

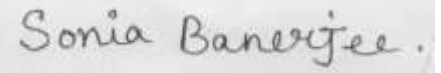
SL. No. 506

**STUDENT PROGRESSION REPORT FORMAT**



1. Name of the Student: SONIA BANERJEE
2. Programme: PG/M Phil/Ph.D.: PG
3. Course (Subject): COMPUTER SCIENCE & APPLICATION
4. Name of the Department and Session: COMPUTER SCIENCE (2016-2018)
  - (i) College: M.U.C WOMEN'S COLLEGE, BURDWAN
  - (ii) University: THE UNIVERSITY OF BURDWAN
- a. PG: Subject: COMPUTER SCIENCE & APPLICATION Session: 2016-2018
- b. M Phil: Subject: NA Session: NA
- c. Ph.D.: NA
- a. Area: NA
- b. Registration: NA
- c. Date of Award: NA
5. University Registration No.: 018092 of 2013-2014
6. Present Working Place with Complete Address & Communicating address:  
M.U.C WOMEN'S COLLEGE  
BC ROAD, PAIRAKHANA, PURBA BARDHAMAN, WEST BENGAL, 713104
7. Date of Joining: 24/09/2018
8. Present Designation/Status: GUEST LECTURER
9. Personal business/Company/ Institute: M.U.C WOMEN'S COLLEGE, BURDWAN
10. Occupational ID (if any): NA
11. Pay scale/ Consolidated salary/ CTC/Stipend (INR): RS-250/- (PER CLASS)

SL. No. 506

A rectangular box containing a handwritten signature in black ink that reads "Sonia Banerjee.".

Date: 06/01/2020

Place: BURDWAN

[Name & Signature]  
(Scanned signature would be accepted)

SONIA BANERJEE

**MAHARAJADHIRAJ UDAY CHAND WOMEN'S COLLEGE**

B.C. Road, Burdwan- 713 104 Phone- (0342) 2533168 / 2531900

Government Sponsored Degree College Estd-1955

E-mail < mucwcburdwan@gmail.com >

A Constituent College of the University of Burdwan

Reaccredited by NAAC (Grade-B CGPA2.72)



Ref No. MUCWC/G.T./ 6607/2018

Date :- 18.09.18

To

Ms Sonia Banerjee

Vill. - Palsit, P.O. - Bhaita

Burdwan - 713149

Madam,

As per the recommendation of the Selection Committee you are appointed Guest Teacher in Computer Science with immediate effect at an honorarium of Rs. 200/- per class.

You are required to take classes and perform other allied duties assigned to you by the department. Regarding class routine, the portion of syllabus to be taught and other such academic matters you are requested to contact the Head of the Department of your Subject/undersigned.

This letter of engagement will stand withdrawn if you fail to report within a week from the date of issue of the letter. This tenure of appointment is for Semester I but may be renewed for subsequent Semester(s).

Thanking You,

Yours sincerely,

Principal

MUC Women's College,

Purba Bardhaman

**M. U. C. Women's College.**  
Purba Bardhaman



## BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

### 1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

### 2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

### 3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

### 4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

## PERFORMANCE PAY

### Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

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Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Service Line: 1800 209 1111 Email: careers@tcs.com





This Pay shall be treated as productivity bonus in lieu of statutory profit bonus.

## OTHER BENEFITS

### **Health Insurance Scheme**

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

#### **1. Basic Cover**

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

#### **2. Higher Hospitalisation**

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

### **Maternity Leave**

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

### **Loans**

You will be eligible for loans, as per TCSL's loan policy.

### **Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)**

You will become a member of the TWT, on completion of continuous association of one year

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from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

### Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

### RETIRALS

#### Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

#### Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

### TERMS AND CONDITIONS

#### 1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/voke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

#### 2. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

### 3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

### 4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

### 5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

### 6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

### 7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

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### 8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

### 9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

### 10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

### 11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.

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This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

## 12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

## 13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

## 14. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCSL as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCSL.

## 15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

## 16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum

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qualification of MBBS to the Induction Coordinator.

#### 17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

#### 18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

#### 19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original Documents** for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)

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- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
  - \*There is no criminal offence registered/pending against you
  - \*There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- \*PAN Card (Permanent Account Number)
- \*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- \*Passport
- \*NSR E-Card

#### 20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

#### 21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

#### 22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from

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time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

### 23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

### 24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.





**Withdrawal of Offer**

If you fail to accept the offer from TCSL within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

**For TATA Consultancy Services Limited**

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



- Encl: Annexure 1: Benefits and Gross Salary
- Annexure 2: List of TCS Xperience Centres
- Annexure 3: Confidentiality and IP Terms



## GROSS SALARY SHEET

Annexure 1

|                |                                    |
|----------------|------------------------------------|
| Name           | Subhasree Ghosh                    |
| Designation    | Graduate Trainee                   |
| Institute Name | University Of Burdwan, West Bengal |

Table 1: Compensation Details (All Components in INR)

| Component Category                    | Monthly       | Annual          |
|---------------------------------------|---------------|-----------------|
| <b>1) Fixed Compensation</b>          |               |                 |
| Basic Salary                          | 7,950         | 95,400          |
| Bouquet Of Benefits #                 | 4,343         | 52,110          |
| <b>2) Performance Pay</b>             |               |                 |
| Monthly Performance Pay               | 1,500         | 18,000          |
| <b>3) Annual Components/Retirals</b>  |               |                 |
| Health Insurance***                   | NA            | 4,000           |
| Provident Fund                        | 954           | 11,448          |
| Gratuity                              | 382           | 4,589           |
| ESI Contribution##                    |               | 5,379           |
| Total of Annual Components & Retirals | 1,336         | 20,037          |
| <b>TOTAL GROSS</b>                    | <b>15,129</b> | <b>1,90,926</b> |

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

##Contribution towards Employees' State Insurance borne by TCS.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

| Component Category               | Monthly      | Annual        |
|----------------------------------|--------------|---------------|
| House Rent Allowance             | 3,180        | 38,160        |
| Leave Travel Assistance          | 663          | 7,950         |
| Food Card                        | 500          | 6,000         |
| Personal Allowance               | 0            | 0             |
| <b>GROSS BOUQUET OF BENEFITS</b> | <b>4,343</b> | <b>52,110</b> |





|   |   |
|---|---|
| <b>Ahmedabad</b><br>TCS XP HR Lead<br>Tata Consultancy Services,<br>Garima Park, IT/ITES SEZ, Plot # 41,<br>Gandhinagar - 382007  | <b>Bangalore</b><br>TCS XP HR Lead<br>Tata Consultancy Services,<br>Gate 1, No 42, Think campus, Electronic City phase II,<br>Bangalore - 560100, Karnataka   |
| <b>BUBANESHWAR</b><br>TCS XP HR Lead<br>Tata Consultancy Services,<br>Training Lab Venue:-Barabati, IRC Block, Ground Floor,<br>Tata Consultancy Services Limited, (UNIT-II) - BARBATI<br>SEZ, IT/ITES- SPECIAL ECONOMIC ZONE (SEZ), PLOT NO.<br>35, CHANDAKA INDUSTRIAL ESTATE, PATIA,<br>Bhubaneswar - 751024 | <b>Chennai</b><br>TCS XP HR Lead<br>Tata Consultancy Services,<br>415/21-24, Kumaran Nagar, Old Mahabalipuram Rd,<br>TNHB, Sholinganallur, Chennai, Tamil Nadu 600119   |
| <b>DELHI – Gurgaon</b><br>TCS XP HR Lead<br>Tata Consultancy Services,<br>Block C, Kings Canyon, ASF Insignia, Gurgaon -<br>Faridabad Road, Gawal Pahari, Gurgaon - 122003,<br>Haryana  | <b>DELHI – Noida</b><br>TCS XP HR Lead<br>Tata Consultancy Services,<br>Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th<br>floor, Glaxy Business Park, Block - C & D, Sector - 62,<br>Noida - 201 309, UP                                       |
| <b>Guwahati</b><br>TCS XP HR Lead<br>Tata Consultancy Services,<br>5th Floor, NEDFI House, G.S. Road, Dispur, Guwahati -<br>781006, Assam   | <b>Hyderabad</b><br>TCS XP HR Lead<br>Tata Consultancy Services,<br>Q City, Nanakranga, Hyderabad   |
| <b>INDORE</b><br>TCS XP HR Lead<br>Tata Consultancy Services,<br>IT/ITES SEZ, Scheme No. 151 & 160-B, Super Corridor,<br>Village Tigariya Badshah & Bada Bangarda, Tehsil<br>Hatod, Indore - 452018,<br>Madhya Pradesh  | <b>KOLKATA</b><br>TCS XP HR Lead<br>Tata Consultancy Services Limited,<br>Ecospace 1B building, 2nd floor, Plot - IIF/12, New<br>Town, Rajarhat, Kolkata - 700160, West Bengal OR<br>Auditorium, 2nd Floor, Wanderers Building, Delta Park -<br>Lords |
| <b>KOCHI</b><br>TCS XP HR Lead<br>Tata Consultancy Services,<br>TCS centre, Infopark Road Infopark Campus, Infopark,<br>Kakkanad, Kerala 682042   | <b>MUMBAI</b><br>TCS XP HR Lead<br>Tata Consultancy Services,<br>Yantra Park, Pokharan Road Number 2, TCS Approach<br>Rd, Thane, West, Thane, Maharashtra 400606  |
| <b>NAGPUR</b><br>TCS XP HR Lead<br>Tata Consultancy Services Limited,<br>Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,  | <b>PUNE</b><br>TCS XP HR Lead<br>Tata Consultancy Services,<br>Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park,<br>Hinjewadi Phase III, Pune - 411057, Maharashtra   |
| <b>Trivandrum</b><br>TCS XP HR Lead<br>Tata Consultancy Services,<br>Peepul Park, Technopark Campus, Kariyavattom P.O.<br>Trivandrum - 695581, India  |   |

Subhasree Ghosh  
29/11/2021



## Confidentiality and IP Terms and Conditions

### 1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

- (a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software.
- (b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).
- (c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,
- (d) Customer and prospective customer lists, and
- (e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

Subhasree Ghosh  
29/11/2021





## 2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

## 3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

*Subhasree Ghosh*  
29/11/2021



#### 4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

#### 5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

#### 6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

#### 7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

*Subhasree Ghosh*  
25/11/2021





(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

**8. Restriction on Associate's Rights**

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

**9. No License**

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

*Subhasree Ghosh*  
29/11/2021



## 10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

## 11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

*Subhasree Ghosh*  
29/11/2021





(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

*Subhasree Ghosh*  
29/11/2021

SL. No. 509



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

Subhasree Ghosh  
29/11/2021



SL. No. 509



Offer: Computer Consultancy  
Ref: TCSL/DT20218725322/Hyderabad  
Date: 20/11/2021

Ms. Subhasree Ghosh  
"Brojo-Bitan"Vill - Chopa,  
Post - Chopa,  
Hooghly-712308,  
West Bengal.  
Tel# 91-7548075008

Dear Subhasree Ghosh,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be ₹1,90,926/- per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

#### **COMPENSATION AND BENEFITS**

##### **BASIC SALARY**

You will be eligible for a basic salary of ₹7,950/- per month.

TCS Confidential  
TCSL/DT20218725322

Subhasree Ghosh  
29/11/2021

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Narmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Career Service Centre: 1800 209 3111 Email: careers@tcs.com



SL. No. 524

Ph : 03262-202419

# SIDHO-KANHO-BIRSHA UNIVERSITY

P.O – Purulia Sainik School, Ranchi Road, Dist-Purulia, WB - 723104

Office of the Registrar

website: www.skbu.ac.in

e-mail: registrar@skbu.ac.in

Ref. No. B/AC/17/(K&amp;D)/SKBU/2-1

Date: 07.11.2021

From: Registrar

Sidho-Kanho-Birsha University, Purulia

To

Dr. Madhumita Baidya

C/O- Ajoy Baidya

Prakash Apartment, Gopalpur,

GT Road, Asansol, Pin-713304,

Landmark: Opp. SBI

I am directed to inform that on the basis of the recommendation of the Selection Committee duly constituted in accordance with the West Bengal Act XII of 2010, Sidho-Kanho-Birsha University Act 2010 and West Bengal Act XII of 2011, the West Bengal University Laws (Amendment) Act 2011 and 1<sup>st</sup> Statute of this University; Hon'ble Vice Chancellor of Sidho-Kanho-Birsha University has been pleased to appoint you for the Post of Assistant Professor in Education, SKBU with Academic Level-10 with rationalized entry pay Rs. 57,700/- along with other admissible allowances on the following terms and conditions:

1. Your appointment will be on probation for a period of one year from the date of joining and terminable on one months notice from either end.
2. Your service will be governed by the Sidho-Kanho-Birsha University Act, Statutes, Rules, Regulations & Ordinances.
3. Retirement benefits will be admissible according to the University Statutes and Rules, Regulations & Ordinance.
4. Your service may be requisitioned by any other departments if and when necessary for which no extra remuneration will be admissible.
5. You shall have to reside at Purulia on your own arrangement.

In case the above offer is acceptable to you, you are requested to intimate your acceptance in writing within ten days after receipt of the letter, failure of which will lead to the presumption that you are not interested to join the post and accordingly present offer will be treated as cancelled without further reference. One set of self-attested photocopies of academic and service records should to be submitted along with the acceptance letter. Originals of the documents may also be produced for verification.

Further, you are requested to join the post within one month from the date of submission of your acceptances. This is essential to produce last pay certificate and release order in original from your present employer if any at the time of joining.

Registrar

Sidho-Kanho-Birsha University,  
Purulia

Copy to : 1. Finance Officer, SKBU

2. P A to V, C

Registrar

Sidho-Kanho-Birsha University  
Purulia - 723104





**PURBA BARDHAMAN DISTRICT PRIMARY SCHOOL COUNCIL**  
 OFFICE OF THE  
 NETAJI BHABAN, KACHHARI ROAD, BURDWAN

2662371, 2662372 E-mail : [dpscburdwan@gmail.com](mailto:dpscburdwan@gmail.com) website : <http://www.dpscburdwan.com>

Memo No.- 964/APPTT

Dated : 20/02/2021

To,  
 SRI / SMT. PAYEL KARMAKAR  
 S / D / W of JOYDEV KARMAKAR  
 C/O - JOYDEV KARMAKAR, 223/ MAYUR MAHAL  
 P. O - NATUNGANG  
 DIST. - PURBA BARDHAMAN, PIN - 713102

In terms of Secretary, WBBPE's Memo No. 334/BPE/2021 Dated 17/02/2021 he / she is hereby appointed as an Assistant Teacher on probation for two years from the date of joining in the school under the District Primary School Council, Purba Bardhaman, on monthly pay and other usual allowances as per rules in the Pay Band Rs. (7100/- - 37600/-) (Level -9) as per ROPA-19 revised. He / She is posted as Assistant Teacher in LAKURDI VIDYA MANDIR FP SCHOOL P.O. LAKURDI under SADAR URBAN-I Circle, District- Purba Bardhaman.

His / Her service will be regulated by the relevant Govt. Act, rules, regulations etc.

His / Her service is transferable and is purely temporary and is terminable on one month's notice on either side. One month's salary will be forfeited if the teacher does not serve one month's notice prior to leaving his / her service.

He / She must abide by the rules, regulations and orders of the Council.

The joining report in duplicate, attested copies of the qualification certificates, mark-sheets, age proof certificate, and other relevant certificates such as Caste Certificate / OBC Certificate / P.H. Certificate etc. should be submitted to the concerned Sub-Inspector of Schools along with the originals for verification.

He / She should join his / her post within 15 (fifteen) days from the date of issue of this appointment letter failing which the offer of appointment may be treated as cancelled without making any further reference to him / her in this regard.

Chairman

District Primary School Council, Purba Bardhaman

Memo No.- 964/APPTT (4)

Dated : 20/02/2021

Copy for information and taking necessary action to:-

- 1) The Sub-Inspector of Schools SADAR URBAN-I Circle. He/ She should send copy of joining report, attested copies of other certificates along with first month salary bill of the teacher. He / she should verify the Original Certificates before drawing the first salary bill of the incumbent.
- 2) The Controller of Finance / Finance Officer of the Council.
- 3) Head Teacher / Teacher-in-Charge, LAKURDI VIDYA MANDIR FP SCHOOL, P.O. LAKURDI, Dist- Purba Bardhaman.
- 4) Dealing assistant of this office (Bill Section).

Secretary

District Primary School Council, Purba Bardhaman.



**OFFICE OF THE**  
**PURBA BARDHAMAN DISTRICT PRIMARY SCHOOL COUNCIL**  
**NETAJI BHABAN, KACHHARI ROAD, BURDWAN**  
 ■ 2662371, 2662372 E-mail : dpscwardwan@gmail.com website : http://www.dpscburdwan.com

Memo No.- 3557/APPTT

Dated : 14/07/2021

To,  
**SRI / SMT. SANGITA BANERJEE**  
 S / D / W of **SAGAR BANERJEE**  
**C/O-LATE SAGAR BANERJEE, VILL-CHUPI**  
**P. O - CHUPI**  
**DIST. - PURBA BARDHAMAN, PIN - 713513**

In terms of Secretary, WBBPE's Memo No. 739(22)/BPE/2021 Dated 06/07/2021 he / she is hereby appointed as an Assistant Teacher on probation for two years from the date of joining in the school under the District Primary School Council, Purba Bardhaman, on monthly pay and other usual allowances as per rules in the Pay Band Rs. (7100/- – 37600/-) (Level -9) as per ROPA-19 revised He / She is posted as Assistant Teacher in **SAJIARA G S F P SCHOOL P.O. Laksmipur** under **PURBASTHALI** Circle, District- Purba Bardhaman.

His / Her service will be regulated by the relevant Govt. Act, rules, regulations etc

His / Her service is transferable and is purely temporary and is terminable on one month's notice on either side. One month's salary will be forfeited if the teacher does not serve one month's notice prior to leaving his / her service

"This appointment shall not create any equity in their favour nor confer any vested right and their appointments should be governed by the result of the Writ Petition."

This is in accordance of the order of the Hon'ble Calcutta High Court, Passed on 04/03/2021 in the matter of MAT 298 of 2021 with CAN 1 of 2021, MAT 299 of 2021 with CAN 1 of 2021 & MAT 305 of 2021 with CAN 1 of 2021.

He / She must abide by the rules, regulations and orders of the Council

The joining report in duplicate, attested copies of the qualification certificates, mark-sheets, age proof certificate, and other relevant certificates such as Caste Certificate / OBC Certificate / P.H. Certificate etc. should be submitted to the concerned Sub-Inspector of Schools along with the originals for verification

He / She should join his / her post within 15 (fifteen) days from the date of issue of this appointment letter failing which the offer of appointment may be treated as cancelled without making any further reference to him / her in this regard.

Chairman

District Primary School Council, Purba Bardhaman

Memo No.- 3557/APPTT (4)

Dated : 14/07/2021

Copy for information and taking necessary action to :-

- 1) The Sub-Inspector of Schools **PURBASTHALI** Circle. He/ She should send copy of joining report, attested copies of other certificates along with first month salary bill of the teacher. He / she should verify the Original Certificates before drawing the first salary bill of the incumbent.
- 2) The Controller of Finance / Finance Officer of the Council.
- 3) Head Teacher / Teacher-in-Charge, **SAJIARA G S F P SCHOOL, P.O. Laksmipur, Dist- Purba Bardhaman.**
- 4) Dealing assistant of this office (**Bill Section**)

Secretary

District Primary School Council, Purba Bardhaman



**Govt. of West Bengal**  
**Directorate of School Education**  
**(Appointment Section)**  
**Bikash Bhaban, 7<sup>th</sup> Floor, Salt Lake City, Kolkata-700091.**

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Memo. No. 149 - Sc/Apt/1A-17P-2020

Date 05.02.2021

On the recommendation of the Public Service Commission, West Bengal, vide Memo. No. 351 - P.S.C. (selection)/IS-49/2018 Dt. 20<sup>th</sup> July, 2020, **Sri/ Smt. SUSHOVAN KONER** an empanelled UR category candidate is hereby appointed to the post of **SUB-INSPECTOR OF SCHOOLS** in the West Bengal Sub-ordinate Education Service (Inspection Branch) in the Scale of pay of Rs. 9000-40500 /- with Grade Pay Rs. 4700 /- under ROPA-2009, corresponding to Revised Pay under ROPA-2019 in the Pay level 14 plus other admissible allowances on purely temporary basis with effect from the date he/she joins the post of **SUB-INSPECTOR OF SCHOOLS RANIGANG CIRCLE, PASCHIM BARDHAMAN VICE VACANT POST.**

If he/she is a State Govt./Central Govt./ other Govt. undertaking employee, he/she will submit proper release order from his/her present Appointing Authority at the time of joining.

The offer of this appointment will be treated as cancelled without giving any further notice if he/she fails to join within 30 days from the date of issue of this letter.

He/She will have to give prior notice of at least one month if he /she leaves service during the probation period otherwise he/she have to refund one month's salary in lieu of that.

No travelling or any other allowance is admissible for joining the post.

Sub-Inspector of Schools who are being appointed to the office of the DPO etc. shall be exempted from payment of foreign service contribution towards cost of pension and leave salary in terms of G.O. No. 3564-F Dated 15.05.2006.

The Accountant General, West Bengal and all other concerned are being informed accordingly.

Sd/- Dr. A. N. Biswas, IAS  
Commissioner of School Education,  
West Bengal.

Memo No. 149 /I(12)- Sc/Apt

Date 05.02.2021

Copy forwarded for information and necessary action to :

1. The Principal Secretary to the Govt. of West Bengal, School Education Department, 6<sup>th</sup> floor, Bikash Bhaban, Salt Lake, Kolkata- 700091.
2. The Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata-700001.
3. The Principal Secretary, GTA, Darjeeling, PO+Dist.-Darjeeling.
4. The Secretary, Public Service Commission, West Bengal, 161-A S P Mukherjee Road, Kolkata-700026 with reference to Commission's Memo. No. 351 - P.S.C. (selection)/IS-49/2018 Dt. 20<sup>th</sup> July, 2020. The original application is returned herewith.
5. P.S. to the Hon'ble Minister- in- Charge, School Education Department, 5<sup>th</sup> floor, Bikash Bhaban, Salt Lake, Kolkata- 700091.
6. The Pay & Account Officer, Pay & Accounts -I/II/III, Kolkata with an intimation that PVR & MR in respect of candidate has been received in order by this office.
7. The Treasury Officer, , Dist. - PASCHIM BARDHAMAN with an intimation that PVR & MR in respect of candidate has been received in order by this office.
8. The Chairman, District Primary School Council, PASCHIM BARDHAMAN.
9. The District Inspector of Schools (P.E. /S.E. ), PASCHIM BARDHAMAN, OFFICE OF THE DISTRICT INSPECTOR OF SCHOOLS (PRIMARY EDUCATION), AT: SUKANTA MAIDAN, S.B. GARAI ROAD, ASANSOLE MUNICIPAL CORPORATION, BORROUGH OFFICE NO.: 4, PO: ASANSOLE, DIST.: PASCHIM BARDHAMAN, PIN: 713303.
10. The District Education Officer, PBSSM, PASCHIM BARDHAMAN.
11. Additional District Inspector of Schools (S.E.), , .
12. **SUSHOVAN KONER, BAHILAPARA, B.L. CHOWDHURY ROAD, STATE - WEST BENGAL, DIST. - PURBA BARDHAMAN, PIN. - 713101, (Contact No.- 8927390487)** with the direction to report to District Inspector of Schools (P.E. /S.E.), positively for joining ; failing which this offer of appointment will be treated as cancelled. In case of employed person proper Release/ Acceptance of Resignation Order etc. must be submitted at the time of joining. His/Her interse seniority will be determined as per position secured in the panel of the Public Service Commission, West Bengal.

Dy. Director of School Education (Admn.)

West Bengal.



**AMIT BHATTACHARYA**

**(YEAR OF APPOINTMENT: 2021)**

**Govt. of West Bengal  
Directorate of School Education  
(Appointment Section)  
Bikash Bhaban, 7<sup>th</sup> Floor, Salt Lake City, Kolkata-700091.**

Memo. No. 207 - Sc/Apt/1A-17P-2020

Date 05.02.2021

On the recommendation of the Public Service Commission, West Bengal, vide Memo. No. 351 - P.S.C. (selection)/1S-49/2018 Dt. 20<sup>th</sup> July, 2020, Sri/ Smt. **AMIT BHATTACHARYA** an empanelled UR category candidate is hereby appointed to the post of **SUB-INSPECTOR OF SCHOOLS** in the West Bengal Sub-ordinate Education Service (Inspection Branch) in the Scale of pay of Rs. 9000-40500 /- with Grade Pay Rs. 4700 /- under ROPA-2009, corresponding to Revised Pay under ROPA-2019 in the Pay level 14 plus other admissible allowances on purely temporary basis with effect from the date he/she joins the post of **SUB-INSPECTOR OF SCHOOLS UTTARPARA CIRCLE, HOOGHLY VICE VACANT POST.**

If he/she is a State Govt./Central Govt./ other Govt. undertaking employee, he/she will submit proper release order from his/her present Appointing Authority at the time of joining.

The offer of this appointment will be treated as cancelled without giving any further notice if he/she fails to join within 30 days from the date of issue of this letter.

He/She will have to give prior notice of at least one month if he /she leaves service during the probation period otherwise he/she have to refund one month's salary in lieu of that.

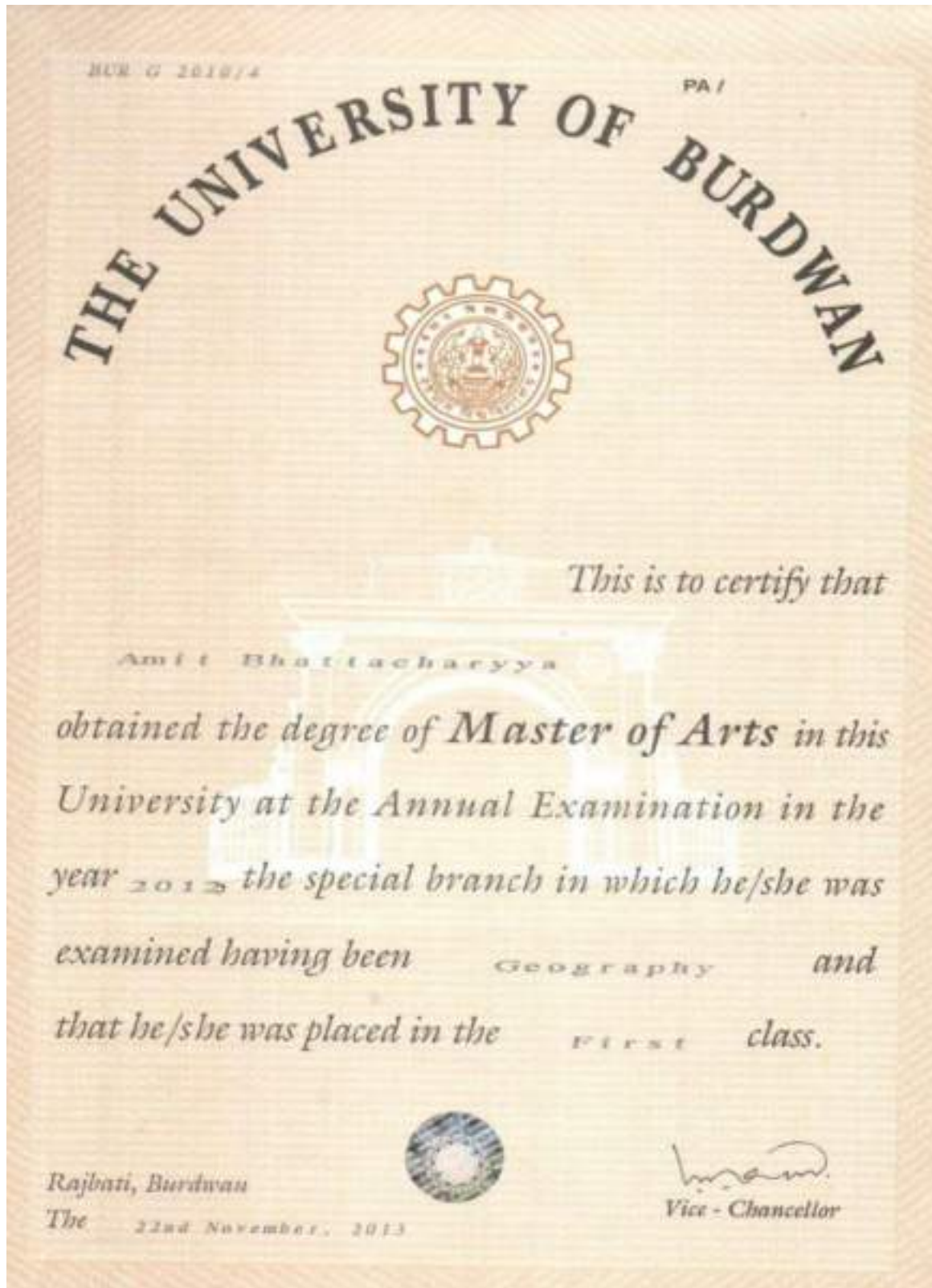
No travelling or any other allowance is admissible for joining the post.

Sub-Inspector of Schools who are being appointed to the office of the DPO etc. shall be exempted from payment of foreign service contribution towards cost of pension and leave salary in terms of G.O. No. 3564-F Dated 15.05.2006.

The Accountant General, West Bengal and all other concerned are being informed accordingly.

Sd/- Dr. A. N. Biswas, IAS  
Commissioner of School Education,  
West Bengal.

**AMIT BHATTACHARYA: PROOF OF EDUCATION (M.A.) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**





**BABLU GOPE**

**(YEAR OF APPOINTMENT: 2021)**

**MADHUSTHALI  
VIDYAPEETH**  
Co-Ed English Medium Residential School Affiliated to ICSE/ISC  
Campus: Madhupur, Dist: Deoghar, Jharkhand-815353, Ph. -9931565416

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MVP5400001

**BABLU GOPE**

Designation. :Assistant Teacher  
Employee Id :MVT008  
Blood Group. :**B +ve**

*Biswas*  
Principal

**BABLU GOPE: PROOF OF EDUCATION (M.A.) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**





**BISWAJIT GANAI**

**(YEAR OF APPOINTMENT: 2021)**

**Govt. of West Bengal  
Directorate of School Education  
(Appointment Section)  
Bikash Bhaban, 7<sup>th</sup> Floor, Salt Lake City, Kolkata-700091.**

---

Memo. No. 598 - Sc/Apt/1A-17P-2020

Date 13.05.2021

On the recommendation of the Public Service Commission, West Bengal, vide Memo. No. 351 - P.S.C. (selection)/IS-49/2018 Dt. 20<sup>th</sup> July, 2020, **Sri/ Smt. BISWAJIT GANAI** an empanelled UR category candidate is hereby appointed to the post of **SUB-INSPECTOR OF SCHOOLS** in the West Bengal Sub-ordinate Education Service (Inspection Branch) in the Scale of pay of Rs. 9000-40500 /- with Grade Pay Rs. 4700 /- (entry point minimum pay Rs. 12140/-) under ROPA-2009, corresponding to Revised Pay under ROPA-2019 in the Pay level 14 (initially fixed at Rs. 43600/-) plus other admissible allowances on purely temporary basis with effect from the date he/she joins the post of **SUB-INSPECTOR OF SCHOOLS, MUTHADANGA CIRCLE, HOOGHLY VICE MUNMUN DEY TRNS.**

If he/she is a State Govt./Central Govt./ other Govt. undertaking employee, he/she will submit proper release order from his/her present Appointing Authority at the time of joining.

The offer of this appointment will be treated as cancelled without giving any further notice if he/she fails to join within 30 days from the date of issue of this letter.

He/She will have to give prior notice of at least one month if he /she leaves service during the probation period otherwise he/she have to refund one month's salary in lieu of that.

No travelling or any other allowance is admissible for joining the post.

Sub-Inspector of Schools who are being appointed to the office of the DPO etc. shall be exempted from payment of foreign service contribution towards cost of pension and leave salary in terms of G.O. No. 3564-F Dated 15.05.2006.

The Accountant General, West Bengal and all other concerned are being informed accordingly.

Sd/- A.N.Biswas, IAS  
Commissioner of School Education,  
West Bengal.

**BISWAJIT GANAI: PROOF OF EDUCATION (M.A.) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**

Roll & No. BUR MAG 2012/12



*This is to certify that*  
**BISWAJIT GANAI** obtained the degree of **Master of Arts**  
in this University at the Annual Examination in the year  
**2014**, the special branch in which he/she was examined  
having been **GEOGRAPHY** and that he/she was placed  
in the **First class**.

Rajbati, Burdwan  
The 1<sup>st</sup> December, 2017




  
Vice – Chancellor



**DIPAK BARMAN**

**(YEAR OF APPOINTMENT: 2021)**

**IDENTITY CARD**



**UPASANA COLLEGE OF EDUCATION**  
KHANA JN. ROAD, P.O.-KHANA JN.,DIST-PURBA  
BARDHAMAN,PIN:713141

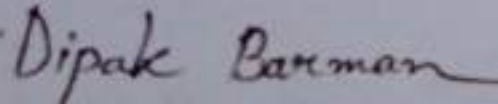
**NAME OF FACULTY:DIPAK BARMAN**

**DESIGNATION : TIC**

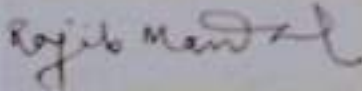
**DATE OF BIRTH : 15/6/1993**

**SEX : MALE**

**BLOOD GROUP : A+**

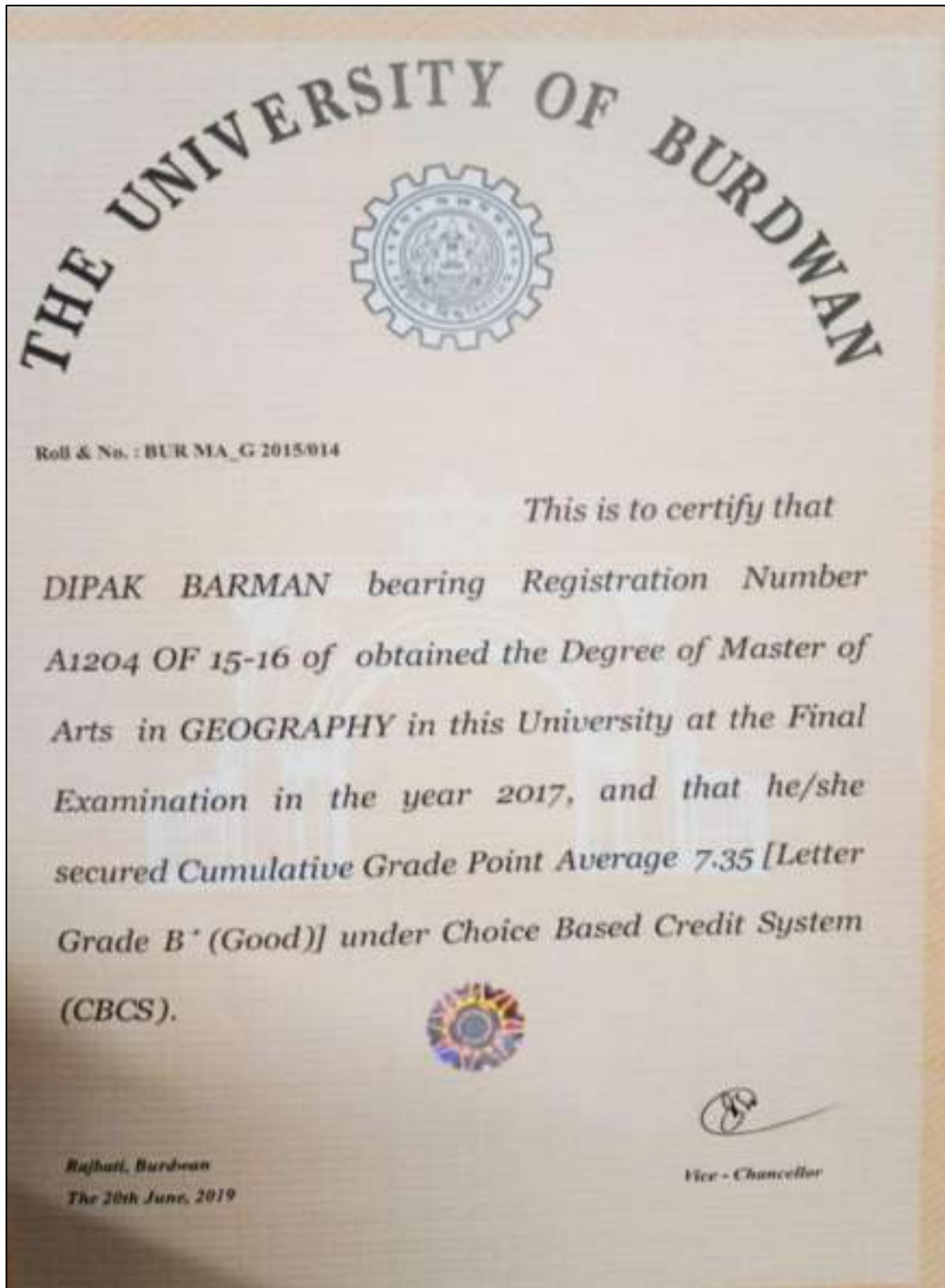


SIGNATURE OF FACULTY



SIGNATURE OF AUTHORITY

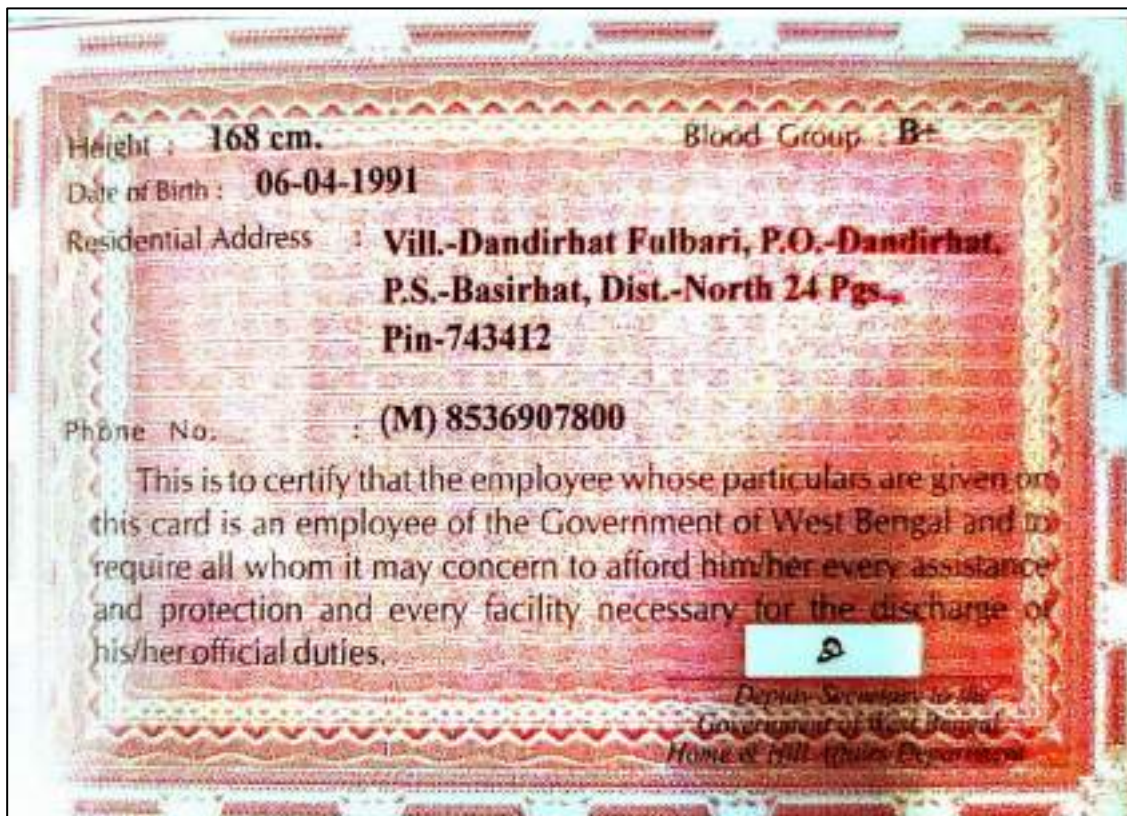
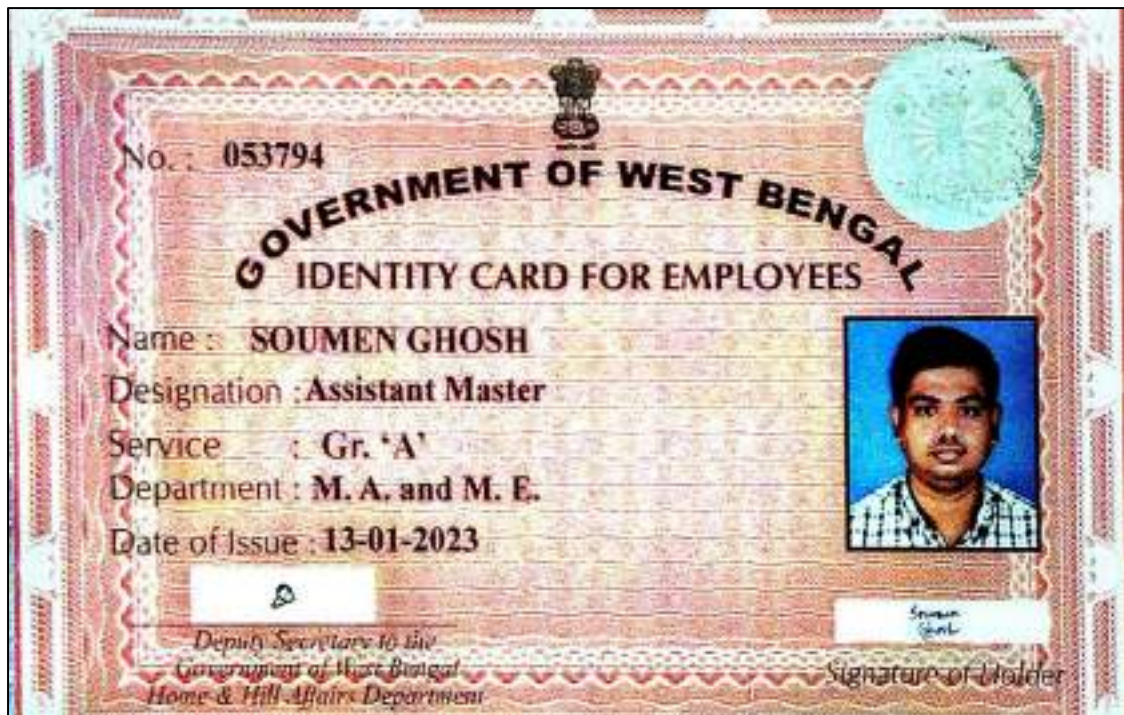
**DIPAK BARMAN: PROOF OF EDUCATION (M.A.) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**



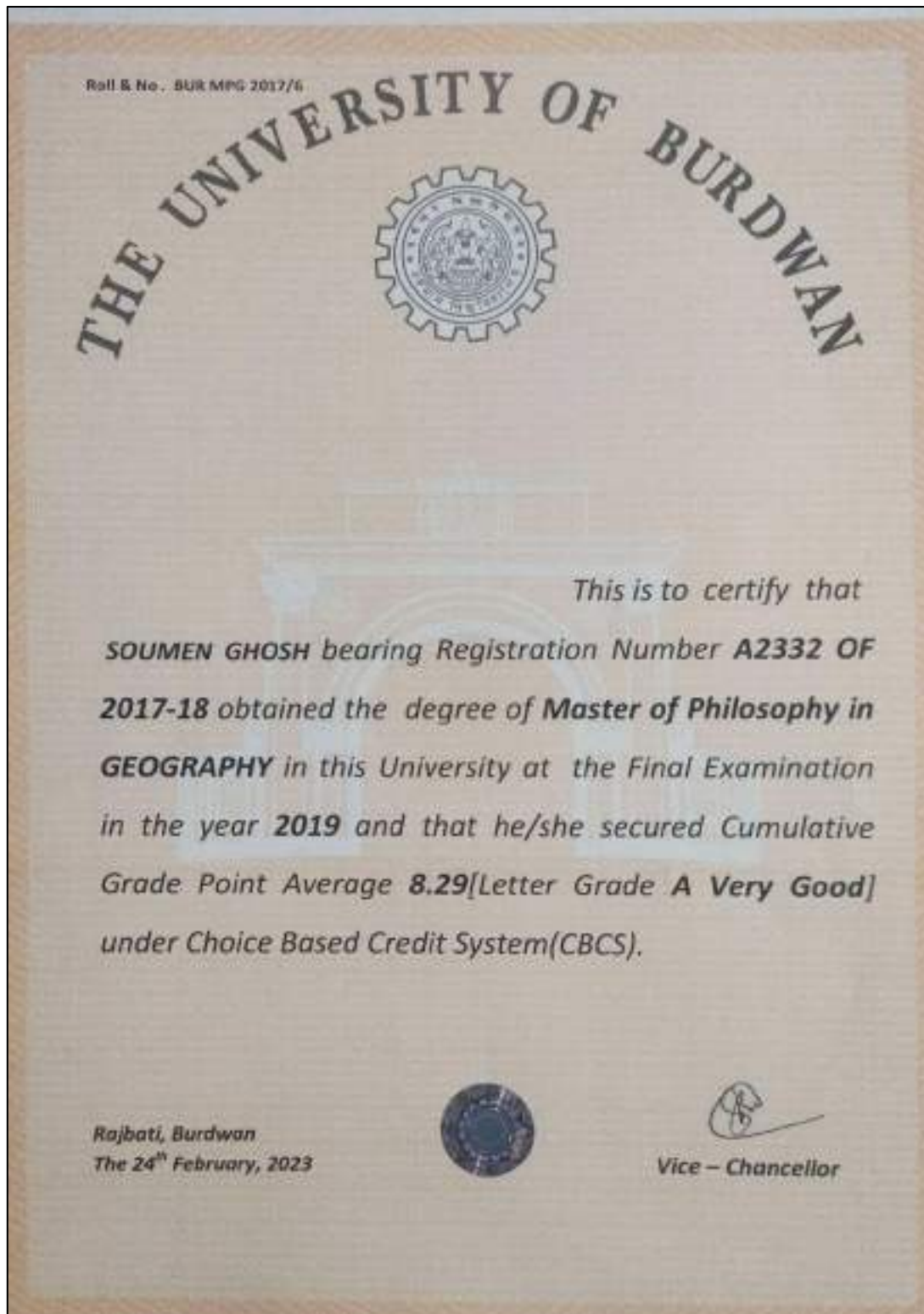


**SOUMEN GHOSH**

**(YEAR OF APPOINTMENT: 2021)**



**SOUMEN GHOSH: PROOF OF EDUCATION (M.Phil) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**





**SOUMEN GHOSH: PROOF OF EDUCATION (Ph. D) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**

Serial No.473

**THE UNIVERSITY OF BURDWAN**



***PROVISIONAL CERTIFICATE***

*Soumen Ghosh* having submitted a thesis entitled "*Livelihood Vulnerability in the Context of Coastal Hazards in the Matla-Bidya Inter-estuarine Zone, Indian Sundarban*" and having satisfied all the conditions prescribed in this respect by the University, as per UGC'S regulation 2016, was duly admitted to the *Degree of Doctor of Philosophy in Geography* in the year 2024.




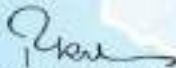

Rajbati, Burdwan

The 31<sup>st</sup> May, 2024

  
Registrar

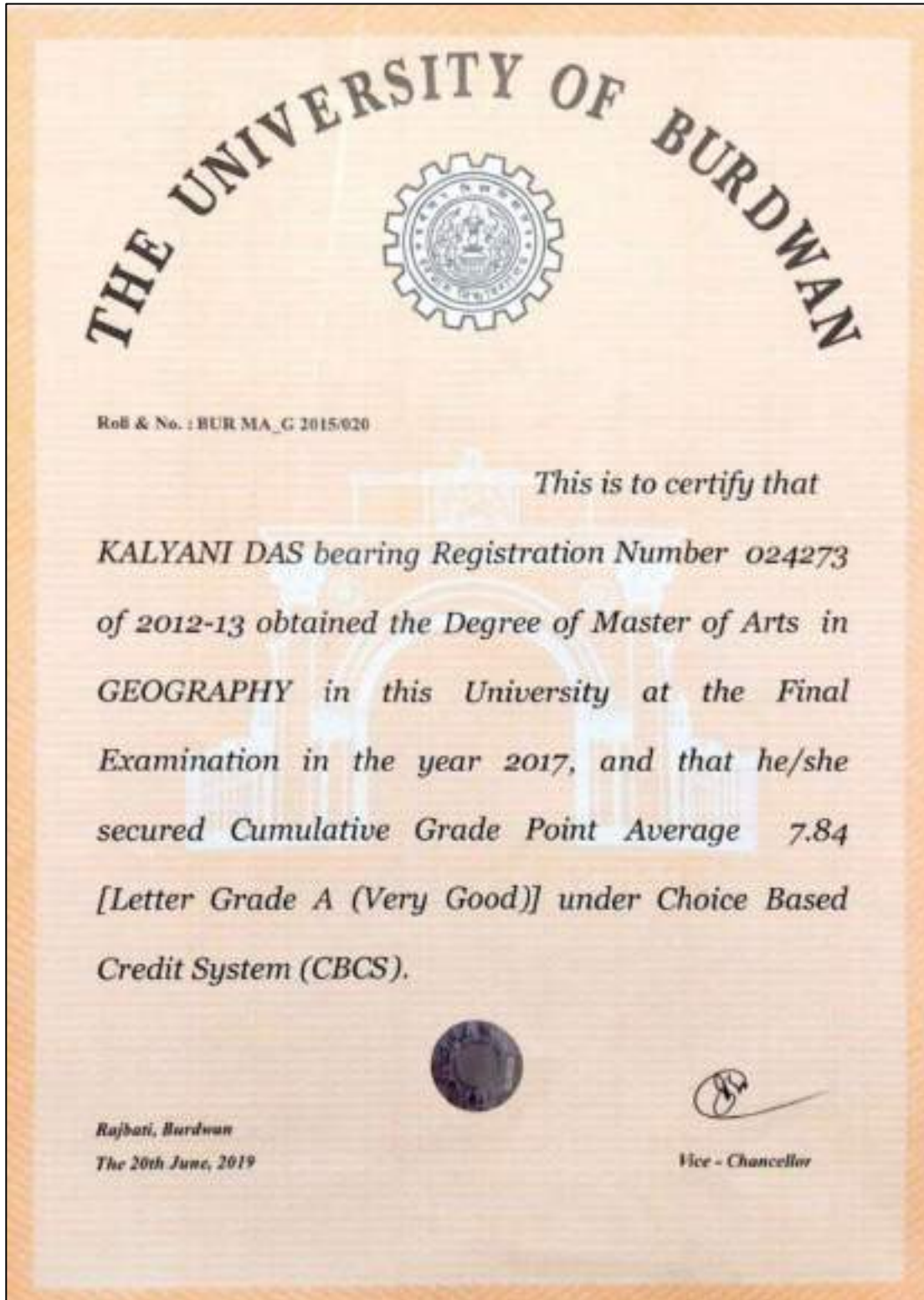
**KALYANI DAS**

**(YEAR OF APPOINTMENT: 2021)**

|  |   |  |
|--|---|--|
|   | <b>GOVERNMENT OF WEST BENGAL</b>  |   |
| <b>Water Resources Investigation &amp; Development Department</b><br>West Bengal Accelerated Development of Minor Irrigation Project (WBADMIP)   |   |  |
| <b>IDENTITY CARD FOR EMPLOYEES</b>   |   |  |
| <b>Employee Id:</b> WBADMIP-0281   |  | <i>Kalyani Das</i><br>Signature of Holder  |
| <b>Name:</b> Kalyani Das   |   |  |
| <b>Designation:</b> Office Assistant (DPMU)  |   |  |
| <b>Date of Issue:</b> 01/10/2021   |   |  |
| <br>Project Director WBADMIP<br>&<br>Principal Secretary, WRI&DD  |   |  |
| <b>Identification Mark:</b> Mole in right side of nose   |   |  |
| <b>Date of Birth:</b> 10/11/1994   | <b>Height:</b> 162 cm   | <b>Blood Group:</b> A+   |
| <b>Permanent Residential Address:</b> East College Para, Vivekananda Pally, P.O- Raniganj, Dist - Paschim Bardhaman, West Bengal, Pin - 713347   |   |  |
| <b>Phone No:</b> +91 9547628132  |   |  |
| <b>Office Contact No:</b> 033 2356 7546/48/49  |   |  |
| <p>This is to certify that the employee whose particulars are given on this card is a contractual employee of WBADMI Project under Govt. of West Bengal and to require all whom it may concern to afford him/ her every assistance and protection and every facility necessary for the discharge of his/her official duties.</p> |   |  |
|  |   | <br>Project Director WBADMIP<br>&<br>Principal Secretary, WRI&DD |



**KALYANI DAS: PROOF OF EDUCATION (M.A.) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**



**PAPIYA MUKHERJEE**

**(YEAR OF APPOINTMENT: 2021)**

**Govt. of West Bengal  
Directorate of School Education  
(Appointment Section)  
Bikash Bhawan, 7<sup>th</sup> Floor, Salt Lake City, Kolkata-700091.**

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Memo. No. 194 - Sc/Apt/TA-17P-2020 Date 05.02.2021

On the recommendation of the Public Service Commission, West Bengal, vide Memo. No. 351 - P.S.C. (selection)/IS-49/2018 Dt. 20<sup>th</sup> July, 2020, Sri/ Smt. PAPIYA MUKHERJEE an empanelled UR category candidate is hereby appointed to the post of SUB-INSPECTOR OF SCHOOLS in the West Bengal Sub-ordinate Education Service (Inspection Branch) in the Scale of pay of Rs. 9000-40500 /- with Grade Pay Rs. 4700 /- under ROPA-2009, corresponding to Revised Pay under ROPA-2019 in the Pay level 14 plus other admissible allowances on purely temporary basis with effect from the date he/she joins the post of SUB-INSPECTOR OF SCHOOLS CHITTARANJAN CIRCLE, PASCHIM BARDHAMAN VICE VACANT POST.

If he/she is a State Govt./Central Govt./ other Govt. undertaking employee, he/she will submit proper release order from his/her present Appointing Authority at the time of joining.

The offer of this appointment will be treated as cancelled without giving any further notice if he/she fails to join within 30 days from the date of issue of this letter.

He/She will have to give prior notice of at least one month if he /she leaves service during the probation period otherwise he/she have to refund one month's salary in lieu of that.

No travelling or any other allowance is admissible for joining the post.

Sub-Inspector of Schools who are being appointed to the office of the DPO etc. shall be exempted from payment of foreign service contribution towards cost of pension and leave salary in terms of G.O. No. 3564-F Dated 15.05.2006.

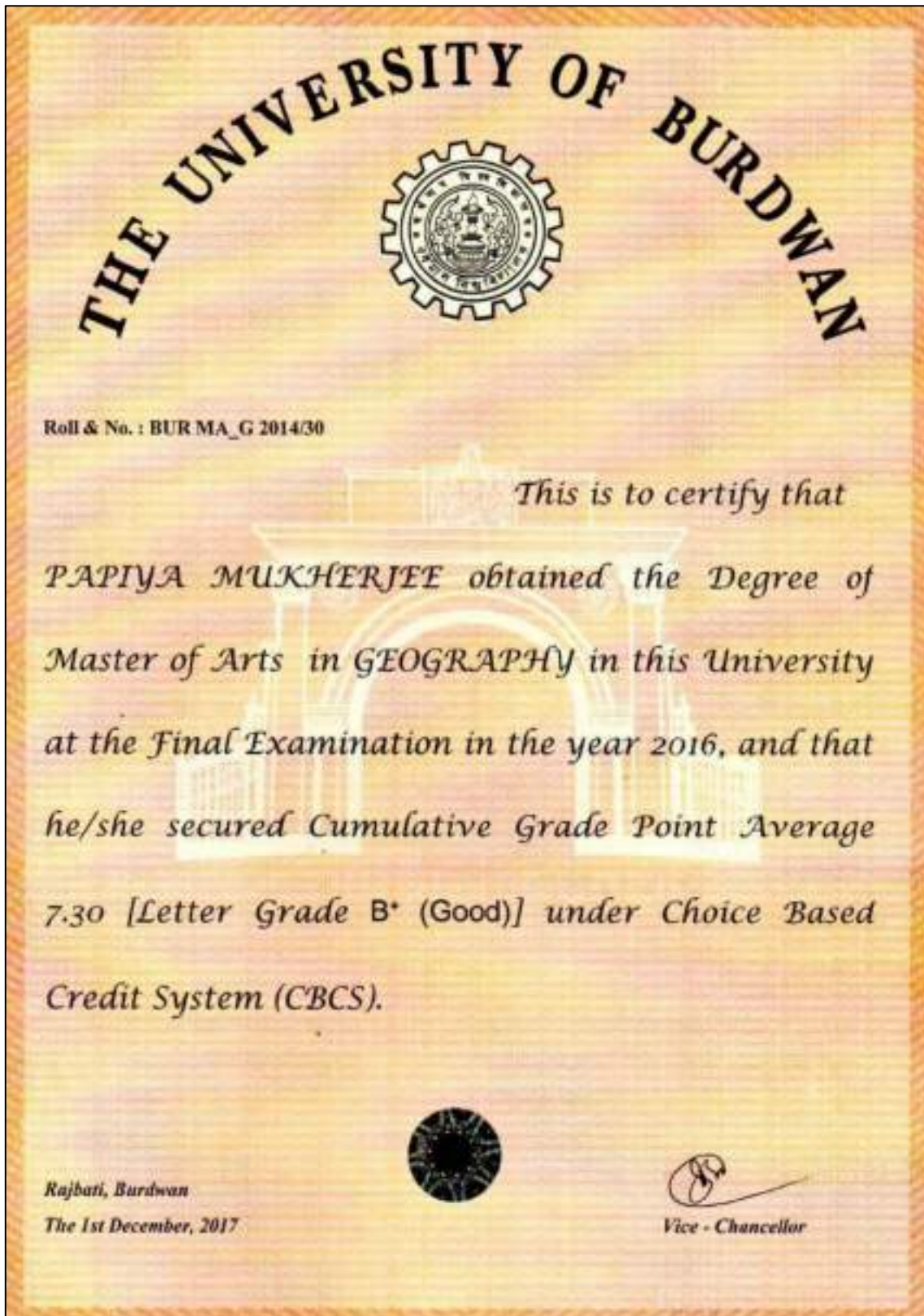
The Accountant General, West Bengal and all other concerned are being informed accordingly.

Sd/- Dr. A. N. Biswas  
Commissioner of School Education,  
West Bengal.

*Papiya Mukherjee*  
12/08/21




**PAPIYA MUKHERJEE: PROOF OF EDUCATION (M.A.) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**



**RAKESH MONDAL**

**(YEAR OF APPOINTMENT: 2021)**


**NAVODAYA VIDYALAYA SAMITI**  
 National Institute of Education, Govt. of India  
 Central Board of Secondary Education & Higher  
 Secondary Education, Govt. of India  
 New Delhi - 110 056

P. No. 27/2019-NV/0801/Perf/ (411) Date: 01.08.2021  
 Regd. Post/Email/SBySend

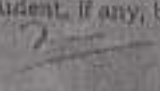
To: **Shri/Ms. Rakesh Mandal,**  
 VIII-Uttar Gobinda Kati, PO-Shri Dhar Kati,  
 PS-Hingalganj, District-North 24 PGS (WB)-743430  
 Email: rmondal2519@gmail.com  
 Roll. No. 43151080417

Sub: **Appointment to the post of PGT (GEOGRAPHY) on direct recruitment basis under Recruitment Drive ~July 2019 - Reg.**

Sir/Madam,

Consequent upon your qualifying the written test followed by interview and select list published on the Samiti's website, you are hereby offered a temporary **post of PGT (GEOGRAPHY)** in Navodaya Vidyalaya Samiti, on the following terms and conditions:-

- The Pay Band (Pre-revised) attached to the post is Rs. 4300-34800 (PB-2) + 4800 (Grade pay) now revised to Level-2 of pay matrix of CCS (Revised Pay) Rules 2016 notified by the NVS, Hq. Noida vide Notification-No. 20-1/2017-NVS(Admn.)/1739 dated 21.07.2017. Your initial pay in this scale will be fixed in accordance with the normal rules and you will also, in addition, be eligible for the usual allowances admissible under the rules and orders of the organization in force from time to time.
- You will be initially on probation for a period of two years from the date of your joining which may further be extended at the discretion of the competent authority. You will also have to undergo such training programme and other courses, as Samiti may prescribe, during the period of your probation. Successful completion of your probation is subject to the successful completion of aforesaid training programme/courses. Failure to complete the period of probation to the satisfaction of the competent authority will render you liable to discharge from service. Further, during the period of probation your service can be dispensed with by the Samiti without assigning any reasons. While on probation, you will be required to give one month's notice of resignation in case you leave the Samiti.
- Jawahar Navodaya Vidyalayas being fully residential institutions, the teachers are required to stay in the Vidyalaya campus. In addition to normal teaching duties, the teachers are required to perform additional responsibilities attached with residential system like House Mastership, remedial and supervisory studies, organization of co-curricular activities, escorting of students on migration and in general looking after students' welfare. During the period of probation your performance in all these areas would also be assessed in addition to teaching ability to determine your suitability for the job.
- There will be zero Tolerance Policy in so far as sexual abuse of students by employees is concerned. Any violation of this policy shall be dealt with in the strictest possible manner. Apart from it, you will maintain a vigilant outlook and convey your apprehension or knowledge of sexual abuse of any student, if any, by anybody to the appropriate authority in

  
**Rakesh Mandal**  
 (PGT Geography)  
 09/08/2021



**RAKESH MONDAL: PROOF OF EDUCATION (M.A.) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**



**RANJAN GHOSH****(YEAR OF APPOINTMENT: 2021)**

**OFFICE OF THE  
BIRBHUM DISTRICT PRIMARY SCHOOL COUNCIL  
VIDYASAGAR BHABAN, SURI, BIRBHUM**

Memo No. - BDPSC/APP/ 1520 /2021 Dated- 17 -02-2021

To. Ranjan Ghosh  
 S/o. Jagobandhu Ghosh  
 Vill. Pundra  
 P.O. Pundra, P.S. \_\_\_\_\_, Dist. Birbhum.

**"Letter of Appointment"**

In terms of memo no. 333/BPE/2021 dated 17-02-2021 of West Bengal Board of Primary Education, he/she is hereby appointed as an Assistant Teacher under the District Primary School Council, Birbhum on monthly pay in the scale of pay Rs.7100-37600 with grade pay Rs 3600 under ROPA '2009 corresponding to the revised pay under ROPA '2019 in the pay level-9 plus other admissible allowances as per rules.

He / She is posted as Assistant Teacher in Goma Primary 1/B School, P.O.- Kirnaha under Nandur South Circle, Birbhum.

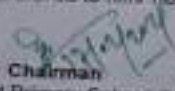
His / Her service will be regulated by the relevant Govt. Act, rules, regulations etc.

His / Her service is transferable and is purely temporary and is terminable on one month's notice on either side. One month's salary will be forfeited if the teacher does not serve one month's notice prior to leaving his/ her service.

He / She must abide by the rules, regulations and orders of the council.

The joining report in duplicate, attested copies of the qualification certificates, Mark-Sheets, age proof certificates, and other relevant certificates such as Caste Certificate/ OBC Certificate/ P.H. Certificate etc should be submitted to the concerned Sub-Inspector of Schools along with the originals for verification.

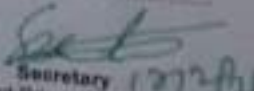
He / She should join his / her post within thirty days from the date of issue of this appointment letter failing which the offer of appointment may be treated as cancelled without making any further reference to him/ her in this regard.

  
Chairman  
Birbhum District Primary School Council

Memo No- BDPSC/APP/ 1520 /1(5)/2021 Date- 17 -02-2021



Copy forwarded for information and necessary action :

1. The Sub-Inspector of Schools, Nandur South Circle. He / She should send one copy of joining report, attested copies of other certificates along with the first month salary of the teacher. He / She should verify the original certificates before drawing the first salary bill of the incumbent.
2. Controller of Finance, D.P.S.C., Birbhum.
3. The Head Teacher/ Teacher-in-charge, Goma Primary 1/B School, P.O. Kirnaha Dist. Birbhum. Pin- 731308
- 4-5. Dealing Assistant of the Office (BR & P.F. Section)

  
Secretary  
Birbhum District Primary School Council



**RANJAN GHOSH: PROOF OF EDUCATION (M.A.) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**


| THE UNIVERSITY OF BURDWAN   |                     |                                    |   |           |                  |
|---|---------------------|------------------------------------|---|-----------|------------------|
| Serial No. BUR/UCBCS/2002/STV/2016/SE/00033   |                     |                                    |   |           |                  |
|    |                     |                                    |   |           |                  |
| <b>GRADE CARD</b>   |                     |                                    |   |           |                  |
| The following is the statement of Credit Value, Grade, Grade Point, Semester Grade Point Average (Semester - IV) and Cumulative Grade Point Average obtained by <b>RANJAN GHOSH</b> Roll No. <b>BUR MA_G 2015/033</b> at the M.A. Final Examination 2017 in GEOGRAPHY [Session 2015-2017] |                     |                                    |   |           |                  |
| Course Code   | Course Type         | Course Title                       | Credit Value (V)  | Grade (G) | Grade Point (GV) |
| MGGCT-401   | CORE (TK)           | Historical and Political Geography | 4   | 7         | 28               |
| MGGCT-402   | CORE (TK)           | Geography of Development           | 4   | 8         | 32               |
| MGGCT-403   | CORE (TK)           | Region and Regional Planning       | 4   | 7         | 28               |
| MGGMT-404   | MAJOR ELECTIVE (TK) | Soil and Agricultural Geography    | 4   | 8         | 32               |
| MGGME-405   | MAJOR ELECTIVE (PY) | Soil and Agricultural Geography    | 4   | 9         | 36               |
| MGGCP-406   | CORE (PI)           | Term Paper and Social Outreach     | 2   | 9         | 18               |
| Total Credit Value :  |                     | 22                                 | Semester Grade Point Average (SGPA) :   |           | 7.90             |
| Total Grade Point :   |                     | 174.00                             | Result  |           | Q                |
| Credit Retained in Course(s)  |                     |                                    |   |           |                  |
| 2017  |                     |                                    |   |           |                  |
| ALL   |                     |                                    |   |           |                  |
|   |                     |                                    | Credit Value  | SGPA      |                  |
| Third Semester  |                     |                                    | 26  | 7.46      |                  |
| Second Semester   |                     |                                    | 24  | 7.66      |                  |
| First Semester  |                     |                                    | 24  | 7.00      |                  |
| Total Credit Value of the Programme   |                     |                                    | 96  |           |                  |
| Cumulative Grade Point Average (CGPA)   |                     |                                    | 7.49  |           |                  |
| <b>Result : B* [Good]</b>   |                     |                                    |   |           |                  |
| Date of Publication of Result : 30/08/2017  |                     |                                    |  |           |                  |
|   |                     |                                    | <i>Sujit Kumar Choudhury</i><br>Controller of Examinations                          |           |                  |
| [Signature]   |                     |                                    |   |           |                  |

**SANDIP SATPATI**

**(YEAR OF APPOINTMENT: 2021)**

**Shaheed Bhagat Singh College**  
(UNIVERSITY OF DELHI)  
Sheikh Sarai Phase-II, New Delhi-110017  
Ph.No.: 011-29250306

**STAFF IDENTITY CARD**



Employee ID : SBSC/TR/GR/09  
Name : Mr. Sandip Satpati  
Father/Husband name : Banamali Satpati  
Designation : Assistant Professor  
Department : Geography  
Phone / Mobile : 8145661909  
Pay Level /Basic Pay : Pay Level-10, Rs-57700/-182400/-

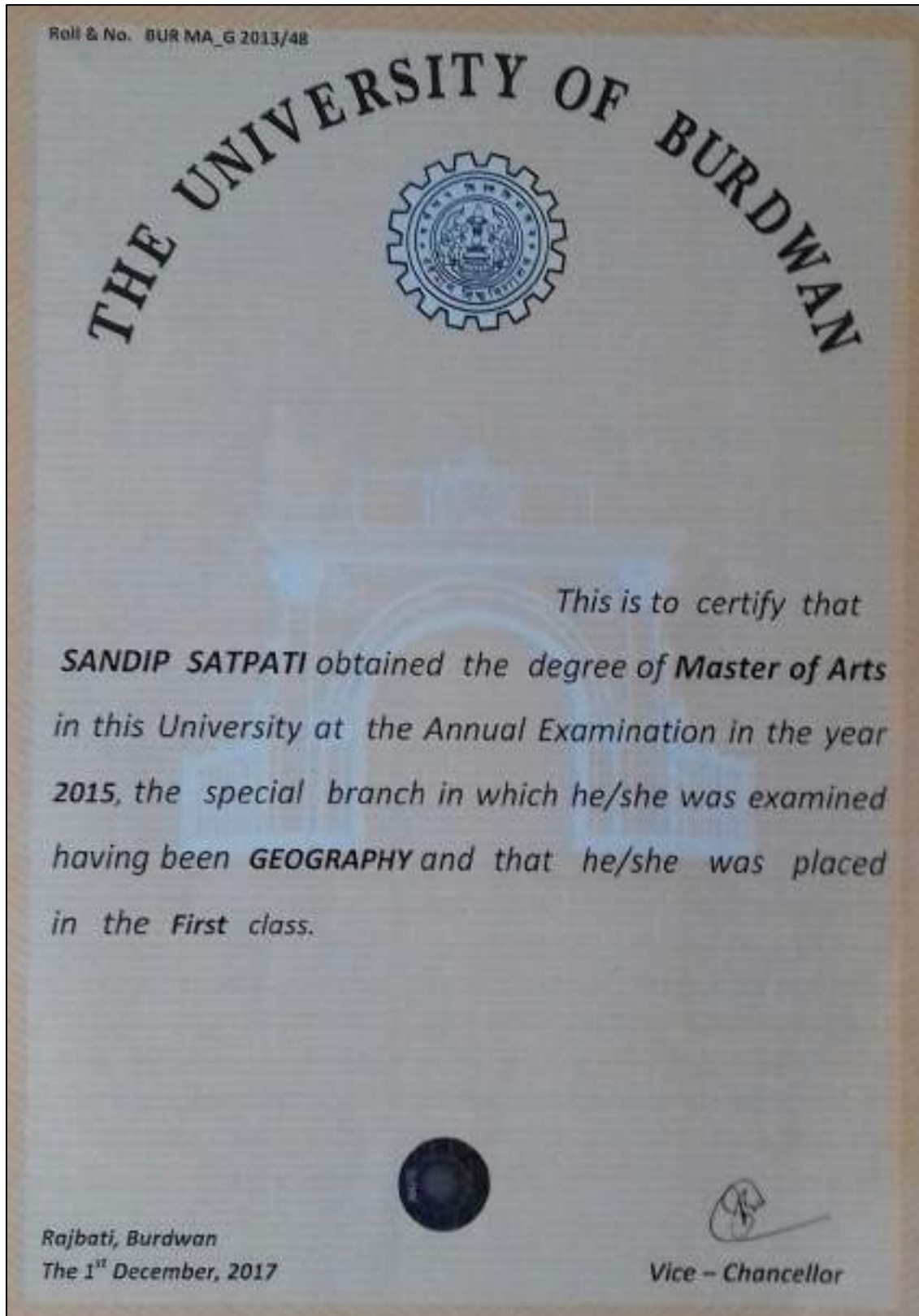
*Sandip Satpati*  
Emp. Sign.

*[Signature]*  
A.O. (Admin)

*[Signature]*  
Principal



**SANDIP SATPATI: PROOF OF EDUCATION (M.A.) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**



**SIPRA GHOSH**

**(YEAR OF APPOINTMENT: 2021)**

OFFICE OF THE  
**DISTRICT PRIMARY SCHOOL COUNCIL, HOWRAH**  
"SIKSHABHAVAN"  
18, NITYADHAN MUKHERJEE ROAD, HOWRAH-711 101  
EMAIL: [howrahdpssc2012@gmail.com](mailto:howrahdpssc2012@gmail.com) Ph no.2641-0189

Date: 09.08.2021

**Memo No - 1343**

To,  
Sri./Smt./Kum. : SIPRA GHOSH  
S/D/W OF : SUPRAVHAT GHOSH  
VILL - JHARIA, P.O. - SANDHIPUR,  
DIST- PASCHIM MEDINIPUR

He/She is hereby appointed as an Assistant Teacher on probation for Two years from the date of joining under the District Primary School Council, Howrah on monthly salary as admissible as per rules and he/she is posted as Assistant Teacher in the school & Circle noted below District-Howrah:-  
His/Her Service will be regulated by the relevant Govt. Act, Rules and Regulation etc.  
His/Her Service is transferable and is purely temporary and is terminable on one month's notice prior to leaving his/her service.  
He/She must abide by the Rules, regulations and orders of the Govt./council.  
The joining report in duplicate, attested copies of the Academic & Teachers' Training qualification certificates, Mark sheets, Age Proof, Caste certificate, P.H. certificate and others (if any) should be submitted to the concern Sub-Inspector of schools along with all the originals for verification. He/She should join his/her post within 15 days from the date of issue of this appointment letter failing which, the offer of appointment may be treated as cancelled without making any further reference to him/her in this regard.  
This Appointment shall not create any equity in his/her favour nor confer any vested right and his/her appointment should be governed by the result of the writ petition.

SCHOOL: **UTTAR MANASRI SAUPARA PRIMARY SCHOOL**  
CIRCLE: **U.N.PUR SOUTH**

Chairman-in-Charge  
Howrah District Primary School Council  
Date -09.08.2021

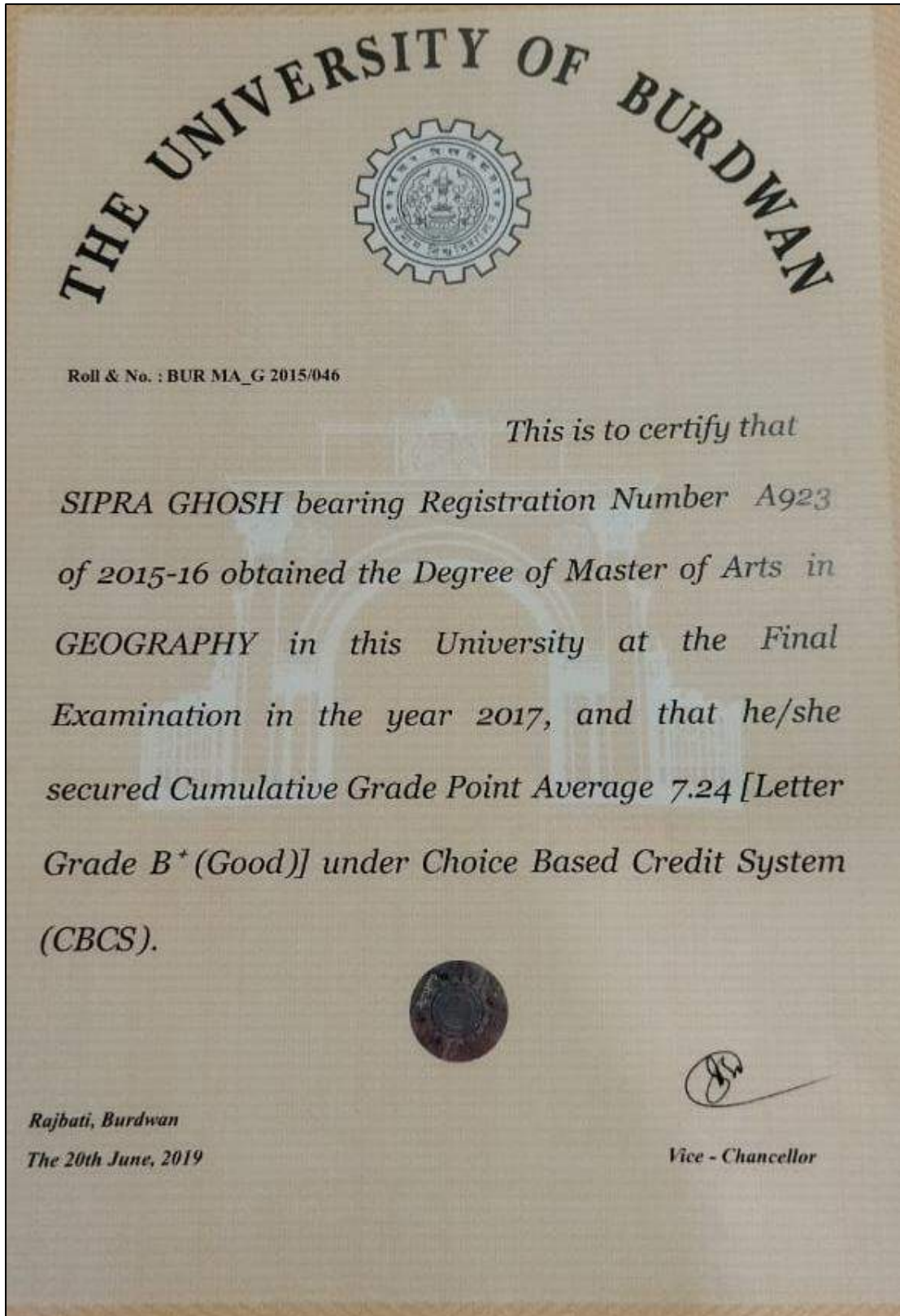
**Memo No -1343/5**  
Copy forwarded for information and necessary action:

1. The Sub-inspector of School, **U.N.PUR SOUTH** Circle is requested to verify all documents & collect 2 sets of Joining Report along with of all other self attested documents (Academic, Training, Caste, PH., Photo Identity etc.) at the time of joining of the incumbent.
2. Controller of Finance, DPSC, Howrah.
3. The Head Teacher/ Teacher in Charge, **UTTAR MANASRI SAUPARA PRIMARY SCHOOL**, District - Howrah.
4. Dealing Assistant of the office (Bill section), **U.N.PUR SOUTH** Circle, Howrah.
5. Office Copy

Secretary  
District Primary School Council, Howrah



**SIPRA GHOSH: PROOF OF EDUCATION (M.A.) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**



**PURBITA SANYAL**

**(YEAR OF APPOINTMENT: 2023)**



**CHILD IN NEED INSTITUTE (CINI)**

**PURBITA SANYAL**

**Designation :** MEL & Research Manager

**Address :** Ichlabad - 3, Sripally  
Burdwan - 713103

**Phone No. :** 9475000573

**Date of Birth :** 10.11.1997

**Next to Kin :** Bipasha Sanyal

**Address :** Ichlabad - 3, Sripally  
Burdwan - 713103

**Phone No. :** 9475125283

**Blood Group :** O+ ve



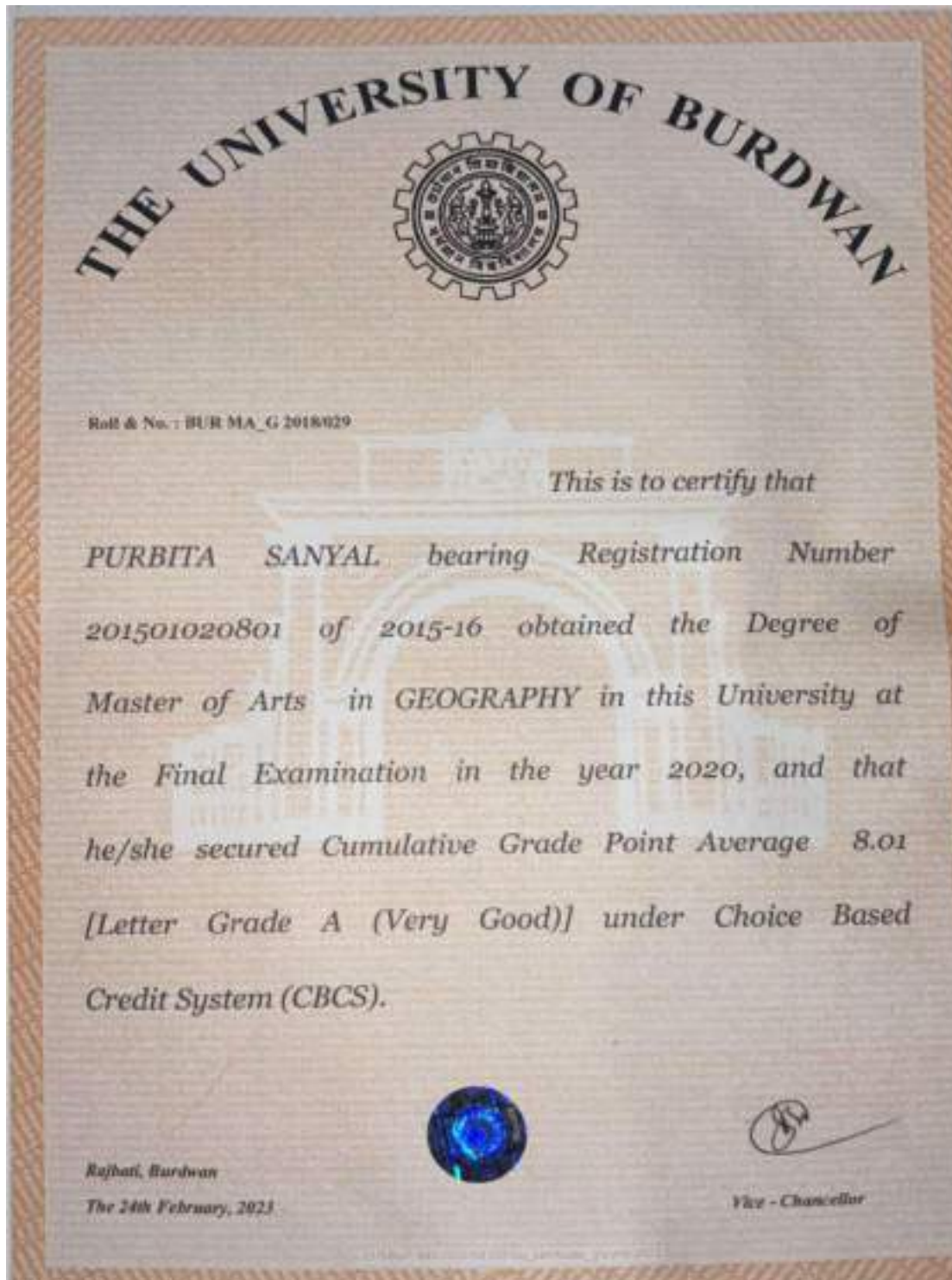
**ID No.** 10/18/1389/23



**Ashim Paul**  
Chief Operating Officer



**PURBITA SANYAL: PROOF OF EDUCATION (M.A.) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**



**SOUVIK MALLICK**

**(YEAR OF APPOINTMENT: 2021)**



# DON BOSCO CONVENT SCHOOL

Managed by: Major The D.B. Educational And Social Welfare & Charitable Trust  
Enriched Education & Encouraging Environment

Reach Us at : Near Airport,  
Madhubani- 847212 (Bihar)

✉ info@dbcschool.edu.in  
🌐 www.dbcschool.edu.in  
☎ 9473443066-67

**Affiliated to C.B.S.E, New Delhi upto 10+2**

School no. - 66900      Affiliation no. - 331126

**Date: 08.08.2024**

## Bonafide Certificate

This is to certify that Mr Souvik Mallick has been working with our organization since 27-12-2021 as a PGT & his OASSIS ID is 2038965.

Other details are as the following -

Name - Mr Souvik Mallick  
D.OJ - 27-12-2021  
Qualification - MA, B.ed



**PRINCIPAL**

**DON BOSCO CONVENT SCHOOL**

PRINCIPAL  
DON BOSCO CONVENT SCHOOL  
NEAR AIRPORT, MADHUBANI, BIHAR  
847212



AN ID CARD : 2015      **CONFIDENTIAL SCHOOL**

**DON BOSCO CONVENT SCHOOL**  
Bansara, District - Madhubani (Bihar) Pin-847212  
AFFILIATED TO C.B.S.E., DELHI upto 10+2 Level

Mob : 9064503730D.O.B. : 27/12/1993  
Blood Group :

**SOUVIK MALLICK**

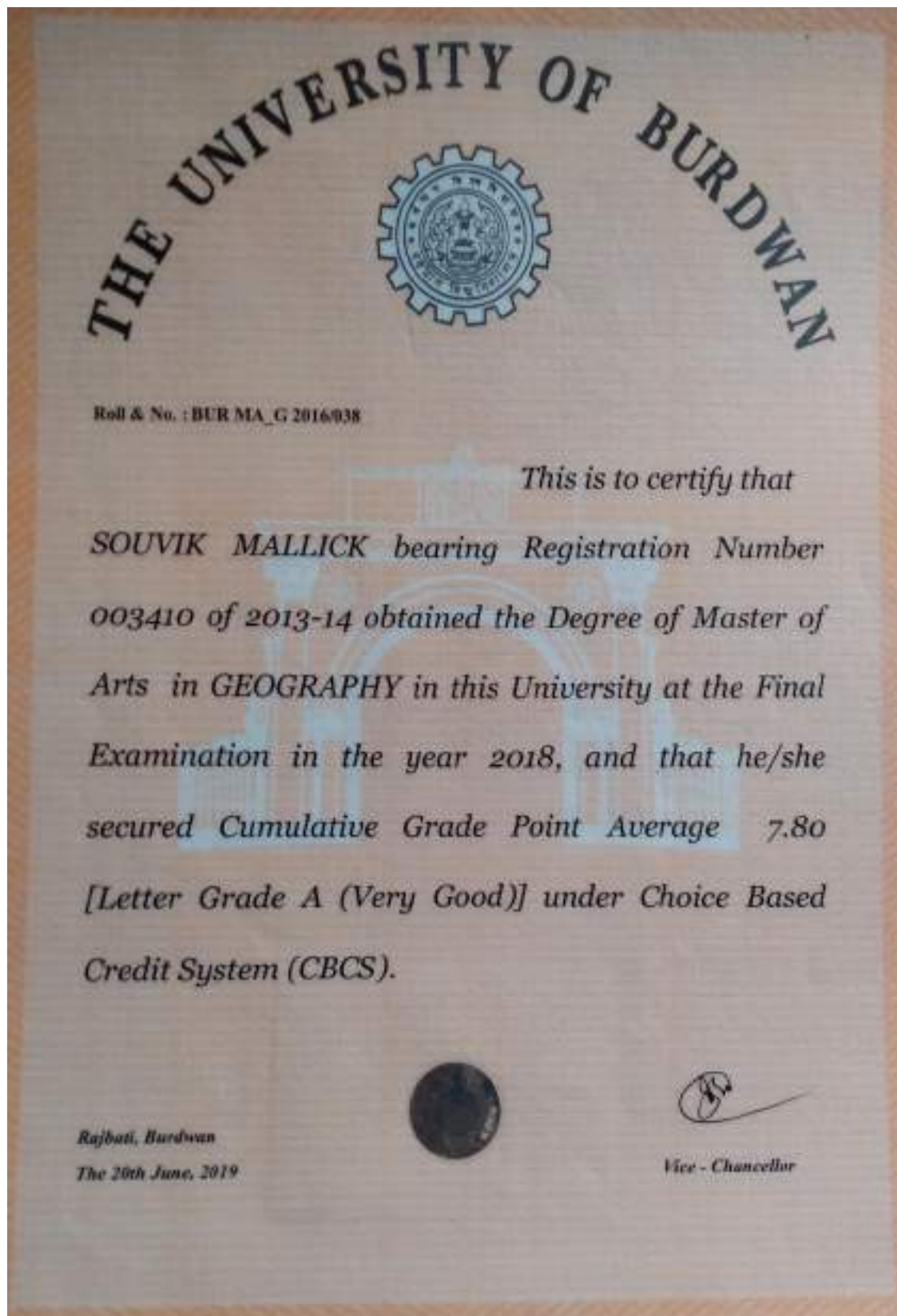
Father's Name : Late Prasent Mallick  
Designation : PGT  
Resi Add : Burdwan, WB

*Principal Sign*

www.dbcschool.edu.in



**SOUVIK MALLICK: PROOF OF EDUCATION (M.A.) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**



SUPARNA PAL

(YEAR OF APPOINTMENT: 2021)

**JOINING REPORT**

To  
The Chairman,  
Burdwan District Primary School Council,  
Netaji Bhawan, Kachhari Road,  
P.O. & Dist.-Burdwan.

Through:  
The Sub Inspector of Schools Bhatar Circle,  
P.O. Bhatar Dist.-Purba Bardhaman.  
And Head Teacher/Teacher-in - Charge,  
Sunur F.P School  
P.O. Sunur F.P. Dist. Purba Bardhaman.

Sir,

In response to your Memo No 844/APPTT Dated 19/02/2021I Sri/Smt. Suparna PalSon/Daughter/Wife of Panchanan Palof Vill. Dhokra Sahid P.O. Nutananganj Dist. Purba Bardhamanjoin the post of Assistant Teacher of Sunur F.P school  
under Bhatar Circle and do hereby join in the post in the forenoon/ afternoon (at 10.30 A.M. / P.M) of this day i.e. on 20.2.2021

In this connection I do hereby declare that I will abide by the terms and conditions as laid down in the Memo and as to be enforced by the Council in future. I also declare that I am not and will not be engaged in future in any kind of private Coaching, trade and business or commission agency of any concern.

I will serve my duty to the entire satisfaction of all concern.

Date: 20/2/2021Address: Today Suparna Pal join  
10.30 am as Assistant teacherMemo No- 844/APPTT, dated 19.02.2021Signature with seal & Date of  
Sipak K. BhattacharyaHead Teacher/Teacher-in-charge with comment  
20.02.21  
SUNUR F. P. SCHOOL  
Sunur, Purba Bardhaman

Countersigned by S.I. (S) Schools  
(Seal with date)  
Sub-Inspector  
Bhatar Circle  
P.O. Bhatar, Dist. Purba Bardhaman


Circle

Yours faithfully,  
Suparna Pal  
(Signature in full)



**SUPARNA PAL: PROOF OF EDUCATION (M.Phil) IN DEPARTMENT OF GEOGRAPHY, THE UNIVERSITY OF BURDWAN**

**THE UNIVERSITY OF BURDWAN**



Serial No.BUR/0104/SEM-IV/2019/190027/TE/330000-1

**GRADE CARD**

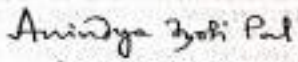
The following is the statement of Credit Value, Grade, Grade Point, Semester Grade Point Average (Semester-III & IV) and Cumulative Grade Point Average obtained by **SUPARNA PAL**, Roll No. **BUR MPG 2017/8** at the M.Phil Final Examination 2019 in Geography (Session: 2017-2019)

| Course Code | Course Type | Course Title | Credit Value (V) | Grade (G) | Grade Point (GV) |
|-------------|-------------|--------------|------------------|-----------|------------------|
| M.PHIL-301  | COMPULSORY  | Dissertation | 12               | 9.0       | 108.00           |
| M.PHIL-301  | COMPULSORY  | Viva-Voce    | 4                | 10.0      | 40.00            |
| TOTAL       |             |              | 16               | —         | 148.00           |


$$SGPA = \frac{\sum G N_i}{\sum V_i}$$
 Semester Grade Point Average (SGPA) = 148.00÷16=9.25

Result of Semester III & IV : **O**

| Cumulative Grade Point Average (CGPA) : 8.19 |                   |      |
|--|-------------------|------|
|  | Credit Value      | SGPA |
| <b>RESULT</b><br>A Very Good                 | Semester III & IV | 16   |
|  | Semester II       | 12   |
|  | Semester I        | 12   |
| Total Credit Value                           |                   | 40   |

  
 Anindya Zohi Pal  
 Controller of Examinations

Date of Publication of Result : 29/06/2020

|  | Grade Value Norms    |           |              |                   |
|---|----------------------|-----------|--------------|-------------------|
|   | PERCENTAGE OF MARKS  | GRADE (G) | LETTER GRADE | GRADE DESCRIPTION |
|   | 90% to 100%          | 10        | O            | Outstanding       |
|   | 80% to less than 90% | 9         | A*           | Excellent         |
|   | 70% to less than 80% | 8         | A            | Very Good         |
|   | 60% to less than 70% | 7         | B*           | Good              |
|   | 50% to less than 60% | 6         | B            | Above Average     |
|   | 40% to less than 50% | 5         | C            | Average           |
|   | Below 40%            | 0         | —            | —                 |

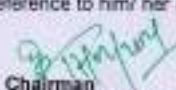

Percentage Conversion Formula:  $[CGPA \text{ or } SGPA \times 10] - 5$   
 Minimum Qualifying Grade in each Course=5  
 Minimum Qualifying Grade of SGPA=6, Minimum Qualifying Grade of CGPA=6

Formula of CGPA =  $\frac{\sum(V_i \times S_i)}{\sum V_i}$



TANU RANI SAHU

(YEAR OF APPOINTMENT: 2021)

| OFFICE OF THE<br>BIRBHUM DISTRICT PRIMARY SCHOOL COUNCIL<br>VIDYASAGAR BHABAN , SURI , BIRBHUM  |                   |
|---|-------------------|
| Memo No. – BDPSC/APP/ 1455 /2021  | Dated- 17-02-2021 |
| To. Tanu Rani Sahu  |                   |
| D. No.- Tarun Kumar Sahu  |                   |
| VIII.- Nandora  |                   |
| P.O.- Parulia , P.S.-   | , Dist.- Birbhum  |
| <b>"Letter of Appointment"</b>  |                   |
| <p>In terms of memo no. 333/BPE/2021 dated 17-02-2021 of West Bengal Board of Primary Education, he/she is hereby appointed as an Assistant Teacher under the District Primary School Council, Birbhum on monthly pay in the scale of pay Rs.7100-37600 with grade pay Rs.3600 under ROPA '2009 corresponding to the revised pay under ROPA '2019 in the pay level-9 plus other admissible allowances as per rules.</p> <p>He / She is posted as Assistant Teacher in <u>Ratna</u> Primary J.B. School, P.O. <u>Ratna, Dakshinam</u> under <u>Mallapur</u> Circle, Birbhum.</p> <p>His / Her service will be regulated by the relevant Govt. Act, rules, regulations etc.</p> <p>His / Her service is transferable and is purely temporary and is terminable on one month's notice on either side. One month's salary will be forfeited if the teacher does not serve one month's notice prior to leaving his/ her service.</p> <p>He / She must abide by the rules, regulations and orders of the council.</p> <p>The joining report in duplicate, attested copies of the qualification certificates, Mark-Sheets, age proof certificates, and other relevant certificates such as Caste Certificate/ OBC Certificate/ P.H. Certificate etc should be submitted to the concerned Sub-Inspector of Schools along with the originals for verification.</p> <p>He / She should join his / her post within thirty days from the date of issue of this appointment letter failing which the offer of appointment may be treated as cancelled without making any further reference to him/ her in this regard.</p> |                   |
| <p><br/>Chairman<br/>Birbhum District Primary School Council</p>   |                   |
| Memo No- BDPSC/APP/ 1455/1(5) /2021   | Date- 17-02-2021  |
| Copy forwarded for information and necessary action :   |                   |
| 1. The Sub-Inspector of Schools, <u>Mallapur</u> Circle. He / She should send one copy of joining report, attested copies of other certificates along with the first month salary of the teacher. He / She should verify the original certificates before drawing the first salary bill of the incumbent.   |                   |
| 2. Controller of Finance, D.P.S.C., Birbhum.  |                   |
| 3. The Head Teacher/ Teacher-in-charge, <u>Ratna</u> Primary J.B. School, P.O. <u>Dakshinam</u> , Dist Birbhum- Pin- <u>731245</u>  |                   |
| 4-5. Dealing Assistant of the Office (Bill & P.F. Section)  |                   |
| <p><br/>Secretary<br/>Birbhum District Primary School Council</p>  |                   |



**TAPAN PRAMANICK**

**(YEAR OF APPOINTMENT: 2021)**

**OFFICE OF THE  
PASCHIM BARDHAMAN DISTRICT PRIMARY SCHOOL COUNCIL**  
KSTP, ADDA, Plot No. C/J/21, Sector-H, South Dhadka, PS- Asansol, (North),  
District - Paschim Bardhaman, Pin-713302  
E-mail : dpscpcsbmdr@gmail.com

Memo No.- 164/APPTT

Dated : 21/02/2021

To,  
SRI / SMT. TAPAN PRAMANICK  
S / D/ W of SUKUMAR PRAMANICK  
VILL - HALDI PARA  
P. O - HALDINAWPARA, PS - PURBASTHALI  
DIST. - PURBA BARDHAMAN, PIN - 713515

In terms of Secretary, WBBPE's Memo No. 394/BPE/2021 Dated 17/02/2021 he / she is hereby appointed as an Assistant Teacher on probation for two years from the date of joining in the school under the District Primary School Council, Paschim Bardhaman, on monthly pay and other usual allowances as per rules in the Pay Band Rs. (7100/- – 37600/-) (Level -9) as per ROPA-19 revised. He / She is posted as Assistant Teacher in CHALBALPUR F P SCHOOL P.O. Bidhanbag under RANIGANJ Circle, District- Paschim Bardhaman.

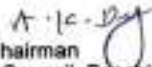
His / Her service will be regulated by the relevant Govt. Act, rules, regulations etc.

His / Her service is transferable and is purely temporary and is terminable on one month's notice on either side. One month's salary will be forfeited if the teacher does not serve one month's notice prior to leaving his / her service.

He / She must abide by the rules, regulations and orders of the Council.

The joining report in duplicate, attested copies of the qualification certificates, mark-sheets, age proof certificate, and other relevant certificates such as Caste Certificate / OBC Certificate / P.H. Certificate etc. should be submitted to the concerned Sub-Inspector of Schools along with the originals for verification.

He / She should join his / her post within 15 (fifteen) days from the date of issue of this appointment letter failing which the offer of appointment may be treated as cancelled without making any further reference to him / her in this regard.

  
Chairman  
District Primary School Council, Paschim Bardhaman

Memo No.- 164/APPTT (4)

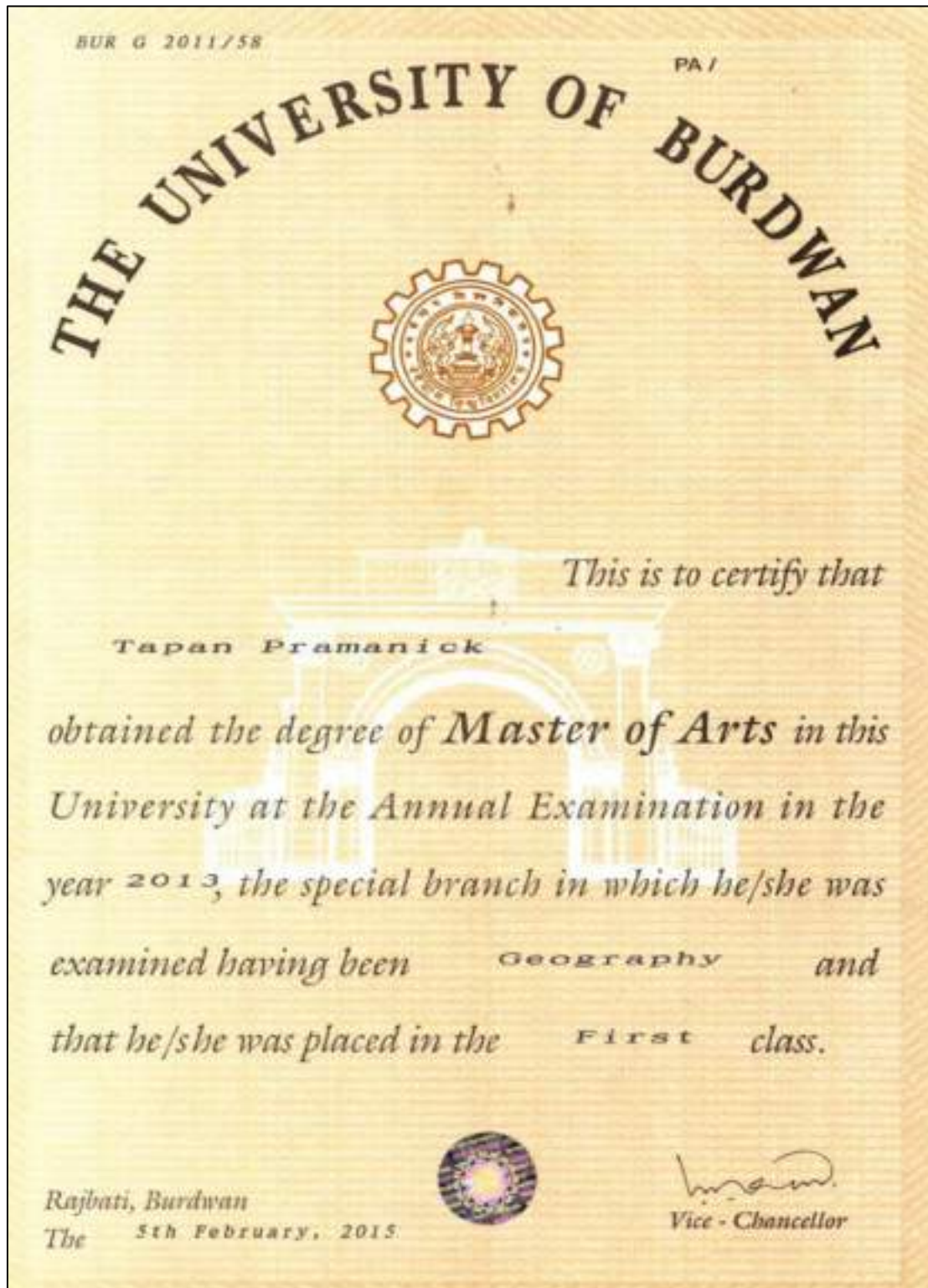
Dated : 21/02/2021

Copy for information and taking necessary action to: -

- 1) The Sub-Inspector of Schools, RANIGANJ Circle. He/ She should send copy of joining report, attested copies of other certificates along with first month salary bill of the teacher. He / she should verify the Original Certificates before drawing the first salary bill of the incumbent.
- 2) The Controller of Finance / Finance Officer of the Council.
- 3) Head Teacher / Teacher-in-Charge, CHALBALPUR F P SCHOOL, P.O. Bidhanbag, Dist- Paschim Bardhaman.
- 4) Dealing assistant of this office (Bill Section).

Secretary  
District Primary School Council, Paschim Bardhaman

**TAPAN PRAMANICK: PROOF OF EDUCATION (M.A.) IN DEPARTMENT OF  
GEOGRAPHY, THE UNIVERSITY OF BURDWAN**



**TAPAN PRAMANICK: PROOF OF EDUCATION (M.Phil) IN DEPARTMENT OF GEOGRAPHY, THE UNIVERSITY OF BURDWAN**







# The West Bengal School Service Commission

CENTRAL COMMISSION

31 &amp; 13/1, "Acharya Sadan", EB Block, Sector-II, Bidhanagar, Salt Lake - 700091

Memo No : 662/601/AT(GRAD)/HIST/CSSC/ESTT/2018

Dated : 05.02.2019

To,

The President

West Bengal Board of Secondary Education

Nivedita Bhawan, Sector-II, DJ 8, Karunamoyee More, Salt Lake City, Kolkata. PIN - 700091

Sub: Recommendation of candidate on the basis of the result of the 1st State Level Selection Test for Recruitment 2016 of Assistant Teachers for Classes IX & X, 2016 following West Bengal School Service Commission (Selection for Appointment to the Post of teachers for Classes IX and X in Secondary/Higher Schools) Rule 2016 in Govt. aided / Sponsored / Secondary / Higher Secondary Schools (Except Hill Region), 2016 and on the basis of the option exercised by the unlisted candidate in the counselling.


Ref: Memo No. :- 1338-GA DATED : 11.07.2018 FROM Govt Of West Bengal, School Education Directorate, Bikash Bhawan, Salt Lake City, Kolkata - 91 and Memo No. :- 469 Dated 15-02-2017 of The District Inspector of Schools (SD, BIRBHUM).

Sir/Madam,

I am to refer to the Memo No. and subject noted above & state that after counselling of candidates on the basis of the result of the 1st State Level Selection Test 2016 for Recruitment of Assistant Teachers for Classes IX & X in Govt. aided / Sponsored / Secondary / Higher Secondary Schools (Except Hill Region), 2016 the West Bengal Central School Service Commission recommends the name of the candidate mentioned below for appointment against vacancy to the post of ASSISTANT TEACHER FOR CLASSES IX-X in the school noted below, pursuant to Notification No. 1105-SE/S/15-26/2016 (P-I) dated 20th September 2016 (For Classes IX and X) of the Department of School Education, Govt. of West Bengal, The West Bengal School Service Commission (Selection for Appointment to the Posts of Teachers for Classes IX and X in Secondary & Higher Secondary Schools) Rules, 2016 on usual terms & conditions & pay scale as admissible for the post in respect of which the candidate is selected. The letter of appointment shall be issued by West Bengal Board of Secondary Education to the candidate after verification of requisite documents such as date of birth, academic qualifications, SC/ST/OBC/PH certificate (where applicable) from the competent authority with acknowledgement due allowing the candidate to join the post within stipulated period in terms of Rule 16 subrule 3 of the West Bengal School Service Commission (Selection for Appointment to the Post of teachers for Classes IX and X in Secondary & Higher Secondary Schools) Rule 2016 in Govt. aided / Sponsored / Secondary / Higher Secondary Schools (Except Hill Region), 2016 and subsequent amendments. The Commission shall be informed within six weeks from the date of issue of this recommendation of the action taken by West Bengal Board of Secondary Education on this recommendation and about joining of the candidate along with his/her date of joining. This Recommendation for appointment to the post of Assistant Teacher in Secondary & Higher Secondary Schools in pursuant to this Rule 9 of the West Bengal School Service Commission Act 1997.

Kindly acknowledge the receipt of this letter.

Particulars of the Candidate:-

| Name of the candidate with full address of communication as in the application form            | Roll Number:   | Post in which selected   | Photograph   |
|--|--|--|--|
| MUNSHI MD SAHEBUR RAHIM<br>VILL-PURBACHAK, PO-UCHALAN, PS-<br>KHANDAGHOSH, BURDWAN, PIN-713427 | 12211684001694                                       | AT(Class Level IX-X)   | <br>Photo of Candidate's Father |
|  | Gender: MALE   | HISTORY(GRAD)  |  |
| Name of the institution with vacancy code where he/she is recommended                          | Vacancy Category: GEN<br>Vacancy Gender: MALE/FEMALE | Qualification of the Candidate(as Admitted / considered by WBCSSC) |  |
| SULTANPUR NIVEDITA SIKSHYATAN<br>[21840008]  | Vacancy Medium: BENGALI                              | GRAD WITH BED  |  |



Chairman

W. B. Central School Service Commission

Memo. No: 662/1(4)/6916/AT(GRAD)/HIST/CSSC/ESTT/2018

Dated : 05.02.2019

Copy forwarded for information and necessary action to:-

1. The Deputy Director of School Education (GA), West Bengal with a request to keep record and update Vacancies.

2. Sri/Smt. MUNSHI MD SAHEBUR RAHIM

VILL-PURBACHAK, PO-UCHALAN, PS-KHANDAGHOSH, BURDWAN, PIN-713427

He/She is requested to keep contact with West Bengal Board of Secondary Education, Nivedita Bhawan, DJ 8, Karunamoyee More, Salt Lake City, Kolkata 700091. It is conveyed that this Recommendation Letter is liable to be cancelled in future at any stage, if it is found that the recommendation has been obtained by practising fraud or that the candidate has submitted false declaration in Application Form or during Personality Test or that the recommended candidate has violated the provision of West Bengal School Service Commission (Selection for Appointment to the Post of teachers for Classes IX and X in Secondary & Higher Secondary Schools) Rule 2016 in Govt. aided / Sponsored / Secondary / Higher Secondary Schools (Except Hill Region), 2016 apart from initiation of legal action.

3. The District Inspector of Schools (SE), BIRBHUM for information & necessary action. He/She is requested to inform this Commission about joining of the candidate & enclose a copy of the approval of appointment of the Candidate to the Commission forthwith for record.

4. The Secretary/ Administrator,

SULTANPUR NIVEDITA SIKSHYATAN

PO:NALJATI PS:NALJATI I

SUB\_DIVISION:RAMPURHAT DISTRICT:BIRBHUM PIN:713238



Chairman

W. B. Central School Service Commission



# Prasanta Dasgupta College of Education (B.Ed & D.El.Ed)

Vill & P.O - Vidyanagar, P.S - Nadanghat, Sub-div - Kalna, Dist - Purba Bardhaman, Pin- 741319 (WB)

Recognized by : N.C.T.E. ■ Affiliated to : WBUTTEPA  
The West Bengal Board of Primary Education

Web : prasantadasguptacollegeofeducation.com ■ Email ID : pdce info@gmail.com

Ref. No. Pdce/APP/14/22


Date 12.03.2022

To  
Piyali Bairagi  
D/O Haraprasad Bairagi  
Dharampur, Sasthitala  
PO Chinsurah  
Dist - Hooghly

## Letter of Appointment

She is hereby appointed to the post of Librarian in of Prasanta Dasgupta College of Education (B.Ed) at and post -Vidyanagar .Dist- Purba Bardhaman as per recommendations of the selection Committee Constituted by the WBUTTEPA.

She is therefore requested to join the said post within seven days from the receipt of this appointment letter. Her pay and allowance will be as per NCTE rules & regulation.

 12.03.2022  
Secretary  
Prasanta Dasgupta College of Education  
Vill. & P.O. - Vidyanagar  
Dist- Purba Bardhaman



SL. No. 551

2015

0075

THE UNIVERSITY OF BURDWAN



This is to certify that

Piyali Bairagi

Won the University Gold Medal having  
been placed First in the First Class in the  
M.L.I.S. Examination, 2015.

Rajbati, Burdwan  
The 1st December, 2017



Vice-Chancellor



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

No. 37-Edn(A)/4A-10/21(12)

Dated, Kolkata, 17<sup>th</sup> January, 2022

**NOTIFICATION**

The Governor is pleased to appoint provisionally **Smt. Sinjini Mukherjee**, daughter of Sri Santosh Mukherjee, Bagula Road, Rathtala, Krishnagar, Dist.- Nadia, PIN- 741101, as Librarian in the West Bengal Education Service (belonging to Unreserved category) for two years in the unrevised Pay Band PB-1 of ₹ 15600/- - 39100/- with A.G.P of ₹ 6000/-, subsequently revised to the corresponding pay at Academic Level 10 with rationalised entry pay of ₹ 57700/- plus usual allowances, with effect from the date of her joining pending verification of her antecedents and medical examinations and to post her at **Krishnagar Govt. College, Nadia**, until further orders, on the condition that the appointment will be liable to be cancelled in the event of an adverse Police Verification or Medical Report.

By the order of the Governor

Sd/- N. C. Biswas

Assistant Secretary to the Government of West Bengal

No. 37/1(1)- Edn(A)/4A-10/21(12)

Dated, Kolkata, 17<sup>th</sup> January, 2022

Copy forwarded for information and necessary action to: -

- 1) The Director of Public Instruction, West Bengal.
  - a) The date of birth of the candidate named above is **17.07.1992**.
  - b) She has been recommended by the Public Service Commission, West Bengal, for appointment to the post of Librarian in Govt. Colleges.

Sd/-

Assistant Secretary to the Government of West Bengal

Contd.....2

No. 37/2(9)-Edn(A)/4A-10/21(12)

Dated, Kolkata, 17<sup>th</sup> January, 2022

Copy forwarded for information and necessary action to:

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata-700001.
2. The Secretary, Public Service Commission, West Bengal with reference to their letter No. 437-P.S.C.(Selection)/1S-52/2016, dated 29.09.2021.
3. The Director of Treasuries & Accounts, 4, Lyons Range, Kol-700001.
4. The Treasury Officer, Treasury Office, Krishnagar-I, District – Nadia.
5. The Principal / Officer-in-charge, Krishnagar Govt. College, Nadia.

Copy endorsed to the Treasury Officer, Treasury office, Krishnagar-I, is also sent herewith.

The original certificate in respect of educational qualifications, date of birth, experience, caste etc. shall be verified by her before allowing the candidate to join the post in the College.

If the candidate does not join within 90 (Ninety) working days from the date of issue of this letter, the matter is to be brought to the notice of this Department. **Joining report of the candidate is to be forwarded to this Department.** Smt. Sinjini Mukherjee is posted at Krishnagar Govt. College, vice Surjya Kumar Mandal since transferred.

6. The Deputy Director of Health Services (MERT), WB, Directorate of Health Services, WB, Swasthya Bhavan, GN-29, Sector-V, Salt Lake, Kolkata-700091, with the request to take necessary action for medical examination of Smt. Sinjini Mukherjee as regards medical fitness in any Government Hospital and submit a report thereof to this Department as early as possible.

7. Smt. Sinjini Mukherjee, ([sinjini mukherjee1@gmail.com](mailto:sinjini mukherjee1@gmail.com)), daughter of Sri Santosh Mukherjee, University of Burdwan, Golapbagmor, Composite Building, Dept. of Library and Information Science, Dist.- Purba Bardhaman, PIN- 713104. She is directed to join the post at the earliest but not later than 90 (Ninety) working days from the date of issue of this letter failing which her candidature will be liable to be cancelled. She should submit an undertaking in prescribed format to this Department, before her joining, in person or by digital mode.

She should also contact the Deputy Director of Health Services (MERT), WB, Directorate of Health Services, WB, Swasthya Bhavan, GN-29, Sector-V, Salt Lake, Kolkata-700091, in connection with her medical examination.

8. The PS to the HMIC of this Department, Bikash Bhavan, Salt Lake.
9. Guard File.

  
Assistant Secretary to the Government of West Bengal



# University of Kalyani



This is to certify that

*Sinjini Mukherjee*

Obtained the Degree of Master of Library and Information Science in this University in the year 2014 on fulfilment of the prescribed requirements and that she was placed in the First Class.

Kalyani

4th February 2016



A handwritten signature in black ink, appearing to read 'M. Senha'.

Vice - Chancellor



Dr. Arijit Chatterjee

Joint Director - Lifelong Learning

&amp;

In Charge - Research Section


 Mem No. 2102  
 The University of Burdwan

Rajbati, Burdwan- 713104, W.B

M-9434740604

E-mail : jtdirector\_III@buruniv.ac.in

No.R-Ph.D./Regn./A/Lib. &amp; Inf. sc./ 340

Dated : 29.07.2024

To: Sm. Sujini Mukherjee

c/o Dr. Rajesh Das

Dept. of Lib. &amp; Inf. sc. B.U.

Sub: Re-registration as a candidate for Ph.D. degree in Lib. &amp; Inf. sc.

(Registration granted earlier vide letter no. R-Ph.D./Regn./A/Lib. & Inf. sc./<sup>568</sup> Dated 18-02-2020)

Ref: Your application dated 01-06-2023

Sir/Madam,

With reference to the above, I am to inform you that the Faculty Council for P.G. Studies in Arts/ Science at its meeting held on 22-12-2023 granted you re-registration as a candidate for Ph.D. degree in

Library & Information Science with the same title of the thesis and under the supervision of Dr. Rajesh Das, Dept. of Lib. & Inf. sc., B.U.

with effect from 24-07-2023 and this re-registration shall remain valid up to 23-07-2029

You are, therefore, requested to deposit a sum of Rs. 8,000/- (Eight thousand only) to the University Cash Counter within a month from the date of issue of this letter and submit the relevant copy of the Cash receipt to the Ph.D. Section of the Registrar's Department.

Yours faithfully,

 self  
 Incharge, Research Section

No.R-Ph.D./Regn./A/Lib. &amp; Inf. sc./ 340

Dated : 29.07.2024

Copy forwarded for information to:-

- 1) The Head, Dept. of Library & Information Science, B.U.
- 2) Prof./Dr. Rajesh Das, Dept. of Lib. & Inf. sc., B.U.
- 3) Prof./Dr. X
- 4) The Finance Officer, Burdwan University, Burdwan.

 @Chatterjee  
 Incharge, Research Section



# SWAMI VIVEKANANDA UNIVERSITY

পূর্ববঙ্গ বিশ্ববিদ্যালয়, বীরভূম জেলা

Birsaat - Barrackpore Road, Tejni Para,  
Bira Kanchala, Kolkata 700 821

## IDENTITY CARD



**Dipika Mondal**

Designation : Assiatant Professor

Department : Journalism & Mass Communication

Employs ID : 18003

A handwritten signature in black ink, appearing to read 'Dipika Mondal'.

Authorized Sign





**SL. No. 556**

Ref No: SVU/HRA/ADMIN/0474

Date: 18.08.2021

To

Ms. Kankana Ghosh

North 24 Parganas, West Bengal

We are pleased to offer you the position of Assistant Professor of Department of Journalism and Mass Communication, "Swami Vivekananda University" as per the following terms and conditions:

1. Date of Joining: 1<sup>st</sup> September 2021
2. Place of Posting/Schedule: You will be posted at "Swami Vivekananda University", Bara Kanthalia, Sewli Telini Para, North 24 Parganas, Barrackpore, Kolkata, West Bengal 700121. Schedule working days will be Six days in a week.
3. Salary: Your salary will be Rs.21,600/- per Month.  
Breakup of the salary will be as per "SVU Pay Scale" norms.
4. Physical Fitness: Your appointment is subject to your being found medically fit.
5. This Offer letter is a Provisional offer letter and it's Valid for 6 Months only. Your performance is evaluated during the period of provision and after the successful completion of provisional period you will be appointed for permanent position.
6. Termination of employment: Your service is terminable on one (1) month notice from either side or salary lieu of.
6. Reporting: You have to report to the Registrar/Deputy Registrar of "Swami Vivekananda University".
7. Job Responsibilities: a) You have to coordinate and guide the Department of Journalism and Mass Communication as well to conduct regular curricular and extracurricular classes and activities including practical, conducting examination, publishing report cards and related academic activities according to UGC Guidelines in order to continue and develop the students in their respective department / courses under the Department of Journalism and Mass Communication, SVU. You are also requested to extend your support marketing and branding activities regarding admission procedure in different courses under the Department of Journalism and Mass Communication as and when desired by the management .It is your prior responsibility to establish the brand value of "Swami Vivekananda group of Institutes" and as well as "Swami Vivekananda University".  
b) You will also be assigned other responsibility in other areas as desired by the Management.
8. General: a) You will have to abide by the service rules and regulations of the Institute now existing and as may be framed and/or amended from time to time.



**SL. No. 556**

- b) You will devote your full time, attention and capability in the interest of the Institute.
- c) You will not take any interest or engage yourself directly or indirectly in any other business and/or do any trade on your account.
- d) Leave rule as per University norms.
9. You will treat as "Security Confidential" the affairs of the Institute as you may be cognizant in the due course of your work responsibilities. In tendering your service you will ensure that the interest of the Institute is protected at all times and you will not in any way do anything or commit any act or omission which is likely to affect the interest of the Institute adversely in any manner whatsoever.

If the above-noted terms and conditions of the employment are acceptable to you, please return to us the duplicate copy of this letter duly signed by you as a token of your formal acceptance of this offer of employment.

You will treat these terms and conditions of your employment as confidential.

You will please produce at the time of your joining the following:

1. All the certificates and mark-sheets in original for verification
2. Duly attested copies of each of the mark-sheets and certificate for our records.
3. Two copies of recent passport-size photographs.
4. Photocopy of Aadhar Card & Pan Card
5. Photocopy of Cancelled Cheque & Front Page of Pass Book

You are requested to accept this offer of employment.

Thanks & Regards

SWAMI VIVEKANANDA UNIVERSITY  
*[Signature]*  
Registrar

Dr. Pinak Pani Nath

Registrar

Swami Vivekananda University

Barrackpore, West Bengal





**SNU**  
SISTER NIVEDITA  
UNIVERSITY



SNU000450

**Argha Nath Bhattacharyya**

**Employee ID : SNU000450**

**DOJ : 2022-10-17**

**Blood Group: O+**

**Phone No: 9083301392**

**Emergency Contact : 9647602370**

A handwritten signature in black ink, appearing to be the name of the Registrar.

**Registrar**  
**(Issuing Authority)**



**MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL**  
(Formerly WEST BENGAL UNIVERSITY OF TECHNOLOGY)  
Main Campus: NH 12, Haringhata, Post Office - Simhat, Police Station - Haringhata, Pin - 741249  
City Campus: BF-142, Sector -I, Salt Lake, Kolkata -700 064

No.MAKAUT/RE/Appt. Applied Math(AD)/004/ 2021/270

Dated- 16-12-2021

To,  
Dr. Avijit Duary,  
Vill + P.O.- Kushadwip, P.S- Patrasayer,  
Dist- Bankura

Dear Dr. Duary,

With reference to your application for the post of Assistant Professor (on Contract) in the Department of Applied Mathematics in the Maulana Abul Kalam Azad University of Technology, West Bengal (MAKAUT, WB), I am directed to inform you that you have been selected for appointment to the post on the following terms and conditions:

- 1) Your appointment will be on contractual basis for a period of one year from the date of joining as Assistant Professor on contract.
- 2) You will receive a consolidated pay of Rs 57,700/- (Rupees Fifty seven thousand seven hundred only) only per month.
- 3) You may have to reside at Haringhata, Nadia, if required.
- 4) You will be required to execute a 'Bond of Contract' with the Maulana Abul Kalam Azad University of Technology, West Bengal in the prescribed manner on a non-judicial stamp paper of required value (Rs. 10/-) before joining the post.
- 5) You will have to join on within one month by executing the 'Bond of Contract' on receipt of this letter of appointment.
- 6) All the original certificates and testimonials relating to your academic and other attainments will be verified at the time of joining.
- 7) The University may verify the antecedents or documents submitted by you at any time including at the time of appointment or during the tenure of your service and in case it is detected during the time of recruitment process and also at any point of time after the appointment that the documents submitted by you are fake or you are deliberately misled by submission of fake/forged documents, your candidature/service will be forthwith cancelled/terminated without assigning any reason.
- 8) Your services under the MAKAUT, WB will be governed and regulated by the stipulations and the terms and conditions of the University as are in force and as may be prescribed and amended from time to time.

Should the offer of appointment be acceptable to you on the above terms and conditions, kindly send your letter of acceptance (but not later than January 15, 2022) to the undersigned, failing which the offer of appointment shall stand as withdrawn without any further reference to you.

Yours faithfully,

Encl : Proforma for executing the Bond of Contract

  
16/12/21  
Registrar, MAKAUT, WB

No.MAKAUT/RE/Appt. Applied Math(AD)/004/ 2021/270

Dated- 16-12-2021

Copy forwarded for information to:

- 1) Finance Officer, MAKAUT, WB. This refers to Vice-Chancellor's Order dated 15-12-2021
- 2) HoD, Dept. of Applied Mathematics, MAKAUT, WB
- 3) PA to VC for kind information of the Vice-Chancellor, MAKAUT, WB
- 4) Guard File

  
16/12/21  
Registrar, MAKAUT, WB