



# OFFICE OF THE PRINCIPAL KAKOJAN COLLEGE

**Re-accredited B+ Grade by NAAC**

P.O. & T.O. KAKOJAN, JORHAT: Assam-785 107

website: [www.kakojancollege.edu.in](http://www.kakojancollege.edu.in)

E-mail: [kakojancollegeadm@gmail.com](mailto:kakojancollegeadm@gmail.com)


## Supporting Documents for NAAC Self Study Report (SSR)

(3rd Cycle)

Period: 2017 – 2022

<b>Criterion – 3</b>	<b>Key Indicator – 3.1</b>
<b>Research, Innovations and Extension</b>	<b>Resource Mobilization for Research</b>
<b>Metric Number: 3.1.1</b>	Grants received from Government and Non-Governmental agencies for research project/endowments in the institution during the last five years (INR in Lakhs)

Prepared and submitted by  
IQAC, Kakojan College, Jorhat, Assam

  
(Dr. Ruprekha Bordoloi)  
Principal  
Kakojan College  
Jorhat, Assam



  
(Dr. Nibedita Gogoi)  
Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam

Metric No.	Heading
3.1.1.1	Total Grants from Government and Non Governmental agencies for research projects, endowments, Chairs in the institution during the last five years

**UGC Minor Research Project on "A Study on Production Behaviour of CCI Cement Factory, Bokajan, Assam, using Econometric Modeling"**

**(Prasanta Kumar Sut, Principal Investigator)**



**UNIVERSITY GRANTS COMMISSION**  
**NORTH EASTERN REGIONAL OFFICE**  
**3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V**  
**BELTOLA - BASISTHA ROAD**  
**DISPUR, GUWAHATI - 781006, ASSAM**  
**PHONE : 0361- 2267721 (O)**  
**FAX : 0361 - 2267056**  
**Website : www.ugc.ac.in**  
**E-mail : ugcneroghy@rediffmail.com**  
**ugcnero@gmail.com**

FD Digry No. 3374  
 Dated : 16 MAR 2015

No. F.5-445/2014-15/MRP/NERO

Date **16 MAR 2015**

The Accounts Officer,  
 University Grants Commission,  
 North-Eastern Regional Office,  
 Housefed Complex,  
 Dispur, Guwahati (Assam) – 781006

**Subject :-**Release of Grants-in-aid to **Kakojan College, P.O.-Kakojan, Dist-Jorhat, Pin-785 107 (Affiliated to Dibrugarh University, Rajabheta, Dibrugarh-786004, Assam)** for the year **2014-15** under Plan in respect of **Minor Research Project** entitled "**A Study on.....Econometric Modeling**" awarded to **Sri Prasanta Kumar Sut, Department of Statistics. Tenure of project is 24 months.**

Sir/Madam,

I am directed to convey the sanction of the University Grants Commission for payment of grant of **₹2,60,000/- (Rupees Two Lakhs Sixty Thousand)** only as **1st Installment** towards **Minor Research Project** to the Principal, **Kakojan College, P.O.-Kakojan, Dist-Jorhat, Pin-785 107** for the Plan expenditure to be incurred during the financial year **2014-15**.

Sl. No.	Name of the Item	Amount Allocated (₹) W	Head of Account [4(ii)b]	BE/RE for 2014-15(₹)	Amount Already Released (₹) X	Amount Being Released (₹) Y	Total grant (₹) Z=(X+Y)	Balance Grant (₹) (W-Z)
<b>A. Non- Recurring (35)</b>								
(i)	Books & Journal	90,000/-	2C(i) – General 2C (ii) – SC 2C (iii) – ST		Nil	1,60,000/-	1,60,000/-	Nil
(ii)	Equipment	70,000/-						
(iii)	Any Other Item	-						
<b>B. Recurring (31)</b>								
(i)	Chemical & Glass Works	-	2C(i) – General 2C (ii) – SC 2C (iii) – ST		Nil	1,00,000/-	1,00,000/-	1,00,000/-
(iii)	Contingency	1,00,000/-						
(v)	Travel / Fieldwork	1,00,000/-						
(vi)	Any Other Item	-						
<b>Total =</b>		<b>3,60,000/-</b>						

*R Bordoloi*  
 (Dr. Ruprekha Bordoloi)  
 Principal  
 Kakojan College  
 Jorhat, Assam




*N Gogoi*  
 (Dr. Nibedita Gogoi)  
 Co-ordinator  
 IQAC  
 Kakojan College  
 Jorhat, Assam

**UGC Minor Research Project on “A Study on Production Behaviour of CCI Cement Factory, Bokajan, Assam, using Econometric Modeling”**


2. The sanctioned amount is debitable to the **Minor Research Project Head 4(ii)b** and is valid for payment during the current financial year.
3. The amount of the grant shall be drawn by the **Joint Secretary, University Grants Commission, North Eastern Regional Office, Guwahati**, on the Grant-in-aid bill and shall be disbursed to and credited to the **Principal, Kakojan College, P.O.-Kakojan, Dist-Jorhat, Pin-785 107** through RTGS/NEFT as per the following details.

<b>Payment Details -</b>	
Name & Address of Account Holder	<b>Principal, Kakojan College, P.O.-Kakojan, Dist-Jorhat, Pin-785 107</b>
Account No.	<b>11372238417</b>
Name & Address of Bank Branch	<b>State Bank of India, Phesual, P.O. -Meleng, Jorhat, Assam</b>
MICR Code of Branch	<b>785002514</b>
IFSC Code	<b>SBIN0009436</b>
Type of Account : SB/Current/Cash Credit	<b>SB</b>

4. The Grant is subject to the adjustment on the basis of the Utilization Certificate in the prescribed proforma submitted by the University /College/Institution.
5. The University/College/Institution shall maintain proper accounts of the expenditure out of the grants which shall be utilized only on approved items of expenditure.
6. The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guidelines there under from time to time.
7. The Utilization Certificate to the effect that the Grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the close of the current financial year.
8. The Assets acquired wholly or substantially out of the University Grants Commission's Grant shall not be disposed or encumbered or utilized for the purpose other than those for which the grant was given without proper sanction of the University Grants Commission and should at any time the University ceased to function, such Assets shall revert to the University Grants Commission.
9. A register of Assets acquired wholly or substantially out of the Grant shall be maintained by the University/ College in the prescribed proforma.
10. The grantee institution shall ensure the utilization of grants-in-aid for which it is being sanctioned/ paid. In case non-utilization/ part utilization thereof simple interest @ 10% per annum, as amended from time to time on unutilized amount from the date of drawl to the date of refund as per provisions contained in General Financial Rules of Govt. of India, will be charged.
11. The University/Institution shall follow strictly the Government of India/ University Grants Commission guidelines regarding implementation of the reservation policy [**both vertical (for SC, ST &OBC) and horizontal (for persons with disability etc.)**] in teaching and non-teaching posts.
12. The University/College shall fully implement the official language policy of Union Govt. and comply with the official language Act, 1963 and Official Languages (Use for official purposes of the Union) Rules, 1976 etc.
13. The sanction is issued in exercise of the delegation of powers vide University Grants Commission order no. **130/2013 [F.No. 10-11/12 (Admn. IA & B)] dated 28/05/2013.**
14. The University / Institution shall strictly follow the University Grants Commission Regulations on curbing the menace of Ragging in Higher Education Institutions, 2009.

  
(Dr. Ruprekha Bordoloi)  
Principal  
Kakojan College  
Jorhat, Assam




  
(Dr. Nibedita Gogoi)  
Co-ordinator  
IGAC  
Kakojan College  
Jorhat, Assam

**UGC Minor Research Project on "A Study on Production Behaviour of CCI Cement Factory, Bokajan, Assam, using Econometric Modeling"**


15. The University / Institution shall take immediate action for its accreditation by National Assessment and Accreditation Council (NAAC).
16. The accounts of the University / Institution will be open for audit by the Comptroller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005. :
17. The annual accounts i.e., balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.
18. It is also certified from the B.C.R. that the funds are available under the scheme. Entered in BCR at S.No. .... Page No. ....
19. Funds to the extent of ₹.....are available under the scheme of BE/RE of the year.
20. This issues with the concurrence of IFD Vide No. Diary No. ....Dated .....
21. This issues with the approval of the Joint Secretary (Minor Research Project),Vide Diary No. ....Dated .....


Yours faithfully,

  
(Dr. Mohammad Arif)  
Joint Secretary  
UGC-NERO


**Copy forwarded for information and necessary action to:**

1. Sri Prasanta Kumar Sut, Department of Statistics, Kakojan College, P.O.-Kakojan, Dist-Jorhat, Pin-785 107.
2. The Principal, Kakojan College, P.O.-Kakojan, Dist-Jorhat, Pin-785 107.
3. The Registrar, Dibrugarh University, Rajabheta, Dibrugarh-786004, Assam.
4. The Director, College Development Council, Dibrugarh University, Rajabheta, Dibrugarh-786004, Assam.
5. Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati, 781028.
6. The Director of Higher Education, Kahilipara, Guwahati 781019, Assam, India.
7. Guard File.

  
(Kishor Kumar)  
Education Officer  
UGC-NERO

  
(Dr. Ruprekha Bordoloi)  
Principal  
Kakojan College  
Jorhat, Assam



  
(Dr. Nibedita Gogoi)  
Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam

**GRANT RECEIVED FROM INDIAN ACADEMY OF SCIENCES FOR ORGANIZING TWO DAYS LECTURE WORKSHOP ON "BIO-DIVERSITY AND HUMAN WELFARE"**

9/14/2018

Gmail - Fw: Lecture Workshop on "Biodiversity and Human Welfare"



Lakshya Pratim Nirmolia <nirmoliakc@gmail.com>

**Fw: Lecture Workshop on "Biodiversity and Human Welfare"**

1 message

Nibedita Barukial <nbarukial@rediffmail.com>  
To: nirmoliakc <nirmoliakc@gmail.com>

Thu, Sep 13, 2018 at 4:32 PM

Sent from RediffmailING on Android

From: "Science Education Panel, IASc" <sep@ias.ac.in>  
Sent: Tue, 11 Sep 2018 16:57:32 GMT+0530  
To: "nbarukial@rediffmail.com" <nbarukial@rediffmail.com>  
Subject: Lecture Workshop on "Biodiversity and Human Welfare"

Dear Dr Nibedita Gogoi ,

With reference to the Lecture Workshop on "Biodiversity and Human Welfare" at Kakojan College, Jorhat Assam (11-12 October 2018), we have already transferred an amount of Rs. 77,625/- to your account (A/C No. 0803010101803, United Bank of India) towards contribution by the Academy (1 instalment) for organizing the above mentioned Lecture Workshop.

Please confirm the receipt of the amount.

After the completion of the Workshop we need the following:


1. a brief report of the workshop
2. time-table of the workshop
3. Statement of receipts and payments certified by a finance personnel of your institution or a Chartered accountant.
4. Detailed statement of accounts (in the prescribed format) along with copies of vouchers/bills.

5. group photographs taken if any or a few photographs with BRIEF


CAPTIONS (4 or 5 hard copies) for our album/archives

6. number of participants who attended the workshop including the names of colleges and institutions.

After the Workshop along with the report kindly send a small abstract of all the lectures given during the workshop and participants feedback on the topic.

  
(Dr. Ruprekha Bordoloi)  
Principal  
Kakojan College  
Jorhat, Assam



  
(Dr. Nibedita Gogoi)  
Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam

**GRANT RECEIVED FROM INDIAN ACADEMY OF SCIENCES FOR ORGANIZING TWO DAYS LECTURE WORKSHOP ON "BIO-DIVERSITY AND HUMAN WELFARE"**

9/14/2018

Grant - Fw: Lecture Workshop on "Biodiversity and Human Welfare"


We are attaching a specimen of TA form for your needful. Please settle all the T.A. amount at your end and the final expenditure statement only to be send to the Academy.

We wish the Workshop all success.

With regards,

Rama

for Coordinator

  
(Dr. Ruprekha Bordoloi)  
Principal  
Kakojan College  
Jorhat, Assam



  
(Dr. Nibedita Gogoi)  
Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam

REMAINING GRANT RECEIVED FROM INDIAN ACADEMY OF SCIENCES FOR ORGANIZING TWO DAYS LECTURE WORKSHOP ON "BIO-DIVERSITY AND HUMAN WELFARE"

2/7/23, 6:03 PM

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**From:** "Science Education Panel, IASc" <sep@ias.ac.in> | [Add to Address bo](#)

**To:** "nbarukial@rediffmail.com" <nbarukial@rediffmail.com>

**Subject:** Lecture workshop "Biodiversity and Human Welfare"

**Date:** Thu, 27 Dec 2018 17:16:06 IST

Dear Madam

We have transferred an amount balance **of Rs.65,875.00** to the A/C No.0803010101803 towards settlement of expenditure of the Lecture

Please check and confirm the receipt of the amount.

Sincerely,

Rama

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(Dr. Ruprekha Bordoloi)  
Principal  
Kakojan College  
Jorhat, Assam



(Dr. Nibedita Gogoi)  
Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam

**GRANT RECEIVED FROM NAAC FOR ORGANIZING ONE DAY WORKSHOP ON "REVISED ASSESSMENT AND ACCREDITATION FRAMEWORK"**

प्रो. एस.सी. शर्मा  
निदेशक  
Prof. S.C. Sharma  
Director



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद  
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान  
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
An Autonomous Institution of the University Grants Commission

NAAC/Seminar/SS\_DIR/2018

1<sup>st</sup> October 2018

The Principal  
Kakojan College  
Kakojan, P.O Kakojan, Dist.  
Jorhat - 785107, Assam

Dear Sir/Madam,

Greetings from NAAC!

This has reference to your proposal seeking financial assistance/academic support for organizing national seminar in your institution. After due consideration your proposal has been accepted for financial assistance of **Rs. 50,000/- (Rupees Fifty Thousand only)**. The balance amount required to organize this activity may kindly be mobilized at your end. The Financial assistance is subject to the adherence to the enclosed procedures for release of sanctioned grants and settlement of the same. We appreciate the initiative taken by your institution and hope that you will continue to strive for quality and excellence in Higher Education.

Institutions need to conduct the seminar on the proposed dates only. If there is any change in date, institution has to obtain prior permission from NAAC stating the reason for change of dates.

In cases of change in dates the seminar should be conducted before 28<sup>th</sup> February 2019 and bills along with the proceedings need to be submitted within one month of the completion of the seminar which is mandatory. In case of any delay in submission of the claims the reimbursement will not be made and NAAC will not be liable for the expenditure incurred.


Yours sincerely,

  
(S. C. Sharma)

Encl: a/a

Cc.: North Eastern Region Co-ordinator at NAAC (Dr. M S Shyamasundar, Adviser  
E-mail ID: shyam\_naac@yahoo.co.in )

पो. ओ. बाक्स नं. 1075, नागरभावी, बेंगलूरु - 560 072, भारत. P.O.Box No.1075, Nagarbhavi, Bengaluru - 560 072, INDIA  
दूरभाष Phone : +91-80-23210267 (D), 23005112, 114, 115, फेक्स Fax : +91-80-23210268  
ई-मेल : e-mail : director.naac@gmail.com वेबसाइट : Website : www.naac.gov.in

  
(Dr. Ruprekha Bordoloi)  
Principal  
Kakojan College  
Jorhat, Assam



  
(Dr. Nibedita Gogoi)  
Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam



## GRANT RECEIVED FROM NAAC FOR ORGANIZING ONE DAY WORKSHOP ON “REVISED ASSESSMENT AND ACCREDITATION FRAMEWORK”



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL, BANGALORE

### Procedure for Release of the Financial Support:

- ⇒ As an important post-accreditation quality sustenance activity, NAAC has requested the institutions to establish Internal Quality Assurance Cell (IQAC) in their institution. Hence organization of the seminar/workshop is mandated to be the activity of IQAC of the Institution.
- ⇒ The programme details of seminar/conference have to be sent to NAAC at least one month prior to the scheduled dates.
- ⇒ The sanctioned amounts should be spent exclusively on the programme for which the assistance is approved by NAAC.
- ⇒ The release of grants will be on completion of the event and submission of the bills/vouchers/Statement of expenditure and Utilisation Certificate within a month to NAAC. In case of any delay in submission of the claims the reimbursement will not be made and NAAC will not be liable for the expenditure incurred.
- ⇒ For better coordination organisers should be in communication with the respective Regional Coordinator at NAAC.
- ⇒ *The seminar/workshop has to be conducted on the scheduled date(s) as mentioned in the seminar proposals sent to NAAC. You have to obtain prior permission from NAAC if there is any change in the scheduled date of the seminar and state the reason for change of dates.*
- ⇒ Institutions may write a letter to the Regional Co-ordinators, NAAC seeking nomination for resource persons.
- ⇒ TA and honorarium for NAAC nominated resource persons and others may be paid within the grant sanctioned by NAAC. **Honorarium of Rs. 1,000/- per may be paid as per NAAC rule.**
- ⇒ If NAAC officer is participating, the TA/DA may be either borne by NAAC or by the institution from the sanctioned grant. However, hospitality needs to be provided by the institution.
- ⇒ For National Level seminar, institution has to invite at least 10% of participants from outside the state and for State Level Seminar institutions have to invite at least 25% of participants from outside the district.
- ⇒ Institution cannot outsource the activity and as already mentioned the IQAC should be responsible for organising the event.
- ⇒ NAAC should be duly acknowledged in all the seminar related publications including proceedings of the Seminar / Conference.

*R Bordoloi*

(Dr. Ruprekha Bordoloi)

Principal  
Kakojan College  
Jorhat, Assam



*N. G. G.*

(Dr. Nibedita Gogoi)

Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam

## GRANT RECEIVED FROM NAAC FOR ORGANIZING ONE DAY WORKSHOP ON "REVISED ASSESSMENT AND ACCREDITATION FRAMEWORK"

### Post Seminar/workshop requirement:

Within a week of the seminar the institution should bring out "The Proceedings" of the seminar/conference. A half page summary of the proceedings along with one or two photographs of high resolution may be sent to Regional Co-ordinator, NAAC for considering it for NAAC newsletter.

### Suggesting format for preparing the proceedings of NAAC Sponsored Seminars / Conference

1. Theme of the seminar / Conference
2. The programme (separate sheet may be enclosed)
3. The keynote address, presentation of invited resource persons and participants (enclose the copies of each one of them)
4. The recommendations/ Suggestions/ Action Points (outcome of the seminar)
5. Follow up actions, the institution proposes to undertake

The NAAC financial assistance may be spent on the broad headings given below:  
(For sanctioned amount of Rs. 1, 00,000/-)


Heads	Two day programme
A. Resource Persons	Rs. 15, 000/-
B. Arrangements	Rs. 5,000/-
C. Lunch, tea and hospitality	Rs. 20, 000/-
D. Publication of Seminar proceedings	Rs. 7, 500/-
E. Miscellaneous	Rs. 2, 500/-
<b>Total</b>	<b>Rs. 50, 000/-</b>

The sanctioned amount will be released only on receipt of the proceedings duly signed by the Head of the Institution and statement of expenditure along with supporting bills/vouchers in original certified by the practicing Chartered Accountant within one month from the date of completion of the event.


Henceforth all the claims will be reimbursed through NEFT transfer. You are therefore requested to provide the following bank details and a copy of cancelled cheque along with the claims.

#### Bank Details

1. Beneficiary Name: \_\_\_\_\_  
(Authorities designation only. For example Vice Chancellor/Registrar/Principal/  
Director etc,)
2. Name of the Bank: \_\_\_\_\_
3. Name of the Branch and Address : \_\_\_\_\_
4. Account Type: \_\_\_\_\_
5. 15 Digit Account No: \_\_\_\_\_
6. RTGS/IFSC Code: \_\_\_\_\_
7. MICR Code: \_\_\_\_\_

  
(Dr. Ruprekha Bordoloi)  
Principal  
Kakojan College  
Jorhat, Assam



  
(Dr. Nibedita Gogoi)  
Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam

**GRANT RECEIVED FROM NATIONAL COMMISSION FOR WOMEN FOR ORGANIZING  
NATIONAL SEMINAR**


F. No. 16(37)/2019-2020/NCW/NER (SCW)  
National Commission for Women  
Plot No. 21, Jasola Institutional Area,  
New Delhi -110025

21/1/2020

**SANCTION ORDER**

- Sanction of the Competent Authority is hereby conveyed in terms of the Government of India's Rule 20 of the DFP Rules 1978 read with Section 11(2) of the National Commission for Women Act, 1990 for an expenditure of **Rs.1,83,000 (Rupees One Lakh Eighty Three Thousand Only)** to **Kakojan College, PO & TO Kakojan, Jorhat, Assam-785107** as financial assistance for organizing a **Seminar on Crime against women in North East India: Its correlation with Conflicts and Natural Calamities** on behalf on National Commission for Women at Assam.
- The amount will be released in two instalments i.e.: (i) **Rs. 91,500/- (Rupees Ninty One Thousand Five Hundred Only)** as the 1st instalment equivalent to 50% of the sanctioned amount (ii) **Rs.91,500/- (Rupees Ninty One Thousand Five Hundred Only)** i.e. balance 50% of the sanctioned amount as full and final payment on receipt of the satisfactory Seminar Report in the prescribed format along with audited item-wise expenditure, original bills/vouchers, income and expenditure account and Utilization Certificate from Chief Finance Officer/ Head of the Institution as per GFR 12-A and cost estimate (item-wise) as under:

S. No.	Items of Expenditure	Budget Proposed	Total Amount
1.	Material for participants	24000	24000
2.	Hall charges	10000	10000
3.	Accommodation of Resource Persons	15000	15000
4.	TA/DA to the Resource Persons	40000	40000
5.	Honorarium to Resource persons	3000x10	30000
6.	Working lunch and tea	30000	30000
7.	Professional Rapporteurs	2000x2	4000
8.	Miscellaneous	30000	30000
<b>Grand Total</b>			<b>Rs. 1,83,000/- (Rupees One Lakh Eighty Three Thousand Only)</b>

  
(Dr. Ruprekha Bordoloi)  
Principal  
Kakojan College  
Jorhat, Assam




  
(Dr. Nibedita Gogoi)  
Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam


## GRANT RECEIVED FROM NATIONAL COMMISSION FOR WOMEN FOR ORGANIZING NATIONAL SEMINAR

3. The release of the assistance will be subject to the following conditions:-

- i. All required documents must be submitted to the Commission within **30 days** after organising the seminar.
- ii. The satisfactory report about the seminar including the following details should reach the Commission within 30 days:
  - A. Title of the Seminar
  - B. Photos of the Seminar including photo of the banner containing Name and Logo of the Commission.
  - C. List of Resource Persons along with their designation and contact details (At least 60% Resource Persons as mentioned in the Seminar proposal must participate in the Seminar)
  - D. List of Participants with their name, address and contact number
  - E. Detailed Session-wise summary of the proceedings of the Seminar
  - F. Gist of deliberations/information shared made by the Resource Persons
  - G. Specific, actionable and topic oriented recommendations bifurcated into actionable at Local, State and Central Government levels.
- iii. The grantee organization should submit 10 copies of the report of the proceedings and press release, if any, and other documents as indicated in Para 3(ii) above to the National Commission for Women on a prescribed format along with its soft copy.
- iv. It is mandatory to display '*Organized by Kakojan College, PO & TO Kakojan, Jorhat, Assam-785107 with the support of National Commission for Women*' with date and venue at a prominent place on the dais and also at the cover page of the report of the seminar.
- v. The amount will be spent for the purpose for which it has been sanctioned and no portion thereof will be utilized for any other purpose. No equipment or asset will be purchased out of the assistance.
- vi. The sanctioned amount will not be exceeded under any circumstances and any portion of the assistance remaining unutilized will be refunded to the Commission.
- vii. Separate accounts of the items will be maintained and the same will be subject to test-check by the Commission or its representatives. Original bills and vouchers (there should be a revenue stamp for payments above Rs.5000/-) need to be submitted along with audited item-wise accounts, income & expenditure account, receipt and payment account and utilization certificate duly certified by Chief Finance Officer/ Head of the Institution for final settlement of accounts.
- viii. An interest @ 12% per annum will be recovered in case the organization does not undertake the sanctioned seminar within the approved time period.

  
(Dr. Ruprekha Bordoloi)  
Principal  
Kakojan College  
Jorhat, Assam



  
(Dr. Nibedita Gogoi)  
Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam

**GRANT RECEIVED FROM NATIONAL COMMISSION FOR WOMEN FOR ORGANIZING NATIONAL SEMINAR**

delays submission of documents for more than two months after organizing of seminar.

4. **A Member/Officer/Official of National Commission for Women or any other representative designated by the Commission** may join the seminar. The date and venue for organising seminar may, therefore, be intimated at least 15 days in advance to the National Commission for Women.
5. The expenditure is debitable to "Assistance to other organization seminar/ conference/ workshop" NON-NER and will be met out of the funds of National Commission for Women during the financial year 2019-20.
6. Noted at Serial No. 25 in the sanction register (Workshops/Seminars).

*B. Shome*  
24/11/2020  
(Barnali Shome)  
Under Secretary

Copy to:

1. P & AO, NCW, New Delhi.
2. DDO, NCW, New Delhi (2 copies). The amount of (i Rs.91,500/- (Rupees **Ninty One Thousand Five Hundred Only**) i.e. 50% of the sanctioned amount may be drawn in favour of **Kokojan College, PO & TO Kokojan, Jorhat, Assam-785107**, through PFMS (Copy of the filled - in Performa for PFMS as given by the institution is enclosed).
- 3/ **The Principal, Kokojan College, PO & TO Kokojan, Jorhat, Assam-785107**
4. Guard file

*R. Bordoloi*  
(Dr. Ruprekha Bordoloi)  
Principal  
Kokojan College  
Jorhat, Assam



*N. Gogoi*  
(Dr. Nibedita Gogoi)  
Co-ordinator  
IQAC  
Kokojan College  
Jorhat, Assam

## GRANT RECEIVED FROM ICSSR FOR ORGANIZING NATIONAL SEMINAR



भारतीय सामाजिक विज्ञान अनुसंधान परिषद  
पूर्वोत्तर क्षेत्रीय केन्द्र  
INDIAN COUNCIL OF SOCIAL SCIENCE RESEARCH  
NORTH EASTERN REGIONAL CENTRE  
NEHU Campus, Shillong - 793022

Phone : 0364 - 2550436 (O)  
0364 - 2538333 (R)  
Fax : 0364 - 2550428  
e-mail : icssr\_nerc@hotmail.com  
website : www.icssrnerc.org

Professor R.K. Satapathy  
Honorary Director

F.No.4.785/NERC/SEM/2019-180

July 2, 2019

The Principal  
Kakojan College  
Kakojan, Dist.-Jorhat  
Assam - 785107

### SANCTION ORDER

Subject: Seminar on "Opportunities and Challenges of Governance and Development in North-East India with Special Reference to Assam"

Sir,

Sanction of the ICSSR North Eastern Regional Centre is hereby accorded to the payment of an amount of Rs. 50,000/- (Rupees Fifty Thousand only) to meet the expenditure on the above mentioned seminar to be organized by Dr Kshirod Saikia, Asst. Prof., Department of Political Science, Kakojan College, Jorhat, Assam on 21<sup>st</sup> -22<sup>nd</sup> October 2019.

The financial assistance should be utilized for the purpose for which it has been sanctioned. No part of the grant is to be utilized for publication of the proceedings of the seminar.

The amount sanctioned herein is to be utilized on the proposed seminar only within the stipulated period. Any amount of the assistance remaining unspent during the current financial year shall be refunded to the ICSSR-NERC immediately after completion of the seminar. If the Institute fails to utilize the grant, the Institute will be required to refund the amount of the grant with interest thereon @ 10% per annum from date of its sanction.

In principle ICSSR-NERC reserves the right to send an Observer to the seminar whose T.A. and D.A. and local hospitality would be borne by the organizer.

The sanctioned amount will be released in two installments as follows:

First installment	:	Rs.	45,000.00
Second installment	:	Rs.	5,000.00
<b>Total</b>		Rs.	<b>50,000.00</b>

  
(Dr. Ruprekha Bordoloi)

Principal  
Kakojan College  
Jorhat, Assam



  
(Dr. Nibedita Gogoi)

Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam

## GRANT RECEIVED FROM ICSSR FOR ORGANIZING NATIONAL SEMINAR

The first installment of Rs. 45,000/- will be released immediately on receipt of the Grant-in-aid bill (copy enclosed) duly stamped and signed by the competent authority of the Institute.

Kindly furnish the following Bank Account information:

- Account Name
- Account Number
- Bank Name
- Bank Branch
- IFSC Code

The second installment of Rs. 5,000/- will be released on receipt of the following documents that may please be submitted at the earliest:


1. Two complete sets of the papers (hard bound copy) presented in the seminar.
2. A short summary of the proceedings of the seminar, highlighting the objectives, findings/recommendations and names of important participants.
3. An audited statement of account for the expenditure incurred (SOE) together with the original vouchers and utilization certificate in GFR-19-A Format (copy enclosed) of the total sanctioned amount signed by Chartered Accountant (Finance Officer in case of University).
4. Grant-in aid for the second installment duly signed and sealed.
5. The expenditure will be debited to the budget Head –OH-31 (Seminar F.Y. 2019-20)

  
(R.K. Satapathy)

encl.: aa

Copy to:

1. Dr Kshirod Saikia  
Assistant Professor  
Department of Political Science  
Kakojan College  
Kakojan, Dist.-Jorhat  
Assam – 785107
2. Accountant

  
(Dr. Ruprekha Bordoloi)  
Principal  
Kakojan College  
Jorhat, Assam



  
(Dr. Nibedita Gogoi)  
Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam

FACULTY DEVELOPMENT PROGRAMME BY ICT ACADEMY & IIT, GUWAHAT ON 3 – 8  
DECEMBER, 2019



+91 98540-55331

OFFICE OF THE PRINCIPAL  
**KAKOJAN COLLEGE**

**Re-accredited B+ Grade by NAAC**

P.O. & T.O. KAKOJAN, JORHAT: Assam-785 107

Website: www.kakojancollege.in

E-mail:kakojancollegeadm@gmail.com

Ref. No.:

Date: 9/12/2019

WHOM SO EVER IT MAY CONCERN

We, Dr. Nibedita Gogoi and Dr. Anita Das, working in Kakojan College is organizing and co-coordinating a Faculty Development Programme on Use of ICT tools for Classroom Teaching at our institute from 3.12.2019 to 8.12.2019 in association with E&ICT Academy, IIT- Guwahati, under the MeitY scheme. During the FDP the following expenditure incurred from our institute, and we are requesting you to reimburse the same. The vouchers are enclosed herewith for your information and necessary action. The details of the expenditure are listed in the following table for your kind reference and perusal.

S. No	Expenditure Head	Cost in Rs.
1	1-Color Flex/Banner (6X 5)	700.00
2	1-Color Flex/Banner (5X 4)	600.00
3	Mineral Water	220.00
4	Mess Bill ( Rs.120X46X6)	33,120.00
5	Honorarium for providing services (4 <sup>th</sup> grade employee) (Rs.1000x2)	2000.00
6	Electrical Extension Cord	2500.00
	<b>Total</b>	<b>39,140.00</b>

Total Rs. 39,140/- (Rupees thirty nine thousand one forty only)

Thanks

  
  
Coordinators

  
(Dr. Ruprekha Bordoloi)

Principal  
Kakojan College  
Jorhat, Assam



  
(Dr. Nibedita Gogoi)

Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam



Financial Assistance Received for Workshop from Botanical Society of Assam (BSA), ASTEC, Assam

# Department of Botany

KAKOJAN COLLEGE: JORHAT (ASSAM) : 785107

Ref. No.....

Date..... 14/03/2020.....

## Money Receipt

Received a sum of Rs. 2000/- (Rupees Two Thousand) only by cash from Botanical Society of Assam for organizing students lecture workshop on Climate Change on 14/03/2020 at Kakojan College, Jorhat, Assam.

*JB*  
14/03/2020

HoD  
Department of Botany  
Kakojan College, Jorhat, Assam  
HOD  
Botany Department  
Kakojan College

*R Bordoloi*  
(Dr. Ruprekha Bordoloi)  
Principal  
Kakojan College  
Jorhat, Assam



*Ms.*  
(Dr. Nibedita Gogoi)  
Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam

# Financial Assistance Received for Workshop from NSS Cell, Dibrugarh University, Assam



## Office of the National Service Scheme

### Kakojan College Unit

Kakojan College, P.O. Kakojan, Jorhat, Assam-785107

Website: [www.kakojancollege.edu.in](http://www.kakojancollege.edu.in)

E-mail: [nsskakojan@gmail.com](mailto:nsskakojan@gmail.com)



**Dr. Ruprekha Bordoloi, M. A., Ph. D.**

Chairperson

Contact No. +9198540-55331

**Mr. Jayanta Duarah, M.Sc., M. Phil.**

Programme Officer

Contact No. +919957967067

Ref. No.....

Date 30/06/2020

### Declaration

It is hereby stated that a sum of Rs.3000/- (Rupees Three Thousand) only has been expended as honorarium for the Resource Persons, delivering lecture in the webinar *Role of Youth in Socio-Economic Development in Post Covid – 19* held on 30/06/2020, organized by NSS Unit of the college. The amount has been expended from the NSS financial grant to the college from the affiliating university, NSS Cell (Dibrugarh University)

Jayanta Duarah  
Programme Officer  
NSS Unit

Kakojan College, Jorhat, Assam

Programme Officer  
NSS Unit  
Kakojan College, Jorhat, Assam

Principal  
Kakojan College  
Jorhat, Assam

Principal  
KAKOJAN COLLEGE

(Dr. Ruprekha Bordoloi)

Principal  
Kakojan College  
Jorhat, Assam



(Dr. Nibedita Gogoi)

Co-ordinator  
IQAC  
Kakojan College  
Jorhat, Assam

# Financial Assistance Received for Impact Lecture Series from Ministry of Education Innovation Cell, Govt. of India



**All India Council for Technical Education**  
(A Statutory body under Ministry of Education, Govt. of India)  
Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: [www.aicte-india.org](http://www.aicte-india.org)

## Impact Lecture Session scheme - Sanction Order

To  
The Drawing and Disbursing Officer,  
All India Council for Technical Education,  
Nelson Mandela Marg, Vasant Kunj,  
New Delhi - 110070

**Sub:** Release of a sum of **Rs. 6000/- (Rs. Six Thousand only/-)** being the reimbursement under the scheme **Impact Lecture Scheme, 2021-22** payable during the current financial year **2021-22** - reg.

Sir,


With reference to the proposal submitted by the institute, this is to convey that the sanction of the Council for payment of **Rs. 12000/- (Rs. Twelve Thousand only/-)** as reimbursement under the **Impact Lecture Session** scheme, as per details given below:

1.	Name and address of the Beneficiary Institution:	Kakojan College
2.	Permanent/IIC ID of Institute:	IC202115653
3.	Scheme under which grant is to be released:	Impact Lecture Scheme, 2021-22
4.	Sanction Order No. & date:	F. No. Innovation/Impact lecture/133/2020-21 Dated 22 March 2022
5.	Duration of the scheme:	2021-22
6.	Name of the coordinator	DR. NIRMALI DOLEY
7.	Total Amount Sanctioned:	<b>Rs. 6000/- (Rs. Six Thousand only/-)</b>
8.	Amount to be released during the year 2021-22:	<b>Rs. 6000/- (Rs. Six Thousand only/-)</b>
9.	Sanctioned grant-in-aid is debit to:	INNOVATION CELL ACCOUNT
10.	The authorized Officer in whose favour Cheque / Demand Draft / RTGS is to be made (Account Holder's Name)	Kakojan College

- The amount for the reimbursement shall be drawn by the Drawing and Disbursing Officer, All India Council for Technical Education and shall be disbursed to and credited to the account of Director/Principal/ Registrar/Account Holder of the Institute through RTGS/PFMS.
- This Reimbursement is being released in conformity with the terms & conditions as well as norms of the scheme as already communicated, and also being communicated in this letter.
- TDS deduction from the Honorarium amount transferred to the experts is the responsibility of the Institute. MIC/AICTE will transfer the complete sanctioned amount to the institute.

### Certified that:

1. The conditions of the reimbursement have been accepted by the institute.
2. This institute is approved for academic year 2021-22.
3. The budget of above scheme is approved in 137th EC meeting under item No. 137.03.16. Further the EC in its 141st meeting has approved detailed scheme document with budget breakup to provide financial support upto Rs.12,000 per institute (Online mode) under Item No.140.03.09 and the name of above institute is at Sr. No. 14 in the list of recommended institutes at Page No.(2-12) in Table(1/2) of MoM Dated 27th July, 2021 is eligible for funding assistance under Impact Lecture Scheme, 2021-22, approved at Page No.24/N F.No.

  
(Dr. Ruprekha Bordoloi)  
Principal  
Kakojan College  
Jorhat, Assam



  
(Dr. Nibedita Gogoi)  
Co-ordinator  
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Kakojan College  
Jorhat, Assam