

SOUTH SALMARA COLLEGE

Ph- 9957091984

E-mail: principalsscollege@rediffmail.com

Website: www.ssalmaracollege.com



FIRST CYCLE NAAC ACCREDITATION 2024

CRITERION VI

Governance, Leadership and Management

6.2 Strategy Development and Deployment

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

Submitted to



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

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

No. DHE/PA/Order/16/2016/162

Dated Kahilipara the 18th November' 2020.

From: Smti. G. Phukan, ACS
Director of Higher Education, Assam
Kahilipara, Guwahati-19.

To,
The Principal
All Govt. and Provincialised Colleges, Assam.

Sub: Guidelines for selection of Assistant Professors/Librarians in Provincialised Colleges
and Govt. Model Colleges, Assam.

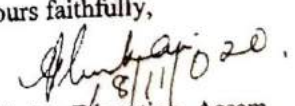
Ref: Govt. O.M No. AHE. AHE.407/2017/53 dated 17th November, 2020.

Sir,

With reference to the subject cited above, I would like to enclose herewith a Govt. Office Memorandum mentioned under reference in connection with Guidelines for selection of Assistant Professors/Librarians in Provincialised Colleges and Govt. Model Colleges, Assam and request to follow this new guideline strictly for selection of Assistant Professors/Librarians in your College.

This is for your kind information and necessary action.

Yours faithfully,

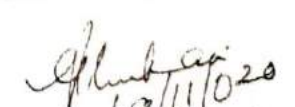

Director of Higher Education, Assam
Kahilipara, Guwahati-19.

Memo No. DHE/PA/Order/16/2016/162-A

Dated Kahilipara the 18th November' 2020

Copy to :-

1. All Vice-Chancellors of University of Assam.
2. The P.S to the Hon'ble Minister Education, Assam, Dispur, Guwahati-6.
3. The P.S to the Commissioner & Secretary to the Govt. of Assam, Higher Education Department, Dispur, Guwahati-6.


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

(161)

**GOVERNMENT OF ASSAM
HIGHER EDUCATION DEPARTMENT
DISPUR::: GUWAHATI-6**

No. AHE.407/2017/53

Dated Dispur, the 17th November, 2020

OFFICE MEMORANDUM

Subject: Guidelines for Selection of Assistant Professors/ Librarians in Provincialised Colleges and Govt. Model Colleges of Assam.

In cancellation of Government O.M. No.AHE.407/2017/44, dated 08-11-2018 or any other previous O.M. in this regard, the Government of Assam in Higher Education Department is pleased to notify the following guidelines for selection of Assistant Professors/ Librarians in Provincialised Colleges of Assam.

SELECTION PROCEDURE FOR THE POST OF ASSISTANT PROFESSOR/ LIBRARIAN:

Qualifications for Direct Recruitment of Assistant Professor: (Reference: Clause 3.0.0/4.0.0/4.40/4.4.1 of the UGC Regulations, 30th June, 2010).

- (i) Good Academic Record as defined by the concerned university with at least 55% marks (or an equivalent grade in a point scale whenever grading system is followed) as the Master's Degree level in a relevant subject from an Indian university or an equivalent degree from an accredited foreign university;
- (ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET;
- (iii) Notwithstanding anything contained in sub-clause (i) and (ii) to this Clause 4.40.1, candidates who are, or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulation, 2009 shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/ College/ Institutions;
- (iv) NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted;
- (v) A relaxation of 5% may be provided at the graduate and master's level for the Scheduled Caste/ Scheduled Tribe/ Differently-abled (Physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching/ librarian positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace marks (clause-3.4.1);
- (vi) A relaxation of 5% may be provided from 55% to 50% of the marks to the Ph.D. Degree holders, who have obtained their Masters Degree prior to 19th September, 1991 (Clause-3.5.0);
- (vii) The period of time taken by candidates to acquire M.Phil. and/ or Ph.D. Degree shall not be considered as teaching/ research experience for appointment to the positions (Clause-3.9.0).

SELECTION COMMITTEE SPECIFICATION FOR ASSISTANT PROFESSOR IN COLLEGES INCLUDING PRIVATE COLLEGES: (Clause-5.1.0 and 5.1.4).

- (a) The Selection Committee for the post of Assistant Professor in Colleges including Private Colleges shall have the following composition:
1. Chairperson of the Governing Body of the College or his/ her nominee from among the members of the Governing Body to be the Chairperson of the Selection Committee;
 2. The Principal of the College;
 3. Head of the Department of the concerned subject of the college;

(Contd.-2)

4. Two nominees of the Vice-Chancellor of the affiliating university of whom one should be a subject expert. In case of College notified/ declared as minority educational institutions, two nominees of the Chairperson of the College from out of Panel of five names preferably from minority communities, recommended by the Vice Chancellor of the affiliating university from the list of subject experts suggested by the relevant statutory body of the college of whom one should be as subject expert;
 5. Two subject experts not connected with the College to be nominated by the Chairperson of the Governing Body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned in case of colleges notified/ declared as minority educational institutions, two subject experts not connected with the University to be nominated by the Chairperson of the Governing Body of the college out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the College.
 6. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee do not belong to that category.
- (b) To constitute the quorum for the meeting five of which at least two experts from out of the three subject experts shall be present.

Conversion UGC's guidelines for standardized marking procedure of all counts in terms of concrete marks against each item are as below:

It is hereby clarified that where the University/ College/ Institution declares results in grade points which are on a scale of seven, the following mechanism shall be applied by the Selection Committee for conversion of grade points to equivalent percentages.

Grade	Grade Point	Percentage Equivalent
'O' Outstanding	5.50-6.00	75-100
'A' - Very Good	4.50-5.49	65-74
'B' - Good	3.50-4.49	55-64
'C' - Average	2.50-3.49	45-54
'D' - Below Average	1.50-2.49	35-44
'E' - Poor	0.50-1.49	25-34
'F' - Fail	0-0.49	0-24

DISTRIBUTION OF MARKS: Total 100

I) Academic Record (79 marks)

i) HSLC or equivalent examination (10% of the total percentage of marks)	10 marks
ii) HSSLC or equivalent examination (14% of the total percentage of marks)	14 marks

-3-

iii) Degree	25 marks
a) 25% of the total percentage of marks in Hons/Major subjects for Hons/Major students.	
b) 25% of the total percentage of marks in General course Subjects without Hons/Major	
iv) Master Degree in the Concerned Subject (30% of the total percentage of marks)	30 marks

2) Research Contribution and Teaching Experience (20 marks)

i) Ph.D. in the concerned subject from UGC recognized university (Marks will be awarded only if a candidate has Ph.D. Degree in addition to eligibility requirement of NET/SLET/SET. Off campus Ph.D. is not recognized as per Govt. of Assam O.M. No.AHE.293/2008/147, dated 09-07-2012).	9 marks
ii) M.Phil. Degree in the concerned subject from UGC recognized university. (Marks will be awarded only if a candidate has M.Phil. Degree in addition to eligibility requirement of NET/SLET/SET. Off campus M.Phil. Degree is not recognized as per Govt. of Assam O.M. No.AHE.293/2008/147, dated 09-07-2012).	2 marks
iii) Research paper/ article in the concerned subject/ domain published in journal/ Research book/ Proceeding volume with ISSN/ISBN/Impact factor (0.5 marks for each publication is ISSN/ISBN documents published in UGC recognized journal subject to maximum of 1 mark).	1 mark (per paper 0.5)
iv) Research paper/article in the concerned subject/ domain published in impact factor journal existing in the data base of Scopus, Web of Science/ Web of knowledge (1 mark for each publication subject to maximum of 4 marks)	3 marks (per paper 1)
v) 0.5 Marks for each chapter/ article in the concerned subject published in research/ text book with ISBN subject to maximum of 1 mark (In case of text book, the relevant text book must be approved by a competent academic authority such as University)	1 mark (per article 0.5)
vi) Teaching/Library Management experience in the concerned subject/domain (1 mark for each completed year of service after acquiring UGC norms in provincialised/Govt./Affiliated Degree College/Librarians of Govt. Institutions/I.I.S. Classes of Provincialised Schools, subject to Maximum of 2 marks).	2 mark (per paper 0.5)
However, if the period of teaching experience is less than one year then the marks shall be reduced proportionately. In this case a minimum of these months teaching experience will be counted.	

(Contd.-4)

3) NCC (C) Certificate holder	1 mark
4) Gold medal in any event of University/Youth festival conducted by Universities having affiliating colleges. (certificate must be submitted along with the application)	1 mark
5) Representing Assam in any Olympic Sports event at the National level. (certificate must be submitted along with the application)	1 mark

All candidates must have proficiency in local language.

Instruction contained in this O.M. will come into force from the date of issue of the O.M..

Sd/-(Shri Preetom Saikia IAS)
Commissioner & Secretary to the Govt. of Assam
Higher Education Department

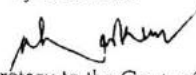
Memo No AHE.407/2017/53-A

Dated Dispur, the 17th November, 2020.

Copy to:

- 1) All Vice-Chancellors of Universities of Assam.
- ✓ 2) The Director of Higher Education, Assam, Kahilipara, Guwahati-19 for information and follow-up action.
- 3) The Director of Education, BTC, Kokrajhar, BTAD, Assam, for information and follow-up action.
- 4) P.S. to the Hon'ble Education Minister, Assam, Dispur, Guwahati-6.
- 5) P.S. to the Principal Secretary, Higher Education Department, Dispur, Guwahati-6.
- 6) P.S. to Commr. & Secretary, Higher Education Department, Dispur, Guwahati-6.
- 7) P.S. to the Secretary, Higher Education Department, Dispur, Guwahati-6.
- 8) All Registrars of Universities of Assam.

By Order etc.


Joint Secretary to the Govt. of Assam
Higher Education Department.


1.11.20



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

Ecf No. 398376/1

Dated: Kahilipara, 10th November, 2023

From : Smt. Pomi Baruah, ACS
Director of Higher Education, Assam
Kahilipara, Guwahati-19

To : The Principal,
All PDUAM/Govt/ Govt. Model/Provincialized Colleges of Assam

Sub: Regarding preparation of Roster

Sir/Madam,

In inviting reference to the subject cited above, this is to inform you that multiple discrepancies are seen in preparation of Roster by certain Colleges. It may be due to lack of understanding or misinterpretation of Roster guidelines, as notified by the Govt. from time to time. Nonetheless, any deviation from the relevant Roster guidelines for any reason whatsoever will invite consequential action, as per rules, for all concerned.

Hence, you are kindly requested to strictly follow the relevant guidelines and rectify the anomalies in your Roster register, if any, and accordingly publish the Roster notifications afresh in due compliance with the post-based/ rotation-based policy for 100 point and 13 point rosters respectively and submit it to the undersigned positively by 15th November, 2023.

Especially, in case of 13 point Roster, you are to ensure that the names of incumbents are enlisted in the order of their appointment to the College and whose services were provincialized since the date of provincialization of services. The incumbents who should occupy the initial positions in the Roster register, as per the Cadre strength, are the initial/earliest incumbents who would have been appointed and were serving in the College prior to the date of provincialization and their date of retirement would fall after the date of provincialization of services in that College.

Thereafter, appointment(s) made due to vacancy arising either due to retirement/promotion or death would be done as per the rotation policy in L-shaped 13 point Roster. It should correspond to the Cadre strength based on Post Creation letter(s) communicated to you by DHE and Roster approval/endorsement issued by Higher Education department, Govt. of Assam.

Similarly, for 100 point Roster, you are to ensure that the Roster is made in due compliance to the guidelines and appointment(s) made due to vacancy arising either due to retirement/promotion or death is to be done as per the applicable post-based policy in 100 point Roster corresponding to the

28/05/2024, 15:15

DHE-CEOMisc/62/2023-PLANNING-Directorate of Higher Education

1/315299/2023

Cadre strength based on Post Creation letter(s) communicated to you by DHE and Roster approval/endorsement issued by Higher Education department, Govt. of Assam.

The relevant Govt. notifications/O.M. issued in this regard which is to be thoroughly studied and understood. The Colleges are requested to strictly refrain from arbitrary interpretation of the relevant guidelines/notifications related to Roster issued by concerned departments or of the matters stated above and kindly seek clarification in such matters from the DHE, as deemed necessary.

This is for your kind information and necessary action.

Signed by

Pomi Baruah

Date: 10-11-2023 15:17:21

Director of Higher Education, Assam
Kahilipara, Guwahati-19

Memo Ecf No. 398376/1-A

Dated: Kahilipara, 10th November, 2023

Copy to:-

1. The Secretary to the Govt. of Assam, Higher Education Department, Dispur for information.
2. The P.S. to Hon'ble Minister, Education, Assam for information.
3. The P.S. to Addl. Chief Secretary to the Govt. of Assam, Higher Education Department, Dispur for information.

(e-signed)

Director of Higher Education, Assam
Kahilipara, Guwahati-19

28/05/2024, 15:10

Welcome to Rediffmail: Inbox

rediffmail

Mailbox of principalsscollege

Subject: Roster Register of South Salmara College

From: SOUTH SALMARA COLLEGE<principalsscollege@rediffmail.com> on Tue, 28 May 2024 15:09:30

To: "registrardheassam@gmail.com"<registrardheassam@gmail.com>

1 attachment(s) - ROSTER_FINAL.pdf (5.79MB)

Respected Sir/ Madam,

Kindly accept my attachment file.

Principal
South Salmara College

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

No.PC/HE/Prov./134/2021/116

Dated Kahilipara, the 5th February, 2021

O R D E R

In exercise of the authority conferred under provision 4(1) of the Assam Education (Provincialisation of services of Teachers and re-organisation of Educational Institutions) Act, 2017 & Amended Act, 2018 and in pursuance of the Govt. sanctioned order No AHE. 1010/2019/P/49, dtd 01/02/2021 and No. AHE. 490/2020/25 dtd. 01/02/2021 the services of the following employees of SOUTH SALMARA COLLEGE, MANKACHAR district SOUTH SALMARA have been provincialised and they are now employees of the State Government with effect from 01-01-2021 with the following terms and conditions as mentioned below:

The employees whose services have been provincialized under this Act. shall get pay and such emoluments as per norms of the State Govt. or as per provisions contained in this Act. w.e.f. 01.01.2021 and they will be treated as fresh appointee. They cannot claim any benefit whatsoever in respect of past services rendered by them before provincialization and in respect of pension, they shall be governed by the NPS applicable to the State Govt. employees of the corresponding rank.

They are also entitled to draw the minimum scale of pay and allowances/fixed salary mentioned against their name as admissible under rules and as per provision under section 8(2 & 3) of the said Acts with effect from 01-01-2021.

Sl. No.	Name of employee(s)	Caste	Physically Handicapped with PC	Name of post	Department	Date of Birth	Date of joining	NET/SLET/ Ph. D	Scale of pay/ Fixed Salary
1	Shohidur Rohman	Gen.	X	Asst. Professor	Assamese	26.06.1977	13-08-2009	SLET	57,700/- -- 1,82,400/-
2	Amir Hussain Chowdhury	Gen.	X	Tutor Asst. Professor	Arabic	01.03.1969	03-02-2000	X	27,000/- (PM)
3	Hafizur Rahman	Gen.	X	Tutor Asst. Professor	Arabic	01.01.1981	15-12-2007	X	27,000/- (PM)
4	Nur Hussain Mia	Gen.	X	Tutor Asst. Professor	Assamese	03.01.1960	08-08-1988	X	27,000/- (PM)
5	Shahar Uddin	Gen.	X	Asst. Professor	Maths	26.09.1975	18-01-2003	NET	57,700/- -- 1,82,400/-
6	Riazul Hoque	Gen.	X	Tutor Asst. Professor	English	28.02.1976	13-10-2001	X	27,000/- (PM)

This has the approval of Finance (SIU) Department's No. FSI.52/2021 dtd. 28/01/2021 and No. FSI.54/2021 dtd. 28/01/2021, and Finance (EC.III) Department's U/O No.72/2021 dtd. 28/01/2021 and No.73/2021 dtd. 28/01/2021.

Terms and conditions:-

- As per Rule 21(1) of Assam Education (Provincialisation of services of Teachers and re-organisation of Educational Institutions) Act, 2017 the post shall be personal to the incumbent and these posts shall stand abolished on cessation of the services of the teachers for any reason whatsoever including retirement, resignation, death etc.
- Original Governing Body will become non-existent and new Governing Body will be formed as per existing Govt. rules
- Before release of salary etc. of each incumbent Director of Higher Education, Assam will verify the following :
 - The name of each employee(s) must exist in the College acquittance roll.
 - Authenticity about the genuineness of Academic and Professional qualification.
 - Whether the incumbent is in service or not. The incumbents who have already demitted Office for any reason will not be entitled for any emoluments. The post will stand abolished.
- Services of Tutor Principal and Tutor Assistant Professor shall be regularized as per provision of the section 8(3), (4) & (6).
- At any point of time, if any fraud document is detected, provincialisation of service of the incumbent will be cancelled.
- Any Tutor Principal, Tutor Asstt. Professor who has already acquired the qualification required as per UGC norms and Service Rules in force on the date of issue of his/her provincialisation order shall be entitled to pay and allowances of a Principal/Asstt. Professor from the date of issue such provincialisation order, provided Tutor Principal/ Tutor Asstt. Professor who acquires such qualification within 5(five) years from the date of issue of his/her provincialisation order shall also be entitled to pay and allowances equivalent to Principal/ Asstt. Professor

Affidavit

"I Shri/Smri _____ do hereby declare that all the documents relating to my academic and professional qualifications furnished by me for provincialisation of my service is true and correct to the best of my knowledge. In case any wrong/misinformation is detected, I shall liable to face disciplinary action as per rules and departmental procedure."

8. The provincialised employees will have to furnish an undertaking as prescribed by the Finance (Budget) Department vide its letter No.BW.3/2003/Pt./11/1, dated 25-01-2005 accepting the policy of introduction of "New Pension Scheme" 2005 as per format given below:-

UNDERTAKING

"I understand and accept that Government servants joining the service of the State Government on or after 1st February 2005 shall not be governed by the existing Assam Services (Pension) Rules 1969 and orders issued there under from time to time and that their pension and other retirement benefits will be governed by a set of New Pension Rules, which are being formulated in line with the Contributory Pension Scheme of Government of India and going to be notified in due course."

The expenditure is debitable under the head shown below :

- (a) Salary with scale of pay :
"2202-General Education- (Higher Education) -II- Other State Plan & Non-Plan Schemes -03- University and Higher Education -103- Govt. Colleges & Institutions -4556-Provincialised teachers/ employees serving in Non-Govt. Colleges -000-01- salaries -01-Pay-EE. voted" during the year 2020-21.
- (b) Fixed Salary :
"2202-General Education- (Higher Education) -II- Other State Plan & Non-Plan Schemes -03- University and Higher Education -103- Govt. Colleges & Institutions -4556-Provincialised teachers/ employees serving in Non-Govt. Colleges -000-02- Wages-99- Others -EE. voted" during the year 2020-21."

Sd/- (Smt. G. Phukan) ACS
Director, Higher Education, Assam
Kahilipara, Guwahati-19.

No.PC/HE/Prov./134/2021/116-A

Dated Kahilipara, the 5th February, 2021.

Copy to:-

1. The Accountant General (A&E) Assam, Maidamgaon, Beltola, Guwahati-29 for information and necessary action.
2. The Commissioner and Secretary to the Govt. of Assam, Education (Higher) Department, Dispur, Guwahati-6.
3. O.S.D. to the Minister, Education, Assam for kind appraisal of Hon'ble Minister, Education, Assam.
4. The Principal, SOUTH SALMARA COLLEGE, MANKACHAR district SOUTH SALMARA. He/ she is directed to submit the self affidavit of each provincialised employee in Court Fee Stamp of Rs. 20/- regarding authenticating of the relevant original documents, viz., educational certificates, mark sheets, professional qualification, etc. including the joining reports, copies of undertaking along with the photocopies of post allotment orders of the employees for releasing their salaries, etc.
5. The Treasury Officer, DHUBURI. 
6. The person concerned _____ He/She is directed to submit one self affidavit and an undertaking on the New Pension Policy along with the joining report to the Principal within 7 days positively.
7. The Guard File.


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

No. PC/HE/Prov./Adm/121/2021/193

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

Dated Kahilipara, the 14th May, 2022.

O R D E R

In exercise of the authority conferred under provision 4(1) of the Assam Education (Provincialisation of services of Teachers and re-organisation of Educational Institutions) Act, 2017 & Amended Act, 2018 and in pursuance of the Govt. sanctioned order No. AHE-490/2020/89, dtd 03/02/2022 the services of the following employees of South Salmara College, South Salmara have been provincialised and they are now employees of the State Government with the following terms and conditions as mentioned below:

The employees whose services have been provincialised under this Act shall get pay and such emoluments as per norms of the State Govt. or as per provisions contained in this Act and they will be treated as fresh appointees. They cannot claim any benefit whatsoever in respect of past services rendered by them before provincialisation and in respect of pension, they shall be governed by the NPS applicable to the State Govt. employees of the corresponding rank.

They are also entitled to draw the minimum scale of pay and allowances/fixed salary mentioned against their name as admissible under rules and as per provision under section 8 (2 & 3) of the said Acts with immediate effect.

Sl. No.	Name of employees	Caste	Physically Handicapped with PC	Name of post	Department	Date of Birth	Date of joining	NET/ SLET/ Ph. D.	Scale of pay/ Fixed Salary
1	Biswanath Rabidas	SC	X	Tutor Asstt. Professor	Economics	01.03.1970	05.08.2000	X	Rs. 27,000/- P.M.
2	Moinul Hoque	GEN	X	Tutor Asstt. Professor	Economics	05.02.1974	11.10.2001	X	Rs. 27,000/- P.M.
3	Jahan Uddin Bhuyan	GEN	X	Tutor Asstt. Professor	History	04.03.1967	12.10.2001	X	Rs. 27,000/- P.M.
4	Rokibul Islam	GEN	X	Tutor Asstt. Professor	Education	02.12.1973	17.12.1999	X	Rs. 27,000/- P.M.
5	Aminur Islam	GEN	X	Tutor Asstt. Professor	Education	03.03.1974	15.03.2001	X	Rs. 27,000/- P.M.
6	Rezaul Islam	GEN	X	Asstt. Professor	English	30.01.1968	24.01.2003	SLET	Rs. 57,702/- 2,82,400/-

This has the approval of Finance (SIU) Department's No.FSI/06/2022 dtd. 11/01/2022 and Finance (EC.III) Department's U/O No.934/2021 dtd. 12/01/2022.

Terms and conditions:-

- As per Rule 21(I) of Assam Education (Provincialisation of services of Teachers and re-organisation of Educational Institutions) Act, 2017 the post shall be personal to the incumbent and these posts shall stand abolished on cessation of the services of the teachers for any reason whatsoever including retirement, resignation, death etc.
- The Principal/Tutor Principal/Principal-in-charge of concerned College will verify the following documents of the above mentioned incumbents and submit a genuineness/authenticity certificate of each incumbent to the Director of Higher Education, Assam within seven days from the issue of this provincialisation order. In case of any lapse is found the provincialisation of service of the incumbent will be cancelled.
 - The name of each employee(s) must exist in the College acquaintance roll.
 - Authenticity about the genuineness of Academic and Professional qualification.
 - Whether the incumbent is in service or not. The incumbents who have already demitted Office for any reason will not be entitled for any emoluments. The post will stand abolished.
- Services of Tutor Principal and Tutor Assistant Professor shall be regularized as per provision of the section 8(3), (4) & (8) of Assam Education (Provincialisation of services of Teachers and re-organisation of Educational Institutions) Act, 2017.
- At any point of time, if any fraud document is detected, provincialisation of service of the incumbent will be cancelled.
- Any Tutor Principal, Tutor Asstt. Professor who has already acquired the qualification required as per UGC norms and Service Rules in force on the date of issue of his/her provincialisation order shall be entitled to pay and allowances of a Principal/Asstt. Professor from the date of issue such provincialisation order, provided Tutor Principal/ Tutor Asstt. Professor who acquires such qualification within 5(five) years from the date of issue of his/her provincialisation order shall also be entitled to pay and allowances equivalent to Principal/ Asstt. Professor with effect from the date of acquiring such qualification as per relevant rules for the time being in force.

Atrial fibrillation

UNIVERSITY

THE UNIVERSITY OF MICHIGAN LIBRARY

② 724 418 418

Memo No. FC/HR/Prov./Addm/121/2021/193-A
FC/HR/121/2021/193-A

Sat. Set Dharma Kanta Nild ACS
Director, Higher Education, Assam
Kohilpara, Guwahati-19

DATE RECEIVED BY _____

- Director, National Archives

Ushiliipara: Gwobari-19.

Office of the Principal
SOUTH SALMARA COLLEGE

P.O.-SOUTH SALMARA , DIST.-SOUTH SALMARA-MANKACHAR(ASSAM) :: PIN 783127

From: Joyanal Abedin Ahmed, M.A.
Principal i/c,
South Salmara College



Contact No. 9957091984
Email: principalsscollege@rediffmail.com

Ref.No. SSC/80867/2024/831

Date 15-04-2024

To,

The Deputy Director of Higher Education, Assam
Kahilipara, Guwahati-19

Sub: Submission of roster register for Govt. endorsement.

Respected Madam,

With reference to the subject cited above I have the honour to submit proposals along with the following documents for approval of roster register of Teaching and Non-teaching staff of our college for Govt. endorsement.

	Teaching - 7
Non-Teaching -	Sr.Asstt. - 2
	Jr.Asstt. - 4
	Grade-iv.- 5

This is for favour of your kind information and necessary action.

Yours faithfully

Principal
South Salmara College
Principal i/c
South Salmara College

Enclosed herewith:-

1. Provincialisation Orders.
2. Roster Register prepared in 14 point reservation system.
3. Declaration of the roster register is prepared as per allotted post.
4. Declaration of Personal/Supernumerary Post.

Yours faithfully

Principal
South Salmara College
Principal i/c
South Salmara College

Office of the Principal
SOUTH SALMARA COLLEGE

P.O.-SOUTH SALMARA , DIST.-SOUTH SALMARA-MANKACHAR(ASSAM) :: PIN 783127

From: Joyanal Abedin Ahmed,M.A.
Principal i/c,
South Salmara College



Contact No.9957091984
Email: principalsscollege@rediffmail.com

Ref.No.

Date.

To,

**The Deputy Director of Higher Education, Assam
Kahilipara, Guwahati-19**

Sub: Declaration of Personal / Supernumerary Post.

Respected Madam,

I do hereby declare that there is no any personal/supernumerary
post is allotted in our College.

This is for favour of your kind information and necessary action.

Yours faithfully

J Ahmed
15/04/2024
Principal

South Salmara College

Office of the Principal
SOUTH SALMARA COLLEGE

P.O.-SOUTH SALMARA , DIST.-SOUTH SALMARA-MANKACHAR(ASSAM) :: PIN 783127

From: Joynal Abedin Ahmed, M.A.
Principal i/c,
South Salmara College



Contact No. 9957091984
Email: principalsscollege@rediffmail.com

Ref.No.

Date.....

To,

**The Deputy Director of Higher Education, Assam
Kahilipara, Guwahati-19**

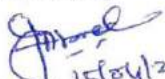
Sub: Declaration of roster register.

Respected Madam,

I do hereby declare that the roster register is prepared as per allotted post.

This is for favour of your kind information and necessary action.

Yours faithfully


15/04/2024
Principal

South Salmara College

Office of the Principal
SOUTH SALMARA COLLEGE

P.O.-SOUTH SALMARA , DIST.-SOUTH SALMARA-MANKACHAR(ASSAM) :: PIN 783127

From: Joyanal Abedin Ahmed, M.A.
Principal i/c,
South Salmara College



Contact No. 9957091984
Email: principalsscollege@rediffmail.com

Ref.No.

Date.

To,

**The Deputy Director of Higher Education, Assam
Kahilipara, Guwahati-19**

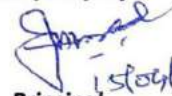
Sub: Declaration of Non-withdrawal of post.

Respected Madam,

I do hereby declare that no post is withdrawn from our College by
the authority.

This is for favour of your kind information and necessary action.

Yours faithfully


15/09/2024

Principal

South Salmara College

OFFICE OF THE PRINCIPAL
SOUTH SALMARA COLLEGE :: SOUTH SALMARA
ROSTER REGISTER OF TEACHING STAFF AS PER 14 POINT ROSTER

NAME OF THE POST / CADRE : ASSTT. PROFESSOR / ASSOCIATE/ PROFESSOR

CADRE STRENGTH -7

Mode of recruitment: Direct

Vacancy position: Nil

In exercise of the authority conferred under provision 4 (1) of the Assam Venture Educational Institutions (Provincialisation of Services) Act, 2011 as Amended 2012 & 2013 and in pursuance of the Govt. sanctioned order No.AHE.587 / 2013 / 9, dated 21st May, 2014 and No. AHE.265/2014/14, dated 27-02-2015, the services of the following employees 6 (six) and 1 (one) respectively of SOUTH SALMARA COLLEGE, SOUTH SALMARA, DISTRICT - DHUBRI have been provincialized and they become the employees of the State Government with effect from 14-08-2013 with the given terms and conditions as mentioned below:

They are also entitled to draw the minimum scale of pay and allowances as admissible under rules with effect from 14-08-2013.

Sl No	Roster Point No.	Name of Incumbent	Category SC/ST(P)/ST (H)/OBC/M OBC/PWD/ GEN	Designation and Department	Date of Birth	Date of Appointment	Govt.Sanctioned Order No.	Date of Retirement	Remarks
1	UR	JOYNAL ABEDIN AHMED	GEN	PRINCIPAL I/C,HIS	04/04/1970	26/05/2014	AHE.587/2013/9 dated, 21st May2014	03/04/2030	
2	OBC/MOBC-1	ABUL HUSSAIN	GEN	ASSTT.PROF, ARA	31/12/1968	26/05/2014	AHE.587/2013/9 dated, 21st May2014	30/12/2028	Occupied by GEN
3	UR	DR MOZIBOR RAHMAN	GEN	ASSTT.PROF, ASM	31/05/1976	26/05/2014	AHE.587/2013/9 dated, 21st May2014	30/05/2036	
4	UR	DR MD ABU JAFOR	GEN	ASSTT.PROF, ECO	06/02/1975	26/05/2014	AHE.587/2013/9 dated, 21st May2014	05/02/2035	
5	ST(P)-1	NURUZZAMAN MOLLAH	GEN	ASSTT.PROF, POL	27/07/1974	26/05/2014	AHE.587/2013/9 dated, 21st May2014	26/07/2034	Occupied by GEN
6	OBC/MOBC-2	DR HAMIDA KHATUN	GEN	ASSTT.PROF, MATH	01/01/1976	26/05/2014	AHE.587/2013/9 dated, 21st May2014	31/12/2035	Occupied by GEN
7	UR	SHEIKH AZMAL HOQUE	GEN	ASSTT.PROF, ENG	31/08/1976	20/03/2015	AHE.265/2014/14, dated 27/02/2015	30/08/2036	
8	SC-1								
9	UR								
10	ST(H)-1								
11	OBC/MOBC-3								
12	UR								
13	OBC/MOBC-4								
14	UR								

Principal i/c
South Salmara College
15/11/2024

Contd...P/2

ROSTER SUMMERY

Total Strength		7	Men in Position	Vacant	Shortfall/Excess	Shortfall as per Roster Point
1	OBC=27%	2	0	NIL	2	2
2	ST(P)=10%	1	0	NIL	1	1
3	SC=7%	0	0	NIL	0	0
4	ST(H)=5%	0	0	NIL	0	0
5	UR =51%	4	7	NIL	3	0
		7	7	NIL		

N.B- As per roster eligible 7 posts, existing Nil.



Principal
South Salmara College
Principal i/c
South Salmara College



OFFICE OF THE PRINCIPAL
SOUTH SALMARA COLLEGE :: SOUTH SALMARA
ROSTER REGISTER OF NON-TEACHING STAFF (AS PER 14 POINT ROSTER)

NAME OF THE POST/CADRE - SENIOR ASSISTANT

CADRE STRENGTH -02

Mode of recruitment : Direct

Vacancy position: Nil

In exercise of the authority conferred under provision 4 (1) of the Assam Venture Educational Institutions (Provincialisation of Services) Act , 2011 as Amended 2012 & 2013 and in pursuance of the Govt. sanctioned order No.AHE.587 / 2013 / 9 , dated 21st May , 2014 the services of the following 2 (two) senior Assistant employees of SOUTH SALMARA COLLEGE , SOUTH SALMARA , DISTRICT - DHUBRI have been provincialized and they become the employees of the State Government with effect from 14-08-2013 with the given terms and conditions as mentioned below:

They are also entitled to draw the minimum scale of pay and allowances as admissible under rules with effect from 14-08-2013.

Sl No	Roster Point No	Name of Incumbent	Category SC/ST(P)/S T(H)/OBC/ MOBC/PW D(GEN)	Designation and Department	Date of Birth	Date of Appointment	Govt. Sanctioned Order No.	Date of Retirement	Remarks
1	UR	ABDUL WARESH ALI	GEN	SR. ASSTT	18/01/1967	26/05/2014	AHE.587/2013/9, dated 21st May 2014	17/01/2027	
2	OBC/MOBC-1	ABDUS SAMAD MOLLAH	GEN	SR. ASSTT	21/03/1971	26/05/2014	AHE.587/2013/9, dated 21st May 2014	20/03/2031	Occupied by GEN
3	UR								
4	UR								
5	ST(P)								
6	OBC/MOBC-2								
7	UR								
8	SC								
9	UR								
10	ST(H)								
11	OBC/MOBC-3								
12	UR								
13	OBC/MOBS-4								
14	UR								

Contd...P/2

[Signature]
Principal i/c
South Salmara College
15/6/2024

ROSTER SUMMERY

Total Strength		2	Men in Position	Vacant	Shortfall/Excess	Shortfall as per Roster Point
1	OBC=27%	1	0	NIL	1	1
2	ST(P)=10%	0	0	NIL	0	0
3	SC=7%	0	0	NIL	0	0
4	ST(H)=5%	0	0	NIL	0	0
5	UR=51%	1	2	NIL	1	0
		2	2			

N.B- As per roster eligible 2 posts, existing Nil.



Principal

South Salmara College

Principal i/c

South Salmara College



OFFICE OF THE PRINCIPAL

SOUTH SALMARA COLLEGE :: SOUTH SALMARA

ROSTER REGISTER OF NON-TEACHING STAFF (AS PER 14 POINT ROSTER)

NAME OF THE POST/CADRE - JUNIOR ASSISTANT

CADRE STRENGTH -04

Mode of recruitment : Direct

Vacancy position: Nil

In exercise of the authority conferred under provision 4 (1) of the Assam Venture Educational Institutions (Provincialisation of Services) Act , 2011 as Amended 2012 & 2013 and in pursuance of the Govt. sanctioned order No.AHE.587 / 2013 / 9 , dated 21st May , 2014 the services of the following 4 (four) Junior Assistant employees of SOUTH SALMARA COLLEGE , SOUTH SALMARA , DISTRICT - DHUBRI have been provincialized and they become the employees of the State Government with effect from 14-08-2013 with the given terms and conditions as mentioned below:

They are also entitled to draw the minimum scale of pay and allowances as admissible under rules with effect from 14-08-2013.

Sl No	Roster Point No	Name of Incumbent	Category SC/ST(P)/ST(H)/OBC/MOBC/PWD(GEN)	Designation and Department	Date of Birth	Date of Appointment	Govt. Sanctioned Order No.	Date of Retirement	Remarks
1	UR	FAZOR ALI MOLLAH	GEN	JR. ASSTT	21-06-1970	26-05-2014	AHE.587/2013/9, dated 21st May 2014	20-06-2030	
2	OBC/MOBC-1	AKKAS ALI	GEN	JR. ASSTT	23-03-1973	26-05-2014	AHE.587/2013/9, dated 21st May 2014	22-03-2033	Occupied by GEN
3	UR	MEHEDI HASSAN MOLLAH	GEN	JR. ASSTT	20-11-1979	26-05-2014	AHE.587/2013/9, dated 21st May 2014	19-11-2039	
4	UR	KHANDAKAR ABU SHAMIM ABBAS	GEN	LIB. ASSTT	02-05-1980	26-05-2014	AHE.587/2013/9, dated 21st May 2014	01-05-2040	
5	ST(P)								
6	OBC/MOBC-2								
7	UR								
8	SC								
9	UR								
10	ST(H)								
11	OBC/MOBC-3								
12	UR								
13	OBC/MOBC-4								
14	UR								

Principal
15-04-24
Principal i/c
South Salmara College

Contd...P/2

ROSTER SUMMERY

Total Strengthth		4	Men in Position	Vacant	Shortfall/Excess	Shortfall as per Roster Point
1	OBC=27%	1	0	NIL	1	1
2	ST(P)=10%	0	0	NIL	0	0
3	SC=7%	0	0	NIL	0	0
4	ST(H)=5%	0	0	NIL	0	0
5	UR=51%	3	4	NIL	1	0
		4	4	NIL		

N.B- As per roster eligible 4 posts, exsisting Nil.


Principal
South Salmara College
Principal i/c
South Salmara College

15/4/2024

OFFICE OF THE PRINCIPAL

SOUTH SALMARA COLLEGE :: SOUTH SALMARA

ROSTER REGISTER OF NON-TEACHING STAFF (AS PER 14 POINT ROSTER)

NAME OF THE POST / CADRE : GRADE- IV/LIBRARY BEARER

CADRE STRENGTH -5

Mode of recruitment: Direct

Vacancy position: Nil

In exercise of the authority conferred under provision 4 (1) of the Assam Venture Educational Institutions (Provincialisation of Services) Act, 2011 as Amended 2012 & 2013 and in pursuance of the Govt. sanctioned order No.AHE.587 / 2013 / 9, dated 21st May, 2014 the services of the following 5 (five) Grade IV/ Lib.Bearer employees of SOUTH SALMARA COLLEGE, SOUTH SALMARA, DISTRICT - DHUBRI have been provincialized and they become the employees of State Government with effect from 14-08-2013 with the given terms and conditions as mentioned below:

They are also entitled to draw the minimum scale of pay and allowances as admissible under rules with effect from 14-08-2013.

Sl No	Roster Point No	Name of Incumbent	Category SC/ST(P)/ST(H)/OBC/MOBC/PWD(GEN)	Designation and Department	Date of Birth	Date of Appointment	Govt. Sanctioned Order No.	Date of Retirement	Remarks
1	UR	SAMSUL HOQUE	GEN	GRADE- IV	09-01-1965	26-05-2014	AHE.587/2013/9, dated 21st May 2014	08-01-2025	
2	OBC/MOBC-1	KASHEM ALI	GEN	GRADE- IV	05-02-1970	26-05-2014	AHE.587/2013/9, dated 21st May 2014	04-02-2030	Occupied GEN
3	UR	ANUP KR DUTTA	GEN	GRADE- IV	20-03-1975	26-05-2014	AHE.587/2013/9, dated 21st May 2014	19-03-2035	
4	UR	MD HABIBUR RAHMAN MOLLAH	GEN	LIB. BEARER	21-01-1968	26-05-2014	AHE.587/2013/9, dated 21st May 2014	20-01-2028	
5	ST(P)	AZAHAR UDDIN AHMED	GEN	GRADE- IV	16-11-1980	26-05-2014	AHE.587/2013/9, dated 21st May 2014	15-11-2040	Occupied GEN
6	OBC/MOBC-2								
7	UR								
8	SC								
9	UR								
10	ST(H)								
11	OBC/MOBC-3								
12	UR								
13	OBC/MOBC-4								
14	UR								

Principal
15-11-24
Principal Vc
South Salmara College

Con

ROSTER SUMMERY

Total Strength		5	Men in Position	Vacant	Shortfall/Excess	Shortfall as per Roster Point
1	OBC=27%	1	0	NIL	1	1
2	ST(P)=10%	1	0	NIL	1	1
3	SC=7%	0	0	NIL	0	0
4	ST(H)=5%	0	0	NIL	0	0
5	UR=51%	3	5	NIL	2	0
		5	5	NIL		

N.B- As per roster eligible 5 posts, exsisting Nil.


Principal
South Salmara College
Principal i/c
South Salmara College


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

Q R D E R

No.PC/HE/VEN.BDNL.(57)/3/2014/14

Dated Kahilipara the 26th May, 2014

In exercise of the authority conferred under provision 4(1) of the Assam Venture Educational Institutions (Provincialisation of Services) Act, 2011 as Amended 2012 & 2013 and in pursuance of the Govt. sanctioned order No.AHE.587/2013/9, dated 21st May, 2014, the services of the following employees of SOUTH SALMARA COLLEGE, SOUTH SALMARA, DISTRICT-DHUBRI have been provincialised and they become the employees of the State Government with effect from 14-08-2013 with the following terms and conditions as mentioned below:

They are also entitled to draw the minimum scale of pay and allowances as admissible under rules with effect from 14-08-2013.

Sl. No.	Name of employee(s)	Name of post	Department	Date of joining	NET/SLET M.Phil/ Ph.D.	Govt. sanctioned No. & Date	Scale of pay	Date of effect
1	Joyual Abedin	Assistant Professor	History	22-5-1994		No.AHE.587/2013/9, date 21-05-2014	Rs.15,600 - 39,100 + AGP 6,000	14-08-2013
2	Abul Hussain	Assistant Professor	Arabic	08-03-1995		-do-	-do-	14-08-2013
3	Hamida Khatun	Assistant Professor	Mathematics	17-11-2003	M.Phil-08-VMU	-do-	-do-	14-08-2013
4	Mozibar Rahman	Assistant Professor	Assamese(El)	13-10-2001	NET, SLET	-do-	-do-	14-08-2013
5	Md. Abu Jafor	Assistant Professor	Economics	10-11-2001	NET	-do-	-do-	14-08-2013
6	Nurzzaman Mollah	Assistant Professor	Pol. Science	13-10-2001	SLET, 2013	-do-	-do-	14-08-2013
7	Khandakar Abu Shamim Abbas	Library Assistant	Library	03-01-1998	B.Sc	-do-	Rs.5200 - 20,200/- + GP Rs.2200/-	14-08-2013
8	Abdul wareh Ali	Senior Assistant	Office	01-08-1998	BA	-do-	Rs.3200 - 20,200/- + GP Rs.2900/-	14-08-2013
9	Abdus Samad Mollah	Senior Assistant	Office	17-1-1998	BA	-do-	-do-	14-08-2013
10	Akhas Ali	Junior Assistant	Office	17-1-1998	BA	-do-	Rs.3200 - 20,200/- + GP Rs.2200/-	14-08-2013
11	Fozar Ali Mollah	Junior Assistant	Office	08-08-1998	HSLC	-do-	-do-	14-08-2013
12	Mehedi Hassan Mollah	Junior Assistant	Office	03-08-1998	BA	-do-	-do-	14-08-2013
13	Habibar Rahman Mollah	Library Bearer	Library	04-01-1998	HS	-do-	Rs.4560 - 15,000/- + GP Rs.1500/-	14-08-2013
14	Anup Kr. Dutta	Grade IV	Office	01-08-1997	HSLC	-do-	Rs.4560 - 15,000/- + GP Rs.1500/-	14-08-2013
15	Samsul Hoque	Grade IV	Office	08-08-1988	VIII	-do-	-do-	14-08-2013
16	Kashem Ali	Grade IV	Office	08-08-1988	VI	-do-	-do-	14-08-2013
17	Azaharuddin Ahmed	Grade IV	Office	11-05-2010	BA	-do-	-do-	14-08-2013

This has the approval of Finance (SIU) Department letter No.FSL.141/2014, dated 13-03-2014 and Finance (EC.III) Department vide their U.O. No.149/2014, dated 13-03-2014.

Terms and conditions:-

1. If the resolution of the Governing Body of the college is found to be incorrect / defective or if any procedural lapse is detected regarding selection of the candidate, the appointment of the incumbent concerned will be cancelled without any prior notice;
2. Renewal of retention of the post along with the list of existing incumbent will be submitted in every year until permanent retention is sanctioned.

Contd. 2nd

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

No. PC/HE/VEN.EDNL(57)/Pt/3/2014/246

Dated Kahilipara, the 19th July/2014

O R D E R

In partial modification of the order No. PC/HE/VEN.EDNL(57)/3/2014/14, dt. 26.05.2014, the name of the following incumbent/designation/date of effect of the following employees are hereby corrected as shown below :

Sl. No	Name of College	Name of incumbent	Designation	Date of joining in the College	Date of effect of provincialisation
1	South Salmara College, Dhubri	Joyanal Abedin Ahmed	Asstt. Professor	22.05.1994	14.08.2013
2		Mozibor Rahman	Asstt. Professor	13.10.2001	14.08.2013
3		Nuruzzaman Mollah	Asstt. Professor	13.10.2001	14.08.2013
4		Fazor Ali Mollah	Junior Asstt.	08.08.1998	14.08.2013
5		Abul Hussain	Asstt. Professor	03.08.1995	14.08.2013
6		Md. Abu Jafor	Asstt. Professor	11.10.2001	14.08.2013
7		Khandakar Abu Samin Abbas	Library Asstt.	01.03.1998	14.08.2013
8		Abdul Waresh Ali	Sr. Asstt.	08.01.1998	14.08.2013
9		Mehedi Hassan Mollah	Jr. Asstt.	08.03.1998	14.08.2013
10.		Habibur Rahman Mollah	Library Bearer	01.04.1998	14.08.2013
11.		Anup Kumar Dutta	Gr. IV	08.01.1997	14.08.2013
12		Azahar uddin Ahmed	Gr. IV	06.11.2010	14.08.2013

The terms and conditions laid down in the earlier order as mentioned above will be remained same.

Sd/- (P. Jidung)
 Director of Higher Education, Assam
 Kahilipara, Guwahati-19
 Dated Kahilipara, the 19th July/2014

Memo No. PC/HE/VEN.EDNL(57)/Pt/3/2014/246-A
 Copy to :-

1. The Accountant General (A&E) Assam, Maidamgaon, Beltola, Guahati-29 for information and necessary action.
2. The Commissioner & Secretary to the Govt. of Assam, Education (Higher) Department, Dispur, Guwahati-6.
3. The President, South Salmara College, Dhubri.
- ✓ 4. The Principal, South Salmara College, Dhubri. This has a reference to his letter No.nil, dt. 25.06.2014.
5. The Treasury Officer, Dhubri.
6. The Person concerned.
7. Guard File.

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

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

O R D E R

No.PC/HE/Col.16/2014/Pt./463

Dated Kahilipara the 20th March, 2015

In exercise of the authority conferred under provision 4(1) of the Assam Venture Educational Institutions (Provincialisation of Services) Act, 2011 as Amended 2012 and in pursuance of the Govt. sanctioned order No.AHE.265/2014/14, dated 27-02-2015, the service of the following employee of SOUTH SALMARA COLLEGE, SOUTH SALMARA, DISTRICT-DHUBRI, has been provincialised and he becomes the employee of the State Government with effect from the date shown against the incumbent with the following terms and conditions as mentioned below:

He is also entitled to draw the minimum of the time scale of pay and allowances as admissible under rules with effect from the date shown against the incumbent.

Sl. No.	Name of employee(s)	Name of post	Department	Date of joining	Date of obtained NET/ SLET Ph.D.	Govt. sanctioned No. & Date	Scale of pay	Date of effect
1.	Sheikh Azmal Hoque	Assistant Professor	English	13-10-2001	SLET (26-02-2014)	No.AHE.265/2014/14, dated 27-02-2015	Rs.15,600 - 39,100 + AGP 6000	26-02-2014

This has the approval of Finance (SIU) Department letter U.O. No.FSI.961/2014, dated 20-12-2014 and Finance (EC.III) Department vide their U.O. No.1650/2014, dated 31-12-2014.

Terms and conditions:-

1. If the resolution of the Governing Body of the college is found to be incorrect / defective or if any procedural lapse is detected regarding selection of the candidate, the appointment of the incumbent concerned will be cancelled without any prior notice;
2. Renewal of retention of the post along with the list of existing incumbent will be submitted in every year until permanent retention is sanctioned.
3. The appointed employees will have to furnish an undertaking as prescribed by the Finance (Budget) Department vide its letter No.BW.3/2003/Pt./11/1, dated 25-01-2005 accepting the policy of introduction of "New Pension Scheme" 2005 as per format given below:-

UNDERTAKING

"I understand and accept that Government servants joining the service of the State Government on or after 1st February 2005 shall not be governed by the existing Assam Services (Pension) Rules 1969 and orders issued there under from time to time and that their pension and other retirement benefits will be governed by a set of New Pension Rules, which are being formulated in line with the Contributory Pension Scheme of Government of India and going to be notified in due course."

The expenditure is debitible under the head of account "2202-General Education- (Higher Education) -II- Other State Plan & Non-Plan Schemes -03- University and Higher Education -103- Govt. Colleges & Institutions -4556- Provincialised teachers/ employees serving in Non-Govt. Colleges -01- salaries - General (Non-Plan) voted" during the year 2014-2015.

Sd/- (P.Jidung)
Director, Higher Education, Assam
Kahilipara:::Guwahati-19.

Memo No.PC/HE/Col.16/2014/Pt./ 463-A
Copy to:-

Dated Kahilipara the 20th March, 2015

1. The Accountant General (A&E) Assam, Maidamgaon, Beltola, Guwahati-29 for information and necessary action.
2. The Commissioner and Secretary to the Govt. of Assam, Education (Higher) Department, Dispur, Guwahati-6.
3. O.S.D. to the Minister, Education, Assam for kind appraisal of Hon'ble Minister, Education, Assam.
4. The Principal, SOUTH SALMARA COLLEGE, SOUTH SALMARA, DISTRICT-DHUBRI. He/ she is directed to submit an undertaking after duly verifying and authenticating the relevant original documents, viz., educational certificates, mark sheets, professional qualification, etc. certifying that all the documents are correct, proper and in order, including the joining reports, copies of undertaking along with the photocopies of post allotment order of the employees for releasing their salaries, etc.
5. The Treasury Officer, DHUBRI.
6. The person concerned (Sheikh Azmal Hoque, Assistant Professor, Department of English of South Salmara College). He is directed to submit an undertaking on the New Pension Policy alongwith the joining report to the Principal.
7. The Guard File.

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

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

No. DHE/PA/Order/16/2016/162

Dated Kahilipara the 18th November' 2020.

From: Smti. G. Phukan, ACS
Director of Higher Education, Assam
Kahilipara, Guwahati-19.

To,
The Principal
All Govt. and Provincialised Colleges, Assam.

Sub: Guidelines for selection of Assistant Professors/Librarians in Provincialised Colleges
and Govt. Model Colleges, Assam.

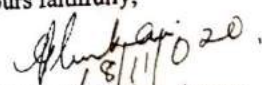
Ref: Govt. O.M No. AHE. AHE.407/2017/53 dated 17th November, 2020.

Sir,

With reference to the subject cited above, I would like to enclose herewith a Govt. Office Memorandum mentioned under reference in connection with Guidelines for selection of Assistant Professors/Librarians in Provincialised Colleges and Govt. Model Colleges, Assam and request to follow this new guideline strictly for selection of Assistant Professors/Librarians in your College.

This is for your kind information and necessary action.

Yours faithfully,


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

Memo No. DHE/PA/Order/16/2016/162-A

Dated Kahilipara the 18th November' 2020

Copy to :-

1. All Vice-Chancellors of University of Assam.
2. The P.S to the Hon'ble Minister Education, Assam, Dispur, Guwahati-6.
3. The P.S to the Commissioner & Secretary to the Govt. of Assam, Higher Education Department, Dispur, Guwahati-6.


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

(141)

**GOVERNMENT OF ASSAM
HIGHER EDUCATION DEPARTMENT
DISPUR :: GUWAHATI-6**

No. AHE.407/2017/53

Dated Dispur, the 17th November, 2020

OFFICE MEMORANDUM

Subject: Guidelines for Selection of Assistant Professors/ Librarians in Provincialised Colleges and Govt. Model Colleges of Assam.

In cancellation of Government O.M. No.AHE.407/2017/44, dated 08-11-2018 or any other previous O.M. in this regard, the Government of Assam in Higher Education Department is pleased to notify the following guidelines for selection of Assistant Professors/ Librarians in Provincialised Colleges of Assam.

SELECTION PROCEDURE FOR THE POST OF ASSISTANT PROFESSOR/ LIBRARIAN:

Qualifications for Direct Recruitment of Assistant Professor: (Reference: Clause 3.0.0/4.0.0/4.40/4.4.1 of the UGC Regulations, 30th June, 2010).

- (i) Good Academic Record as defined by the concerned university with at least 55% marks (or an equivalent grade in a point scale whenever grading system is followed) as the Master's Degree level in a relevant subject from an Indian university or an equivalent degree from an accredited foreign university;
- (ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET;
- (iii) Notwithstanding anything contained in sub-clause (i) and (ii) to this Clause 4.40.1, candidates who are, or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulation, 2009 shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/ College/ Institutions;
- (iv) NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted;
- (v) A relaxation of 5% may be provided at the graduate and master's level for the Scheduled Caste/ Scheduled Tribe/ Differently-abled (Physically and visually differently-abled) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching/ librarian positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace marks (clause-3.4.1);
- (vi) A relaxation of 5% may be provided from 55% to 50% of the marks to the Ph.D. Degree holders, who have obtained their Masters Degree prior to 19th September, 1991 (Clause-3.5.0);
- (vii) The period of time taken by candidates to acquire M.Phil. and/ or Ph.D. Degree shall not be considered as teaching/ research experience for appointment to the positions (Clause-3.9.0).

SELECTION COMMITTEE SPECIFICATION FOR ASSISTANT PROFESSOR IN COLLEGES INCLUDING PRIVATE COLLEGES: (Clause-5.1.0 and 5.1.4).

- (a) The Selection Committee for the post of Assistant Professor in Colleges including Private Colleges shall have the following composition:
1. Chairperson of the Governing Body of the College or his/ her nominee from among the members of the Governing Body to be the Chairperson of the Selection Committee;
 2. The Principal of the College;
 3. Head of the Department of the concerned subject of the college;

(Contd.-2)

4. Two nominees of the Vice-Chancellor of the affiliating university of whom one should be a subject expert. In case of College notified/ declared as minority educational institutions, two nominees of the Chairperson of the College from out of Panel of five names preferably from minority communities, recommended by the Vice Chancellor of the affiliating university from the list of subject experts suggested by the relevant statutory body of the college of whom one should be as subject expert;
 5. Two subject experts not connected with the College to be nominated by the Chairperson of the Governing Body of the college out of a panel of five names recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned in case of colleges notified/ declared as minority educational institutions, two subject experts not connected with the University to be nominated by the Chairperson of the Governing Body of the college out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the College.
 6. An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee do not belong to that category.
- (b) To constitute the quorum for the meeting five of which at least two experts from out of the three subject experts shall be present.

Conversion UGC's guidelines for standardized marking procedure of all counts in terms of concrete marks against each item are as below:

It is hereby clarified that where the University/ College/ Institution declares results in grade points which are on a scale of seven, the following mechanism shall be applied by the Selection Committee for conversion of grade points to equivalent percentages.

Grade	Grade Point	Percentage Equivalent
'O' Outstanding	5.50-6.00	75-100
'A' - Very Good	4.50-5.49	65-74
'B' - Good	3.50-4.49	55-64
'C' - Average	2.50-3.49	45-54
'D' - Below Average	1.50-2.49	35-44
'E' - Poor	0.50-1.49	25-34
'F' - Fail	0-0.49	0-24

DISTRIBUTION OF MARKS: Total 100

1) Academic Record (79 marks)

i) HSI C or equivalent examination (10% of the total percentage of marks)	10 marks
ii) HSSLC or equivalent examination (14% of the total percentage of marks)	14 marks

(Contd.-3)

iii) Degree	25 marks
a) 25% of the total percentage of marks in Hons/Major subjects for Hons/Major students.	
b) 25% of the total percentage of marks in General course Subjects without Hons/Major	
iv) Master Degree in the Concerned Subject (30% of the total percentage of marks)	30 marks

2) Research Contribution and Teaching Experience (20 marks)

i) Ph.D. in the concerned subject from UGC recognized university (Marks will be awarded only if a candidate has Ph.D. Degree in addition to eligibility requirement of NET/SLET/SET. Off campus Ph.D. is not recognized as per Govt. of Assam O.M. No.AHE.293/2008/147, dated 09-07-2012).	9 marks
ii) M.Phil. Degree in the concerned subject from UGC recognized university. (Marks will be awarded only if a candidate has M.Phil. Degree in addition to eligibility requirement of NET/SLET/SET. Off campus M.Phil. Degree is not recognized as per Govt. of Assam O.M. No.AHE.293/2008/147, dated 09-07-2012).	2 marks
iii) Research paper/ article in the concerned subject/ domain published in journal/ Research book/ Proceeding volume with ISSN/ISBN/Impact factor (0.5 marks for each publication is ISSN/ISBN documents published in UGC recognized journal subject to maximum of 1 mark).	1 mark (per paper 0.5)
iv) Research paper/article in the concerned subject/ domain published in impact factor journal existing in the data base of Scopus, Web of Science/ Web of knowledge (1 mark for each publication subject to maximum of 4 marks)	3 marks (per paper 1)
v) 0.5 Marks for each chapter/ article in the concerned subject published in research/ text book with ISBN subject to maximum of 1 mark (In case of text book, the relevant text book must be approved by a competent academic authority such as University)	1 mark (per article 0.5)
vi) Teaching/Library Management experience in the concerned subject/domain (1 mark for each completed year of service after acquiring UGC norms in provincialised/Govt./Affiliated Degree College/Librarians of Govt. Institutions/I.L.S. Classes of Provincialised Schools, subject to Maximum of 2 marks). However, if the period of teaching experience is less than one year then the marks shall be reduced proportionately. In this case a minimum of these months teaching experience will be counted.	2 mark (per paper 0.5)

(Contd.-4)

3) NCC (C) Certificate holder	1 mark
4) Gold medal in any event of University/Youth festival conducted by Universities having affiliating colleges. (certificate must be submitted along with the application)	1 mark
5) Representing Assam in any Olympic Sports event at the National level. (certificate must be submitted along with the application)	1 mark

All candidates must have proficiency in local language.

Instruction contained in this O.M. will come into force from the date of issue of the O.M..

Sd/-(Shri Preetom Saikia IAS)
Commissioner & Secretary to the Govt. of Assam
Higher Education Department

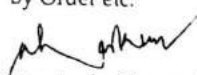
Memo No. AHE.407/2017/53-A

Dated Dispur, the 17th November, 2020.

Copy to:

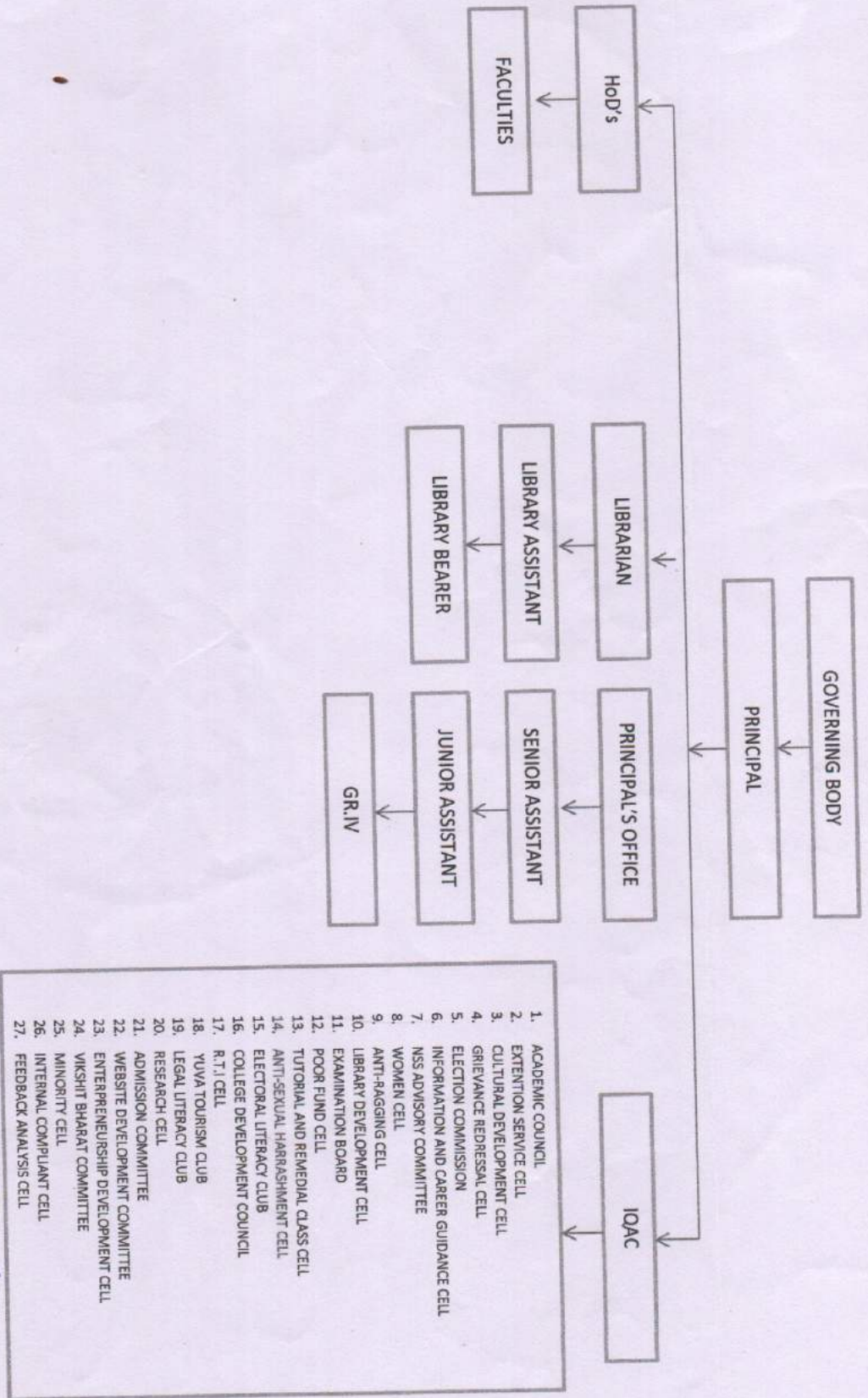
- 1) All Vice-Chancellors of Universities of Assam.
- ✓ 2) The Director of Higher Education, Assam, Kahilipara, Guwahati-19 for information and follow-up action.
- 3) The Director of Education, BTC, Kokrajhar, BTAD, Assam, for information and follow-up action.
- 4) P.S. to the Hon'ble Education Minister, Assam, Dispur, Guwahati-6.
- 5) P.S. to the Principal Secretary, Higher Education Department, Dispur, Guwahati-6.
- 6) P.S. to Commr. & Secretary, Higher Education Department, Dispur, Guwahati-6.
- 7) P.S. to the Secretary, Higher Education Department, Dispur, Guwahati-6.
- 8) All Registrars of Universities of Assam.

By Order etc.


Joint Secretary to the Govt. of Assam
Higher Education Department.


14/11/20

ORGANOGRAM OF SOUTH SALMARA COLLEGE



Principal
 11-06-24
 Principal
 South Salmara College
 Principal i/c
 South Salmara College

South Salmara College, South Salmara

South Salmara Mankachar, Assam

Decentralization and participative management

Decentralization:

The college has a mechanism for delegating authority and provide operational autonomy to various functionaries to work towards decentralized governance system.

1. Management Level:

The G.B delegates all the academic and operational decision based on policy to the academic council headed by the principal in order to fulfil the vision and mission of the college. Academic council formulates common working procedures and entrusts the implementation with the faculty members.

2. Faculty Level:

The faculty members are involved in various committees, cells and allowed to conduct various activities to showcase their abilities. Leadership skill is being developed by participating various, academic, co-curricular activities. The faculties are appointed as convener in various seminars, conferences organized by the college.

Committee/Cell	Roles and responsibilities
Principal	Implementation and monitoring of academic and administrative system to cater to the vision and mission of the college.
Academic Council	Academic development and monitoring progress of various teaching learning process.
IQAC	Monitoring all the academic activities as well as administrative activities and make reports on them.
Examination Cell	Internal and University examination activities.
NSS Cell	NSS activities of the college and outreach activities.
Library Development Cell	Management of learning resources and maintenance of Library.
Anti-Sexual Harassment Cell	To prevent strictly sexual harassment in the campus.
Extension Service Cell	To conduct the extension education activities and other outreach activities.
Grievance Redressal Cell	Monitoring and redresses any grievance of faculty and students.
Career Counselling Cell	To make awareness among the students regarding career related issues.
Election Commission	To conduct election of students union smoothly among students.
Anti-Ragging	To prevent ragging strictly in the college campus.

Foor Fund Cell	To provide financial assistance to the poor students.
Young Tourism Cell	To cater to the interests and needs of young tourists among the students.
Legal Cell	To bring legal awareness among the students.
Electoral Literacy Club	To provide electoral awareness among the students.
College Development Cell	To prepare development plan of the college regarding academic, administrative and infrastructure etc.
R.T.I Cell	To bring awareness about right to information.

3. Student Level:

Students are empowered to play an active role as an activity in-charge of co-curricular and extra-curricular activities, social service group and coordinates.

4. Participative Management:

The college promotes the culture of participative management by involving the staff and students in various socio-cultural activities. Both students and faculties are allowed to express themselves of any suggestion to improve the excellence in any aspects of the college.

5. Strategic Level:

The Principal, IQAC coordinator and staff members are involved in defining the policies and procedures, framing guidelines, rules & regulations pertaining to admission, discipline, grievance, counselling, library, services etc. and effectively implementing the same to ensure smooth and systematic functioning of the college.

6. Operational Level:

- The Principal is the member Secretary of the GB. The GB gives suggestion and monitors the financial matters, introduction of new programs and welfare activities.
- The Principal is responsible for academic, non-academic and administrative activities of the college.
- On behalf of the institution, he interacts with DHE, UGC, affiliating University etc.
- All the staff members actively participate in implementing in order to maintain and achieve quality standard.
- Administrative staffs are involved in executing day to day support services for both students and faculty.

Principal

South Salmara College
Principal i/c
South Salmara College

অসম ৰাজপত্ৰ
सत्यमेव जयते
THE ASSAM GAZETTE

অসাধাৰণ
EXTRAORDINARY
প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত
PUBLISHED BY THE AUTHORITY

নং 339 দিশপুৰ, সোমবাৰ, 22 নবেম্বৰ, 2010, 1 আঘোণ, 1932 (শক)
No. 339 Dispur, Monday, 22nd November, 2010, 1st Agrahayana, 1932 (S.E.)

GOVERNMENT OF ASSAM
ORDERS BY THE GOVERNOR
EDUCATION (HIGHER) DEPARTMENT, DISPUR

NOTIFICATION

The 15th November, 2010

No. B(2)H.12/2003/Pt-II/113 :- In exercise of Powers conferred under sub-section (I) of Section 12 of the Assam College Employees (Provincialisation) Act, 2005 (Assam Act, No. XLVI of 2005), the Governor of Assam is hereby pleased to make the following Rules for carrying out the purposes of the said Act, namely :-

- | | |
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| Short title,
extent and
commencement. | 1. (1) These Rules may be called the "Assam College Employees (Provincialisation) Rules 2010".
(2) They shall come into force on the date of their publication in the Official Gazette.
(3) They shall extend to the areas to which the Act applies. |
| Definitions | 2. In these Rules unless the context otherwise requires.
(a) "Constitution" means the "Constitution of India";
(b) "Governor" means the "Governor of Assam";
(c) "Act" means the "The Assam College Employees (Provincialisation), Act, 2005 (Assam Act, XLVI of 2005);
(d) "Board" means the "State Selection Board";
(e) "Selection Committee" means the Selection Committee Constituted under these Rules.
(f) "Departmental Promotion Committee" means a Departmental Promotion Committee constituted under these rules.
(g) "Director" means the Director of Higher Education, Assam";
(h) "UGC" means the "University Grants Commission", established under the UGC Act, 1956 (Central Act. No. 3 of 1956). |
| Class and Cadre. | 3. Each College shall be a separate entry for the purpose of cadres of employees. All Cadres and their class in the Assam Provincialised Colleges will be the same as in Government Colleges. |

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|---|----|---|
| Strength of Service. | 4. | The Strength of each cadre in respect of each of the post for each of the colleges shall be as sanctioned by the Government from time to time. |
| Method of Recruitment. | 5. | <p>Recruitment shall be made in the manner prescribed hereinafter;</p> <p>(1) Appointment to the post of Principal shall be by direct selection. For this the Governing Body shall constitute a Selection Committee, which shall select a person on the basis of an interview from amongst eligible candidates who apply in response to an open advertisement in newspapers. The Governing Body shall recommend this candidate to the Director, who shall issue orders of appointment.</p> <p>(2) For the post of Lecturer/Librarian appointment shall be made by direct recruitment with prescribed qualifications through open advertisement in two leading dailies atleast in two consecutive issues. In respect of Grade III and Grade IV posts the list of candidates shall be collected from the local employment exchange/Advertisement in newspaper.</p> <p>(3) Appointment to Head Assistant shall be made by promotion from the cadre of Upper Division Assistants on the basis of seniority cum merit.</p> <p>(4) Appointment to the post of Upper Division Assistant shall be made on promotion from Lower Division Assistants/Laboratory Assistants/Library Assistants on the basis of Seniority cum merit.</p> <p>(5) The Post of Lower Division Assistant, Laboratory Assistant, Library Assistant shall be filled up by direct recruitment and from Laboratory Bearers/Library Bearers/Grade IV having qualification as prescribed in the ratio of 75:25.</p> <p>(6) Placement of Lecturers/Librarians in Selection Grade/Senior Grade Scale of pay shall be done by the Governing Body as per Rules prescribed by the UGC and the State Government from time to time on the recommendations of the Departmental Promotion Committee.</p> <p>(7) In all these cases, the Governing Body shall conduct the selection process and recommend to the Director, who shall issue orders of appointment.</p> |
| Assessment of Vacancies. | 6. | Before the end of every year the Governing Body shall make an assessment of the likely number of vacancies to be filled up by promotion/direct recruitment in the next year in each cadre and determine which of these vacancies would go for reserved categories ; |
| Direct Recruitment. | 7. | <p>(a) All appointment either by direct recruitment or by promotion shall be made by the Director on the basis of recommendations of the Governing Body based on the recommendations of the Selection Committee/Departmental Promotion Committee duly constituted;</p> <p>(b) The Director shall communicate his orders within thirty days;</p> <p>(c) The Selection Committee may hold such test of interview for all posts as may be considered necessary. For posts for which UGC has prescribed norms, no candidate shall be recruited without having the required norms;</p> <p>(d) All fresh appointments shall be made on receipt of police verification report.</p> |
| Age Limit and Qualification. | 8. | The minimum and maximum age, academic qualification, physical fitness etc. for direct recruitment shall be the same as in Government Colleges in the corresponding Grades. |
| General Procedure for Promotion. | 9. | <p>(i) The Governing Body shall furnish to Departmental Promotion Committee the following documents and information in respect of the persons to be considered for promotion. The number of persons to be considered for promotion shall be four times of the number of vacancies as assessed for filling up by promotion in that cadre. This shall be in order of seniority in the Gradation List;</p> <p>(a) The number of vacancies with reservations;</p> |

- (b) List of employees in order of seniority eligible for promotion (separate list for promotion to the different cadres shall be furnished) indicating the cadre to which the case of promotion has to be considered;
- (c) Character Rolls and other records of the persons listed;
- (d) Any other documents and information as may be required by the Selection Committee;
- (ii) The Governing Body shall request the Departmental Promotion Committee to recommend the list of employees found suitable for promotion in order of preference within one month in respect of promotion to each of the cadre in which appointment is to be made by promotion;
- (iii) The Selection shall be made on the basis of seniority cum merit in each case of promotion;
- (iv) The Departmental Promotion Committee after examination of the documents and information furnished by the Governing Body shall recommend a select list of candidates equal to the probable vacancies in order of preference/merit found suitable for promotion;
- (v) The Select list shall remain valid for 12 months;
- (vi) The promotion shall be in according with the list prepared by the Departmental Promotion Committee;

**Selection
Committee/
Departmental
Promotion
Committee.**

10. (A) Committee for selection of candidates for appointment on direct recruitment of lecturers and librarians shall consists of the following :-
- (i) President of the Governing Body - Chairman
 - (ii) Head of Department (Concerned) - Member
 - (iii) Two nominees of the Vice-Chancellor of the affiliating University (out of whom one should be subject expert) - Members
 - (iv) Secretary of the Governing Body - Member Secretary.
 - (v) Two subject experts not connected with the college to be nominated by the President of the Governing Body out of a panel of names approved by the Vice-Chancellor of the affiliating University;
- Two third majority will constitute the quorum with mandatory presence of University expert nominee;
- (B) Committee for selection of candidate for appointment of direct recruitment of all other posts shall consist of the following :-
- (i) President of the Governing Body - Chairman
 - (ii) Secretary of the Governing Body - Member Secretary
 - (iii) Two heads of Department to be nominated by the President, Governing Body. - Member
- (C) Departmental Promotion Committee for all posts shall consists of the following :-
- (i) President of the Governing Body - Chairman
 - (ii) Principal of the College - Member Secretary
 - (iii) One senior most Head of the Department of the College. - Member

Disqualification

11. No person shall be eligible for appointment :-
- (a) Unless he is a citizen of India, and ;
 - (b) If he/she is practicing bigamy Provided that Government may, if it is satisfied that there are special grounds for doing so exempt any person from the operation of this Rule ;
 - (c) No person who attempts to enlist support for his/her candidature directly or indirectly by any recommendation either written or oral or by other means shall be appointed.

- | | | |
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| Reservation | 12. | In all cases of appointment by direct recruitment as well as by promotion there shall be reservations for candidates belonging to the members of the SC, ST as per provision of the SC, ST (Reservation of Vacancies in Services and Posts) Act, 1978 and Rule framed thereunder. There shall also be reservations for candidates belonging to OBC as per Government instructions. General order in respect of reservation in favour of other categories of candidates like physically handicapped as may be in force shall also be followed. Since an individual college is a separate entity for the purposes of cadres, reservations would be applicable college-wise for each individual cadre separately for which a proper register of roster shall be maintained. As Principal is a single post cadre no reservation would be applicable to it. The Governing Body shall be responsible to ensure that reservations are made as per Rules. |
| Probation & Confirmation. | 13. | Subject to availability of a permanent vacancy in the respective cadre a person appointed on direct recruitment shall be placed according to seniority on probation against the permanent vacancy for a period of 2 years before he is confirmed. |
| Training | 14. | A person appointed on direct recruitment shall be required to undergo such training and pass such departmental examinations as Government may prescribe. |
| Discipline & Appeal | 15. | All employees of the Assam Provincialised Colleges shall be governed under the provisions of "Assam Services (Discipline & Appeal) Rules 1964, Assam Civil Services Conduct Rules 1965" and guidelines made thereunder. |
| Scale of Pay | 16. | All appointment shall be made in the time scale of pay as may be prescribed by the Government from time to time. |
| Seniority | 17. | <p>(a) Inter-se-seniority of employees belonging to each of the cadres shall be in the order in which their names appear in the select list prepared by the Selection Committee provided he/she joins in the post within 15 (fifteen) days from the date of receipt of the appointment order or within the extended period not exceeding three months;</p> <p>Provided that if a candidate is prevented from joining within this period by circumstances of public nature or for reasons beyond his control, the appointing authority may extend it for a further period of 15 days. If the period is not so extended the seniority shall be determined according to the date of joining;</p> <p>(b) If two persons are appointed on the recommendation of the selection committee in different batches, then the person who was recommended in the earlier batch shall be senior to the person who was recommended in the later batch;</p> <p>(c) If two or more persons are bracketed in the merit list by the selection committee, the inter-se-seniority of these persons shall be determined according to the date of birth;</p> <p>(d) A person appointed by promotion against a vacancy occurring in a year shall be senior to a person appointed by direct recruitment of the year.</p> |
| Gradation List | 18. | The College shall publish a gradation list every year cadre wise, indicating the relative seniority and date of birth, date of appointment etc. of each employee. |
| Transfer | 19. | There shall not be any transfer of employees from one college to another, except in a situation wherein a stream of study or a subject is closed down in a college by the Government on a proposal from the Governing Body and some teachers have become surplus. Only in such a situation the Government may transfer these teachers and adjust them elsewhere. In such a situation of seniority of the transferred teachers would be fixed in the new college on the basis of their date of joining in the original college. |
| Maintenance of Registers and Records. | 20. | The College authorities shall maintain such Registers and records in suitable form as may be prescribed by the Government from time to time with a view to recording the service particulars of the employees. In particular the College shall maintain the service books other service records and the leave accounts of all employees. |
| GPF and Pension. | 21. | (i) Notwithstanding anything contained in these Rules, the existing Rules and orders applicable to State Government employees on pension, GPF, Leave, TA etc. will be applicable in case of Provincialised College Employees. |

- (ii) The existing employees shall be governed by the existing pension Rules of the Government ;
- Provided that the employees who joined on or after 1st day of February, 2005 shall not be covered by the existing Pension Rules of the Government. They shall be governed by such Pension Rules or Scheme as the case may be framed by the Government in respect of other similarly situated employees of the Government;
- (iii) The Director, Higher Education, Assam shall forward a college wise list of employees already retired or due to retire within the next calendar year in the format as prescribed for government Degree College, so as to reach the Accountant General by 30th September every year;
- (iv) The College shall process all Pension cases and submit to the Director who shall sanction and authorize provisional Pension/Gratuity on the basis of these rules and the "Assam Service (Pension) Rules, 1969" as applicable;
- (v) The employees who have opted for pension scheme under the provision of Clause 8 of the Act will discontinue their C.P.F. contribution, open G.P.F. account with the Accountant General. Such employees will compulsorily subscribe to the Fund at the prescribed minimum rate of 6.25% of basic pay per mensem;
- (vi) The Pension shall be authorized from the date of coming into force of the Act i.e. 1st day of December, 2005;
- Leave** 22. The Governing Body of the College shall be authority to sanction all leaves excluding study leave for all its employees.
- Lien/deputation and Study Leave.** 23. Lien, deputation and study leave to the employees of the Assam Provincialised Colleges shall be granted by the Government for which proposals shall be routed through the Director. The norms applicable to Government Colleges would be applicable in their case.
- No Objection Certificate for Higher Studies and applying for jobs.** 24. The Governing Body shall issue No Objection Certificate to the college employees for applying for admission to course of higher studies and for other jobs.
- Authority for acceptance of Resignation/ Voluntary Retirement.** 25. The Director, on the recommendations of the Governing Body shall be the authority for accepting or rejecting requests for resignations and voluntary retirement.
- A.C.R.** 26. The Principal of the College shall be the recording officers and the Governing Body, will be the Reviewing and Accepting Authority for the Annual Confidential Report of all employees excepting Principal. In case of the Principal the President of the Governing Body shall be the recording authority and the Director of Higher Education, Assam shall be the Reviewing and Accepting Authority.
- Residual power of Appointing Authority** 27. The Governing Body of the College shall exercise all other powers of the Appointing Authority as per usual norms.

H. M. CAIRAE,

Additional Chief Secretary to the Government of Assam,
Education (Higher) Department, Dispur, Guwahati-6.