

MUGBERIA GANGADHAR MAHAVIDYALAYA

P.O.—BHUPATINAGAR, Dist.—PURBA MEDINIPUR, PIN.—721425, WEST BENGAL, INDIA

NAAC Re-Accredited B-Level Govt. aided College

CPE (Under UGC XII Plan) & NCTE Approved Institutions

DBT Star College Scheme Award Recipient

E-mail: mugberia_college@rediffmail.com // www.mugberiagangadharmahavidyalaya.ac.in

TEACHERS' ATTENDANCE CUM-SELF APPRAISAL REPORT

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MAHAVIDYALAYA

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Principal — Mugheria Gong alhar Mahavidyalaya



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Principal —
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MUGBERIA GRNGROHAR (NAAC ACCREDITED B LEVELA

MAHAVIDYALAYA NCTE RECOGNISED INSTITUTION) Page No.- 113

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Principal Mahavidyalaya

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1. Method of Teaching

1. Method of Verbal lectures in Classes.
in all Classes with chalk and Duster.
_ in all Classes with chalk and Duster.
3. Power Point presentation (Ict base teaching).
1. Chalk and talk process applied in teaching method.
2. There are many personal Brooks and Journals has
- Fiven for the students for their study.
6. Also encourged students with Group Discussion for
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7. Pannel discussion also applied in the Class room
to teaching and learning process method.
8. Given Importance of Board working of the
- Claries with An Students and an It's very
Process.
9. Some home task, in given all students in regularly.
10. More Importance of the teachers and Students
Conversations for solving their problems in the
- Study of teaching - learning process.
Il. Given some money to poor students only for
their studies.
12. Interaction with Teachers and Guardians as a important of teaching method.
13. Notes and syllabors distribution of all classes
Or Semesters of all Students.
14. Prepare some Questions with Answers for 8the Students
in the method of teaching and learning process.
15 Taking Internal Assessment por paper and class
test in bach paper in each year.
18 Swipripe test taken

- u studen	to for educational constitue
17. Encourged the strong	of year wine guisnows
17. Encouraged the student 18. Solving the problem Papers.	1 U in wall
Papers. 19. Energe the student Magazine in per year	to publish their wall
la Francisco del Studion	
Magazine is per year	a given the students only
Mægarine in per year 20. Some references book For their study.	
For their study.	ge share the studenty only
21. Some other Knowled	general and
for their study.	
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and the sales was been at the	principal Maharita
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Semester-1 (core course) cc-2.
in India: 1. The Constitution Assembly and the Constitution: a) Philosophy of the Constitution, the preamble
in India:
1. The Constitution Assembly and the Constitution:
a) philosophy of the Constitution, the preamble
2. organs of Government: a) the Legislature: Parliament
Parliament
b) The Executive: President and Poine Minister
b) The Executive: Possident and Poine Minister c) The Judiciary: Supreme Court.
CC-8: - Political Theory - Concept and Debotes:
Tratic 4. The Universality of Rights!
a) Natural Rights b) Moral and regar right
of three generation of Rights d) Rights and
obligations important Issue: Rights of the child
(15-1: Nationalism in India:
Topic- \$ 5 Partition and Independence.
a) Communation in Indian Politics
b) the two-nation Theory, Negotiations over
Partition.
DSC-IA: - Introduction to political theory
Topic - 2 Concepts: Democracy, Liberty, Equality, Justice, Rights, Grander.
Justice, Rights, Grander.

6th Somester: (GE): United Nations and Gilobalistati	oh .
anos Conflicts	
Topic: - 1. The united Nations	412
a) An historical overview of the United Nations	
5) Principles and objectives c) Structures and	rest!
Fuchins General Assembly; Security Comcil, a	nd
Eccononic and Social Council, the International	
Court of Justice.	
Eth Semester. DSE-1B: - Administration and	3613
Public bolicy: Concept and Theories:	3 50
Topic: -1. Public Administration as a discipline:	1
Meaning, Scope and Significance of the Subject,	UT
Public and Private administration, prief evolution	and
major approaches, and Comparative approaches	
to pullic Administration	AR.
Topic: 2: - Administrative theories, the Classical	
theory, Scientific wanagement, the human	rue at
relation theory and rational decision making	NO P
Topic: 3: - Understanding public policy, concept	
and theories, relevance of policy making	100
in public administration and process of	
policy formulation and implementation and	Tool
evalution.	Sug-
Soution	11
21.08.27	1000
Principal Principal Mugberia Gangadhar Mahavidyalaya Mugberia Gangadhar Mahavidyalaya	3
Mugberia Gange	
the Manual of Land M. Alter The world was a first of	13

TV. DIARY

Notes and observation by the teacher	Remarks by Principal or HOD
online Mode: 9.8.2021.	
	11/1/
	ALE STATES
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5th Sem Hous Student very	18.9
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	and and
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	RAFFIE
the Syllabus (Tenting and Learning	Jana A
D MILL L. LA ADE AUTIMA	
this process. So may guerhius	2001/08:21
	Topic: - Classical Political Philosophy Theme: - Locke laws of Nature, Classes taken Conference at Call, 5th Sem How Student very Good response in this class. So many Questions arised boyt Gn Students: Questions: - 1. What do you weem by Law of Nature? 2. What are the Significance of Law arm of Nature? Very good intersaction in this Process Online Mode: 9.8.2021 Topic: - Perspectives on Public Administration: (cc-6) Theme: Public Administration as discipline: meaning, Dimensions and Significance of the Discipline: meaning, Dimensions and Significance of the Discipline: call present this Conference call mode (Feeeling and Learning Process). All Student very active in this process. Student asked Bushat are

Date week ending	FORECAST	Amount Taught
	in this Topic. Questions NO -	
	I what do you mean by Public	Martin .
	Administration?	Student and
	2. What are the Nature and	Teacher ven
	Significance of Public	good interne
	Administration? (9.8.2021)	ship in this
		o way.
3. A. 3rd Sum	10.08.2021	0
OE	online Mode! - 11.08.2021	
	Topic: - Grandhi and the	41 1
	Contemporary world. (60% "	Student (Au) a
	Theme: - Grandhian Thought: Theory	enjoy in this
	and Action: Theory of Satyagrahus	Conference Clas
	Satyagraha in Action, Paasout	SE THE PERSON NAMED IN
	Stajagraha: Kheda and the	18.9
	Idea of Trusteerhip: -	
	So many Students present in this	1 31 co 1 400 1 co
	Classes. Given some Suggestion	The She 2. 4.1
	For All Students and explain the	The Students t
7	Syllatons. All Streamts Listing	the online
	lising my Lecture. Various type	teaching ver
THE REAL PROPERTY.	of Questions in this meather.	happily.
	1. What in Satyagraha 2. Explain	
	the Shtyograha. (11.08.2021)	
Date: 15-08-21	Home task for the week ! —	
	5th Sem Itons: - Explain the	- 1933
	Nature of law	Au Students
		Fullfill the
	3rd Sem Hons: better Explain the	Hone task.
	major significance of public	15 15
	Administration,	Poor 1002 21
1 467 1180	3rd Som GE: - Explain the	Principal Principal Mahavidy
-	Grandhijis concept of Satyayraha.	Print Main

一一一年四十十七

· F.

TV. DIARY

Class and Subject	Notes and observation by the teacher	Remarks by Principal or HOD
poliscence	w) Online Riode: 16.08. 2021	
ash as	Topic: - Constitutional Government	
If of our	and Democracy in India.	14 10
and the state of	Theme: - 1. The Constituent Assembly	
or beatons	and the Constitution, Fundamental	2 24Ft
	Rights and Directive principles.	
estable sea	Various type Lecture and in this	-waV
Mos pads	year, Enfolain the and the	
See resident	Significance of Indian Constitution.	12.01
SERVIEN	So increased Students Knowledge	ath-
and all	about the Constitution.	1500 200 21
breaml	The Students were very	
10.5146	encouraged to teach this class.	
	So different trypes of gustino	1808-80-6
gudju		See Bearing Topic
the wine	1. Write about the Constitution	nad Di
To do Hear	of Constituent Assembly.	avasal .
115 11 4 2 3 3	2. What are the Nature of	a pad l
17 Halla	Fundamental Rights.	South Town
A play dex	3. Write the Significance of	H MT
	Directive principle. (16.08.2021)	00.43
		R RELEASE
of Sem (GIE)	onlike mode and Conference coll:	
wall coloured	topic: - Nationalism in India	- St. 65-42 . Hannes
Lores?	Theme: - Partition and Independence	m2 to 2 to
के के क	a) Communation in Indian	128
1-12	Politics, The two-Nation Theory,	Com
	Negotiations over partition.	-12-121
A La The Sound	Main Questions in this topic	Sommer
D. Litzber	No- 1. What is Communalisms	1 6 68 21 Principal Principal Mugheria Gangadhar Mahavidyalayr
HALL STREET	2. What is Commendisms	Print Mahavia

TV. DIARY

Class and Subject	Notes and observation by the teacher	Remarks by Principal or HOD
Pol. Science	5th Sem Hom! DSE-2 OFFline	DS STATE OF THE ST
16.10.2021	Mode: -	
	Topic: - United Nations and	
	Global Conflicts 1 -	Exelection .
	Theme: - The United Nations: -	
	Principles and objectives.	
	All these Question from these	
	topics are given to the	P. R. S. L.
	Students, These are: -	Carles To the
	1. Write the main objective	
C. FEMALE	and principles of the United	
	Nations.	
	The class was taught on a	
	board basis and the students	
	were very motivated.	
	(Date: - 16.16.2021)	
5th Sem Dec (SEC)	5th Sen DSC (SEC) Offtime Mode:	
20.10.2021	Topic: - Democratic Awarenus	
	with Legal Literacy.	
	Theme: - Constitution - Formamental	
	Rights.	
	Different types of Questions	
	From this topic were given	
	to the Students and those	
	Question were taught. In	
	those guestions are: -	
	1. What is Fundamental Rights?	
	2. Discuss the trights of equality	
	3. Explain the right to freedom.	Zoonm
	1. Write about the right to	20.10.2
	Ireligious freedom.	

				Tim	e Tabl	e	201	8-19		
DAYS	N-15-11-15	11.15-19-16	3	. 4	5	6	7	ssion	- July	James
Monday		18 13	12.15.1.12	115-215	2-15-315	3-15-9-15	4.15-5.15	8	9	10
Tuesday										
			3 rdy en.		Honsel)	Brdywor.				
Wednesday	Hons		Indyaur Hons			3rdycar	HOSE INTO COST OF			
Thursday	2ndwar Hons	1 stycur Honolei	2ndgade)		-	2nd year	Hons 3rdjear			
Friday		2 ndyear	Brodyear Puss		Nins	2ndyeon	Hons			
Saturday	1st year		Istyeur			ANONS				

SUMMARY

Class	Ist year (Honothes)	andyear (4 mostass)	3rd year (Honstle	nsted	
Subject	Music	Husic	pusic		
No. of Periods	86	06	07		

Time Table

DAYS	11.15-11-15	11-15-12-15	B-15-1-15	1-15-2-15	2-15-3-15	3.15-4.15	4.15-5-15	8	9	10
Monday										
Tuesday			8ndgear Hons		159 year Hons(e)	3rd Year Puss				
Wednesday	1st year Hons		2ndyeon		(1/1 year Moons (ed)		3 adjeur-			
Thursday	2ndyear Hons	(styeur Honoce)	andywr (xx)		Brazeour	and year Hons	grayour Hovs			
Friday		2ndyear Hows	Brokyean Pass			2ndyear Hons				
Saturday	1919ear		15tyear							

SUMMARY

Class	15A year (Amon Pass)	and year (Hourtlass)	3rd year (Hent Pas)	
Subject	Music	Masic	Music .	
No. of Periods	06	06	PO	Denires

1. Method of Teaching

Educational music, is a genere of music in which songs, lyries or other musical elements are used as a method of teaching and learning. It has been shown in research to promote learning, # additionally music study in general has been Shown to improve academic performance of Students. A comprehensive colorse dealing with teaching barning systems, materials and curriculam development. Teachers are netaining more students and growing their Studios. Students are making swiften progress and learning and more material though other methods. Apowerful, inclusive holistic approach to teaching of all Students. The variety of music represents many cultures and traditions, so all students feel comfortable and appreciated. Students are practicing more and with greater exenthusian.

Class and Subject	Notes and observation by the teacher	Remarks by Principal or HOD
Musee Jon		THE PART OF
Music	I quide them towards the kind	Sutapasuha 15/11/1
	of music they are interested	
	in. In each theory and	
	Practical class their indivi-	
	dual is observed.	
	Their emphasis is on both	
	music theory and practice.	
	Students are very enthusiastic	
	about the class.	
	Commence of the Commence of th	All Carried Street
	The first paper of the Syllabusis	
	on theory. These related	ole la
	matters are explained to them	
	Related Study material	
	is provided to them.	
	They enthus iastically understand	
	and try to learn.	
	An internal test 15	
	laken on the subject on	Hallow Mark
	which they are thought.	Total Of
		Observations of
	Through this this it is con	Observations 19.
	Is convenient to Observe	37
	The lagging Students.	- AND
The state of	And from that backward Place	Bookson
	they bried to Overcome.	

Class and Subject	Notes and observation by the teacher	Remarks by Principal or HOD
Nusee-2cm	· paragaing and groups all tome	1 3
	Clars room observation suite gives	
	Students one spot to take notes	
	and share feedback in real	Essil
	time.	
	and the second second second second	and the same
	Practices and basic concepts	
	are discussed. Students engage	
	in an everybody writes to	
	summarize and synthesize	
	new learning and concepts.	
	THE SAME AND ADDRESS OF THE PARTY OF THE PAR	
		Sulpe Sala 15/04
	Flementary music Classes	
	establish the punda foundation	
	of music, learning Students	
	are involved in active	
	music ten- learning. They	
	sing, play intruments.	
	and move to music from	
	various culture.	
	VIII VIII VIII VIII VIII VIII VIII VII	alian)
	The state of the s	
	THE PARTY OF THE PARTY OF	
	the season with the season per	
act of the second		9001000 - 7-19
		Principal
		Aughena Gangaehar Mahavidyalaya

Class and Subject	Notes and observation by the teacher	Remarks by Principal or HOD
Museczem	(Whitehall seems as a farmer)	
	Students are asked to save	
	the acceptions related to theory	
	in which they are satisfied.	STATE OF THE PARTY
	Study Material helps in their	
	improvement.	
	E La la contra de la contra de la contra del la c	No.
	Special trained is organized	
	for the practical classes such	W I SEE SEE
	as voice culture.	
		Sutapu saha
	the second of the second	22/01/19
	special care is done for the	
	weak students.	
	armali villa generalitativa del	ST THE ST
	They are guided according to	
	the syllabus.	
	Knowledge is given on the	
	paper they have no on the	
	life and and a work of	
	Rabin dranath.	
		Action 15
	on Rabindranath's Songs.	0
	and the state of t	Joalar ia.
	So two two papers are related	100
	So two two papers are related and their aspect is viewed	
		Rancipal Rancipal
		Munbera Gangadhar Mahaviova

Class and Subject	Notes and observation by the teacher	Remarks by Principal or HOD
154 Sem		
4,7 ta	Ex orm Preparation	
May		
2021		
11, 11 th	Exam Preparation	
May		
2021		
18, 21 May	Fx um Preparation	
2021		
25,28 May	Exampre paration.	
2024		Samon
2002		28.05.2
		Principal Mahaviayatav
		THE RESERVE

Class and Subject	Notes and observation by the teacher	Rer	narks by Principal or HOD
grdSem			
3rd Sem 55, 10, 12 Felsonary	Internal Assessment		
Fedguary	THE PERSON NAMED ASSESSMENT	1 BANG	
		O VICE	
9,2A,2A Feb	Internal Assessment.		9
FRB			20011012
		All object	Principal
		ut.	e Gengaenar Manaviqvala
	Internal Assessment. Internal Assessment. Romo Mighere Gengadha		
The second second			

Class and Subject	Notes and observation by the teacher	Remarks by Principal or HOD
1st Sem	9	
2021	(Ex em Preforation	
June.		
1 thi, 8th	Exerm Pariod	
June		
11 th , 15 th	Exam Period	
June,		
184,22th	Exam Period	
June.		
June.	Exam Period.	
June.		29.0622
		Principal Mupbena Gangadhar Mahaviovala
	- XX - 1 - 4 X 3	

Class and Subject	Notes and observation by the teacher	Remarks by Principal or HOD
3rd Sem	The second second second	
	A TOTAL SHEET SHEET	UNICATE DE LA CONTRACTOR DE LA CONTRACTO
,5,10,12.	Exam Preparate in For Inter	
,5,10,12. March	nal Test	
	THE PROPERTY OF PERSONS ASSESSED.	AN APPLE SALE
AND THE RESIDENCE	The same and a substitution of the same and	
	The state of the s	
	THE PROPERTY OF THE PARTY.	
7,19,26,	Exom Preparation	
31 March		
	Late of Street Greek Inc.	
9,19,16)	Exem Pre paration for Inter	
April C	nal Test:	Samo
April		21.4.21
	N N	Principal Judbena Gangathar Mahavidyalay
	Half True was being the	
4 20 3 5	THE ROLL OF THE REAL PROPERTY.	
Page 1		
to 1		

Class and Subject	Notes and observation by the teacher	Remarks by Principal or HOD
6th Serm	San	
	ALLE STATE OF THE	
	The lyric styles of ancient	
	Songs ar Bengali Sings	
9th March	are discussed both	
2021	in their practical and	
	theoretical aspects.	Personal Property
	Brahma Songat is own appro-	
	priate part of their	
	Sy Clabus.	
5th March	comparative stending of	
2024	Suddha and vikrit Swarus	
	of Hindustuni and commatie	
	System -	
	The matter is very classical.	
	students need to know	
	the comparative study of	Marine .
	these methods.	
		200 1000 4.03
		Principal
		Angbena Gangadhar Mahaviovala

2021

IV. DIARY

Class and Subject	Notes and observation by the teacher	Remarks by Principal or HOD
4th Sem		
	300 - 500 - 500	
por-e10P.		
	Tagore song like Dhenpadangas	
	Dhamwanga, Khayalanga,	et i
	Doulanga with reference	
	to original shrupud / Dhamar)	
Misep-	pheyne 1 Boul Folk Sings.	
2021		
	to the property of the second	hall the
	This part of syllabus is vory	N Park
	important and experimen-	
	tal aspect.	
	THE RELEASE OF THE PARTY OF THE	
	original Phanfad, Origi-	
	nal Dhamar, Original	
	Kheyar, Original Bunk	
	it is essential to acquire	
	their knowledge about	
	all of them.	
22th Sep	These are important lynear	
Roal	These are important lyrical and and basic parts of music	
	music	
		7
		Sutapa Sa
		Some
Market Inc.		28.9.21
		Mughera Gengadhar Mahavia

Mugbena Gengadhar Mahaviqyalaya

2021 . IV. DIARY

Class and Subject	Notes and observation by the teacher	Remarks by Principal or HOD
the sem	Preparation for Examination	
	Internal Assessment	
	Period.	
1	Constant Feet French	
A KION .		
900	Taken Internal Assessent on 21 April.	
16	Taken Interonal Assessment.	
aval.	on 27 ta Apric.	
		Some
		Principal
		Mugheria Gangadhar Mahaviovala



Academic Audit

MUGBERIA GANGADHAR MAHAVIDYALAYA



ESTD.-1964

P. O.—Bhupatinagar

Dist.—Purba Medinipur

S. T. D. Code--- 03220 Ph. No. : 270236

Ref.no. - M.G.M./ IC/39 /2021-202

Dated: 14/05/2022

From: The Principal

The Inspector of Colleges Vidyasagar University Paschim Medinipur

I am sending herewith "ACADEMIC AUDIT REPORT" of 2020 - 2021 session of the college for your kind perusal.

Please do the needful.

Thanking you,

With Regards

Surser= 14.05.2 Dr. Swapan Kumar Misra

Principal

Principal

Mugheria Gangadhar Mahavidyataya



Vidvasagar University Paschim Midnapore-721102 Office of the Inspector of Colleges

ACADEMIC AUDIT REPORT OF THE AFFILIATED COLLEGES

01. ACADEMIC SESSION

: July 2020- June 2021

(For which the report is prepared)

02 NAME OF THE COLLEGE

: MUGBERIA GANGADHAR MAHAVIDAYALAYA

Name of Principal/TIC/OIC : D.R. SWAPAN KUMAR MISRA

Telephones No

: 9002275816

URL of College Website (if any): https://mugberiagangadharmahavidyalaya.org/

Year of Establishment: 1964:

Year of Affiliation : 1964

03. NO OF WORKING DAYS

: 156(OFFICE)

04. NO OF TEACHING DAYS

: ONLINE

05. NO OF TEACHING DAYS LOST

: NIL

(State reasons)

06, NO OF OFFLINE / ONLINE CLASSES HELD

(Subject wise)

	Ho	nors/M	lajor	(Vocational			PG			
Subject/Course Name	1st Year(1st & 2nd Sem)	2 nd Year(3 rd & 4 th Sem)	3rd Year(5th & 6th Sem)	1st Year(1st & 2st Sem)	2 nd Year(3 rd & 4 th Sem)	3rd Year(5th & 6th Sem)	1 st Year	2nd Year	3rd Year	1st Year(1st & 2nd Sem)	2 nd Year(3 rd & 4 th Sem)
ENGLISH	165	180	341	111	117	212					
MUSIC	69	77	45	36	42	12					
BENGALI	360	515	435	197	250	204				143	188
POLITICAL SCIENCE	246	225	239	132	187	149					
BOTANY											
									1		

Office of IC, Vidyasagar University

Principal

Mugheria Gangadhar Mahavidyalaya

EDUCATION											
PHILOSOPHY	124	217	216	83	87	86				1	
MATHEMATICS	160	163	123							152	150
ECONOMICS	130	137	139	105	91						
PHYSICAL EDUCATION				198	188	196					
SANSKRIT	204	232	274	112	206	156			1	1	
HISTORY	38	40	52	42	86	45					
B.P.ED	88	76	100			17 1					
ACCOUNTCY HONS	333	490	400	167	220	190					
GEOGRAPHY	205	198	188	186	193	195					
ZOOLOGY	145	152	167	179	120	95	F				
NUTRITION	185	197	195	178	210	200					1
PHYSICS	140	185	199	220	230	195		15			
CHEMISTRY	198	167	187	197	205	212					
M.P.ED					0					124	10

Office of IC, Vidyasagar University

Mugheria Gangadhar Mahavidyalaya

Page 7

NON-TEACHING ATTENDANCE CUM-SELF APPRAISAL REPORT

Na	me:	0	0		F	OR T	HE MONTH OF	1.17	mil	2022				
		Nam		. Pal	April 2022			Name: D. Mondal						
Date	Arrival	Departure	- Ini	itials	Arrival	Departure	Initials *	Arrival	Departure	Initials	Arrival	Departure	Initials	Initials of
1	10.50	5.20	1	13.	10 20		Dal	10	5	Jahoo	1035	ear	JA _	700
2	10:00	6.000		Mar.	16.00	6.20	Dal	10	5	Bahoo		3,	1-2	+
3		1	7	15			0 -	-4	-	2			A -	+
4	10.40	5.050	0	De-	10.01	5.30	Dal	10	5	Falor	104-	< Pm	GA_	F
5	10:10	2000	/	113~	10.00	5.15	Deal	10	5	Sahou	10 Vm		JAZ	+
6	15:30	620	/	No.	100	5.	2-1	10	5	Linkon		Chu		+
7	10:45	5.8.	4	43	10	5	Dal	10	5		1014			-
8	19:45	5.50	7	WB.	(0	5	Bal	10	5	Bahos Bahos	lorn	2411	25	-
9	10.50	400	6	48	10	-	Dowl	10	5	Asahoo			05	+
10			//	10.	10		5	-		1)	A 1	7		1
11	18:10	C. Your		WR.	10	-	Sol	10	5	8./	20	AS	AY	+
12	10.00	6.48	-	200	10	-	Dol	10	5	Striker			m-	1
13	10.00	100	/	1132	10	52	Dal	10	3	Lakoo	10	5	OP OP	+
14	2000	10 6.	2	1	10	79	Deal	10	2	Folio /	10	9		+
15				-/-		10	A SOUTH AND A SOUT	07		-			1	1
16			1	/	9.F	In Jo	you sel	1		/	-	1	o our to	100
17			/	05	20	3 72	D			1	0		Lan Kany	1
18	10.10	SIND	+14	ik.	10	5	Ø 1	16	5:5	-	10	-		1
19	10.20	500	1		10	5:5	Bal			Stanton.	Processing and the second	5	CN2	L
20	10,10	5.50.	1	III .	10	5	Dal	10	5	Lahor	10	5	OR_	
21	10,0	3,200	X/C.	#30	10	5	Dal	10	5	Schoo	10	5	On_	L
22	10,00	5.7		2000	10	5	Dal	10	5	Stahoo	10	5	GP2	
200000	10,	50	4	3		5	Dal	10	5	Sonhoro	10	5	GRZ .	
23	10,10	5	7	Algor.	10	2	Dank	10.50	5	Halos	10	5	(ND	
24	26		1	3	1.0	D	Doal	1.0	-	V		-		
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45 Benjatola Lane, Kolkata-9 Ph. 2219-3865



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Staff Attendance Register

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Staff Attendance Register

Nar	ne: /	TR	hatua (Maity)	Nam	ie: S	Mondal	Nan	ne: é	6 Ghoreai	Nam	e:	AL HOLL BOOK	901
		-61	10										90
Date	Arrival	Departure	Initials	Arrival	Departure	Initials	Arrival	Departure	Initials	Arrival	Departure	Initials	Initials of Head Office
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3	1130	5	A. Khatee.	10.90	5.15	B. Mord on	10	5	S. G.		LE		
7	10	5	A.Khatera			S. Moreon	10	5	S. G.				
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Staff Attendance Register
FOR THE MONTH OF Agail 222
Name: S. Jana Name: S. Swrangi Name: M. Maity Name: S. Raut Initials of Head of the (Arrival Initials Arrival Initials Initials Initials 5 10 10 S. Rout & Jano 5.00 10 2 S. Rout 10 J. Jaw 7 3 5. Rout 4 10 J. Jaw 10 10.00 5. Rout 16 5 10 5.10 4. Tant 5. Round 10 5 0 1. Jans 10 10.09 5,10 01 S. Taus 5 5. Raus 10 di Jaw. 5. Rout 10 10 PE 5.30 10 9 10.05 S. Raut 10 & Jana 10 10 Sirka 11 070 5.00 5. Raut 10 5 Gano. 10 10 4 Jana 12 0+39 5.20 5. Rout 5 5 10 10 5. Raut 13 5 10.70 do Javas 10 14 15 16 17 5. Raul 18 10 5 10 45 Jans 5 S. Raut 19 10 5 5 4. Jano 10 5. Rout 20 10 S. Jaw 10 5 21 S. Rout 5 10 5 2014 4, Jaw 10 S. Raut 22 10:20 10 S. Jaws 10 5 S. Rauf 23 1030 10 & Saw 5 10 24 25 12:30 S. Raut 10 G. Jair 16 5 10 26 S. Raut 10 5. Jaw 10 5 10 27 10 5 SiRaut G. Caro 10 5 28 5. Raut 10 5 16 19 Daws 10 10 29 16 S. Raut 5 S. Saw 10 5 30 16 5. Rout 10 G. Jaw. 10 31 Total Previous Current Previous Current Previous Current Casual Previous LEAVE Sick Special Leave without pay No. of full holidays during the month-No. of full holidays during the month-(Excluding Sundays)

No. of half-folistays oping the month-Texchologies sturdays)

Sreema traders, 45 Beniatola Lane, Kolkata-9 Ph. 2219-3865 Total No. of working days

during the month-

LEAVE

		SUAL	LEAV	Е	0				101 L	DIC	ALLE	AVE		_	_	FOR SPECI
the pe	riod	Lea	ave Availed	1	ance	Leave B.F. Days		Leave du the per		Total Due		eave Availe		Balance	Leave B.F.	Leaved the pe
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				1		118	1.	7.12+	20	138		·		138	3	
						138	1.	7.13+	20					158	3	
						158	1.	7.14+	20	178				178	?	
						178	1.30	7.15+	20	198				198	3	
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REGISTER Date of Joining = 01.08.2006

YEAR-20

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SERVICE BOOK

[Prepared according to the proforma circulated by the Education Department, Government of West Bengal, vide Notification No. 1097-Edn (CS) dated 31st May, 1978, West Bengal Non-Government college Teachers' (Death-Cum-Retirement Benefit) Scheme and 1955-EDN (CS) dated 23rd December, 1981, West Bengal Non-Government College Employees' (Death-Cum-Retirement Benefit) Scheme with the relevant porvisions in the West Bengal Service (Death-Cum-Retirement Benefit) Rules, 1971.]

Name ______ DR; APURBA GIRI

Designation ____ ASSISTANT PROFESSOR

Department ____ NUTRITION

SERVICE BOOK

PARTICULARS OF THE EMPLOYEE

1	Name —	DR.	APURBA	GIRI
1.	Ivallie —	DR.	HLDI.	-711

- 2. Address: VIL-SAIYADPUR; PO-RAMNAGAR, DIST-PURBA MEDINIPUR PIN-721441
 - (a) Permanent —
 - (b) Present —

-Do -

3. Father's / Husband's name and residence

SATYENDRA NATH GIRI

Date of birth by Christan era —
 (To be ascertained and entered in accordance with Matriculation /
 School Final / Higher Secondary or other equivalent examination certificate) or Horoscope / Affidavit (for those who have not passed Matriculation or S.F. Examination.)

24.10,1982

5. Educational Qualification:

(a) At the time of entry —

M. TECH., PH.D., POST-DOC

- (b) Subesequent improvement in qualification with dates —
- 6. Exact height by measurement:

5'4"

7. Personal marks for indentification —

MOLE ON LEFT ELBOW

*8. Signature of the employee —

Apurba Giri

*9. Signatue of the Principal / President of the Governing Body / Ad-hoc Committee / Administrator.

Principal
Mugberia Gangadhar Mahavidyalaya

^{*} The Signature in line 8 should be renewed or reattested at least every five years and signature in lines 8 and 9 should be dated.

^{**} If the employee is the head of Institution, the signature in line 9 should be made by the President of the Governing Body / Administrator of the College.

Instruction for filling in Columns of the History of Service

1. In column 4 (a)	The nature of Appointment in the post held should be recorded with a reference to the relevant resolution of the Governing Body, VIz,
	Officiating / Temporary / Permanent / On probation for / Confirmed with
	effect form vice.
	Shrireleased /
	discharged / retired / deceased / against additional post created in terms of Order
	No dated of
	(vide resolution, dated)
	(b) No. & date of the relevant order of approval of each appointment / sanction of each extension should be recorded, viz.,
	Appointment approved (vide Order No dated)
	Extension sanctioned (vide Order No dated
than the He Leave Regi	1 & 12 The service should preferably be annually verified. In case of the employee other ead of the Institution the Certificate of Verfication (Viz, verified with Acquittance Rolls, ster and other College records) shall be signed by the Head of the Institution while in ad of the Institution such certificate shall be signed by the President of the Governing noc Committee / Administrator of the College.
3. In case of a	a teacher (including principal) changing from one College to another the Service Book date entries shall be sent by the former College to the College where the teacher joins

HISTORY O

•		-			піз	ORY OF
Name of post with full address of the Institution	Scale of Pay with stages of increment	Whether post is permanent or temporary	Nature of appointment permanent / temporary / Officiationg / Extension	appointmen	Pay and Special	Date of termination of appointment
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Assistant Brofessor in Nutrition	Rs, 15600/- - 39,100/- with AGP Rs, 6000/-	Permanent Post	On Probation for one year	22,05, 2014		
Mugberia Gangadhar Mahavidyalaya	This pay fixation		w.e.f.			
· · · · · · · · · · · · · · · · · · ·	Nas been		22.05.2014	110		
Pist-Parba Medinipur	00,01		Vide post Creation			
Pin-72/44/	533-Edn (cs)		G.O. No. 520-Edn			
	dated 28.08.09		(CS) dated 08.04.2010	, "		
	DP1'S Memoro. 1656-UGC		Rostur!			
	4P-139 —		Point No. 37			
	UGC/09 (Pt-1) dated		Vide G.B resoluti	ണ		
-	08.12.2014	D. L.	dated 15.05.2014			
			Recomenda Letter of	hjan		
	D.N.I	,	NiBicisic Vide			
	date of mnext increment		Memo No. 158/ VU/Recom/			
	01.07.2015		csc/14			
			Dated 05/05/201	4		
		. /		01.07.20	15 Rs. 25,600/-	30.06.2016
					4	30,06.201
				01, 07, 2017	Rs, 27,170	30.06.201
				4	Žu.	

Reason for termination of				
appointment (Such as promotion, Pay revision, resignation, dismissal etc.	Nature and duration of leave taken	Signature of employee	Signature of Head of Institution	Certificate of Verification of Servi
(8)	(9)	(10)	(11)	(12)
			of Mahavidyalaya	
		Apuba Gri	incip adhar	
			Agon (1737)	
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			cipal Nati	
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ncrement		Apuber Gin	Serimon Companies of Principal Mugberia Gangadhar Maharidyal	
crement			Σ,	
crement				

111010			SLIVIO -		-
Pay and Special Pay, if any	Date of appointment/ increment	Nature of appointment permanent / temporary / Officiationg / Extension	Whether post is permanent or temporary	Scale of Pay with stages of increment	Name of post with full address of the Institution
(6)	(5)	(4)	(3)	(2)	(1)
	22,830	.1	Pay fixed		ssistant Professor
	29,830		Rs.29,830/	4	ssistant Professor Stage-02)
		F			
29,830	01.07.2018		\circ		
			ROPA Pay		
			Basic Pay		
)	77,60	0	PS 677 01.01202		
77,600	01.07-2019		Memo No 21200518		
			397872		
79,900	01.07.2020	0	DA-18-05-202		
82,300	01.07.2021				
84,800	0/.07.2022		ļ		
87,300	01.07-2023				
		- 244			
Andrew Control					
,	Comments of	,			
	Special Pay, if any (6) (6) 77,600 (82,300) 82,300	Date of appointment/increment Pay, if any (5) (6) 22,830 7,000 29,830 77,600 01.07-2018 29,830 77,600 01.07-2019 77,600	Nature of appointment / temporary / Officiationg / Extension (4) (5) (6) 22,830 7,000 29,830 01.07.2018 29,830 01.07.2019 01.07.2020	Whether post is permanent or temporary (3) (4) (5) (6) Pay fixed Rs. 29,830 OI. 07-2018 Pay and Special Pay, if any any Pay and Special Pay, if any (6) Pay fixed Rs. 29,830 OI. 07-2018 Pay and Special Pay, if any Pay and Special Pay, if any Officiations / Extension OI. 05 OI. 07-2018 Pay and Special Pay, if any Pay and Special Pay, if any OI. 07 Date of appointment increment or appointment increment or any OI. 07 OI. 07 OI. 07 OI. 07-2018 OI. 07-2019 OI. 07-2020 OI. 07-2021 Scale of Pay with stages of increment Scale of Pay with stages of increment September of i	

Reason for mination of oppointment as promotion, ay revision, esignation, smissal etc.	Nature and duration of leave taken	Signature of employee	Signature of Head of Institution	Certificate of Verification of Service
(8)	(9)	(10)	(11)	(12)
				701
			2023	
ement		A Journal für	Noore 3. 12. ' rincipal	
			Apperia Gans	
rement		Apolon Gin	,	
ement	-	Aprilar Gin		
nent		Aprilea Gin	evidy alaya	
nent		Apulon Gri	\ 9 \	
rement		Apolon Gin	Mugberia	
	emination of oppointment as promotion, ay revision, esignation, emissal etc. (8)	mination of oppointment as promotion, as promotion, as promotion, as ignation, estignation, esti	mination of opointment as promotion, as promotion, assignation, esignation, es	mination of popointment as promotion as provision, series and duration of leave taken Nature and duration of leave taken Signature of employee Signature of Head of Institution Signature of employee Signature of employee Signature of Head of Institution Signature of employee Signature of employee Signature of Head of Institution Signature of employee Signature of employee Signature of Head of Institution Signature of employee Signature of employee Signature of Head of Institution Signature of employee Signature

Leave Account of DR. APURBA GIRI Designation Assistant Prof. Date of Commencement of Service 22.05.2014 Balmeave at Cledit on run land Leave sarned on Vacation Period of duty Vacation Detention Half Average Average Average Pay on Half Vacation Leave Pay on M.C.[Total Pay [Total [Total of Cols. 15 & Institution served Average To From Detention From То Medical of Cols. of Cols. under Pay 14 & 4(b)] Certificate 13 & 4(a)] 5(b) 5(a) M(b) = 4(a) 4(c) (6)(1) 2(b) 3(a) 3(b) 2(a) Mugberia 2 Gangadhar 22.5.14 2 30.6.14 Mahavidyalaya 2 2 30.6.15 1.7.14 16 22 1 30.6.16 20 31 17.16 30.6.17 22 Medinipur Pin-721425 1717 48 40 30.618 3 1.7.18 30.6.1 58 60 1.7-19 30.6.20 88 80 1.7-2035.6.21 104 100 17.21 30.622 120 134 01-72231.12.22 01 149 140 01.01.23 31.12.2

Date of attaining the age of Superannuation

Date of	attairiii	ig the a	ge or a	oupera	innuatio	on						
L	eave take	on earned	Materni	ty Leave		Specia	I Leave	Ralance/	on return fr	om)Leave		
On average Pay on M. C.	On Half average Pay	Vacation Detention	Full Pay	Half Pay	Extra ordinary Leave		Half Pay	Balance	On Half average	Vacation Detention	Signature of the Head of Institution	Remarks
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