



JIBANTALA ROKEYA MAHAVIDYALAYA

Affiliated to University of Calcutta | ESTD.: 2007

📍 P.O.- Mallickati, P.S.- Jibantala,
Pin- 743502, Dist.- Sourth 24 Parganas

🌐 www.jibantalarokeyamahavidyalaya.in
@ jmrokeya@gmail.com

President: **Saokat Molla**

Principal & Secretary: **Dr. Anup Maji**

Ref. No.

Date:



6.3 Faculty Empowerment Strategies

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

Supporting documents for 6.3.1

- **Performance Appraisal system**
 - a) **List of staff promoted in the last 5 years**

- **Effective welfare measures for teaching and non-teaching staff**
 - a) **List of staff who availed PF facility in the last 5 years**
 - b) **List of staff who availed Maternity/CCL/Special study leave in last 5 years**
 - c) **List of staff enrolled under WB Health Scheme**
 - d) **Declaration of ad-hoc interim salary facility**
 - e) **Declaration of vaccination drive in college**
 - f) **Declaration of festival bonus**

- **Avenues of career development**
 - a) **Report of career development/training programmes attended by teaching non-teaching staff in 5 years**

Anup Maji 02/08/24
Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallickati, 24 Pgs. (S)



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Performance Appraisal system



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Date:

a) List of staff promoted in the last 5 years

Promotion of teaching staff under career advancement scheme (CAS) from 2018-2023

Sl. No.	session	Incumbent	stage	Status GB recommendation/Constitution of screening committee vide GB resolution extract	Remarks (Fixation Memo no after promotion)
1.	2022-2023	Ramkrishna Mandal	II-III	GB Meeting No.44, Agendum-2, Date-17.02.2023	1287-UGC/4P-336-UGC-09(CAS)

Promotion/Career advancement of non-teaching staff

Sl. No.	session	Incumbent	stage	Remarks (Fixation Memo no after promotion)
1.	2022-2023	Sariful Islam Sardar	Cashier to Head Clerk	1334-UGC/5A-336-UGC/09

Anup Maji 02/08/24
Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallickati, 24 Pgs. (S)

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

No. 1334 - UGC
5A-336-UGC/09

Dated, the 22/06/2023

From : The Director of Public Instruction, West Bengal.

To : The Principal/ Vice-Principal/Teacher-in-charge,
Jibantala Rokeya Mahavidyalaya
P.O.-Mallikati, Via-Bhangar, Block Canning-II
Dist.-South 24 Parganas, Pin-743 502



Sub: Approval of promotion under MCAS as per in the revised pay structure ROPA 2019 w.e.f 01.01.2020 in respect of Non-teaching staff of the State aided Colleges.

With reference to the subject and the correspondences made by the College Authority in their letter No(s) 988/JRM/2023, Dtd.01-04-2023 in respect of Sariful Islam Sardar, Designation Cashier, Head Clerk (w.e.f.01-04-23) (Date of joining 01-04-23 (as Head Clerk), 28-07-2008 (as Cashier) after careful scrutiny. The benefit of ~~MCAS for 10 years on 28-04-2020~~ (date of completion of ~~10 yrs. continuous & Satisfactory service on 28-04-2020~~), his/her provisional promotional approval in terms of ~~Career Advancement Scheme/Promotion~~ in the revised pay structure ROPA 2019 (w.e.f. 01.01.2020) ~~will be effective from the Level 09 & Cell 07 to Level 09 & Cell 08 w.e.f.01-07-2020 (date of option)~~ as per may be accorded vide GO Nos. 28-Edn(CS), dt. 09-01-2020; 277-Edn(CS), dt.21-04-2009; 915-Edn(CS), dt.09-11-2007; GO No.940-Edn(CS), dt.25-08-2017; read with GO No.170-Edn(CS), dt.15-02-2018; 374-Edn(CS), dt.06-03-2019; 245-Edn(CS), dt.17-03-1994; 33-Edn(B), dt. 07-03-90 and GO No./DPI,WB's approval memo no.433-UGC, dt. 03-03-2023. 70-Edn(CS); dt-10-02-1995 and his next date of increment will be effective from 01-07-2024 as follows :

Pay to be fixed initially at :

Level: NA

Cell : NA

w.e.f. (date of promotion): NA

Pay to be fixed finally at:

Level: 10

Cell : 13

w.e.f.(date of option /entitlement): 01.04.2023

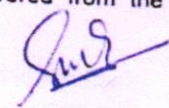
Date of next increment(DNI : 01.07.2023

Re-designated as: Head Clerk

The pay fixation Memo need to 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 provisional approval of CAS and pay fixation has been made 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.


Director of Public Instruction, W.B.

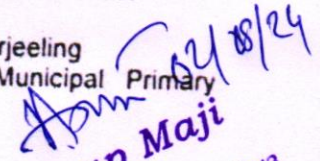
Dated, the 22/06/2023

Memo No. 1334-UGC /1(7)/2020

Copy forwarded for information to :

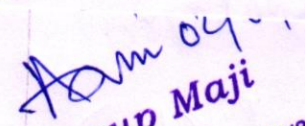
1. Joint Director (PPS), Education Directorate, Department of Higher Education, Govt. of West Bengal, Bikash Bhavan, Salt Lake, Kolkata - 700091.
2. Executive Director, Department of Education, GTA, Lowis Jubilee Complex, darjeeling
3. Deputy Regional Education Officer, Jalpaiguri Division, Pahari Para, opposite Municipal Primary School, Ward No 6, P.O. & District : Jalpaiguri.
4. Guard File.

For Director of Public Instruction, W.B.


Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallikati, 24 Pgs. (S)

1. Bikash Bhavan, Salt Lake, Kolkata - 700 091.
- 2) Executive Director, Department of Education, GTA, Lowis Jubilee Complex, Darjeeling.
- 3) Deputy Regional Education Officer, Jalpaiguri Division REO, Jalpaiguri Division, Pahari Para, opposite Municipal Primary School, Ward No.6, P.O. & District : Jalpaiguri.
- 4) Office Copy.

For Director of Public Instruction,
West Bengal


Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallikati, 24 Pgs. (S)



Government of West Bengal
Education Directorate
Bikash Bhavan, Salt lake, Kolkata – 700091

Memo No. 278-UGC
4P-336UGC/09(CAS)

Dated, Kolkata, the 24/1/24.

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

To :: The Principal/Vice Principal/Teacher-in-Charge,
Jibantala Rokeya Mahavidyalaya,
P.O – Mallikati, Via – Bhangar, Block Canning – II, Dist. South 24 Parganas,
Pin – 743 502.



Sub :: Approval of Pay fixation for Promotion (CAS) as per UGC Regulation – 2010 & 2016 in the revised pay structure ROPA 2009 w.e.f. 01.01.2006 in respect of the Assistant Professor (Stage – I/II to II/III) & Assistant Professor (Stage-III) to Associate Professor (Stage – 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(s) **973/JRM/2023** Date **17.03.2023** in respect of **Dr Ramkrishna Mandal**, Assistant Professor (Stage I/II/III)/Librarian/GLI in **Bengali** (Date of joining 16.07.2008 of Jibantala Rokeya Mahavidyalaya, South 24 Parganas pay fixation be accorded in terms of Carrier Advancement Scheme in the revised pay structure 2006 (w.e.f. 01.01.2006) with effect from the date of promotion (16.07.2012) of **Dr Ramkrishna Mandal**, Assistant Professor (Stage-I) to the Post of Assistant Professor (Stage – II) as per G.O.No.920-Edn(CS) dt.31.12.2012, 1373-Edn(CS) dt.7.12.2017 and his/her pay may be fixed as per the table below ::-

Pay to be fixed initially at	N.A.	Pay to be fixed finally	
Pay Band SOP ::	N.A.	Pay Band SOP ::	Rs.15,600 – 39,100/-
AGP ::	N.A.	AGP ::	Rs.7,000/-
w.e.f (date of promotion) ::	N.A.	w.e.f (date of promotion) ::	16.07.2012
		Date of next increment (DNI) ::	01.7.2013 & 01.7 of every year.

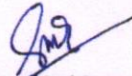
N.B. :: IQAC achieved on 15.07.2012.

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.

N.B. :: The pay fixation memo No.1287-UGC dated 19.06.2023
Is to be treated as cancelled in respect of
Dr. Ramkrishna Mandal, Asstt. Professor in Bengali.


For Director of Public Instruction,
West Bengal

Memo No. 278/1 ()/UGC

Basmal.
29.01.2024

Date :: 24/1/24

Copy forwarded for information to ::-

- 1) Joint Director (PPS), Education Directorate, Department of Higher Education, Govt. of West Bengal, Bikash Bhavan, Salt Lake, Kolkata – 700 091.
- 2) Executive Director, Department of Education, GTA, Louis Jubilee Complex, Darjeeling.
- 3) Deputy Regional Education Officer, Jalpaiguri Division REO, Jalpaiguri Division, Pahari Para, opposite Municipal Primary School, Ward No.6, P.O. & District : Jalpaiguri.
- 4) Office Copy.

For Director of Public Instruction,
West Bengal

Am 02/08/24
Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallikati, 24 Pgs. (S)



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Date:

List of State aided college teachers who received scale enhancement from 2018-2023 as per order issued by WB Higher Education department:

Sl.No.	session	Name of Faculty	Department	Date of Joining
1	2020-2021	Debabrata Mandal	Political Science	16.07.2008
2	2020-2021	Ananda Naskar	History	15.07.2008
3	2020-2021	Nazrul Islam Mondal	English	21.07.2008
4	2020-2021	Somenath Mondal	History	23.08.2010
5	2020-2021	Arup Kumar Kole	Sanskrit	01.07.2010
6	2020-2021	Anup Kumar Sardar	Philosophy	02.07.2018
7	2020-2021	Mahamudul Hasan akhand	Education	24.08.2010
8	2020-2021	Md.Iman Ali Molla	Arabic	20.10.2009
9	2020-2021	Rabin Kumar Adhikari	Sanskrit	03.01.2011
10	2020-2021	Sabana Molla	Bengali	01.08.2017

List of State aided college teachers who received scale enhancement from 2018-2023 due to change of scale on Completion of 10 years

Sl. No	session	Name of Faculty	Department	Date of Joining	Remarks (Change of scale on Completion of 10 years)
1	2018-2019	Debabrata Mandal	Political Science	16.07.2008	15.07.2018
2	2018-2019	Ananda Naskar	History	15.07.2008	14.07.2018
3	2018-2019	Nazrul Islam Mondal	English	21.07.2008	20.07.2018
4	2020-2021	Somenath Mondal	History	23.08.2010	23.08.2020
5	2020-2021	Mahamudul Hasan akhand	Education	24.08.2010	24.08.2020
6	2020-2021	Arup Kumar Kole	Sanskrit	01.07.2010	30.06.2020

Am 02/08/24
Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallickati, 24 Pgs. (S)

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

Memo : ED-93/C11977/2020

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



Date : 24/06/2020

TO The Principal/Vice Principal/ Officer-in-charge/ Teacher-in-charge
JIBANTALA ROKEYA MAHAVIDYALAYA
SOUTH TWENTY FOUR PARGANAS

Sub : Approval of engagement of State Aided College Teacher(s), Category-I and category-II in
JIBANTALA ROKEYA MAHAVIDYALAYA, SOUTH TWENTY FOUR PARGANAS District.

The undersigned has been directed to inform him/her that the engagement of 4 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-I. 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 in Annexure-I as per said G.O. immediately as per format attached w.e.f. 01.01.2020. Separate G.B. resolution is dispensed with.

Those who have been marked as "EXCESS" (# marked) as in Annexure-II as per admissibility of teaching posts vide no. 1199-Edn(CS)/10M-62/2001 dt. 27.9.2018 vis-à-vis total number of teachers available in your institution in the subject concerned shall be accommodated in other colleges as per need. However, their application for SACT have been approved in principle. Separate communication in connection with their appointments is being issued soon.

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.

Enc: As above

Director of Public Instruction, West Bengal

Anup Maji 02/08/24
Dr. Anup Maji
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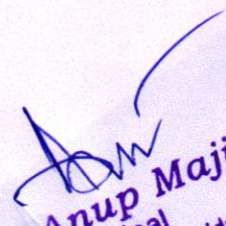
Year 2022-2023

Excerpt from the Minutes of the Meeting of the Governing Body No.-44 held on 17.02.2023 under the Agenda No. – Miscellaneous

Child Care leave for 15 days of Shamima Sultana, Assistant Professor in English, from 23/08/2022-06/09/2022 be approved by the House.

Sd/-

President Governing Body
Jibantala Rokeya Mahavidyalaya


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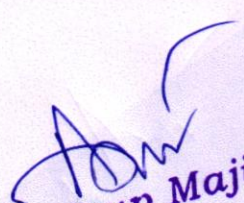
Year 2022-2023

Excerpt from the Minutes of the Meeting of the Governing Body No.-44 held on 17.02.2023 under the Agenda No. – Miscellaneous

Child Care leave for 15 days of Tina Basu, Assistant Professor in History, from 17/02/2023-03/03/2023 be approved by the House.

Sd/-

President Governing Body
Jibantala Rokeya Mahavidyalaya


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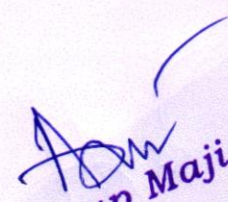
Year 2022-2023

Excerpt from the Minutes of the Meeting of the Governing Body No.-43 held on 23.12.2022 under the Agenda No. – 06

Maternity Leave for 180 days of Baisakhi Das Kayal, Librarian, from 15/02/2022-01/04/2022 and 14/07/2022-25/11/2022 be approved by the House.

Sd/-

President Governing Body
Jibantala Rokeya Mahavidyalaya


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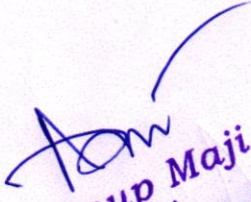


Excerpt from the Minutes of the Meeting of the Governing Body No.-44 held on 17.02.2023 under the Agenda No. – Miscellaneous

Child Care leave for 45 days of Baisakhi Das Kayal, Librarian, from 28/11/2022-11/01/2023 be approved by the House.

Sd/-

President Governing Body
Jibantala Rokeya Mahavidyalaya


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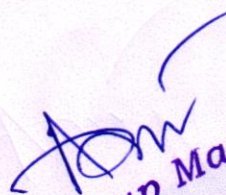
Ref. No.



Date:

Staff who enrolled under WB Health Scheme in session...

Sl.No.	Employee name	Date of enrolment	Card no.	Current status
1.	Ramkrishna Mandal	--	G200800066803061976	Beneficiary
2.	Chiranjib Mukherjee	--	G202100002906121978	Beneficiary
3.	Amit Kumar Pandit	--	G201700087813031987	Beneficiary
4.	Satap Halder	--	G201600016125031987	Beneficiary
5.	Narayan Samanta	--	G201600016028031991	Beneficiary
6.	Subhajit Saha	--	G201700051406011991	Beneficiary


Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
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Higher Education Department

Govt. of West Bengal

JIBANTALA ROKEYA MAHAVIDYALAYA

P.O. - Mallikati, Via-Bhangar, P.S -Jibantala, Block-Canning-II, Dist - South 24 Parganas. Pin-743502., Block Canning - II

Certificate for Enrolment

West Bengal Health Scheme for beneficiaries of Grant-in-Aid Colleges

Memo No. JRM/1089/23


Date: 15/05/2023

Information of Employee					
1.	Name (In Block Letter)	RAMKRISHNA MANDAL	2.	HRMS ID.	G2008000668
3.	Application ID	G200800066803061976	4.	Gender	MALE
5.	Designation of Employee	Assistant Professor	6.	Date of Entry into Service	16/07/2008
7.	Address of Employee	VILL- SONAJHIL,GHASIARA,SONAR PUR,KOL-700150	8.	Date of Superannuation	30/06/2041

Hospital Accommodation Entitlement :

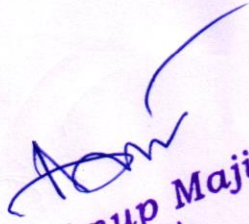
1.	Pay Bed in Government Hospital run by Govt. of West Bengal	SINGLE OCCUPANCY SMALL CABIN
2.	Tata Medical Centre, Rajarhat	GENERAL
3.	Other Private Empanelled HCOs	PRIVATE

Information of All Beneficiaries (Including Employee)

1	RAMKRISHNA MANDAL	Beneficiary ID : G2008000668/1 Relation with Employee : SELF Date of Birth : 03/06/1976 Blood Group : B+		Enrollment w.e f. : 01/08/2024 Mobile No : XXXXXX7515 E-mail Address : ramkrishna862@gmail.com Aadhaar No :	Ramkrishna Mandal.
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Certified that above mentioned employee been enrolled under the “West Bengal Health Scheme for beneficiaries of Grant-in-Aid Colleges” along with above mentioned family members to get medical treatment under the scheme.




Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallikati, 24 Pgs. (S)



Higher Education Department

Govt. of West Bengal

JIBANTALA ROKEYA MAHAVIDYALAYA

P.O. - Mallikati, Via-Bhangar, P.S -Jibantala, Block-Canning-II, Dist - South 24 Parganas. Pin-743502., Block Canning - II

Certificate for Enrolment

West Bengal Health Scheme for beneficiaries of Grant-in-Aid Colleges

Memo No. JRM/1091/23


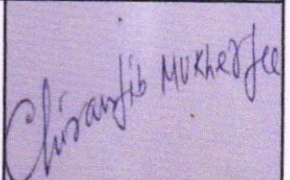
Date: 15/05/2023

Information of Employee					
1.	Name (In Block Letter)	CHIRANJIB MUKHERJEE	2.	HRMS ID.	G2021000029
3.	Application ID	G202100002906121978	4.	Gender	MALE
5.	Designation of Employee	Assistant Professor	6.	Date of Entry into Service	08/01/2021
7.	Address of Employee	VILL+PO-SHIBDA , PIN-713121	8.	Date of Superannuation	31/12/2043

Hospital Accommodation Entitlement :

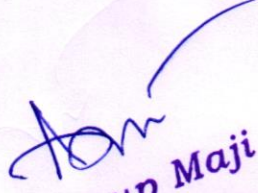
1.	Pay Bed in Government Hospital run by Govt. of West Bengal	DOUBLE OCCUPANCY LARGE CABIN
2.	Tata Medical Centre, Rajarhat	GENERAL
3.	Other Private Empanelled HCOs	SEMI-PRIVATE

Information of All Beneficiaries (Including Employee)

1	CHIRANJIB MUKHERJEE	Beneficiary ID : G2021000029/1 Relation with Employee : SELF Date of Birth : 06/12/1978 Blood Group : AB+		Enrollment w.e f. : 01/08/2024 Mobile No : XXXXXX2899 E-mail Address : chiranjibmukherjee78@gmail.com Aadhaar No : XXXXXXXX4115	
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Certified that above mentioned employee been enrolled under the “West Bengal Health Scheme for beneficiaries of Grant-in-Aid Colleges” along with above mentioned family members to get medical treatment under the scheme.




Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallikati, 24 Pgs. (S)



Higher Education Department

Govt. of West Bengal

JIBANTALA ROKEYA MAHAVIDYALAYA

P.O. - Mallikati, Via-Bhangar, P.S -Jibantala, Block-Canning-II, Dist - South 24 Parganas. Pin-743502., Block Canning - II

Certificate for Enrolment

West Bengal Health Scheme for beneficiaries of Grant-in-Aid Colleges

Memo No. JRM/1092/23


Date: 15/05/2023

Information of Employee					
1.	Name (In Block Letter)	AMIT KUMAR PANDIT	2.	HRMS ID.	G2017000878
3.	Application ID	G201700087813031987	4.	Gender	MALE
5.	Designation of Employee	Assistant Professor	6.	Date of Entry into Service	01/06/2017
7.	Address of Employee	VILL- ASTI, P.O- ASDA, P.S- BELDA DIST- PASCHIM MEDINIPUR, PIN-721445, WEST BENGAL	8.	Date of Superannuation	31/03/2052

Hospital Accommodation Entitlement :

1.	Pay Bed in Government Hospital run by Govt. of West Bengal	DOUBLE OCCUPANCY LARGE CABIN
2.	Tata Medical Centre, Rajarhat	GENERAL
3.	Other Private Empanelled HCOs	SEMI-PRIVATE

Information of All Beneficiaries (Including Employee)

1	AMIT KUMAR PANDIT	Beneficiary ID : G2017000878/1 Relation with Employee : SELF Date of Birth : 13/03/1987 Blood Group : B+		Enrollment w.e f. : 01/08/2024 Mobile No : XXXXXX8415 E-mail Address : amitgeo12@gmail.com Aadhaar No :	<i>Amit Kumar Pandit</i>
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Certified that above mentioned employee been enrolled under the "West Bengal Health Scheme for beneficiaries of Grant-in-Aid Colleges" along with above mentioned family members to get medical treatment under the scheme.



Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
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Certificate for Enrolment

West Bengal Health Scheme for beneficiaries of Grant-in-Aid Colleges

Memo No. JRM/1093/23

Date: 15/05/2023

Information of Employee					
1.	Name (In Block Letter)	SATAP HALDER	2.	HRMS ID.	G2016000161
3.	Application ID	G201600016125031987	4.	Gender	MALE
5.	Designation of Employee	Assistant Professor	6.	Date of Entry into Service	04/11/2016
7.	Address of Employee	VILL- DAKSHIN DHANYAGHATA PO- DHANYAGHATA PS-MANDIRBAZAR PIN-743355 DIST- SOUTH24PARAGANAS	8.	Date of Superannuation	31/03/2052

Hospital Accommodation Entitlement :


1.	Pay Bed in Government Hospital run by Govt. of West Bengal	SINGLE OCCUPANCY SMALL CABIN
2.	Tata Medical Centre, Rajarhat	GENERAL
3.	Other Private Empanelled HCOs	PRIVATE

Information of All Beneficiaries (Including Employee)

1	SATAP HALDER	Beneficiary ID : G2016000161/1 Relation with Employee : SELF Date of Birth : 25/03/1987 Blood Group : B+		Enrollment w.e f. : 01/08/2024 Mobile No : XXXXXX5467 E-mail Address : sataphalder@gmail.com Aadhaar No :	Satap Halder
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Certified that above mentioned employee been enrolled under the "West Bengal Health Scheme for beneficiaries of Grant-in-Aid Colleges" along with above mentioned family members to get medical treatment under the scheme.




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Certificate for Enrolment

West Bengal Health Scheme for beneficiaries of Grant-in-Aid Colleges

Memo No. JRM/1094/23

Date: 15/05/2023

Information of Employee					
1.	Name (In Block Letter)	NARAYAN SAMANTA	2.	HRMS ID.	G2016000160
3.	Application ID	G201600016028031991	4.	Gender	MALE
5.	Designation of Employee	Assistant Professor	6.	Date of Entry into Service	15/11/2016
7.	Address of Employee	VILL+ P.O- RAMRATANPUR, P.S- HARWOOD POINT COASTAL, PIN-743374	8.	Date of Superannuation	31/03/2056

Hospital Accommodation Entitlement :

1.	Pay Bed in Government Hospital run by Govt. of West Bengal	SINGLE OCCUPANCY SMALL CABIN
2.	Tata Medical Centre, Rajarhat	GENERAL
3.	Other Private Empanelled HCOs	PRIVATE

Information of All Beneficiaries (Including Employee)

1	NARAYAN SAMANTA	Beneficiary ID : G2016000160/1 Relation with Employee : SELF Date of Birth : 28/03/1991 Blood Group : B+		Enrollment w.e.f. : 01/08/2024 Mobile No : E-mail Address : Aadhaar No :	Narayan Samanta
2	SAMPA SAMANTA	Beneficiary ID : G2016000160/2 Relation with Employee : WIFE Date of Birth : 03/07/1990 Blood Group : A+		Enrollment w.e.f. : 01/08/2024 Mobile No : E-mail Address : Aadhaar No :	Sampa Samanta
3	BIMAL SAMANTA	Beneficiary ID : G2016000160/3 Relation with Employee : FATHER Date of Birth : 01/01/1967 Blood Group : B+		Enrollment w.e.f. : 01/08/2024 Mobile No : XXXXXX6336 E-mail Address : narayan123samanta@yahoo.in Aadhaar No :	Bimal Samanta
4	JAMUNA SAMANTA	Beneficiary ID : G2016000160/4 Relation with Employee : MOTHER Date of Birth : 01/01/1971 Blood Group : B+		Enrollment w.e.f. : 01/08/2024 Mobile No : XXXXXX6336 E-mail Address : narayan123samanta@yahoo.in Aadhaar No :	Jamuna Samanta

Certified that above mentioned employee been enrolled under the "West Bengal Health Scheme for beneficiaries of Grant-in-Aid Colleges" along with above mentioned family members to get medical treatment under the scheme.



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Higher Education Department

Govt. of West Bengal

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Certificate for Enrolment

West Bengal Health Scheme for beneficiaries of Grant-in-Aid Colleges

Memo No. JRM/1094/22

Date: 15/07/2022

Information of Employee

1.	Name (In Block Letter)	SUBHAJIT SAHA	2.	HRMS ID.	G2017000514
3.	Application ID	G201700051406011991	4.	Gender	MALE
5.	Designation of Employee	Assistant Professor	6.	Date of Entry into Service	04/01/2017
7.	Address of Employee	VILL-PURBA DIGHIRPAR MAJHERPARA, P.O-PASCHIM DIGHIRPAR, PS-CANNING, DIST.-24 PARGANAS (SOUTH), PIN-743329	8.	Date of Superannuation	31/01/2056

Hospital Accommodation Entitlement :

1.	Pay Bed in Government Hospital run by Govt. of West Bengal	DOUBLE OCCUPANCY LARGE CABIN
2.	Tata Medical Centre, Rajarhat	GENERAL
3.	Other Private Empanelled HCOs	SEMI-PRIVATE

Information of All Beneficiaries (Including Employee)

1	SUBHAJIT SAHA	Beneficiary ID : G2017000514/1 Relation with Employee : SELF Date of Birth : 06/01/1991 Blood Group : O+		Enrollment w.e f. : 01/08/2024 Mobile No : XXXXXX8247 E-mail Address : subhajit168247@gmail.com Aadhaar No :	
2	PUTUL MONDAL SAHA	Beneficiary ID : G2017000514/2 Relation with Employee : WIFE Date of Birth : 29/05/1990 Blood Group : A+		Enrollment w.e f. : 01/08/2024 Mobile No : XXXXXX5099 E-mail Address : p.putulmondal@gmail.com Aadhaar No :	
3	SITA SAHA	Beneficiary ID : G2017000514/3 Relation with Employee : MOTHER Date of Birth : 01/01/1952 Blood Group : B+		Enrollment w.e f. : 01/08/2024 Mobile No : XXXXXX2549 E-mail Address : subhacanning@gmail.com Aadhaar No :	
4	SUBHAJIT SAHA	Beneficiary ID : G2017000514/4 Relation with Employee : MOTHER Date of Birth : 01/01/1952 Blood Group : A+		Enrollment w.e f. : 01/08/2024 Mobile No : XXXXXX8247 E-mail Address : subhajit168247@gmail.com Aadhaar No :	
5	ARKA SAHA	Beneficiary ID : G2017000514/5 Relation with Employee : SON(UPTO 25 YEARS) Date of Birth : 19/12/2019 Blood Group : O+		Enrollment w.e f. : 01/08/2024 Mobile No : XXXXXX8247 E-mail Address : subhajit168247@gmail.com Aadhaar No : XXXXXXXX5944	

Certified that above mentioned employee been enrolled under the "West Bengal Health Scheme for beneficiaries of Grant-in-Aid Colleges" along with above mentioned family members to get medical treatment under the scheme.



Dr. Anup Maji
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JIBANTALA ROKEYA MAHAVIDYALAYA

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Pin- 743502, Dist.- Sourth 24 Parganas

🌐 www.jibantalarokeyamahavidyalaya.in
@ jmrokeya@gmail.com

President: Saokat Molla

Principal & Secretary: Dr. Anup Maji

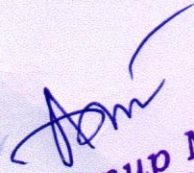
Ref. No.

Date:

Declaration of ad-hoc/advance interim salary facility

This is to state that the college has provided interest free ad-hoc payment against salaries 120000 (2018-2019) for 01 staff, 47000 (2019-2020) for 04 staff, 45000 (2020-2021) for 02, 30000 (2021-2022) for 01 staff Newly appointed full-time teaching and non-teaching staff during the waiting period till the issuance of their final pay fixation orders from the department of Higher education as per UGC norms from 2018 to 2023.




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🌐 www.jibantalarokeyamahavidyalaya.in
✉ jmrokeya@gmail.com

President: **Saokat Molla**

Principal & Secretary: **Dr. Anup Maji**

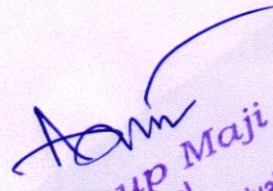
Ref. No.

Date:

Vaccination Drive in College Campus

This is to state that Covid-19 Vaccination drive was carried out in the college campus....




Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.- Mallickati, 24 Pgs. (S)

JIBANTALA ROKEYA MAHAVIDYALAYA

NOTICE

কলেজে কোভিড-19 ভ্যাকসিন প্রদান কর্মসূচি

এতদ্বারা মহাবিদ্যালয় এর সকল ছাত্রছাত্রীদের জানানো যায় পশ্চিমবঙ্গ সরকারের পক্ষ থেকে আমাদের কলেজে আগামী 04-10-2021 তারিখে একটি কোভিড-19 ভ্যাকসিন প্রদান কর্মসূচি অনুষ্ঠিত হবে। যে সমস্ত ছাত্র ছাত্রীরা এখনো পর্যন্ত ভ্যাকসিন নিতে পারেনি তাদেরকে উক্ত দিনে অবশ্যই ভ্যাকসিন নিতে বলা হচ্ছে।
উল্লেখ্য, আগামী নভেম্বর মাসে যখন কলেজে নিয়মিত ভাবে পঠন-পাঠন শুরু হবে, তখন কোভিড-19 ভ্যাকসিনেশন সার্টিফিকেট ছাড়া কেউ ক্লাসে অংশ নিতে পারবে না।
অতএব, এই মারণ রোগ প্রতিরোধে তোমরা সবাই ভ্যাকসিন গ্রহণ করবে, এই আশা রাখি।

****ভ্যাকসিন গ্রহণের জন্য প্রয়োজন :**

- 1। নিজের আধার কার্ড বা ভোটার কার্ড।
- 2। নিজস্ব মোবাইল ফোন।
- 3। সকাল 10 টায় কলেজে উপস্থিতি।

Date :25.09.2021

R. Mandal

(Dr. Ramkrishna Mandal)
Teacher-in-Charge
Jibantala Rokeya Mahavidyalaya



Anup Maji
Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallickati, 24 Pgs. (S)



JIBANTALA ROKEYA MAHAVIDYALAYA

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📍 P.O.- Mallickati, P.S.- Jibantala,
Pin- 743502, Dist.- South 24 Parganas

🌐 www.jibantalarokeyamahavidyalaya.in
@ jmrokeya@gmail.com

Ref. No.

Date:

BMOH (canning-II block, Mather Dighi) inaugurated Vaccination programme...



Anup Maji
Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallickati, 24 Pgs. (S)



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@ jmrokeya@gmail.com

Ref. No.

Date:

Health staff providing vaccination



Anup Maji
Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallickati, 24 Pgs. (S)



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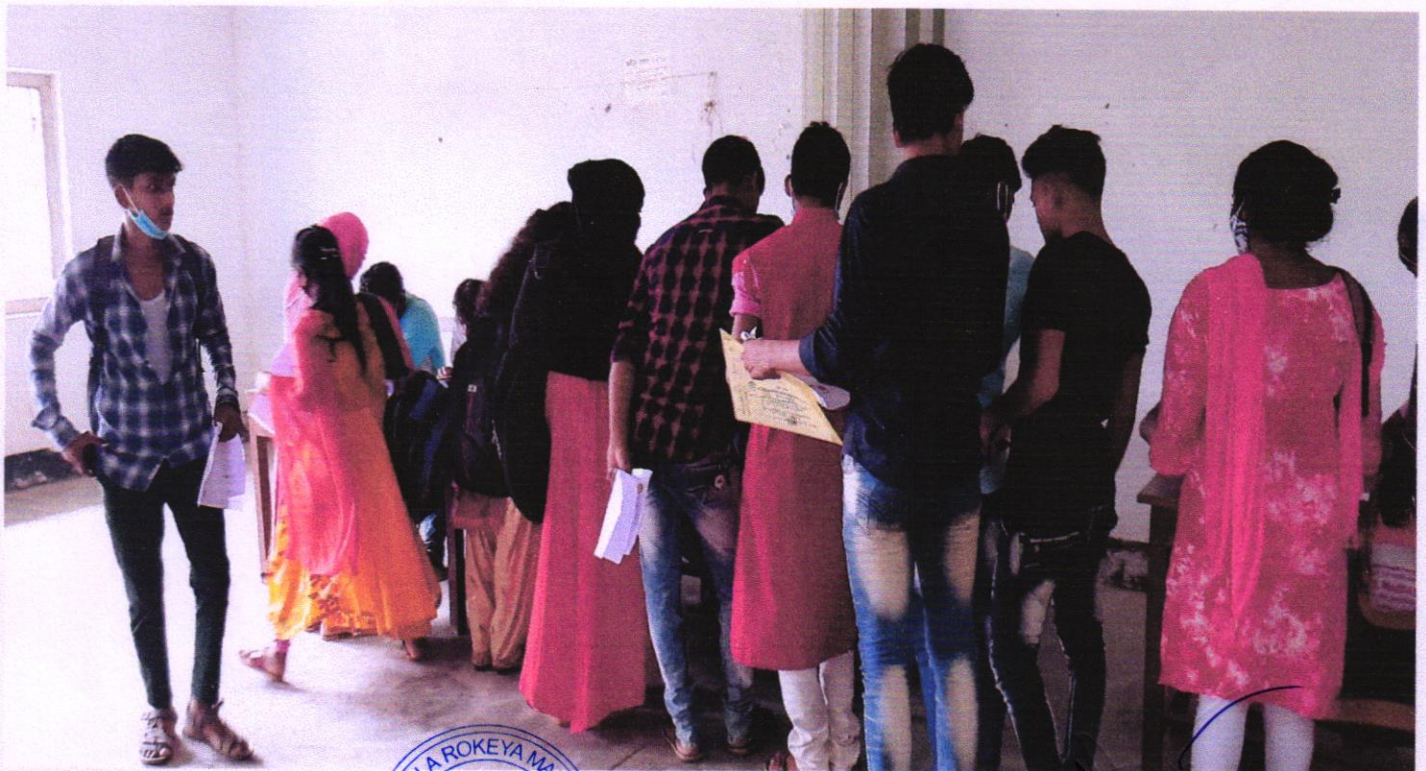
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@ jmrokeya@gmail.com

Ref. No.

Date:

Queue of the college students



Dr. Anup Maji
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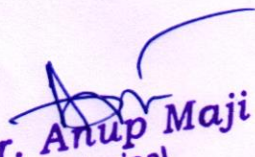
Ref. No.

Date:



Festival advance and Ex-Gratia payment for staff

This is to state that Puja/Eid advance was provided to all willing staff of Jibantala Rokeya Mahavidyalaya for the year **2015-2016** vide **GB Resolution (as policy) Meeting number 41 Date 16.03.2013 Extract number 6**, of an amount of **rupees 28800** for those having salary less than **30000/-**.


Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
P.O.-Mallickati, 24 Pgs. (S)

Schedule 2

Salary & Other Grant

Particulars	Opening Balance	Income during the year	Total	Expenditure during the year	Balance
Grant in fund for salary T.S &N.T.S	17304.00	3525150.00	3542454.00	3525150.00	17304.00
Govt. Grant For Part-Time	182138.00	1295640.00	1477778.00	1295640.00	182138.00
Bonus	0.00	19200.00	19200.00	19200.00	0.00
Govt. Grant For C.W.Time	nil	0.00	0.00	0.00	0.00
	199442.00	4839990.00	5039432.00	4839990.00	199442.00

Schedule 3

Out Standing Expenditure

Particulars	Opening Balance	Income during the year	Total	Expenditure	Balance
P.Tax	-2916	28720	25804	28720	-2916
I.T	Nil	86841	86841	86841	Nil
				Total	-2916

Schedule 4

Advance Salary for N.T.Staff

Particulars	Opening Balance	Income during the year	Total	Expenditure during the year	Balance
T.S &N.T.S	(-233579)	0.00	(-233579)	28800	(-262379)
				TOTAL	(-262379)

Audit Report - 2016

Jibantala Rokeya Mahavidyalaya
P.O.-Mallickati, 24 Pgs. (S)

Dr. Anup Maji
Principal

SAMSUL ALI LASKAR
President
Jibantala Rokeya Maha Vidya
P.O.- Mallickati, 24 Pgs
ESTD- 2007
P.O- MALLICKATI
P.S- JIBANTALA,
24 Pgs (S)
PIN- 743502
BLOCK-CANNING-II

(Ramkrishna Mandal)
Teacher-in-Charge
Jibantala Rokeya Mahavidyalaya
P.O.- J.S. Bad, 24 Parganas (S)




JIBANTALA ROKEYA MAHAVIDYALAYA

P.O-Mallickati, P.S- Jibantala, South 24 Parganas

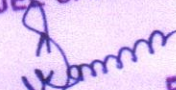
Cr.				
RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2016				
RECEIPTS	AMOUNT	PAYMENTS	AMOUNT	
	Rs.		Rs.	
Opening Balances b/f		By	Closing Balances c/d	
CASH IN HAND	205,903.00	"	CASH IN HAND	223,569.00
CASH AT BANKS		"	CASH AT BANKS	
With S.B.I Canning Br.		"	With S.B.I Canning Br.	
A/C No.30614857749	331,355.00	"	A/C No.30614857749	12,269.00
WITH Indian Overshish Bank(Bodra)		"	WITH Indian Overshish Bank(Bodra)	
A/C No.8800	393,088.50	"	A/C No.8800	41,170.50
WITH Indian Overshish Bank(Bodra)		"	WITH Indian Overshish Bank(Bodra)	
A/C No.9478	2,313.00	"	A/C No.9478	2,387.00
		"	WITH United Bank of India(jibantala)	
		"	A/C No.1795010300155	481,630.00
WITH United Bank of India(jibantala)		"	WITH United Bank of India(jibantala)	
A/C No.175010075244	93.00	"	A/C No.175010300148	520.00
		"		
		"	University Deposits	
Collection from Students		"	Course/Affiliation fee	4,000.00
Building Fees	150,900.00	"	Centre Fees	22,230.00
Admission Fees	55,500.00	"	Examination. Fees	222,300.00
Rate of Admission Forms	34,000.00	"	Exam. Form Fees	14,400.00
Development Fees	217,300.00	"	Regn. Form Fees	2,560.00
College Games & Sports Fees	30,420.00	"	Registration Fees	12,530.00
		"	Short Percentage Fees	2,400.00
Student Union Fees	26,000.00	"	2% TDS (CONTRACTOR)	14,000.00
Identity Card Fees	6,540.00	"	Sports Fees	10,240.00
Library Fees	60,050.00	"	50% Tuition Fees	153,314.00
Magazine Fees	10,120.00	"	Registration Late Fees	
Session Fees	50,500.00	"	Reviw & Instensive	10,945.00
Social Fees	20,120.00	"	Other Payments	
Student Aid Fund Fees	15,210.00	"	Advertisement	1,600.00
Student Health Home Fees	5,060.00	"	Bank Charges	2,043.00
Ration Fees	192,750.00	"	College Contingency	51,610.00
Examination Fees (College)	60,050.00	"	Audit Cerges	
Library Coution Fees	26,000.00	"	Library Book Purcess	363,837.00
Geo Laboratory Fees	2,700.00	"	Furniture	343,463.00
University Collection		"	Income-tax	86,841.00
Registration Fees	26,200.00	"	T.D.S Filling Fees	1,300.00
Exam. Form Fees	16,060.00	"	Socail & culturalal exp.(nabin& indep.	111,500.00
Examination Fees	164,400.00	"	W.B. Govt.Grant for Pay-Packet	
Short Percentage Fees	1,300.00	"	C.W.Time.T.S	
Centre Fees	16,440.00	"	For Salary	3,525,150.00
Sports Fees	20,280.00	"	For Bonus	19,200.00
Registration Form Fees	2,620.00	"	For Part Time T.S	1,295,640.00
Review & Instasive	7,030.00	"		
Registration Late Fees		"		
Other Collections		"	Other Payments	
Other incime	60.00	"	Scholarship	
Bank Interest	17,330.00	"	Advance Salary for N.T.S & PTT (BONUS)	28,800.00
P.F. Contribution	295,000.00	"	Tiffin Exp.+ Inspection exp	15,928.00
Profession Tax	28,720.00	"	P.F. Contbn. Deposit	295,000.00
Scholarship		"	Xerox	368.00
Income-Tax/T.D.S	86,841.00	"	Printing	25,150.00
C.U.Centre exam cost	38,576.00	"	Profession Tax	28,720.00
Loan by M.C	0.00	"	Contractual Lecturer	364,000.00
College Game Fees		"	Swepper Contractual	17,000.00
		"	Student Health Home Fees	
W.B. Govt.Grant for Pay-Packet		"	Stationary	32,537.00
For Salary	3,525,150.00	"	Loan by M.C	
For Bonus	19,200.00	"	Contractual Typist	140,000.00
For Part Time T.S	1,295,640.00	"	Telephone Expenses	439.00
		"	Travelling Expenses	68,768.00
		"	Electricity Expenses	77,734.00
W.B. Govt.Grant	700000.00	"	College Exam fees	3,986.00
		"	Identity Card fees	
		"	C.U.Centre exam cost	18,541.00
		"	College Internal Game fees	7,200.00
		"	Computer Pur.	
Total:	8,156,819.50	Total:	8,156,819.50	


SAMSUL ALI LASKAR
 President
 Jibantala Rokeya Maha Vidyalaya
 P.O.- Mallickati, 24 Pgs.(S)




Dr. Anup Maji
 Principal
 Jibantala Rokeya Mahavidyalaya
 P.O.-Mallickati, 24 Pgs. (S)

Place: KOLKATA
 Date: 05/08/17


BANERJEE SARKAR & Co.
 Partner

31.07.2017
 (Kamleshna Mandal)
 Teacher-in-Charge
 Jibantala Rokeya Mahavidyalaya
 24 Parganas (S)



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Principal & Secretary: **Dr. Anup Maji**

Ref. No.

Date:

3. Avenues of career development

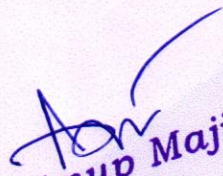
Report of teaching and non-teaching staff participating in Faculty Development Programme , Professional Development /Administrative Training Programmes from 2018 to 2023

Number of Teaching Staff year wise during the last five years

2018-2019				
	Name of teacher	Designation	OP/RC course title	Duration
1	Sukanya Pal	Assistant Professor in English	Orientation Programme 124	04.02.2019-04.03.2019
2	Amit Kumar Pandit	Assistant Professor in Geography	Seven-Day Workshop on Qualitative Techniques Geospatial sciences	30.1.2019-05.02.2019

2019-2020				
Sl. No.	Name of teacher	Designation	OP/RC course title	Duration
NIL				




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2020-2021				
Sl. No.	Name of teacher	Designation	OP/RC course title	Duration
1	Dr. Shamima Sultana	Assistant Professor in English	Two-Week Refresher Course in West Asian Studies	30.12.2020-12.01.2021
2.	Subhajit Saha	Assistant Professor in Education	4-Week Induction/Orientation Programme for "Faculty in Universities/Colleges/Institutes of Higher Education"	15.03.2021-14.04.2021
3.	Sukanya Pal	Assistant Professor in English	Refresher Course on Information & Communication Technology	24.08.2020-05.09.2020
4.	Tina Basu	Assistant Professor in History	Faculty Induction Programme	10.02.2021-11.03.2021
5.	Satap Halder	Assistant Professor in Philosophy	4-Week Induction/Orientation Programme for "Faculty in Universities/Colleges/Institutes of Higher Education"	10.11.2020-09.12.2020
6.	Narayan Samanta	Assistant Professor in Political Science	4-Week Induction/Orientation Programme for "Faculty in Universities/Colleges/Institutes of Higher Education"	10.11.2020-09.12.2020
7.	Amit Kumar Pandit	Assistant Professor in Geography	4-Week Induction/Orientation Programme for "Faculty in Universities/Colleges/Institutes of Higher Education"	10.11.2020-09.12.2020



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2021-2022				
Sl. No.	Name of teacher	Designation	OP/RC course title	Duration
1	Subhajit Saha	Assistant Professor in Education	Two-Week Interdisciplinary Refresher Course in "ADVANCED CONCEPTS IN DEVELOPING MOOCS"	06.10.2021-20.10.2021
2	Tina Basu	Assistant Professor in History	Two-Week Refresher Course in Human Rights	03.03.2022-16.03.2022
3	Dr. Ramkrishna Mandal	Assistant Professor in Bengali	Two-Week Refresher Course in "Changing Role of use of ICT, Open Distance Learning, Open source resources and online support system in Higher Education and Research"(All Subjects)	22.09.2021-07.10.2021
4	Narayan Samanta	Assistant Professor in Political Science	Inter-Disciplinary Refresher Course in "India and The World: Trends in Global Politics.	01.12.2021-14.12.2021
5	Dr. Chiranjib Mukherjee	Assistant Professor in Bengali	4-Week Induction/Orientation Programme for "Faculty in Universities/Colleges/Institutes of Higher Education"	19.11.2021-18.12.2021

2022-2023				
Sl. No.	Name of teacher	Designation	OP/RC course title	Duration
1	Dr. Ramkrishna Mandal	Assistant Professor in Bengali	Two-Week Refresher Course in "Modern Indian Languages"	10.11.2022-23.11.2022
2	Amit Kumar Pandit	Assistant Professor in Geography	Refresher Course in Geography	10.01.2022-24.01.2022
3	Subhajit Saha	Assistant Professor in Education	Quality Enhancement Workshop Methodology of Social Science Research NAAC Sponsored(Blended Mode)	29.03.2023-12.04.2023



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Number of Non-Teaching Staff year wise during the last five years

2018-2019

Sl. No.	Name of the staff	MDP	Duration
1	Masudur Rahaman Laskar (Accountant)	Administrative Training & Workshop on "Accounts & Audit"	09/07/2018- 13/07/2018
2	Sariful Islam Sardar (Cashier)		
3	Uttam Kumar Mondal (Peon)		
4	Nur Islam Molla (Peon)		
5	Ahammad Ali Tarafdar (Guard)		
6	Fajlur Rahaman Molla (Clerk)		

2019-2020

Sl. No.	Name of the staff	MDP	Duration
NIL			

2020-2021

Sl. No.	Name of the staff	MDP	Duration
NIL			

2021-2022

Sl. No.	Name of the staff	MDP	Duration
1	Masudur Rahaman Laskar	Administrative Training & Workshop on "General Section for Online Admission"	19/04/2022- 23/04/2022
2	Sariful Islam Sardar		
3	Uttam Kumar Mondal		
4	Nur Islam Molla		
5	Ahammad Ali Tarafdar		
6	Fajlur Rahaman Molla		
7	Rubina Parveen		
8	Samim Haydar Molla		



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2021-2022			
Sl. No.	Name of the staff	MDP	Duration
1	Masudur Rahaman Laskar	Administrative Training & Workshop on "Office Management"	22/11/2021-26/11/2021
2	Sariful Islam Sardar		
3	Uttam Kumar Mondal		
4	Nur Islam Molla		
5	Ahammad Ali Tarafdar		
6	Fajlur Rahaman Molla		
7	Rubina Parveen		
8	Samim Haydar Molla		

2022-2023			
Sl. No.	Name of the staff	MDP	Duration
1	Masudur Rahaman Laskar	Finance and Accounting for E-Governance: An Interaction and Training with 3S Software	05/12/2022-09/12/2022
2	Sariful Islam Sardar		
3	Uttam Kumar Mondal		
4	Nur Islam Molla		
5	Ahammad Ali Tarafdar		
6	Fajlur Rahaman Molla		
7	Rubina Parveen		
8	Samim Haydar Molla		

2022-2023			
Sl. No.	Name of the staff	MDP	Duration
1	Masudur Rahaman Laskar	Learning Management System: A Study Related Interaction Portal for Teachers and Students	13/03/2023-17/03/2023
2	Sariful Islam Sardar		
3	Uttam Kumar Mondal		
4	Nur Islam Molla		
5	Ahammad Ali Tarafdar		
6	Fajlur Rahaman Molla		
7	Rubina Parveen		
8	Samim Haydar Molla		



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ANNEXURE I





Memo : ED-85C/11977/2020

College : JIBANTALA ROKEYA MAHAVIDYALAYA

Date : 24/06/2020
District : SOUTH TWENTY FOUR PARGANAS

Sl. No.	Name of SACT	SACT III (Category)	Date of Birth	Initial Engagement (PTTA/WTA/ET)	Date of Initial Engagement	Subject of Teaching	% (PG)	Whether NET/ SLET/ SET/ Ph.D.	Period of Engagement as on 01.01.2020 (More than 10 years Or not)	Remuneration Disbursement Category	Remarks
1	NOORAN ALI MULLA	SACT II (HBC A)	06-01-1963	Guest Teacher or Equivalent	01-01-2001	ARABIC	43	NO	10 Y 2 M 12 D	BANK STATEMENT	
2	SABANA MULLA	SACT I (HBC A)	12-04-1992	Guest Teacher or Equivalent	08-01-2017	BENGALI	50	SET	2 Y 5 M 0 D	BANK STMT NOT FOR LAST 3 Y	
3	ANUP KUMAR SARDAR	SACT II (HBC)	03-01-1987	Guest Teacher or Equivalent	02-07-2018	PHILOSOPHY	42.12	NO	1Y 5 M 30 D	BANK STATEMENT	
4	SABIN KUMAR ADHIKARI	SACT II (UNRESERVE)	01-02-1986	Guest Teacher or Equivalent	03-01-2011	SANSKRIT	55	NO	8 Y 11 M 29 D	BANK STATEMENT	


For Director of Public Instruction, West Bengal


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Effective welfare measures for teaching and non-teaching staff



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Staff Welfare Policy

The statutory welfare measures at Jibantala Rokeya Mahavidyalaya include the following:

- **Drinking Water:** Provision of safe, hygienic drinking water.
- **First Aid:** Readily accessible first aid kits for minor accidents.
- **Washrooms:** A sufficient number of well-maintained, clean washrooms in all sections.
- **Canteen:** Availability of a canteen providing hygienic and nutritious food for employees.
- **Lighting:** Proper and sufficient lighting to ensure safe working conditions.

The non-statutory welfare schemes include:

- **Duty Leave:** Provision for duty leave for career advancement of both teaching and non-teaching staff.
- **Anti-Harassment Measures:** Guidelines as per ICC rules to protect employees from any form of harassment, ensuring proper action and protection for the aggrieved employee.
- **Leave for Parenthood:** Maternity and adoption leave for employees.
- **Professional Development:** Assistance for employees to attend seminars abroad to enhance their skills.
- **Holiday Leave:** Puja holidays for both teaching and non-teaching staff, as per the Higher Education Department's order.
- **Child Care Leave:** Maternity leave and child care leave for women employees.
- **Provident Fund:** Provident fund for all employees.
- **Career Development Leave:** Duty leave for faculty to attend seminars, conferences, FDP, and other courses for career development and institutional quality enhancement.
- **Staff Training:** Organized training sessions to hone skills and acquire new skill sets.
- **Festival Advance/Bonus:** Provision of festival advance or bonus for both teaching and non-teaching staff.



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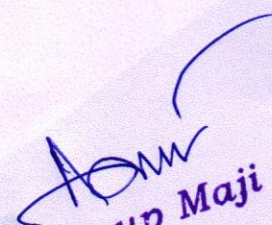
Ref. No.

Date:



List of staff who availed loan from Provident Fund between July, 2018- June, 2023

Year	Category of PF Loan				Amount of PF loan	Number of employees
	Refundable	Non-Refundable	Payment on Retirement	Final Payment with Interest on Retirement		
2018-2019	✓				370000	3
2019-2020	✓				750000	5
2020-2021	✓				300000	1
2021-2022	✓				430000	3
2022-2023	✓				900000	3


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a) List of staff who availed Maternity/CCL/Special study leave in last 5 years

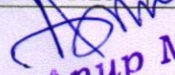
2018-2019						
Sl.No.	Name	Designation	Department	Type of Leave	Dates	Duration
1.	Shamima Sultana	Assistant Professor	English	CCL	06/03/19-20/03/19	15 Days

2019-2020						
Sl.No.	Name	Designation	Department	Type of Leave	Dates	Duration
	NIL					

2020-2021						
Sl.No.	Name	Designation	Department	Type of Leave	Dates	Duration
	NIL					

2021-2022						
Sl.No.	Name	Designation	Department	Type of Leave	Dates	Duration
	NIL					

2022-2023						
Sl.No.	Name	Designation	Department	Type of Leave	Dates	Duration
1.	Shamima Sultana	Assistant Professor	English	CCL	23/08/22-06/09/22	15 Days.
2.	Tina Basu	Assistant Professor	History	CCL	17/02/23-03/03/23	15 Days.
3.	Baisakhi Das Kayal	Librarian	Library Science	Maternity Leave & CCL	15/02/22-01/04/22, 14/07/22-25/11/22 & 28/11/22-11/01.23	180 Days & 45 Days


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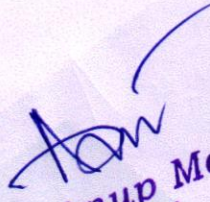
Year 2018-2019

Excerpt from the Minutes of the Meeting of the Governing Body No.-24 held on 24.05.2019 under the Agenda No. – 11

Child Care leave for 15 days of Shamima Sultana, Assistant Professor in English, from 06/03/2019-20/03/2019 be approved by the House.

Sd/-

President Governing Body
Jibantala Rokeya Mahavidyalaya


Dr. Anup Maji
Principal
Jibantala Rokeya Mahavidyalaya
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