



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
Maulana Azad College



8, RAFI AHMED KIDWAI ROAD, KOLKATA 700013, INDIA
Phone: 033 2249-3737/2226-7814 e-mail: maulanaazadcollegekolkata@gmail.com
Website: <https://maulanaazadcollegekolkata.ac.in>

6.4.3 Institutional strategies for mobilization of funds and the optimal utilization of resources during 2023-24

Introduction

As a government-administered institution, Maulana Azad College relies mainly on funding from the Higher Education Department, Government of West Bengal, UGC, DBT, DST, MPLAD of the Government of India, and other sources including Alumni contribution, IGNOU, CSR schemes of Industry, Banks, consultancy fees on R&D for entrepreneurship, etc. Effective financial management and resource mobilization are crucial for its sustainable development and operation. Maintaining financial health ensures the provision of quality education, research, infrastructure, and student services. This report outlines key aspects of financial management and resource mobilization, highlighting their importance, strategies, and best practices.

A. Financial Management of the College

Financial management involves planning, organizing, directing, and controlling financial activities such as procurement and utilization of funds. It aims to ensure that an institution's financial resources are effectively utilized to achieve its goals and objectives.

(a) Requirement of Financial Management



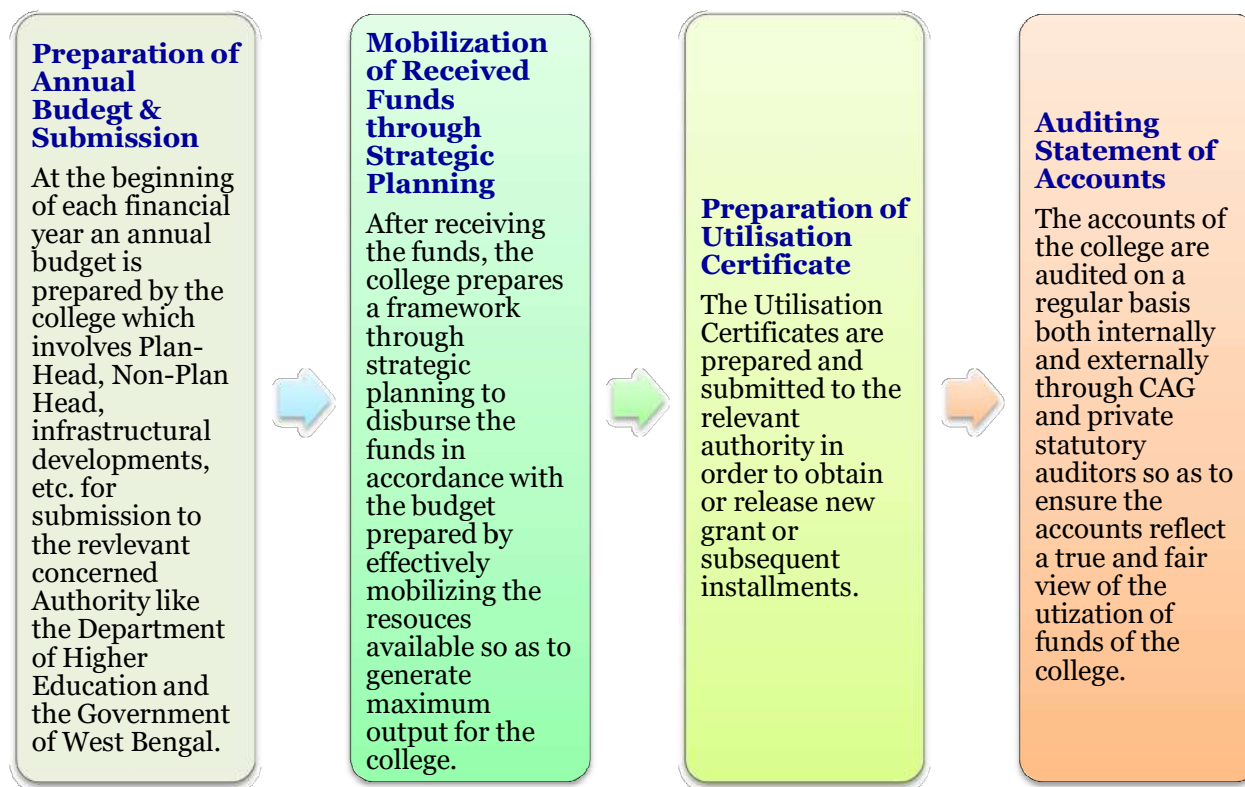


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(b) Steps involving management of financial resources



(c) Key Components of Financial Management of the College

1. Budgeting: At the beginning of each FY annual budget is prepared by the College, which reflects the projected Net Cash Flow of the Institution.

- Establishing a detailed financial plan that outlines expected revenues and expenditures.
- Ensuring alignment with the institution's strategic goals.
- Monitoring and adjusting budgets as necessary to respond to changing circumstances.

2. Financial Reporting and Analysis: Monitoring regular inflows and outflows and reporting the same through financial statements.

- Generating regular financial statements.
- Analyzing financial performance to inform decision-making.
- Ensuring transparency and accountability.

3. Fund Flow Management: Inflows and outflows are managed to ensure optimum utilization of resources.

- Monitoring the inflows and outflows of cash to ensure liquidity.
- Managing timing differences between revenues and expenses.

4. Cost Control: Constant vigilance activities are undertaken to control the cost of the Institution to reduce



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- Implementing measures to manage and reduce costs without compromising quality.
- Conducting regular audits to identify areas of inefficiency.

5. Investment Management: Allocating funds to different investment avenues in term deposits in a nationalized/reputed bank to support goal-oriented financial requirements. The different kinds of investments of the institution are as follows:

- i. Endowment Fund
- ii. UGC Girl's Hostel fund
- iii. Misc. Fund

It helps to:

- Make strategic investments to support long-term growth.
- Balance risk and return to safeguard the institution's financial health.

B. Overview of the financial position of the college

Fund management is a critical aspect of the financial administration of the college, ensuring that resources are allocated efficiently to support the institution's mission and goals. Effective fund management is essential for the sustainability and growth of a college. By implementing robust budgeting, fundraising, investment, and financial control practices, a college can ensure that it maximizes its resources, meets its financial obligations, and supports its educational mission. Regular monitoring, reporting, and compliance with regulations are critical to maintaining transparency and accountability in fund management. In the context of a non-profit organizational college like ours, the terms "surplus" and "deficit" are crucial indicators of the institution's financial health and operational efficiency. Here's a detailed explanation, their implications, and how they are managed.

(a) Surplus

A surplus occurs when a college's total revenues exceed its total expenses over a specific period, typically a fiscal year. This indicates that the college has managed to generate more income than it has spent.

1. Sources of Surplus

- Efficient Revenue Generation: Higher-than-expected tuition fees, successful fundraising campaigns, increased grants, and donations.
- Cost Control: Effective cost management and budget control, leading to lower-than-anticipated expenses.
- Investment Income: Higher returns on investments and endowments.

2. Implications of a Surplus

- Financial Stability: A surplus enhances the financial stability of the college, providing a cushion against future uncertainties.
- Reinvestment in Programs: Surplus funds can be reinvested in academic programs, research, infrastructure, and student services.
- Reserve Building: The college can build its reserves, enhancing its ability to manage cash flow and



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- Donor Confidence: Demonstrating financial health can boost donor confidence, potentially leading to more contributions.

3. Management of Surplus

- Strategic Allocation: Allocate surplus funds strategically to areas that align with the college's mission and long-term goals.
- Reserves: Allocate a portion of the surplus to reserves for future needs or unforeseen circumstances.
- Capital Projects: Use surplus funds for capital projects, such as building renovations or new facilities.
- Scholarships and Financial Aid: Increase scholarships and financial aid offerings to attract and support students.

(b) Deficit

A deficit occurs when a college's total expenses exceed its total revenues over a specific period. This indicates that the college has spent more than it has generated in income.

1. Causes of Deficit

- Revenue Shortfalls: Lower-than-expected tuition fees, grants, donations, or investment income.
- Unplanned Expenses: Unexpected costs, such as emergency repairs, legal issues, or increases in operational costs.
- Budget Overruns: Spending that exceeds the budgeted amounts due to poor financial management or unforeseen circumstances.

2. Implications of a Deficit

- Financial Strain: A deficit can strain the college's financial resources, leading to cash flow problems and difficulty in meeting obligations.
- Program Cuts: The College may need to cut programs, services, or staff to reduce expenses.
- Borrowing: A deficit might necessitate borrowing, leading to increased debt and interest obligations.
- Donor Concerns: Persistent deficits can erode donor confidence and make fundraising more challenging.

3. Management of Deficit

- Cost Reduction: Implement cost-cutting measures, such as reducing non-essential expenses, renegotiating contracts, and improving operational efficiency.
- Revenue Enhancement: Develop strategies to increase revenue, such as enhancing fundraising efforts, increasing tuition fees, and expanding income-generating programs.
- Budget Review: Conduct a thorough review of the budget to identify areas of overspending and reallocate resources as needed.
- Financial Planning: Develop a financial recovery plan that includes short-term and long-term strategies to address the deficit and prevent future occurrences.
- Stakeholder Communication: Maintain transparent communication with stakeholders, including donors, staff, and students, about the financial situation and the steps being taken to address it.



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(c) Monitoring and Reporting

Regular monitoring and reporting are essential to managing surpluses and deficits effectively. This involves:

1. Financial Reports: Regularly prepare and review financial statements, including the Statement of Activities, Statement of Financial Position, and Cash Flow Statement.
2. Variance Analysis: Conduct variance analysis to compare actual performance against the budget and identify the reasons for surpluses or deficits.
3. Audits: Conduct regular internal and external audits to ensure financial accuracy and compliance with regulations.

Managing surpluses and deficits is a critical aspect of the financial management of a non-profit organizational college. A surplus provides opportunities for growth and stability, while a deficit requires careful management and corrective actions to restore financial health. By implementing sound financial practices, engaging in strategic planning, and maintaining transparent communication, a college can effectively navigate the financial challenges and opportunities it encounters. A historical statement of the college is provided as under reflecting the incomes and expenditures along with the surplus/deficit of the institution from the FY 2018-19 to FY 2022-23.

C. SOURCES OF FUND& MOBILIZATION OF FUND

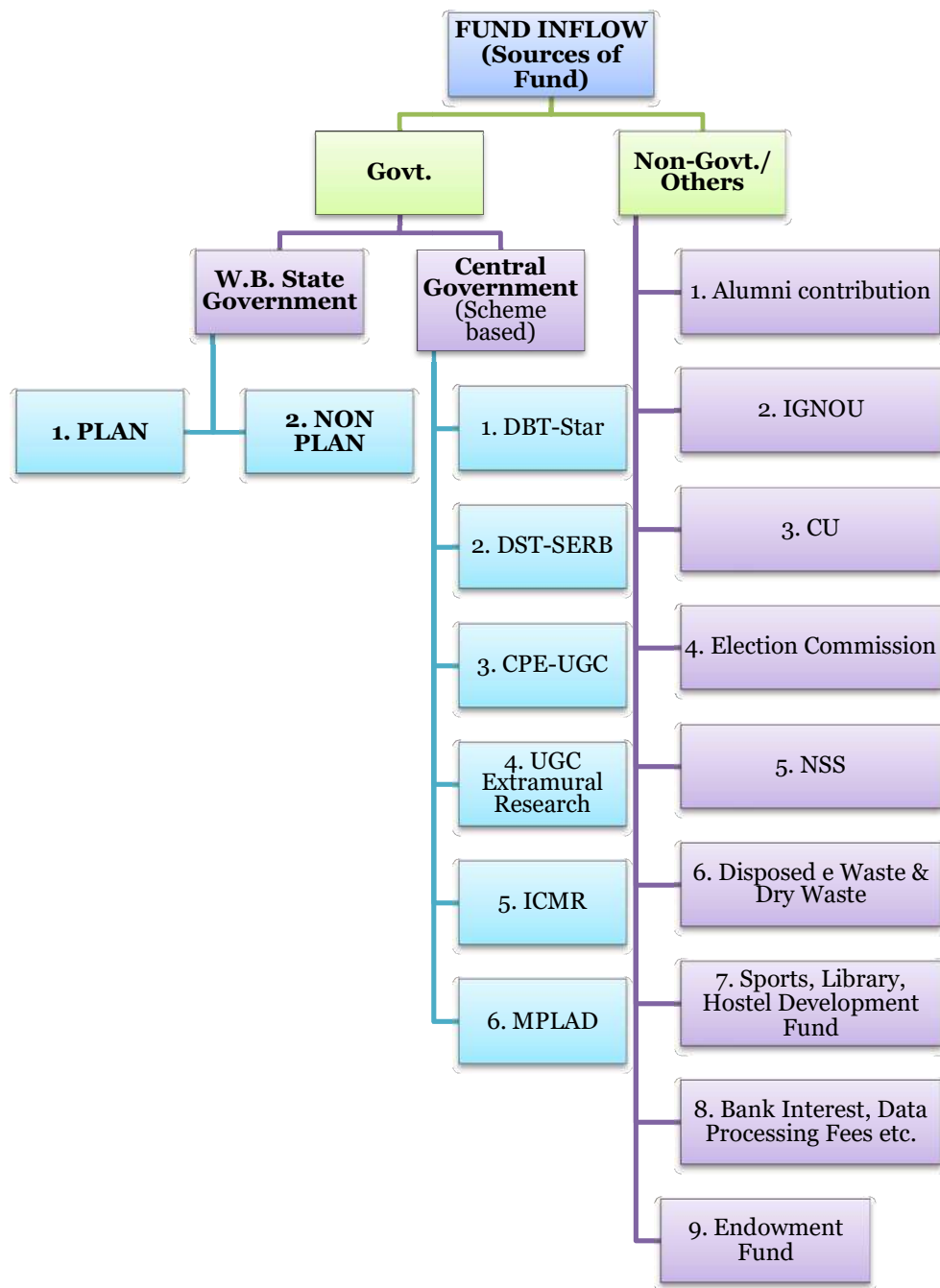
(a) FUND INFLOW (Sources of Fund)



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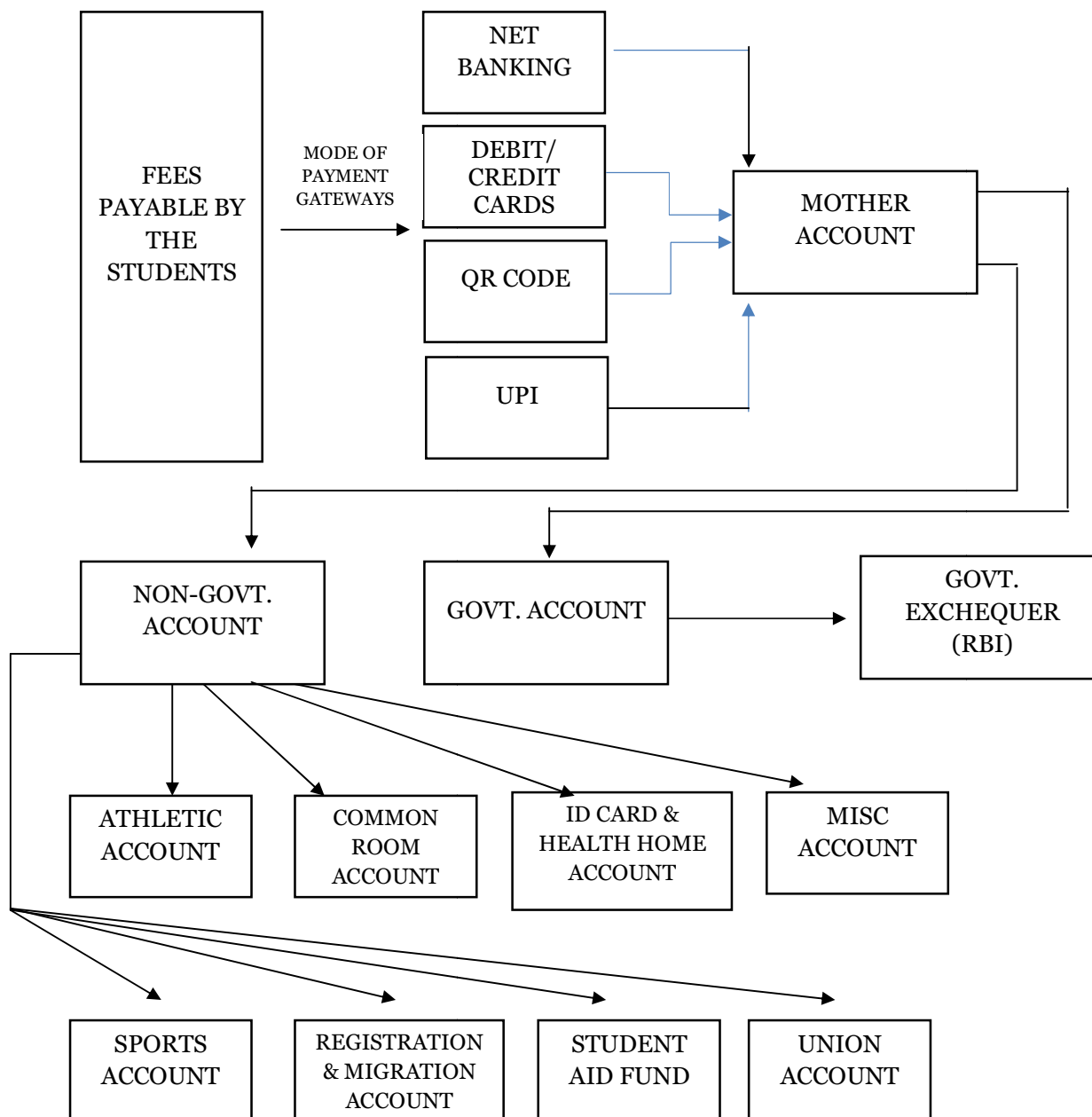


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(b) FLOW CHART OF GOVT. & NON-GOVT. COLLECTION OF FEES



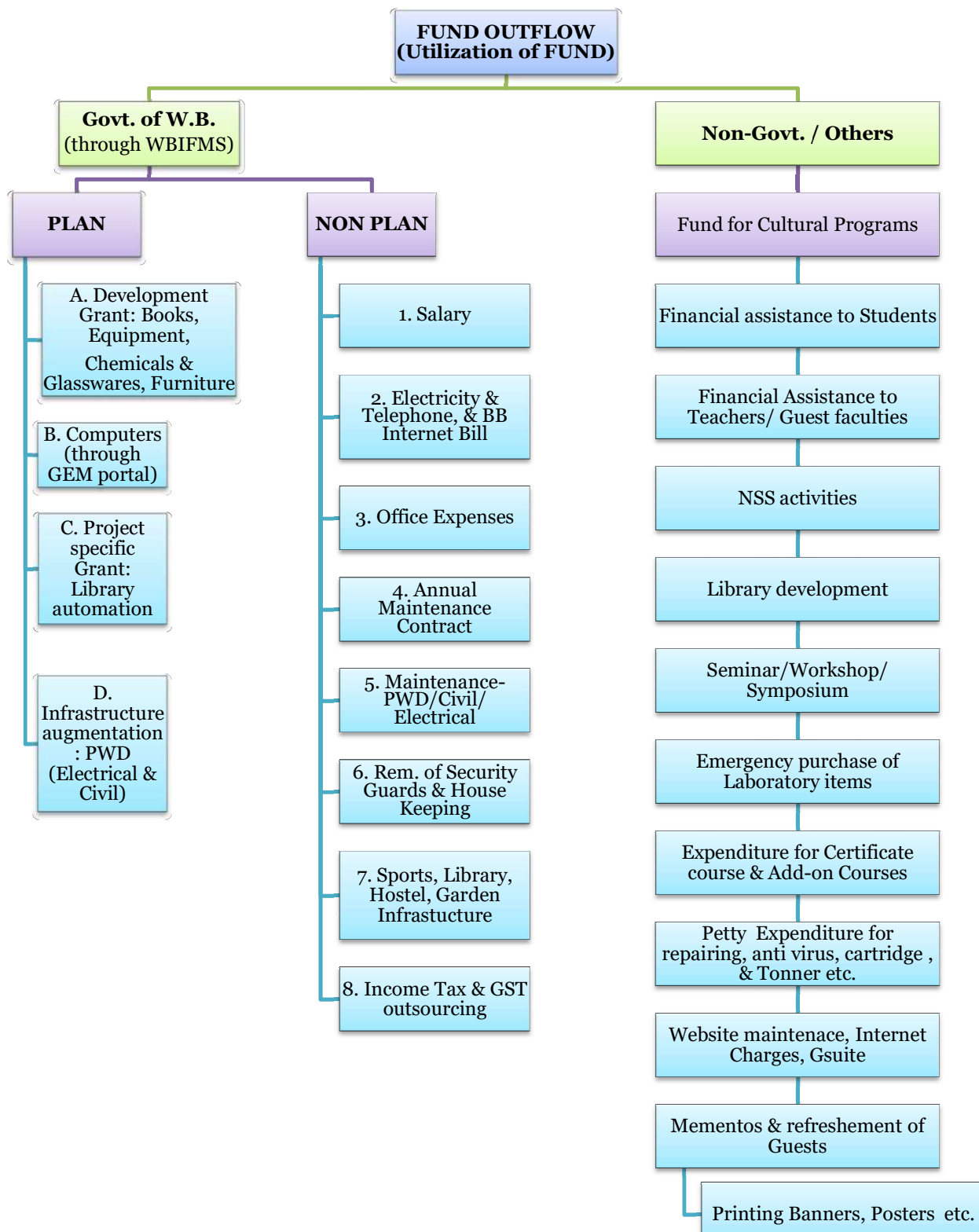


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(c) FUND OUTFLOW (Utilization of FUND)





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(d) METHODS OF PROCUREMENT

- **Purchase /Procurement in compliance to G.O. No -5400- F(Y) dated 26/6/12, G.O. No.-3060-F(Y) dt. 11/06/14, G.O. No. 3876-F(Y) dt. 14/06/18 &G.O. No. 10005-F(Y) dt. 19/11/04**

1. General Low-value Purchase without inviting Tender Quotations from open market

- ▶ procurement value below Rs. 10,000/- vide G.O. No -5400-F(Y) dt 26/6/12

2. Purchase Inviting Tender Quotations from atleast four reliable Vendors against Paper Advertisement

- ▶ above Rs. 10,000/- to below Rs. 1,00,000/- vide G.O. No -5400-F(Y) dt 26/6/12

3. e-bidding via eProcurement of Govt. of W.B.: <https://wbenders.gov.in>

- ▶ above Rs. 1,00,000/- vide G.O. No -5400-F(Y) dt 26/6/12 & G.O. No.-3060-F(Y) dt. 11/06/14

4. e-bidding via Govt. of India e-Marketplace (GEM): <https://gem.gov.in/> for computer peripherals

- ▶ above Rs. 5,00,000/- vide G.O. No. 3876-F(Y) dt. 14/06/18

5. Purchase from WBSIDCL/WEBEL/WTL/Govt. Statutory Body/Co-operative Consumer

- ▶ for materials mentioned in the Annexure of G.O. No -10500 -F dt 19/11/2004

6. Purchase from sole manufacturer of proprietary items

7. Purchase/ Construction through funding by MPLAD through Nodal Agency (KMC)

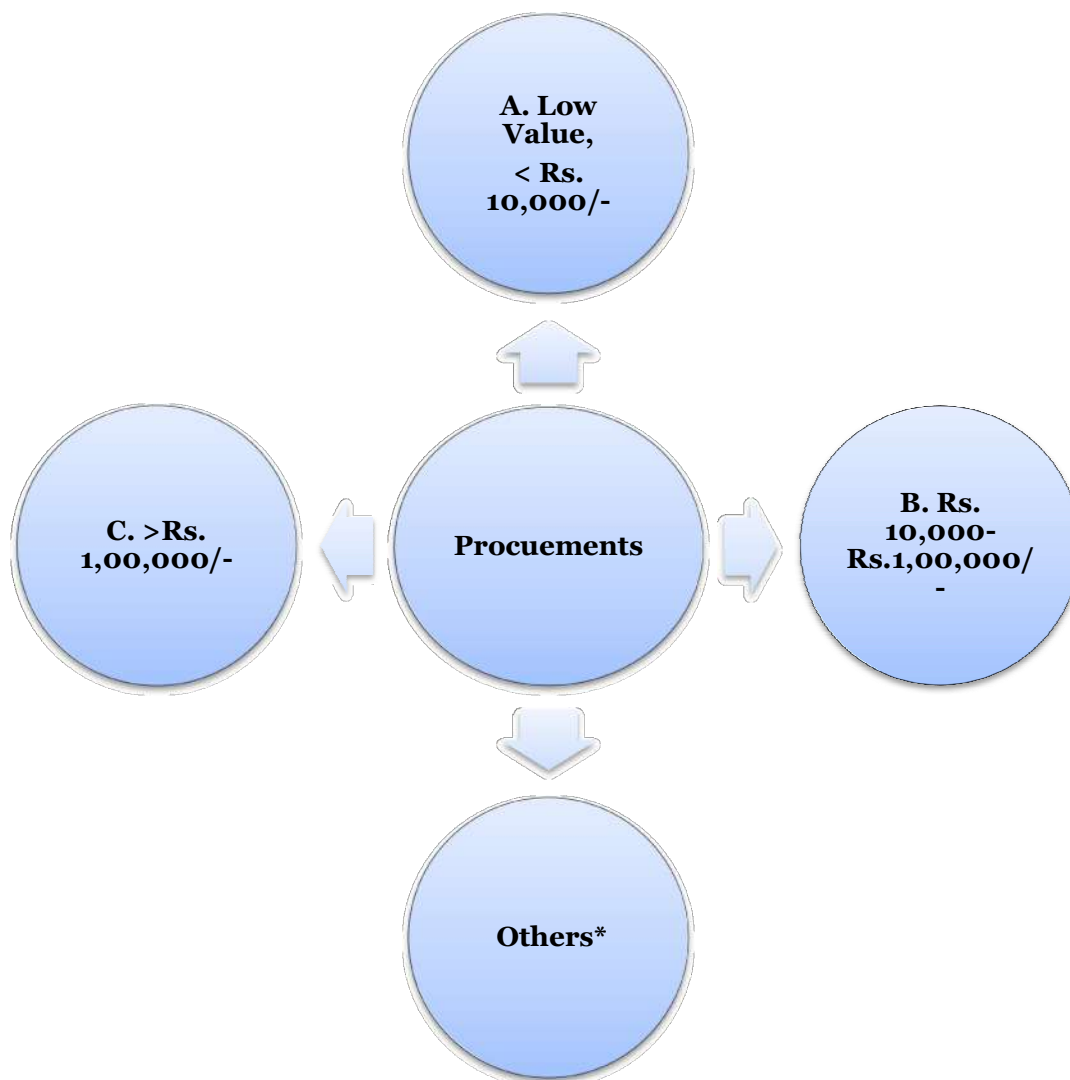


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Diagrammatic representation of different types of Procurements



* e-bidding via Govt. of India e-Marketplace (GEM): <https://gem.gov.in/>
Purchase from SIDCL/WTL/Govt. Statutory Body/Co-operative Consumer
Purchase/ Construction through funding by MPLAD

1. General Low-value Purchase without inviting Tender Quotations from open market

► Procurement value below Rs. 10,000/- vide G.O. No -5400-F(Y) dt 26/6/12:

- ❖ Purchase or procurement up to Rs 10,000/- can be made without requiring a tender or quotation.
- ❖ The purchasing authority must certify that the purchase has been made at a reasonable market price.
- ❖ Splitting the purchase to avoid the Rs 10,000/- limit is not allowed.



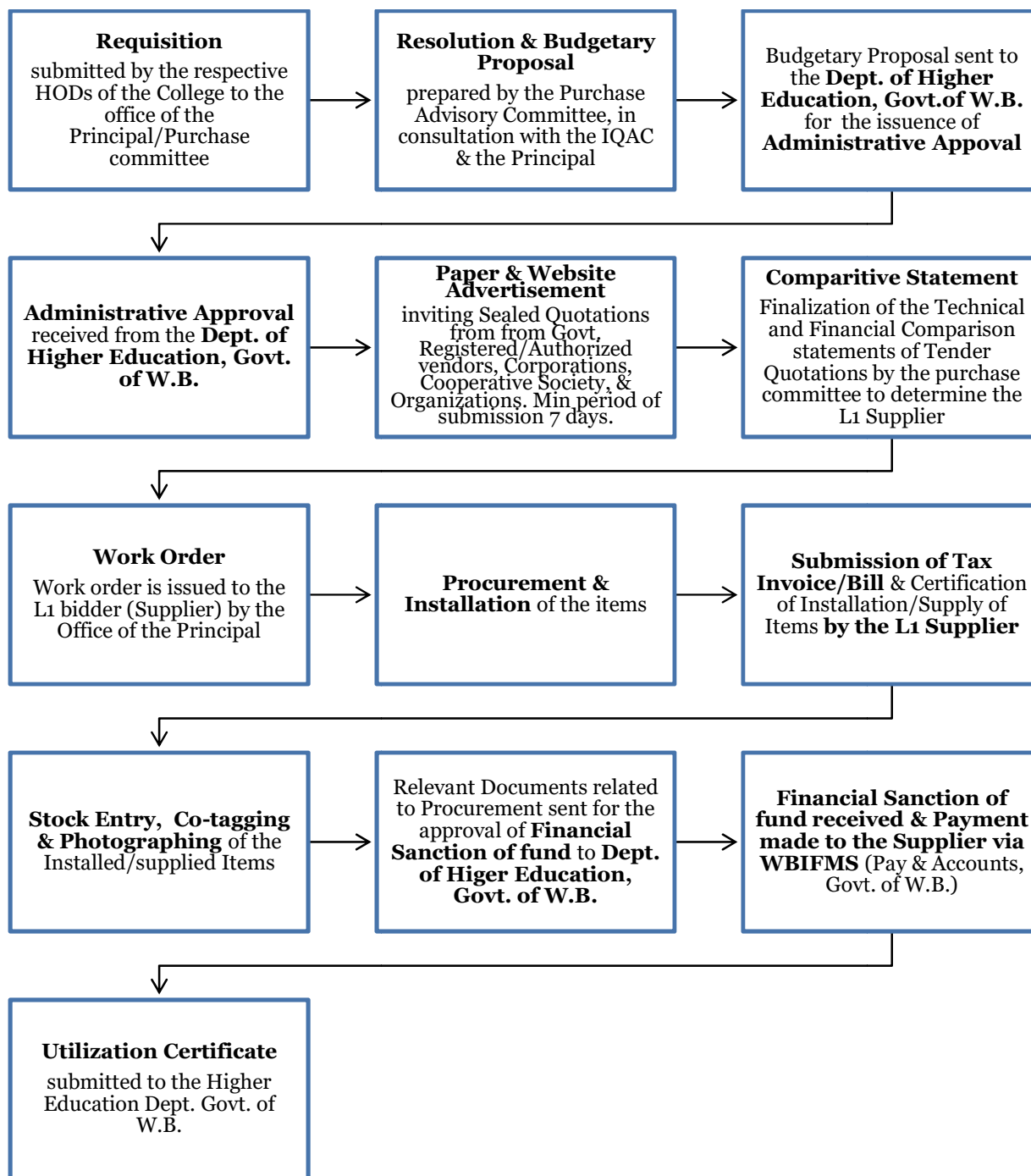
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2. Purchase Inviting Tender Quotations from at least four reliable Vendors against Paper Advertisement

► **procurement value above Rs. 10,000/- to Rs. 1,00,000/- vide G.O. No -5400-F(Y) dt 26/6/12**





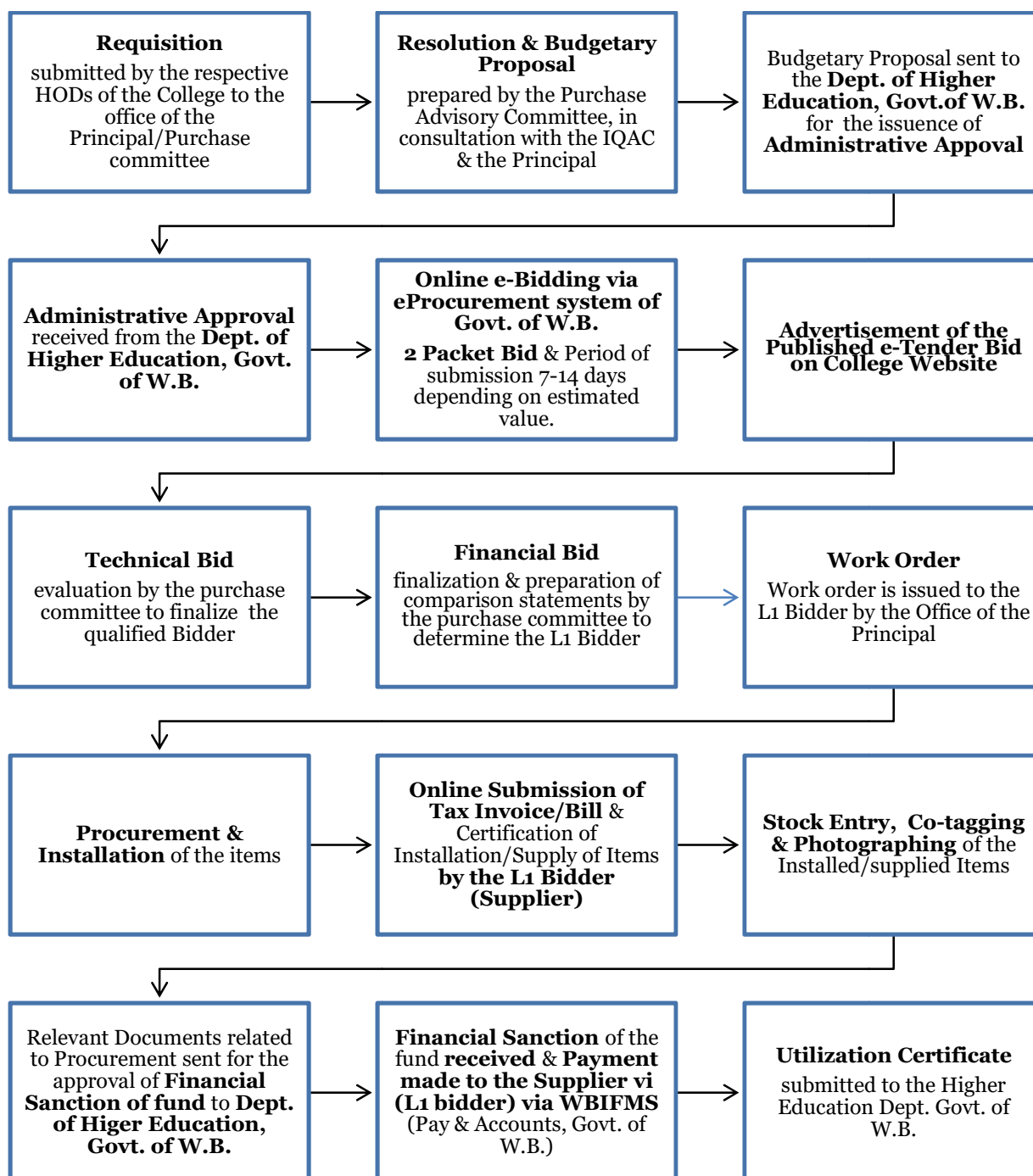
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3. e-bidding via eProcurement of Govt. of W.B.: <https://wbenders.gov>

► Procurement value above Rs. 1,00,000/- vide G.O. No.-3060-F(Y) dt. 11/06/14 & G.O. No.-3060-F(Y) dt. 11/06/14





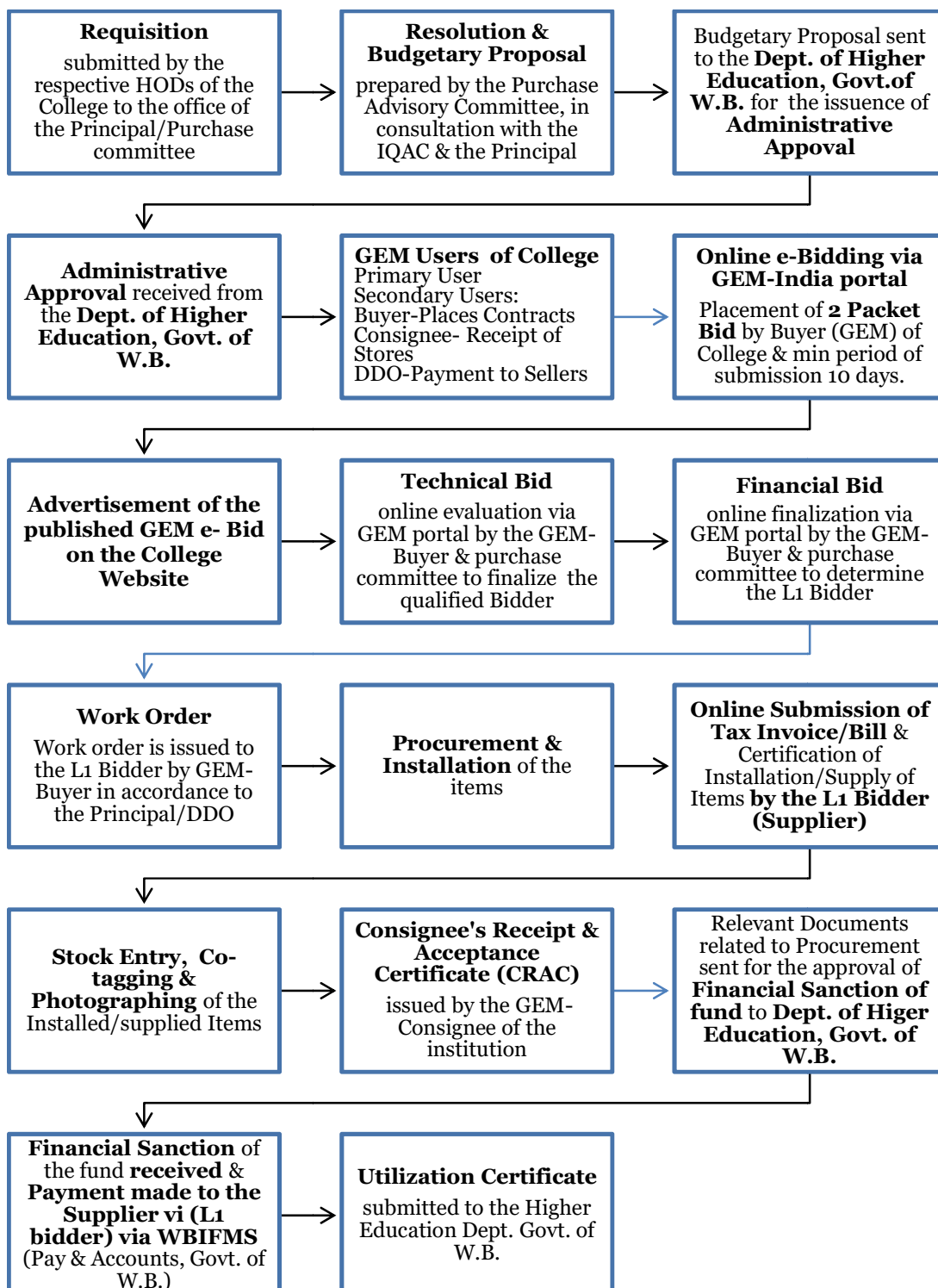
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4. e-bidding via Govt. of India e-Marketplace (GEM): <https://gem.gov.in/> for the purchase of COMPUTER PERIPHERALS

► above Rs. 5,00,000/- vide G.O. No. 3876-F(Y) dt. 14/06/18





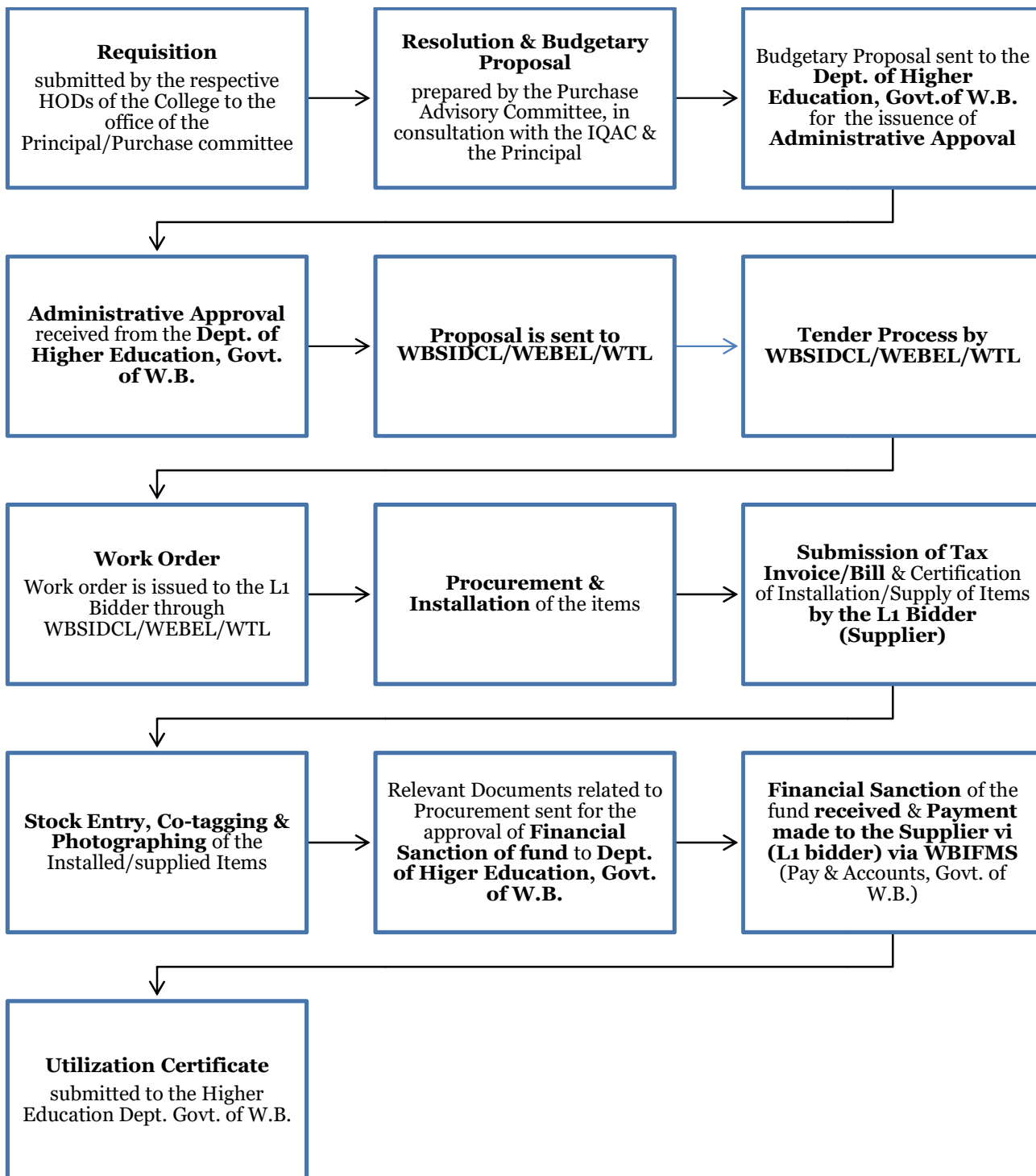
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5. Purchase from WBSIDCL/WEBEL/WTI/Govt. Statutory Body/Co-operative Consumer

► for materials mentioned in the Annexure of G.O. No -10500 –F dt 19/11/2004



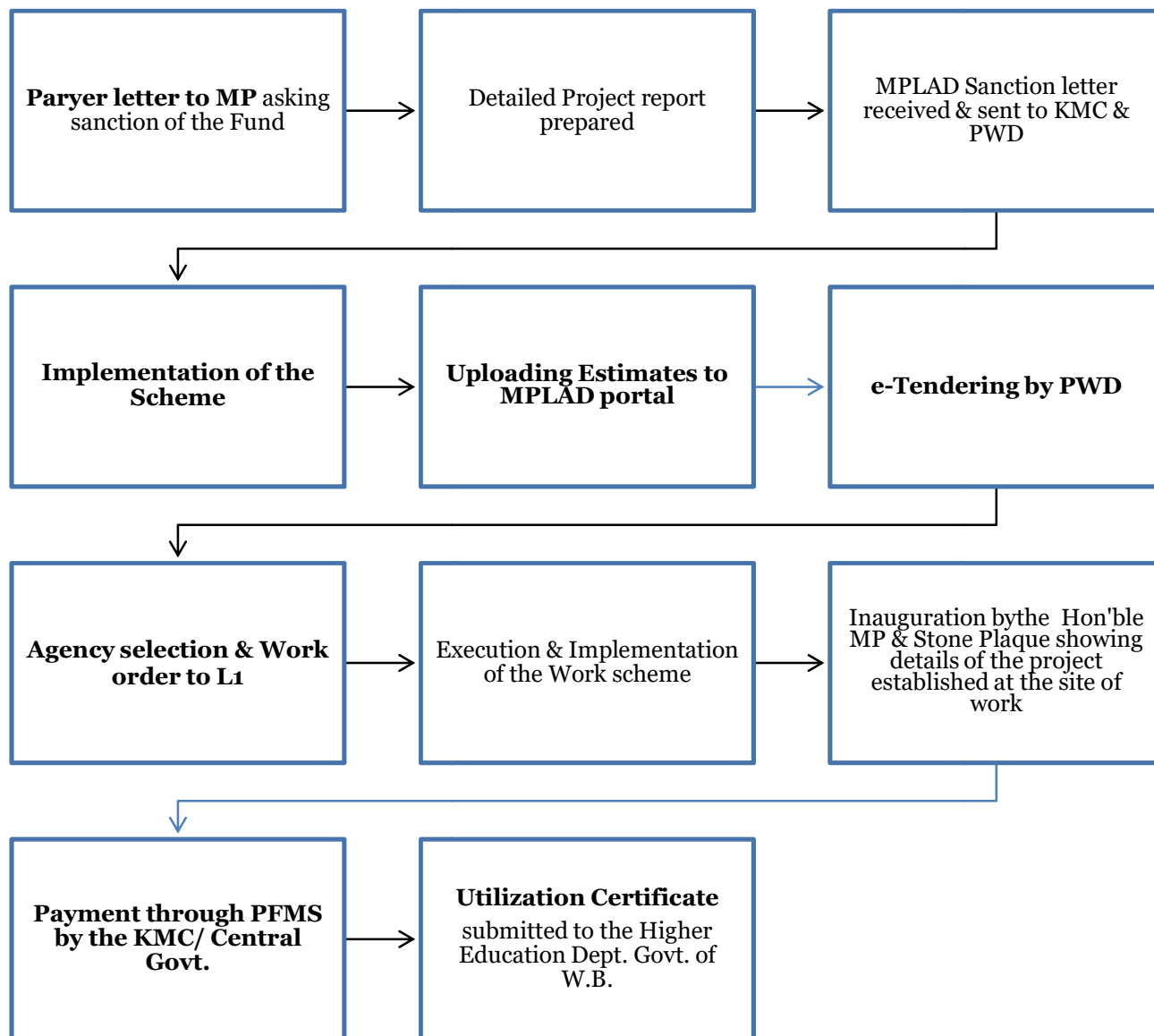


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7. Purchase through funding by MPLAD



D. Resource Mobilization of the College

(a) Importance

Resource mobilization refers to the process of securing new and additional resources, both financial and non-financial, from various sources to achieve an institution's goals. It encompasses fundraising, grant acquisition, partnerships, and revenue-generating activities. Resource mobilization in the context of our college typically refers to the process of gathering and utilizing various resources to support academic, social, and extracurricular activities. Here are some key aspects to consider:



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1. Financial Resources: The College often relies on donations, grants, tuition fees, and endowments to fund operations and initiatives. Students can contribute by applying for scholarships, grants, or financial aid programs offered by the college or external organizations.

The financial resources are utilized by the institution through:

- Infrastructural development.
- Construction of Girls' Hostel, Accessible Toilets and Common Instrument Facility.
- Library development.
- Student Health Home.
- Student Financial Support as "Student Aid".
- Organizing various cultural programmes.
- Conducting Annual Sports of the college.
- Organizing Seminars and Workshops by the different departments.
- Conducting Faculty and Non-teaching staff training programmes.

2. Human Resources: This includes faculty, staff, and student volunteers who contribute their expertise, time, and skills to various college activities. Students can also get involved by joining the committees, undertaking campaigns and volunteering for events.

The faculty members participate in:

- Various committees of the college to undertake and execute different activities.
- Act as a Governing Body members of various reputed institutions.
- Engage as Ph.D. supervisors and members of Ph.D. Committees.
- Members of BOS/CU.
- Perform the role of judges in various events both inside and outside college events.
- Act as university paper setter.
- Participation in various Faculty Development Programmes and Faculty Exchange Programmes.

The Non-Teaching staff of the college participates in:

- Conducting various prominent Government examinations and University examinations.
- Provide different services to the students and other stakeholders.
- Managing the accounts of the college.
- Providing Data entry and security services.
- Handling Student's Data Base Management System on cloud server.
- Operating the financial management software HRMS under WBIFMS.

The students of the college participate in:

- Engage in different competition both inside and outside the institution.
- Engage in different NSS activities.
- Perform various outreach extension programmes.
- Conduct different survey work on behalf of the institution.

3. Physical/Infrastructural Resources: Buildings, classrooms, laboratories, Girls' Hostel and other



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manage these resources so that the establishment can cater interruptedly to the sports facilities, libraries, and recreational spaces that contribute to student life and learning.

The infrastructural resources of the institution are managed and utilized optimally in the following manner:

- Conducting Saturday and Sunday classes of IGNOU.
- Conducting IGNOU examinations on Weekends.
- Conducting various prestigious Government Civil Service examinations like UPSC and PSC.
- Conducting West Bengal College Service Commission SET examination.
- Conducting Municipal Service Commission Examination.
- Conducting West Bengal Joint Entrance Examination (WBJEE).
- Organizing seminars and different cultural programmes.

4. Informational Resources: Access to databases, libraries, and online resources is crucial for academic research and learning. Our college often provides access to journals, textbooks, and digital resources to support students' educational needs.

The informational resources of the college are utilized optimally in the following manner:

- Providing Open Access System database through DELNET, Inflibnet and JSTOR.
- Possessing institutional membership of American Library.
- Making Open Educational Resources (OER) available to all through DSPACE and CLOUDSPACE.
- Uploading the details of all the staff in the Banglar Uchchashiksha and WBIFMS portal.

5. Networking and Partnerships: The College often collaborates with alumni, businesses, and community organizations to expand resources and opportunities for students. Our college often collaborates and establishes networking through career fairs, alumni events, Memorandum of Undertakings (MoUs) and industry partnerships with various academic and other external organizations to provide the students with mentorship, internships, and job opportunities.

Networking and Partnerships are undertaken by the college in the following ways:

- Different colleges and universities for faculty exchange programmes.
- Providing industry and academia interface.
- Undertaking and implementing skill-based/job-oriented certificate courses with premium institutes.
- Collaboration with the Department of Bio-Technology, Government of India for augmentation of infrastructure to promote teaching and research in bio-technology with special emphasis on student research.
- Networking with Government and Non-Government NGOs.
- Collaboration with different research institutions like JBNSTS.
- Collaboration and partnering with 'Vital Wastes' for implementing waste management in the institution.
- Collaboration with Urdu Academy to promote Urdu Language.
- Generating and retaining prominent alumni of the college using social media platforms.
- Networking with prominent institutions like the Chamber of Commerce, ICAI, ICMAI.



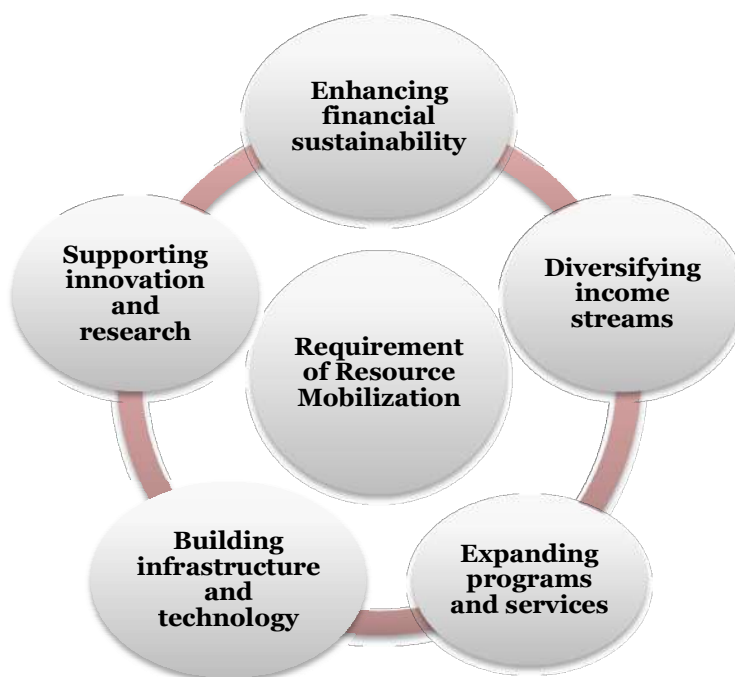
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- Activities performed by the Placement Cell of the college to establish networking opportunities with premium industry giants like TCS.

(b) Requirement of resource mobilization



(c) Strategies for Resource Mobilization

1. Tuition and Fees:

- Setting competitive and concessional tuition rates.
- Offering scholarships and financial aid to attract diverse students.
- Implementing fee structures for additional services (e.g., labs, sports facilities).

2. Government Grants and Subsidies:

- Applying for government funding programs.
- Ensuring compliance with regulatory requirements to maintain eligibility.

3. Fundraising Campaigns:

- Organizing alumni fundraising events and campaigns.
- Engaging with donors through personalized communication and recognition.
- Developing a strong case for support aligned with the institution's mission.

4. Partnerships and Collaborations:

- Establishing partnerships with industry, other educational institutions, and non-profits.
- Developing joint programs, research initiatives, and community projects.

5. Commercial Ventures:

- Launching revenue-generating activities such as campus stores, cafes, and rental services.
- Offering continuing education and professional development programs.



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- Applying for research funding from government agencies, foundations, and corporations.
- Fostering a research-driven environment to attract grants.

7. Endowments:

- Building and managing endowment funds.
- Investing endowment funds wisely to ensure long-term financial stability.

(d) Practices implemented for Resource Mobilization

1. Strategic Planning:

- Developing a comprehensive resource mobilization plan aligned with the institution's strategic goals.
- Identifying potential funding sources and setting realistic targets.

2. Stakeholder Engagement:

- Building relationships with alumni, donors, community leaders, and partners.
- Engaging stakeholders through regular communication and involvement in institution activities.

3. Transparency and Accountability:

- Maintaining transparent financial practices to build trust with donors and partners.
- Providing regular reports on the use and impact of mobilized resources.

4. Capacity Building:

- Training staff in fundraising, grant writing, and partnership development.
- Investing in systems and technologies to support resource mobilization efforts.

5. Innovation:

- Exploring new and creative ways to generate resources.
- Leveraging technology and digital platforms for fundraising and engagement.

Conclusion

To mobilize resources effectively, the college may further establish fundraising campaigns, sponsorships, and partnerships with stakeholders interested in supporting educational initiatives. Students can also actively participate by advocating for resources, organizing events, or applying for funding opportunities provided by the college. Effective financial management and resource mobilization are indispensable for our college aiming to achieve educational mission and sustainable growth. By implementing strategic planning, engaging stakeholders, maintaining transparency, and fostering innovation, colleges can enhance their financial stability and ensure the continued provision of high-quality education. Regular monitoring and evaluation of financial practices further support continuous improvement and long-term success. Adopting these best practices enables our institution to navigate financial challenges and seize opportunities for development and expansion.



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Memo No.: _____

Dated: _____

Sample photographs of HRMS site for Salary via E-office

wbifms - Google Search x Portal x Application List x HRMS x +

wbifms.gov.in/hrms/globalLoginPostLogin.html

Gmail Maulana Azad Coll... https://cu.onlinead... Selina Concise Phy... DocFly | PDF Editor cuexamwindow How to Fix: Can't O...

Not Digitally Signed | Role : HRMS Approver | Dr.Subhasis Dutta | Home | Downloads

HRMS

Search

Transfer

Reports

Loss of Pay Calculation

Inbox

Pay Bill

Bill Generation

Bill Summary

Arrear/Sup Bill Generation

Generation of Part Salary

Bulk Out of Account Deduction

Comparative Statement of Pe

Admin Task

Pay Bill Generation

Bill Type

Salary Bill ☒ Other Bill ☐

Salary Year/Month

Year 2024 Month June

Bill No/Date

Bill No. Bill Date

Salary Type

Salary Head 70-2202-03-103-00-009-01-V Section DATA ENTRY OPERATORS AND OTHERS Service Type ALL Group ALL Emp Type

Generate Draft Bill

SSR-final abn-69-79.pdf

Monday June 10, 4:17 PM

wbifms - Google Search x Portal x Application List x HRMS x pdf x +

wbifms.gov.in/hrms-services/api/report/pdf?dId=59429376&cId=172172170700359559235

Gmail Maulana Azad Coll... https://cu.onlinead... Selina Concise Phy... DocFly | PDF Editor cuexamwindow How to Fix: Can't O...

pdf

1 / 7 80% +

(T.R. Form No.18) - PAYBILL : (Vide T.R.No.4.095) [B/G/214, 1801/2023]
Pay Bill of Permanent / Temp. Establishment of OFFICE OF THE PRINCIPAL MAULANA AZAD For the month of January, Year 2023 Ref No. 20230113499979

DDO Code : CABED006
DDO Designation and Office Address :
PRINCIPAL, MAULANA AZAD COLLEGE, O W B.
8 Rafi Ahmed Kidwai Road Kolkata Dharmatala New Market

Head/Act.: 70-2202-03-103-009-01-V
Department Code: HE
Demand No.: 70
Bill No. & Date: B/G/214, 1801/2023
Token/TV No. & Dt:

Co-located Unit:
1. All enrolments included in Bills Drawn within last three months have been disbursed to proper persons.
2. House rent allowance has been claimed as per rates approved by the Govt. and half-yearly verification of rent has been made by the controlling officer.
3. Dearness pay and for any other kind of pay, dearness allowance, med. allowance and other allowances have been claimed as per approved rate of the Government.
4. Increment, pay on promotion, leave salary/subsistence allowance have been claimed in the bill as per existing

Pay & Allowances

Pay & Allowances	Amount in Rs.
01 Basic Band Deputation	7764700
01-Spl./Adm./Qualifying	150
Pay (Total)	7764850
02-Dearness Allowance	232941
07-Special Allowance	6750
03-House Rent Allowance	380334
Allowances (Total)	630255
A. Gross Payment	8402875
Abatement during Fin. Year 2022-2023	
Total Abatement till Date(A)	74004418
Expend. Incld. this Bill(B)	165976413
Balance Amount (A - B)	-9371996
G. Payment Details :	
1. By Cheque	
a) Salary	0
b) Out of Account	
Total (1b)	0
Total (1a + 1b) - X	0
2. By ECS	
a) Salary	5803942
b) Out of Account	

Part I (To be adjusted by Principal Accountant)

Part I (To be adjusted by Principal Accountant)	Amount in Rs.
0949-04-800-020-07	6200
7610-00-204-001-26	750
8009-01-101-001-19	996590
(B) Total Deduction (Part-I)	1003450
(C) Treasury Gross - (A-B)	7399413
0216-02-105-001-05	93
8958-00-112-001-20	1563488
8011-00-107-001-19	6
8011-00-107-002-19	19
8011-00-107-004-19	984
0028-00-107-001-03	8600
8011-00-107-005-19	2298
(D) Total Deduction (Part-II)	1595472
(E) Net Payment : (C-D)	5803942
(Below rupees :)	
Fifty Eight Lakh Three Thousand Nine Hundred Forty Three only	
Acting Arrangement	
Emp. Perm. Temp. Prob. Total	
A 43 0 0 0 43	
B 0 0 0 0 0	
C 0 0 0 0 0	
D 0 0 0 0 0	
Total No of Incumbents As per Acting Arrangement Table is 43	

Passed for payment of Rupees
Eighty Four Lakh Two Thousand Eight Hundred Seventy Five only
Rs. 8402875

(F) Payment Instruction:
Please pay as per beneficiary list Enclosed
Please issue Cheque(s)
[As per G. Payment Details]

Below Rupees: Rs. 5803943

Fifty Eight Lakh Three Thousand Nine Hundred Forty Three only

DDO Code : CABED006
DDO Designation : PRINCIPAL, MAULANA AZAD COLLEGE, G O W B.
(Signature of DDO with Seal)

SSR-final abn-69-79.pdf

Monday June 10, 4:18 PM

Principal
Maulana Azad College
Kolkata



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
Maulana Azad College

8, RAFI AHMED KIDWAI ROAD, KOLKATA 700013, INDIA
Phone: 033 2249-3737/2226-7814 e-mail: maulanaazadcollegekolkata@gmail.com
Website: https://maulanaazadcollegekolkata.ac.in



Memo No.: _____

Dated: _____

Sample Photographs of online Self-Appraisal Report (SAR) in WBIFMS portal

wbifms.gov.in/hrms-ess/employee/home.html

Role: HRMS ESS | SUBHASIS DUTTA

E-services for employee

Search

My Account
Advance application, sanction and
My Documents
My Application
My Inbox
My Request
Training
Tour Report
GPF
Family & Nominee Declaration
My Appraisal
View/Create Appraisal Hieran
Initiate Self Appraisal
My Appraisal Status & Report
Inbox for SAR received
Inbox
View SAR status as Reporting
M-HR-SAR-05(SAR Count Re
M-HR-SAR-10 (SAR pending
M-HR-SAR-12(SAR pending
e-Service Book
Exit Management

Self Appraisal Initiate

Please allow pop-up if the acknowledgement slip is not generated after submission of SAR. The acknowledgement slip can be generated from My Appraisal Status & Report View link also.

Search Criteria
Report for the Year: 2022-2023 HRMS ID Name: 199900696 SUBHASIS DUTTA Period Ending: 01/04/2022 - 31/03/2023

Save each Tab and further proceed

Hierarchy Details

Role	Hierarchy Type	HRMS ID	Name	Designation
REPORTING OFFICER	Inside HRMS	1991000034	JAYASRI RAY CHAUDHURI	DIRECTOR OF PUBLIC INSTRUCTION
REVIEWING OFFICER	Inside HRMS	1994009037	MANISH JAIN	Principal Secretary
ACCEPTING OFFICER	Outside HRMS			

Details of the Officer Reported upon (Click on this tab to View and Hide the details)

Details during SAR Period

Office Name: MAULANA AZAD COLLEGE
District: Kolkata
Post: Principal
Designation: Principal
Date of Joining to the post: 27/06/2018

Present Details

Office Name: MAULANA AZAD COLLEGE
District: Kolkata
Post: Principal
Designation: Principal

Other Details

Date of Birth: 07/01/1960
Date of joining in the Service: 14/09/1989

Annual Confidential Report

Part - I A * Part - I B * Part - II *

Date of submission of Annual Declaration of Assets for the previous year (as on 01/01/2023) as per the provisions of West Bengal Services (Duties, Rights and obligations) Rule, 1960: *

Year of Allotment: * Select Service specific Code(If Any):

Save Draft

Save each tab and proceed further, otherwise the data will be lost.

Refresh

Activate Windows
Go to Settings to activate Windows.

wbifms.gov.in/hrms-ess/employee/home.html

Role: HRMS ESS | SHAMPA DATTA GUPTA

E-services for employee

Search the SAR

Search

My Account
Advance application, sanction and
My Documents
My Application
My Inbox
My Request
Training
Tour Report
GPF
Family & Nominee Declaration
My Appraisal
View/Create Appraisal Hieran
Initiate Self Appraisal
My Appraisal Status & Report
Inbox for SAR received
e-Service Book
Exit Management
My Profile
Employee Search
Organizational Structure And V
Option Form for ROPA-19

Search Criteria
Appraisal Year: 2019-2019 HRMS ID Name: 2012002538 SHAMPA DATTA GUPTA

Request Status

Sl No.	From Date	To Date	Request Id	Status	View/Modify Request	Generate Report	Generate Acknowledgement Report
1	01/04/2018	31/03/2019	20190626105878	The online SAR is pending with Custodian. Further action will be taken by him/her after the hard copy of SAR is received from Accepting Officer.	Print	Print	Print

Showing 1 to 1 of 1 entries

Refresh

Activate Windows
Go to Settings to activate Windows.

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Phone: 033 2249-3737/2226-7814 e-mail: maulanaazadcollegekolkata@gmail.com
Website: https://maulanaazadcollegekolkata.ac.in



Memo No.: _____

Dated: _____

Sample photographs of HRMS site for GPF Scheme

The screenshot shows the HRMS website interface. On the left is a navigation menu with options like 'My Documents', 'My Application', 'My Request', and 'GPF'. The main area displays the 'GPF Account Statement' form with fields for HRMS ID (1989006696), Financial Year (2022-2023), and Statement Type (Synoptic Statement). A 'Generate Report' button is at the bottom of the form.

GOVERNMENT OF WEST BENGAL
PROVISIONAL GENERAL PROVIDENT FUND ACCOUNT STATEMENT
For the Year 2022 - 2023

Subscriber's HRMS ID :	1989006696
Subscriber's Name :	SUBHASIS DUTTA
Subscriber's Designation	Principal
GPF Account Number :	EDN/WB/17783
Basic Pay	Rs.218200 As on (31/03/2022),Rs.218200 As on (31/03/2022)
HOO Details	DIRECTOR OF PUBLIC INSTRUCTION(2HEHO001)
Office Name	DIRECTORATE OF PUBLIC INSTRUCTION
DDO Details	PRINCIPAL MAULANA AZAD COLLEGE,G O W B.(CABEDI006)
Date of joining :	14/09/1989
Date of Retirement :	31/01/2025

Monthly Consolidated Transaction Details						
Interest Effective Month	Regular Subscription(Rs.)	Refund(Rs.)	Arrear Subscription(Rs.)	Total Deposit(Rs.)	Unauthorized Deposit(Rs.)	Withdrawal(Rs.)
Apr 2022	40000	0	0	40000	0	0
May 2022	40000	0	0	40000	0	0
Jun 2022	40000	0	0	40000	0	0
Jul 2022	40000	0	0	40000	0	0

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Website: https://maulanaazadcollegekolkata.ac.in

Memo No.: _____

Dated: _____

Sample photograph of HRMS site for Group Insurance Scheme

HRMS
GISS Transaction

Types of Cessation

☐ Retirement ☐ Death ☐ Other

The option 'Other' denotes a type of cessation other than Retirement or death such as change in Service from State Govt. Service to All India Service due to promotion or nomination.

Employee ID Search

Click on this Lov to select Employee

Prerequisite for having an employee in the LOV:

(i) Please ensure termination of an employee is done except for Retirement on Superannuation.

(ii) Please ensure that Nomination details are approved in the HRMS in respect of a deceased employee before termination of the employee.

Sample photograph of West Bengal Health Scheme (WBHS) site

Finance Department
Government of West Bengal

WEST BENGAL HEALTH SCHEME PORTAL
FOR GOVERNMENT EMPLOYEES & PENSIONERS & BENEFICIARIES OF GIA COLLEGES & UNIVERSITIES OF WEST BENGAL

LOGGED IN AS - 4HEH0065 (Head of Office)

Idle Session Timer: 2687 seconds. LOGOUT

Home
User Administration
Enrollment Processing
Claim Processing
Report For User Administration
Report For Enrolment
Report Of Claims
CARC Certificate
Hospital Wise In-Treatment List
Rate List
Outside State Permission
Change Password
Training Details
Certificate Processing For P.B.B.

Report of Approved Beneficiary

Select DDO Code : CABEDI006

Search By: ☐ All ☐ Employee ☐ Pensioner

Export :

Sl. No.	Name	Application Id	Category of Beneficiary	No. of Beneficiary	Format of Certificate
1	A Z MD HARUNUR RASHID	WB/PEN/01/000077141	PENSIONER	1	OLD
2	ABDUL HAMID	WB/PEN/01/000004468	PENSIONER	1	NEW
3	ABHISHEK DEY	WB/EMP/01/000177165	EMPLC	1	NEW
4	ABHISHEK MUKHERJEE	WB/EMP/01/000177164	EMPLC	1	NEW
5	ADITI BASU	WB/EMP/01/000139288	EMPLC	1	NEW
6	ATANTA MUKHERJEE	WB/EMP/01/000140060	EMPLOYEE	2	NEW

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GOVERNMENT OF WEST BENGAL
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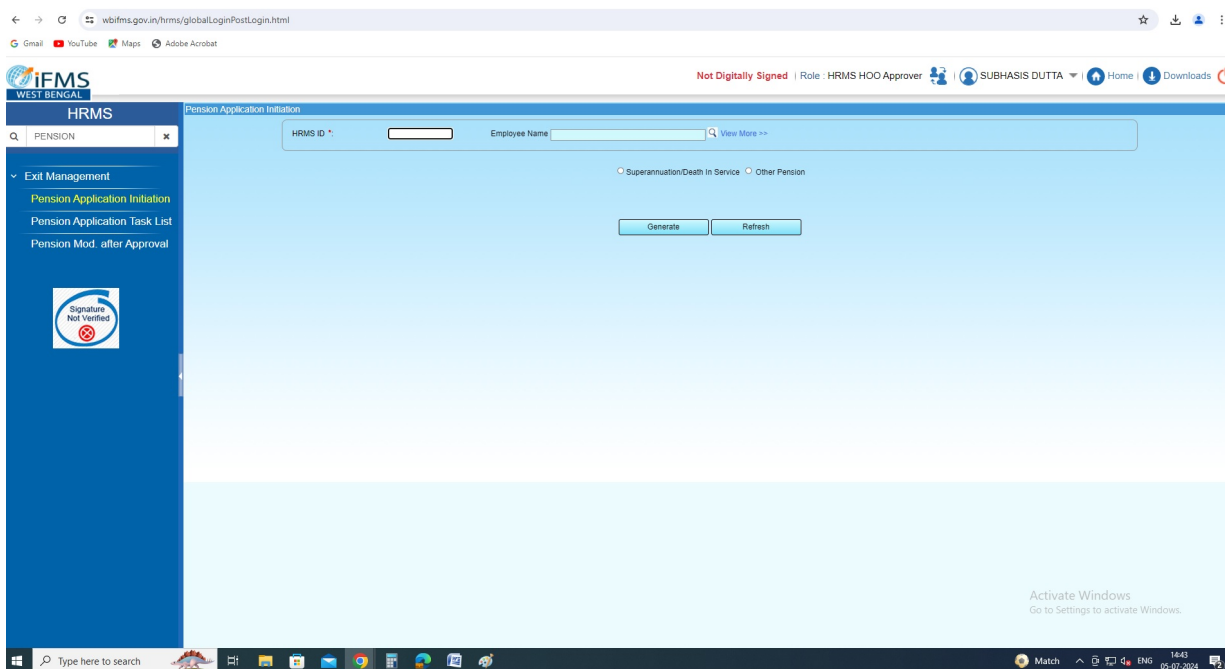
8, RAFI AHMED KIDWAI ROAD, KOLKATA 700013, INDIA
Phone: 033 2249-3737/2226-7814 e-mail: maulanaazadcollegekolkata@gmail.com
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Memo No.: _____

Dated: _____

Sample photograph of HRMS site for Pension Scheme




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Website: <https://maulanaazadcollegekolkata.ac.in>

Memo No.: _____

Dated: _____

Sample photograph of HRMS site for Gratuity Scheme

IFMS WEST BENGAL

Not Digitally Signed | Role: eBilling Approver | Dr Subhasis Dutta | Home | Downloads

e-Billing

Task List

- Bill
- Entry/Modify
- COSA-TR31
- TR-21 Part-A Entry
- Print
- Query
- Bill Redistribution
- Head Distribution
- Reports
- Master Maintenance
- Failed Transaction
- Bulk ECS Status View
- Detail Status View
- Query Report
- Sanction Inbox
- GeM
- GeM Reports
- Generic File Re-Generation
- Generic Integration Report
- Bulk ECS Cancellation

BILL ENTRY

Bill Details

Bill Type: ☒ Employee ☐ Non Employee

Upload File Type: TR-50

Payment Mode: ☐ Cheque ☒ ECS/NEFT ☐ Both ☐ Nil

Reference Number:

Head of Account:

Department Code:

Gross Amount: Net Amount:

Sanction No.:

Approver Remarks:

Sub Detail Head Details

Sub Detail Head	Description	Gross Amount	Progressive Expenditure

Search Save

BILL DATE should be equal to SANCTION DATE or a

List Of Values - Google Chrome

Description	Head Of Account
Death Gratuity	18-2071-01-104-00-004-04-00-V
Death Gratuity	18-2071-01-109-00-001-04-00-V
Death Gratuity	18-2071-01-110-00-001-04-00-V
Death Gratuity of AIS Officers	00-868-00-101-00-175-21-00-0
Final Payment of Gratuity	18-2071-01-104-00-001-04-00-V
Final Payment of Gratuity	18-2071-01-104-00-003-04-00-V
Final Payment of Gratuity	18-2071-01-104-00-005-04-00-V
Gratuity Payment of the employees of Regional Institute of printing Technology	18-2071-01-109-00-001-04-00-V
Payment of Gratuity to Contractual/Casual/Daily rated	18-2071-01-104-00-

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Memo No.: _____

Dated: _____

Sample photograph of HRMS site for Different Leave Scheme for Employees

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Maulana Azad College
Kolkata



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Website: https://maulanaazadcollegekolkata.ac.in



Memo No.: _____

Dated: _____

Sample photographs of scope of recruitment on compassionate ground


Government of West Bengal
Education Directorate
Bikash Bhawan, Salt Lake, Kolkata - 700091.

Memo No. 500 - A Date: 13/5/2023
7A-19A/2014

ORDER

As approved by the Higher Education Department (Appointment Branch), Govt. of West Bengal under Memo No.-1215-Edn(A)/10M-16/22 dated 26/08/2022, Sri Dibakar Bairagi, son of Smt. Radharani Bairagi (Ex-Mate, Lady Brahbourne College, retired prematurely due to permanent incapacitation on medical ground), is hereby appointed on compassionate ground to officiate in the post of **Laboratory Assistant** in Level 6 (22700 - 58500) of the pay matrix in the revised pay structure under WBS (ROPA) Rules, 2019 (corresponding to unrevisted scale in PB-2, Rs. 5,400 - 25,200/-plus Grade Pay Rs. 2,600/- under ROPA - 09) subject to admissibility of pay and allowances as per rule 8 and 9 enunciated in No.-1832-F(P) dated 01.03.2013 and G.O. No. 6712-F(P2) dated 06.11.2017 at Maulana Azad College, Kolkata, vice Sri Dilip Kr. Sen Shahoo promoted w.e.f. the date he joins the post purely on temporary basis and until further orders.

The pay and allowances of Sri Dibakar Bairagi as are admissible as per existing rules will be drawn and disbursed by the Principal, Maulana Azad College, Kolkata.

The Accountant General (A & E), West Bengal and the Pay & Accounts Officer, Pay & Accounts Office - I, Kolkata are being informed.

Sd/- Jayasri Ray Chaudhuri
Director of Public Instruction,
West Bengal


Memo No. 500 J1(6)-A Date: 13/5/2023
7A-19A/2014

Copy forwarded for information and necessary action to :-

1. The Accountant General (A & E), West Bengal, Treasury Buildings, Kolkata - 700 001.
2. The P.S. to the Hon'ble MLC, Higher Education Department, Bikash Bhawan 5th floor, Kol.- 91.
3. The Assistant Secretary to the Govt. of West Bengal, Appointment Branch, Department of Higher Education, Bikash Bhawan, 6th floor, Salt Lake, Kolkata - 700 091. This has reference to his Order No.-1215-Edn(A)/10M-16/22 dated 26/08/2022.
4. The Pay & Accounts Officer, Kolkata Pay & Accounts-I, 81/2/2 Phears Lane, Kolkata-700 012.
- ✓ 5. The Principal, Maulana Azad College, Kolkata, 8 Rafi Ahmed Kidwai Road, Kolkata - 700 013.
6. Sri Dibakar Bairagi, son of Smt. Radharani Bairagi, P1/1, Suhrawardy Avenue, P.O.-Circus Avenue, P.S. - Beniapukur, Park Circus, Kolkata-700 017.

He is requested to join the said post within 15 (fifteen) days from the date of receipt of the letter.

M. Hama
Addl. Director of Public Instruction (Admn.), W.B.
for Director of Public Instruction, W.B.


Government of West Bengal
Education Directorate
Bikash Bhawan, Salt Lake, Kolkata - 70009

Memo No. 1016 - A Date: 24/06/2019
7A-19A/2014

As approved by the Higher Education Department (Appointment Branch), Govt. of West Bengal under Memo No.-1497-Edn(A)/10M-58/18 dated 28/12/2018, Sri Pintu Khanra, son of Late Chand Charan Khara (died in harness on 21.03.2016), Ex-Bearer, Government College of Art & Craft, Kolkata, is hereby appointed on compassionate ground to officiate in the post of Clerk-cum-Cashier in PB-2, Rs. 5,400 - 25,200/-plus Grade Pay Rs. 2,600/- subject to admissibility of pay and allowances as per rule 8 and 9 enunciated in No.-1832-F(P) dated 01.03.2013 in Maulana Azad College, Kolkata, vice Sri Sujoy Ghosh promoted w.e.f. the date he joins the post purely on temporary basis and until further orders. This order issues as per provisions laid down in Notification No.-1832-F(P) dt. 01.03.2013 and read with G.O. No. 6712-F(P2) dated 06.11.2017.

The pay and allowances of Sri Pintu Khanra as are admissible as per existing rules will be drawn and disbursed by the Principal, Maulana Azad College, Kolkata.

The Accountant General (A & E), West Bengal and the Pay & Accounts Officer, Pay & Accounts-I are being informed.

Sd/- J. Ray Chaudhuri
Director of Public Instruction,
West Bengal

Memo No. 1016(14)-A Date: 24/06/2019
7A-19A/2014

Copy forwarded for information and necessary action to :-

1. The Accountant General (A & E), West Bengal, Treasury Buildings, Kolkata - 700 001.
- ✓ 2. The Pay & Accounts Officer, Kolkata Pay & Accounts-I, 81/2/2 Phears Lane, Kolkata-700 012.
3. The Principal, Maulana Azad College, Kolkata, 8 Rafi Ahmed Kidwai Road, Kolkata - 700 013.
4. Sri Pintu Khanra, son of Late Chand Charan Khara, Sultanpur, P.O.-Ramnagar, P.S.-Shyampur, Dist. - Howrah.

P. C. Ghosh
for Director of Public Instruction,
West Bengal

Principal
Maulana Azad College
Kolkata



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
Maulana Azad College

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Website: https://maulanaazadcollegekolkata.ac.in



Memo No.: _____

Dated: _____

Sample Photograph of LTC and HTC

Screenshot of the HRMS (Human Resource Management System) interface for the Government of West Bengal, showing the 'Application Request' form for LTC (Leave Travel Concession) and HTC (Home Travel Concession).

The interface includes a sidebar with navigation options: **HRMS**, **Application Request**, **Employee Details**, **Block Year Details**, **Journey Details**, **Spouse Details**, and **Advance Details**.

The main form displays the following details:

- Employee Details (System Generated):**
 - Application Id: [Blank]
 - Name: SUJOY GHOSH
 - Cadre: Others
 - Parent Department: Higher Education
 - Designation: Upper Division Clerk
 - Request Id: [Blank]
 - HRMS ID: 1999002567
 - Group: B
 - D.O.J to Service: 01/10/1994
 - Office Name: MAULANA AZAD COLLEGE
- Application Type:**
 - ☐ LTC ☐ HTC ☐ TC
- Block Year Details:**
 - Block From Year: [Blank] To Year: [Blank]
 - Last LTC taken date: [Blank]
- Journey Details:**

Departure			Arrival			Non mandatory fields				
Date	Time	Source	Date	Time	Destination	Mode Of Travel	Distance	Actual Fare Paid (if any) ₹	Add passenger	Edit Details
11/11/2024	AM/PM		11/11/2024	AM/PM		Air				
- Spouse Details:**
 - Whether employed? ☐ Yes ☒ No
 - Service Category: [Blank] Service Type: [Blank] HRMS ID: [Blank]
 - Name of Spouse: IMON GHOSH Name of the Office: [Blank]
 - If LTC is availed by the Spouse during last 10 years? ☐ Yes ☒ No
 - Last LTC taken date: [Blank]
- Advance Details:**
 - Whether Advance is required? ☐ Yes ☒ No

The bottom of the screen shows the Windows taskbar with the date 08-07-2024 and time 15:05.

(Signature)
Principal
Maulana Azad College
Kolkata



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Website: https://maulanaazadcollegekolkata.ac.in

Memo No.: _____

Dated: _____

Sample Photograph of Festival Advance for staff

The screenshot shows the HRMS (Human Resource Management System) interface for the Government of West Bengal. The user is logged in as SUBHASIS DUTTA, HRMS HOO Approver. The interface displays the 'Festival Advance Sanction search' form. The search criteria are: DDO Code: CABED006, Salary Head: 70-2202-03-103-NP-009-01-V, Service Type: ALL, Employee Group: ALL, Employee Type: Employed. The search results table is empty, showing 0 to 0 of 0 entries. The interface also includes a sidebar with navigation options like 'Festival Advance Sanction' and 'Festival Advance Sanction On'. A 'Signature Not Verified' warning is visible on the left side.

Sample Photograph of Bonus for staff

The screenshot shows the HRMS (Human Resource Management System) interface for the Government of West Bengal. The user is logged in as Dr Subhasis Dutta, HRMS Approver. The interface displays the 'Bonus Master data' form. The search criteria are: Fin Year: 2021-2022, Disbursement: 1570-FIP(2). The search results table shows 1 to 12 of 12 entries. The table columns are: Service Type, Bonus Disbursement Date, Admissible Bonus Amount, Eligibility Ceiling, Go Number, Go Date, and Religion. The table contains 12 rows of data, including entries for State Government, WAGES, Central Government, and Grant in Aid Institutions. A 'Signature Not Verified' warning is visible on the left side.

Service Type	Bonus Disbursement Date	Admissible Bonus Amount	Eligibility Ceiling	Go Number	Go Date	Religion
State Government	18/04/2022	4800	37000	1570-FIP(2)	18/04/2022	Muslim
WAGES	18/04/2022	4800	37000	1570-FIP(2)	18/04/2022	Muslim
Central Government	06/10/2022	7000	100000	7/24/2007-E- III (A)	06/10/2022	Hindu And Others
State Government	18/09/2022	4800	37000	1570-FIP(2)	18/04/2022	Hindu And Others
Grant in Aid Institutions	18/04/2022	4800	37000	1570-FIP(2)	18/04/2022	Muslim
WAGES	18/09/2022	4800	37000	1570-FIP(2)	18/04/2022	Hindu And

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Phone: 033 2249-3737/2226-7814 e-mail: maulanaazadcollegekolkata@gmail.com
Website: https://maulanaazadcollegekolkata.ac.in



Memo No.: _____

Dated: _____

Sample Photographs of Employer's No Objection Certificate for In-service Ph.D. Programme



Maulana Azad College

8, Rafi Ahmed Kidwai Road, Kolkata-700013, West Bengal, India
Phone : +91 33 2249-3737/2226-7814 Fax: +91 33 2249-3737/2226-4305
Web : www.maulanaazadcollege.in e-mail : maulanaazadcollegekolkata@gmail.com



Memo No. _____

Date: _____

NO OBJECTION CERTIFICATE FOR PH.D

A "No-objection" Certificate is being issued in favour of Sri Ujjal Sanyal, S/o Late Saibal Sanyal, Assistant Professor in Department of Commerce, Maulana Azad College Kolkata, for his applying in Topic Registration of Ph.D programme 2019-20 from Aliah University, Kolkata, New Town Campus (Management & Business Administration). If he maintains normal academic duties & classes relating to work schedule including, other administrative assignments in college.

Forwarded by S. 7/8/2022
Principal
Maulana Azad College
Kolkata
Principal
Maulana Azad College
Kolkata
Govt. of West Bengal

Memo No. 374A/T-3

Date: 21/08/2019

To
The Director of Public Instruction
Education Directorate
Department of Higher Education Science & Technology and Biotechnology
Govt. of West Bengal
Bikash Bhavan, Salt Lake
Kolkata-91

Through proper channel

Subject: Intimation regarding pursuance of Ph.D. degree

Madam,

With reference to the above subject, I would like to inform you that, I am pursuing Ph.D. degree in Sanskrit literature under supervision of Prof. Satyajit Layek and registered with University of Calcutta.

This is for your kind information.
Thanking you.

Yours sincerely,

Laxmi Narayan Rao
[Laxmi Narayan Rao]
Assistant Professor, W.B.E.S.
Department of Sanskrit
Maulana Azad College



To
The Principal
Maulana Azad College
Kolkata-13

Date: 05.07.2023

Subject: Application for Station Leave

Respected Sir,

This is to inform you that, I, Madhu Sarda, Assistant Professor in the Department of Commerce, shall remain out of station from 06.07.2023 to 08.07.2023, as I need to attend my PhD Viva-voce on 07.07.2023 at the Department of Commerce, University of North Bengal. Kindly grant me station leave for the above-mentioned dates.

Thanking you in anticipation.

Madhu Sarda
Madhu Sarda
Assistant Professor
Department of Commerce
Maulana Azad College
Kolkata-13

Attachment:

1. Letter from Registrar Office, University of North Bengal

Principal
Principal
Maulana Azad College
Kolkata

- User Administration
- DDC Administration
- Monitor Maintenance
- MFD & Reports
- Backup
- DDC Field Upgrade
- Certified Operator Schedule

From: thor@maths.uq.edu.au

2020 Institute for Systems Research seminar series: JCR and
 Institute for Data Science: Modeling and Design of Smart Transportation
 from Data for the Future and JCR Seminar
 Symposium: a JCR project for Mining the Data and the Data in the Community Project in 2020
 Institute for Mining the Data and the Data in the Community Project in 2020
 Institute for Mining the Data and the Data in the Community Project in 2020
 Institute for Mining the Data and the Data in the Community Project in 2020

References

Southwest University is proud to offer you Southwest in Seattle from
 West. The staff at Southwest West and Pacific Northwest
 Southwest University at 1000 West 1st Avenue, Suite 100, University of Washington
 Higher Education Institute, University of Washington, 1000 West 1st Avenue, Suite 100, Seattle, WA 98194
 206.616.1000 • Fax: 206.616.1001

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WEST BENGAL
- Secondary School Registration

Bonus

Bonus Master Data

Fin Year: 2022-2023 | Disbursement Date: | Ceiling Amount: | Bonus Amount: | GO Number: | GO Date: |

Refresh



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
Maulana Azad College

8, RAFI AHMED KIDWAI ROAD, KOLKATA 700013, INDIA
Phone: 033 2249-3737/2226-7814 e-mail: maulanaazadcollegekolkata@gmail.com
Website: https://maulanaazadcollegekolkata.ac.in



Memo No.: _____

Dated: _____

Sample Photographs of Teacher's on duty leave and Charge Report for participation in various Orientation Programme (OP), Refresher Course (RC) and Short Term Course (STC)

Forwarded
Hadd
Department of Microbiology
Maulana Azad College
8, Rafi Ahmed Kidwai Road
Kolkata - 700013

To
The Principal
Maulana Azad College
Kolkata

Sub: Permission to attend Orientation programme

Respected Sir

With due respect I would like to inform you that I have been selected as a participant for the 125th Orientation Programme which is going to be held at HRDC, University of Calcutta, from 04.02.2019 to 04.03.2019.

Therefore I request you to grant me leave for attending the aforesaid programme.

Thanking you

Yours faithfully
Arpan Das
Assistant Professor
Department of Microbiology
Maulana Azad College

To
The Principal
Maulana Azad College
Kolkata

Date: 18.01.2020

Sub: Joining to normal duties in College after completion of Refresher Course

Respected Sir

With due respect I would like to inform you that I have successfully completed the Refresher Course held by HRDC-Calcutta University from 04.01.2020 to 17.01.2020. Now today (18.01.2020) forenoon, I am joining to my normal duties in the Department of Microbiology.

Thanking you

Yours faithfully
Arpan Das
Assistant Professor
Department of Microbiology
Maulana Azad College

GOVERNMENT OF WEST BENGAL
Education Directorate
Bikash Bhavan, Bidhannagore, Kolkata - 700 091

No. _____ Dated at Kolkata the _____

CM-33A-2015(P1-III)

The following Lecturer/Assistant Professor of Microbiology, Maulana Azad College, is/are hereby permitted to attend/participate in the Refresher/Orientation Course as sponsored by the U.G.C. for the following period as noted below against each incumbent

Sr. No.	Name with Designation	Where Attached	From	To
1.	Dr. Arpan Das, Asst. Professor in Microbiology, Maulana Azad College, Kolkata.	VOC-HRDC, University of Calcutta	04.02.2019	04.03.2019

As such, the period of his/her absence from his/her normal duties in the College for the above noted period from attending the said Course from 04.02.2019 to 04.03.2019 may be treated as leave on duty.

The Accountant General, West Bengal and the Pay & Accounts Officer, Kolkata/Treasury Officer, Kolkata are being informed.

Sd/- Prof. Jayanti Ray Chaudhuri
Director of Public Instruction,
West Bengal

Dated at Kolkata the 17/12/19

No. 2350/(4)-A

Copy forwarded for information and necessary action to:

- The Principal Accountant General (A & E), West Bengal, Treasury Buildings, Kolkata - 700 001.
- The Pay & Accounts Officer, Kolkata Pay & Accounts Office, 81/2/2, Phears Lane, Kolkata - 700 012.
- The Treasury Officer,
- The Principal Officer-in-Charge, Maulana Azad College, 8, Rafi Ahmed Kidwai Road, Kolkata - 13.

Sd/- (Smt) / Dr. Arpan Das, Asst. Prof. in Microbiology, Maulana Azad College, 8, Rafi Ahmed Kidwai Road, Kolkata - 13.

for Director of Public Instruction,
West Bengal

WEST BENGAL FORM NO 2403(1000-07/89)

MEMO NO _____ DATE _____

FORWARDED

Principal
Maulana Azad College, Kolkata

To
The Principal Secretary, Education Dept., Govt. of West Bengal, Bikash Bhavan, Salt Lake, Kol-91
The Accountant General, West Bengal, Treasury Buildings, Calcutta-700001
The Director of Public Instruction, West Bengal, Bikash Bhavan, Salt Lake, Kolkata-91
The Pay & Accounts Officer, Calcutta Pay & A/Cs. Office, 81/2/2, Phears Lane, Kolkata
Shri/Smt. MD. MANZAR HUSSAIN Maulana Azad College
Kolkata
Accounts Section of this College.

Guard File

With reference to rule 61 of the West Bengal Financial Rules, Vol. 1, we I undersigned, have to report that we have this 10:30 (Fore-noon) @ _____ in the Fore-noon/After noon respectively delivered over and received charge: ASSISTANT PROFESSOR of Maulana Azad College, Kolkata.

Signature of the Relieved officer
(Name in Block letters) DR. DABIR AHMED

Service/Designation ASSOCIATE PROFESSOR

Signature of the Relieving Officer
(Name in Block letters) MD. MANZAR HUSSAIN

Service/Designation ASSISTANT PROFESSOR

The place at which the order of appointment was received _____

Principal
Maulana Azad College
Kolkata

HRMS

Search

- > Pay Fixation
- > HRMS MIS
- Employee Information
 - > GPF
 - > Reports
 - Final Payment Authority
 - GPF Interest Rate
 - GPF Account Statement
 - Additional Final Payment
 - Dr/Cr Schedule Adjustment

Final Payment Authority : Report

Generate Final Payment Authority Report

Please Press Enter Key After Giving Employee No.

Employee Number: Employee Name:

Download the GPF Final payment Authority and then prepare bill in TR 50 using "DPPG" radio button. The GPF Final Payment Authority details will be auto-fetched in TR 50

HRMS

Q Search x

- › Transfer
- › Reports
- › Loss of Pay Calculation

Inbox

▼ Pay Bill

Bill Generation

Bill Summary

Arrear/Sup Bill Generation

Generation of Part Salary

Bulk Out of Account Deduction

Commutative Statement = CD

Pay Bill Details

Bill Type

Salary Bill ☒ Other Bill ☐

Salary YearMonth

Year

2023 ▼











Month

January

1999

Show 10 entries

Search

	SI No	Request Id	Reference No	Bill No	Bill Date	Salary Head	Status	Process Log	Error Log	Details
	1	202301195171478(PAYBILL)	20220112499981	SL/216	18/01/2023	70-2202-03-103-00-009-01-V	Submitted To Treasury	View	View	
	2	202301195171428(PAYBILL)	20220112499980	B/G/215	18/01/2023	70-2202-03-103-00-009-01-V	Submitted To Treasury	View	View	
	3	202301195171477(PAYBILL)	20220112499979	B/G/214	18/01/2023	70-2202-03-103-00-009-01-V	Submitted To Treasury	View	View	
	4	202301195171482(PAYBILL)	20220112499937	SL/DO/218	18/01/2023	70-2202-03-103-00-009-02-V	Submitted To Treasury	View	View	
	5	202301105171481(PAYBILL)	20220112400038	B/G/PT/217	18/01/2023	70-2202-03-103-00-009-02-V	Submitted To Treasury	View	View	

Showing 1 to 5 of 5 entries



GOVERNMENT OF WEST BENGAL
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Maulana Azad College

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Website: <https://maulanaazadcollegekolkata.ac.in>



T. R. FORM NO. 28
[T.R. 4.135 Sub-Rule (1) and Explanation 1 and T.R. 4.137]

Ref No. 20230813491647

D.D.O Code: CABED0008	Bill No.: SL/DOR/6	Date: 24/08/2023
Taken No.:	T.V. No.:	Date:
Head Of Account Code: 70-2202-03-105-009-02-V	Sanction No.:	Date:

Bill for drawing charges relating to (a) Wages, (b) Office Expenses, (c) Payment for professional and special services, (d) Rates & Taxes/Royalty, (e) Publications, (f) Advertising, Sales and Publicity Expenses, (g) Hospitality Expenses/Sumptuary allowances etc., (h) Machinery and Equipment/Tools and Plants, (i) Motor Vehicles, (j) Maintenance, (k) Minor works, (l) Materials and Supplies, (m) Other charges and (n) Secret Service Expenditure, (o) Recoupment of Permanent Advance etc.

Office of the: PRINCIPAL MAULANA AZAD COLLEGE, G O W B			
For the Month of: August / 2023			
Sl. No. of Sub-Vouchers	Description of charge	Authority for drawing charge (Via sanctioned under delegated power or sanctioned by the competent authority may be quoted with No. and Date)	Gross Amount (Rs.)
	Wages Bill		38000
Total (in words): Thirty Eight Thousand only			

Certified that:-

(i) The expenditure charged in this bill could not with due regard to the interests of the public service, be avoided. I certify that to the best of my knowledge and belief the payments entered in this bill have been duly made to the parties entitled to receive them with the exceptions noted below, which exceed the balance of the permanent advance and will be paid on receipt of the money drawn on this bill.

(ii) Vouchers for all sums above Rs. 500/- in amounts are attached to this bill. I have, as far as possible, obtained vouchers for other sums and am responsible that they have been destroyed or so defaced or mutilated that they cannot be used again. All work-bills are annexed.

(iii) The purchases, billed for have been received in good order, that their quantities are correct, and their quality good that the rates paid for are not in excess of the accepted rates and that suitable notes of payments have been recorded against the indents and invoices concerned to prevent double payments.

(iv) a) Expenditure on conveyance hire charged in this bill in terms of Rules 3 of Appendix-11 to the West Bengal Financial Rules, was actually incurred, was unavoidable and is within the scheduled scale of charges for the conveyance used and

b) The Government employee concerned is not entitled to draw travel expenses under the ordinary rules for the journey, and that he is not granted any compensatory leave and does not and will not otherwise receive any special remuneration for the performance of the duty which necessitated the journey.

(v) As Group D employees whose pay has been charged in this bill were actually entertained in Govt. Service during the period concerned and amount drawn on bill, one month previous to this date has been paid to the person concerned.

(vi) Provisions of WBFR Part-I Rule 47 as amended have been observed properly.

(vii) The amount claimed in this bill was not drawn before and both office copy and fair copy of the bill agree with each other.

(viii) The particulars of the beneficiary in respect of this bill have been verified and entered correctly in the IFMS Beneficiary Master.

Amount Received	Rs.	400000.00
Progressive Expenditure including this Bill	Rs.	2217468.00
Balance Available	Rs.	1782542.00

Principal
Maulana Azad College
Kolkata



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
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Website: <https://maulanaazadcollegekolkata.ac.in>

[illegible][illegible]

Principal
Meralana Azad College
Kolkata



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ENERGY CHARGES									
Meter No.	Rate/Phase	Amperes	Meter Reading Previous	Meter Reading Present	MP	Units Consumed	Total Units Billed	Energy Charges (₹)	
SBRT131 01	PD Ph	100	111775	114880	2	3682	3682	25433.66	
								*Total	25433.66

CUSTOMER DETAILS	
Customer ID: 01000016728	Consumer No: 85214002036
Your Regional Office Central Regional Office CESC House, Chowringhee Square Kolkata 700001 Tel-2225-6040	

BIL CALCULATIONS for the Month: FEBRUARY 2022	
First Demand Charges (₹)	
Meter Rate (₹/KVA/Month)	28
Load KVA/Month	88.2
First Demand Charges to be Paid (AxB) (₹)	1975.60**
GOVT DUTY (DD)	
(EC+FC+MVA) x DD % (D)	00 TO BE PAID
Revenue (EC)	
GO TO BE PAID (CxD) (₹)	

Energy Charges (₹C)	
DATE PAID	
Month	Year
01	2022

The above are subject to taxes, charges and surcharges, as applicable.

45th INTERNATIONAL KOLKATA BOOK FAIR 2022
28 February to 13 March 2022
CENTRAL PARK MELA GROUND, BIDHANNAGAR
KOLKATA LITERATURE FESTIVAL
11 & 12 March 2022 at the Fairground

CASH OFFICES
(Details available in CESC Website www.cesc.co.in)

CASH OFFICE	HOURS OF PAYMENT	
	19 FEB 2022 (Monday)	20 FEB 2022 (Tuesday)
CENTRAL REGIONAL, NORTHWEST REGIONAL, NORTH CENTRAL REGIONAL, NORTH EAST REGIONAL, WEST CENTRAL REGIONAL, SOUTH CENTRAL REGIONAL, SOUTH WEST REGIONAL, SOUTH EAST REGIONAL, SOUTH CENTRAL REGIONAL, SOUTH WEST REGIONAL, SOUTH EAST REGIONAL	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, BANGALORE	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, CHENNAI	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, COIMBATORE	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, DELHI	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, GUWAHATI	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, HYDRABAD	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, JALGAON	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, JODHPUR	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, KANPUR	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, KOLKATA	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, LUDHIANA	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, MUMBAI	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, RAIPUR	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, RAJASTHAN	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, ROURKELA	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, TIRUPATI	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, VADODRA	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, VARANASI	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, VISAKHAPATNAM	10:00 am to 02:00 pm	10:00 am to 02:00 pm
REGIONAL OFFICE, YERVADA	10:00 am to 02:00 pm	10:00 am to 02:00 pm

* Subject to change - Please refer to CESC Website www.cesc.co.in

[Signature]
Principal
Maulana Azad College
Kolkata



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
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Sanjiv Gherika
Principal
MAULANA AZAD COLLEGE
8, RAFI AHMED KIDWAI ROAD
KOLKATA 700013

YOUR ELECTRICITY BILL FOR JULY 2021 (07212)

Please refer to our website www.cesc.co.in for revised cash office operating timing
Bill No.: 85214002036 / 07212 Bill Date: 06/08/21 CEN: 1335031061078PL0091443

For Immediate Assistance
033 35011912 | 033 44931912
18005861912 | 1912

Customer ID: 01000016726

Gross Amount Rounded: ₹ 18881
Rounded Net Amount Payable as per BILL DETAILS: ₹ 16688
Rebate: ₹ 199.63
Due Date: 16/08/21

Units Billed: 2726*
Current Reading Date: 01/08/21
Previous Reading Date: 01/07/21

BILL DETAILS

Energy Charges	₹ 17282.84
RDs	₹ 790.54
Fixed/Unfixed Charges	₹ 3070.60
Govt. Duty	₹ 0.00
Minimum Rent	₹ 50.00
Adjustments	₹ -3221.88
Gross Amount	₹ 16881.10
Rebate	₹ 192.63
Net Amount	₹ 16688.47
Applicable late payment penalty	₹ 320.63
Net amount due to payment made	₹ 16495.54
Net Amount Due to payment	₹ 16495.50
Load (Watt): 83.1 Security Deposit	₹ 11.00

Consumer Type: Specified Institution

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Principal
Maulana Azad College, Kolkata

Paid & Cancelled
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Maulana Azad College
Kolkata

Consumer No.	Gross Amt (₹)	Net Amount (₹)	Due Date	A/C Month	Consumer No.
85214002036	18881	16688	16/08/21	07212	85214002036

UNIQUE ID : 01000016726 BILL ID : 7007212

esia/LOT-1/311/511

Principal
Maulana Azad College
Kolkata



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
Maulana Azad College

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Phone: 033 2249-3737/2226-7814 e-mail: maulanaazadcollegekolkata@gmail.com
Website: https://maulanaazadcollegekolkata.ac.in



TAX INVOICE

Infotech Lab 321 Canal Street, Lake Town Kolkata-700048				
CONSIGNEE		Invoice No :	Date:	
TO		G136 / 2022 - 2023	15.09.2022	
OFFICE OF THE PRINCIPAL MAULANA AZAD COLLEGE GOVT. OF WEST BENGAL 8, RAFI AHMED KIDWAI ROAD KOLKATA - 700 013 TELE - FAX: 033 2226 4306 E Mail: maulanaazadcollegekolkata@gmail.com		Challan No	Date:	
		NA		
		Quotation No	Date:	
		WEB / MAC / 18 - 19 / 1104 Value Added No. 07 / Tender dated 06.04.2018	11.04.2018	
		Purchase Order	Date:	
		RENEWAL		
CONTACT PERSON:- Dr. Subhashis Dutta		Mode of Despatch :		
		ONLINE / INSTALLATION		
Website: www.maulanaazadcollegekolkata.ac.in		Payment Terms :		
		ON RECEIPT OF INVOICE		
Sl. No.	Description	Quantity	Rate	Amount
1	G SUITE FOR EDUCATIONAL INSTITUTIONS	1	10,000.00	10,000.00
<p><i>Work done Satisfactorily</i></p> <p>HSN CODE:908314</p> <p>HSN CODE:908314</p>		Sub Total		10,000.00
		CGST @ 9%		900.00
		SGST @ 9%		900.00
		GRAND TOTAL		11,800.00
GSTIN NO:- 19BTCPD2550A2ZB		<p>For Infotech Lab</p> <p><i>[Signature]</i></p> <p>Authorized Signatory</p>		
<p>(1) Services cannot be reverted. Interest @ 18% will be charged if payment is not received within 30 days of presentation of BILL.</p> <p>(2) All issues subject to Kolkata jurisdiction.</p> <p>(3) Please draw cheques in the name of 'INFOTECH LAB'</p> <p>(4) Bank: Axis Bank Ltd. A/c Name: INFOTECH LAB A/c No. 903020800497155, IFS CODE: UTIB00000025.</p>		<p>INFOTECH LAB</p> <p>Regd. Add - 207/1, R.B.C. Road, Kolkata - 28</p> <p>City Add - 321, Canal Street, P.O.-Sree Bhairav, Lake Town, Kolkata - 700 048</p> <p>E-mail: sales@infotechlab.in</p> <p>Web: www.infotechlab.in</p> <p>Phone No. - 03322264306</p>		

City Office : AE 22, Sector - I, Salt Lake City, Kolkata - 700 064, Mobile : 9830031349
Reg. Office : 207/1, R.B.C. Road, Kolkata - 700 028
E-mail : sales@infotechlab.in, Web : www.infotechlab.in

[Signature]
Principal
Maulana Azad College
Kolkata

GOVERNMENT OF WEST BENGAL
FINANCE DEPARTMENT
AUDIT BRANCH

No.-3173 -F (J)-W.B.

Date : 21.11.2022

MEMORANDUM

SUBJECT: State Government Employees Group Insurance Scheme, 1987-Table of Benefits under Savings Fund for the year of cessation of Membership 2022-2023.

In continuation of this Department's Memo No 2055-F(J)W.B. dated 04.08.2022, the undersigned is directed to say that a new table of benefits showing accumulation of savings fund under the above mentioned scheme corresponding to a unit subscription of Rs. 10/- (Rupees Ten) only per month has been drawn up for the period from **01.11.2022 to 31.01.2023** in matching with the Central Government Employees Group Insurance Scheme, 1980 circulated under GOI's OM No. 7(2)/EV/2016 dated 12th September, 2022.

2. A copy of the said table is enclosed herewith as ready- reckoner. The figures have been worked out on the basis of the rate of interests as follows:-

From	To	Interest p.a.(compounded quarterly)	From	To	Interest p.a. (compounded quarterly)
01.11.1987	31.10.2001	12%	01.08.2019	30.04.2020	8%
01.11.2001	31.10.2002	11%	01.05.2020	31.10.2020	7.9%
01.11.2002	31.10.2003	9.5%	01.11.2020	31.01.2021	7.9%
01.11.2003	31.10.2004	9%	01.02.2021	30.04.2021	7.1%
01.11.2004	31.10.2012	8.0%	01.05.2021	31.07.2021	7.1%
01.11.2012	31.10.2013	8.6%	01.08.2021	31.10.2021	7.1%
01.11.2013	31.10.2014	8.8%	01.11.2021	31.01.2022	7.1%
01.11.2014	31.10.2017	8.7%	01.02.2022	30.04.2022	7.1%
01.11.2017	31.01.2018	8.0%	01.05.2022	31.07.2022	7.1%
01.02.2018	30.04.2018	7.9%	01.08.2022	31.10.2022	7.1%
01.05.2018	31.10.2018	7.8%	01.11.2022	31.01.2023	7.1%
01.11.2018	31.07.2019	7.6%			

The mortality rate continues to remain unchanged.

3. The amounts shown in the table are applicable (with the fractions) for one unit and to be rounded off after calculating the final amount payable.

4. The amounts shown in the table are applicable to a member of Group-D category. Corresponding amounts for the member of higher groups may be calculated proportionately.

5. It is assumed that subscriptions have fully been realized from salary up to the month in which a member ceases to be in service, failing the same shall be deducted with interest from his/her entitlement.



Joint Secretary
to the Government of West Bengal


ENCLOSURE TO THE FINANCE DEPARTMENT MEMO NO: 3173 -F(J)-WB DATED: 21.11.2022.

TABLE OF BENEFITS SHOWING SAVINGS FUND ACCUMULATIONS UNDER THE GROUP INSURANCE SCHEME, 1987 FOR SUBSCRIPTION @ RS. 10/- PER MONTH,

YEAR OF CESSATION 2022-2023

MONTH OF CESSATION FROM NOVEMBER, 2022 TO JANUARY, 2023.

YEAR OF ENTRY	November,2022 (In Rupees)	December,2022 (In Rupees)	January,2023 (In Rupees)
1987	21604.55	21738.62	21873.49
1988	19300.04	19420.56	19541.79
1989	17215.45	17323.71	17432.61
1990	15360.07	15457.42	15555.34
1991	13710.68	13798.32	13886.49
1992	12247.13	12326.17	12405.67
1993	10950.84	11022.26	11094.09
1994	9793.94	9858.55	9923.54
1995	8767.14	8825.70	8884.62
1996	7856.48	7909.70	7963.22
1997	7048.05	7096.50	7145.25
1998	6327.89	6372.11	6416.59
1999	5686.72	5727.16	5767.85
2000	5125.15	5162.29	5199.66
2001	4622.74	4656.93	4691.32
2002	4170.78	4202.32	4234.03
2003	3763.19	3792.33	3821.64
2004	3391.16	3418.11	3445.21
2005	3049.02	3073.96	3099.04
2006	2732.94	2756.02	2779.23
2007	2440.93	2462.29	2483.77
2008	2171.16	2190.93	2210.81
2009	1921.93	1940.23	1958.64
2010	1691.68	1708.63	1725.68
2011	1478.96	1494.66	1510.45
2012	1282.29	1296.83	1311.46
2013	1101.58	1115.05	1128.61
2014	935.77	948.28	960.86
2015	783.72	795.33	807.01
2016	644.20	654.99	665.84
2017	516.19	526.22	536.32
2018	398.25	407.59	416.99
2019	288.99	297.69	306.44
2020	187.94	196.05	204.20
2021	94.28	101.84	109.44
2022	7.00	14.04	21.12


Joint Secretary
to the Government of West Bengal

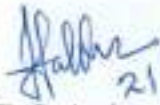
No.-3173/1(250)-F (J)-W.B.

Date :21.11.2022

FIN-22012/11/2018-GROUP J SEC-Dept. of FIN

Copy forwarded for information to:

1. The Principal Accountant General (A&E).W.B , Treasury Buildings, Kolkata-700001.
2. The Commissioner (All).
3. The Secretary (All Departments of the State Government).
4. The Director (All Directorates of the State Government).
5. The District Magistrate/Judges (All Districts of the State Government).
6. The S.D.O (All Districts of the State Government). He is requested to circulate the Memo along with the enclosure to all offices under his jurisdiction.
7. The Deputy Secretary, Finance Department, Accounts Branch, Nabanna, Howrah-711 102
8. The Deputy Secretary, Finance Department, Group-H, Writers' Buildings.
9. All the Treasury Officers including the Pay and Accounts Officer, Kolkata Pay and Accounts Office-I,II &III
10. The Superintendent of Police (all district)
11. The D.T.A, W. Bengal, Mitra Building, Lyons Range, Kol-01.
12. Shree Sumit Mitra, Network Administrator, Finance Department, Nabanna, Howrah-711102. He is requested to upload this Memo in F.D's Website.
13. The Section Officer, Group-H Finance Department Govt. of West Bengal, Writers' Buildings/Nabanna.
14. Office Copy.


21/11/2022
O. S. D. & E. O. Assistant Secretary
to the Govt. of West Bengal



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
Maulana Azad College

8, RAFI AHMED KIDWAI ROAD, KOLKATA 700013, INDIA
 Phone: 033 2249-3737/2226-7814 e-mail: maulanaazadcollegekolkata@gmail.com
 Website: <https://maulanaazadcollegekolkata.ac.in>



Office of the Principal
 Maulana Azad College, Kolkata-73
 Notice dated: 07/07/2021

Schedule for B.A./B.Sc. (Hons. & General) (CBCS) Semester-2, 4, 6 Internal / Tutorial Examination 2021 of the CU¹
 The Heads of the Departments are requested to schedule the Internal/Tutorial Examinations for the Hons. Papers (CC, SEC, DBE) and intimate the same to their students and these examinations should be completed by 26/07/2021.
 Students having Hons. subjects are directed to contact their respective Departments for the schedule of the Hons. paper examinations.

Schedule for B.A./B.Sc. (Hons. & Gen) (CBCS) Semester-2

1. INTERNAL EXAMINATION				
Date	Day	Paper	Subject	Time *
23-07-21	Fri	CC/GE-2	ARBO, PERG	10:00 AM
			ENGG, PERG, PLBG, SANG SOCG	
			BOTG, CEMG, ECOG, MTMG	12 Noon
			PHBG, STMG, ZOOG	
			BMGG, URDG	2:30 PM
24-07-21	Sat	ABCC-2 (SVS)	HBGL, HRCG	4:30 PM
			ABCC-2 ENFS FOR ALL	11:00 AM

(*duration of exam: 30 mins & 150-160)

2. TUTORIAL EXAMINATION				
Date	Day	Paper	Subject	Time
23-07-21	Fri	CC/GE-2	ARBO, PERG	10:30 AM
			ENGG, PERG, PLBG, SANG SOCG	
			ECOG, MTMG	12:30 PM
			BMGG, URDG	2:30 PM
			HBGL, HRCG	4:30 PM

Schedule for B.A./B.Sc. (Hons. & Gen) (CBCS) Semester-4

1. INTERNAL EXAMINATION				
Date	Day	Paper	Subject	Time *
27-07-21	Fri	SEC-B	BENGALI, ENGLISH, URDU	10:00 AM
			ARBO, PERG	
			ENGG, ENCO, HBGL, HRCG	2:30 PM
			PHBG, PLBG, URDG	
			ARBO, PERG	10:00 PM
10-07-21	Mon	CC/GE-4	ENGG, PERG, PLBG, SANG SOCG	
			BOTG, CEMG, ECOG, MTMG	12 Noon
			PHBG, STMG, ZOOG	
			BMGG, URDG	2:30 PM
			HBGL, HRCG	4:30 PM

(*duration of exam: 30 mins & 150-160)

2. TUTORIAL EXAMINATION				
Date	Day	Paper	Subject	Time
27-07-21	Sat	CC-III-1	BENGALI, ENGLISH, URDU	10:30 AM
			ARBO, PERG	10:30 AM
			ENGG, PERG, PLBG, SANG SOCG	
			ECOG, MTMG	12:30 PM
			BMGG, URDG	2:30 PM
10-07-21	Mon	CC/GE-4	HBGL, HRCG	4:30 PM

Schedule for B.A./B.Sc. (Hons. & Gen) (CBCS) Semester-6

1. INTERNAL EXAMINATION				
Date	Day	Paper	Subject	Time *
27-07-21	Sat	SEC-B	BENGALI, ENGLISH, URDU	12 Noon
			ARBO, PERG	
			ENGG, ENCO, HBGL, HRCG	3:30 PM
			PHBG, PLBG, URDG	
			ARBO, PERG	12 Noon
24-07-21	Sat	DBE-B	BMGG, ENCO, HBGL, HRCG	
			PHBG, PLBG, URDG, ZOOG	4:30 PM

(*duration of exam: 30 mins & 150-160)

2. TUTORIAL EXAMINATION				
Date	Day	Paper	Subject	Time
27-07-21	Sat	SEC-II-2	BENGALI, ENGLISH, URDU	12:30 PM
			ARBO, PERG	
			ENGG, ENCO, HBGL, HRCG	12:30 PM
			PHBG, PLBG, URDG, ZOOG	
				2:30 PM

^{***} B.Com. Students are directed to contact their Department for the Schedule of the Examination

Principal
 Maulana Azad College, Kolkata

Principal
 Maulana Azad College
 Kolkata



GOVERNMENT OF WEST BENGAL
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Office of the Principal
Maulana Azad College, Kolkata-700013

NOTICE: Date: 21/12/2021

Schedule of B.A./B.Sc. (Hons. & General) (CBCS) Semester-3, 5. Internal/ Tutorial Examination-2021.

B.A./B.Sc. Honours (CBCS) Internal and Tutorial Examinations of Semester-3 and Semester-5 should be completed within **January 05, 2022.**

The Heads of the Departments are requested to prepare the Schedule of the Honours Subject Examinations and communicate the same to the students.

B.Com. Students are directed to contact their Department for the Schedule of the Examination.

B.A. (General) SEMESTER-5

1. INTERNAL EXAMINATION

Date	Day	Paper	Subject/Course	Time *
Jan 07,2022	Thu	LCC1(2)	ENGLISH	11:00 AM
		SEC-A	ARBG, PERG, BNGG, ENGG, HISG, IHCG, PHIG, PLSG, URDG, ECOG	1:00 PM
		DSE-A	BNGG, ENGG, HISG, IHCG, PHIG, PLSG, URDG, ECOG	2:00 PM
			ARBG, PERG	3:00 PM

(*duration of exam: 30 mins & FM-10)

B.A./B.Sc. (Hons. & General) SEMESTER-3

1. INTERNAL EXAMINATION

Date	Day	Paper	Subject/Course	Time *
Jan 06,2022	Thu	CC/GE-3	ARBG, PERG	10:00 AM
		CC/GE-3	ENGG, PHIG, PLSG, ECOG, SANG, SOCG	12 Noon
		GE-3	BOTG, CEMG, MTMG, PHSG, STSG, ZOOG	12 Noon
		CC/GE-3	BNGG, URDG	2:00 PM
		CC/GE-3	HISG, IHCG	4:00 PM
Jan 07,2022	Fri	LCC1(1)	ENGLISH	10:00 AM
		SEC-A	ARBG, PERG, BNGG, ENGG, HISG, IHCG, PHIG, PLSG, URDG, ECOG	12 Noon

(*duration of exam: 30 mins & FM-10)

2. TUTORIAL EXAMINATION

Date	Day	Paper	Subject/Course	Time
Jan 06,2022	Thu	CC/GE-3	ARBG, PERG	10:30 AM
		CC/GE-3	ENGG, PHIG, PLSG, ECOG, SANG, SOCG	12:30 PM
		GE-3	MTMG	12:30 PM
		CC/GE-3	BNGG, URDG	2:30 PM
		CC/GE-3	HISG, IHCG	4:30 PM

Principal


Principal
Maulana Azad College
Kolkata



GOVERNMENT OF WEST BENGAL
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Office of the Principal
Maulana Azad College, Kolkata-700013

NOTICE: Date: 07/02/2022

Schedule of B.A./B.Sc. (Hons. & General) (CBCS) Semester-1 Internal/ Tutorial Examination-2021

B.A./B.Sc. Honours (CBCS) Internal and Tutorial Examinations of Semester-1 in CC-1 and CC-2 shall be conducted by the departments during **February 15 - 18, 2022** as per convenience.

B.Com. Students are directed to contact their Department for the Schedule of the Examinations.

SEMESTER-1 (B.A./B.Sc. Honours & General)

1. INTERNAL EXAMINATION				
Date	Day	Paper	Subject/Course	Time *
Feb 19, 2022	Sat	AECC1	AECC	12 Noon
Feb 21, 2022	Mon	CC/GE-1	ARBG, PERG	10:00 AM
		CC/GE-1	ENGG, PHIG, PLSG, ECOG, SANG, SOCG	12 Noon
		GE-1	BOTG, CEMG, MTMG, PHSG, STSG, ZOOG	
		CC/GE-1	BNGG, URDG	2:00 PM
		CC/GE-1	HIISG, IHCG	4:00 PM

(*duration of exam: 30 mins & FM-10)

2. TUTORIAL EXAMINATION				
Date	Day	Paper	Subject/Course	Time *
Feb 21, 2022	Mon	CC/GE-1	ARBG, PERG	10:30 AM
		CC/GE-1	ENGG, PHIG, PLSG, ECOG, SANG, SOCG	12:30 PM
		GE-1	MTMG	
		CC/GE-1	BNGG, URDG	2:30 PM
		CC/GE-1	HIISG, IHCG	4:30 PM

(*duration of exam: 30 mins & FM-15)

Principal


Principal
Maulana Azad College
Kolkata



Government of West Bengal

Detailed Report on Engagement of Employees in Parastatal and Purely Government Office (Administrative Department)

M-HR-MISC-03

As On : 31/05/2023

Service Type : State Government

Name of Administrative Department	A			B			C			D		
	Purely Govt. Office	Parastatal	Total	Purely Govt. Office	Parastatal	Total	Purely Govt. Office	Parastatal	Total	Purely Govt. Office	Parastatal	Total
Higher Education	0	0	0	3	0	3	4	0	4	34	0	34
Total	0	0	0	3	0	3	4	0	4	34	0	34

Service Type : UGC

Name of Administrative Department	A			B			C			D		
	Purely Govt. Office	Parastatal	Total	Purely Govt. Office	Parastatal	Total	Purely Govt. Office	Parastatal	Total	Purely Govt. Office	Parastatal	Total
Higher Education	97	0	97	0	0	0	0	0	0	0	0	0
Total	97	0	97	0	0	0	0	0	0	0	0	0
Grand Total	97	0	97	3	0	3	4	0	4	34	0	34

Head office Sanction Strength Monitoring Report

Head Of Office Name		MAULANA AZAD COLLEGE				HOO Code : 4HEHO065	
Name of the Sanctioned Post created against the HOO Code	Number of the such Sanctioned Posts	Number of Employees who are tagged with such sanctioned	Number of Employees who are tagged with un-sanctioned	Number of Employees who are not tagged with any Post	Number of Sanctioned posts remain vacant	AA Name(Cadre Controlling Authority) who created such	AA description and code
College Librarian	2	1	0	0	1	SILADITYA BASURAY	APPOINTMENT & TECHNICAL BRANCH (1HEDA00021)
Laboratory Attendant	2	0	0	2	2	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Darwan	4	3	0	0	1	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Orderly	1	1	0	0	0	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Stenographer	1	0	0	0	1	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Assistant Professor in Physics	8	7	0	0	1	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Assistant Professor in Microbiology	6	5	0	1	1	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Professor	1	1	1	0	0	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Clerk cum Cashier	1	1	0	0	0	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Assistant Professor in Zoology	10	7	0	1	3	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Visti	2	0	0	0	2	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Head Clerk	1	1	0	0	0	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Peon	5	5	0	0	0	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Assistant Professor in Mathematics	5	3	0	2	2	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)

Head Of Office Name	MAULANA AZAD COLLEGE				HOO Code : 4HEHO065		
Name of the Sanctioned Post created against the HOO Code	Number of the such Sanctioned Posts	Number of Employees who are tagged with such sanctioned	Number of Employees who are tagged with un-sanctioned	Number of Employees who are not tagged with any Post	Number of Sanctioned posts remain vacant	AA Name(Cadre Controlling Authority) who created such	AA description and code
Assistant Professor in Sanskrit	3	3	0	0	0	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Assistant Professor in Urdu	7	7	0	1	0	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Assistant Professor in History	5	5	0	0	0	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Second Grade Clerk	1	1	0	0	0	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Sweeper	12	10	0	2	2	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Duftry	2	1	0	1	1	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Principal	1	1	0	0	0	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Assistant Professor in Political Science	4	2	0	2	2	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Assistant Professor in Bengali	4	4	0	1	0	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Assistant Professor in Botany	5	4	0	1	1	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Accountant	1	1	0	0	0	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Mali	2	0	0	1	2	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Compounder	1	1	0	0	0	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Assistant Professor in Arabic	4	2	0	1	2	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)

Head Of Office Name		MAULANA AZAD COLLEGE				HOO Code : 4HEHO065	
Name of the Sanctioned Post created against the HOO Code	Number of the such Sanctioned Posts	Number of Employees who are tagged with such sanctioned	Number of Employees who are tagged with un-sanctioned	Number of Employees who are not tagged with any Post	Number of Sanctioned posts remain vacant	AA Name(Cadre Controlling Authority) who created such	AA description and code
Assistant Professor in Commerce	4	4	0	0	0	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Library Bearer	1	1	0	0	0	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Assistant Professor in Islamic History	3	3	0	0	0	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Assistant Professor in Statistics	5	5	0	0	0	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Assistant Professor in Persian	4	4	0	0	0	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Assistant Professor in Economics	4	3	0	1	1	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Laboratory Assistant	1	1	0	0	0	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Laboratory Bearer	6	6	0	0	0	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Night Guard	1	1	0	0	0	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Skilled Bearer	3	1	0	2	2	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Upper Division Clerk	1	1	0	0	0	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Assistant Professor in English	6	6	0	1	0	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Assistant Professor in Sociology	4	4	0	1	0	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Professor in Chemistry	1	1	0	0	0	SILADITYA BASURAY	APPOINTMENT & TECHNICAL BRANCH (1HEDA00021)

Head Of Office Name	MAULANA AZAD COLLEGE				HOO Code : 4HEHO065		
Name of the Sanctioned Post created against the HOO Code	Number of the such Sanctioned Posts	Number of Employees who are tagged with such sanctioned	Number of Employees who are tagged with un-sanctioned	Number of Employees who are not tagged with any Post	Number of Sanctioned posts remain vacant	AA Name(Cadre Controlling Authority) who created such	AA description and code
Farash	17	5	0	1	12	JAYASRI RAY CHAUDHURI	DIRECTORATE OF PUBLIC INSTRUCTION (2HEAA001)
Assistant Professor in Chemistry	8	7	0	1	1	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Assistant Professor in Philosophy	4	4	0	0	0	RAJENDRA SHANKAR SHUKLA IAS	HIGHER EDUCATION DEPARTMENT (170AA001)
Total	174	134	1	23	40		