wooden door be approved.
7. Resolved unanimously that the B.D.O. Panskura be thanked for signing a submersible on an emergency basis.

TESTED
Dr. N. Chandra
Siddhinath Mahavidyalaya
Patna



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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Meeting Resolution Book (সভার কার্য বিবরণী) ORDINARY / SPECIAL সাধারণ/বিশেষ অধিবেশন

Meeting No. Date Held at (স্থান)

Name of Members Present (উপস্থিত সভ্যগণের নাম)

11.	21.
12.	22.
13.	23.
14.	24.
15.	25.
16.	26.
17.	27.
18.	28.
19.	29.
20.	30.

Date তারিখ Resolution Adopted (গৃহীত প্রস্তাবাবলী)

8. Resolved unanimously that an advance payment of Rs. 1,00,000/- p.m. be approved in favour of the newly appointed full-time teachers (Asst. Professors).
9. Resolved unanimously that additional new and down be cut in the budget, ground floor room of the new building before setting the floor for immediate practical purposes.
10. Resolved unanimously that payment of 50% of the tuition fees for January 2017 to June 2017 by the T.T.C. be approved, with no other item for discussion the meeting ends with thanks to the chair and members present.

ATTESTED
26.11.17
Teacher in Charge
SIDDHINATH MAHAVIDYALAYA
Shyamsundarpur Patna

Amal Chandra Maurya
President
Organising Committee
Siddhinath Mahavidyalaya
PO Shyamsundarpur Patna
Purba Medinipur



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

Ref. No. ...SM/2017/37

Date. 08/05/2017

From : President / Secretary / Teacher-in-charge

TO
PRATYUS KUMAR JANA
P.O.-KRISHNANAGAR (CONTAI), KHAJURY,
PURBA MEDINIPUR, KRISHNANAGAR, 721430, WEST BENGAL.

SUB:- **LETTER OF APPOINTMENT.**

Sir,

I am directed by the Organising Committee meeting dt 06.05.2017 to say that on the recommendation of the West Bengal College Service Commission (Ref. No.-1229/Beng/Vu/Recom/CSC/17 dt. 24.04.17) you are appointed as an Assistant Professor in Bengali in the Siddhinath Mahavidyalaya, Purba Medinipur in the scale of pay of Rs.15,600/= to Rs.39,100/= and G. P Rs.6,000/=. You will be entitled to 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 with effect from the date on which you join the post. Regarding Probation, confirmation and other condition of service, you will be guided by the West Bengal College Teachers' (Security & Service) Rules 1977 and the rules made thereunder in addition to the Government Orders and Rules and Statutes Regulation Rules, Ordinances etc. of the Vidyasagar University. This letter of appointment will be treated as cancelled if you fail to join the post within one month from the date of issue of this letter.

With thanks,

Yours faithfully,

Date:- 08/05/2017



B. Bahari
08/05/2017
Banabihari Bahari.

Secretary,
Organising Committee
Siddhinath Mahavidyalaya
P.O. Shyamsundarpur Patna

Copy forwarded to the

1. To the WBCSC, Purta Bhaban, DF Block, 3rd Floor, Sector-1, Salt Lake, Kolkata-700064 with Recommendation letter 1229/Bengali/VU/Recom/CSC/17 & dated 24.04.17.

Teacher-in-charge
SIDDHINATH MAHAVIDYALAYA
- 5 Patna, Purba Medinipur

ATTESTED
Jt. Block Dev. Officer
Panskura-I

Comptroller
B. Laila

03.07.2017



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

Teacher-in-Charge
Siddhinath Mahavidyalaya
Shyamsundarpur patna
Panskura, Purba Medinipur
West Bengal, Pin- 721139

Subject: Request of Joining for the post of assistant Professor of Bengali

Respected Sir,

I beg to inform you that I, Dr. Pratyus Kumar Jana, want to join Siddhinath Mahavidyalaya as an Assistant Professor of Bengali from 16-05-2017 at 10:30 am (forenoon) as per your appointment letter (Ref No- SM/2017/37 dated- 08-05-2017) with the recommendation of the Secretary of the West Bengal College Service Commission (Vide Letter no- 1229/1(2) /Beng/VU/Recom/CSC/17).

Hence I hope you will kindly consider my application and allow me to join as an Assistant Professor of Bengali in Siddhinath Mahavidyalaya. I will be highly obliged.

Thanking you.

Yours faithfully

Pratyus Kumar Jana
(Dr. Pratyus Kumar Jana)

Date :16-05-2017

Allowed to join
at 10-30 am, on 16.05.17
Anirban
16.05.17

Teacher-in-charge
SIDDHINATH MAHAVIDYALAYA
S S Patna Purba Medinipur

Endorse
Anirban
Teacher-in-charge
SIDDHINATH MAHAVIDYALAYA
S S Patna Purba Medinipur
18.06.17

ATTESTED
Jt. Block Dev. Officer
Panskura-I
Complained
to Bhabha
03.07.2017



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

Meeting Resolution Book (সভার কার্য বিবরণী)

ORDINARY / SPECIAL সাধারণ/বিশেষ অধিবেশন

Meeting No. 49 Date 10.06.17 Held at (স্থান) Siddhinath Mahavidyalaya

Name of Members Present (উপস্থিত সভ্যগণের নাম)

1. Nripan Ch. Maji	11.	21.
2. Banabihari Pakar	12.	22.
3. Anjan	13.	23.
4. Nani Ch. Maji	14.	24.
5. Jitendra Maji	15.	25.
6. P. Maji	16.	26.
7. Gobinda Ch. Maji	17.	27.
8. Sital Chandra Maji	18.	28.
9. Hari Chandra Maji	19.	29.
10.	20.	30.

Date তারিখ Resolution Adopted (গৃহীত প্রস্তাবাবলী)

ITEMS ON AGENDA

- To read and confirm the proceedings of the last meeting dated 06.05.17
- To report on joining of Dr. Palghosh Jana, Associate Professor of Bengali as per WBCEC recommendation.
- To issue the letter of appointment to Abu Kalam Alberuni, Assistant Professor in Geography as per WBCEC recommendation.
- To report for steps for filling the lowlands of the Mahavidyalaya with JCB machines.
- To approve the payment of dues to J.R. Construction.
- To report the payment of the enhanced monthly remuneration of Sri Biplob Pakar by Rs. 2000/- p.m. from April 2017.
- To fix the fees structure for 2017-18
- To appoint the necessary staff on a purely temporary, contractual basis to run the Mahavidyalaya on an emergency basis.
- To report for building grant to the Higher Education Department of the Govt. of W.B. report on the upto date progress of work of development.

ATTESTED
Principal
SIDDHINATH MAHAVIDYALAYA
Panskura, Purba Medinipur

Date
তারিখ

স্বা



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

SHYAMSUNDARPUR PATNA • PANSKURA • PURBA MEDINIPUR • PIN - 721139 • Phone - 03228-255030

email - siddhinathmahavidyalaya@gmail.com

Date তারিখ	Resolution Adopted (গৃহীত প্রস্তাবাবলী)
11.	To consider the prayer for maternity leave of Smt. Krishna Ghoshki
12.	To distribute the jobs of the non-teaching staff.
13.	To open a poor fund of Rs 25,000/- donated by the President Nirmal Chandra Maity.
14.	Miscellaneous table Agenda, if any.
	PROCEEDINGS.
	President Nirmal Chandra Maity takes the chair.
1.	Read and confirmed the proceedings of the last Organising Committee meeting dt 06.05.17.
2.	Resolved unanimously that the joining report of Dr. Ratynash Jana, Assistant Professor of Bengali as per WBCEC recommendation be approved.
3.	Resolved unanimously that the letter of appointment to Assistant Professor of Geography Mr. Abu Kalam Albarini be posted with A.D. at the earliest to comply with the WBCEC recommendation.
4.	Resolved unanimously that as no quotations for filling the low band of the Mahavidyalaya has been received till date despite wide circulation of notices in different public places the T.C. be requested to take necessary appropriate steps under the exigency of circumstances.
5.	Resolved unanimously that the payment of the last instalment of amount (Rs. 2,87,000/-) to J. R. Construction for additional construction of the present building be approved.
6.	Resolved unanimously that the enhanced monthly remuneration of Rs. 2,000/- to Biplob Ghosh be approved w.e.f. 01.04.17.
7.	Resolved unanimously that the fees schedule be revised only with a marginal reduction only for that of 2016-17 academic session in view of the very very fast development and future emergency.

ATTESTED
 SIDDHINATH MAHAVIDYALAYA
 PANSKURA, PURBA MEDINIPUR



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

Meeting Resolution Book (সভার কার্য বিবরণী)

ORDINARY / SPECIAL সাধারণ/বিশেষ অধিবেশন

Meeting No. Date Held at (স্থান)

Name of Members Present (উপস্থিত সভ্যগণের নাম)

1.	11.	21.
2.	12.	22.
3.	13.	23.
4.	14.	24.
5.	15.	25.
6.	16.	26.
7.	17.	27.
8.	18.	28.
9.	19.	29.
10.	20.	30.

Date তারিখ Resolution Adopted (গৃহীত প্রস্তাবাবলী)

expenditure of the mahavidyalaya with as many as 16 Hons. & General Subjects, layout of laboratories with apparatus, furniture, new classrooms in the new buildings, appointment of staff on a temporary contractual basis, development of library and reading room among many other vital infrastructure in respect of the 1st year class of the new session to begin in July 11, 2017.

(6) Resolved also unanimously that the consideration for the resolution in fees for the 2nd year and 3rd year students will be taken up in the next meeting of the Organising Committee.

8. Resolved unanimously that the a committee of 3 members including TIC Anirban Kumar Jana, Prof. Gobinda Prasad Kar and Dr. Libal ch. Maiti be formed to consider appointment of new staff on a purely temporary contractual basis.

ATTESTED

Siddhinath Mahavidyalaya
Patna, Medinipur



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

Date
তারিখ

Resolution Adopted (গৃহীত প্রস্তাবাবলী)

9. Resolved unanimously that a prayer for building grant worth Rs 35,00,000/- (Rupees thirty-five lakhs) be submitted immediately to the Higher Education Department of the Government of West Bengal for construction of at least 4 (four) classrooms along the present building worth Rs 70,00,000/- (Rs. Seventy lakhs) with the kind sanction from the above department for which the U.C. has been submitted duly on its annual expenditure.
10. Resolved unanimously that the two laboratories of Physics and Chemistry being already set up in the new building the payment for the apparatus in Physics be approved and that for Chemistry be made with the prior approval of the Organising Committee with T.C. entrusted to do the same.
11. Considered the prayer for maternity leave of Smt. Krishna Ghoshal and resolved unanimously that the matter be dealt with compassionately.
12. Resolved unanimously that the T.C. be requested to make a reasonable allotment of jobs for the non-teaching staff with the help of a suitable member of the O.C., Mr. Sibal Chandra Maity.
13. Resolved unanimously that a proposed Poor Fund of Rs 25,000/- (Twenty-five thousand) be set up with the entire amount donated by Sri Nirmal Chandra Maity, President, Organising Committee. With no other item on agenda the meeting ends with the chair and the members present.

ATTESTED
13
SIDDHINATH MAHAVIDYALAYA
na Purba Medinipur

Nirmal Chandra Maity
President
Organising Committee
Siddhinath Mahavidyalaya
P.O. - Shyamsundarpur Patna
Purba Medinipur

GOVERNMENT OF WEST BENGAL
EDUCATION DIRECTORATE
BIKASH BHAVAN, BIDHANNAGORE, KOLKATA - 700 091

Memo No. 2289-UGC
4P - 402 UGC / 09 (Pt-I)/2017

Dated, Kolkata, the 17.08.2017.

From : The Director of Public Instruction,
West Bengal

To : ✓ The Teacher-in-Charge,
Siddhinath Mahavidyalaya
Shyamsundarpur Patna
P.O.Panskura, Dist. Purba Medinipur
PIN - 721 139.

Sub : Re-Fixation of pay in the revised pay structure w.e.f. 01.01.2006 in respect of **Five newly appointed TEACHERS / LIBRARIANS / ASSISTANT LIBRARIANS / PHYSICAL INSTRUCTORS** including Principal of the State aided non-Govt. College.

Ref : Letter No. **Sm/2017/67 dated 28.07.2017 of the college.**

In reference to the above, please find enclosed a Statement showing the Re-Fixation of Pay of **five newly appointed TEACHERS / LIBRARIANS / ASSISTANT LIBRARIANS / PHYSICAL INSTRUCTORS** including Principal of your College in the relevant revised pay structure w.e.f. 2006 in terms of G.O. Nos.133-Edn (CS) dated 29.01.1980, No.587-Edn(CS) dated 21.05.1990, No.374-Edn(CS) dated 30.05.1995, No.183-Edn(CS) dated 30.05.1996, No.63-Edn-(CS) dated 12.01.1999, No.72-Edn(CS) dated 17.01.1997, No.118-Edn(CS) dated 04.02.1999, No.195-Edn(CS) dated 11.02.2000, No.629-Edn (CS) dated 12.05.2000, No.677-Edn.(CS), dated 29.10.2008, No.253-Edn.(CS), dated 07.04.2009, No.533-Edn(CS), dated 28.08.2009, No.534-Edn(CS), dated 28.08.2009, read with Corrigendum No. 609-Edn(CS), dated 24.09.2009, No.625-Edn.(CS) dated 13.10.2009 and No.733-Edn (CS), dated 17.11.2009, No. 920-Edn.(CS), dated 31.12.2012, No. 558-Edn.(CS) dated 14.06.2013, No.951-Edn(CS) dated 06.10.2015, No. 892-Edn(U) dated 04.11.2016, No. 896-Edn(U) dated 08.11.2016, No. 986-ED/2016 dated 24.11.2016 and ED-1009/2016/ED-985/16 dated 15.12.2016, 986-ED/2016 dt. 24.11.2016 and ED-1009/2016/ED-985/16 dated 16.12.2016, 503-Edn(U) dated 12.05.2017.

The date of periodical increment of a incumbents will be governed by the provisions as laid down in the Finance Department's Memorandum No. 2728-F, dated 7th April, 2009 in case of leave without pay granted by the College Authority.

Necessary adjustment on account of ad-hoc payment and interim relief as the case may be, if any, will be made against the claims admissible in terms of this pay fixation. The net amount after such adjustment will be disbursed. If it is eventually found that payment on account of this pay fixation has been made wrongly for any reason what so ever in excess of the admissible amount, such excess payment, if any, will be recovered from the future claims of the incumbent(s) concerned.

The receipt of this letter may kindly be acknowledged.

Encl: As Stated above

for
29/8/17
for Director of Public Instruction, West Bengal

Memo No. 2289 - UGC/1(1)-UGC

Dated, Kolkata, the 17.08.2017.

Copy forwarded for information and necessary action to:

1. ~~Jt. D.P.I., Pay Packet Section, Education Directorate, West Bengal, Bikash Bhavan, Bidhannagore, Kolkata -700 091.~~
2. ~~Dy. Regional Education Officer & Ex-Officio Joint Director of Public Instruction, West Bengal, Jalpaiguri Division, MEENAKSHI BHAVAN, P.O. & Dist - Jalpaiguri, PIN - 735 101.~~

for Director of Public Instruction, West Bengal



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

Enclosure to D.P.I., WB's Memo. No. 2289 - UGC.

the following times (2)

Dated, Kolkata, the 17.08.2017.

STATEMENT OF FIXATION OF PAY OF Teacher(s)/Librarian(s)/Assistant Librarian(s)/Physical Instructor(s) including Principal of
SIDDHINATH (College/Mahavidyalaya), PURBA MEDINIPUR In terms of G.O.s mentioned prepage.

Sl. No.	a) Name b) Designation after revision on or after 01.01.2006 & A.G.P. c) Date of Joining d) Date of award of Ph.D/M.Phil/OHQ	a) Date of Effect for Placement / Promotion / Fresh Appointment as Asst. Prof. (formerly Lect. [Sr. Scale / Sel. Grade] / Reader / Associate Prof /Principal b) AGP after Placement / Promotion / Fresh Appointment c) Date of Option for fixation benefit either straightway (Date of Effect) or 01/07 of Particular Year.	Prior to Placement / Promotion / Fresh Appointment / Award of increments for Ph.D / M.Phil / OHQ, if any a) Pay Band b) Band Pay c) AGP d) Revised Basic Pay (b+c) e) W.e.f./On	Adv. Incr. For Ph.D / M.Phil / OHQ, if admissible (Vide G.O. No. 892 - Edn (U) dated 04.11.2016, No. 896 - Edn (U) dated 08.11.2016) Rs. X = Rs. For	Pay fixed after Placement / Promotion / Fresh Appointment / Award of increments for Ph.D / M.Phil / OHQ, if admissible		a) Re-designated as b) Date of next increment (DNI) c) Remarks
					Initially Fixed	Finally Fixed	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1.	a) Smt. Shyamasree Sur b) Assistant Professor (Stage - I) in Education & A.G.P. - Rs.6000/- c) 03.02.2017 d) N.A. Vide G.O.No.437-Edn(CS) dated 15.05.2015 R.P.No. 03	a) 03.02.2017 b) Rs.6000/- c) N.A.	N.A.	N.A.	N.A.	a) Rs.15600 - 39100/- b) Rs.15600/- c) Rs.6000/- d) Rs.21600/- e) 03.02.2017	a) N.A. b) 01.07.2018 & 01/7 of e.y c) His candidature for the appointment in the college was recommended by the West Bengal College Service Commission through their Memo No. 1228/Edn/V/Recom/CSC/16 dt. 26.12.2016.
2.	a) Sri Debanjan Maity b) Assistant Professor (Stage - I) in Sanskrit & AGP Rs.6000/- c) 14.02.2017 d) N.A. Vide G.O.No.437-Edn(CS) dated 15.05.2015 R.P.No. 02	a) 14.02.2017 b) Rs.6000/- c) N.A.	N.A.	N.A.	N.A.	a) Rs.15600 - 39100/- b) Rs.15600/- c) Rs.6000/- d) Rs.21600/- e) 14.02.2017	a) N.A. b) 01.07.2018 & 01/7 of e.y c) His candidature for the appointment in the college was recommended by the abovementioned commission on through their Memo No. 158/Sanskrit/V/Recom/CSC/17 dt. 18.01.2017.
3.	a) Sri Tanmoy Roy b) Assistant Professor (Stage - I) in History & A.G.P. - Rs.6000/- c) 14.03.2017 d) N.A. Vide G.O.No.437-Edn(CS) dated 15.05.2015 R.P.No. 01	a) 14.03.2017 b) Rs.6000/- c) N.A.	N.A.	N.A.	N.A.	a) Rs.15600 - 39100/- b) Rs.15600/- c) Rs.6000/- d) Rs.21600/- e) 14.03.2017	a) N.A. b) 01.07.2018 & 01/7 of e.y c) His candidature for the appointment in the college was recommended by the abovementioned commission on through their Memo No. 465/History/V/Recom/CSC/17 dt. 15.02.2017.

Contd....P/3.



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

Enclosure to D.P.I., WB's Memo. No. 2289 - UGC.

Dated, Kolkata, the 17.08.2017.

the following (3)
STATEMENT OF FIXATION OF PAY OF Teachers/Librarian(s)/Assistant Librarian(s)/Physical Instructor(s) including Principal of
SIDDHINATH (College/Mahavidyalaya), PURBA MEDINIPUR In terms of G.O.s mentioned prepage.

1	(2)	(3)	(4)	(5)	(6)	(7)	(8)
4.	a) Dr. Pratyus Kumar Jana b) Assistant Professor (Stage - I) in Bengali & A.G.P. - Rs.6000/- c) 16.05.2017 d) 17.06.2015 (date of award of Ph.D. Degree) vide G.O.No.437-Edn(CS) dated 15.05.2015 R.P.No. 05	a) 16.05.2017 b) Rs.6000/- c) N.A.	N.A.	Rs.650 X 5 = Rs.3250/- (for his Ph.D Degree at entry level)	N.A.	f) Rs.15600 - 39100/- g) Rs.18850/- h) Rs.6000/- i) Rs.24850/- j) 16.05.2017	d) N.A. e) 01.07.2018 & 01/7 of e.y f) His candidature for the appointment in the college was recommended by the abovementioned commission on though their Memo No. 1229/Beng/V/Recom/CSC/17 dt. 24.04.2017.
6.	a) Abu Kalam Alberuni b) Assistant Prof. Stage - I) in Geography & A.G.P. - Rs.6000/- c) 22.06.2017 d) N.A. Vide G.O.No.437-Edn(CS) dated 15.05.2015 R.P.No. 06	a) 22.06.2017 b) Rs.6000/- c) N.A.	N.A.	N.A.	N.A.	a) Rs.15600 - 39100/- b) Rs.15600/- c) Rs.6000/- d) Rs.21600/- e) 22.06.2017	a) N.A. b) 01.07.2018 & 01/7 of e.y c) His candidature for the appointment in the college was recommended by the abovementioned commission on though their Memo No. 1563/Geography/V/Recom/CSC/17 dt. 22.05.2017.

For Director of Public Instruction, West Bengal.

29/8/17



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com



THE WEST BENGAL COLLEGE SERVICE COMMISSION

PURTA BHAVAN (3RD FLOOR), DF BLOCK, SECTOR - I, SALT LAKE, KOLKATA - 700 091
PHONE: Secretary - 033-2334-6675, Controller of Examinations-033-2337-4401
Office - 033- 2337-2920

Ref. No. - 1924 - CSC / SKBU / (PRL.) -- 19 / 17

Date: 03/07/2020

To
The Principal/ Teacher- in-charge/ Administrator
Sitaram Mahato Memorial College
Anandadeep, P.O. Kuruktopa, Purulia,
West Bengal 723128

Subject: Recommendation for the Post of Assistant Professor

Subject
Physical Education

UR	SC	ST	OBC-A	OBC-B	PWD
✓					

Dear Sir/Madam,

I am directed to communicate that the commission in its meeting dated 06/03/2020 has recommended **PRASANTA KUMAR BHUNIA** (Registration No. **10014346**) son/ daughter of **LATE PRATAP CHANDRA BHUNIA** duly empanelled against Advertisement No. 1/2018 in terms of section 7 of The West Bengal College Service Commission Act, 2012 for appointment to the substantive post of **Assistant Professor in your college against the Vacancy with R. P. No. 5**. The basic eligibility details of the recommended candidate is enclosed herewith. You are requested to appoint the said candidate to the said post in your college within a period of one month from the date of receipt of the letter.

The appointment will be guided in accordance with the College Teacher (Security of Service) Rules, 1977, read with The West Bengal Universities and Colleges (Administration and Regulation) Act, 2017.

The copies of the appointment letter and the joining report of the candidate may please be forwarded to the Commission within one month for information and record.

Yours faithfully

SJ/-
Secretary/Controller of Examinations

N.B. All original documents in support of eligibility of the candidate may please be verified & checked at the time of giving appointment.

No. 1924/1(2) CSC / SKBU / (PRL.) -- 19 / 17

Date: 03/07/2020

Copy forwarded to:

- ✓ PRASANTA KUMAR BHUNIA
VILL. & P.O. - CHAITANYAPUR, P.S. - SUTAHATA, SUB-DIV. - HALDIA, DIST.- PURBA MEDINIPUR, PIN. - 721645
- The Director of Public Instruction, Education Directorate, Higher Education Department, Government of West Bengal, Bikash Bhavan, Salt Lake, Kolkata - 700 091 for information and necessary action.

A. Halder
Secretary/Controller of Examinations
Controller of Examinations
The West Bengal College Service Commission



SITARAM MAHATO MEMORIAL COLLEGE

AT-ANANDADEEP, P.O.- KURUKTOPA, DIST-PURULIA, PIN-723128(W.B.)

Website: www.smmcollege.ac.in * e-mail:smmcollege126@gmail.com

Contact No.- 7585919749

Ref. No. SMMC/APT/21/20

Date. 27/7/2020

Letter of Appointment

To
Prasanta Kumar Bhunia
S/o: Late Pratap Chandra Bhunia
Vill & P.O.- Chaitanyapur,
P.S.- Satahata, Sub-Div Haldia
District- Purba Medinipur, Pin 721645

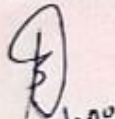
Sir,

I am glad to inform you that the Governing Body of Sitaram Mahato Memorial College vide its meeting no: 14, dated 27/07/2020, has instructed me to offer you appointment to the post of Assistant Professor (UR) at our college on the basis of West Bengal College Service Commission recommendation letter no: 1924-CSC/SKBU/(PRL.)—19/17 dated 03/07/2020, on a pay of Rs 57,700/- in the academic level 10 of the revised ROPA 2019. You shall be entitled to enjoy the allowances benefits as admissible by the Government from time to time with effect from the date 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, confirmation and other conditions of service you shall be guided by the West Bengal College Teachers (Service and Security) Act, 1975 and the rules made in addition to the Government Orders and rules and the Statutes/Regulations/Rules/Ordinance etc of the Sidho Kanho Birsha University, Purulia.

You are requested to join within a fortnight from the date of receipt of this letter, failing which, this letter of appointment will be treated as cancelled.

Thanking You,
Yours faithfully


27/7/2020

DEBARRATA BANERJEE
TEACHER IN CHARGE/SECRETARY
SITARAM MAHATO MEMORIAL COLLEGE
ANANDA DEEP, KURUKTOPA, PURULIA



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

SHYAMSUNDARPUR PATNA • PANSKURA • PURBA MEDINIPUR • PIN - 721139 • Phone - 03228-255030
email - siddhinathmahavidyalaya@gmail.com

From : Dr. Prasanta Kumar Bhunia
C/O. : Late Pratap Chandra Bhunia
Vill& P.O. : Chaitanyapur, P.S. : Sutahata
Sub- Div. : Haldia, Dist. : PurbaMedinipur
721645

To : The Principal / Teacher-in-Charge (TIC),
Anandadeep, P.O. : Kuruktopa,
Purulia, West Bengal, 723128

Sub. : "Letter of Joining"

Respected Sir,

In pursuance of your kind call of Appointment, Ref. No. SMMC/APT/02/20, Date - 27/7/2020 as per the letter of Recommendation for the Post of Assistant Professor of Physical Education, Ref. No. - 1924-CSC/SKBUI (PRL) - 19/17, Dt. 03/7/2020. I am very pleased to inform you of the fact that I am joining your college at forenoon (Time: 10:30 am) on 28/7/2020, (Saturday).

Under these circumstances, with due honour and respect I convey my Report of Joining along with all attested photocopies of necessary documents for joining, duly signed by the Gazetted officer to your kind perusal, and shall immensely be grateful to you for being in favour of and ensuring the above issue.

Regards,

Date : 28/07/2020

Yours faithfully,

Prasanta Kumar Bhunia

N.B. The Photocopies of following documents are attached to my Letter of Joining

1. Letter of Appointment
2. Letter of Recommendation
3. Academic and other necessary records
4. Letter of Release

Allowed to join on 28.7.2020
at 10:30 am

Dr. Sitaram Banerjee
TEACHER-IN-CHARGE
SITARAM MAHATO MEMORIAL COLLEGE
ANANDADEEP, KURUKTOPA, PURULIA



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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Government of West Bengal
Department of Higher Education
College Sponsored Branch
Bikash Bhavan, Salt Lake, Kolkata-700091

No.270 -Edn(CS)/4A-21/2022

Dated, Kolkata the 5th April, 2022

NOTIFICATION

The services of the following Associate/Assistant Professors, now serving in the colleges mentioned in column 2 below, are hereby transferred in the same capacity, on their mutual prayers, and placed at the college mentioned in column 3, in terms of Rule 7(3) of the West Bengal Colleges (Transfer of Employees) Rules, 2017, read with Section 18 of the West Bengal Universities and Colleges (Administration and Regulation) Act, 2017;

Name & Designation	Name and address of the college presently serving in	Name and address of the college transferred to
Dr. Prasanta Kumar Bhunia, Assistant Professor in Physical Education	Sitaram Mahato Memorial College Dist: Purulia	Siddhinath Mahavidyalaya Dist: Purba Medinipur
Dr. Kunal Sardar Assistant Professor in Physical Education	Siddhinath Mahavidyalaya Dist: Purba Medinipur	Sitaram Mahato Memorial College Dist: Purulia

The Principal / Vice-Principal / Teacher-in-Charge, as the case may be, of the college as mentioned in column 3 shall issue a formal appointment letter to the transferees immediately. The resolution of the Governing Body in this regard is dispensed with. A report confirming joining of the transferees in the respective colleges shall be sent to the Director of Public Instruction, West Bengal.

The employees so transferred shall not be required to undergo any probation and their services under the previous employer shall be counted on their transferred posts for all purpose.

The college authority as mentioned in column 2 shall issue a release order in favour of the transferees forthwith and transfer all service particulars such as Service Book, Leave Statement etc. including the balance accumulated in the Provident Fund and other financial dues, if any, to the college as mentioned in column 3 as early as possible. The resolution of the Governing Body in this regard is dispensed with.


Leave with pay for a maximum period of 5 (five) days excluding holidays, if any, shall be granted by the college authority as mentioned in column 3. Such leave shall not be debited from any other leave account for which the employee concerned is eligible.

No travelling allowance or cost of transportation will be paid to the transferees, since the transfer has been made on their mutual prayers.

This transfer order precludes the transferees, from availing the benefit of transfer on own seeking. The employees concerned are requested to join in their new place of posting within 60 days from the date of issue of this order.

Maintenance of Register of Appointment (RoA) shall be dealt in the light of this Department's G.O. No. 795-Edn (CS) dated 07.05.2019.

This is issued with the approval of competent authority.
All concerned are being informed.


Deputy Secretary



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013


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email - siddhinathmahavidyalaya@gmail.com

No- 270 /1(13)Edn(CS)/4A- 21 /2022

Dated, Kolkata the 5th April , 2022

Copy forwarded for information and necessary action to:-


1. The Director of Public Instruction, West Bengal
2. The Registrar, Sidho Kanho Birsha University, University Campus Road, Ranchi - Purulia Rd Purulia, West Bengal 723104
3. The Registrar, Vidyasagar University , Rangmati, Medinipur, West Bengal 721102
4. The Chairman, WBCSC with a request to record the transfer or reallocation of the concerned posts.
5. Private Secretary to Hon'ble M.I.C, Department of Higher Education.
6. Sr. PS to Principal Secretary, Department of Higher Education.
7. The Principal/TIC, Sitaram Mahato Memorial College, Vill + P.O. - Kuruktopa, P.S.- Kenda, Purulia, Pin- 723128
8. The Principal/TIC, Siddhinath Mahavidyalaya, Vill: S. S. Patna, P.O.-Panskura , Dist: Purba Medinipur , Pin- 721139
9. The Principal Accountant General, (A&E), West Bengal.
10. The Treasury Officer, Purulia Dist: Purulia
11. The Treasury Officer, Tamluk, Dist: Purba Medinipur
12. Dr. Asis Ghosh, Joint DPI, W.B.
13. Guard File.


Deputy Secretary

No. 270 /2(2)-Edn(CS)/ 4A-21/2022

Dated, Kolkata the 5th April , 2022

Copy forwarded for information and necessary action to

1.  **Dr. Prasanta Kumar Bhunia**, Assistant Professor in Physical Education, Sitaram Mahato Memorial College, Vill + P.O. - Kuruktopa, P.S.- Kenda, Purulia, Pin- 723128
2. **Dr. Kunal Sardar**, Assistant Professor in Physical Education, Siddhinath Mahavidyalaya, Vill: S. S. Patna, P.O.-Panskura , Dist: Purba Medinipur . Pin- 721139


Deputy Secretary



Sitaram Mahato Memorial College

[Affiliated to Sidho-Kanho-Birsha University]

At : Anandadeep, P.O. : Kuruktopa, Dist. : Purulia, PIN : 723128 (W.B.)

Ref. No. :

Date : 29 APR 2022

To
The Principal
Siddhinath Mahavidyalaya
Shyamsundarpur Patna
Panshkura
District: Purba Medinipur.
West Bengal.

Subj.: Mutual Transfer of Dr Prasanta Kumar Bhunia and Dr Kunal Sardar.

Dear Madam,

On the basis of the Notification of Govt of West Bengal (No 270 Edn (CS)/4A-21/2022 dated 05 April 2022), I do hereby release Dr Prasanta Kumar Bhunia, Assistant Professor in Physical Education of our college who has been mutually transferred with Dr Kunal Sardar, Assistant Professor of Physical Education of your college.

I also certify that Dr Bhunia has enjoyed 6 (six) Casual Leaves this calendar year till date and therefore entitled to avail the rest of the Casual leaves in the rest of calendar year as per your discretion

Along with this letter I am sending in closed envelop (1) a copy of release letter, (2) completed service book of Dr Bhunia, (3) a photocopy of the leave register, (4) salary slip for the month of March 2022. LPC, PF a/c balance and other necessary documents would be sent/mailed to you as early as possible.

Thanking you.

Yours faithfully,

Debopam Raha

Dr Debopam Raha
Principal

Sitaram Mahato Memorial College
At-Anandadeep, P.O. Kuruktopa
Dist. Purulia



*Received
Oma Ghosh
30.4.22*
Principal
SIDDHINATH MAHAVIDYALAYA
At Anandadeep, Purba Medinipur



Sitaram Mahato Memorial College

[Affiliated to Sidho-Kanho-Birsha University]

At : Anandadeep, P.O. : Kuruktopa, Dist. : Purulia, PIN : 723128 (W.B.)

Ref. No. : SMMC/Trf/45/22

Date : 29 APR 2022

To
Dr Prasanta Kumar Bhunia
Assistant Professor in Physical Education
Sitaram Mahato Memorial College
PO: Kuruktopa, District: Purulia
West Bengal
PIN: 723128.

Subj.: Letter of Release from the post of Assistant Professor of Physical Education of sitaram Mahato Memorial College

Sir,

In response to the Notification of Govt of West Bengal (No 270- Edn (CS)/4A-21/2022 dated 05 April 2022), issued on your prayer for Mutual Transfer with Dr Kunal Sardar, Assistant Professor in Physical Education of Siddhinath Mahavidyalaya, you are hereby released from the post of **Assistant Professor in Physical Education of Sitaram Mahato Memorial College**, PO: Kuruktopa, Distt.: Purulia on **29 April 2022 afternoon**, to join the post of Assistant Professor in Physical Education of Siddhinath Mahavidyalaya, Purba Medinipur on Mutual Transfer.

Thanking you.

Yours faithfully,

Dr Debopam Raha
29.4.22

Dr Debopam Raha
Principal

Principal
Sitaram Mahato Memorial College
At-Anandadeep, P.O.-Kuruktopa
Dist.-Purulia



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

Ref. No. SM/2022/27

Date. 29.04.2022

From : President / Secretary / Teacher-in-charge

TO
DR. PRASANTA KUMAR BHUNIA
VILL & P.O.-CHAITANYAPUR, P.S.-SUTAHATA,
DIST-PURBA MEDINIPUR, PIN-721645,
WEST BENGAL.

SUB: - LETTER OF APPOINTMENT.

Sir,

On the basis of the Notification of Department of Higher Education (C S Branch), Government of West Bengal (Notification No.-270-Edn(CS)/4A-21/2022, dated 05.04.2022), you are appointed as an Assistant Professor in Physical Education in the Siddhinath Mahavidyalaya, Purba Medinipur under mutual transfer in the scale of pay of Rs.57,700/- to Rs.1,82,400/-. You will be entitled to the allowances/ benefits as admissible from time to time.

Regarding condition of service, you will be guided by the West Bengal College Teachers' (Security & Service) Rules 1977 and the rules made thereunder in addition to the Government Orders and Rules and Statutes Regulation Rules, Ordinances etc. of the Vidyasagar University. This letter of appointment will be treated as cancelled if you fail to join the post within 4th June'2022.

With thanks,

Yours faithfully,

Date:-



Copy forwarded to the

1. To The Director of Public Instruction, Bikash Bhavan, Salt Lake, Kolkata-700091 for information with Notification No.- 270-Edn(CS)4A-21/2022 & dated 05.04.22 of the Deputy Secretary, Department of Higher Education, Govt. of West Bengal.



Uma Ghosh
Dr. Uma Ghosh 29/4/22
Principal

SIDDHINATH MAHAVIDYALAYA
55 Patna Purba Medinipur

Uma Ghosh
(Dr. Uma Ghosh) 29/4/22
Principal

SIDDHINATH MAHAVIDYALAYA
55 Patna Purba Medinipur



SIDDHINATH MAHAVIDYALAYA

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Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

From: Dr. Prasanta Kumar Bhunia,
Asst. Professor in Physical Education,
Vill. & P.O. : Chaitanyapur, P.S.: Sutahata,
Dist.: Purba Medinipur (W.B.)
721645

To : The Principal,
Siddhinath Mahavidyalaya,
S.S. Patna, Panskura,
Purba Medinipur (W.B.)
721139

Sub.: "Letter of Joining"

Respected Madam,

In pursuance of your kind call of appointment as per the intimation of notification of mutual transfer from Sitaram Mahato Memorial College, Purulia (W.B.) to Siddhinath Mahavidyalaya, Purba Medinipur (W.B.), issued by the Dept. of Higher Education, Govt. West Bengal vide Ref.No. 270-Edcn(CS)/4A-21/2022, Dt. 5th April, 2022 I am very pleased to inform you that I am joining your college at the Post of Assistant Professor in Physical Education at forenoon (10:30 am.) on 30/04/2022 after getting the release order from Sitaram Mahato Memorial College on 29/04/2022.

Under these circumstances, with due honour and respect I convey my report of joining with all necessary documents for joining, duly signed by the concerned authority to your kind perusal and shall immensely be grateful to you for being in favour of and ensuring the above issue.

With regards,

Date: 30/04/2022

Yours faithfully,

Prasanta Kumar Bhunia

N.B. The copies attached to: 1. Letter of Release Order 2. LPC up-to March 3. WBCSC Recommendation toward SMM College 4. GB Resolution Extract before Joining 5. Letter of Appointment from SMM College 6. Letter of joining at SMM College 7. GB Resolution Extract after Joining 8. GB Resolution Extract of Service Confirmation 9. Post Creation Memo 10. Pay Fixation Memo 11. Service Book & Leave Record 12. Age Proof Certificate 13. Transfer Order

*Allowed to join
at 10:30 A.M. on 30.04.2022
Uma Ghosh
30/4/22*

Principal
SIDDHINATH MAHAVIDYALAYA
S.S. Patna, Purba Medinipur



SIDDHINATH MAHAVIDYALAYA

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GOVERNMENT OF WEST BENGAL
Education Directorate, Department of Higher Education
Bikash Bhawan, Salt Lake, Kolkata-700091

Date : 03-03-2020

Memo : ED-65/C57291/2020

Form Director of Public Instruction, West Bengal,
Education Directorate, Department of Higher Education,
Bikash Bhawan, Salt Lake, Kolkata-700091

TO The Principal/Vice Principal/ Officer-in-charge/ Teacher-in-charge
SIDDHINATH MAHAVIDYALAYA
PURBA MEDINIPUR

Sub : Approval of engagement of State Aided College Teacher(s), Category-I and category-II in
SIDDHINATH MAHAVIDYALAYA, PURBA MEDINIPUR District.

The undersigned has been directed to inform him/her that the engagement of 12 State Aided College Teacher(s), Category-I and Category-II has been approved as per Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of the Higher Education Department, Government of West Bengal, as detailed in annexure. This approval may be declared void and cancelled in case any of the documents submitted found false/fabricated/fake at any later stage.

You are requested to issue a letter of engagement to the approved candidate as per said G.O. immediately as per format attached w.e.f. 01.01.2020. Separate G.B. resolution is dispensed with.

If it is eventually found in any case that placement of remuneration has been wrongly made for any reason, such cases, if any, should forthwith be brought to the notice of this Education Directorate, Higher Education Department for necessary correction and the payment, if any, wrongly made on this account in excess of the admissible amount should be recovered forthwith from the next bill claims of the State Aided College Teacher(s), Category-I/Category-II concerned.

This has got approval of the competent authority.

Encl: As above.

Director of Public Instruction, West Bengal



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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email - siddhinathmahavidyalaya@gmail.com

ANNEXURE

Memo : ED-65/C57291/2020

College : SIDDHINATH MAHAVIDYALAYA

Date : 03-03-2020

District : PURBA MEDINIPUR

SL No.	Name of SACT	SACT I/II (Category)	Date Of Birth	Initial Engegment (PTT/CWTT/GT)	Date Of Initial Engagement	Subject Of Teaching	% (PG)	Whether NET/ SLET/ SET/ Ph.D.	Period of Engagement as on 01.01.2020 (More than 10years Or not)
1	AMIT PAKHIRA	SACT II (UNRESERVED)	24-03-1986	Guest Teacher or Equivalent	01-08-2013	SANSKRIT	66	NO	6 years 5 months 0 days
2	ANUSRI MAITI DAS PATRA	SACT II (UNRESERVED)	12-04-1990	Guest Teacher or Equivalent	01-08-2015	BENGALI	61	NO	4 years 5 months 0 days
3	ARPITA CHAKRABORTY	SACT II (UNRESERVED)	04-04-1990	Guest Teacher or Equivalent	10-07-2014	SANSKRIT	66	NO	5 years 5 months 22 days
4	DEBABRATA KABI	SACT II (OBC-B)	03-02-1988	Guest Teacher or Equivalent	01-08-2013	HISTORY	55	NO	6 years 5 months 0 days
5	DIPANKAR DAS	SACT II (UNRESERVED)	08-11-1990	Guest Teacher or Equivalent	02-07-2016	MATHEMATICS	66	NO	3 years 5 months 30 days
6	KRISHNA PADA PAUL	SACT II (UNRESERVED)	10-02-1987	Guest Teacher or Equivalent	01-08-2013	SANSKRIT	59	NO	6 years 5 months 0 days
7	MOUMITA MAITY	SACT II (UNRESERVED)	08-12-1990	Guest Teacher or Equivalent	01-08-2015	EDUCATION	64	NO	4 years 5 months 0 days
8	NAMITA MAITY	SACT II (UNRESERVED)	25-08-1991	Guest Teacher or Equivalent	03-08-2015	BENGALI	60	NO	4 years 4 months 29 days
9	PAMELI MONDAL	SACT II (SC)	19-06-1992	Guest Teacher or Equivalent	02-09-2015	SANSKRIT	60	NO	4 years 3 months 30 days
10	PRASENJIT NAYEK	SACT II (OBC-B)	04-03-1991	Guest Teacher or Equivalent	23-09-2015	HISTORY	59	NO	4 years 3 months 9 days
11	SANGITA SAHU	SACT II (OBC-B)	09-12-1989	Guest Teacher or Equivalent	10-07-2014	BENGALI	63	NO	5 years 5 months 22 days
12	SUBHAJIT SAMANTA	SACT II (UNRESERVED)	05-05-1985	Guest Teacher or Equivalent	10-07-2014	GEOGRAPHY	58	NO	5 years 5 months 22 days

For Director of Public Instruction, West Bengal



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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ANNEXURE I

Memo : ED-95/C57291/2020

Date : 24/06/2020

College : SIDDHINATH MAHAVIDYALAYA

District : PURBA MEDINIPUR

Sl No.	Name of SACT	SACT-I/II (Category)	Date Of Birth	Initial Engement (PTT/CWTT/GT)	Date Of Initial Engement	Subject Of Teaching	% (PG)	Whether NET/ SLET/ SET/ Ph.D.	Period of Engagement as on 01.01.2020 (More than 10years Or not)	Remuneration Disbursement Category	Remarks
1	PARNAB DOLUI	SACT-II (UNRESERVED)	28-05-1995	Guest Teacher or Equivalent	01-03-2019	CHEMISTRY	71	NO	0 Y 10 M 3 D	BANK TRANSACTION	
2	DEBASIS SASMAL	SACT-II (UNRESERVED)	04-03-1993	Guest Teacher or Equivalent	02-01-2019	EDUCATION	74	NO	0 Y 11 M 30 D	BANK TRANSACTION	
3	SK MOJAMMAL HOSSAIN	SACT-II (OBC-A)	06-07-1991	Guest Teacher or Equivalent	08-07-2019	EDUCATION	72	NO	0 Y 5 M 24 D	ACQUITTANCE ROLL	
4	CHIRADIP BERA	SACT-II (UNRESERVED)	12-08-1992	Guest Teacher or Equivalent	02-01-2018	ENGLISH	55	NO	1 Y 11 M 30 D	BANK TRANSACTION	
5	MRINMOY MUKHERJEE	SACT-II (UNRESERVED)	17-11-1993	Guest Teacher or Equivalent	05-07-2019	ENGLISH	63	NO	0 Y 5 M 27 D	ACQUITTANCE ROLL	
6	RADHANATH MAHAPATRA	SACT-II (OBC-B)	15-09-1990	Guest Teacher or Equivalent	02-01-2018	ENGLISH	66	NO	1 Y 11 M 30 D	BANK TRANSACTION	
7	SANJIB DOLAI	SACT-II (SC)	12-11-1993	Guest Teacher or Equivalent	02-01-2019	ENGLISH	60	NO	0 Y 11 M 30 D	BANK TRANSACTION	
8	SUMAN PAUL	SACT-I (UNRESERVED)	27-11-1994	Guest Teacher or Equivalent	01-12-2018	GEOGRAPHY	77	YES	1 Y 1 M 1 D	BANK TRANSACTION	
9	TARAKNATH SAU	SACT-I (OBC-B)	14-05-1992	Guest Teacher or Equivalent	08-07-2019	GEOGRAPHY	69	YES	0 Y 5 M 24 D	ACQUITTANCE ROLL	
10	JAHEEDUL MOLLUCK	SACT-II (OBC-A)	17-03-1993	Guest Teacher or Equivalent	01-08-2017	MATHEMATICS	69	NO	2 Y 5 M	BANK STMT	
11	SUDIP KUMAR RANA	SACT-II (OBC-B)	24-09-1992	Guest Teacher or Equivalent	02-01-2019	MATHEMATICS	77	NO	0 Y 11 M 30 D	BANK TRANSACTION	
12	ANANDA PAHARI	SACT-I (UNRESERVED)	03-09-1993	Guest Teacher or Equivalent	12-11-2018	PHILOSOPHY	78	YES	1 Y 1 M 20 D	BANK TRANSACTION	
13	DIPANWITA GHANA	SACT-II (OBC-B)	28-02-1993	Guest Teacher or Equivalent	02-01-2019	PHILOSOPHY	69	NO	0 Y 11 M 30 D	BANK TRANSACTION	
14	MAITRAYEE PARUI	SACT-II (UNRESERVED)	11-06-1992	Guest Teacher or Equivalent	18-07-2017	PHILOSOPHY	72	NO	2 Y 5 M 14 D	BANK TRANSACTION	
15	PALASH BHUNJA	SACT-II (UNRESERVED)	01-04-1991	Guest Teacher or Equivalent	05-07-2019	PHILOSOPHY	70	NO	0 Y 5 M 27 D	ACQUITTANCE ROLL	
16	HANSADHAN PORIA	SACT-II (UNRESERVED)	24-03-1984	Guest Teacher or Equivalent	06-02-2019	PHYSICAL EDUCATION	72	NO	0 Y 10 M 26 D	BANK TRANSACTION	
17	PABITRA ADHIKARY	SACT-II (UNRESERVED)	11-01-1989	Guest Teacher or Equivalent	20-09-2017	PHYSICS	56	NO	2 Y 3 M 12 D	BANK TRANSACTION	
18	PABITRA GOSWAMI	SACT-II (UNRESERVED)	20-12-1992	Guest Teacher or Equivalent	10-09-2018	ZOOLOGY	63	NO	1 Y 3 M 22 D	BANK TRANSACTION	

For Director of Public Instruction, West Bengal



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd.- 2013

SHYAMSUNDARPUR PATNA • PANSKURA • PURBA MEDINIPUR • PIN - 721139 • Phone - 03228-255030
email - siddhinathmahavidyalaya@gmail.com

Ref. No. SM/2020/31

Date. 27.06.2020

From : President / Secretary / Teacher-in-charge

From :

The Principal

Siddhinath Mahavidyalaya

S.S. Patna, Panskura, Purba Medinipur, 721139.

To,

Amit Pakhira

S/O- Basudeb Pakhira

Vill + Po – Shyamsundarpur Patna

P.S- Panskura, Dist- Purba Medinipur, 721139.

Sub: Approval of engagement of Amit Pakhira as State Aided College Teacher Category – II in Siddhinath Mahavidyalaya College. She was earlier engaged as Guest Teacher (GT) w.e.f 01-08-2013.

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-65/C57291/2020, dt. 03/03/2020 of Education Directorate.

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

Uma Ghosh
27.6.2020

Principal

(Dr. Uma Ghosh)

Siddhinath Mahavidyalaya

Enclose:

- Approval orders of Education Directorate vide Memo No. ED-65/C57291/2020 Dated- 03/03/2020.



SIDDHINATH MAHAVIDYALAYA
S.S. Patna, Purba Medinipur



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

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Ref. No.

Date. 26.07.2013

From : President / Secretary / Teacher-in-charge

To
Mr./Miss/Dr. AMIT PAKHIRA
S/O-BASUDEB PAKHIRA
VILL+ PO-S S PATNA
PS-PANSKURA
DIST-PURBA MEDINIPUR
PIN-721169

SUB:- LETTER OF APPOINTMENT AS GUEST LECTURER IN SANSKRIT.

Dear Sir/Madam,

I am to inform you that you have been recommended by our selection committee formed by our Organising Committee of Siddhinath Mahavidyalaya to act as Guest Lecturer in SANSKRIT of the Mahavidyalaya on a purely temporary and contractual basis from 01.08.2013 to 31.12.2013.

You will have to obey the rules and regulations framed from time to time by the Organising Committee of the Mahavidyalaya. Continuation and extension of your service will depend as much upon your sincere satisfactory performance in teaching as upon the appointment of full-time teacher(s) in the subject.

We look forward hopefully to your acceptance of this appointment and joining us.

With thanks.

Yours faithfully,

B. Pakiri
26/07/13

Secretary

Organising Committee
Siddhinath Mahavidyalaya
P.O. - Shyamsundarpur Patna
Purba Medinipur





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GOVERNMENT OF WEST BENGAL
EDUCATION DIRECTORATE
BIKASH BHAWAN, SALT LAKE, KOLKATA 700 091

Memo No. 780-UGC
5A-402 UGC-13(Pt.I)

Dated, Kolkata, the 10.07.2020

In reference to his/her letter no's. SM/2019/47 & SM/2019/146 dated 05.04.2019 & 04.12.2019 approval is hereby accorded in respect of the following panel(s) as prepared by the duly constituted Selection Committee(s) and as endorsed by the Governing Body vide resolution dated 09.03.2019 AND 20.11.2019 in respect of the non-teaching posts mentioned under column(2) in Siddhinath Mahavidyalaya, East Midnapur (district) on the terms and conditions as laid down in G.O. No.940-Edn (CS) dated 25.08.2017 read with G.O. No.170-Edn(CS) dated 15.02.2018, No.374-Edn(CS) dated 06.03.2019 and the post creation /post filling up Government Order(s).

Sl. no	Name of the Post	No. of posts	RP No.(s)	Panel of candidates (in order of merit)	G.O. no. & date in support of creation/ permission for filling up the same	Remarks, if any
1	Head Clerk (UR)	01	Single cadre post	1) SRI SUBHAJIT SAMANTA 2) SRI BISWAJIT RANU 3) SRI SUSHOBHAN BERA	G.O. No. 344-Edn (CS) / dated 22.03.2018	
2	Library Clerk (UR)	01	Single cadre post	1) SRI BIPLAB PAHARI 2) SRI SUBHASISH DAS 3) SMT. SUSMITA SAMANTA	G.O. No. 344-Edn (CS) / dated 22.03.2018	
3	LD Clerk (SC)	01	Single cadre post	1) SRI PRASANTA KUMAR GHORAI 2) SRI PUSHPENDU SHIT 3) SMT. MOUMITA SARDAR	G.O. No. 344-Edn (CS) / dated 22.03.2018	

Sd/-


(Prof. Jayasri Ray Chaudhuri)
Director of Public Instruction,
West Bengal

No.780-UGC

Dated, Kolkata, the 10.07.2020

Copy forwarded for information and necessary action to :

✓ The Principal/Teacher-in-Charge/Secretary/President/Administrator,
SIDDHINATH MAHAVIDYALAYA,
SHYAMSUNDARPUR PATNA,
PANSKURA, Dist. : PURBA MEDINIPUR,
PIN-721139


for Director of Public Instruction,
West Bengal

15/07/2020



SIDDHINATH MAHAVIDYALAYA

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Ref. No. SM/2020/78

Date. 06/08/2020

From : President / Secretary / Teacher-in-charge

To,
Subhajit Samanta,
Son of Asoke Samanta,
Vill+ P.O.-S S Patna,
P.S.-Panskura,
Dist-Purba Medinipur,
Pin-721139.

SUB:- APPOINTMENT LETTER FOR THE POST OF HEAD CLERK.

Dear Sir,

I have been directed by the Organising Committee of Siddhinath Mahavidyalaya to inform you with great pleasure that you are appointed as Head Clerk for the permanent post of Siddhinath Mahavidyalaya, Vill+P.O.-Shyamsundarpur Patna, P.S.-Panskura, Dist-Purba Medinipur, Pin-721139.

In the pay scale of Rs.7,100-37,600 (Pay Band) & Rs.3,600 (Grade Pay) under grant-in-aid rules as mentioned by Deputy Secretary to the Govt. of West Bengal in terms of Memo No.-344-Edn (CS)/ 4E-31/2013 dated 22nd March, 2018 with effect from the date of your joining.

You are hereby requested to join the said post within 15days on receiving this letter and complete the process of Medical Examinations and Police Verification Report at the earliest. Any kind of objection, unfit or any dispute arises in Medical and Police Verification Report then your appointment will be cancelled.

Your appointment in this Mahavidyalaya is subject to terms and conditions as prescribed by the Government of West Bengal.

Thanking you.

Yours faithfully,

Uma Ghosh
Principal . 6/8/2020

SIDDHINATH MAHAVIDYALAYA
S.S.Patna, Purba Medinipur





SIDDHINATH MAHAVIDYALAYA

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To
The Principal,
Siddhinath Mahavidyalaya
S.S.Patna, Panskura, Purba Medinipur
Pin-721139.

Subject: JOINING REPORT

Respected Madam,

In pursuance of appointment letter no. SM/2020/78 dated 06.08.2020, issued from your college I beg to join for duty in the post of Head Clerk today forenoon on 07th day of August 2020 .

Kindly allow me to join in your college and thereby oblige.

Yours faithfully,

Subhaji + Samanta 07/08/2020

(Subhaji Samanta)

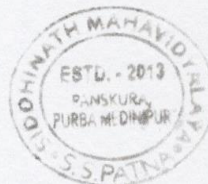
Vill+P.O-S.S.Patna, P.S – Panskura
Dist- Purba Medinipur

Date-07/08/2020

Allowed to join

at 11:52 A.M. on 07/08/2020

Uma blush
Principal 7/8/2020
SIDDHINATH MAHAVIDYALAYA
S.S.Patna, Purba Medinipur





SIDDHINATH MAHAVIDYALAYA

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GOVERNMENT OF WEST BENGAL
EDUCATION DIRECTORATE
BIKASH BHAVAN, SALT LAKE,
KOLKATA - 700091

Memo No. 1533 UGC/NGC/TRG
SA-402 UGC/13 (P-I)

Date: 22.12.2020

From The Director of Public Instruction,
Govt of West Bengal

To The Principal / Vice Principal/Teacher-in-Charge
Siddhinath College/Mahavidyalaya, Shyamsundarpur Patna, Panskura, Purba Mednipur

Sub.: Approval of Pay for Non Teaching Staff of all Govt. Aided Colleges in the revised pay structure 2019 w.e.f. 01.01.2020

With reference to the subject and the correspondences made by the College Authority in their letter No. SM/2020/88 Date 12.09.2020, after careful scrutiny, provisional approval of Pay in the revised pay structure 2019 (w.e.f.01.01.2020) in respect of Sri Subhajit Samanta, Son/Daughter of Asoke Samanta, City/Town/ Village SS Patna P.S Panskura, District Purba Mednipur, PIN 721139 of Siddhinath College /Mahavidyalaya, who joined the post as per approval of panel, vide Memo No. 780-UGC dated 10.07.2020 duly selected by the college authority as per extant rules in the post of Head Clerk (Against the vacant post belonging to UR/SC/ST/OBC-A/OBC-B/ PH Category & ROA No...../ Single Cadre Post) has been allowed for fixation of his /her pay at level No. 09 Cell No 01 w.e.f 07.08.2020 as per G.O.No. 28 Edn(CS) dt.8.1.2020 with D.N.I 01.07.2021 and 01/07 e/y.

In case of post, filling of promotional post of Accountant or Cashier from lower Division clerk and or from Accountant / Cashier to Head Clerk, the pay fixation is allowed from the post of to at leveland cell as per approval of panel vide Memo No..... date..... w.e.f(date of option) and his /her next date of increment is

The pay fixation Memo of both newly joined Teaching and Non Teaching staff will be generated from HRMS by the College Authorities and one (01) HRMS generated copy must be submitted to the Office of the Director of Public Instruction, WB within seven (07) days from the date of generation of pay fixation Memo from HRMS.

If it is eventually found that payment on account of pay fixation done by the College Authority has been done wrongly for any reason whatsoever in excess of the admissible amount, such excess payment, if any, will be recovered from the future claims of the incumbent(s) concerned.

Sd/-

For Director of Public Instruction, WB

Memo No. ED- 1533 1(5)/2020

Date: 22.12.2020

Copy forwarded for information to :

- 1) Special Secretary (CS Branch), Department of Higher Education, Govt. of West Bengal, Bikash Bhavan, Salt Lake, Kolkata - 700091.
- 2) PA to Hon'ble Minister in Charge, Department of Higher Education, Govt. of West Bengal, Bikash Bhavan, Salt Lake, Kolkata - 700091.
- 3) The Principal of Siddhinath College / Mahavidyalaya, Dist. Purba medinipur
- 4) Sri/Smt./Dr. Subhajit Samanta, Panskura College / Mahavidyalaya, Dist. Purba medinipur
- 5) Joint Director (PPS), Education Directorate, Department of Higher Education, Govt. of West Bengal, Bikash Bhavan, Salt Lake, Kolkata - 700091.
- 6) HA, UGC/NGC, Section, Education Directorate, Bikash Bhavan, Salt Lake, Kolkata - 700091.
- 7) Guard File.

For Director of Public Instruction, WB



SIDDHINATH MAHAVIDYALAYA

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Ref. No. SM/2022/125

Date. 09.11.2022

From : Principal / Secretary / President

To
Subhajit Samanta,
Head Clerk,
Siddhinath Mahavidyalaya,
S S Patna, Panskura, Purba Medinipur,
Pin-721139.

SUB: - CONFIRMATION OF SERVICE.

Dear Subhajit Samanta,

I am directed by the Governing Body of Siddhinath Mahavidyalaya into meeting Item No.-04 dated. 26.08.2022 to inform you that your service as Head Clerk of Siddhinath Mahavidyalaya has been confirmed on and from 07.08.2020 after proper Medical Verification and Police Verification as per Government Rules on completion of two years of your service to the satisfaction of all concerned.

Yours sincerely,

Uma Ghosh
9.11.2022

Dr. Uma Ghosh

Principal
Principal

SIDDHINATH MAHAVIDYALAYA
S S Patna Purba Medinipur





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Ref. No.....

Date:.....

Code of Conduct for Students

The Principal of the College is the captain meant to steer plans and projects of the Institution & propel all stake holders to club and elevate the said centre of learning at least to the local level. Rules and regulations are cardinal principles on which the institution evolves. They are the maxims that help the organisation move towards its desirable goal.

The head of the institution welcomes the eager cooperation of students and their guardians for the strict maintenance of rules and regulation required to preserve absolute academic ambience within the campus.

1. As per university norm each student ought to attend at least 75% of total lectures delivered in subjects chosen by them.
2. Candidate attending less than 75% will not be considered under any condition except medical cases; Any other application shall not be accepted by the Principal.
3. List of percentage of attendance for students would be published twice in an academic year to keep them afoot of their status. Students have to pay must their fees within stipulated time as directed in notice board.
4. It is mandatory for the students to carry their identity card/library card to enter into college and to borrow books from library.
5. Students ought to appear for all Continuous Assessment conducted by respective departments.
6. Students sought to return library books borrowed, before the process for form fill up begins at the end of an academic year. Students ought to maintain silence in the library while at work.
7. Students should attend both theoretical & practical classes; failing which they would have to report the reason of their absence to the department & thereafter to the Principal.
8. Students of Science Stream ought to help tidy the laboratory after their practical classes.
9. Students should be punctual and be present in class as soon as the bell goes.
10. The students shall refrain from any action that may disturb the smooth working if the college.
11. Students should regularly check notice boards for latest information before leaving campus in the afternoon
12. Visitors other than parents and guardians are not allowed to meet the students without permission during college hours
13. The overall academic performance of students would be taken into consideration to qualify.
14. Students should maintain cleanliness in the Campus and keep the Classrooms clean as well under the supervision of NSS Unit.
15. Students should switch off lights and Fans used by them, before leaving the classes.
16. Students should be present in all College functions, seminars, sports and games.



Oma Ghosh

Principal
SIDDHINATH MAHAVIDYALAYA
S.S.Patna, Purba Medinipur



SIDDHINATH MAHAVIDYALAYA

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Code Of Conduct For Non-Teaching Staff

1. Everyone must report in time to duty as per the working hour prescribed (10.00 AM to 05.00 PM) and should be available in campus unless and otherwise, they are assigned duties elsewhere.
2. They must enter the college half an hour before the opening of the college and should leave the college half an hour after the closing of the college.
3. Everyone should sign the attendance register and mark biometric attendance while reporting for or departure from the duty.
4. In normal situation the prior intimation to the Principal is required in advance while availing any leave (at least 7 days but it will be one month for those leaves which need GB approval).
5. They should refrain from taking unnecessary leave for a long period which may hamper the smooth functioning of the whole institution.
6. Nobody shall leave the station without permission of the Principal.
7. Leave cannot be demanded as a matter of right; it is granted subject to administrative convenience.
8. Everyone must report his/her resuming duty through official e-mail of Principal after availing leave beyond two days.
9. Expenses incurred towards travel and communication for the officially allotted administrative works of the staff will have to be borne out of the college funds as per rates admissible to the college.
10. Nobody shall engage in any political activity or discussion within the college campus.
11. Every staff member shall maintain the appropriate levels of confidentiality with respect of student and staff records and other sensitive matters.
12. They must behave politely with everyone.
13. Any unexpected damage of lab equipment must be reported immediately to the teaching staff in charge of the particular lab.
14. The lab assistant must identify the requirement of lab consumable etc. preferably at the beginning of the semester and give the same in writing to lab in-charge.
15. Lab assistant must maintain the issue register for tools issued to the students.
16. Everyone may assign duties in different sections of the office there of as & when required by the Principal.



Uma Ghosh

Principal

SIDDHINATH MAHAVIDYALAYA
S.S. Patna, Purba Medinipur



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Code Of Conduct For Teachers

1. Teachers should sign the attendance register and mark biometric attendance while reporting for or departure from the duty.
2. Teachers must report in time to duty as per the working hour prescribed and should be available in campus unless and otherwise, they are assigned duties elsewhere. No teacher will be allowed to enter the college after 12 noon.
3. In normal situation the prior intimation to the Principal is required in advance while availing any leave (at least 7 days but it will be one month for those leaves which need GB approval).
4. The teacher should refrain from taking unnecessary leave for a long period which may hamper the smooth functioning of his/her department.
5. The teacher must keep in view while taking leave so that he/she can finish the syllabus assigned for him/her.
6. No teacher shall leave the station without permission of the Principal.
7. Leave cannot be demanded as a matter of right; it is granted subject to administrative convenience.
8. Everyone must report his/her resuming duty through official e-mail of Principal after availing leave beyond two days.
9. The teachers must take their classes punctually and send reports to the Principal regularly.
10. Teachers are expected to take tutorial and mentoring class beyond class hours for helping the slow learners as well as the advanced learners.
11. They must keep all documental records of the programs, activities, and meeting in well and systematic manner.
12. Teachers must read the grievance of students at the department level and counsel them need fully.
13. The teachers should be impartial to deal with the students irrespective of their caste, creed, colour, religion, physical features or socio-economic status.



Uma Ghosh

Principal

SIDDHINATH MAHAVIDYALAYA
S.S.Patna, Purba Medinipur



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14. A substantive teacher must be available in the college for at least five hours in each working day as per the UGC rule and rule of the West Bengal government for substantive teachers. SACT's shall devote minimum 15 hours classroom teaching in college. Per week and they must be available in the college for other administrative work beyond their class.

15. Direct teaching hours shall be for a minimum of 16 hours; Two hours of relaxation can be given for those who are actively engaged in research projects from recognised bodies, or engaged in administrative or extension activities of the college. Direct teaching includes delivering lectures, holding tutorial classes, conducting practical classes and field work according to the syllabus, holding class tests, assignments, seminar presentation etc. or class-room activities directly related with academic uplift of students.

16. All full time and permanent teachers are required to remain present in the college for at least 5 days, other than exception. College remains open for six days in a week. A teacher will be eligible to engage beyond the college premises for one day in academic work (preparing lessons, doing library or research work, evaluating internal answer scripts etc.). It is considered as working day for him/her.

17. A teacher must cooperate and assist for carrying out function relating to the educational responsibilities of the college such as assisting the Principal in processing the application for admission, advising and counselling the students and assisting in university and college examination including invigilation and supervision thereof as and when required by the Principal.



Uma blash

Principal
SIDDHINATH MAHAVIDYALAYA
S.S.Patna, Purba Medinipur



SIDDHINATH MAHAVIDYALAYA

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Ref. No.....

Date:.....

Code Of Conduct For Principal

1. The Principal will remain fair in his/her disciplinary action for all the teaching and non-teaching staff and students.
2. The Principal will encourage all staff and students to reach their maximum potential. He/She should protect the collective interests of different sections of the institution so that each and all can perform freely and keep their highest for the institution building.
3. The Principal should maintain and promote academic activities in the college in all possible avenues and she must encourage exploration of new avenues for further academic pursuit.
4. If there is any complain coming to the Grievance Cell or ICC then, the Principal should always take immediate and appropriate steps in consultation with the committees
5. The Principal must encourage for the practice of extracurricular activities among the students and even among teaching and non-teaching staff.



Uma Ghosh

Principal
SIDDHINATH MAHAVIDYALAYA
S.S.Patna, Purba Medinipur

Principal
SIDDHINATH MAHAVIDYALAYA
S.S.Patna, Purba Medinipur

**West Bengal College Service
Commission**

Appointment Regulations

THE WEST BENGAL COLLEGE SERVICE COMMISSION

REGULATION NO. 1

Regulations regarding manner of selection of Persons for Appointment to the posts of Assistant Professors, Principals and Librarians in Government aided Colleges in West Bengal

In exercise of the power conferred by clause (i) of sub section (2) of Section 25 of the West Bengal College Service Commission Act, 2012 (West Bengal Act XXIX of 2012), the West Bengal College Service Commission hereby makes with the previous approval of the State Government the following regulations :

1. Short title, extent and commencement: –

- (1) These regulations may be called the West Bengal College Service Commission (Manner of Selection of Persons for Appointment to the posts of Assistant Professors, Principals and Librarians and Re-recommendation of Assistant Professor) Regulations, 2012.
- (2) They shall extent to the whole of West Bengal in relation to all Government aided Colleges.
- (3) They shall come into force from the date of its notification by the Commission.

2. Definitions:–

- (1) In these regulations, unless the context otherwise requires, -
 - (a) “Act” means the West Bengal College Service Commission Act, 2012 (West Bengal Act XXIX of 2012).
 - (b) “approved post” means a post created by the State Government or a post created prior to the coming into force of the West Bengal

Universities (Control of Expenditure) Act, 1976 (West Bengal Act XVII of 1976) and duly approved by the Director of Public Instruction, West Bengal,

(c) "Commission" means the West Bengal College Service Commission constituted under sub-section (1) of section 3 of the erstwhile West Bengal College Service Commission Act, 1978 (West Bengal Act LXII of 1978);

(d) "Commissions' Website" means the official web-site maintained by the Commission having address as <http://www.wbcsc.ac.in>.

(e) "Clause" means clauses of the Regulations.

(f) "Section" means sections of the Act;

(2) Any other words or expressions used in these Regulations but not defined anywhere herein shall have the same meaning respectively assigned to them in the Act.

3. Information regarding vacancies:-

(1) The Commission shall seek from the Government-aided Colleges, through a general notification in its website, requisitions for actually existing vacancies in whole-time substantive posts of Assistant Professors, Librarians and Principals approved by the State Government as such.

(2) The Commission shall instruct the said Colleges, through the aforesaid general notification, to furnish such documents and information as may be considered necessary for the purpose of validating the requisitions.

(3) The Commission may call for such information as may be necessary from the State Government for determining as to whether any vacancy actually exists against an approved post.

- (4) Only on receipt of a valid and complete requisition from the Principal or a Teacher-in-Charge of a College for recommending a candidate for appointment in a vacancy against an approved post, the Commission shall consider the vacancy as a valid vacancy and shall record it as such in its books.
- (5) The Commission shall notify a cut-off date in its official web-site up to which the vacancy requisitions shall be accepted for the purpose of a particular advertisement and selection process, and the said cut-off date shall always precede the date of the publication of the first provisional merit panel in respect of that advertisement.
- (6) The Commission shall display a list of all such recorded vacancies (to be called the 'existing vacancies') category-wise (Unreserved, SC, ST, OBC-A, OBC- B and PWD) in its website prior to publishing any provisional merit panel for recruitment of Principals, Assistant Professors and Librarians, in order to facilitate a transparent counselling process.

Provided that, in cases where no suitable candidate is found eligible against a valid vacancy in any particular round of recruitment process, the Commission may, at its discretion, re-advertise the post in the next round of recruitment even without a fresh requisition from the College, after calling for the necessary information from the appropriate authorities.

4. Eligibility and Advertisement of vacancies:-

- (1) The minimum eligibility conditions for recruitment to the posts of Principals, Assistant Professors and Librarians shall be such as may be notified by the State Government from time to time. The currently notified eligibility conditions shall apply for all vacancies, irrespective of the date of occurrence or creation of the said vacancies. The Commission

may, however, introduce additional qualification and experience-related parameters in order to select candidates of higher merit.

- (2) The Commission shall, for the purpose of selection of persons for appointment to the posts of Principals, Assistant Professors and Librarians, advertise vacancies in such posts in at least one national daily in English and one leading Bengali newspaper and upload all such information relating to the posts and to the application and recruitment process as deemed necessary by the Commission on its website.

5. Submission of applications:-

- (1) The process of making applications may be made on-line with the provision that a print-out of the electronically-submitted application form, accompanied by hard copies of all necessary documents be sent to the Commission's office within a stipulated date, as notified by the Commission.
- (2) The quantum and mode of payment of the requisite application fee shall be such as may be determined by the Commission.

6. Selection of candidate:-

The Secretary of the Commission shall arrange for proper scrutiny of every application against an Advertisement and for interview of persons for selection in terms of section 7:

provided that the Commission may, at its discretion, call for interview of short-listed applicants after preliminary selection on the basis of qualifications and experience as stated in the Advertisement, or hold a written examination of all eligible applicants and may, thereafter, call for

interview a sufficient number of candidates in order of their merit on the results of the examination for final selection.

7. Panel of candidates:–

(1) For Assistant Professors:-

- (a) On the basis of the overall assessment of all academic records, interview and such other criteria including interalia the experiences of Approved Part-time Teachers and Approved Contractual Whole-time Teachers, as the Commission may deem appropriate, the Commission shall, for each subject, prepare a single provisional merit panel of candidates for each category of posts such as Unreserved, SC, ST, OBC-A, OBC- B and PWD as may be found suitable for recommendation.
- (b) There shall be separate panels for each category and for each subject for General degree Colleges and for B.Ed Colleges or B.Ed departments of General degree Colleges.
- (c) Each such panel shall ordinarily include 50% in excess of the number of existing vacancies referred to in clause 3 of this Regulation or in excess by such number as may be considered necessary by the Commission.

(2) For the post of Principal:-

- (a) On the basis of overall assessment of all academic records, interview and such other criteria as the Commission may deem to be appropriate for the post of Principal; the Commission shall prepare a single provisional merit panel of candidates as may be found suitable for recommendation for the post of Principal.
- (b) There shall be separate panels for General degree Colleges and for B.Ed Colleges or B.Ed departments of General degree Colleges.

(c) Each such panel shall ordinarily include 50% in excess of the number of existing vacancies referred to in clause 3 of this Regulation or names in excess by such number as may be considered necessary by the Commission.

(3) For the post of Librarian:-

(a) On the basis of the overall assessment of all academic records, interview and such other criteria as the Commission may deem to be appropriate for the post of a Librarian, the Commission shall prepare a single provisional merit panel of candidates for each category such as Unreserved, SC, ST, OBC-A, OBC- B and PWD, as may be found suitable for recommendation.

(b) Each such panel shall ordinarily include 50% in excess of the number of existing vacancies referred to in clause 3 of this Regulation or names in excess by such number as may be considered necessary by the Commission.

(4) The Commission, for the purpose of recommendation to each and every post of Principal, Assistant Professor and Librarian, shall determine the method of selection including different selection criteria for each category of posts on which the applicants shall be judged and the relative weightage to be assigned to such criteria and for that purpose, the Commission may seek the assistance of experts not below the rank of Professor of a University, subject to the condition that the criteria so determined shall not be incongruous to the eligibility norms framed by the State Government referred to in clause 4(a) of this Regulation.

(5) No panel referred to in sub-clause (1), (2) and (3) above in this clause shall be invalidated for the reason of shortage in the number of applicants relative to the number of existing vacancies:

Provided the empanelment of a candidate shall not confer any right to such candidate to be recommended.

(6) The Selection Committee shall be chaired in all cases by either the Chairperson or his nominee who shall always be a member of the Commission other than the member Secretary. However, only the experts referred to in Section 8(4) of the Act shall have the rights to award marks on all subjective or qualitative criteria in respect of the selection of Assistant Professors and Librarians:

Provided that in the event of a tie between two or more candidates in the same merit panel, the person senior in age shall get precedence over the person(s) junior in age:

Provided further that the quorum for the experts' panel, referred to in Section 8 (6) and constituted in accordance with the provisions of Sections 8 (3) and 8(4), shall be 50%, rounded off to the next higher whole number, subject to a minimum of three experts for an interview conducted for Assistant Professors and Librarians and two Vice-Chancellors or their nominees, as the case may be, for the interview conducted for the post of Principal.

(7) Each panel shall remain valid for one year from the date of its publication by the Commission, or until all the existing vacancies are filled up through recommendation of the Commission, whichever is earlier:

Provided that no panel shall be invalidated before at least one round of counselling takes place.

8. Allotment of candidates:-

- (1)** The Commission shall normally recommend only one name from the merit panel for appointment against one existing vacancy and a copy of the letter recommending the name shall be endorsed to the candidate concerned as well as to the Director of Public Instruction, West Bengal.
- (2)** The Commission may recommend names of more than one candidate against a single valid vacancy in a particular College, if and only if such College has been given the right of a restricted selection of a suitable candidate from among more than one candidate recommended by the Commission by a Court of Law.

Note- The vacancy referred under this proviso for a particular College which is specially empowered by a Court of Law shall be called a special vacancy.

- (3)** Allotment shall be done through a process of merit-cum-preference counseling, separately for each category (Unreserved, SC, ST, OBC-A, OBC-B, PWD) as laid down hereunder.

9. Counseling:-

- (1)** The empanelled candidates under each category such as Unreserved, SC, ST, OBC-A, OBC-B, PWD, may be called for counseling one by one strictly in order of their merit and be given the opportunity to choose the vacancy under respective category of his preference from amongst the ones that still remain vacant when his turn comes.
- (2)** The vacancy chosen by the topmost candidate in rank amongst the remaining ones in the panel shall be allotted to him.

(3) Once a candidate exercises his choice, he shall forthwith forfeit his right to choose any other vacancy and refusal to choose any of the remaining vacancies at one's turn shall automatically cancel the candidature of that candidate:

Provided, the candidature of an empanelled candidate may be treated as cancelled, if the candidate fails to attend the counselling on the appointed day and time.

(4) The counseling process should be continued until any vacancy is left vacant under a particular category or no candidate remains in the panel to be called, whichever is earlier. The occurrence of either of these above shall indicate the end of one round of the normal counseling process.

(5) The normal counseling process may resume only if any recommended candidate fails to join in the vacancy allotted to him within a reasonable time. The Commission shall duly consider the representation of the Principal indicating such failure, and offer the vacancy to the highest ranked candidate remaining unrecommended in the panel, if any, and so on, till that vacancy is accepted.

(6) Counseling process can, however, continue even after the occurrence of clause 9 (4) above only under the circumstances related to a 'special vacancy' as described in proviso (b) to this sub-clause.

(7) If the prescribed eligibility conditions referred to in clause 4 (a) above stipulate that a particular type of candidates should be preferred for a particular type of vacancy, the counseling process described above will be altered to give first opportunity to the preferred type of candidates to choose such stipulated type of vacancies, irrespective of their position in the overall provisional merit panel. The order of merit will

however, be strictly followed internally among such preferred type of candidates for the purpose of counseling.

(8) The process of counseling mentioned in clause 9(1) and 9 (2) may be altered for a special vacancy:

Provided if fewer than the said stipulated number of candidates express(es) their preference for a 'special vacancy' at the expiry of the normal counseling process, the Commission will try to make up the deficit by recommending the required number of additional candidates for that 'special vacancy' from amongst the remaining candidates of the relevant panel strictly in order of merit and subject to the availability of the required number of willing candidates in the remaining part of the panel:

Provided further in the event of an insufficiency in the required number of willing candidates, the names of as many candidates as are willing to be recommended against a special vacancy shall be recommended.

(9) In the event of choosing a 'special vacancy' at the first instance, a candidate is rejected for appointment by the concerned College by virtue of its power of having restricted choice, the Commission, may, at its discretion, re-recommend him/her to another vacancy, within the life of the panel, out of the 'existing vacancies' or, in the absence of any such 'existing vacancy', a vacancy arising after the cut-off date mentioned in clause 3 of these Regulations. However, the Commission shall not take any responsibility for any rejected candidate who chose to be recommended against a special vacancy in spite of the fact that somebody higher than him/her in the panel had already chosen that vacancy.

10. Re-recommendation of candidates: –

The Commission shall for the purpose of re-recommendation of an existing teacher in terms of proviso of Section 10 (1) of the Act, take into consideration the Zone-wise preference of the concerned teacher.

11. General powers of the Commission:-

The Commission shall have powers to determine every question which may arise in the selection process in a manner not inconsistent with any provisions of the Act and where necessary, in consultation with the State Government.

12. Repeal and Savings:-

(1) The West Bengal College Service Commission (Manner of Selection and Recommendation of Persons for Appointment to the posts of Assistant Professors and Principals) Regulations, 1980 shall stand repealed.

(2) Subject to such repeal any recruitment processes in relation to any advertisement published prior to coming into effect of this Regulation shall continue to be conducted in accordance with the erstwhile Regulations.

Date: December 27, 2012

SD/-
Chairman
The West Bengal College Service Commission

The West Bengal Universities and Colleges

(Administration and Regulation) Act, 2017

The
Kolkata  **Gazette**
सत्यमेव जयते

Extraordinary
Published by Authority

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WEDNESDAY, MARCH 22, 2017

[SAKA 1939

PART III—Acts of the West Bengal Legislature.

GOVERNMENT OF WEST BENGAL

LAW DEPARTMENT

Legislative

NOTIFICATION

No. 325-L.—22nd March, 2017.—The following Act of the West Bengal Legislature, having been assented to by the Governor, is hereby published for general information:—

West Bengal Act VII of 2017

**THE WEST BENGAL UNIVERSITIES AND COLLEGES
(ADMINISTRATION AND REGULATION) ACT, 2017.**

[Passed by the West Bengal Legislature.]

*[Assent of the Governor was first published in the Kolkata Gazette,
Extraordinary, of the 22nd March, 2017.]*

An Act to provide better administration and to improve the quality of education in the State-aided higher education institutions in West Bengal and for such other matters connected therewith and incidental thereto.

WHEREAS, it is considered necessary and expedient to improve the functioning of the State-aided Universities and Government-aided colleges of West Bengal, and to bring about a certain uniformity and standardisation in the rules, practices and procedures of these educational institutions, and to ensure efficient and optimum utilisation of the resources at their disposal, and to clearly define the rights and duties of the various stakeholders as well as address their service and welfare-related issues, and to bring in greater responsibility, transparency and accountability among the

*The West Bengal Universities and Colleges
(Administration and Regulation) Act, 2017.*

(Chapter I.—Preliminary.—Sections 1-3.)

managements and employees of the said Publicly-funded higher education institutions while respecting their need for institutional autonomy, and to effect a synergistic functioning among the State Government, the State-aided Universities and Government-aided colleges so as to achieve an efficient and vibrant higher education system, and for such other matters connected therewith and incidental thereto;

It is hereby enacted in the Sixty-eighth Year of the Republic of India, by the Legislature of West Bengal, as follows :—

CHAPTER I

Preliminary

Short title, extent and commencement.

1. (1) This Act may be called the West Bengal Universities and Colleges (Administration and Regulation) Act, 2017.

(2) It shall extend to the whole of West Bengal.

(3) It shall come into force on such date or dates as the State Government may, by notification in the *Official Gazette*, appoint.

Application of the Act.

2. This Act shall apply;—

(i) to all Universities established by or under any Act of the State Legislature and are receiving financial assistance from the State Government in any form; and

(ii) to all colleges including Colleges run by minorities, subject to specific provisions and exceptions made under this Act, and the provisions of the Constitution of India and which are receiving financial assistance on a regular basis from the State Government through the Pay Packet Scheme.

Definitions.

3. In this Act, unless the context otherwise requires;—

(i) “academic year” comprises of a period throughout which academic instruction is being given to a student in a particular Calendar year;

(ii) “actual income” in relation to a college, means the income actually realized by a college by way of tuition fees, fines and other charges from the students, by whatever name called;

(iii) “affiliated” in relation to a college, means affiliated to a University;

(iv) “Administrator” means an administrator of a college appointed by the State Government or by the affiliating University;

(v) “appointing authority” shall, for the purpose of this Act mean, the authority empowered to make appointment of any person in any post in any college or in any University in a prescribed manner;

(vi) “college” means a Government-aided college but shall not include a private or self-financing college;

(vii) “college authority” means the Governing Body or the Managing Committee or any other body, by whatever name called, charged with the management of the affairs of the college and shall include an Administrator for the purpose of this Act;

*The West Bengal Universities and Colleges
(Administration and Regulation) Act, 2017.*

(Chapter I.—Preliminary.—Section 3.)

- (viii) "Service Commission" means the West Bengal College Service Commission constituted under the West Bengal College Service Commission Act, 2012 and such other Service Commission as may be constituted by the State Government;
- (ix) "Director of Public Instruction" means the Director of Public Instruction, West Bengal, as appointed by the State Government, by order;
- (x) "employee" means the employee of a college or a University including teachers, librarians, officers and non-teaching staffs;
- (xi) "fee" means all fees including tuition fee and other charges, by whatever description called;
- (xii) "Governing Body" means the Governing Body of a college duly constituted as *per* the prescribed procedure, and includes any managing committee or any other body for that purpose;
- (xiii) "Government-aided college" means a college receiving grants from the State Government under the Pay Packet Scheme irrespective of the fact that the administration of such a college is run by a minority, but does not include a Government College;
- (xiv) "Minority college" means a college which is run and administered by a minority, whether based on religion or language, declared and approved as such by the State Government or any other appropriate authority, as the case may be;
- (xv) "Non-teaching employee" means an employee appointed in a sanctioned post of a college or of a University not holding any teaching post or officer's post;
- (xvi) "prescribed" means prescribed by rules, orders, notifications made by the State Government under this Act;
- (xvii) "Principal" means the Principal of a college and includes a Vice-Principal or a Teacher-in-Charge for the purposes of this Act;
- (xviii) "Pay Packet Scheme" means the scheme of the State Government for the purpose of releasing periodical salaries and allowances to the teachers and other employees of a college in such manner as may be prescribed;
- (xix) "State Government" means the Government of West Bengal in the Higher Education, Science and Technology and Biotechnology Department;
- (xx) "Students' Body or Union" means duly-constituted students' body or union, as the case may be, of a college or of a University;
- (xxi) "Teacher of a college" means a Principal, an Assistant Professor, Associate Professor or Professor holding a sanctioned teaching post in a college and includes Librarian and Graduate Laboratory Instructor and such other posts as may be determined by the State Government from time to time;
- (xxii) "Teacher of a University" means an Assistant Professor, Associate Professor, Professor holding a sanctioned teaching post including Librarians in a University and such other posts as may be determined by the State Government from time to time;
- (xxiii) "University" means a University constituted by an Act of State Legislature and receiving regular financial assistance from the State Government;
- (xxiv) "Vice-Principal" means a person, who shall discharge the functions of the Principal in his absence, and to be appointed as such by the State Government from amongst the teachers of the college in such manner and on such terms and conditions, as may be prescribed.

West Ben. Act
XXIX 2012.

*The West Bengal Universities and Colleges
(Administration and Regulation) Act, 2017.*

(Chapter II.—Administration of Colleges.—Sections 4, 5.)

CHAPTER II

Administration of Colleges

Governing Body
of Colleges.

4. (1) There shall be a Governing Body in every college to be constituted in the manner and procedure provided under the provisions of this Act.

(2) Notwithstanding anything contained in any other law for the time being in force or in any custom or usage to the contrary, the constitution, powers and functions of the Governing Bodies for all colleges shall be uniform irrespective of the nature of their promoting or sponsoring bodies:

Provided that the Government-aided colleges run by minorities may adopt their own rules regarding constitution, powers and functions of their Governing Bodies with the approval of the State Government.

(3) Notwithstanding anything contained in any other law for the time being in force, or in any custom or usage to the contrary, the State Government shall have power to dissolve the Governing Body of a college, other than the college run by minorities, if, in the opinion of the State Government that the Governing Body of such college is unable to perform its functions as per provisions of this Act or the statutes of the affiliating University, or the continuance of the Governing Body or any of its members in such Governing Body is detrimental to the interest of the college, and in every such case, the State Government may appoint an Administrator in place of the Governing Body who shall discharge all functions for such period as may be determined by the State Government or until constitution of a new Governing Body, whichever is earlier.

(4) The affiliating University shall, in every such case, take steps to constitute the new Governing Body of such college referred to in sub-section (3) within such time as may be prescribed.

Constitution of
the Governing
Body.

5. (1) Notwithstanding anything contained in any other law for the time being in force or in any custom or usage to the contrary, the Governing Body of every Government-aided College shall consist of the following members, namely:—

(i) the President shall be a person interested in education, and shall be nominated by the State Government from amongst the members of the Governing Body or from outside:

Provided that the employees or the students of the concerned college shall not be eligible for nomination as President;

(ii) the Principal or the Vice-Principal or the Teacher-in-Charge, as the case may be, of the concerned college, who shall act as the *ex officio* Secretary to the Governing Body;

(iii) three whole time regular teachers including librarians and Graduate Laboratory Instructors, to be elected from amongst them;

(iv) one non-teaching employee to be elected from amongst them;

(v) two persons to be nominated by the State Government and one person to be nominated by the West Bengal State Council of Higher Education constituted under the West Bengal State Council of Higher Education Act, 2015 respectively;

(vi) one representative from amongst the donor of the college or from the sponsoring body promoting the establishment of the concerned college;

(vii) two persons to be nominated by the affiliating University from amongst eminent educationists, of whom at least one shall be a woman;

*The West Bengal Universities and Colleges
(Administration and Regulation) Act, 2017.*

(Chapter II.—Administration of Colleges.—Sections 6, 7.)

(viii) one student representative, who shall be the General Secretary of the duly-constituted Students' Body or Union, as the case may be, of the college.

(2) All existing members of the Governing Bodies which were constituted immediately preceding the date of coming into effect of this Act shall continue to be the member of such Governing Body until the normal tenure of the Governing Body expires by efflux of time or unless it is dissolved by the State Government, whichever is earlier.

(3) The tenure of the Governing Body shall be such as may be determined by the State Government from time to time.

(4) Every meeting of the Governing Body shall be convened in the name of the President:

Provided that the President's absence in any meeting of the Governing Body shall not invalidate the proceedings of the Governing Body if any one of the nominees of the State Government is present in such meeting and the quorum has been duly formed:

Provided further that one third of the members shall form a quorum in every meeting of the Governing Body.

(5) Powers and functions of the Governing Body shall be such as may be provided in the statutes of the affiliating University.

Duties of the
Principal.

6. (1) To improve the functioning of the colleges, the college management shall introduce different measures for ensuring attendance, punctuality and work output, as may be prescribed by the State Government from time to time.

(2) For all employees of the college there shall be prepared Annual Confidential Report and Performance Appraisal Report for every year in such manner and to be maintained in such form as may be prescribed by the State Government, from time to time.

(3) Every employee of the college, including the Principal, shall submit in a sealed envelope before the Governing Body, with a copy to the State Government, an annual declaration of his assets of movable and immovable properties in such manner as may be prescribed in this behalf.

Funds and
accounts of
college.

7. (1) There shall be a fund in every college which shall be credited with all money received from tuition fees and other fees and charges as may be determined by the State Government from time to time.

(2) Every college shall maintain proper records of accounts which shall be duly audited internally by a qualified State Government-empowered Chartered Accountant as defined under section 2 (b) of the Chartered Accountants Act, 1949, in the manner as may be prescribed and shall submit such accounts before the State Government annually within six months of the following Financial Year.

(3) Subject to the provisions of sub-section (2), the State Government shall cause periodic audit of the fund and accounts of every college in such manner as may be prescribed.

(4) If any college fails to comply with any of the provisions of this Act, the State Government may take such action as it may deem necessary and lawful.

(5) If any college, other than the college run by minorities, fails to comply any of the provisions of this Act, the State Government may, by order, supersede the college authority for a certain period and appoint an Administrator to discharge the functions of the college for such time as may be determined by the State Government.

*The West Bengal Universities and Colleges
(Administration and Regulation) Act, 2017.*

*(Chapter II.—Administration of Colleges.—Sections 8, 9.—Chapter III.—
Employees of Colleges—Sections 10, 11.)*

Inspection.

8. (1) The State Government may, from time to time, cause inspection of the affairs of the college, other than the college run by minorities, including its administrative and financial activities as and when the State Government considers it necessary.

(2) Such inspection shall ordinarily be made upon prior notice to the college authority.

Students' Body or
Union of Colleges.

9. (1) There shall be a Students' Body or Union, as the case may be, in every college and the General Secretary of such body or union shall be a member of the Governing Body for a period of one year from the date of his election.

(2) The composition, functions, duties and responsibilities of the Students' Body or the Union, as the case may be, including the manner, procedure and eligibility to participate in the election shall be such as may be prescribed.

CHAPTER III

Employees of Colleges

Appointment of
teachers, librarians
and non-teaching
employees.

10. (1) Notwithstanding anything contained in any other law for the time being in force or in any custom or usage to the contrary, appointment of all teachers, librarians and other employees of every college, except the colleges run by minorities, shall be made by the Governing Body, on the recommendation of the Service Commission.

(2) A recommendation of the Service Commission shall not automatically confer any right upon the candidates for appointment and shall be subject to satisfactory completion of verification of his personal testimonials including proof of age and educational qualifications along with all antecedents and medical examination report from the appropriate authorities.

(3) If any discrepancy is found during verification of a candidate as stated under sub-section (2), his candidature shall be liable to be cancelled.

(4) The terms and conditions of service including the manner and procedure of holding disciplinary proceedings and punishment thereof, of all the employees of the colleges shall be such as may be prescribed.

Transfer of
employees of the
college.

11. (1) Every teacher, librarian and non-teaching employee of a college, other than colleges run by minorities, may, once in a life time of his service apply for mutual transfer or transfer of his own seeking in any other college within the State in such manner as may be prescribed.

(2) The State Government may, in the interest of public service, place the service of any teacher, librarian or non-teaching employees to another college on transfer.

*The West Bengal Universities and Colleges
(Administration and Regulation) Act, 2017.*

*(Chapter IV.—Provident Fund.—Section 12.—Chapter V.—
Administration of Universities.—Sections 13, 14.)*

CHAPTER IV

Provident Fund

Provident Fund.

12. (1) The Provident Fund of all regular employees of a college or University shall be maintained in the State Government Treasury.

(2) Every employee of a college or University shall be provided with a Provident Fund account.

(3) All balances in the Provident Fund held by the college or by the University in any form shall be transferred to the State Government treasury within such time as may be directed by the State Government.

(4) Other rules regulating the financial business of the college or the University shall be such as may be prescribed.

CHAPTER V

Administration of Universities

Administration of Universities.

13. (1) Notwithstanding anything contained in any other law for the time being in force or in any custom or usage to the contrary, wherever it is proposed to nominate a person by the Chancellor in any body or authority of any University or other body corporate, such person shall henceforth be nominated by the Chancellor in consultation with the State Government.

(2) Notwithstanding anything contained in any other law for the time being in force or in any custom or usage to the contrary, no University, without the prior approval of the State Government, shall, after the commencement of this Act,—

(a) permit any person to work under the University beyond the prescribed age of superannuation except in the manner notified by the State Government;

(b) dispose of or sell any immovable property of the University;

(c) declare setting up or conversion of any post of Officer or teacher of the University;

(d) such other act or acts as may be prescribed by the State Government.

(3) The State Government may, subject to availability of fund, allow the application for creation of teaching, non-teaching and officers' posts in such University on its discretion, after considering the need for staff in the University.

(4) The State Government may, by order, from time to time, revise the scale of pay attached to the post of teachers, officers or non-teaching employees or sanction any new allowance thereof.

(5) The State Government may, by order, regulate the expenditure of a University and may revise such rules from time to time.

Employees of the University.

14. (1) Notwithstanding anything contained in any other law for the time being in force, or in any custom or usage to the contrary, no person can be appointed in any post in the University without satisfactory completion of verification of his personal testimonials including proof of age and educational qualifications along with all antecedents and medical examination report from the appropriate authorities.

(2) If any discrepancy is found during verification of a candidate as stated under sub-section (1), his candidature shall be liable to be cancelled.

*The West Bengal Universities and Colleges
(Administration and Regulation) Act, 2017.*

*(Chapter V.—Administration of Universities.—Sections 15, 16.—
Chapter VI.—Miscellaneous.—Section 17.)*

(3) To improve the functioning of the Universities, the University Authorities shall introduce different work efficiency measures for ensuring attendance, punctuality and work output as may be prescribed by the State Government, from time to time, and a report shall be placed before the appropriate decision-making bodies of the Universities on a regular basis.

(4) For all employees of the University there shall be prepared Annual Confidential Report and Performance Appraisal Report for every year in such manner and to be maintained in such form as may be prescribed by the State Government, from time to time.

(5) Every employee of the University, including the Vice-Chancellor, or the Pro-Vice-Chancellor, shall submit in a sealed envelope before the Senate or the Court, as the case may be, with a copy to the State Government, an annual declaration of his assets of movable and immovable properties in such manner as may be prescribed in this behalf.

Inquiry into the
affairs of the
University.

15. (1) The State Government shall have the power to enquire into the affairs of the University, as and when it considers necessary.

(2) Every such inspection shall ordinarily be made with prior notice to the University.

(3) Notwithstanding anything contained in any other law for the time being in force, the Statutes of all State-aided Universities shall be uniform in respect of the powers and functions of the various officers and authorities of the University, the procedure for holding election to various authorities of the University, the procedure for holding meetings of the various bodies and authorities of the University, the procedures and terms and conditions for affiliation of colleges, the rights and duties of employees of the affiliated colleges, the provisions regarding holding of convocation and conferment of Degrees, Diplomas and titles, and such other subjects as may be prescribed from time to time.

Students' Body or
Union of the
University.

16. (1) There shall be a Students' Body or Union, as the case may be, in every University.

(2) The composition, functions, duties and responsibilities of the Students' Body or Union, as the case may be, including the manner, procedure and eligibility to participate in the election shall be such as may be prescribed.

CHAPTER VI

Miscellaneous

Power to make
rules.

17. (1) The State Government shall have power to make rules for the purpose of carrying out the provisions of this Act.

(2) Without prejudice to the generality of the foregoing provisions of this Act, the State Government shall have power to make rules in relation to:—

- (i) the terms and conditions of service of all employees of colleges and Universities;
- (ii) code of conduct and discipline for all the employees of the colleges and Universities;
- (iii) manner and procedure for holding disciplinary proceedings against employees of the colleges and Universities;
- (iv) manner and procedure of transfer, including mutual transfer and transfer of his own seeking in respect of all the employees of the colleges, other than the colleges run by minorities;
- (v) manner and procedure for maintaining funds and accounts of the colleges and Universities including the procedure for maintaining Provident Fund of the employees of the colleges and Universities;
- (vi) such other subject as the State Government considers necessary for the purposes of this Act.

*The West Bengal Universities and Colleges
(Administration and Regulation) Act, 2017.*

(Chapter VI.—Miscellaneous.—Sections 18-22.)

(3) Every rule made under this Act shall, as soon they are made, be laid in the Legislative Assembly while it is in session.

Powers to give directions.

18. The State Government shall have the power to give directions to any college or in any University in any matter not inconsistent with the provisions of this Act and the college or the University shall be duty bound to comply.

Power to remove difficulties.

19. (1) The State Government shall have the power to remove any difficulty as may arise in applying the provisions of this Act to any college or University covered under this Act.

(2) The decision of the State Government shall, in every case, be final in regard to any dispute in between the State Government and the College or the University in effecting the provisions of this Act.

Power to relax.

20. The State Government shall have the power to relax any of the provisions of this Act or any rule, notification, order, schemes or by-laws made under this Act in relation to any college or any University in the interest of public service.

Overriding effect.

21. Notwithstanding anything contained in any other law or in any custom or usage for the time being in force, or in any Statutes, Ordinances, Rules and Regulations made by any authority under any law for the time being in force that is repugnant to the provisions of this Act, the provisions of this Act, to the extent of such repugnancy, shall have overriding effect against any such law, custom, usage, Statutes, Ordinances, Rules and Regulations.

Savings.

22. Anything done or purported to have been done in pursuance of any law for the time being in force by the State Government immediately preceding the date of coming into effect of this Act, shall have effect to the extent it is not inconsistent with the provisions of this Act, as if this Act had not yet come into effect.

By order of the Governor,

MADHUMATI MITRA,
Secy. to the Govt. of West Bengal,
Law Department.

Reservation Policy

Reservation Guidelines as per State Government

Registered No. WB/SC-247

No. WB(Part-I)/2014/SAR-6



Extraordinary
Published by Authority

PAUSA 13]

FRIDAY, JANUARY 3, 2014

[SAKA 1935

PART I—Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

GOVERNMENT OF WEST BENGAL
Higher Education Department
Bikash Bhawan, Salt Lake City, Kolkata-700 091

NOTIFICATION

No. 07-Edn (U)/1U-89/13.— dated. 2nd January, 2014.— In exercise of the power conferred by sub-section (1) of section 8 of the West Bengal State Higher Educational Institutions (Reservation in Admission) Act, 2013, (West Ben Act X of 2013), the Governor is hereby pleased to make the following rules, namely:

Rules

Short title, application & commencement 1. (1) These rules may be called the West Bengal State Higher Educational Institutions (Reservation in Admission) Rules, 2013.

(2) They shall come into force on the date of their publication in the *Official Gazette*.

Definitions 2. (1) In these rules, unless the context otherwise requires,—

- (a) "Act" means the West Bengal State Higher Educational Institutions (Reservation in Admission) Act, 2013;
- (b) "Commissioner of Reservation" means the Commissioner for Reservation appointed under section 6A of the West Bengal Scheduled Castes and Scheduled Tribes (Reservation of Vacancies in Services and Posts) Act, 1976;
- (c) "District Commissioner for Reservation" means the District Commissioner for Reservation as appointed under Section 6B of the West Bengal Scheduled Caste and Scheduled Tribes (Reservation of vacancies in Services and Posts) Act, 1976;
- (d) "District Magistrate" means the District Magistrate of the district and includes Additional District Magistrate for the purpose of these rules;

- (e) "de-reservation" means the de-reservation of seats reserved for Scheduled Castes/Scheduled Tribes/Other Backward Classes, Category -A and Other Backward Classes, Category -B candidates;
- (f) "Joint Commissioner for Reservation and ex-officio Joint Secretary" means the Joint Commissioner for Reservation and ex-officio Joint Secretary as appointed under Section 6A of the West Bengal Scheduled Caste and Scheduled Tribes (Reservation of Vacancies in Services and Posts) Act, 1976;
- (g) "self-financing course" means the course conducted by a college out of its own fund;
- (h) "schedule" means the schedule appended to these rules;
- (i) "section" means the section of the Act;
- (j) "University" means a University established and incorporated by an Act of State Legislature and aided fully or partly out of the State's fund;

(2) Any words or expressions used but not otherwise defined in these rules shall have the same meaning as defined or used under the Act.

Application of the reservation norms.

3. The reservation norms shall apply on and from the Academic Session 2014-15, to:—

- (a) all Universities, established and incorporated by an Act of the State's Legislature and aided fully or partly out of the State's fund; and
- (b) all Government colleges established or administered by the State Government whether directly or indirectly, and affiliated to a University; and
- (c) all colleges receiving aid from the State Government in any form or in any manner, whether fully or partly; and
- (d) all other institutions imparting education or training or research or other academic activities beyond 10+2 level and receiving aid from the State Government in any form or in any manner, whether fully or partly.

Preparation of Detailed Project Report and maintenance of register of students and other formalities

4. (1) In order to implement the total percentage of reservation in respect of the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes Category 'A' and the Other Backward Classes Category 'B'; (as mandated by the Act) every Higher Educational Institution selecting candidates for all streams and courses run by that Institution shall, with the approval of the appropriate authority, wherever required, fix up the total number of seats to be increased in each course in such a manner that the number of unreserved seats is not less than the seats available immediately preceding the date of the Act coming into force.

Explanation 1:— for example, in a Higher Educational Institution there were thirty (30) seats in Physics (Honors) course on the date of commencement of the Act. Out of 30 seats, 7 seats were reserved for SC (22% of 30), 2 seats were reserved for ST (6% of 30) and 21 seats were for unreserved category. For the purpose of implementing the provisions of the Act and these rules, these 21 seats of unreserved category shall not be reduced in any manner.

Explanation 2:— to give effect to the provisions of the Act, the Higher Educational Institution referred to under explanation 1 will be required to increase its seats by at least eight (8) seats in Physics Honors for that particular academic year. Hence, the reservation of seats would be as follows:

- (a) Eight (8) seats shall be reserved for SC (22% of 38),
- (b) Two (2) seats shall be reserved for ST (6% of 38),
- (c) Four (4) seats shall be reserved for OBC-A (10% of 38),
- (d) Three (3) seats shall be reserved for OBC-B (7% of 38),
- (e) And Twenty One (21) seats shall remain unreserved for Unreserved Categories.

- (2) Keeping in view that the total number of increase of seats to be done in terms of the sub-rule (1), each Higher Educational Institution shall fix up year wise target of increase of seats in such a manner that the total mandatory increase of seats is achieved within a maximum period of six years beginning with the academic session 2014-15 and then shall continue in the same manner.
- (3) Once the target of increase of seats is fixed, every Higher Educational Institution shall, submit to the State Government, the Detailed Project Report (DPR) in the format as may be specified.
- (4) The detailed project report shall contain, interalia, the following:—
- details of the existing number of students including students belonging to the Scheduled Castes and Scheduled Tribes,
 - details of the Governing Body of the College,
 - details of courses offered and annual intake in each course including Honors and Post Graduate courses, if any,
 - details of specialized courses or programmes,
 - details of existing teaching and non-teaching posts substantiated with appropriate roster and non-teaching staff-pattern,
 - details of existing infrastructures including the land, building and other equipments,
 - details of proposed increase in the infrastructure and equipments including Laboratory, Library etc.,
 - details of proposed increase in the teaching and Non-teaching posts,
 - details of the requirement of funds for catering to the creation of additional seats as per staff pattern as may be specified by the State Government from time to time.
- (5) The proposal regarding increase in the infrastructure including Classroom, Laboratory, Library, and the increase of teaching and non-teaching post shall be commensurate with the actual increase of seats in various courses.

Manner of re-distribution of seats

5. (1) In case of a Higher Educational Institution where infrastructure expansion is not possible for unavoidable reasons or otherwise, the Higher Educational Institution may apply to the State Government with reasons, to re-distribute its additional quota of reserved seats to other Higher Educational Institutions.

- (2) The State Government, taking into consideration the facts of the case, may at its discretion pass an order allowing re-distribution of such additional seats to other Higher Educational Institution.

Procedure for preparation of list of candidates for admission

6. (1) For filling up of the seats for admission in a particular academic session as fixed in terms of sub rule (2) of rule 4 the following procedure shall be followed :—

(a) a general merit list based exclusively on merit as reflected in the results of the relevant examination or selection test irrespective of castes, tribes or classes shall be prepared separately for each course, stream or subject in each Higher Educational Institution to fill up the unreserved seats. Separate merit lists of the Scheduled Castes, Scheduled Tribes, Other Backward Class, Category 'A' and the Other Backward Class, Category 'B' candidates shall be prepared for each course/stream/subject in each higher educational institution to fill up the seats reserved for these respective categories. The Scheduled Castes, the Scheduled Tribes, the Other Backward Class, Category -A and the Other Backward Class, Category -B candidates who have been placed in the general merit list to fill up unreserved seats shall not be taken into account in the reserved list for the Scheduled Castes, the Scheduled Tribes, the Other Backward Class, Category-A and the Other Backward Class, Category-B candidates, as the case may be;

- (b) simultaneously, the SC/ST/OBC candidates who have found place in the general merit list on the basis of their merit shall also be placed in the list of reserved seats for SC/ST/OBC as per their inter se merit, and

be asked to exercise their option on whether they would like to be placed in the general merit list or the separate merit list for reserved candidates of SC/ST/OBC. Admission would be made as per the option exercised by the candidates. The option once exercised shall not be altered under any circumstances;

- (c) for admission to different courses, an SC or ST candidate getting admission should have obtained in the previous examination; qualifying marks not lower by more than 25% of the marks obtained by the last candidate of the general category. In case of OBC-A and OBC-B the candidates getting admission should have obtained in the previous examination, qualifying marks not lower by more than 10% from the marks obtained by the last candidate of the general category. In any case, if a candidate obtains marks lower than the minimum qualifying marks prescribed by the University / Appropriate Authority for admission to the relevant course, he will not be eligible for admission;
- (d) seats reserved for the Scheduled Caste candidates and remaining unfilled even after following the instructions laid down in the previous clauses of the rules may be filled up by the Scheduled Tribe candidates and vice versa. Likewise, seats reserved for the Other Backward Classes, Category-A and remaining unfilled even after following the instructions laid down in the previous clauses of the rules may be filled up by the Other Backward Class, Category-B candidates and vice versa. If after this exercise, reserved seats still remain unfilled due to non availability of reserved category candidates, such seats shall be taken up for de-reservation in such manner as prescribed under rules 8 of these rules;
- (e) in case the number of seats reserved for the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B in Post-graduate and Doctoral courses including Medicine, Dental Science and Nursing is less than 0.5 in each stream, a 100 point roster for admission as specified in the Schedule appended to these rules shall be followed for filling up the seats.

- (2) In every case of admission to general degree courses and medical, technical, professional and post graduate level courses, the caste / tribe / class identification certificate issued by the Competent Authority shall be verified by the concerned Higher Educational Institution at the time of admission along with Domicile Certificate issued by the Competent Authority:

Provided that no Domicile Certificate is required in case the candidate submitting caste identification Certificate issued by the Competent Authority of the State Government.

- (3) During verification of the OBC Certificate, relevant guidelines regarding determination of 'Creamy layer' shall be taken into consideration by the concerned Institution.
- (4) In every case, reservation to SC/ST/OBC 'A'/OBC 'B's candidates shall not be refused on the basis of medium of instruction in any Higher Educational Institution.

Maintenance of Course 7. Every Higher Educational Institution shall maintain course-wise registers of reserved seats meant for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B.

Procedure for de-reservation 8. Where reservation of seats for one or many courses or streams in a particular academic session becomes unavoidable, the following procedure of de-reservation shall be followed:

- (a) If, after duly entertaining all applications to fill up reserved seats, it is found that some seats reserved for the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B remain unfilled during the academic session for want of suitable number of candidates from the respective categories, those seats may be de-reserved and filled up by general candidates where it is specified that due process for filling up of the seats by the candidates of the specific categories have been followed by the institutions concerned and no suitable candidate of the reserved categories is available to fill up those seats. No vacant reserved seat shall be carried forward to the next academic year, under any circumstances;
- (b) the District Magistrates or the District Commissioners for Reservation shall be the authority to grant de-reservation in Higher Educational Institutions situated in their respective territorial jurisdiction and Joint

Commissioner for Reservation and ex-officio Joint Secretary Backward Class Welfare Department shall be such authority in respect of Higher Educational Institutions situated in Kolkata as defined in the Kolkata Municipal Corporation Act, 1980:

- (c) the process of de-reservation shall be completed by the authority concerned within 15 days provided that the authority of the concerned educational institution has submitted application in this regard along with all relevant and necessary papers;
- (d) the Higher Educational Institutions seeking de-reservation shall submit to the authority concerned, a statement giving the following particulars:-
- (i) number of candidates who have applied for admission giving break up of Unreserved, Scheduled Castes and Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B applicants separately for respective Courses /Streams/ Subjects;
 - (ii) number of seats reserved for Scheduled Castes and Scheduled Tribes, Other Backward Classes, Category -A and Other Backward Classes, Category -B separately for such category of Course/ Stream/ Subject;
 - (iii) number of candidates qualifying for admission and admitted, as such, from each of reserved categories against respective Courses/ Streams/ Subjects;
 - (iv) number of reserved seats remaining vacant in respect of Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B candidates against respective Course/ Stream/ Subject as the case may be, with reasons there for;
 - (v) the Higher Educational Institutions shall also furnish copies of their admission Notice(s) to show whether, for issue of Forms to Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B candidates, the minimum prescribed marks of the Board, Council or University had been indicated, as the qualifying marks for getting admission Forms against the reserved seats.
- (e) While allowing the reserved seats to be filled up by General candidates, the District Magistrate and District Reservation Commissioner or the other authorities concerned shall be satisfied, on the basis of the information supplied by the Institutions that all reasonable steps were taken to fill up the seats by respective reserved categories of candidates, and further that the unreserved category candidates qualifying on their own merit in competition with general candidates have not been admitted against the reserved seats, and further, that the conditions laid down in rule 5 have duly been observed for the particular courses mentioned therein.

Filing of
Annual Return

9. Every Higher Educational Institution situated within the district of Kolkata shall file their annual return on admission of students into various course showing all seats reserved for SC, ST, OBC-A and OBC-B before the Joint Commissioner for Reservation and in cases of Higher Educational Institution situated outside the district of Kolkata, to the District Commissioner for Reservation of the respective district by 31st December every year.

SCHEDULE

{See sub-rule (1) (c) of rule 6}

1st Seat	Scheduled caste	35th Seat	Unreserved	69th Seat	OBC-B
2nd Seat	Unreserved	36th Seat	Scheduled caste	70th Seat	Unreserved
3rd Seat	Unreserved	37th Seat	Unreserved	71st Seat	Scheduled caste
4th Seat	Scheduled Tribe	38th Seat	OBC-A	72nd Seat	Unreserved
5th Seat	Unreserved	39th Seat	Unreserved	73rd Seat	Unreserved

6th Seat	OBC-A	40th Seat	Scheduled caste	74th Seat	Scheduled Tribe
7th Seat	Scheduled caste	41st Seat	Unreserved	75th Seat	Unreserved
8th Seat	Unreserved	42nd Seat	Unreserved	76th Seat	OBC-A
9th Seat	OBC-B	43rd Seat	Scheduled Tribe	77th Seat	Unreserved
10th Seat	Unreserved	44th Seat	Unreserved	78th Seat	Scheduled caste
11th Seat	Scheduled caste	45th Seat	OBC-A	79th Seat	Unreserved
12th Seat	Unreserved	46th Seat	Unreserved	80th Seat	Unreserved
13th Seat	OBC-A	47th Seat	Scheduled caste	81st Seat	Unreserved
14th Seat	Unreserved	48th Seat	Unreserved	82nd Seat	Scheduled caste
15th Seat	Scheduled caste	49th Seat	OBC-B	83rd Seat	Unreserved
16th Seat	Unreserved	50th Seat	Unreserved	84th Seat	OBC-A
17th Seat	Unreserved	51st Seat	Scheduled caste	85th Seat	Unreserved
18th Seat	Scheduled caste	52nd Seat	OBC-A	86th Seat	Scheduled caste
19th Seat	OBC-B	53rd Seat	Unreserved	87th Seat	Unreserved
20th Seat	Unreserved	54th Seat	Unreserved	88th Seat	Unreserved
21st Seat	Scheduled caste	55th Seat	Unreserved	89th Seat	OBC-B
22nd Seat	Unreserved	56th Seat	Unreserved	90th Seat	Scheduled caste
23rd Seat	Unreserved	57th Seat	Scheduled caste	91st Seat	Unreserved
24th Seat	Scheduled Tribe	58th Seat	Unreserved	92nd Seat	Unreserved
25th Seat	Unreserved	59th Seat	OBC-B	93rd Seat	Scheduled Tribe
26th Seat	OBC-A	60th Seat	Unreserved	94th Seat	Unreserved
27th Seat	Unreserved	61st Seat	Scheduled caste	95th Seat	Unreserved
28th Seat	Scheduled caste	62nd Seat	Unreserved	96th Seat	Unreserved
29th Seat	OBC-B	63rd Seat	OBC-A	97th Seat	Scheduled caste
30th Seat	Unreserved	64th Seat	Unreserved	98th Seat	Unreserved
31st Seat	Unreserved	65th Seat	Scheduled caste	99th Seat	OBC-A
32nd Seat	Scheduled caste	66th Seat	Unreserved	100th Seat	Unreserved
33rd Seat	Unreserved	67th Seat	Unreserved		
34th Seat	Unreserved	68th Seat	Scheduled caste		

By order of the Governor,

VIVEK KUMAR

Secretary to the Government of West Bengal

**Government of West Bengal
Higher Education Department
Bikash Bhaban, Salt Lake City, Kolkata-700091**

NOTIFICATION

No. 07-Edn (U)/IU-89/13.- dated. 2nd January, 2014.- In exercise of the power conferred by sub-section (1) of section 8 of the West Bengal State Higher Educational Institutions (Reservation in Admission) Act, 2013, (West Ben Act X of 2013), the Governor is hereby pleased to make the following rules, namely:

Rules

Short title,
application
&
commence
ment

1. (1) These rules may be called the West Bengal State Higher Educational Institutions (Reservation in Admission) Rules, 2013.
- (2) They shall come into force on the date of their publication in the *Official Gazette*.

Definitions

2. (1) In these rules, unless the context otherwise requires,-
- (a) "Act" means the West Bengal State Higher Educational Institutions (Reservation in Admission) Act, 2013;
- (b) "Commissioner of Reservation" means the Commissioner for Reservation appointed under section 6A of the West Bengal Scheduled Castes and Scheduled Tribes (Reservation of Vacancies in Services and Posts) Act, 1976;
- (c) "District Commissioner for Reservation" means the District Commissioner for Reservation as appointed under Section 6B of the West Bengal Scheduled Caste and Scheduled Tribes (Reservation of vacancies in Services and Posts) Act, 1976;

- (d) "District Magistrate" means the District Magistrate of the district and includes Additional District Magistrate for the purpose of these rules;
 - (e) "de-reservation" means the de-reservation of seats reserved for Scheduled Castes/Scheduled Tribes/Other Backward Classes, Category -A and Other Backward Classes, Category -B candidates;
 - (f) "Joint Commissioner for Reservation and *ex-officio* Joint Secretary" means the Joint Commissioner for Reservation and *ex-officio* Joint Secretary as appointed under Section 6A of the West Bengal Scheduled Caste and Scheduled Tribes (Reservation of Vacancies in Services and Posts) Act, 1976;
 - (g) "self-financing course" means the course conducted by a college out of its own fund;
 - (h) "schedule" means the schedule appended to these rules;
 - (i) "section" means the section of the Act;
 - (j) "University" means a University established and incorporated by an Act of State Legislature and aided fully or partly out of the State's fund;
- (2) Any words or expressions used but not otherwise defined in these rules shall have the same meaning as defined or used under the Act.

Application
of the
reservation
norms.

3. The reservation norms shall apply on and from the Academic Session 2014-15, to:-
- (a) all Universities, established and incorporated by an Act of the State's Legislature and aided fully or partly out of the State's fund, and
 - (b) all Government colleges established or administered by the State Government whether directly or indirectly, and affiliated to a University; and

- (c) all colleges receiving aid from the State Government in any form or in any manner, whether fully or partly; and
- (d) all other institutions imparting education or training or research or other academic activities beyond 10+2 level and receiving aid from the State Government in any form or in any manner, whether fully or partly.

Preparation of Detailed Project Report and maintenance of register of students and other formalities

4. (1) In order to implement the total percentage of reservation in respect of the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes Category 'A' and the Other Backward Classes Category 'B'; (as mandated by the Act) every Higher Educational Institution selecting candidates for all streams and courses run by that Institution shall, with the approval of the appropriate authority, wherever required, fix up the total number of seats to be increased in each course in such a manner that the number of unreserved seats is not less than the seats available immediately preceding the date of the Act coming into force.

Explanation 1: - for example, in a Higher Educational Institution there were thirty (30) seats in Physics (Honors) course on the date of commencement of the Act. Out of 30 seats, 7 seats were reserved for SC (22% of 30), 2 seats were reserved for ST (6% of 30) and 21 seats were for unreserved category. For the purpose of implementing the provisions of the Act and these rules, these 21 seats of unreserved category shall not be reduced in any manner.

Explanation 2:- to give effect to the provisions of the Act, the Higher Educational Institution referred to under explanation 1 will be required to increase its seats by at least eight (8) seats in Physics Honors for that particular academic year. Hence, the reservation of seats would be as

follows:

- (a) Eight (8) seats shall be reserved for SC (22% of 38),*
- (b) Two (2) seats shall be reserved for ST (6% of 38),*
- (c) Four (4) seats shall be reserved for OBC-A (10% of 38),*
- (d) Three (3) seats shall be reserved for OBC-B (7% of 38),*
- (e) And Twenty One (21) seats shall remain unreserved for
Unreserved Categories.*

(2) Keeping in view that the total number of increase of seats to be done in terms of the sub-rule (1), each Higher Educational Institution shall fix up year wise target of increase of seats in such a manner that the total mandatory increase of seats is achieved within a maximum period of six years beginning with the academic session 2014-15 and then shall continue in the same manner.

(3) Once the target of increase of seats is fixed, every Higher Educational Institution shall, submit to the State Government, the Detailed Project Report (DPR) in the format as may be specified.

(4) The detailed project report shall contain, interalia, the following:-

- (a) details of the existing number of students including students belonging to the Scheduled Castes and Scheduled Tribes,
- (b) details of the Governing Body of the College,
- (c) details of courses offered and annual intake in each course including Honors and Post Graduate courses, if any,
- (d) details of specialized courses or programmes,
- (e) details of existing teaching and non-teaching posts substantiated with appropriate roster and non-teaching staff-pattern,
- (f) details of existing infrastructures including the land, building and other equipments,

(g) details of proposed increase in the infrastructure and equipments including Laboratory, Library etc.,

(h) details of proposed increase in the teaching and Non-teaching posts,

(i) details of the requirement of funds for catering to the creation of additional seats as per staff pattern as may be specified by the State Government from time to time.

(5) The proposal regarding increase in the infrastructure including Classroom Laboratory, Library, and the increase of teaching and non-teaching post shall be commensurate with the actual increase of seats in various courses.

Manner of re-distribution of seats

5. (1) In case of a Higher Educational Institution where infrastructure expansion is not possible for unavoidable reasons or otherwise, the Higher Educational Institution may apply to the State Government with reasons, to re-distribute its additional quota of reserved seats to other Higher Educational Institutions.
- (2) The State Government, taking into consideration the facts of the case, may at its discretion pass an order allowing re-distribution of such additional seats to other Higher Educational Institution.

Procedure for preparation of list of candidates for admission

6. (1) For filling up of the seats for admission in a particular academic session as fixed in terms of sub rule (2) of rule 4 the following procedure shall be followed :-
- (a) a general merit list based exclusively on merit as reflected in the results of the relevant examination or selection test irrespective of castes, tribes or classes shall be prepared separately for each course, stream or subject in each Higher Educational Institution to fill up the unreserved seats. Separate merit lists of the Scheduled Castes, Scheduled Tribes, Other Backward Class, Category 'A' and the Other

Backward Class, Category 'B' candidates shall be prepared for each course/stream/subject in each higher educational institution to fill up the seats reserved for these respective categories. The Scheduled Castes, the Scheduled Tribes, the Other Backward Class, Category - A and the Other Backward Class, Category -B candidates who have been placed in the general merit list to fill up unreserved seats shall not be taken into account in the reserved list for the Scheduled Castes, the Scheduled Tribes, the Other Backward Class, Category-A and the Other Backward Class, Category-B candidates, as the case may be;

- (b) simultaneously, the SC/ST/OBC candidates who have found place in the general merit list on the basis of their merit shall also be placed in the list of reserved seats for SC/ST/OBC as per their *inter se* merit, and be asked to exercise their option on whether they would like to be placed in the general merit list or the separate merit list for reserved candidates of SC/ST/OBC. Admission would be made as per the option exercised by the candidates. The option once exercised shall not be altered under any circumstances;
- (c) for admission to different courses, an SC or ST candidate getting admission should have obtained in the previous examination; qualifying marks not lower by more than 25% of the marks obtained by the last candidate of the general category. In case of OBC-A and OBC-B the candidates getting admission should have obtained in the previous examination, qualifying marks not lower by more than 10% from the marks obtained by the last candidate of the general category. In any case, if a candidate obtains marks lower than the minimum qualifying marks prescribed by the University / Appropriate

Authority for admission to the relevant course, he will not be eligible for admission;

(d) seats reserved for the Scheduled Caste candidates and remaining unfilled even after following the instructions laid down in the previous clauses of the rules may be filled up by the Scheduled Tribe candidates and vice versa. Likewise, seats reserved for the Other Backward Classes, Category-A and remaining unfilled even after following the instructions laid down in the previous clauses of the rules may be filled up by the Other Backward Class, Category-B candidates and *vice versa*. If after this exercise, reserved seats still remain unfilled due to non availability of reserved category candidates, such seats shall be taken up for de-reservation in such manner as prescribed under rules 8 of these rules;

(e) in case the number of seats reserved for the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B in Post-graduate and Doctoral courses including Medicine, Dental Science and Nursing is less than 0.5 in each stream, a 100 point roster for admission as specified in the Schedule appended to these rules shall be followed for filling up the seats.

(2) In every case of admission to general degree courses and medical, technical, professional and post graduate level courses, the caste / tribe / class identification certificate issued by the Competent Authority shall be verified by the concerned Higher Educational Institution at the time of admission along with Domicile Certificate issued by the Competent Authority:

Provided that no Domicile Certificate is required in case the candidate

submitting caste identification Certificate issued by the Competent Authority of the State Government.

(3) During verification of the OBC Certificate, relevant guidelines regarding determination of 'Creamy layer' shall be taken into consideration by the concerned Institution.

(4) In every case, reservation to SC/ST/OBC 'A'/OBC 'B's candidates shall not be refused on the basis of medium of instruction in any Higher Educational Institution.

Maintenanc
e of Course
wise
Registers

7. Every Higher Educational Institution shall maintain course-wise registers of reserved seats meant for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B.

Procedure
for de-
reservation

8. Where reservation of seats for one or many courses or streams in a particular academic session becomes unavoidable, the following procedure of de-reservation shall be followed:

(a) If, after duly entertaining all applications to fill up reserved seats, it is found that some seats reserved for the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B remain unfilled during the academic session for want of suitable number of candidates from the respective categories, those seats may be de-reserved and filled up by general candidates where it is specified that due process for filling up of the seats by the candidates of the specific categories have been followed by the institutions concerned and no suitable candidate of the reserved categories is available to fill up those seats. No vacant reserved seat shall be carried forward to the next academic year, under any circumstances;

(b) the District Magistrates or the District Commissioners for Reservation

shall be the authority to grant de-reservation in Higher Educational Institutions situated in their respective territorial jurisdiction and Joint Commissioner for Reservation and ex-officio Joint Secretary Backward Class Welfare Department shall be such authority in respect of Higher Educational Institutions situated in Kolkata as defined in the Kolkata Municipal Corporation Act, 1980;

- (c) the process of de-reservation shall be completed by the authority concerned within 15 days provided that the authority of the concerned educational institution has submitted application in this regard along with all relevant and necessary papers;
- (d) the Higher Educational Institutions seeking de-reservation shall submit to the authority concerned, a statement giving the following particulars:-
 - (i) number of candidates who have applied for admission giving break up of Unreserved, Scheduled Castes and Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B applicants separately for respective Courses /Streams/ Subjects;
 - (ii) number of seats reserved for Scheduled Castes and Scheduled Tribes, Other Backward Classes, Category -A and Other Backward Classes, Category -B separately for such category of Course/ Stream/ Subject;
 - (iii) number of candidates qualifying for admission and admitted, as such, from each of reserved categories against respective Courses/ Streams/ Subjects;
 - (iv) number of reserved seats remaining vacant in respect of Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B candidates against respective

Course/ Stream/ Subject as the case may be, with reasons there for;

- (v) the Higher Educational Institutions shall also furnish copies of their admission Notice(s) to show whether, for issue of Forms to Scheduled Castes, Scheduled Tribes, Other Backward Classes, Category-A and Other Backward Classes, Category-B candidates, the minimum prescribed marks of the Board, Council or University had been indicated, as the qualifying marks for getting admission Forms against the reserved seats.
- (e) While allowing the reserved seats to be filled up by General candidates, the District Magistrate and District Reservation Commissioner or the other authorities concerned shall be satisfied, on the basis of the information supplied by the Institutions that all reasonable steps were taken to fill up the seats by respective reserved categories of candidates, and further that the unreserved category candidates qualifying on their own merit in competition with general candidates have not been admitted against the reserved seats, and further, that the conditions laid down in rule 5 have duly been observed for the particular courses mentioned therein.

Filing of
Annual
Return

9. Every Higher Educational Institution situated within the district of Kolkata shall file their annual return on admission of students into various course showing all seats reserved for SC, ST, OBC-A and OBC-B before the Joint Commissioner for Reservation and in cases of Higher Educational Institution situated outside the district of Kolkata, to the District Commissioner for Reservation of the respective district by 31st December every year.

SCHEDULE

{See sub-rule (1) (e) of rule 6}

1 st Seat	Scheduled caste	35 th Seat	Unreserved	69 th Seat	OBC-B
2 nd Seat	Unreserved	36 th Seat	Scheduled caste	70 th Seat	Unreserved
3 rd Seat	Unreserved	37 th Seat	Unreserved	71 st Seat	Scheduled caste
4 th Seat	Scheduled Tribe	38 th Seat	OBC-A	72 nd Seat	Unreserved
5 th Seat	Unreserved	39 th Seat	Unreserved	73 rd Seat	Unreserved
6 th Seat	OBC-A	40 th Seat	Scheduled caste	74 th Seat	Scheduled Tribe
7 th Seat	Scheduled caste	41 st Seat	Unreserved	75 th Seat	Unreserved
8 th Seat	Unreserved	42 nd Seat	Unreserved	76 th Seat	OBC-A
9 th Seat	OBC-B	43 rd Seat	Scheduled Tribe	77 th Seat	Unreserved
10 th Seat	Unreserved	44 th Seat	Unreserved	78 th Seat	Scheduled caste
11 th Seat	Scheduled caste	45 th Seat	OBC-A	79 th Seat	Unreserved
12 th Seat	Unreserved	46 th Seat	Unreserved	80 th Seat	Unreserved
13 th Seat	OBC-A	47 th Seat	Scheduled caste	81 st Seat	Unreserved
14 th Seat	Unreserved	48 th Seat	Unreserved	82 nd Seat	Scheduled caste
15 th Seat	Scheduled caste	49 th Seat	OBC-B	83 rd Seat	Unreserved
16 th Seat	Unreserved	50 th Seat	Unreserved	84 th Seat	OBC-A
17 th Seat	Unreserved	51 st Seat	Scheduled caste	85 th Seat	Unreserved
18 th Seat	Scheduled caste	52 nd Seat	OBC-A	86 th Seat	Scheduled caste
19 th Seat	OBC-B	53 rd Seat	Unreserved	87 th Seat	Unreserved
20 th Seat	Unreserved	54 th Seat	Unreserved	88 th Seat	Unreserved
21 st Seat	Scheduled caste	55 th Seat	Unreserved	89 th Seat	OBC-B
22 nd Seat	Unreserved	56 th Seat	Unreserved	90 th Seat	Scheduled caste
23 rd Seat	Unreserved	57 th Seat	Scheduled caste	91 st Seat	Unreserved
24 th Seat	Scheduled Tribe	58 th Seat	Unreserved	92 nd Seat	Unreserved
25 th Seat	Unreserved	59 th Seat	OBC-B	93 rd Seat	Scheduled Tribe
26 th Seat	OBC-A	60 th Seat	Unreserved	94 th Seat	Unreserved
27 th Seat	Unreserved	61 st Seat	Scheduled caste	95 th Seat	Unreserved
28 th Seat	Scheduled caste	62 nd Seat	Unreserved	96 th Seat	Unreserved
29 th Seat	OBC-B	63 rd Seat	OBC-A	97 th Seat	Scheduled caste
30 th Seat	Unreserved	64 th Seat	Unreserved	98 th Seat	Unreserved
31 st Seat	Unreserved	65 th Seat	Scheduled caste	99 th Seat	OBC-A
32 nd Seat	Scheduled caste	66 th Seat	Unreserved	100 th Seat	Unreserved
33 rd Seat	Unreserved	67 th Seat	Unreserved		
34 th Seat	Unreserved	68 th Seat	Scheduled caste		

By order of the Governor,

Shri Vivek Kumar

Secretary to the Government of West Bengal

GOVERNMENT OF WEST BENGAL
HIGHER EDUCATION DEPARTMENT
(UNIVERSITY BRANCH)
BIKASH BHABAN, SALT LAKE
KOLKATA-700091

No. 267 –Edn (U)/IU-89/13

Date: 04.03.14

CIRCULAR

Subject: Implementation of the West Bengal State Higher Educational Institutions (Reservation in Admission), Act, 2013 and the West Bengal State Higher Educational Institutions (Reservation in Admission) Rules, 2014

In exercise of the powers conferred by Section 9 of the West Bengal State Higher Educational Institutions (Reservation in Admission), Act, 2013, all the State Higher Educational Institutions coming under the purview of the aforesaid Act and the Rules are hereby informed that they shall take immediate steps in implementing the provisions of the Act and the Rules so that reservation in all categories is given effect from the academic session 2014-15 by increasing the number of seats, within the available infrastructure.

During allocation of seats to each reserved category as defined under the Act, it shall be kept in mind by every institution that the percentage of reservation applicable to each reserved category (SC-22%, ST-6%) under the Act, shall be in commensurate with the overall number of seats being increased in each course/ faculty. For OBC-A (10%) and OBC-B (7%) seats, implementation will be done over a six year period commencing from 2014-15.

Every such institution is accordingly directed to submit a detailed proposal as per the Proforma enclosed within one month of issue of this circular.

Additional Secretary

No. 267/1(12) -Edn (U)/IU-89/13

Date: 04.03.14

Copy forwarded for information and necessary action to:

1. The Vice Chancellor, _____ University,
2. The Secretary, Agriculture Department,
3. The Secretary, Animal Resource Development Department,
4. The Principal Secretary, Health & Family Welfare Department,
5. The Secretary, Backward Class Welfare Department,
6. The Vice Chairman, West Bengal State Council for Higher Education,
7. The Director of Public Instruction with request to circulate to all Government and Govt. aided College for taking necessary action by them,
8. The Director of Technical Education with request to circulate to all Government and Govt. aided College for taking necessary action by them,
9. The Chairman, West Bengal Joint Entrance Examination Board,
10. The Vice Chairman, West Bengal State Council of Higher Education,
11. The Registrar, _____ University,
12. The Inspector of Colleges, _____ University.

Additional Secretary

Reporting format showing the number of seats being offered for SC/ST/OBC's reservation from the Academic Year 2014-15

Name of the course/faculty	Annual permitted strength (in academic year 2013-14)				Existing students (in academic year 2013-14)				No. of increase of seats to be increased (in academic year 2014-15)	Allocation of seats (after increase In academic year 2014-15)					
	Total	Unreserved	SC, 22%	ST, 6%	Total	Unreserved	SC, 22%	ST, 6%		Total	Unreserved	SC, 22%	ST, 6%	OBC-A, 10%	OBC-B, 7%

- Use separate sheet in case of more subjects/departments/disciplines/faculties for both UG/PG/Hon's/Diploma course
- Use same format for Pass courses also

X

GOVERNMENT OF WEST BENGAL
HIGHER EDUCATION DEPARTMENT
(C. S. BRANCH)
BIKASH BHABAN, SALT LAKE
KOLKATA-700091

No. 365-Edn (CS)/OM-91/2015

Date: 21.04.2015

CIRCULAR

Subject: Implementation of the West Bengal State Higher Educational Institutions (Reservation in Admission), Act, 2013 and the West Bengal State Higher Educational Institutions (Reservation in Admission) Rules, 2014

In exercise of the powers conferred by Section 9 of the West Bengal State Higher Educational Institutions (Reservation in Admission), Act, 2013, all the State Higher Educational Institutions coming under the purview of the aforesaid Act and the Rules are hereby advised that they shall continue to take steps in implementing the provisions of the Act and the Rules so that reservation of seats in all categories is continued for the academic session 2015-16 as specified in the Act and the Rules, i.e. by increasing the number of seats, within the available infrastructure, and without curtailing the number of un-reserved seats of the institution.

During allocation of seats to each reserved category as defined under the Act, it shall be kept in mind by every institution that the percentage of reservation applicable to each reserved category (SC-22%, ST-6%) under the Act, shall be in commensurate with the total number of seats being increased in each course/faculty. For OBC-A (10%) and OBC-B (7%) seats, implementation will be done over a six year period and the exercise has already commenced from the Academic year 2014-15. All institutions are accordingly advised to continue to increase seats in each subject/ Department/ Course/ Stream suitably, and to the extent practicable, so that the required increase of overall 17 % seats can be achieved within the Academic Year 2020-21. New State-aided institutions being set up shall endeavour to achieve the specified reservation of seats for SCs (22%), ST s (6%) and OBC s (10%+7%) at one go and not incrementally. All institutions shall take caution, while de-reserving the reserved category seats in the event of non availability of respective reserved category candidates, as per the due process prescribed in the Rules, and under guidance of respective Reservation Commissioners. All other instructions, given previously in this regard, shall be complied with *mutatis mutandis*.

SD/- M. Ray
Additional Secretary

GOVERNMENT OF WEST BENGAL
HIGHER EDUCATION DEPARTMENT
(UNIVERSITY BRANCH)
BIKASH BHABAN, SALT LAKE
KOLKATA-700091

NOTIFICATION

No. 621 –Edn (U)/EH//IU-89/13, dated 25.06.2015:– In exercise of the powers conferred by sub-section (1) of section 8 of the West Bengal State Higher Educational Institutions (Reservation in Admission) Act, 2013 (West Ben. Act X of 2013) the Governor is pleased hereby to make the following amendments in the West Bengal State Higher Educational Institutions (Reservation in Admission) Rules, 2013 (hereinafter referred to as the said rules),–

Rules

In the said rules,–

(a) in rule 6, in sub-rule (1), for clause (b), substitute the following clause :–

“(b) In respect of examinations for admission into different Medical, Engineering, Technology, Management, Pharmaceutical and other professional courses where merit lists are generated on the basis of a single combined entrance test such as the West Bengal Joint Entrance Examinations; in order to maximize the options available to the reserved category candidates, viz. the SC/ ST/ OBC-A and OBC-B candidate who have found placed in the General Category merit list on their own merit and have also been placed in their respective reserved category merit lists, shall be asked to exercise option as to whether they would like to be considered in the General merit list or in the reserved category merit lists. In case such a candidate opts for being considered in the reserved category merit list (for getting a better course/ subject of his choice), such option may be allowed and his name should be reflected in the reserved category merit list. Where he does not exercise such option, he will be treated as a General category candidate, and accordingly, be placed in the merit list for general candidates:

Provided that no such option shall be required to be exercised by a reserved category candidate whose admission is secured in the subject of his choice based on his ranking in the General category merit list and accordingly, his name shall be reflected as a General category candidate.

(b) in the Schedule, against the entry for 54th Seat, for the word “Unreserved”, substitute the words “Scheduled Tribes”.

By order of the Governor,



Principal Secretary
to the Govt. of West Bengal.

**GOVERNMENT OF WEST BENGAL
HIGHER EDUCATION DEPARTMENT
(C. S. BRANCH)
BIKASH BHABAN, SALT LAKE,
KOLKATA-700091**

No. 752 –Edn (CS)/10M-95/2014

Date: 10.08.2015

CIRCULAR

Subject: Implementation of reservation rules in admission to UG/PG courses in Government-aided colleges for the Academic Session 2015-16.

It has been reported that in various Government-aided Colleges, some seats including seats reserved for SC/ST/OBC candidates remain vacant even after completion of first round of online admission/ counseling process. Representations from different colleges have been received in this Department seeking advice/clarifications on the issues as to whether the vacant seats can be filled up through off-line mode and the vacant reserved seats can be de-reserved or not. The representations have been examined in this Department and the undersigned has been directed to issue the following circular/ advisory to be strictly followed by the College authorities:

1. All colleges having vacant seats even after completion of first phase of on-line admission process shall re-advertise the vacant seats through their college's website and college's Notice Board, for further admission through online mode identifying clearly the seats reserved for SC/ST and OBC.
2. The merit list generated through the online system cannot be departed/ deviated from and shall form the basis for admissions. Also, each deposit shall continue to be made through bank.
3. At least 10 days' time to be given to the concerned candidates for making online application against those vacant seats.
4. Second phase of admission shall be conducted on the basis of such applications thereafter.
5. While admitting students in the reserved seats, the College authority shall, at the first instance, follow the procedure prescribed under clause (d) of sub-rule (1) of rule 6 of the West Bengal State Higher Educational Institutions (Reservation in Admission) Rules, 2013 and its amendments thereto.

6. If there are reserved seats vacant even after completion of second round of online admission process, and even after following the provisions of rule 6 (1) (d) of the Rules mentioned hereinabove, the College authority may apply for de-reservation of such reserved seats before the concerned District Magistrate (being District Commissioner for Reservation) or the Joint Commissioner for Reservation, as the case may be, in the manner prescribed under rule 8 of the said Rules.
7. After de-reservation of seats, if any, the College authority shall undertake the third round of admission process for those de-reserved seats in the manner provided hereinabove.
8. The College authority shall submit a detailed report on admissions in the college within 15 days from completion of the whole process of admission.



Additional Secretary



SIDDHINATH MAHAVIDYALAYA

(Govt. Aided)

Estd. - 2013

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