SSR Document

2018-19 to 2022-23

CRITERION 6

Governance, Leadership and Management

Key Indicator No.:-6.3

Faculty Empowerment Strategies

Metric No.:- 6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

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DECLARATION

The information, reports, true copies of the supporting documents, numerical data etc. furnished in this file are verified by IQAC and found correct.

Hence this certificate.

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Principal

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1. Performance Appraisal System

1.1 System Hierarchy of writing confidential reports(page 1)

मध्य प्रदेश शासन
उच्च शिक्षा विभाग
मंत्रालय

क्रमांक एफ 1– 36/2012/अड़तीस–1 भोपाल, दिनांक 16/17 अप्रैल, 2012

प्रति,

आयुक्त,
उच्च शिक्षा,
म0प्र0, भोपाल ।

विषयः– उच्च शिक्षा विभाग में कार्यरत राजपत्रित (प्रथम एवं द्वितीय श्रेणी) अधिकारियों के वार्षिक गोपनीय प्रतिवेदन लिखे जाने की प्राणाली का निर्धारण ।

राज्य शासन द्वारा उच्च शिक्षा विभाग में स्वीकृत विभिन्न संवर्गों के पदों पर कार्यरत राजपत्रित (प्रथम एवं द्वितीय श्रेणी) अधिकारियों के वार्षिक गोपनीय प्रतिवेदन लिखे जाने की प्राणाली निम्नानुसार निर्धारित की जाती है :–

स0क0	अधिकारी का पदनाम	प्रतिवेदक प्राधिकारी	समीक्षक प्राधिकारी	स्वीकृतकर्ता प्राधिकारी
1	2	3	4	5
1.	क्षेत्रीय अतिरिक्त संचालक	संभागीय आयुक्त	आयक्त उच्च शिक्षा	प्रमुख सचिव/सचिव उच्च शिक्षा
2.	सहायक संचालक	क्षेत्रीय अतिरिक्त संचालक	आयक्त उच्च शिक्षा	प्रमुख सचिव/सचिव उच्च शिक्षा
3.	स्नातकोत्तर प्राचार्य	संभागीय आयुक्त	आयक्त उच्च शिक्षा	प्रमुख सचिव/सचिव उच्च शिक्षा
4.	स्नातक प्राचार्य	क्षेत्रीय अतिरिक्त संचालक	आयक्त उच्च शिक्षा	प्रमुख सचिव/सचिव उच्च शिक्षा
5.	प्राध्यापक एवं सहायक प्राध्यापक(प्रवर श्रेणी)	प्राचार्य की अध्यक्षता में गठित आंतरिक गुणवत्ता एवं मूल्यांकन प्रकोष्ठ	क्षेत्रीय अतिरिक्त संचालक	आयक्त उच्च शिक्षा
6.	सहायक प्राध्यापक(वरिष्ठ एवं कनिष्ठ श्रेणी)	प्राचार्य की अध्यक्षता में गठित आंतरिक गुणवत्ता एवं मूल्यांकन प्रकोष्ठ	क्षेत्रीय अतिरिक्त संचालक	आयक्त उच्च शिक्षा
7.	ग्रंथपाल क्रीड़ा अधिकारी एवं रजिस्ट्रार	प्राचार्य की अध्यक्षता में गठित आंतरिक गुणवत्ता एवं मूल्यांकन प्रकोष्ठ	क्षेत्रीय अतिरिक्त संचालक	आयक्त उच्च शिक्षा

मध्य प्रदेश के राज्यपाल के नाम से
तथा आदेशानुसार,
(सी0बी0 पड़वार)
उप सचिव
मध्य प्रदेश शासन उच्च शिक्षा विभाग

निरन्तर....2

1. Performance Appraisal System

1.1 System Hierarchy of writing confidential reports(page 2)

पृ0कमांक एफ 1—36/2012/अड़तीस—1 भोपाल, दिनांक 16 अप्रैल, 2012

प्रतिलिपिः—

1. विशेष सहायक, मा0 मंत्रीजी, उच्च शिक्षा विभाग ।
2. प्रमुख सचिव, मध्य प्रदेश शासन, सामान्य प्रशासन विभाग ।
3. प्रमुख सचिव/सचिव, मध्य पदेश शासन, उच्च शिक्षा विभाग
4. समस्त संभागीय आयुक्त, मध्यप्रदेश ।
5. समस्त क्षेत्रीय अतिरिक्त संचालक, उच्च शिक्षा, संभाग, म0प्र0 ।
6. समस्त स्नातक/स्नातकोत्तर प्राचार्य, शा0 महाविद्यालय,..... म0प्र0 ।

की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित ।

उप सचिव
मध्य प्रदेश शासन उच्च शिक्षा विभाग

1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 1)

Annual Self-Assessment for the Performance Based Appraisal System (PBAS)

(To be completed and submitted at the end of each academic year)

Affiliated Univ./Univ. :

College/UTD Name

Session :

Part-A: General Information

Name *(in block letters)*		**Father's Name**	
Husband's Name		**Mother's Name**	
Department/Subject		**Current Designation**	
Basic Pay		**Grade Pay**	
Present Scale		**Date of getting present scale**	
Joining date of present posting		**Date of last promotion**	

Address for Correspondence		**Permanent Address** (As per service book)	
Address block-1		Address block-1	
Address block-2		Address block-2	
Village		Village	
Post Office		Post Office	
Block		Block	
City		City	
District		District	
State		State	
PIN Code		PIN Code	
Phone Number *(with STD code)*		Phone Number *(with STD code)*	
Mobile Number *(No need to prefix +091)*		e-Mail Address	

Whether acquired any degrees or fresh academic qualification during the year : *Yes / No*

If Yes *(Please)*:

Academic Staff College Orientation / Refresher Course attended during the current session:

SN	Name of the ASC / Summer School	Place	Course Title	Course Type	Duration		Sponsoring Agency
					From	To	

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1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 2)

PART-B: Academic Performance Indicators

(Please read **enclosed** pdf file for detailed instructions)

CATEGORY- I: Teaching, Learning & Evaluation Related Activities

(i) Lectures, Seminars, Tutorials, Practical, Contact Hours ***(give semester-wise details, where necessary)***

SN	Semester	Course / Paper	Level	Mode of Teaching (/////) *	Number of classes allotted per semester	Number of classes conducted per Semester	% of classes/practical taken as per documented record
						Average % →	

Note: Give information in different rows for each mode of teaching.

* =Lecture, =Seminar, =Tutorial, =Practical, =Contact Hours

		API Score *(To be filled only at the time of year ending)*
(a)	**Classes Taken** (Maximum API score **50** for 100% performance & proportionate score up to 80% performance, below which no score may be given)	
(b)	**Teaching Load in excess of UGC norm** (Maximum Score: **10**)	

(ii) Reading/Instructional material consulted and additional knowledge resources provided to students

SN	Semester	Course / Paper	Consulted	Prescribed	Additional Resource Provided	Attach Softcopy/Hardcopy of Document

Remark: Attachment of additional resource material is mandatory.

	API Score *(To be filled only at the time of year ending)*
API Score based on preparation and imparting of knowledge / instruction as per curriculum & syllabus enrichment by providing additional resources to students (Maximum API score **20**) →	

2/15

1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 3)

(iii) **Use of Participatory and Innovative Teaching- Learning Methodologies, Updating of Subject Content, Course improvement *etc.***

SN	Criteria	Short Description	Attach Softcopy of Document	Criterion-wise API score (Maximum 10 for each criterion)
1	*Updating of courses, design of curriculum, (5 - single course)*			
2	*Preparation of resource material, fresh reading materials, Laboratory manuals etc.*			
3	*Use of Innovative teaching-learning methodologies; use of ICT; Updated subject content and course improvement.* *a. ICT Based Teaching material: 10 points/each* *b. Interactive Courses: 5 points/each* *c. Participatory Learning modules: 5 points/each*			
4	*Developing and imparting Remedial/Bridge Courses and Counseling modules (Each activity: 5 points)*			
5	*Developing and imparting soft skills/communication skills/personality development courses/modules (Each activity : 5 points)*			
6	*Developing and imparting specialized teaching-learning programmes in physical education, library; innovative compositions and creations in music, performing and visual arts and other traditional areas (Each activity: 5 points)*			
7	*Organizing and conduction of popularization programmes/training courses in computer assisted teaching/web-based learning and e-library skills to students* *(a) Workshop / Training course : 10 points each* *(b) Popularization program : 5 points each*			

*Note: 1. **Describe your contribution against relevant criterion.***
*2. **Attachment of the Hardcopy/softcopy of relevant document is mandatory.***

	API Score *(To be filled only at the time of year ending)*
Total API Score (Maximum 20) →	

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1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 4)

(iv) Examination Duties Assigned and Performed

SN	Type of Examination Duties	Duties Assigned	Extent to which carried out (%)	Criterion-wise maximum API score
1	***College/University end semester / Annual Examination work as per duties allotted.*** *(Invigilation - 10 points; Evaluation of answer scripts - 5 points; Question paper setting - 5 points). (100% compliance = **20** points).*			
2	***College/University examination/Evaluation responsibilities for internal/continuous assessment work as allotted*** *(100% compliance = **10** points).*			
3	***Examination work such as coordination, or flying squad duties etc.*** *(maximum of 5 or 10 depending upon intensity of duty) (100% compliance = **10** points).*			
Note: 1. ***Describe your contribution against relevant criterion in the duties assigned column.***				
			API Score	
		Total API Score (Maximum **25**) →		

CATEGORY-II: Co-curricular, Extension, Professional Development Related Activities

Please mention your contribution to any of the following:

SN	Type of Activity	Short Description	Average Hours / Week	API Score
	(i) Extension, Co-curricular & field based Activities			
1	***Institutional Co-curricular activities for students such as field studies/ educational tours, industry-implant training and placement activity*** *(5 point each).*			(Max Points 10)
2	***Positions held/Leadership role played in organization linked with Extension Work and National service Scheme (NSS), NCC or any other similar activity*** *(Each activity 10 points)*			(Max Points 10)
3	***Students and Staff Related Socio Cultural and Sports Programmes, Campus publications*** *(departmental level 2 points, Institutional level 5 points).*			(Max Points 10)
4	***Community work such as values of National Integration, secularism, democracy, socialism, humanism, peace, scientific temper; flood or, drought relief, small family norms etc.*** *(5 points each)*			(Max Points 10)
Note: ***Describe your contribution against relevant activity.***				
		(i) **Total** (Maximum **20**) →		

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1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 5)

SN	(ii) Contribution to Corporate Life and Management of the Institution	Yearly/Semester-wise Responsibilities	API Score
1	***Contribution to Corporate life in Universities/colleges through meetings, popular lectures, subject related events, articles in college magazine and University volumes*** *(2 point each).*		(Max Points10)
2	***Institutional Governance responsibilities like, Vice Principal, Dean, Director, Warden, Bursar, School Chairperson, IQAC coordinator*** *(10 points each)*		(Max Points10)
3	***Participation in committees concerned with any aspect of departmental or institutional management such as admission committee, campus development, library committee*** *(5 point each).*		(Max Points10)
4	***Responsibility for, or participation in committees for Students Welfare, Counseling and Discipline*** *(5 each)*		(Max Points10)
5	***Organization of Conference /Training:***		
	International : *(10 points)*		(Max Points10)
	National/Regional: *(5 points each)*		
Note: ***Describe your contribution against relevant criterion.***			
	(ii) Total (Maximum 15) →		

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1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 6)

SN	(iii) Professional Development Activities	Yearly/Semester-wise Responsibilities	API Score
1	***Membership in profession related committees at state and national level*** ***a. At national level:*** *3 points each* ***b. At state level:*** *2 points each*		(Max Points10)
2	***Participation in subject associations, conferences, seminars without paper presentation*** *(Each activity: 2 point)*		(Max Points10)
3	***Participation in short term training courses less than one week duration in educational technology, curriculum development, professional development, Examination reforms, Institutional governance*** *(Each activity: 5 points)*		(Max Points10)
4	***Membership/participation in Bodies/Committees on Education and National Development*** *(5 each).*		(Max Points10)
5	***Publication of articles in newspapers, magazines or other publications*** *(not covered in category 3);* ***radio talks etc.*** *(1 point each).*		(Max Points10)

Remark: *Table may be used to capture the above data.*

(iii) Total (Maximum 15) →	
	API Score *(To be filled only at the time of year ending)*
Total API Score [(i)+(ii)+(iii)] (Maximum 25) →	

6/16

1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 7)

CATEGORY- III: Research, Publications and Academic Contributions

(A) Published Papers in Journals

SN	Title with page numbers	Name of the Journal	ISSN / ISBN number	Whether peer reviewed. Impact Factor, if any	Number of co-author	Whether you are the main author	Attach the soft/Hard copy of the Paper	API Score
						Total API Score (A) →		

Note: 1. Please read the instructions for CATEGORY-III carefully.
2. Attachment/Hyperlinking of the soft/Hard copy of relevant paper is mandatory.

(B) (i) : Articles / Chapters published in Books

SN	Title with page numbers	Book title, editor & publisher	ISSN / ISBN number	Whether peer reviewed.	Number of co-author	Whether you are the main author	Attach the scanned / softcopy	API Score
						Total API Score (B) (i) →		

Note: 1. Please read the instructions for CATEGORY-III carefully.
2. Attachment of the scanned / softcopy of relevant article is mandatory.

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1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 8)

(B) (ii) Full Papers in Conference Proceedings

SN	Title with page numbers	Details of Conference Publication	ISSN / ISBN number	Number of co-author	Whether you are the main author	Attach the soft/Hard copy of the Paper	API Score
					Total API Score (B) (ii) →		

Note: 1. Please read the instructions for CATEGORY-III carefully.
2. Attachment of the scanned softcopy of relevant article is mandatory.

(B) (iii) Books published as single author or as editor

SN	Title with page numbers	Type of book & Authorship	Publisher & ISSN / ISBN number	Whether peer reviewed	Number of co-authors	Whether you are the main author	Attach documentary proof	API Score
						Total API Score (B) (iii) →		

Note: 1. Please read the instructions for CATEGORY-III carefully.
2. Attachment of the documentary proof of relevant book is mandatory.

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1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 9)

(C) Ongoing and Completed Research Projects and Consultancies

C (i & ii) Ongoing Projects / Consultancies

Entry No	Title	Agency	Period	Grant Amount Mobilized (Rs in Lakhs)	Attach documentary proof	API Score
C(i)(a): Sponsored Projects carried out / Ongoing *(Major Projects amount mobilized with grants above 30 lakhs)* *[Points: **20** per each project]*						
C(i)(b): Sponsored Projects carried out / Ongoing *(Major Projects amount mobilized with grants above 05 lakhs up to 30 lakhs)* *[Points: **15** per each project]*						
C(i)(c): Sponsored Projects carried out / Ongoing *(Minor Projects amount mobilized with grants above Rs 50,000 up to Rs 05 lakhs)* *[Points: **10** per each project]*						
C(ii): Consultancy Projects carried out / Ongoing *(Amount mobilized with minimum of Rs 10 lakhs)* *[Points: **10** per each Rs 10 lakhs and Rs 2 lakhs, respectively]*						
						Sum of all API scores
					Total API Score (C) (i) + (C) (ii) →	

Note: ***1. Please read the instructions for CATEGORY-III C(i & ii) carefully.***
2. Attachment of the scanned document is mandatory.

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1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 10)

C (iii & iv) Completed Projects / Consultancies

Entry No	Title	Agency	Period	Grant Amount Mobilized (Rs in Lakhs)	Attach documentary proof	API Score
C(iii) Completed Projects: Quality Evaluation [Completed Project Report (Acceptance from funding agency)] [Points: 20 per each major project and 10 per each minor project]						
C(iv): Projects Outcome / Outputs (Patent /Technology transfer / Product / Process) [Points: 30 per each national level output or patent; 50 per each for international level]						
					Total API Score (C) (iii) + (C) (iv) →	

Note: 1. Please read the instructions for CATEGORY-III C(iii & iv) carefully.
2. Attachment of the scanned document is mandatory.

(D) Research Guidance

Degree	Number Enrolled	Thesis Submitted	Degree Awarded	Attach softcopy	API Score
M. Phil. or Equivalent					(: 03 on award)
Ph.D. or Equivalent					(10 on award & 07 on submission)
				Total API Score (D) →	Sum of above API scores (Integer)

Note: 1. Please read the instructions for CATEGORY-III (D) carefully.
2. Attachment of the scanned copy of the notification or relevant document is mandatory.

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1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 11)

(E) Training Courses and Conference / Seminar / Workshop Papers

E (i) Refresher course, Methodology Workshops, Training, Teaching-Learning Evaluation Technology Programmes, Soft Skills Development Programmes, Faculty Development Programmes

SN	Programme	Duration		Organized by	Attach Participation Certificate	API Score
		From	To			
				Total API Score (*Maximum 30 points*) [E(i)] →		

Note: *(i) 20 points for per each programme of not less than TWO weeks duration; and 10 points for per each programme of ONE week duration.*
(ii) Please read the instructions for CATEGORY-III (E) carefully.
(iii) Attachment of the scanned copy of the relevant document is mandatory.

E (ii) Papers in Conferences / Seminars / Workshops etc.

SN	Title of the paper presented	Title of Conference / Seminar etc.	Organized by	Whether International / National / State / Regional / College or University level	Attach the Paper	API Score
				Total API Score [E(ii)] →		

Note: *(i) If a paper presented in Conference/Seminar is published in the form of Proceedings, the points would accrue for the publication [III (A)] and not under presentation [III (E) (ii)].*
(ii) of the scanned copy of the relevant document is mandatory.

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1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 12)

E (iii) Invited Lectures or presentations for Conferences / Symposia.

SN	Title of Lecture / Academic Session	Title of Conference / Seminar etc.	Organized by	Whether International / National	Attach the certificate / Lecture	API Score
			Total API Score [E(iii)] →			

Note: (i) Please read the instructions for CATEGORY-III carefully.
(ii) Hyperlinking of the scanned copy of the relevant document is mandatory.

Calculation formula: 10 points for each lecture at International level & 05 point for National Level.

Note: *The API for joint publication will have to be calculated in the following manner:* ***Of the total score for the relevant category of publication by the concerned teacher, the first/Principal author and the corresponding author/supervisor/mentor of the teacher would share equally 60% of the total point and the remaining 40% would be shared equally by all other authors.***

IV. Summary of API Scores

	Criteria	Last Academic Year (a)	Total API Score for Assessment Period (b)	Annual Average API Score for Assessment Period (c)
I	Teaching, Learning & Evaluation related Activities			
II	Co-curricular, Extension, Professional development etc.			
	Total (I+II):			
III	Research and Academic contribution			

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1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 13)

PART-C: OTHER RELEVANT INFORMATION

Please give details of any other credential, significant contributions, awards received *etc.* not mentioned earlier.

SN	Details *(Mention Year, Value etc. where relevant)*

SN	List of attachments / enclosures: *(Please attach, copies of certificate, sanction orders, papers etc. where necessary)*

I certify that the information provided is correct as per records available with the college/university and /or documents enclosed along with the duly filled PBAS Performa.

Signature of the faculty member with Designation, Place & Date

Signature of HOD / School Chairperson / Principal

Note: *The annual self-assessment Proforma duly filled along with all enclosures, submitted for CAS promotions will be verified by the university/college and information filled with the IQAC.*

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1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 14)]

PART-D

Opinion of the Internal-Quality-Assurance-Cell (IQAC)

Forwarding note on the self assessment under "Performance Based Appraisal System (PBAS)" submitted by the Applicant-Officer for the session 2012-13

1	Do you disagree with any point of the self-assessment mentioned by of the applicant? If so, in which points and why? *(Mention with reason)*	
	Point-(i):	Reason:
	Point-(ii):	Reason:
	Point-(iii):	Reason:
	Point-(iv):	Reason:
	Point-(v):	Reason:
	Point-(vi):	Reason:
2	Integrity of the Applicant Officer	
3	Recommended Academic Performance Index (A.P.I.) of the applicant officer based on the overall evaluation.	

Place : .....
Date : .....

Signature
Name: .....
Desg : .....
Member - IQAC

Signature
Name: .....
Desg : .....
Member - IQAC

Signature
Name: .....
Desg : .....
Member - IQAC

Signature

Convenor
Internal Quality Assurance Cell (IQAC)

11/15

1. Performance Appraisal System

1.2 Annual Self-Assessment Proforma (PBSA) for gazetted officers (Page 15)

Reviewing Officer's Remark

1	Do you agree with the forwarding note of the IQAC?	
2	If not, please specify reason:	

Place : .....
Date : .....

Signature of the reviewing officer

Name : .....
Desg. : .....

Approving Officer's Remark

Signature of the Approving Officer

Place : .....
Date : .....

Name : .....
Desg. : .....

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1. Performance Appraisal System

1.3 Annual Self-Assessment Proforma (PBSA) for Non gazetted officers (Page 1)

महाविद्यालय का नाम :— शासकीय स्नातकोत्तर महाविद्यालय महू (म.प्र.)

प्रारुप

तृतीय श्रेणी पदाधिकारियों तथा निम्न श्रेणी लिपिक के गोपनीय प्रतिवेदन
(दिनांक 31.03.2022 को समाप्त होने वाले वर्ष के लिये)

1. नाम — _____
2. धारित पद (मूल/स्थानापन्न/अस्थायी _____
3. वेतन वेतनमान (31.03.2022 की स्थिति में) _____
4. व्यक्तित्व और व्यवहार _____
5. शारीरिक क्षमता _____
6. बुद्धिमता और पहल शक्ति _____
7. प्रारुप एवं टीप लिखने की योग्यता _____
8. नियंत्रण क्षमता _____
9. तत्परता _____
10. आचरण और चरित्र _____
11. ऋणग्रस्तता (यह बताया जाना कि ऋण _____
    के संबंध में वह निजी तौर कहाँ तक _____
    उत्तरदायी है।) _____
12. प्रतिवेदनावधि में दण्ड, निष्ठा, विशेष प्रशंसा _____
13. कर्मचारी की पिछली रिपोर्ट के बाद प्रतिकूल _____
    टिप्पणी सूचित की जाने की तारीख _____
14. पदोन्नति/दक्षतावरोज करने की पात्रता _____
15. सामान्य मूल्यांकन :— _____
    उत्कृष्ट/बहुत अच्छा/अच्छा/साधारण/घटिया

स्थान :— हस्ताक्षर _____
दिनांक :— रिपोर्ट लिखने वाले अधिकारी का
नाम पद

जाँच करने वाले अधिकारी/अधिकारियों की टिप्पणी

समीक्षक अधिकारी की टिप्पणी

स्वीकर्ता प्राधिकारी की टिप्पणी

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प्रारुप —2

तृतीय संघ श्रेणी सहायकों एवं अन्य (जमिक सर्गीय कर्मचारी के गोपनीय प्रतिवेदन लिखे जाने का प्रपत्र) मुख्य लिपिक/लेखापाल/प्रयोगशाला तकनीशियन/उच्च श्रेणी लिपिक (..... ..... को समाप्त होने वाले वर्ष के लिये) सहा.गंथालय/तबला, संगीतकार

1. नाम _____
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7. प्रारुप और टीप लिखने की योग्यता _____
8. कार्यालय प्रक्रिया और नियमों का ज्ञान _____
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11. उपस्थिति में नियमितता _____
12. उच्च अधिकारियों एवं सहयोगियों से संबंध _____
13. नित्य कार्य जैसे असिस्टेंड की डायरी का रखरखाव _____
14. गार्डे फाईलें, रिकार्ड आदि का ध्यान रखा जाना _____
15. सनिष्टा _____
16. कर्मचारी द्वारा यदि कोई असाधारण या उल्लेखनीय कार्य किया गया हो तो वह संक्षिप्त में बतायें _____
17. पदोन्नति की उपयुक्तता _____
18. श्रेणी(उत्कृष्ट/बहुत अच्छा/साधारण/घटिया) कैसी कर्मचारी की उत्कृष्ट श्रेणी में वर्गीकृत नहीं किया जावे जब तक कि असाधारण गुण एवं निष्पादन न देखा गया हो तथा ऐसा वर्गीयकरण किये जाने का आधार स्पष्ट सेवा से बताया जावे)

स्थान :—

दिनांक :—

प्रतिवेदन अधिकारी का नाम पद, हस्ताक्षर

समीक्षक अधिकारी की टिप्पणी

_____

हस्ताक्षर _____

समीक्षक अधिकारी का नाम, पदनाम

स्वीकर्ता अधिकारी की टिप्पणी

हस्ताक्षर _____

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FINANCE DEPARTMENT

The Madhya Pradesh Civil Services (Leave) Rules, 1977 (Origanal in PDF)

The Madhya Pradesh Civil Services (Leave) Rules, 1977
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GOVERNMENT OF MADHYA PRADESH

FINANCE DEPARTMENT

Bhopal, the 4th August 1977.

No. 650/989/77/R-1/IV.- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Madhya Pradesh, hereby makes the following rules, namely:-

CHAPTER I - PRELIMINARY

1. Short title and commencement.- (1) These rules may be called the Madhya Pradesh Civil Services (Leave) Rules, 1977.

(2) They shall come into force on the 1st day of October, 1977.

2. Extent of application.- (1) Save as otherwise provided in these rules, these rules shall apply to all Government servants who are in service on the date of coming into force of these rules and who are appointed to the civil services and posts in connection with the affairs of the State, but shall not apply to:-

(a) Persons in casual or daily rated or part time employment;

(b) Persons paid from contingencies;

(c) Persons employed on work-charged establishments;

(d) Persons employed on contract except when the contract provides otherwise;

(e) Persons in respect of whom special provisions have been made by or under the provision of the Constitution or any other law for the time being in force;

(f) Persons serving under a State Government Department on deputation from the Central Government or any other source, for a limited duration;

(g) Members of the All India Services.

(2) (a) Those allocated Government servants, permanent or temporary, who have opted to retain the leave rules applicable to them immediately before 1st November, 1956, may elect to continue to be governed by those rules, if they wish to retain the same or may come over to these rules.

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(b) The option under sub-rule (a) shall be exercised by an allocated Government servant within three months from the date of publication of these rules. The option once exercised shall be final and if it is not exercised within the prescribed period, the Government servant shall automatically be governed by these rules from the date of coming into force of these rules.

3. Definitions.- (1) In these rules, unless the context otherwise requires:-

(a) **"Allocated Government servant"** means a person in the service of a former State allocated or deemed to have been allotted to serve the State of Madhya Pradesh, under the provisions of section 115 of the States Reorganisation Act, 1956, and continued in the service of the new State;

(b) **"Completed year of service"** or **"One year's continuous service"** means continuous service of specified duration under the State Government and includes the period spent on duty as well as on leave including extra-ordinary leave;

(c) **"Date of retirement"** or **"Date of his retirement"** in relation to a Government servant means the after noon of the last day of the month in which the Government Servant attains the age prescribed for retirement under the terms and conditions governing his service;

(d) **"Foreign service"** means service in which a Government servant receives his pay with the sanction of Government from any source other than the Consolidated Fund of India or the Consolidated Fund of any State or the Consolidated Fund of a Union Territory;

(e) **"Form"** means a form appended to these rules;

(f) **"Government servant in quasi-permanent employ"** means a Government servant who may be declared or deemed to be as Quasi-permanent under the M.P. Government servants (Temporary and Quasi-permanent Service) Rules, 1960;

(g) **"Government servant in permanent employ"** means a Government servant who holds substantively or provisionally substantively a permanent post or who holds a lien on a permanent post or who would have held a lien on permanent post had the lien not been suspended;

(h) **"Vacation Department"** means a department or part of a department to which regular vacations are allowed during which Government servants serving in the department are permitted to be absent from duty.

(2) Words and expressions used herein and not defined but defined in Fundamental Rules shall have the meanings respectively assigned to them in Fundamental Rules.

4. Government servants on temporary transfer or on foreign service.- (1) Government servants to whom these rules apply shall continue to be governed by these rules while on temporary transfer to Central Government or while on foreign service within India.

(2) In the case of Government servants on foreign service outside India (including service with U.N. agencies within or outside India) or on temporary transfer to the Armed Force of the Union, these rules shall apply only to the extent provided in the terms and conditions of foreign service or temporary transfer, as the case may be.

5. Transfer from services or posts governed by other Leave Rules.- Unless it be otherwise provided in these rules, a Permanent Government servant to whom these rules do not apply :-

(a) when transferred temporarily to a service or post to which these rules apply, shall remain subject to the leave rules which were applicable to him before such transfer; and

(b)when appointed substantively to a permanent post to which these rules apply, shall become subject to these rules from the date of such appointment, in which case the leave at his credit under the rules previously applicable to him shall be carried forward subject to the maximum limits of accumulation as laid down in rule 25. The leave so carried forward shall first be exhausted before the leave earned under these rules is availed of. The leave salary in respect of the leave carried forward shall be borne by the Department or the Government from which the Government servant is transferred.

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CHAPTER II - GENERAL CONDITIONS

6. Right to leave.- (1) Leave cannot be claimed as of right.

(2) When the exigencies of public service so require, leave of any kind may be refused or revoked by the authority competent to grant it, but it shall not be open to that authority to alter the kind of leave due and applied for except at the written request of the Government servant.

7. Regulation of claim to leave.- A Government servant's claim to leave is regulated by the rules in force at the time the leave is applied for and granted.

8. Effect of dismissal, removal or resignation on leave at credit.- (1) Any claim to leave to the credit of a Government servant, who is dismissed or removed or who resigns from Government service, ceases from the date of such dismissal or removal or resignation.

(2) Where a Government servant applies for another post under the State Government but outside his parent office or department and if such application is forwarded through proper channel and the applicant is required to resign his post before taking up the new one, such resignation shall not result in the lapse of the leave to his credit.

(3) A Government servant, who is dismissed or removed from service and is reinstated on appeal or revision, shall be entitled to count for leave his service prior to dismissal or removal, as the case may be.

(4) A Government servant, who having retired on compensation or invalid pension or gratuity is re-employed and allowed to count his past service for pension, shall be entitled to count his former service towards leave.

9. Commutation of one kind of leave into another.- (1) At the request of a Government servant the authority which granted him leave may commute it retrospectively into leave of a different kind which was due and admissible to him when leave was granted, but the Government servant cannot claim such commutation as a matter of right.

(2) The commutation of one kind of leave into another shall be subject to adjustment of leave salary on the basis of leave finally granted to the Government servant, that is to say, any amount paid to him in excess, shall be recovered or any arrears due to him shall be paid.

Note.- Extraordinary leave granted on medical certificate or otherwise may be commuted retrospectively into leave not due subject to the provisions of rule 30.

10. Combination of different kinds of leave.- Except as otherwise provided in these rules, any kind of leave under these rules may be granted in combination with or in continuation of any other kind of leave.

Explanation.- Casual leave which is not recognised as leave under these rules shall not be combined with any other kind of leave admissible under these rules.

11. Maximum period of absence from duty .- No Government servant shall be granted leave of any kind of a continuous period exceeding five years.
(Substituted by F.D. Notification No. G-3/1/96/C/IV dated 29.2.96)

12. Acceptance of service or employment while on leave.- (1) A Government servant (other than a Government servant who has been permitted a limited private practice or who has been permitted to under-take casual literary work or service as an examiner or similar employment) while on leave, including leave preparatory to retirement or leave granted beyond the date of retirement shall not take up any service or employment elsewhere, including the setting up of a private professional practice as Accountant, consultant or legal or medical practitioner without obtaining the previous sanction of-

(a) The Governor, if the proposed service or employment lies elsewhere than in India; or

(b) the authority, empowered to appoint him, if the proposed service or employment lies in India.

(2) No Government servant while on leave, other than leave preparatory to retirement or leave granted beyond the date of retirement, shall ordinarily be permitted to take up any other service or employment.

(3) No Government servant while on leave preparatory to retirement shall be permitted to take up private employment. If, however, a Government servant on leave preparatory to retirement is permitted to take up employment under any local authority or a Corporation or Company wholly or substantially owned or controlled by the State Government, or a body controlled or financed by the State Government, the leave and the employment shall run concurrently and he shall be paid leave salary in addition to his pay on such employment.

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(4) (a) In case a Government servant who has proceeded on leave preparatory to retirement is required, before the date of retirement, for employment during such leave in any post under the State Government in or out side India, the unexpired portion of the leave from the date of rejoining shall be cancelled.

(b) The leave so cancelled under clause (a) above shall be treated as leave refused and subject to the provisions of rule 34 it may be granted from the date of retirement of the Government servant.

(c) No leave shall be earned in respect of any period of employment during leave preparatory to retirement.

(5) Where a Government servant is on leave beyond the date of retirement as provided in rule 34 and is employed during such leave in any post under the State Government or under a local body his leave shall run concurrently with such employment, and he shall be paid leave salary in addition to his pay on such employment.

(6) In cases covered by sub-rule (3) and (5) the Government servant shall also be granted dearness and compensatory allowances, if any, admissible on the basis of pay. These allowances will neither be admissible on leave salary, nor will the leave salary taken into account in calculating the allowances.

CHAPTER III - GRANT OF AND RETURN FROM LEAVE

13. Application for leave.- (1) An application for leave or for an extension of leave must be made to the authority competent to grant such leave or extension in Form 1.

(2) Applications for leave on grounds other than ill health should be made at least three weeks before such date. This limit would, however, be six weeks if the leave applied for is preparatory to retirement. The authority competent to grant leave may accept belated application at its discretion.

14. Leave account.- A leave account shall be maintained in Form 2 for each Government servant by the Head of Office.

15. Verification of title to leave.- No leave shall be granted to a Government servant until a report regarding its admissibility has been obtained from the authority maintaining the leave account.

16. Leave not to be granted in certain circumstances.- Leave shall not be granted to a Government servant whom a competent punishing authority has decided to dismiss, remove or compulsorily retire from Government service.

17. Grant of leave on Medical Certificate to Government servant.- [(1) An application for leave on medical certificate, made by a Government servant, shall be accompanied by a medical certificate in Form 3 given by an Authorised Medical Attendant or a Registered Medical Practitioner, defining as clearly as possible the nature and probable duration of the illness. Such application shall be submitted, as far as possible, prior to or simultaneously with the commencement of the period for which leave is applied:

Provided that, in exceptional circumstances where it is not reasonably practicable for the Government servant to submit an application within the aforementioned time limit, it may be submitted not later than 7 days from the date of commencement of the period of leave applied for:

Provided further that, in exceptional circumstances, where the authority competent to sanction leave is satisfied that it was not reasonably practicable for the Government servant to submit the required medical certificate along with his application for leave, it may, at its discretion, condone a delay of not more than 7 days, counted from the date of commencement of the period of leave applied for, in the submission of medical certificate by such Government servant.]
(Substituted by F.D. Notification No. 118/2306/85/R-1/IV dated 19.3.86)

(2) A Medical Officer shall not recommend the grant of leave in any case in which there appears to be no reasonable prospect that the Government servant concerned will ever be fit to resume his duties and in such case, the opinion that the Government servant is permanently unfit for Government service shall be recorded in the Medical Certificate.

(3) The authority competent to grant leave may, at its discretion, secure a *second medical* opinion by requesting a Government Medical Officer not below the rank of a Civil Surgeon or Staff Surgeon, to have the applicant medically examined on the earliest possible date.

(4) It shall be the duty of the Government Medical Officer referred to in sub-rule (3) to express an opinion both as regards the facts of the illness and as regards the necessity for the amount of leave recommended and for that purpose he may either require the applicant to appear before himself or before a medical officer nominated by himself.

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2.1 Provision of different leaves as per Madhya Pradesh Civil Services (Leave) Rules, 1977(page 6)

(5) The grant of a medical certificate under this rule does not in itself confer upon the Government servant concerned any right to leave, the medical certificate shall be forwarded to the authority competent to grant leave and orders of that authority awaited.

(6) The authority competent to grant leave may, at its discretion, waive the production of a medical certificate in case of an application for leave for a period not exceeding **[seven]** days at a time. Such leave shall not, however, be treated as leave on medical certificate and shall be debited against leave other than leave on medical grounds.
(Substituted for "three" by F.D. Notification No. 1331/2002/82/R-1/IV dated 11.10.82)

18. Leave to a Government servant who is unlikely to be fit to return to duty.- (1) (a) When a medical authority has reported that there is no reasonable prospect that the Government servant will ever be fit to return to duty, *leave shall not necessarily be refused to such Government servant.*

(b) The leave may be granted, if due, by the authority competent to grant leave on the following conditions:-

(i) If the medical authority is unable to say with certainty that the Government servant will never again be fit for service, leave not exceeding twelve months in all may be granted and such leave shall not be extended without further reference to a medical authority;

(ii) If a Government servant is declared by a medical authority to be completely and permanently incapacitated for further service, leave or an extension of leave may be granted to him after the report of the medical authority has been received, provided the amount of leave as debited to the leave account together with any period of duty beyond the date of the report of the medical authority does not exceed six months.

(2) A Government servant who is declared by a medical authority to be completely and permanently incapacitated for further service shall,-

(a) If he is on duty, be invalided from service from the date of relief of his duties, which should be arranged without delay on receipt of the report of the medical authority, if however, he is granted leave under sub-rule (1) he shall be invalided from service on the expiry of such leave.

(b) If he is already on leave, be invalided from service on the expiry of that leave or extension of leave, if any, granted to him under sub-rule (1).

19. Commencement and termination of leave.- Except as provided in rule 20 leave ordinarily begins on the day on which the transfer of charge is effected and ends on the day preceding that on which the charge is resumed.

20. Combination of holidays with leave.- (1) Except in cases where for administrative reasons the leave sanctioning authority has specifically withheld the permission for prefixing and/or suffixing holiday(s) to leave, when the day, immediately preceding the day on which a Government servant's leave begins or immediately following the day on which his leave expires is holiday or one of a series of holidays the Government servant can leave his station at the close of the day before, or return to it on the day following, such holiday or series of holidays.

(2) In the case of leave on medical certificate, if the day on which a Government servant is certified medically fit for re-joining duty happens to be a holiday, the day shall be suffixed to his medical leave, and such day(s) shall not be counted as leave.

(3) If holidays are prefixed to leave, the leave and any consequent re-arrangement of pay and allowances take effect from the day after the holidays.

(4) If holidays are suffixed to leave, the leave is treated as having terminated and any consequent re-arrangement of pay and allowances takes effect from the day on which the leave would have ended if holidays had not been suffixed.

21. Intimation of Leave at credit.- The order sanctioning earned leave/half pay leave to a Government servant shall indicate the balance of such leave at his credit.

22. Recall to duty before expiry of leave.- A Government servant while on leave if recalled to duty before expiry of the leave, he shall be entitled:-

(a) If the leave from which he is recalled is in India, to be treated as on duty from the date on which he starts for the station to which he is ordered, and to draw :-

(i) travelling allowance under rules made in this behalf for the journey; and

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(ii) leave salary, until he joins his post, at the same rate at which he would have drawn it but for recall to duty.

(b) If the leave from which he is recalled is out of India, to count the time spent on the voyage to India as duty for purposes of calculating leave, and to receive-

(i) leave salary, during the voyage to India and for the period from the date of landing in India to the date of joining his post, at the same rate at which he would have drawn it but for recall to duty ;

(ii) a free passage to India;

(iii) refund of his passage from India if he has not completed half the period of his leave by the date of leaving for India on recall, or three months, whichever is shorter;

(iv) travelling allowance, under the rules for the time being in force, for travel from the place of landing in India to the place of duty.

23. Return from leave.- (1) A Government servant on leave shall not return to duty before the expiry of the period of leave granted to him unless he is permitted to do so by the authority which granted him leave.

(2) Notwithstanding anything contained in sub-rule (1), a Government servant on leave preparatory to retirement shall be precluded from returning to duty, save with the consent of the authority competent to appoint him to the post from which he proceeded on leave preparatory to retirement.

(3) A Government servant who has taken leave on medical certificate may not return to duty until he has produced a medical certificate of fitness in Form 4.

(4) (a) A Government servant returning from leave is not entitled, in the absence of specific orders to that effect, to resume as a matter of course the post which he held before going on leave.

(b) Such Government servant shall report his return to duty to the authority which granted him leave or to the authority, if any, specified in the order granting him leave and await orders.

Note.- A Government servant who has been suffering from tuberculosis may be allowed to resume duty on the basis of Fitness Certificate which recommends light work for him.

24. Absence after expiry of leave.- (1) Unless the authority competent to grant leave extends the leave, Government servant who remains absent after the end of leave is entitled to no leave salary for the period of such absence and that period shall be debited against his leave account as though it were half pay leave to the extent such leave is due, the period in excess of such leave due being treated as extraordinary leave.

(2) Wilful absence from duty after the expiry of leave renders a Government servant liable to disciplinary action.

CHAPTER IV - KINDS OF LEAVE DUE AND ADMISSIBLE

25. Earned leave for Government servant serving in Departments other than vacation Department.- (1) (a) A Government servant who is serving in a Department other than vacation Department shall be entitled to 30 days earned leave in every calendar year.

(b) The leave account of every Government servant shall be credited with earned leave in advance in two instalments of 15 days each on 1st January and 1st July every year.

(c) The leave at the credit of a Government servant at the close of the previous half year shall be carried forward to the next half year subject to the condition that the leave so carried forward plus the credit for the half year do not exceed the maximum limit of **[240]** days.
(Substituted for "180" by F.D. Notification No. 6/1840/87/R-1/IV dated 4.1.88. effective from 1.7.87)

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2.1 Provision of different leaves as per Madhya Pradesh Civil Services (Leave) Rules, 1977(page 8)

"Provided that where the earned leave at the credit of Government servant as on the last day of December or June is 240 days on less but more than 225 days, the advance credit of 15 days earned leave on first day of January on July to be afforded in the manner indicated under clause (b) shall instead of being credited in leave account be kept separately and first adjusted against the earned leave that the Government servant takes during that half year and the balance, if any, shall be credited to the leave account at the close of the half year, subject to the condition that balance of such earned leave plus leave already at credit do not exceed the maximum limit of 240 days/"

(d) [Deleted.]
(Deleted by F.D.Notification No. G-3/1/96/C/IV dated 14.3.96)

(2) Subject to the provision of sub-rule (3) the maximum earned leave that may be granted at a time to a Government servant shall be 120 days.

(3) Earned leave may be granted to a Government servant exceeding a period of 120 days but not exceeding **[240]** days if the entire leave so granted or any portion thereof is spent outside India, Bangladesh, Burma, Ceylon, Bhutan, Nepal and Pakistan:
(Substituted by F.D. Notification No. G-1/2/96/IV. dated 2nd June 1997)

Provided that where earned leave exceeding a period of 120 days is granted under this sub-rule the period of such leave spent in India shall not in the aggregate exceed the aforesaid limit of 120 days.

26. Calculation of earned leave in respect of newly appointed Government servants [etc.].- (1) Earned leave shall be credited to the leave account of a newly appointed Government servant at the rate of 21/2 days for each completed calendar month of service which he is likely to render in a half year of the calendar year in which he is appointed.
(Substituted for "and those resign or retire" by F.D.Notification No. G-3/1/96/C/IV dated 29.3.96)

(2) (a) The credit for the half year in which a Government servant is due to retire or resigns from the service shall be afforded only at the rate of 21/2 days per completed calendar month up to the date of retirement or resignation.

(b) When a Government servant is removed or dismissed from service or dies while in service, credit of earned leave shall be allowed at the rate of 21/2 days per completed calendar month in which he is removed or dismissed from service or dies in service.

(3) [If a Government servant has availed of extra-ordinary leave and/or some period of absence has been treated as 'dies-non' in a half year, the credit to be afforded to his leave account, at the commencement of the next half year shall be reduced by 1/10th of the period of such leave and/or dies-non, subject to a maximum of 15 days.]
(Substituted by F.D. Notification No. 1390/203/80/R-1/IV dated 27.10.80)

(4) While affording credit of earned leave, fractions of a day shall be rounded off to the nearest day i.e., fraction below half should be ignored and that of half or more should be reckoned as a day.

27. Earned leave for persons serving in vacation Department.- (1) A Government servant serving in a Vacation Department shall not be entitled to any earned leave in respect of duty performed in any year in which he avails himself of the full vacation.

(2) The earned leave admissible to such a Government servant in respect of any year in which he is prevented from availing himself of the full vacation is such proportion of 30 days earned leave as the number of days of Vacation not taken bears to the full vacation.

If in any year he does not avail himself of the vacation, earned leave is admissible to him in respect of that year in accordance with the provisions of rule 25.

(3) Vacation may be taken in combination with or in continuation of any kind of leave under this rule, provided that the total duration of the vacation and earned leave taken in conjunction, whether the earned leave is taken in combination with or in continuation of other leave or not, shall not exceed the amount of Earned leave due and admissible to the officer at a time under rule 25:

Provided further that the total duration of vacation, earned leave and commuted leave taken in conjunction shall not exceed 210 days.

If, however, the entire spell of leave or portion thereof is spent elsewhere than in India, Bangladesh, Burma, Ceylon, Bhutan, Nepal and Pakistan, the maximum limit shall be 240 days subject to the condition that portion spent in India, Burma, Ceylon, Bangladesh, Bhutan, Nepal and Pakistan is not more than 210 days.

Explanation.- For the purpose of this rule, the term 'Year' shall be construed not as meaning a calendar year in which duty is performed but as meaning twelve months of actual duty in a vacation Department.

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2.1 Provision of different leaves as per Madhya Pradesh Civil Services (Leave) Rules, 1977(page 9)

Note.- (1) A Government servant entitled to vacation shall be considered to have availed himself of a vacation or a portion of a vacation unless he has been required by general or special orders of a higher authority to forgo such vacation or portion of a vacation:

Provided that if he has been prevented by such order from enjoying more than fifteen days of the vacation, he shall be considered to have availed himself of no portion of the vacation.

Note.- (2) When a Government servant serving in a Vacation Department proceeds on leave before completing a full year of duty, the earned leave admissible to him shall be calculated not with reference to the vacations which fall during the period of actual duty rendered.

28. Half pay leave.- (a) A Government servant shall be entitled to half pay leave of 20 days in respect of each completed year of service.

Note.- Completed year of service means continuous service for one year under the Government of Madhya Pradesh and includes period spent on duty as well as leave including half pay leave and extra-ordinary leave.

(b) The half pay leave due may be granted to a Government servant on medical certificate or on private affairs. Such leave on medical certificate shall be given on production of a medical certificate from such medical authority as Government may by general or special order prescribe in this behalf and for a period not exceeding that recommended by the medical authority. Such medical leave shall not be granted unless the authority competent to sanction leave is satisfied that there is a reasonable probability that the Government servant will be fit to return to duty on its expiry. Half pay leave on private affairs also shall not be granted unless the authority competent to sanction leave has reason to believe that the Government servant will return to duty on its expiry or unless it is included in the grant of leave expressed to be preparatory to retirement.

29. Commuted leave.- (1) Commuted leave not exceeding half the amount of half pay leave due may be granted on medical certificate only to a Government servant subject to the following conditions:-

(i) When commuted leave is granted, twice the amount of such leave shall be debited against the half pay leave due.

(ii) No commuted leave may be granted unless the authority competent to sanction leave has reason to believe that the Government servant will return to duty on its expiry.

(iii) Commuted leave shall not be granted preparatory to retirement.

(iv) [Deleted.]
(Substituted by F.D. Notification No. 118/2306/85/R-1/IV dated 19.3.86)

[(1-A) Half pay leave up to maximum of 180 days may be allowed to be commuted during entire service (without production of medical certificate) where such leave is utilised for an approved course of study certified to be in the public interest by the leave sanctioning authority.]
(Substituted by F.D. Notification No. 118/2306/85/R-1/IV dated 19.3.86)

(2) Where a Government servant who has been granted commuted leave resigns from service or at his request permitted to retire voluntarily without returning to duty, the commuted leave shall be treated as half pay leave and the difference between the leave salary in respect of commuted leave and half pay leave shall be recovered:

Provided that no such recovery shall be made if the retirement is by reason of ill-health incapacitating the Government servant for further service or in the event of his death.

Note.- Commuted leave may be granted at the request of the Government servant even when earned leave is due to him.

30. Leave not due.- (1) Save in the case of leave preparatory to retirement, leave not due may be granted to a Government servant subject to the following conditions:-

(a) The authority competent to grant leave is satisfied that there is reasonable prospect of the Government servant returning to duty on its expiry.

(b) Leave not due shall be limited to the half pay leave he is likely to earn thereafter.

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(c) Leave not due during the entire service shall be limited to a maximum of 360 days, out of which not more than 90 days at a time and 180 days in all may be otherwise than on medical certificate.

(d) Leave not due shall be debited against the half pay leave the Government servant may earn subsequently.

(2) (a) Where a Government servant who has been granted leave not due resigns from service or at his request permitted to retire voluntarily without returning to duty, the leave not due shall be cancelled, his resignation or retirement taking effect from the date on which such leave had commenced, and the leave salary shall be recovered.

(b) Where a Government servant who having availed himself of leave not due returns to duty but resigns or retires from service before he has earned such leave, he shall be liable to refund the leave salary to the extent the leave has not been earned subsequently:

Provided that no leave salary shall be recovered under clause (a) or clause (b) if the retirement is by reason of ill-health incapacitating the Government servant for further service or in the event of his death.

31. Extraordinary Leave.- (1) Subject to the provisions of rule 11, extraordinary leave may be granted to a Government servant in the following special circumstances, that is to say-
(Substituted by F.D. Notification No. G-3/1/96/C/IV dated 29.2.96)

(a) when no other kind of leave is admissible, or

(b) When any other kind of leave is admissible but the Government Servant applies in writing for the grant of extraordinary leave.

(2) The authority competent to grant leave may retrospectively convert periods of absence without leave into extraordinary leave even when any other kind of leave was admissible at the time when absence without leave commenced.

(3) Extraordinary leave shall not be debited to the leave account.

32. Leave to probationer, a person on probation and an apprentice.- (1) (a) A probationer shall be entitled to leave under these rules if he has held his post substantively otherwise than on probation.

(b) If, for any reason, it is proposed to terminate the services of a probationer, any leave which may be granted to him shall not extend-

(i) beyond the date on which the probationary period as already sanctioned or extended expires, or

(ii) beyond any earlier date on which his services are terminated by the orders of an authority competent to appoint him.

(2) An apprentice shall be entitled to-

(a) leave, on medical certificate, on leave salary equivalent to half pay for a period not exceeding one month in any year of apprenticeship;

(b) extra-ordinary leave under rule 31.

33. Leave preparatory to retirement.- (1) A Government servant may be permitted by the authority competent to grant leave to take leave preparatory to retirement to the extent of earned leave due, i.e., **[240]** days together with half pay leave due, subject to the condition that such leave extends up to and includes the day preceding the date of retirement.
(Substituted for "180" by F.D. Notification No. 6/1840/87/R-1/IV dated 4.1.88 effective from 1.7.87)

Note.- The leave granted as leave preparatory to retirement shall not include extra-ordinary leave.

(2) (a) Where a Government servant who is on foreign service in or under any local authority or a corporation or company wholly or substantially owned or controlled by the Government or a body controlled or financed by the Government (hereinafter referred to as the local body) applies for leave preparatory to retirement the decision to grant or refuse leave shall be taken by foreign employer with the concurrence of the lending Authority under the State Government.

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2.1 Provision of different leaves as per Madhya Pradesh Civil Services (Leave) Rules, 1977(page 11)

(b) In case the leave is so refused to the Government servant in public interest, it may be availed of by him to the extent admissible under rule 34 from the date of his retirement.

(c) In case the Lending Authority under State Government is not agreeable to the refusal of leave preparatory to retirement; it shall be granted to the Government servant and if the foreign employer needs the services of the Government servant during that period, the Government servant may be re-employed by that employer concurrently with leave preparatory to retirement and leave salary regulated in accordance with the provision of rule 12.

34. Leave beyond the date of retirement.- (1) Except as provided hereinafter, no leave shall be granted to a Government servant beyond the date of his retirement.

(2) Where a Government servant has, in sufficient time, before the date of his retirement:-

(a) formally applied for leave due as preparatory to retirement and the leave has been refused in whole or in part, or

(b) ascertained in writing from the authority competent to grant leave that such leave if applied for would not be granted,

on account of exigencies of public service, then he may be granted from the date of retirement the amount of earned leave so denied increased by the amount of earned leave earned by him during the period between the date on which leave preparatory to retirement was to commence and the date of retirement and decreased by such leave, if any, availed of during the same period, subject to the maximum limit of 120 days:

Provided that a Government servant whose service has been extended in the interest of the public service beyond the date of his retirement, may be granted earned leave as under:-

(i) during the period of extension, any earned leave due in respect of the period of such extension and, to the extent necessary, the earned leave which would have been granted to him under the preceding proviso, had he retired on the date of retirement,

(ii) after expiry of the period of extension:-

(a) the earned leave which could have been granted to him under the preceding proviso, had he retired on the date of retirement, diminished by the amount of such leave availed of during the period of extension, and

(b) any leave earned during the period of extension as has been formally applied for as preparatory to final cessation of his duties in sufficient time during the extension and refused to him on account of the exigencies of the public service, and

(iii) in determining the amount of earned leave due in respect of the extension with reference to rule 25, the earned leave, if any, admissible under the preceding proviso shall be taken into account.

(3) The grant of leave under this rule except under clause (i) of sub-rule (2) regarded as terminal leave and shall not be construed as extension of service.

35. Except in respect of the cases covered by rule 18 leave or extension of leave on medical certificate shall not be granted to a Government servant after the date on which he is pronounced by a medical committee to be completely and permanently incapacitated for further service.

36. Leave Salary.- (1) A Government servant who proceeds on earned leave is entitled to leave salary equal to the pay drawn immediately before proceeding on earned leave:

[Provided that if a Government servant on deputation to foreign service in India or officiating on a higher post, on reversion to his original post/cadre proceeds on earned leave without joining the post of his reversion, shall be entitled to draw leave salary equal to the pay which he would have drawn, but for his appointment to higher post, immediately before proceeding on earned leave.]
(Inserted by F.D. Notification No. 579/326/78/ /R-1/IV dated 25.5.78)

Note.- In respect of any period spent on foreign service out of India, the pay which the Government servant would have drawn if on duty in India, but for foreign service out of India, shall be substituted for the pay actually drawn while calculating leave salary.

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2.1 Provision of different leaves as per Madhya Pradesh Civil Services (Leave) Rules, 1977(page 12)

(2) A Government servant on half pay leave or leave not due is entitled to leave salary equal to half the amount specified in sub-rule (1).

(3) A Government servant on commuted leave is entitled to leave salary equal to the amount admissible under sub-rule (1).

(4) A Government servant on extra-ordinary leave is not entitled to any leave salary.

(5) In the case of a person to whom the Employees State Insurance Act, 1948 applies, leave salary admissible during leave, other than earned leave, shall be reduced by the amount of benefit admissible under the said Act for the corresponding period.

(6) (a) If, in the case of a Government servant who retires or resigns from service, the leave already availed of is more than the credit so due to him necessary adjustment shall be made in respect of leave salary, if any overdrawn.

(b) Where the quantum of earned leave already availed by a Government servant who is dismissed or removed from service or who dies while in service is in excess of the leave credited under clause (2) (b) of rule 26 the over payment of leave salary shall be recovered in such cases.

(7) A Government servant who is granted leave beyond the date of retirement as provided under rule 34, shall be entitled during such leave to leave salary as admissible under this rule, reduced by the amount of pension and pension equivalent of other retirement benefits.

37. Drawal of leave salary.- The leave salary payable under these rules shall be drawn in rupees in India.

CHAPTER V - SPECIAL KINDS OF LEAVE OTHER THAN STUDY LEAVE

38. Maternity leave.- Maternity leave may be granted to a woman Government servant with less than two surviving children up to a period of ninety days from the date of its commencement. During such period, she will be entitled to leave salary equal to pay drawn immediately before proceeding on leave.
(Substituted by F.D.Notification No. G-3/1/96/C/IV dated 29.3.96)

(2) Such leave shall not be debited to the leave account.

(3) Maternity leave may be combined with leave of any other kind.

(4) Maternity leave may be granted in cases of miscarriage including abortion subject to the condition that the leave shall be limited to the period recommended by the appropriate medical authority subject to a maximum of forty five days during the entire service.

Note - An abortion induced under the Medical Termination of Pregnancy Act, 1971 shall also be considered a case of 'abortion' for the purpose of this rule.

39. Special disability leave for injury intentionally inflicted.- (1) The authority competent to grant leave may grant special disability leave to a Government servant (whether permanent or temporary) who is disabled by injury intentionally inflicted or caused in, or in consequence of the due performance of his official duties or in consequence of his official position.

(2) Such leave shall not be granted unless the disability manifested itself within three months of the occurance to which it is attributed and the person disabled acted with due promptitude in bringing it to notice:

Provided that the authority competent to grant leave may, if it is satisfied as to the cause of the disability, permit leave to be granted in cases where the disability manifested itself more than three months after the occurance of its cause.

(3) The period of leave granted shall be such as is certified by an Authorised Medical Attendant and shall in no case exceed 24 months.

(4) Special disability leave may be combined with leave of any other kind.

(5) Special disability leave may be granted more than once if the disability is aggravated or reproduced in similar circumstances at a later date, but not more than 24 months of such leave shall be granted in consequence of any one disability.

(6) Special disability leave shall be counted as duty in calculating service for pension and shall not be debited against the leave account.

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2.1 Provision of different leaves as per Madhya Pradesh Civil Services (Leave) Rules, 1977(page 13)

(7) Leave salary during such leave shall,-

(a) for the first 120 days of any period of such leave, including a period of such leave granted under sub-rule (5); be equal to leave to leave salary while on earned leave; and

(b) for the remaining period of any such leave, be equal to leave salary during half pay leave.

(8) In the case of a person to whom the Employees' State Insurance Act, 1948 (34 of 1948), applies, the amount of leave salary payable under this rule shall be reduced by the amount of benefit payable under the said Act for the corresponding period.

40. Special disability leave for accidental injury.- (1) The provisions of rule 39 shall apply also to a Government servant, whether permanent or temporary, who is disabled by injury accidentally incurred in, or in consequence of the due performance of his duties or in consequence of his official position by illness incurred in the performance of any particular duty, which has the effect of increasing his liability to illness or injury beyond the ordinary risk attaching to the civil post which he holds.

(2) The grant of special disability leave in such case shall be subject to the further conditions-

(i) that the disability, if due to disease, must be certified by an Authoriesd Medical Attendant to be directly due to the performance of the particular duty;

(ii) that, if the Government servant has contracted such disability during service otherwise than with an military force, it must be, in the opinion of the authority competent to sanction leave, exceptional in character; and

(iii) that the period of absence recommended by an Authorised Medical Attendant may be covered in part, by leave under this rule and in part by any other kind of leave, and that the amount of special disability leave granted on leave salary equal to that admissible on earned leave shall not exceed 120 days.

40-A. Power to grant special disability leave.- All cases relating to the grant of special disability leave under rules 39 and 40 shall be referred to **[***]** the Administrative Department concerned for concurrence.
(The words "Government in Finance Department by" deleted by F. D.Notification No. G-25/29/95/C/IV dated 9.10.95.)

41. Power to grant leave other than special disability leave and study leave.- (1) The administrative department may designate leave sanctioning authorities for leave other than special disability leave and study leave in respect of Government servants servicing in the department and may also prescribe the limits upto which and the conditions under which such authorities may sanction leave.
(Substituted by F.D.Notification No. G-3/1/96/C/IV dated 29.3.96)

(2) All cases of leave other than those mentioned in sub-rule (1) shall be referred to the administrative department.

CHAPTER VI - STUDY LEAVE

42. Conditions for grant of study leave.- (1) Subject to the conditions specified in these rules, study leave may be granted to a Government servant with due regard to the exigencies of public service to enable him to undergo, in or out of India, a special course of study consisting of higher studies or Specialised training in a professional or a technical subject having a direct and close connection with the sphere of his duty.

(2) Study leave may also be granted:-

(i) for a course of training or study tour in which a Government servant may not attend a regular academic or semi-academic course if the course of training or the study tour is certified to be of definite advantage to Government from the point of view of public interest and is related to the sphere of duties of the Government servant; and

(ii) for the purpose of study connected with the frame work or back-ground of public administration, subject to the conditions that-

(a) the particular study or study tour should be approved by the authority competent to sanction study leave; and

(b) the Government servant should be required to submit on his return, a full report of the work done by him while on study leave.

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(iii) for the studies which may not be closely or directly connected with the work of the Government servant, but which are capable of widening his mind in a manner likely to improve his abilities as a civil servant and to equip him better to collaborate with those employed in other branches of the public service.

(3) Study leave shall not be granted unless:-

(i) It is certified by the Administrative Department that the proposed course of study or training shall be of definite advantage from the point of view of public interest;

(ii) It is for prosecution of studies in subjects other than academic or literary subjects, and

(iii) the Economic Affairs Department of the Government of India Ministry of Finance agree to the release of foreign exchange involved in the grant of study leave, if such leave is out of India.

[(4) Study leave shall not ordinarily be granted to a Government servant-

(i) who has not been regularised in Government service;

(ii) who has rendered less than 5 years service under the Government; including service in adhoc capacity;

(iii) who is due to retire or has the option to retire from the Government service within three years of the date on which he is expected to return to duty after the expiry of the leave.]
(Substituted by F.D. Notification No. 1071/2017/90/R-6/IV dated 5.9.90)

(5) Study leave shall not be granted to Government servant with such frequency as to remove him from contact with his regular work or to cause cadre difficulties owing to his absence on leave.

43. Authorities competent to sanction study leave.- (1) Study leave may be granted to a Government servant by the administrative department:
(Substituted by F.D.Notification No. G-3/1/96/C/IV dated 14.3.96)

Provided that where a Government servant borne permanently on the cadre of one department or establishment is serving temporarily in another department or establishment, the grant of study leave to him shall be subject to the conditions that the concurrence of the department or the establishment to which he is permanently attached is obtained before the leave is granted.

44. Maximum amount of study leave that may be granted at a time and during the entire service.- The maximum amount of study leave which may be granted to a Government servant shall be-

(i) Ordinarily twelve months at any one time which shall not be exceeded save for exceptional reasons; and

(ii) twenty-four months (inclusive of study leave granted under any other rules) in all during his entire service.

45. Combination of study leave with leave of other kinds.- (1) Study leave may be combined with other kinds of leave, but in no case shall the grant of this leave in combination with leave other than extra-ordinary leave involve a total absence of more than twenty eight months from the regular duties of the Government Servants.

(2) A Government servant granted study leave in combination with any other kind of leave may, if he so desires commence his study before the end of the other kind of leave but the period of such leave coinciding with the course of study shall not count as study leave.

Note.- The limit of twenty-eight months of absence prescribed in sub-rule (1) includes the period of vacation.

46. Regulation of study leave extending beyond course of study.- When the course of study falls short of study leave sanctioned, the Government servant shall resume duty on the conclusion of the course of study, unless the previous assent of the authority competent to sanction leave to treat the period of short fall as ordinary leave has been obtained.

47. Admissibility of allowances in addition to leave salary.- No allowance of any kind other than the dearness allowance shall be admissible to a Government servant in respect of the period of study leave granted to him.

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48. Grant of travelling allowance.- A Government servant shall not ordinarily be paid travelling allowance but the Governor may in exceptional circumstances sanction the payment of such allowance.

49. [Deleted.]
(Deleted by F.D.Notification No. G-3/1/96/C/IV dated 29.3.96)

50. Execution of bond.- Every Government servant in permanent employ who has been granted study leave or extension of such leave shall be required to execute a bond as given in Form 6 or Form 7, as the case may be, before the study leave or extension of such leave granted to him, commences. If study leave or extension of such leave is granted to a Government servant not in permanent employ, the bond shall be executed as given in Form 8 or Form 9 as the case may be.

51. Resignation and retirement.- (1) If a Government servant resigns or retires from service without returning to duty after a period of study leave or within a period of three years after such return to duty, he shall be required to refund double the amount of leave salary, cost of fees, travelling and other expenses, if any, incurred by the State Government only drawn by him for the period of study leave, together with interest thereon at Government rates for the time being in force on Government loans from the date of demand before his resignation is accepted or permission to retire is granted:

Provided that the Governor may order-

(a) that nothing in this rule shall apply to a Government servant who on return to duty from study leave is permitted to retire from service on medical grounds;

(b) that the amount required to be refunded under this rule shall, in case of a Government servant who on return to duty from study leave is permitted to resign from the service and take up employment, under a statutory or autonomous body or in any institution under the control of the Government, be reduced to an amount equal to the expenditure incurred by the Government in respect of the leave salary, study allowance, cost of fees and travelling and other expenses sanctioned to him during the period of study leave together with interest thereon.

(2) The study leave availed of by such a Government servant shall be converted into regular leave standing at his credit on the date on which the study leave commenced, any regular leave taken in continuation of study leave being suitably adjusted for the purpose and the balance of the period of study leave, if any, which cannot be so converted, treated as extra-ordinary leave. In addition to the amount to be refunded by the Government servant under sub-rule (1), he shall be required to refund any excess of leave salary actually drawn over the leave salary admissible on conversion of the study leave.

(3) Notwithstanding anything contained in this rule, the Governor may, if it is necessary or expedient to do so, either in public interest or having regard to the peculiar circumstances of the case or class of cases, by order, waive or reduce the amount required to be refunded under sub-rule (1) by the Government servant concerned or class of Government servants.

52. Leave salary during the study leave.- (1) During study leave availed outside India, a Government servant shall draw leave salary equal to the pay (without allowance other than dearness allowance) that the Government servant drew while on duty with Government immediately before proceeding on such leave.

(2) (a) During study leave availed in India a Government servant shall draw leave salary equal to the pay (without allowance other than dearness allowance) that the Government servant drew while on duty immediately before proceeding on such leave.

(b) Payment of leave salary on full rate under clause (a), shall be subject to furnishing of a certificate by the Government servant to the effect that he is not in receipt of any scholarship, stipend or remuneration in respect of any part time employment.

(c) The amount, if any, received by a Government servant during the period of study leave as scholarship or stipend or remuneration in respect of any part-time employment shall be adjusted against the leave salary payable under this sub-rule subject to the condition that the leave salary shall not be reduced to an amount less than that payable as leave salary during half pay leave.

53. Counting of study leave for promotion, pension, seniority, leave and increments.- Study leave shall count as service for promotion, pension and seniority. It shall also count as service for increments as provided in rule 26 of the Fundamental Rules.

54. Debiting of study leave to the leave account.- Study leave shall not be debited against the leave account of the Government servant concerned.

55. Application for study leave.- (1) (a) Every application for study leave shall be submitted through proper channel to the authority competent to grant leave.

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(b) The course or courses of study contemplated by the Government servant and any examination which he proposes to undergo shall be clearly specified in such application.

(2) Where it is not possible for the Government servant to give full details in his application, or if, after leaving India he is to make any change in the programme which has been approved in India, he shall submit the particulars as soon as possible to the Head of the Mission or the authority competent to grant leave, as the case may be and shall not, unless prepared to do so at his own risk, commence the course of study or incur any expenses in connection therewith until he receives the approval of the authority competent to grant the study leave for the course.

CHAPTER VII - MISCELLANEOUS

56. Interpretation.- Where any doubt arises as to the interpretation of these rules, it shall be referred to the Government in the Finance Department for decision.

57. [Deleted.]
(Deleted by F.D. Notification No. G 3/1/95/C/IV dated 29.2.96.)

58. Repeal and saving.- (1) On the commencement of these rules, every rule, regulation or order, including memorandum (hereinafter referred to in this rule as the old rule) in force immediately before such commencement shall, in so far as it provides for any of the matters contained in these rules, cease to operate.

(2) Notwithstanding such cesser of operation, anything done or any action taken or any leave earned by, or granted to, or accrued to the credit of, a Government servant, under the old rule, shall be deemed to have been done, taken earned, granted or accrued under the corresponding provisions of these rules.

(3) For the purposes of grant of leave under these rules, the powers delegated under the old rules shall continue to apply.

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.2 Leave Record of College Staff for the sessions 2017 to 2024 (page 1)

BHERULAL PATIDAR GOVT. P. G. COLLEGE, MHOW

SN	NAME OF THE FACULTY	INVOICE NO	DATE	NATURE OF LEAVE	DURATION		APPROVED
					FROM	TO	
1	DR K.R MAGARDE	2496	18-11-2017	EARNED LEAVE	25-10-2017	11-03-2017	APPROVED
2	MR GOPAL VERMA	2497	18-11-2017	MADICAL LEAVE	11-01-2017	16-11-2017	APPROVED
3	DR PRAVEEN SHARMA	2504	20-11-2017	MADICAL LEAVE	17-11-2017	23-11-2017	APPROVED
4	MRS INDU PIVAL	2523	21-11-2017	MADICAL LEAVE	16-10-2017	18-11-2017	APPROVED
5	MRS LAKSHMI DUBORIYA	2529	21-11-2017	MADICAL LEAVE	21-11-2017	23-11-2017	APPROVED
6	MRS REKHA SHIVDE	2545	22-11-2017	EARNED LEAVE	23-11-2017	12-09-2017	APPROVED
7	DR RANJANA VERMA	2548	22-11-2017	MADICAL LEAVE	21-11-2017	24-11-2017	APPROVED
8	PROF. SUNITA VAHAL	2580	27-11-2017	EARNED LEAVE	26-12-2017	25-01-2017	APPROVED
9	MRS HORI BAI JARIYA	2629	12-05-2017	EARNED LEAVE	12-05-2017	12-08-2017	APPROVED
10	MRS SAPNA MALVIY	2643	12-06-2017	EARNED LEAVE	26-12-2017	01-03-2018	APPROVED
11	MRS ARTI BAROTHIYA	2644	12-06-2017	EARNED LEAVE	26-12-2017	30-12-2017	APPROVED
12	MRS BHAVNA NAYAK	2656	12-08-2017	MADICAL LEAVE	12-04-2017	14-12-2017	APPROVED
13	MRS SADHNA VYAS	2779	26-12-2017	MADICAL LEAVE	26-12-2017	01-03-2018	APPROVED
14	MR KAILASH KURIL	2775	23-12-2017	EARNED LEAVE	15-01-2018	19-01-2018	APPROVED
15	MRS TANNO PIVAL	2791	28-12-2017	EARNED LEAVE	21-12-2017	30-12-2017	APPROVED
16	MRS LAKSHMI DUBORIYA	2792	28-12-2017	EARNED LEAVE	15-01-2018	25-01-2018	APPROVED
17	MR ANIL SHRIVASTAV	1	01-01-2018	MADICAL LEAVE	26-12-2017	01-05-2018	APPROVED
18	MR MANOJ NAGAR	8	01-02-2018	PATERNITY LEAVE	01-05-2018	19-01-2018	APPROVED
19	PROF. MEENA YADAV	9	01-02-2018	MADICAL LEAVE	27-12-2017	30-12-2017	APPROVED
20	PROF. MEENA YADAV	27	01-04-2018	EARNED LEAVE	15-01-2018	25-01-2018	APPROVED
21	DR ANIL SHRIVASTAV	48	01-08-2018	EARNED LEAVE	02-05-2018	16-02-2018	APPROVED
22	PROF. MONIKA SANYAL	49	01-08-2018	MADICAL LEAVE	01-04-2018	01-06-2018	APPROVED
23	PROF. MAHESHCHANDRA DA	68	01-10-2018	EARNED LEAVE	02-12-2018	20-02-2018	APPROVED
24	DR ANITA SOLANKI	76	01-11-2018	MADICAL LEAVE	01-11-2018	13-01-2018	APPROVED
25	DR BHAVNA NAYAK	102	16-01-2018	MADICAL LEAVE	01-08-2018	01-11-2018	APPROVED
26	MRS MANISH DANDVATE	132	20-01-2018	MADICAL LEAVE	22-01-2018	30-01-2018	APPROVED
27	MR VIVEK RANDIVE	147	23-01-2018	MADICAL LEAVE	18-01-2018	23-01-2018	APPROVED
28	MRS MAJULA NIGVAL	157	24-01-2018	EARNED LEAVE	10-01-2018	17-02-2018	APPROVED
29	MR PANNALAL BAGHEL	164	27-01-2018	EARNED LEAVE	27-01-2018	15-02-2018	APPROVED
30	MR ANIL VEGHAR	219	05-02-2018	MADICAL LEAVE	01-02-2018	03-02-2018	APPROVED

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2.2 Leave Record of College Staff for the sessions 2017 to 2024 (page2)

31	MRS NANDA BHATIYA	233	06-02-2018	MADICAL LEAVE	31-01-2018	05-02-2018	APPROVED
32	DR SWAGTA GUPTA	233	06-02-2018	EARNED LEAVE	24-01-2018	05-02-2018	APPROVED
33	MRS LAKSHMI DUBORIYA	286	16-02-2018	EARNED LEAVE	10-02-2018	22-02-2018	APPROVED
34	DR SUNITA PATHAK	291	17-02-2018	MADICAL LEAVE	17-02-2018	24-02-2018	APPROVED
35	MRS KIRTI KANDARE	301	19-02-2018	EARNED LEAVE	22-02-2018	27-02-2018	APPROVED
36	MR VIVEK RANDIVE	310	21-02-2018	MADICAL LEAVE	19-02-2018	28-02-2018	APPROVED
37	PROF. MONIKA SANIYAL	354	01-03-2018	EARNED LEAVE	07-03-2018	17-03-2018	APPROVED
38	MR ANIL VEDH		01-03-2018	EARNED LEAVE	16-02-2018	20-02-2018	APPROVED
39	DR. GITA CHOUDARY	373	07-03-2018	MADICAL LEAVE	07-03-2018	27-03-2018	APPROVED
40	MR VIVEK RANDIVE	384	08-03-2018	MADICAL LEAVE	08-03-2018	17-03-2018	APPROVED
41	PROF. SUNITA VAHAL	461	27-03-2018	MADICAL LEAVE	26-03-2018	02-04-2018	APPROVED
42	PROF.ANIL SHREEVASTAV	474	31-03-2018	EARNED LEAVE	19-04-2018	28-04-2018	APPROVED
43	DR. DEEPAK KHADIKAR	480	02-04-2018	EARNED LEAVE	01-05-2018	31-05-2018	APPROVED
44	DR. RANJANA VERMA	496	05-04-2018	EARNED LEAVE	03-04-2018	05-04-2018	APPROVED
45	DR NANDA BHATIYA	497	06-04-2018	EARNED LEAVE	01-05-2018	05-05-2018	APPROVED
46	MR SWAPNIL NIKAM	501	07-04-2018	EARNED LEAVE	09-04-2018	17-04-2018	APPROVED
47	DR. VANDANA CHRATE	502	09-04-2018	EARNED LEAVE	25-04-2018	28-04-2018	APPROVED
48	DR . PRAVEEN SHARMA	512	12-04-2018	MADICAL LEAVE	12-04-2018	13-04-2018	APPROVED
49	DR. R.K VIPER	516	13-04-2018	EARNED LEAVE	07-05-2018	02-06-2018	APPROVED
50	MR MAHESH PARMAR	538	23-04-2018	EARNED LEAVE	16-04-2018	05-05-2018	APPROVED
51	MRS CHHOTI BAI	577	03-05-2018	EARNED LEAVE	01-05-2018	05-05-2018	APPROVED
52	MR PANNALAL BAGHEL	593	07-05-2018	MADICAL LEAVE	01-05-2018	30-05-2018	APPROVED
53	MRS MANJULA NIGNWAL	617	09-05-2018	MADICAL LEAVE	07-05-2018	21-05-2018	APPROVED
54	MR ARVINDH NETAAN	623	11-05-2018	MADICAL LEAVE	11-05-2018	17-05-2018	APPROVED
55	MRS DHARA SEGAVKAR	662	17-05-2018	MADICAL LEAVE	18-05-2018	26-05-2018	APPROVED
56	MRS SHOBHA SONGAR	688	23-05-2018	EARNED LEAVE	21-05-2018	30-05-2018	APPROVED
57	DR. REKHA VERMA			MADICAL LEAVE	14/5//18	16-05-2018	APPROVED
58	PROF. MAHESH CHANDRA DALKE	689	24-05-2018	EARNED LEAVE	18-06-2018	25-06-2018	APPROVED
59	DR .SWAGATA GUPTA	703	26-05-2018	MADICAL LEAVE	18-05-2018	25-05-2018	APPROVED
60	MR MAHESH PARMAR	716	29-05-2018	EARNED LEAVE	06-05-2018	11-05-2018	APPROVED
61	MRS MAMTA NINAMA	732	30-05-2018	EARNED LEAVE	18-06-2018	27-06-2018	APPROVED
62	MR ASHOK PARDESHI	739	31-05-2018	EARNED LEAVE	04-06-2018	09-06-2018	APPROVED
63	MRS INDU PIVAL	756	01-06-2018	EARNED LEAVE	03-05-2018	31-05-2018	APPROVED
64	MRS SHOBHA SONGAR	768	05-06-2018	EARNED LEAVE	05-06-2018	14-06-2018	APPROVED

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.2 Leave Record of College Staff for the sessions 2017 to 2024 (page3)

65	MRS MONIKA SANYAL	880	18-06-2018	EARNED LEAVE	02-07-2018	30-07-2018	APPROVED
66	DR. MANISHA DANDWATE	882	20-06-2018	MADICAL LEAVE	20-06-2018	22-06-2018	APPROVED
67	DR. BHAVNA NAYAK	897	22-06-2018	EARNED LEAVE	27-06-2018	09-07-2018	APPROVED
68	DR.PRAVEEN SHARMA	898	22-06-2018	EARNED LEAVE	09-07-2018	12-07-2018	APPROVED
69	MR HEMANT JADAM	972	04-07-2018	EARNED LEAVE	23-07-2018	04-08-2018	APPROVED
70	PROF. SUNITA VAHAL	1007	07-07-2018	MADICAL LEAVE	05-07-2018	11-07-2018	APPROVED
71	DR . ARCHANA AGRAWAL	1441	27-07-2018	MADICAL LEAVE	23-07-2018	12-08-2018	APPROVED
72	PROF. AJAY RAMMAYA	1472	30-07-2018	EARNED LEAVE	02-08-2018	31-08-2018	APPROVED
73	PROF.AARTI BARODIYA	1492	02-08-2018	MADICAL LEAVE	28-07-2018	04-08-2018	APPROVED
74	DR.TASLLIM ALI	1555	07-08-2018	MADICAL LEAVE	07-08-2018	10-08-2018	APPROVED
75	DR . DURGESHWARI SHAA	1657	20-08-2018	EARNED LEAVE	10-09-2018	20-09-2018	APPROVED
76	DR. MEENA YADAV	1661	21-08-2018	EARNED LEAVE	11-09-2018	25-09-2018	APPROVED
77	MRS INDU PIVAL	1670	23-08-2018	EARNED LEAVE	10-08-2018	22-08-2018	APPROVED
78	MR VIVEK RANDIVE	1707	27-08-2018	MADICAL LEAVE	23-08-2018	24-08-2018	APPROVED
79	MRS RASHEEDA KANCHWALA	1705	27-08-2018	EARNED LEAVE	12-07-2018	20-09-2018	APPROVED
80	PROF. SUNITA VAHAL	1711	28-08-2018	MADICAL LEAVE	27-08-2018	01-09-2018	APPROVED
81	PROF.REKHA VERMA	1735	30-08-2018	MADICAL LEAVE	28-08-2018	29-08-2018	APPROVED
82	MR VIVEK RANDIVE	1763	04-09-2018	MADICAL LEAVE	04-09-2018	06-09-2018	APPROVED
83	MRS INDU PIVAL	1831	14-09-2018	MADICAL LEAVE	04-09-2018	24-09-2018	APPROVED
84	MRS INDU PIVAL	2186	01-02-2018	MADICAL LEAVE	05-10-2018	14-10-2018	APPROVED
85	DR . NANDA BHATIYA	2188	01-12-2018	EARNED LEAVE	22/1018	15-11-2018	APPROVED
86	DR. PRAVEEN SHARMA	2190	02-12-2018	EARNED LEAVE	08-12-2018	13-12-2018	APPROVED
87	MRS TANNO PIVAL	2237	07-12-2018	EARNED LEAVE	11-12-2018	15-12-2018	APPROVED
88	MR MADHUKAR NIKALJE	2210	05-12-2018	EARNED LEAVE	05-12-2018	11-12-2018	APPROVED
89	PROF.AARTI BARODIYA	2232	07-12-2018	EARNED LEAVE	26-12-2018	29-12-2018	APPROVED
90	DR. DEEPAK KHADIKAR	2257	12-12-2018	EARNED LEAVE	24-12-2018	29-12-2018	APPROVED
91	MRS LAKSHMI DUBORIYA	2260	13-12-2018	MADICAL LEAVE	10-12-2018	14-12-2018	APPROVED
92	DR.R.K VIPAT	2264	13-12-2018	EARNED LEAVE	12-01-2019	19-01-2019	APPROVED
93	MR PRAVEEN SHARMA	2301	22-12-2018	EARNED LEAVE	26-12-2018	26-12-2018	APPROVED
94	MRS REKHA SHIVDE	2331	31-12-2018	EARNED LEAVE	31-12-2018	10-01-2019	APPROVED
95	MRS SUNITA PATHAK	7	03-01-2019	EARNED LEAVE	21-01-2019	02-02-2019	APPROVED
96	DR. S.M SALIM	9	03-01-2019	MADICAL LEAVE	26-12-2018	02-01-2019	APPROVED
97	DR. NANDA BHATIYA	43	08-01-2019	MADICAL LEAVE	04-01-2019	08-01-2019	APPROVED
98	MRS KIRTI KANDARE	66	12-01-2019	EARNED LEAVE	04-02-2019	09-02-2019	APPROVED

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.2 Leave Record of College Staff for the sessions 2017 to 2024 (page 4)

99	DR .REKHA VERMA	71	14-01-2019	MADICAL LEAVE	04-01-2019	18-01-2019	APPROVED
100	MRS TANNO PIVAL	91	16-01-2019	EARNED LEAVE	07-01-2019	15-01-2019	APPROVED
101	MRS MEENA YADAV	126	19-01-2019	MADICAL LEAVE	17-01-2019	22-01-2019	APPROVED
102	MRS SUNITA VAHAL	129	21-01-2019	EARNED LEAVE	16-02-2019	22-02-2019	APPROVED
103	DR SWAGTA GUPTA		05-01-2019	CHILD CARE LEAVE	11-02-2019	10-05-2019	APPROVED
104	DR.ARCHANA AGRAWAL	208	30-01-2019	COMMUTED LEAVE	30-01-2019	02-02-2019	APPROVED
105	MRS SAPNA MALVIY	210	30-01-2019	EARNED LEAVE	22-01-2019	06-02-2019	APPROVED
106	MRS NANDA BHATIYA		06-02-2019	MADICAL LEAVE	02-02-2019	16-02-2019	APPROVED
107	DR BHAVNA NAYAK	273	08-02-2019	MADICAL LEAVE	11-02-2019	16-02-2019	APPROVED
108	PROF. LAKSHMI DUBORIYA	281	09-02-2019	MADICAL LEAVE	11-02-2019	15-02-2019	APPROVED
109	PROF VIVEK RANDIVE	353	20-02-2019	MADICAL LEAVE	20-02-2019	27-02-2019	APPROVED
110	PRAVEEN SHARMA	362	22-02-2019	MADICAL LEAVE	21-02-2019	23-02-2019	APPROVED
111	PROF MANJULA NIGWAL	373	23-02-2019	CHILD CARE LEAVE	25-02-2019	24-05-2019	APPROVED
112	PROF REKHA VERMA	418	05-03-2019	EARNED LEAVE	05-03-2019	19-03-2019	APPROVED
113	PROF SUNITA SOLANKI	427	05-03-2019	CHILD CARE LEAVE	08-03-2019	07-05-2019	APPROVED
114	MRS DHARA SEGAVKAR			MADICAL LEAVE	02-04-2019	19-04-2019	APPROVED
115	MRS INDU			MADICAL LEAVE	09-02-2019	31-03-2019	APPROVED
116	DR DEEPAK KHADIKAR	809	23-05-2019	EARNED LEAVE	03-06-2019	15-06-2019	APPROVED
117	MRS INDU			EARNED LEAVE	27-05-2019	31-05-2019	APPROVED
118	DR NANDA BHATIYA			MADICAL LEAVE	17-06-2019	23-06-2019	APPROVED
119	PROF SUNITA VAHAL	1014	26-06-2019	MADICAL LEAVE	24-05-2019	29-05-2019	APPROVED
120	PROF AARTI BAROTHIYA	1015	26-06-2019	MADICAL LEAVE	26-06-2019	27-06-2019	APPROVED
121	DR MANISHA DANDVATE	1025	27-06-2019	MADICAL LEAVE	21-06-2019	26-06-2019	APPROVED
122	DR SWAGTA GUPTA	1026	27-06-2019	EARNED LEAVE	03-07-2019	10-07-2019	APPROVED
123	DR ANITA SOLANKI	1098	08-07-2019	MADICAL LEAVE	08-07-2019	12-07-2019	APPROVED
124	PROF SUNITA VAHAL	1035	28-06-2019	MADICAL LEAVE	24-06-2019	29-06-2019	APPROVED
125	PROF SUNITA PATHAK	1119	11-07-2019	MADICAL LEAVE	11-07-2019	13-07-2019	APPROVED
126	PROS PRAVEEN SHARMA	1124	12-07-2019	MADICAL LEAVE	12-07-2019	13-07-2019	APPROVED
127	DR BHAVNA NAYAK	1203	23-07-2019	MADICAL LEAVE	20-07-2019	29-07-2019	APPROVED
128	MR KAILASH KURIL	1241	29-07-2019	EARNED LEAVE	01-08-2019	06-08-2019	APPROVED
129	MRS CHHOTI BAI	1250	30-07-2019	EARNED LEAVE	31-07-2019	03-08-2019	APPROVED
130	MRS MAMTA NINAMA	1280	01-08-2019	EARNED LEAVE	19-08-2019	26-08-2019	APPROVED
131	MRS LAKSHMI DUBORIYA	1348	05-08-2019	MADICAL LEAVE	06-08-2019	08-08-2019	APPROVED

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132	MRS SHOBHA SONGAR	1433	14-08-2019	EARNED LEAVE	13-08-2019	21-08-2019	APPROVED
133	MRS ARTI BAROTHIYA	1426	14-08-2019	MADICAL LEAVE	14-08-2019	17-08-2019	APPROVED
134	DR REKHA VERMA	1459	21-08-2019	MADICAL LEAVE	28-08-2019	22-08-2019	APPROVED
135	DR DURGESHWARI SHAH	1528	28-08-2019	EARNED LEAVE	16-09-2019	28-09-2019	APPROVED
136	PROF SANJAY GOYAL	1545	30-08-2019	EARNED LEAVE	02-09-2019	25-09-2019	APPROVED
137	PROF MEENA YADAV	1647	09-09-2019	MADICAL LEAVE	04-09-2019	07-09-2019	APPROVED
138	PROF NANDA BHATIYA	1662	12-09-2019	MADICAL LEAVE	05-09-2019	21-09-2019	APPROVED
139	PROF KAMLESH VYASH	1723	18-09-2019	MADICAL LEAVE	17-09-2019	26-09-2019	APPROVED
140	PROF RANJANA VERMA	1757	20-09-2019	MADICAL LEAVE	19-09-2019	26-09-2019	APPROVED
141	DR KAMLESH VYASH	1947	04-10-2019	MADICAL LEAVE	03-10-2019	23-10-2019	APPROVED
142	DR ANITA SOLANKI	2002	09-10-2019	MADICAL LEAVE	09-10-2019	10-10-2019	APPROVED
143	DR PRAVEEN SHARMA	2004	09-10-2019	EARNED LEAVE	11-11-2019	08-11-2019	APPROVED
144	DR SUNITA PATHAK	2026	12-10-2019	EARNED LEAVE	31-10-2019	08-11-2019	APPROVED
145	DR. R. KACHWALA	2028	12-10-2019	EARNED LEAVE	31-10-2019	02-11-2019	APPROVED
146	MR DEEPAK KHADIKAR	2034	14-10-2019	EARNED LEAVE	18-10-2019	23-10-2019	APPROVED
147	DR ANITA SHRIVASTAV	2041	14-10-2019	EARNED LEAVE	13-11-2019	27-11-2019	APPROVED
148	DR NANDA BHATIYA	2059	15-10-2019	EARNED LEAVE	01-10-2019	14-10-2019	APPROVED
149	MR KAILASH KURIL	2080	16-10-2019	EARNED LEAVE	17-10-2019	22-10-2019	APPROVED
150	DR R.K VIPER	2129	22-10-2019	EARNED LEAVE	20-11-2019	03-12-2019	APPROVED
151	DR J.K JAIN	2130	22-10-2019	EARNED LEAVE	28-11-2019	03-12-2019	APPROVED
152	DR R. KANCHWALA	2133	22-10-2019	MADICAL LEAVE	21-10-2019	14-10-2019	APPROVED
153	DR J.K JAIN	2209	02-11-2019	MADICAL LEAVE	04-11-2019	08-11-2019	APPROVED
154	DR ANITA SOLANKI	2217	04-11-2019	MADICAL LEAVE	04-11-2019	08-11-2019	APPROVED
155	DR MEENA YADAV	2229	05-11-2019	MADICAL LEAVE	05-11-2019	23-11-2019	APPROVED
156	DR KAMLESH VYASH	2318	14-11-2019	MADICAL LEAVE	13-11-2019	26-11-2019	APPROVED
157	DR BHAVNA NAYAK	2346	14-11-2019	EARNED LEAVE	04-12-2019	07-12-2019	APPROVED
158	DR LAKSHMI DUBORIYA	2362	16-11-2019	MADICAL LEAVE	18-11-2019	23-11-2019	APPROVED
159	MRS REKHA SHIVDE	2383	18-11-2019	EARNED LEAVE	09-12-2019	14-12-2019	APPROVED
160	MR BHAGVATI PRASAD	2454	25-11-2019	MADICAL LEAVE	26-11-2019	28-11-2019	APPROVED
161	DR SAISHWARI KOL	2456	25-11-2019	MADICAL LEAVE	25-11-2019	27-11-2019	APPROVED
162	PROF SUNITA VAHAL	2466	26-11-2019	MADICAL LEAVE	25-11-2019	08-12-2019	APPROVED
163	DR TASLLIM ALI	2475	27-11-2019	MADICAL LEAVE	23-11-2019	27-11-2019	APPROVED
164	DR MANISHA DANDVATE	2566	04-12-2019	MADICAL LEAVE	04-12-2019	07-12-2019	APPROVED
165	DR NANDA BHATIYA	2567	04-12-2019	EARNED LEAVE	16-12-2019	24-12-2019	APPROVED

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166	DR ANITA SOLANKI	2621	07-12-2019	EARNED LEAVE	16-01-2020	23-01-2020	APPROVED
167	DR SANJAY JHOHARI	2634	09-12-2019	MADICAL LEAVE	10-12-2019	14-12-2019	APPROVED
168	PROF MAHESHCHANDRA DALKE	2635	09-12-2019	MADICAL LEAVE	09-12-2019	13-12-2019	APPROVED
169	PROF KAMLESH VYASH	2658	10-12-2019	MADICAL LEAVE	10-12-2019	24-12-2019	APPROVED
170	DR KRISHNA BHURIYA	2681	12-12-2019	MADICAL LEAVE	12-12-2019	21-12-2019	APPROVED
171	DR MANISHA DANDVATE	2685	12-12-2019	EARNED LEAVE	06-01-2020	08-02-2020	APPROVED
172	DR REKHA VERMA	2717	14-12-2019	EARNED LEAVE	09-12-2019	13-12-2019	APPROVED
173	PROF LAKSHMI DUBORIYA	2722	16-12-2019	EARNED LEAVE	02-01-2020	31-01-2020	APPROVED
174	MR GOPAL VERMA	2730	16-12-2019	MADICAL LEAVE	01-12-2019	16-12-2019	APPROVED
175	DR R.K VIPER	2762	16-12-2019	MADICAL LEAVE	18-12-2019	27-12-2019	APPROVED
176	PROF SUNITA VAHAL	2764	18-12-2019	EARNED LEAVE	06-01-2020	20-01-2020	APPROVED
177	PROF TASLLIM ALI	2765	18-12-2019	MADICAL LEAVE	18-12-2019	18-12-2019	APPROVED
178	PROF AARTI BAROTHIYA	2766	18-12-2019	EARNED LEAVE	20-01-2020	22-01-2020	APPROVED
179	PROF VANDNA CHARATE	2779	19-12-2019	CHILD CARE LEAVE	07-01-2020	04-04-2020	APPROVED
180	PROF AARTI BAROTHIYA	2801	20-12-2019	MADICAL LEAVE	19-12-2019	21-12-2019	APPROVED
181	MR SHURYAKANT JOGDAND	2820	23-12-2019	EARNED LEAVE	21-12-2009	21-01-2020	APPROVED
182	DR SUNITA PATHAK	2821	23-12-2019	MADICAL LEAVE	23-12-2019	28-12-2019	APPROVED
183	DR RANJANA VERMA	2871	28-12-2019	CHILD CARE LEAVE	20-01-2020	12-03-2020	APPROVED
184	MRS KIRTI KANDARE	2883	30-12-2019	EARNED LEAVE	27-01-2020	03-02-2020	APPROVED
185	MR R. RAHMAN	27	03-01-2020	EARNED LEAVE	03-01-2020	14-01-2020	APPROVED
186	DR BHAVNA NAYAK	83	09-01-2020	MADICAL LEAVE	06-01-2020	11-01-2020	APPROVED
187	DR KAMLESH VYASH	133	12-01-2020	MADICAL LEAVE	14-01-2020	28-01-2020	APPROVED
188	DR TASLLIM ALI	134	15-01-2020	MADICAL LEAVE	14-01-2020	28-01-2020	APPROVED
189	MR BHAGVATI PRASAD	147	16-01-2020	EARNED LEAVE	03-02-2020	27-02-2020	APPROVED
190	MR ARVINDH NETAAN	157	17-01-2020	EARNED LEAVE	17-02-2020	25-02-2020	APPROVED
191	MR ASHISH PARDESHI	209	22-01-2020	EARNED LEAVE	03-02-2020	27-02-2020	APPROVED
192	MR GOPAL VERMA	323	29-01-2020	MADICAL LEAVE	01-01-2020	28-01-2020	APPROVED
193	MR SANJAY GOYAL	364	31-01-2020	EARNED LEAVE	10-02-2020	20-02-2020	APPROVED
194	DR NANDA BHATIYA	365	01-02-2020	EARNED LEAVE	11-02-2020	15-02-2020	APPROVED
195	MR MADHUKAR NIKALJE	470	13-02-2020	EARNED LEAVE	02-03-2020	06-03-2020	APPROVED
196	DR TASLLIM ALI	478	14-02-2020	MADICAL LEAVE	14-02-2020	15-02-2020	APPROVED
197	DR ARCHANA JAIN	554	24-02-2020	MADICAL LEAVE	24-02-2020	29-02-2020	APPROVED

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198	PROF MONIKA SANYAL	539	22-02-2020	MADICAL LEAVE	14-02-2020	19-02-2020	APPROVED
199	PROF SUNITA PATHAK	561	25-02-2020	MADICAL LEAVE	26-02-2020	27-02-2020	APPROVED
200	MRS MAMTA NINAMA	628	05-03-2020	MADICAL LEAVE	02-03-2020	04-03-2020	APPROVED
201	MRS DHARA PAVAR	647	07-03-2020	MADICAL LEAVE	03-03-2020	06-03-2020	APPROVED
202	DR ANIL SHRIVASTAV	659	11-03-2020	MADICAL LEAVE	11-03-2020	13-03-2020	APPROVED
203	MRS SAPNA MALVIY	660	11-03-2020	EARNED LEAVE	04-05-2020	13-05-2020	APPROVED
204	MR HEMANT JADAM	672	12-03-2020	EARNED LEAVE	01-05-2020	15-05-2020	APPROVED
205	MR ARVINDH NETAAN	673	13-03-2020	EARNED LEAVE	11-03-2020	12-05-2020	APPROVED
206	DR R.K VIPAT	1118	07-09-2020	MADICAL LEAVE	07-09-2020	16-09-2020	APPROVED
207	DR TASLLIM ALI	1150	09-09-2020	MADICAL LEAVE	08-09-2020	25-09-2020	APPROVED
208	PROF MONIKA SANYAL	1155	11-09-2020	EARNED LEAVE	16-09-2020	10-10-2020	APPROVED
209	DR TASLLIM ALI	1241	28-09-2020	MADICAL LEAVE	28-09-2020	22-10-2020	APPROVED
210	DR ARCHANA JAIN	1253	29-09-2020	EARNED LEAVE	02-11-2020	10-11-2020	APPROVED
211	PROF SUNITA VAHAL	1413	29-10-2020	EARNED LEAVE	18-11-2020	02-01-2021	APPROVED
212	MRS REKHA SHIVDE	1473	09-11-2020	EARNED LEAVE	01-12-2020	24-12-2020	APPROVED
213	MR SHURYAKANT JOGDAND	1480	11-11-2020	EARNED LEAVE	17-11-2020	17-11-2020	APPROVED
214	MRS CHHOTI BAI	1521	19-11-2020	EARNED LEAVE	20-11-2020	28-11-2020	APPROVED
215	MR ANIL SHRIVASTAV	1535	23-11-2020	MADICAL LEAVE	23-11-2020	17-11-2020	APPROVED
216	DR ARCHANA JAIN	1536	23-11-2020	MADICAL LEAVE	19-11-2020	21-11-2020	APPROVED
217	DR MANISHA DANDVATE	1539	23-11-2020	MADICAL LEAVE	19-11-2020	21-11-2020	APPROVED
218	DR ROSHAN BENJAMIN KHAN	1556	26-11-2020	MADICAL LEAVE	27-11-2020	28-11-2020	APPROVED
219	DR J.S MANDLOI	1570	01-12-2020	EARNED LEAVE	01-12-2020	10-12-2020	APPROVED
220	DR TASLLIM ALI	1574	02-12-2020	MADICAL LEAVE	02-12-2020	23-12-2020	APPROVED
221	DR ARCHANA JAIN	1582	03-12-2020	MADICAL LEAVE	04-12-2020	12-12-2020	APPROVED
222	DR SUNITA PATHAK	1583	04-12-2020	MADICAL LEAVE	04-12-2020	12-12-2020	APPROVED
223	MR DILIP JAIN	1587	07-12-2020	MADICAL LEAVE	08-12-2020	10-12-2020	APPROVED
224	MR SANJAY GOYAL	1588	07-12-2020	MADICAL LEAVE	01-12-2020	10-12-2020	APPROVED
225	MRS MEENA YADAV	1597	07-12-2020	EARNED LEAVE	07-12-2020	23-12-2020	APPROVED
226	MR KAMLESH VYAS	1599	08-12-2020	MADICAL LEAVE	08-12-2020	28-12-2020	APPROVED
227	MR ANIL SHRIVASTAV			MADICAL LEAVE	14-12-2020	19-12-2020	APPROVED
228	DR ROSHAN BENJAMIN KHAN	1666	17-12-2020	MADICAL LEAVE	22-12-2020	24-12-2020	APPROVED
229	DR SUNITA PATHAK	1685	21-12-2020	MADICAL LEAVE	21-12-2020	26-12-2020	APPROVED
230	DR REKHA VERMA	1741	29/12/2020	MADICAL LEAVE	30-12-2020	01-01-2021	APPROVED

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231	DR ANIL SHRIVASTAV	16	01-04-2021	MADICAL LEAVE	01-04-2021	01-06-2021	APPROVED
232	DR SUSHILA SHRIVASTAV	20	01-04-2021	MADICAL LEAVE	01-05-2021	02-03-2021	APPROVED
233	PROF. LAKSHMI DUBORIYA	59	01-12-2021	EARNED LEAVE	02-01-2021	25-02-2021	APPROVED
234	PROF. ARTI BARODIYA	80	15/01/2021	EARNED LEAVE	01-04-2021	14-01-2021	APPROVED
235	PROF. TASNIM ALI	83	16/01/2021	MADICAL LEAVE	15-01-2021	25-01-2021	APPROVED
236	PROF. PRAVEEN SHARMA	67	13/01/2021	EARNED LEAVE	02-01-2021	01-10-2021	APPROVED
237	DR DURGESHWARI KOTHARI	101	19/01/2021	MADICAL LEAVE	20-01-2021	23-01-2021	APPROVED
238	DR BHAVNA NAYAK	104	21/01/2021	MADICAL LEAVE	21-01-2021	23-01-2021	APPROVED
239	DR ANIL SHRIVASTAV	118	22/01/2021	MADICAL LEAVE	22-01-2021	02-05-2021	APPROVED
240	DR SUNITA PATHAK	137	23/01/2021	MADICAL LEAVE	25-01-2021	30-01-2021	APPROVED
241	DR RK VIPAT	168	29/01/2021	MADICAL LEAVE	19-01-2021	28-01-2021	APPROVED
242	DR MEENA YADAV	233	02-01-2021	EARNED LEAVE	22-02-2021	13-03-2021	APPROVED
243	PROF. ARTI BARODIYA	248	02-02-2021	CHILD CARE LEAVE	25-02-2021	20-05-2021	APPROVED
244	MANISHA DANDVATE	318	02-10-2021	MADICAL LEAVE	02-09-2021	02-09-2021	APPROVED
245	MANISHA DANDVATE	328	02-12-2021	MADICAL LEAVE	02-12-2021	20-02-2021	APPROVED
246	PROF. SUNITA SAVLE	329	02-12-2021	CHILD CARE LEAVE	03-01-2021	28-05-2021	APPROVED
247	DR TASLIM ALI	330	02-12-2021	MADICAL LEAVE	02-12-2021	20-02-2021	APPROVED
248	DR SNITA VAHAL	331	02-12-2021	MADICAL LEAVE	02-10-2021	19-02-2021	APPROVED
249	DR S.M.SALIM	339	15-02-2021	MADICAL LEAVE	15-02-2021	20-02-2021	APPROVED
250	DR M.L. UPADHYAY	340	15-02-2021	MADICAL LEAVE	15-02-2021	17-02-2021	APPROVED
251	MRS REKHA SHIVDE	348	17-02-2021	EARNED LEAVE	22-02-2021	26-02-2021	APPROVED
252	MRS SAPNA MALVIY	349	17-02-2021	MADICAL LEAVE	18-02-2021	24-02-2021	APPROVED
253	MRS ANITA SOLNKI	355	18-02-2021	MADICAL LEAVE	18-02-2021	19-02-2021	APPROVED
254	DR BHAVNA NAYAK	380	22-02-2021	CHILD CARE LEAVE	13-02-2021	28-05-2021	APPROVED
255	DR ANIL SHRIVASTAV	383	23-02-2021	MADICAL LEAVE	23-02-2021	03-04-2021	APPROVED
256	MR AAJAD HASAN	387	23-02-2021	EARNED LEAVE	03-01-2021	23-03-2021	APPROVED
257	DURGESHWARI SHAH	406	03-01-2021	MADICAL LEAVE	03-01-2021	03-06-2021	APPROVED
258	DR RAJNA VERMA	414	03-01-2021	MADICAL LEAVE	03-02-2021	03-09-2021	APPROVED
259	DR ARCHNA JAIN	431	03-04-2021	MADICAL LEAVE	03-05-2021	13-03-2021	APPROVED
260	KELASH KURIL	432	03-04-2021	EARNED LEAVE	30-03-2021	05-08-2021	APPROVED
261	DR SADHNA VYAS	496	15-03-2021	MADICAL LEAVE	03-06-2021	13-03-2021	APPROVED
262	DR MANISH DANDVATE	495	15-03-2021	MADICAL LEAVE	03-04-2021	13-03-2021	APPROVED

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263	DR MAJULA NIGWAL	503	15-03-2021	MADICAL LEAVE	15-03-2021	19-03-2021	APPROVED
264	MRS MAMTA NINAVA	509	16-03-2021	MADICAL LEAVE	15-03-2021	20-03-2021	APPROVED
265	DR DILIP JAIN	516	17-03-2021	MADICAL LEAVE	18-03-2021	20-03-2021	APPROVED
266	PROF. SAPNA MALVIY	517	17-03-2021	MADICAL LEAVE	15-03-2021	17-03-2021	APPROVED
267	PROF. RAJNA VERMA	594	26-03-2021	MADICAL LEAVE	22-03-2021	04-03-2021	APPROVED
268	PROF. VANDANA CHRATE	635	04-03-2021	MADICAL LEAVE	04-03-2021	04-07-2021	APPROVED
269	MRS REKHA SHIVDE	718	16-06-2021	MADICAL LEAVE	01-06-2021	15-06-2021	APPROVED
270	MR AZAAD HASAN	705	14-06-2021	EARNED LEAVE	05-07-2021	14-07-2021	APPROVED
271	MRS MANJULA NIGWAL	691	10-06-2021	CHILD CARE LEAVE	15-07-2021	30-08-2021	APPROVED
272	DR P.K SANSE	794	28-06-2021	EARNED LEAVE	19-07-2021	29-07-2021	APPROVED
273	DR ARCHANA JAIN	785	28-06-2021	MADICAL LEAVE	28-06-2021	01-07-2021	APPROVED
274	DR MEENA YADAV	816	02-07-2021	MADICAL LEAVE	02-07-2021	31-07-2021	APPROVED
275	DR SANJAY JHOHARI	817	02-07-2021	MADICAL LEAVE	02-07-2021	15-07-2021	APPROVED
276	DR RASHEEDA KANCHWALA	833	05-07-2021	MADICAL LEAVE	05-07-2021	10-07-2021	APPROVED
277	DR ANIL SHRIVASTAV	847	08-07-2021	MADICAL LEAVE	06-07-2021	10-07-2021	APPROVED
278	PROF SAPNA MALVIY	947	23-07-2021	MADICAL LEAVE	22-07-2021	07-08-2021	APPROVED
279	DR MEENA YADAV	1020	03-08-2021	MADICAL LEAVE	03-08-2021	01-09-2021	APPROVED
280	DR PRAVEEN SHARMA	1056	09-08-2021	MADICAL LEAVE	09-08-2021	14-08-2021	APPROVED
281	PROF SAPNA MALVIY	1073	10-08-2021	EARNED LEAVE	10-08-2021	26-08-2021	APPROVED
282	DR ANIL SHRIVASTAV	1132	16-08-2021	MADICAL LEAVE	16-08-2021	25-08-2021	APPROVED
283	DR SUNITA PATHAK	1137	16-08-2021	MADICAL LEAVE	16-08-2021	25-08-2021	APPROVED
284	MRS DHARA SEGAVKAR	1128	31-08-2021	MADICAL LEAVE	16-08-2021	01-09-2021	APPROVED
285	DR RANJANA VERMA	1224	27-08-2021	EARNED LEAVE	01-09-2021	25-09-2021	APPROVED
286	DR SUSHILA SHRIVASTAV	1250	01-09-2021	MADICAL LEAVE	01-09-2021	30-10-2021	APPROVED
287	DR RASHEEDA KANCHWALA	1278	06-09-2021	EARNED LEAVE	07-09-2021	11-09-2021	APPROVED
288	MRS TANNO PIVAL	1282	07-09-2021	EARNED LEAVE	06-09-2021	18-09-2021	APPROVED
289	DR MEENA YADAV	1283	07-09-2021	EARNED LEAVE	02-09-2021	31-10-2021	APPROVED
290	MR GAJENDRA NIGWAL	1284	07-09-2021	EARNED LEAVE	08-09-2021	18-09-2021	APPROVED
291	PROF AARTI BAROTHIYA	1349	15-09-2021	MADICAL LEAVE	15-09-2021	18-09-2021	APPROVED
292	MRS DHARA SEGAVKAR	1359	16-09-2021	MADICAL LEAVE	09-09-2021	18-09-2021	APPROVED
293	PROF MONIKA SANYAL	1404	21-09-2021	MADICAL LEAVE	22-09-2021	25-09-2021	APPROVED
294	DR ROSHAN KHAN	1333	13-09-2021	MADICAL LEAVE	14-09-2021	23-09-2021	APPROVED
295	DR RASHEEDA KANCHWALA	1439	24-09-2021	MADICAL LEAVE	22-09-2021	23-09-2021	APPROVED

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296	DR ANIL SHRIVASTAV	1514	04-10-2021	MADICAL LEAVE	04-10-2021	13-10-2021	APPROVED
297	DR SUNITA PATHAK	1517	04-10-2021	MADICAL LEAVE	04-10-2021	14-10-2021	APPROVED
298	DR MANISHA DANDVATE	1522	04-10-2021	MADICAL LEAVE	04-10-2021	09-10-2021	APPROVED
299	PROF MONIKA SANYAL	1537	04-10-2021	MADICAL LEAVE	07-10-2021	08-10-2021	APPROVED
300	DR ANITA SOLANKI	1568	09-10-2021	MADICAL LEAVE	11-10-2021	14-10-2021	APPROVED
301	DR SUSHILA SHRIVASTAV	1571	11-10-2021	MADICAL LEAVE	12-10-2021	13-10-2021	APPROVED
302	DR SWAGTA GUPTA	1573	11-10-2021	MADICAL LEAVE	04-10-2021	09-10-2021	APPROVED
303	PROF LAKSHMI DUBORIYA	1575	11-10-2021	EARNED LEAVE	22-10-2021	28-10-2021	APPROVED
304	DR RASHEEDA KANCHWALA	1587	11-10-2021	EARNED LEAVE	06-10-2021	11-10-2021	APPROVED
305	DR ANIL SHRIVASTAV	1642	21-10-2021	MADICAL LEAVE	21-10-2021	27-10-2021	APPROVED
306	DR SUSHILA SHRIVASTAV	1653	22-10-2021	MADICAL LEAVE	22-10-2021	22-10-2021	APPROVED
307	MRS TANNO PIVAL	1654	23-10-2021	MADICAL LEAVE	25-10-2021	28-10-2021	APPROVED
308	DR SUNITA PATHAK	1658	25-10-2021	MADICAL LEAVE	25-10-2021	29-10-2021	APPROVED
309	DR SUSHILA SHRIVASTAV	1662	25-10-2021	MADICAL LEAVE	26-10-2021	29-10-2021	APPROVED
310	MRS MANJULA NIGWAL	1667	26-10-2021	EARNED LEAVE	10-11-2021	17-11-2021	APPROVED
311	PROF SAPNA MALVIY	3138	21-09-2021	CHILD CARE LEAVE	21-09-2021	30-11-2021	APPROVED
312	MRS DHARA SEGAVKAR		21-09-2021	MADICAL LEAVE	25-10-2021	29-10-2021	APPROVED
313	MRS ANITA SOLNKI	3640	09-11-2021	CHILD CARE LEAVE	21-10-2021	18-01-2021	APPROVED
314	DR RANJANA VERMA	1740	08-11-2021	MADICAL LEAVE	09-11-2021	12-11-2021	APPROVED
315	PROF SUNITA VAHAL	1760	11-11-2021	EARNED LEAVE	06-12-2021	15-12-2021	APPROVED
316	DR ANITA SHRIVASTAV	1771	16-11-2021	MADICAL LEAVE	16-11-2021	25-11-2021	APPROVED
317	MRS REKHA SHIVDE	1782	17-11-2021	EARNED LEAVE	29-11-2021	11-12-2021	APPROVED
318	DR RANJANA VERMA	1783	17-11-2021	MADICAL LEAVE	17-11-2021	18-11-2021	APPROVED
319	MR AZAAD HASAN	1799	20-11-2021	EARNED LEAVE	22-11-2021	06-12-2021	APPROVED
320	MRS RANJANA VERMA	1813	22-11-2021	EARNED LEAVE	23-11-2021	06-01-2022	APPROVED
321	PROF MONIKA SANYAL	1848	26-11-2021	EARNED LEAVE	06-01-2022	11-01-2021	APPROVED
322	MR ARVINDH NETAAN	1867	29-11-2021	EARNED LEAVE	27-12-2021	31-12-2021	APPROVED
323	DR ARCHANA AGRAWAL	1871	30-11-2021	MADICAL LEAVE	01-12-2021	04-12-2021	APPROVED
324	MRS LAKSHMI DUBORIYA	1875	30-11-2021	MADICAL LEAVE	01-12-2021	10-12-2021	APPROVED
325	DR ARCHNA JAIN	1876	30-11-2021	EARNED LEAVE	01-12-2021	02-12-2021	APPROVED
326	PROF VANDNA CHARATE	1920	06-12-2021	MADICAL LEAVE	06-12-2021	20-12-2021	APPROVED
327	DR SUSHILA SHRIVASTAV	1935	06-12-2021	MADICAL LEAVE	09-12-2021	23-12-2021	APPROVED
328	PROF VANDNA CHARATE	4374	28-12-2021	CHILD CARE LEAVE	22-12-2021	28-02-2022	APPROVED

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329	DR ROSHAN BENJAMIN KHAN	2106	29-12-2021	MADICAL LEAVE	30-12-2021	01-01-2022	APPROVED
330	DR PRAVEEN SHARMA	16	04-01-2022	EARNED LEAVE	10-01-2021	25-01-2022	APPROVED
331	DR J.K JAIN	29	05-01-2022	EARNED LEAVE	31-01-2022	08-02-2022	APPROVED
332	DR ANIL SHRIVASTAV	30	10-01-2022	MADICAL LEAVE	05-01-2022	19-01-2022	APPROVED
333	DR NANDA BHATIYA	60	11-01-2022	MADICAL LEAVE	29-12-2021	07-01-2022	APPROVED
334	PROF AARTI BAROTHIYA	76	13-01-2022	MADICAL LEAVE	11-01-2022	13-01-2022	APPROVED
335	MRS TANNO PIVAL	101	31-01-2022	MADICAL LEAVE	17-01-2022	31-01-2022	APPROVED
336	DR J.K JAIN	142	19-01-2022	MADICAL LEAVE	20-01-2022	25-01-2022	APPROVED
337	DR R. KANCHWALA	159	21-01-2022	MADICAL LEAVE	11-01-2022	20-01-2022	APPROVED
338	PROF SUNITA VAHAL	172	24-01-2022	MADICAL LEAVE	24-01-2022	30-01-2022	APPROVED
339	DR ARCHANA AGRAWAL	184	24-01-2022	MADICAL LEAVE	20-01-2022	22-01-2022	APPROVED
340	DR BHAVNA NAYAK	196	25-01-2022	MADICAL LEAVE	27-01-2022	03-02-2022	APPROVED
341	DR RANJANA VERMA	239	27-01-2022	CHILD CARE LEAVE	31-01-2022	07-03-2022	APPROVED
342	DR RAJENDRA	201	27-02-2022	EARNED LEAVE	07-02-2022	26-02-2022	APPROVED
343	DR ROSHAN BENJAMIN KHAN	225	31-02-2022	MADICAL LEAVE	22-01-2022	29-01-2022	APPROVED
344	MRS CHHOTI BAI	256	03-02-2022	MADICAL LEAVE	21-01-2022	02-02-2022	APPROVED
345	DR PRAVEEN SHARMA	273	05-02-2022	MADICAL LEAVE	27-01-2022	04-02-2022	APPROVED
346	MRS SAJNA VYAS	279	07-02-2022	MADICAL LEAVE	31-01-2022	05-02-2022	APPROVED
347	DR NANDA BHATIYA	299	09-02-2022	MADICAL LEAVE	27-01-2022	07-02-2022	APPROVED
348	DR ANIL SHRIVASTAV	329	12-02-2022	MADICAL LEAVE	04-02-2022	10-02-2022	APPROVED
349	PROF. AJAY RAMMAYA	341	14-02-2022	MADICAL LEAVE	04-02-2022	12-02-2022	APPROVED
350	DR ANIL SHRIVASTAV	345	15-02-2022	MADICAL LEAVE	15-02-2022	24-02-2022	APPROVED
351	MRS MAMTA NINAMA	354	17-02-2022	EARNED LEAVE	14-02-2022	26-02-2022	APPROVED
352	MRS REKHA SHIVDE	367	18-02-2022	EARNED LEAVE	07-03-2022	12-03-2022	APPROVED
353	DR HUKUMSHING MANDLOI	368	18-02-2022	EARNED LEAVE	21-02-2022	15-03-2022	APPROVED
354	MRS SAJNA VYAS	420	28-02-2022	MADICAL LEAVE	23-02-2022	26-02-2022	APPROVED
355	DR K.R MAGARDE		03-03-2022	MADICAL LEAVE	25-02-2022	05-03-2022	APPROVED
356	MRS DHARA SEGAVKAR		01-02-2022	EARNED LEAVE	24-01-2022	31/2/22	APPROVED
357	DR MANISHA DANDVATE		26-02-2022	EARNED LEAVE	12/2/22 , 14/2/22,24/2/	3/2/22,25/2/	APPROVED
358	DR MANISHA DANDVATE		08-03-2022	MADICAL LEAVE	28-02-2022	07-03-2022	APPROVED
359	MR KAILASH KURIL	497	10-03-2022	EARNED LEAVE	04-04-2022	30-04-2022	APPROVED
360	DR ARCHANA JAIN	520	14-03-2022	MADICAL LEAVE	11-03-2022	12-03-2022	APPROVED

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.2 Leave Record of College Staff for the sessions 2017 to 2024 (page 12)

361	DR NANDA BHATIYA	521	14-03-2022	MADICAL LEAVE	09-03-2022	17-03-2022	APPROVED
362	DR SUNITA PATHAK	529	16-03-2022	MADICAL LEAVE	17-03-2022	19-03-2022	APPROVED
363	PROF AARTI BAROTHIYA	545	19-03-2022	MADICAL LEAVE	15-03-2022	17-03-2022	APPROVED
364	MRS SHOBHA SONGAR	605	30-03-2022	EARNED LEAVE	19-04-2022	06-05-2022	APPROVED
365	DR ARCHANA JAIN	634	01-04-2022	MADICAL LEAVE	01-04-2022	01-04-2022	APPROVED
366	PROF AARTI BAROTHIYA	1215	08-04-2022	CHILD CARE LEAVE	07-04-2022	30-06-2022	
367	DR. MANISHA DANDWATE	703	16-04-2022	MADICAL LEAVE	13-04-2022	18-04-2022	APPROVED
368	DR SUNITA PATHAK	707	18-04-2022	MADICAL LEAVE	18-04-2022	23-04-2022	APPROVED
369	DR SUSHILA SHRIVASTAV	737	20-04-2022	MADICAL LEAVE	21-04-2022	30-04-2022	
370	DR JAGAT SINGH MANDLOI		20-04-2022	MADICAL LEAVE	30-03-2012	06-04-2022	APPROVED
371	DR REKHA VERMA	749	21-04-2022	MADICAL LEAVE	20-04-2022	20-05-2022	APPROVED
372	MRS REKHA SHIVDE	755	22-04-2022	EARNED LEAVE	28-04-2022	14-05-2022	APPROVED
373	DR SAISHWARI KOL	756	22-04-2022	MADICAL LEAVE	05-04-2022	12-04-2022	APPROVED
374	PROF SUNITA VAHAL	757	22-04-2022	EARNED LEAVE	22-04-2022	23-04-2022	APPROVED
375	MRS REKHA NAGAR	1354	26-04-2022	CHILD CARE LEAVE	26-04-2022	23-07-2022	APPROVED
376	MR SWAPNIL NIKAM	828	26-04-2022	EARNED LEAVE	06-05-2022	17-05-2022	APPROVED
377	MR MAHESH PARMAR	800	30-04-2022	EARNED LEAVE	05-04-2022	20-04-2022	APPROVED
378	DR PRKASH MORE	811	04-05-2022	MADICAL LEAVE	04-05-2022	04-05-2022	APPROVED
379	MR JAGAT SINGH MANDLOI	840	07-05-2022	MADICAL LEAVE	09-05-2022	14-05-2022	APPROVED
380	MRS ARCHANA JAIN	870	12-05-2022	MADICAL LEAVE	13-05-2022	14-05-2022	APPROVED
381	MRS MANJULA NIGWAL	871	12-05-2022	EARNED LEAVE	17-05-2022	25-05-2022	APPROVED
382	MRS NANDA BHATIYA	916	19-05-2022	MADICAL LEAVE	17-05-2022	21-05-2022	APPROVED
383	MR DEEPAK KHADIKAR	902	18-05-2022	EARNED LEAVE	23-05-2022	04-06-2022	APPROVED
384	MRS DHARA SEGAVKAR	1	21-05-2022	MADICAL LEAVE	17-05-2022	20-05-2022	APPROVED
385	DR L.N SHARMA	1211	28-06-2022	EARNED LEAVE	22-07-2022	23-07-2022	APPROVED
386	DR L.N SHARMA	1273	05-07-2022	EARNED LEAVE	29-07-2022	30-07-2022	APPROVED
387	MR JAGAT SINGH MANDLOI	1301	11-07-2022	MADICAL LEAVE	11-07-2022	14-07-2022	APPROVED
388	DR S.M.SALIM		23-06-2022	EARNED LEAVE	23-06-2022	06-08-2022	APPROVED
389	DR SUSHILA SHRIVASTAV	1521	01-08-2022	MADICAL LEAVE	14-07-2022	02-08-2022	APPROVED
390	DR SUNITA PATHAK	1571	04-08-2022	MADICAL LEAVE	04-08-2022	10-08-2022	APPROVED
391	DR NANDA BHATIYA	1572	04-08-2022	MADICAL LEAVE	20-07-2022	03-08-2022	APPROVED
392	DR ARCHANA AGRAWAL		05-08-2022	MADICAL LEAVE	03-08-2022	04-08-2022	APPROVED

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.2 Leave Record of College Staff for the sessions 2017 to 2024 (page 13)

393	DR REKHA VERMA	1602	10-08-2022	EARNED LEAVE	20-08-2022	26-08-2022	APPROVED
394	PROF AARTI BAROTHIYA	1627	10-08-2022	MADICAL LEAVE	10-08-2022	13-08-2022	APPROVED
395	DR MANISHA DANDVATE	1620	16-08-2022	MADICAL LEAVE	16-08-2022	20-08-2022	APPROVED
396	MR KELASH KURIL	1621	16-08-2022	EARNED LEAVE	28-07-2022	13-08-2022	APPROVED
397	DR DURGESHWARI SHAH	1639	18-08-2022	EARNED LEAVE	12-09-2022	24-08-2022	APPROVED
398	DR VANDNA CHRATE	1646	23-08-2022	MADICAL LEAVE	23-08-2022	25-08-2022	APPROVED
399	MRS DHARA SEGAVKAR	1657	24-08-2022	MADICAL LEAVE	13-08-2022	29-08-2022	APPROVED
400	DR M.D SOMANI	1666	25-08-2022	MADICAL LEAVE	23-08-2022	30-08-2022	APPROVED
401	DR S.G SWAMI	1668	25-08-2022	MADICAL LEAVE	22-08-2022	24-08-2022	APPROVED
402	DR ARVIND NETAAN	1673	25-08-2022	EARNED LEAVE	24-08-2022	28-08-2022	APPROVED
403	DR BHAVNA NAYAK	1674	25-08-2022	MADICAL LEAVE	24-08-2022	30-08-2022	APPROVED
404	MRS REKHA SHIVDE	1710	27-08-2022	EARNED LEAVE	02-09-2022	16-09-2022	APPROVED
405	DR P.K SANSE	1741	02-09-2022	EARNED LEAVE	12-09-2022	24-09-2022	APPROVED
406	DR L.N SHARMA	1759	05-09-2022	MADICAL LEAVE	05-09-2022	07-09-2022	APPROVED
407	DR DURGESHWARI KOTHARI	1793	07-09-2022	EARNED LEAVE	10-10-2022	22-10-2022	APPROVED
408	DR K.R MAGARDE	1795	08-09-2022	MADICAL LEAVE	05-09-2022	12-09-2022	APPROVED
409	DR L.N SHARMA		12-09-2022	MADICAL LEAVE	12-09-2022	14-09-2022	APPROVED
410	MRS TANNO PIVAL	1834	14-09-2022	EARNED LEAVE	15-09-2022	04-10-2022	APPROVED
411	MR DEEPAK KHADIKAR	1827	14-09-2022	EARNED LEAVE	19-09-2022	24-09-2022	APPROVED
412	DR L.N SHARMA	1856	17-09-2022	MADICAL LEAVE	19-09-2022	20-09-2022	APPROVED
413	DR SUNITA PATHAK	1865	20-09-2022	MADICAL LEAVE	20-09-2022	22-09-2022	APPROVED
414	DR NANDA BHATIYA	1875	21-09-2022	EARNED LEAVE	26-09-2022	01-10-2022	APPROVED
415	DR MONIKA SANYAL	1906	24-09-2022	EARNED LEAVE	17-10-2022	21-10-2022	APPROVED
416	DR ARCHANA JAIN	1916	20-09-2022	MADICAL LEAVE	26-09-2022	29-09-2022	APPROVED
417	DR RASHEEDA KANCHWALA	1956	30-09-2022	MADICAL LEAVE	22-09-2022	29-09-2022	APPROVED
418	PROF SUNITA VAHAL	1909	26-09-2022	MADICAL LEAVE	26-09-2022	01-10-2022	APPROVED
419	MR HEMANT JADAM	2004	07-10-2022	EARNED LEAVE	01-11-2022	15-11-2022	APPROVED
420	PROF AARTI BAROTHIYA	2031	11-10-2022	MADICAL LEAVE	12-10-2022	13-10-2022	APPROVED
421	DR SNEHLATA VYAS	2139	31-10-2022	EARNED LEAVE	14-11-2022	26-11-2022	APPROVED
422	MRS SAPNA MALVIY	2181	04-11-2022	EARNED LEAVE	23-11-2022	29-11-2022	APPROVED
423	DR PRAVEEN SHARMA	2189	05-11-2022	MADICAL LEAVE	01-11-2022	18-11-2022	APPROVED
424	PROF AARTI BAROTHIYA	2239	11-11-2022	MADICAL LEAVE	09-11-2022	12-11-2022	APPROVED
425	MRS TANNO PIVAL	2262	16-11-2022	MADICAL LEAVE	16-11-2022	19-11-2022	APPROVED

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

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426	DR SUSHILA SHRIVASTAV	2284	16-11-2022	MADICAL LEAVE	16-11-2022	18-11-2022	APPROVED
427	DR SNEHLATA SINGH		16-11-2022	MADICAL LEAVE	14-11-2022	17-11-2022	APPROVED
428	DR SUSHILA SHRIVASTAV	2373	01-12-2022	MADICAL LEAVE	01-12-2022	03-12-2022	APPROVED
429	MR VINOD JOSHI	2411	07-12-2022	EARNED LEAVE	18-11-2022	30-11-2022	
430	DR ROSHAN BENJAMIN KHAN	2409	06-12-2022	EARNED LEAVE	19-12-2022	31-12-2022	APPROVED
431	DR SUNITA PATHAK	2427	10-12-2022	MADICAL LEAVE	07-12-2022	14-03-2022	APPROVED
432	DR MADAN WASKAL	2438	13-12-2022	EARNED LEAVE	15-12-2022	27-12-2022	APPROVED
433	DR REKHA NAGAR	2452	14-12-2022	EARNED LEAVE	15-12-2022	27-12-2022	APPROVED
434	PROF AARTI BAROTHIYA	2462	15-12-2022	EARNED LEAVE	26-12-2022	31-12-2022	APPROVED
435	DR SUSHILA SHRIVASTAV	2471	16-12-2022	MADICAL LEAVE	13-12-2022	07-01-2023	APPROVED
436	DR ARCHANA JAIN	2454	15-12-2022	MADICAL LEAVE	15-12-2022	17-12-2022	APPROVED
437	PROF MAHESHCHANDRA DALKE	2584	31-12-2022	MADICAL LEAVE	23-12-2022	30-12-2022	APPROVED
438	MR ARVIND NETAAN	2528	24-12-2022	EARNED LEAVE	03-01-2023	14-12-2023	APPROVED
439	DR RANJANA VERMA	2534	27-12-2022	MADICAL LEAVE	26-12-2022	31-12-2022	APPROVED
440	DR DURGESHWARI KOTHARI	2498	22-12-2022	MADICAL LEAVE	22-12-2022	31-12-2022	APPROVED
441	DR B.P AGRAWAL	2517	23-12-2022	MADICAL LEAVE	22-12-2022	30-12-2022	APPROVED
442	DR MANJULA NIGWAL	2559	29-12-2022	MADICAL LEAVE	30-12-2022	31-12-2022	APPROVED
443	MRS MAMTA NINAMA	2568	30-12-2022	MADICAL LEAVE	02-07-2022	29-12-2022	APPROVED
444	DR B.P AGRAWAL	27	05-01-2023	MADICAL LEAVE	03-01-2023	24-01-2023	APPROVED
445	PROF SAPNA MALVIY	28	05-01-2023	MADICAL LEAVE	04-01-2023	07-01-2023	APPROVED
446	DR S.M.SALIM	43	07-01-2023	MADICAL LEAVE	28-12-2022	25-01-2023	APPROVED
447	PROF SANJAY GOYAL	66	10-01-2023	MADICAL LEAVE	11-01-2023	14-02-2023	APPROVED
448	DR ANITA SOLANKI	96	13-01-2023	EARNED LEAVE	27-02-2023	09-03-2023	APPROVED
449	DR SAJANA VYAS	97	13-01-2023	EARNED LEAVE	06-02-2023	17-02-2023	APPROVED
450	PROF SUNITA VAHAL		19-01-2023	EARNED LEAVE	19-01-2023	21-01-2023	APPROVED
451	DR S.M.SALIM	212	28-01-2023	MADICAL LEAVE	28-01-2023	26-02-2023	APPROVED
452	MR DEEPAK KHADIKAR	135	18-01-2023	EARNED LEAVE	27-01-2023	04-02-2023	APPROVED
453	DR VANDNA CHRATE	227	30-01-2023	EARNED LEAVE	13-02-2023	17-02-2023	APPROVED
454	DR PRAVEEN SHARMA	247	02-02-2023	EARNED LEAVE	23-02-2023	16-03-2023	APPROVED
455	MRS KRITI KANDARE	263	04-02-2023	MADICAL LEAVE	06-02-2023	08-02-2023	APPROVED
456	MRS TANNO PIVAL	357	20-02-2023	MADICAL LEAVE	15-02-2023	17-02-2023	APPROVED
457	MRS TANNO PIVAL	469	04-03-2023	EARNED LEAVE	06-03-2023	11-03-2023	APPROVED
458	DR KUSUM ROY	263	02-02-2023	CHILD CARE LEAVE	01-03-2023	28-03-2023	APPROVED

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459	DR SAJANA VYAS	500	07-03-2023	MADICAL LEAVE	06-03-2023	20-03-2023	APPROVED
460	DR SNEHLATA VYAS	511	09-03-2023	MADICAL LEAVE	09-03-2023	16-03-2023	APPROVED
461	PROF SANJAY GOYAL	527	11-03-2023	MADICAL LEAVE	13-03-2023	17-03-2023	APPROVED
462	DR ANITA SOLANKI	540	13-03-2023	MADICAL LEAVE	13-03-2023	17-03-2023	APPROVED
463	DR ANITA ROY BATHAM	542	13-03-2023	MADICAL LEAVE	14-03-2023	18-03-2023	APPROVED
464	MRS REKHA SHIVDE	565	15-03-2023	EARNED LEAVE	14-03-2023	13-04-2023	APPROVED
465	DR SUNITA VAHAL	583	17-03-2023	EARNED LEAVE	14-03-2023	21-03-2023	APPROVED
466	DR SUNITA BHWAR	907	17-03-2023	CHILD CARE LEAVE	07-03-2023	06-04-2023	APPROVED
467	DR ARCHANA JAIN	600	20-03-2023	MADICAL LEAVE	17-03-2023	16-04-2023	APPROVED
468	MRS SHOBHA SONGAR	623	20-03-2023	MADICAL LEAVE	15-03-2023	20-03-2023	APPROVED
469	DR SANJAY GOYAL	644	25-03-2023	EARNED LEAVE	05-04-2023	25-03-2023	APPROVED
470	DR ANITA SOLANKI	645	27-03-2023	CHILD CARE LEAVE	06-04-2023	03-05-2023	APPROVED
471	DR SILPI VERMA	646	27-03-2023	MADICAL LEAVE	27-03-2023	01-04-2023	APPROVED
472	MR SWAPNIL NIKAM	658	28-03-2023	EARNED LEAVE	05-04-2023	13-04-2023	APPROVED
473	DR AZAD HASAN	675	29-03-2023	EARNED LEAVE	20-04-2023	27-04-2023	APPROVED
474	DR ANITA SOLANKI	676	31-03-2023	MADICAL LEAVE	31-03-2023	01-04-2023	APPROVED
475	MR RAJENDRA KUMAR	689	04-04-2023	EARNED LEAVE	10-04-2023	28-04-2023	APPROVED
476	DR SAPNA MALVIY	728	10-04-2023	MADICAL LEAVE	10-04-2023	04-05-2023	APPROVED
477	DR SUNITA PATHAK	729	10-04-2023	MADICAL LEAVE	10-04-2023	19-04-2023	APPROVED
478	DR P.K SANSE	730	10-04-2023	MADICAL LEAVE	11-04-2023	28-05-2023	APPROVED
479	DR SADHNA VYAS	736	11-04-2023	EARNED LEAVE	08-05-2023	18-05-2023	APPROVED
480	DR BHAVNA NAYAK	738	12-04-2023	EARNED LEAVE	15-04-2023	20-04-2023	APPROVED
481	DR S.M.SALIM	740	12-04-2023	EARNED LEAVE	17-09-2023	21-04-2023	APPROVED
482	MRS CHHOTI BAI	759	17-04-2023	EARNED LEAVE	18-04-2023	28-04-2023	APPROVED
483	DR SUNITA BHWAR	758	17-04-2023	MADICAL LEAVE	17-04-2023	06-05-2023	APPROVED
484	MRS DHARA SEGAVKAR	656	28-03-2023	MADICAL LEAVE	01-03-2023	18-03-2023	APPROVED
485	MR SHURYAKANT JOGDAND	832	27-05-2023	EARNED LEAVE	01-05-2023	25-05-2023	APPROVED
486	PROF MAHESHCHANDRA DALKE	873	03-05-2023	MADICAL LEAVE	03-05-2023	12-05-2023	APPROVED
487	MR DEEPAK KHADIKAR	897	08-05-2023	EARNED LEAVE	09-05-2023	13-05-2023	APPROVED
488	MR RAJENDRA BARCHA	902	08-05-2023	EARNED LEAVE	16-05-2023	19-05-2023	APPROVED
489	MR ASHISH PARDESHI	918	11-05-2023	MADICAL LEAVE	09-05-2023	02-06-2023	APPROVED
490	MRS LAKSHMI DUBORIYA	927	12-05-2023	MADICAL LEAVE	13-05-2023	13-05-2023	APPROVED
491	MR ARVIND NETAAN	928	12-05-2023	MADICAL LEAVE	10-05-2023	12-05-2023	APPROVED

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492	MRS KUSUM ROY	938	15-05-2023	MADICAL LEAVE	16-05-2023	17-05-2023	APPROVED
493	MR KAILASH KURIL	1012	09-06-2023	EARNED LEAVE	01-07-2023	08-07-2023	APPROVED
494	DR BHAVNA NAYAK	1185	03-07-2023	MADICAL LEAVE	04-07-2023	08-07-2023	APPROVED
495	DR RASHEEDA KANCHWALA	1200	05-07-2023	MADICAL LEAVE	04-07-2023	10-07-2023	APPROVED
496	DR B.P AGRAWAL	1212	07-07-2023	MADICAL LEAVE	04-04-2023	22-07-2023	APPROVED
497	DR S.G SWAMI	1225	10-07-2023	MADICAL LEAVE	08-07-2023	22-07-2023	APPROVED
498	MRS TANNO PIVAL	1227	11-07-2023	EARNED LEAVE	01-07-2023	15-07-2023	APPROVED
499	DR ARCHANA JAIN	1230	11-07-2023	EARNED LEAVE	31-07-2023	05-08-2023	APPROVED
500	DR PRAVEEN SHARMA	1282	17-07-2023	EARNED LEAVE	31-07-2023	11-08-2023	APPROVED
501	DR J.K JAIN	1295	18-07-2023	EARNED LEAVE	14-08-2023	23-08-2023	APPROVED
502	DR AZAD HASAN	1302	19-07-2023	EARNED LEAVE	24-07-2023	05-08-2023	APPROVED
503	DR S.G SWAMI	1369	01-08-2023	MADICAL LEAVE	29-07-2023	12-08-2023	APPROVED
504	DR ROSHAN BENJAMIN KHAN	1372	01-08-2023	MADICAL LEAVE	07-08-2023	08-08-2023	APPROVED
505	DR K.R MAGARDE	1458	07-08-2023	MADICAL LEAVE	07-08-2023	29-08-2023	APPROVED
506	DR ARCHANA AGRAWAL	1469	08-08-2023	MADICAL LEAVE	03-08-2023	05-08-2023	APPROVED
507	DR AJAY RAMMAYA	1487	09-08-2023	MADICAL LEAVE	10-08-2023	29-08-2023	APPROVED
508	PROF SANJAY GOYAL	1493	09-08-2023	PATERNITY LEAVE	16-08-2023	30-08-2023	APPROVED
509	DR B.P AGRAWAL	1504	12-08-2023	MADICAL LEAVE	08-08-2023	02-09-2023	APPROVED
510	DR ANITA ROY BATHAM	1513	16-08-2023	MADICAL LEAVE	17-08-2023	26-08-2023	APPROVED
511	DR ROSHAN BELZMIL	1537	21-08-2023	MADICAL LEAVE	22-08-2023	24-08-2023	APPROVED
512	DR SANJAY SOLANKI	1538	21-08-2023	MADICAL LEAVE	21-08-2023	26-08-2023	APPROVED
513	PROF RENUKA PATIDAR	1635	29-08-2023	MADICAL LEAVE	28-08-2023	06-09-2023	APPROVED
514	DR K.R MAGARDE	1699	08-09-2023	MADICAL LEAVE	08-09-2023	26-09-2023	APPROVED
515	DR MANISHA DANDVATE	1943	08-11-2023	EARNED LEAVE	20-11-2023	20-12-2023	APPROVED
516	MRS CHHOTI BAI	1945	08-11-2023	EARNED LEAVE	20-11-2023	25-11-2023	APPROVED
517	MR SWAPNIL NIKAM	2025	01-12-2023	EARNED LEAVE	14-12-2023	01-01-2024	APPROVED
518	DR SUSHILA SHRIVASTAV	2030	04-12-2023	MADICAL LEAVE	05-12-2023	23-12-2023	APPROVED
519	DR ANITA BATHAM	2040	05-12-2023	MADICAL LEAVE	06-12-2023	23-12-2023	APPROVED
520	DR M.D SOMANI	2049	06-12-2023	EARNED LEAVE	20-11-2023	02-12-2023	APPROVED
521	DR B.P AGRAWAL	2056	08-12-2023	MADICAL LEAVE	05-12-2023	26-12-2023	APPROVED
522	PROF MAHESHCHANDRA DALKE	2079	11-12-2023	EARNED LEAVE	05-01-2024	20-01-2024	APPROVED
523	MR DEEPAK KHADIKAR	2104	14-12-2023	EARNED LEAVE	20-12-2023	23-12-2023	APPROVED
524	PROF AARTI BAROTHIYA	2108	18-12-2023	MADICAL LEAVE	18-12-2023	23-12-2023	APPROVED

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.2 Leave Record of College Staff for the sessions 2017 to 2024 (page 17)

525	DR REKHA VERMA	2110	18-12-2023	EARNED LEAVE	11-12-2023	16-12-2023	APPROVED
526	DR S.G SWAMI	2112	18-12-2023	MADICAL LEAVE	16-12-2023	27-02-2023	APPROVED
527	DR SUNIL KHARE	2113	18-12-2023	MADICAL LEAVE	19-12-2023	23-12-2023	APPROVED
528	DR S.M.SALIM	2120	19-12-2023	MADICAL LEAVE	21-12-2023	30-12-2023	APPROVED
529	DR ROSHAN BELZMIL	2128	20-12-2023	EARNED LEAVE	21-12-2023	24-12-2023	APPROVED
530	DR DURGESHWARI SHAH	2137	21-12-2023	MADICAL LEAVE	21-12-2023	23-12-2023	APPROVED
531	DR REKHA VERMA	2165	28-12-2023	EARNED LEAVE	16-02-2023	28-02-2023	APPROVED
532	DR MANISH DANDVATE	2171	29-12-2023	MADICAL LEAVE	28-12-2023	06-01-2024	APPROVED
533	DR RASHEEDA KANCHWALA	2178	30-12-2023	MADICAL LEAVE	01-01-2024	06-01-2024	APPROVED
534	DR SUSHILA SHRIVASTAV	5	01-01-2024	MADICAL LEAVE	02-01-2024	25-01-2024	APPROVED
535	DR ANITA ROY BATHAM	15	02-01-2024	EARNED LEAVE	02-01-2024	15-01-2024	APPROVED
536	DR KUSUM ROY	48	04-01-2024	CHILD CARE LEAVE	15-01-2024	14-03-2024	APPROVED
537	MR ARVIND NETAAN	62	11-01-2024	MADICAL LEAVE	12-01-2024	13-01-2024	APPROVED
538	MR HEMANT JADAM	81	12-01-2024	EARNED LEAVE	30-01-2024	09-02-2024	APPROVED
539	MR AZAAD HASAN	96	16-01-2024	EARNED LEAVE	05-02-2024	29-02-2024	APPROVED
540	DR ARCHANA JAIN	98	16-01-2024	EARNED LEAVE	17-01-2024	20-01-2024	APPROVED
541	DR DURGESHWARI SHAH	101	17-01-2024	MADICAL LEAVE	17-01-2024	24-01-2024	APPROVED
542	DR DURGESHWARI SHAH	102	17-01-2024	EARNED LEAVE	05-02-2024	17-02-2024	APPROVED
543	MRS TANNO PIVAL	113	19-01-2024	MADICAL LEAVE	19-01-2024	20-01-2024	APPROVED
544	DR SAPNA MALVIY	223	19-01-2024	CHILD CARE LEAVE	22-01-2024	23-03-2024	APPROVED
545	MRS REKHA SHIVDE	128	23-01-2024	EARNED LEAVE	01-02-2024	09-02-2024	APPROVED

Principal
BHERULAL PATIDAR GOVT. P. G. COLLEGE, MHOW

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.3 Programmes for health and wellness of teaching and non-teaching staff : conduction of programme on mental health dated 07-10-2021(page 1)

स्टेट प्रोजेक्ट डायरेक्टोरेट, विश्व बैंक परियोजना
उच्च शिक्षा विभाग, मध्यप्रदेश (भोपाल फोन नं.- 0755-4001680)
192, एवीएन टॉवर, मेजनाइन फ्लोर, जोन -1, एम.पी.नगर भोपाल
ई-मेल : spdmpwb@gmail.com

क्रमांक 2813/ वि. बै.परि /2021, भोपाल, दिनांक 07 /10/2021

प्रति,

प्राचार्य,
शासकीय महाविद्यालय
संलग्न सूची अनुसार।

विषयः– अंतर्राष्ट्रीय मानसिक स्वास्थ्य दिवस के उपलक्ष्य में मानसिक स्वास्थ्य पर संवेदीकरण कार्यक्रम।

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विषयांतर्गत लेख है कि प्रत्येक वर्ष 10 अक्टूबर को अंतर्राष्ट्रीय मानसिक स्वास्थ्य दिवय मनाया जाता है। कोविड पश्चात् परिदृश्य में मानसिक स्वास्थ्य की महत्ता को देखते हुए उच्च शिक्षा विभाग द्वारा शिक्षण संस्थानों में सामान्य मानसिक रोगों पर संवेदीकरण हेतु कार्यशाला आयोजित करने का निर्णय लिया गया है। विवरण निम्नानुसार है –

दिनांक– 09 अक्टूबर 2021
समय– 03:00 से 04:30
कार्यक्रम की लिंक– tinyurl.com/y5rnho4c

(दीपक सिंह)
अपर आयुक्त
उच्च शिक्षा, म.प्र.
भोपाल, दिनांक 07 /10/2021

क्रमांक 2814 / वि. बै.परि /2021
प्रतिलिपि : -
1. क्षेत्रीय अतिरिक्त संचालक, उच्च शिक्षा की ओर सूचनार्थ।
2. गार्ड फाईल की ओर संधारण हेतु।

अपर आयुक्त
उच्च शिक्षा, म.प्र.

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.3 Programmes for health and wellness of teaching and non-teaching staff : conduction of programme on mental health dated 07-10-2021 (page 2)

LIST OF 200 Colleges

S.No.	College Code	Division	District	CollegeName
1	2301	Indore	Indore	Govt. Holkar Science College, Indore
2	3302	Jabalpur	Jabalpur	Govt Mahakaushal Arts and Commerce College Jabalpur
2	305	Gwalior	Gwalior	Govt Kamlaraje Girls P G College Gwalior
3	1002	Sagar	Sagar	Govt PG girls college Sagar
4	2303	Indore	Indore	Mata Jijabai Girls PG college, Indore
5	2803	Bhopal	Bhopal	Govt Sarojini Naidu Girls P G College Bhopal
6	601	Gwalior	Guna	Govt P G College Guna
7	1001	Sagar	Sagar	Govt. Arts & Commerce College Sagar
8	2304	Indore	Indore	Govt. M.L.B. PG Girls College Indore
9	3101	Bhopal	Betul	Govt Jaywanti Haksar P G College, Betul
11	304	Gwalior	Gwalior	Excellence college Gwalior
12	2801	Bhopal	Bhopal	Govt Adarsh Motilal Vigyan Mahavidyalaya Bhopal
13	303	Gwalior	Gwalior	Govt Srimant Madhavrao SindhiaScience College Gwalior
14	2403	Indore	Badwani	Govt P G College Badwani
15	3301	Jabalpur	Jabalpur	Govt. Science College, Jabalpur
16	2302	Indore	Indore	Gov Arts and Commerce College Indore
17	302	Gwalior	Gwalior	Govt Girls P G College, Morar
18	2201	Indore	Dhar	Maharaja Bhoj Govt. PG COLLEGE DHAR
19	3303	Jabalpur	Jabalpur	Govt. M H College Jabalpur
20	1201	Rewa	Satna	Govt PG College, Satna
21	2806	Bhopal	Bhopal	Geetanjali Govt. Girls PG College, Bhopal
22	2812	Bhopal	Bhopal	Institute for excellence Bhopal
23	1302	Rewa	Rewa	Govt Thakur Ranmat Singh College Rewa
24	2313	Indore	Indore	Govt Arts and Commerce College, Rau
25	3601	Jabalpur	Chhindwara	Govt. PG College, chhindwara
26	1812	Ujjain	Ujjain	Govt Madhav Science College Ujjain
27	2802	Bhopal	Bhopal	Govt. MLB Girls PG College, Bhopal
28	1303	Rewa	Rewa	Govt Girls P G College Rewa
29	1601	Ujjain	Mandsour	Rajiv Gandhi Govt. P.G. College Mandsaur
30	3701	Jabalpur	Seoni	Govt P G College, Seoni
31	1811	Ujjain	Ujjain	Govt Madhav Arts and Commerce College Ujjain
32	2701	Bhopal	Vidisha	Govt Girls College Vidisha
33	2807	Bhopal	Bhopal	Govt. Benazir College, Bhopal
34	3001	Bhopal	Raisen	Govt Swami Vivekanand College Raisen
35	603	Gwalior	Ashoknagar	Govt Nehru PG College, Ashoknagar
36	3201	Bhopal	Hoshangabad	Govt Narmada College Hoshangabad
37	2901	Bhopal	Sehore	Chandra Shekhar Azad Gov College Sehore
38	501	Gwalior	Shivpuri	Govt. Shri Madhavrao Scindia PG Coll Shivpuri
39	3401	Jabalpur	Narsinghpur	Govt P G College narshingpur
40	1101	Sagar	Damoh	Gov PG College Damoh
41	3307	Jabalpur	Jabalpur	Govt College Panagar Jabalpur
42	2804	Bhopal	Bhopal	Govt. Hamidia PG College Bhopal
43	801	Sagar	Chhatarpur	Gov Maharaja College Chatarpur
44	3202	Bhopal	Hoshangabad	Govt Home Science Girls P G College Hoshangabad
45	3501	Jabalpur	Mandla	Rani Durgawati PG college, Mandla
46	1701	Ujjain	Ratlam	Govt Arts and Science P G College Ratlam
47	901	Sagar	Panna	Govt Chhatrasal P G College Panna
48	2307	Indore	Indore	Bherulal Patidar Govt P G College, Mhow
49	3801	Jabalpur	Balaghat	Jata Shankar Trivedi Govt PG College Balaghat
50	1603	Ujjain	Neemuch	Swami Vivekanand Govt P G College Neemuch
51	1205	Rewa	Satna	Govt Vivekanand College Maihar
52	1801	Ujjain	Ujjain	Govt Girls PG College Ujjain
53	2501	Indore	Khandwa	Govt Shri Nilkantheshwar P G College Khandwa
54	3602	Jabalpur	Chhindwara	Rajmata Sindhiya Govt Girls College Chhindwara

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.3 Programmes for health and wellness of teaching and non-teaching staff : conduction of programme on mental health dated 07-10-2021 (page 3)

55	401	Gwalior	Datia	Govt P G College Datia
56	701	Sagar	Tikamgarh	Govt P G College Tikamgarh
57	2001	Ujjain	Dewas	Govt Krishnajirao Pawar P G College Dewas
58	1202	Rewa	Satna	Govt Girls PG College Satna
59	1501	Rewa	Sidhi	Govt Sanjay Gandhi Smrati College, Sidhi
60	2101	Indore	Jhabua	Govt Shahid Chandrshekhar P G College Jhabua
61	2401	Indore	Khargone	Govt P G College, Khargone
62	2808	Bhopal	Bhopal	Govt Arts & Commerce College Malviya Hostel, Bhopal
63	606	Gwalior	Guna	Govt Girls College, Chachoda, Guna
64	2902	Bhopal	Sehore	Govt Girls College Sehore
65	2601	Bhopal	Rajgarh	Govt College Rajgarh
66	2905	Bhopal	Sehore	S.B.S. Govt College Ashta sehore
67	3006	Bhopal	Raisen	Govt College, Obedullaganj
68	106	Gwalior	Morena	Govt college Jaura, Morena
69	502	Gwalior	Shivpuri	Govt Girls College Shivpuri
70	3603	Jabalpur	Chhindwara	GOV DEGREE COLLEGE TAMIA DISTT. CHHINDWARA
71	3004	Bhopal	Raisen	Pandit Deendayal Upadhyay Govt Coll Begamganj
72	2810	Bhopal	Bhopal	Govt Swami Vivekanand College,Berasiya,Bhopal
73	605	Gwalior	Ashoknagar	maharaja Bhoj Govt. PG COLLEGE DHAR
74	101	Gwalior	Morena	Govt.PG College.Morena
75	1005	Sagar	Sagar	Govt College Banda, Sagar
76	1008	Sagar	Sagar	Govt P G College, Rehli
77	1808	Ujjain	Ujjain	Govt College Tarana
78	609	Gwalior	Guna	Govt College Raghogarh Guna
79	3306	Jabalpur	Jabalpur	Govt Girls College, Ranjhi, Jabalpur
80	1103	Sagar	Damoh	Govt College Hata Damoh
81	207	Gwalior	Bhind	Govt College, Mehgaon, Bhind
82	604	Gwalior	Ashoknagar	Govt Ganesh Shankar Vidyarthi College Mungawali
83	2004	Ujjain	Dewas	Govt College, Kannod, Dewas
84	705	Sagar	Tikamgarh	Govt College Prithvipur
85	307	Gwalior	Gwalior	Govt Bhagawat Sahay College, Gwalior
86	2410	Indore	Khargone	Govt College Bhikangaon, Khargone
87	3802	Jabalpur	Balaghat	Govt Kamla Nehru Arts College, Balaghat
88	3212	Bhopal	Hoshangabad	Govt Arts, Comm and Sci College, Sukhtawa
89	3002	Bhopal	Raisen	Govt Girls College, Raisen
90	2203	Indore	Dhar	Gov College Manavar Dhar
91	503	Gwalior	Shivpuri	Govt Chhatrasal College Pichhore
92	2702	Bhopal	Vidisha	Govt Sanjay Gandhi Smrati College Ganjbasoda, Vidisha
93	2103	Indore	Alirajpur	Govt PG College Alirajpur
94	802	Sagar	Chhatarpur	Govt Girls College, Chhatarpur
95	3003	Bhopal	Raisen	Govt College Bareli Raisen
96	2404	Indore	Badwani	Govt Girls College, Badwani
97	3609	Jabalpur	Chhindwara	Govt Science College Pandurna Chhindwara
98	1506	Rewa	Singrauli	Govt College, Baidhan
99	1406	Rewa	Shahdol	RK Shukla Smriti Govt. P.G. College Beohari Shahdol
100	3102	Bhopal	Betul	GOVT. GIRLS COLLEGE BETUL
101	1102	Sagar	Damoh	Govt Kamla Nehru Girls College, Damoh
102	3708	Bhopal	Betul	Govt College, Shahpur, Betul
103	3604	Jabalpur	Chhindwara	Govt Pench Valley College Parasiya
104	2205	Indore	Dhar	Govt College, Badnawar, Dhar
105	201	Gwalior	Bhind	Govt M J S P G College Bhind
106	1104	Sagar	Damoh	Govt College Pathariya
107	3104	Bhopal	Betul	Govt College Bhaisdehi, Betul
108	3210	Bhopal	Hoshangabad	Govt Mahatma Gandhi Smrati College Itarsi, Hoshangabad
109	3607	Jabalpur	Chhindwara	Govt Arts College, Sausar, Chhindwara
110	2605	Bhopal	Rajgarh	Govt Swami Vivekanand College Sarangpur, Rajgarh

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.3 Programmes for health and wellness of teaching and non-teaching staff : conduction of programme on mental health dated 07-10-2021 (page 4)

111	804	Sagar	Chhatarpur	Raja Harpalsingh Govt College Harpalpur Chhatarpur
112	1805	Ujjain	Ujjain	Govt Vikram College Khachrod Ujjain
113	3807	Jabalpur	Balaghat	Govt College Lanji
114	1004	Sagar	Sagar	Govt Nehru College Deori, Sagar
115	2503	Indore	Burhanpur	Govt Jawaharlal Nehru College, Nepanagar, Burhanpur
116	3211	Bhopal	Hoshangabad	Govt Girls College, Itarsi, Hoshangabad
117	3610	Jabalpur	Chhindwara	Govt College Bichhua Chhindwara
118	3505	Jabalpur	Mandla	Govt. College Nainpur, Mandla
119	3310	Jabalpur	Katni	Govt Tilak College Katni
120	2206	Indore	Dhar	Shri Rajendra Suri Govt. College Saradarpur-Rajgarh
121	3304	Jabalpur	Jabalpur	Govt M K B Arts and Commerce College Jabalpur
122	2105	Indore	Jhabua	Govt Mahaveer College, Petlawad, Jhabua
123	2607	Bhopal	Rajgarh	Govt College Khilchipur
124	803	Sagar	Chhatarpur	Govt Chhatrasal Maharaja College, Maharajpur, Chhatarpur
125	2312	Indore	Indore	Govt New Law College, Indore
126	3805	Jabalpur	Balaghat	Govt College, Paraswada, Balaghat
127	1009	Sagar	Sagar	Govt. Post Graduate College Garhakota, Sagar
128	301	Gwalior	Gwalior	Govt shyamlal pandaviya college, morar,gwalior
129	2802	Indore	Indore	Govt College, Depalpur, Indore
130	3704	Jabalpur	Seoni	Govt Arts and Commerce College, Kewlari, Seoni
131	1304	Rewa	Rewa	Govt Madhav Sadashiv Rao Golbalkar College, Rewa
132	1010	Sagar	Sagar	Govt. College, Khurai, Sagar
133	1301	Rewa	Rewa	Govt Model Adarsh Science College Rewa
134	2309	Indore	Indore	Govt College, Sanwer, Indore
135	703	Sagar	Tikamgarh	Govt College Niwari Tikamgarh
136	3504	Jabalpur	Dindori	Govt Chandravijay College Dindhori
137	2502	Indore	Khandwa	Govt Girls College Khandwa
138	3203	Bhopal	Hoshangabad	Govt P G college Pipariya
139	2407	Indore	Khargone	Govt College Mandaleshwar, Khargone
140	1409	Rewa	Annooppur	Govt College Kotma Anooppur
141	3804	Jabalpur	Balaghat	Govt Shankarlal Patel Arts & Law College Waraseoni Balaghat
142	1306	Rewa	Rewa	Govt Shahid Kedarnath College Mauganj, Rewa
143	1907	Ujjain	Shajapur	Govt College Kalapipal
144	3507	Jabalpur	Mandla	Govt College, Bhuabichhiya, Mandla
145	3402	Jabalpur	Narsinghpur	Govt Shyamsundar Mushran Girls College, Narsinghpur
146	2202	Indore	Dhar	Govt Girls College Dhar
147	3706	Jabalpur	Seoni	GOVT. DEGREE COLLEGE CHHAPARA
148	1901	Ujjain	Shajapur	Govt Balkrishna Sharma Navin P G College, Shajapur
149	3206	Bhopal	Hoshangabad	Govt Kusum College, Seonimalwa
150	1407	Rewa	Shahdol	Govt Arts and Comm College, Jaysinghnagar, Shahdol
151	1507	Rewa	Sidhi	Govt. arts and Commerce College, Majhauli, Sidhi
152	1807	Ujjain	Ujjain	Govt College, Mahidpur, Ujjain
153	3207	Bhopal	Harda	Govt Arts and Commerce College Harda
154	3703	Jabalpur	Seoni	Swami Vivekanand Govt College Lakhanadon Seoni
155	1006	Sagar	Sagar	Govt. PG College Bina
156	2204	Indore	Dhar	Govt College Kukshi Dhar
157	2107	Indore	Alirajpur	Govt College, Bhawra, Alirajpur
158	1308	Rewa	Rewa	Govt Thakur Someshwar Singh College, Naigarhi, Rewa
159	1402	Rewa	Shahdol	Govt Indira Gandhi Home Science College Shahdol
160	1307	Rewa	Rewa	Govt. S.V. college Teonthar
161	1904	Ujjain	Agar Malwa	Govt Nehru P G College, Agarmalwa, Shajapur
162	1502	Rewa	Sidhi	Govt. Girls PG College Sidhi
163	3309	Jabalpur	Jabalpur	Govt Shyam Sundar Agrawal College Sihora, Jabalpur

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.3 Programmes for health and wellness of teaching and non-teaching staff : conduction of programme on mental health dated 07-10-2021 (page 5)

164	2305	Indore	Indore	Govt Nirbhay Singh Patel Science College, Indore
165	2402	Indore	Khargone	Govt Girls College Khargone
166	1802	Ujjain	Ujjain	Govt Kalidas Girls College, Ujjain
167	1404	Rewa	Shahdol	Govt Nehru Degree College, Budhar
168	2012	Ujjain	Dewas	Govt Science College, Dewas
169	2007	Ujjain	Dewas	Govt College, Hatpipalya, Dewas
170	1203	Rewa	Satna	Govt College Amarpatan, Satna
171	1705	Ujjain	Ratlam	Govt College Sailana
172	2412	Indore	Badwani	Govt College, Niwali, Badwani
173	1704	Ujjain	Ratlam	Govt Bhagatsingh P G College, Jaora
174	1408	Rewa	Annooppur	Govt Tulsi College, Anooppur
175	103	Gwalior	Shivpuri	Govt College Sheopur
176	1905	Ujjain	Shajapur	Govt Jawaharlal Nehru Smrati College Shujalpur
177	2603	Bhopal	Rajgarh	Netaji Subhashchandra Bose Govt College, Biora
178	1604	Ujjain	Neemuch	SRJ GOVT. GIRLS P.G. COLLEGE NEEMUCH
179	3605	Jabalpur	Chhindwara	Govt College, Junardev , Chhindwara
180	1706	Ujjain	Ratlam	Govt College Alot Ratlam
181	2002	Ujjain	Dewas	Girls college Dewas
182	1412	Rewa	Annooppur	Govt Degree College, Pushparajgarh, Anooppur
183	1804	Ujjain	Ujjain	Govt College Badnagar, Ujjain
184	1806	Ujjain	Ujjain	Govt Arts Science Commerce College, Nagda, Ujjain
185	2208	Indore	Dhar	Govt College, Dhamnod, Dhar
186	3809	Jabalpur	Balaghat	Govt College, Malajkhand, Balaghat
187	2405	Indore	Khargone	Govt College, Badwaha
188	1702	Ujjain	Ratlam	Govt Girls College ratlam
189	3403	Jabalpur	Narsinghpur	Govt P G College Gadarwada Narsinghpur
190	1413	Rewa	Annooppur	Govt College, Jaithari, Anooppur
191	1908	Ujjain	Agar Malwa	Govt College, Nalkheda, Agar
192	3311	Jabalpur	Katni	Govt Girls College, Katni
193	3806	Jabalpur	Balaghat	Govt College Katangi Balaghat
194	1615	Ujjain	Mandsour	Govt College Suwasra
195	2411	Indore	Badwani	Govt College, Sendhawa
196	2805	Bhopal	Bhopal	Govt P G College, BHEL
197	2707	Bhopal	Vidisha	Govt College, Vidisha
198	2904	Bhopal	Sehore	Govt College, Nasrullaganj, Sehore
199	3208	Bhopal	Timrani	Govt College Timrani
200	2705	Bhopal	Vidisha	Govt Lal Bahadur Shastri College, Sironj

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.4 Sample of Annual Appreciation Letter for Outstanding Employee Contributions. Session 2020-21





2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.4 Sample of Annual Appreciation Letter for Outstanding Employee Contributions. Session 2021-22



कार्यालय, अनुविभागीय अधिकारी (राजस्व) डॉ. अम्बेडकर नगर, महू

प्रशंसा– पत्र

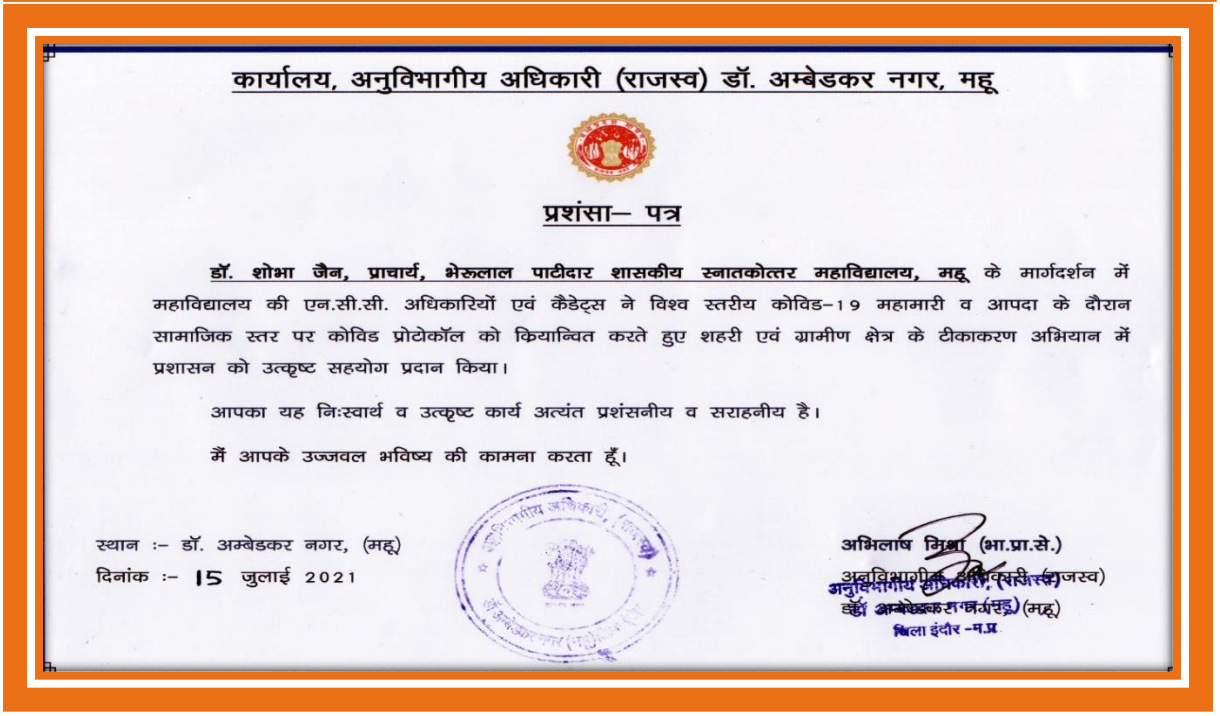
मेजर डॉ. संजय सोहनी, प्राध्यापक भूगोल एवं एन.सी.सी. अधिकारी, भेरूलाल पाटीदार शासकीय स्नातकोत्तर महाविद्यालय, महू ने विश्व स्तरीय कोविड–19 महामारी व आपदा के दौरान सामाजिक स्तर पर कोविड प्रोटोकॉल को कियान्वित करते हुए शहरी एवं ग्रामीण क्षेत्र के टीकाकरण अभियान में प्रशासन को उत्कृष्ट सहयोग प्रदान किया।

आपका यह निःस्वार्थ व उत्कृष्ट कार्य अत्यंत प्रशंसनीय व सराहनीय है।

मैं आपके उज्जवल भविष्य की कामना करता हूँ।

स्थान :– डॉ. अम्बेडकर नगर, (महू)
दिनांक :– 15 जुलाई 2021

अभिलाष मिश्रा (भा.प्रा.से.)
अनुविभागीय अधिकारी (राजस्व)
डॉ. अम्बेडकर नगर, (महू)
जिला इंदौर –म.प्र.



कार्यालय, अनुविभागीय अधिकारी (राजस्व) डॉ. अम्बेडकर नगर, महू

प्रशंसा– पत्र

डॉ. शोभा जैन, प्राचार्य, भेरूलाल पाटीदार शासकीय स्नातकोत्तर महाविद्यालय, महू के मार्गदर्शन में महाविद्यालय की एन.सी.सी. अधिकारियों एवं कैडेट्स ने विश्व स्तरीय कोविड–19 महामारी व आपदा के दौरान सामाजिक स्तर पर कोविड प्रोटोकॉल को कियान्वित करते हुए शहरी एवं ग्रामीण क्षेत्र के टीकाकरण अभियान में प्रशासन को उत्कृष्ट सहयोग प्रदान किया।

आपका यह निःस्वार्थ व उत्कृष्ट कार्य अत्यंत प्रशंसनीय व सराहनीय है।

मैं आपके उज्जवल भविष्य की कामना करता हूँ।

स्थान :– डॉ. अम्बेडकर नगर, (महू)
दिनांक :– 15 जुलाई 2021

अभिलाष मिश्रा (भा.प्रा.से.)
अनुविभागीय अधिकारी (राजस्व)
डॉ. अम्बेडकर नगर, (महू)
जिला इंदौर –म.प्र.

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.4 Sample of Annual Appreciation Letter for Outstanding Employee Contributions. Session 2021-22





2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.4 Sample of Annual Appreciation Letter for Outstanding Employee Contributions. Session 2022-23





2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2022-2023(Page 1)

कार्यालय आयुक्त उच्च शिक्षा मध्यप्रदेश शासन
सतपुड़ा भवन भोपाल 462004

1316
1317

क्रमांक—/145/आउशि/बजट/2022 भोपाल, दिनांक 01/9/2022

प्रति,

प्राचार्य,
शासकीय महाविद्यालय,
(नीचे उल्लेखित अनुसार) मध्यप्रदेश

विषय—"योजना कमांक 0798 एवं 6066 अन्तर्गत वर्दी मद में बजट आवंटन— वित्तीय वर्ष 2022—23 ।

—0—

उपरोक्त विषय में योजना कमांक 0798—कला, विज्ञान एवं वाणिज्य महाविद्यालय तथा 6066—संस्कृत महाविद्यालय योजना अन्तर्गत वर्दी मद में निम्नलिखित शासकीय महाविद्यालयों को उनके नाम के समक्ष अंकित अनुसार बजट आवंटन जारी किया जाता है :—

SN o	Name of College	Place	District	Letter No. And Date	Demand Rs.	Proposed Rs.	Segment Code
1	2	3	4	5	6	7	8
1	Govt College	Kotma	Anooppur	446/26.04.22	14043	14043	0103
2	Govt College	Niwali	Badwani	674/18.07.22	2000	2000	0102
3	Govt P G College	Sendhwa	Badwani	485/22.04.22	3991	3991	0102
4	Govt M L B Girls P G College	Bhopal	Bhopal	1342/30.07.22	133168	133000	0102
5	Govt Hamidiya Arts and Commerce College	Bhopal	Bhopal	3553/18.07.22	90000	90000	0102
6	Govt Arts College	Sausar	Chhindwara	232/06.08.22	12000	12000	0102
7	Govt Sanskrit College	Gwalior	Gwalior	88/21.7.22	10000	10000	0101* (6066)
8	Govt Arts and Commerce College	Mohna	Gwalior	72/16.07.22	15475	12000	0103
9	Govt Nirbhay Singh Patel Science College	Indore	Indore	536/19.07.22	67600	45600	0102
10	Bherulal Patidar Govt P G College	Mhow	Indore	2208/21.07.22	38500	33000	0102
11	Govt Arts and Commerce College	Rau	Indore	903/4.8.22	Nil	9000	0102
12	Govt Shyam Sundar Agrawal College	Sihora	Jabalpur	68/21.04.22	26400	26400	0103
13	GOVT College	Narsinghgarh	Rajgarh	630/18.08.22	21000	21000	0102
14	Govt Girls P G College	Rewa	Rewa	139/28.04.22	42000	42000	0102
15	Govt Girls College	Sehore	Sehore	830/16.08.22	18000	15000	0102
16	Govt Shrimant Maharaja Madhav Rao Sindhiya College	Kolaras	Shivpuri	26/23.04.22	8000	8000	0103
17	Govt Bhanmal Bhimraj Sanskrit College	Ujjain	Ujjain	344/28.06.22	6000	6000	0101* (6066)
Total					508177	483034	

1/3

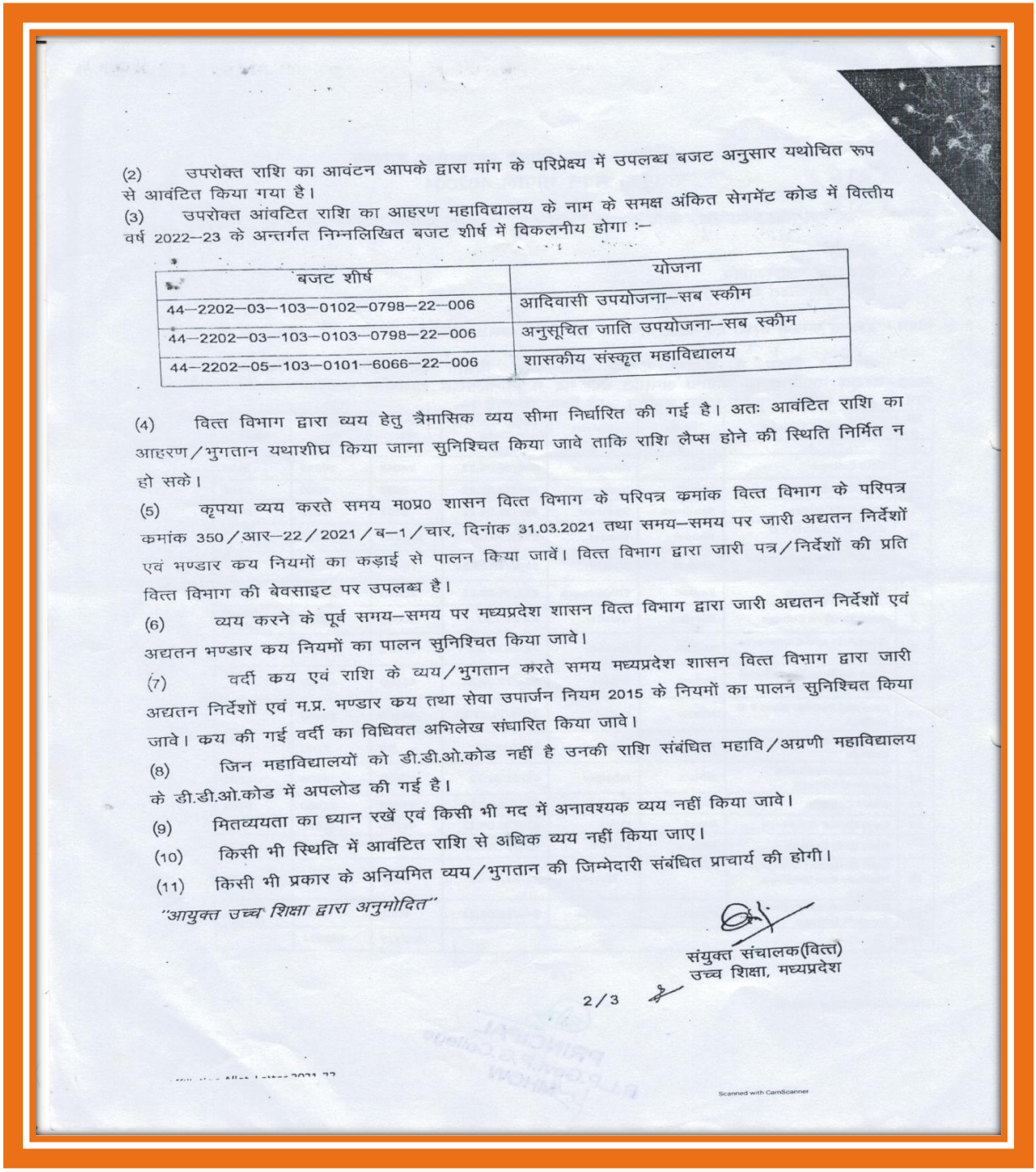
Affiliation Allot. Letter 2021-22

PRINCIPAL
B.L.P.Govt.P.G.College
MHOW

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2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2022-2023(Page 2)



(2) उपरोक्त राशि का आवंटन आपके द्वारा मांग के परिप्रेक्ष्य में उपलब्ध बजट अनुसार यथोचित रूप से आवंटित किया गया है।

(3) उपरोक्त आंवटित राशि का आहरण महाविद्यालय के नाम के समक्ष अंकित सेगमेंट कोड में वित्तीय वर्ष 2022–23 के अन्तर्गत निम्नलिखित बजट शीर्ष में विकलनीय होगा :–

बजट शीर्ष	योजना
44–2202–03–103–0102–0798–22–006	आदिवासी उपयोजना–सब स्कीम
44–2202–03–103–0103–0798–22–006	अनुसूचित जाति उपयोजना–सब स्कीम
44–2202–05–103–0101–6066–22–006	शासकीय संस्कृत महाविद्यालय

(4) वित्त विभाग द्वारा व्यय हेतु त्रैमासिक व्यय सीमा निर्धारित की गई है। अतः आवंटित राशि का आहरण/भुगतान यथाशीघ्र किया जाना सुनिश्चित किया जावे ताकि राशि लैप्स होने की स्थिति निर्मित न हो सके।

(5) कृपया व्यय करते समय म0प्र0 शासन वित्त विभाग के परिपत्र कमांक वित्त विभाग के परिपत्र कमांक 350/आर–22/2021/ब–1/चार, दिनांक 31.03.2021 तथा समय–समय पर जारी अद्यतन निर्देशों एवं भण्डार कय नियमों का कड़ाई से पालन किया जावें। वित्त विभाग द्वारा जारी पत्र/निर्देशों की प्रति वित्त विभाग की बेवसाइट पर उपलब्ध है।

(6) व्यय करने के पूर्व समय–समय पर मध्यप्रदेश शासन वित्त विभाग द्वारा जारी अद्यतन निर्देशों एवं अद्यतन भण्डार कय नियमों का पालन सुनिश्चित किया जावे।

(7) वर्दी कय एवं राशि के व्यय/भुगतान करते समय मध्यप्रदेश शासन वित्त विभाग द्वारा जारी अद्यतन निर्देशों एवं म.प्र. भण्डार कय तथा सेवा उपार्जन नियम 2015 के नियमों का पालन सुनिश्चित किया जावे। कय की गई वर्दी का विधिवत अभिलेख संधारित किया जावे।

(8) जिन महाविद्यालयों को डी.डी.ओ.कोड नहीं है उनकी राशि संबंधित महावि/अग्रणी महाविद्यालय के डी.डी.ओ.कोड में अपलोड की गई है।

(9) मितव्ययता का ध्यान रखें एवं किसी भी मद में अनावश्यक व्यय नहीं किया जावे।

(10) किसी भी स्थिति में आवंटित राशि से अधिक व्यय नहीं किया जाए।

(11) किसी भी प्रकार के अनियमित व्यय/भुगतान की जिम्मेदारी संबंधित प्राचार्य की होगी।

"आयुक्त उच्च शिक्षा द्वारा अनुमोदित"

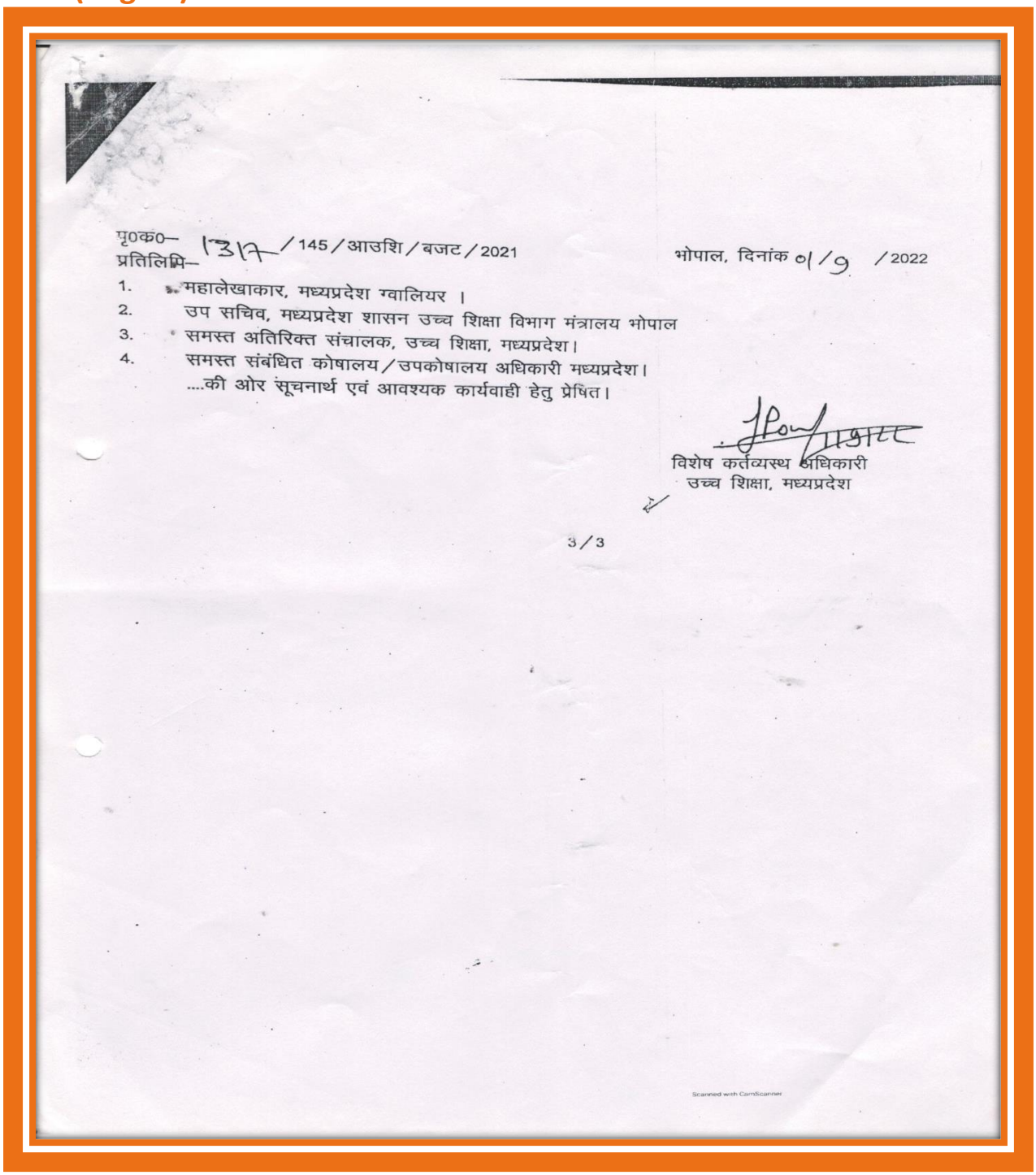
संयुक्त संचालक(वित्त)
उच्च शिक्षा, मध्यप्रदेश

2/3

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2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2022-2023(Page 3)



पृ0क0– 1317 /145/आउशि/बजट/2021 भोपाल, दिनांक 01/9 /2022
प्रतिलिपि–

1. महालेखाकार, मध्यप्रदेश ग्वालियर ।
2. उप सचिव, मध्यप्रदेश शासन उच्च शिक्षा विभाग मंत्रालय भोपाल
3. समस्त अतिरिक्त संचालक, उच्च शिक्षा, मध्यप्रदेश।
4. समस्त संबंधित कोषालय/उपकोषालय अधिकारी मध्यप्रदेश।

....की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

विशेष कर्तव्यस्थ अधिकारी
उच्च शिक्षा, मध्यप्रदेश

3/3

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2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2022-2023(Page 4)



HEAD OFFICE-
M.P. STATE CO-OPERATIVE CONSUMERS FEDERATION LTD. BHOPAL
REGIONAL OFFICE,-KOTHARI MARKET
1St. FLOOR, M.G. ROAD, INDORE
PHONE : 0731-2543877, FAX : 0731-2543877
H. O. PHONE : 0755-2779881

CONSFED

मुख्यालय–म.प्र. राज्य सहकारी उपभोक्ता संघ मर्यादित, भोपाल
मुख्यालय दूरभाष : 0755–2779881
क्षेत्रिय कार्यालय–कोठारी मार्केट
प्रथम तल एम.जी. रोड़, इन्दौर
दूरभाष / फेक्स : 0731–2543877

GSTIN : 23AAAAM5188N5Z4

Our Bank : IDBI Bank
Ac. No. : 0245104000077224
IFSC-Code : IBKL0000245

Our Bank : Punjab National Bank
Ac. No. : 0213002100056253 (I.N.R.)
RTGS/NEFT-IFS-Code : PUNB0021300

Bill

Principal Bherulal Patidar Government P.G. College, Mhow					Bill No.	575
District - indore (M.P.)					Date	27/09/2022
	Against Order No. 2732	Date	20/09/2022	Memo Type : Credit		
S.N	Product Name		Qty	Rate	Unit	Amount
1	Purush Vardi (Pent, Shirt)		16	1428.00	Per set	22848.00
2	Mahila Vardi (Sadi, Blouse Piece, Peticoat)		6	1428.00	Per set	8568.00
	(As Per Branch Specification)					
				Total		31416.00
				C GST	2.50%	785.40
				S GST	2.50%	785.40
				I GST		0.00
	Sixteen thousand one hundre seventy one only			Grand Total		32986.80

Certified that the articles have been received, checked and entered in stock Book No. S. Reg. G page No. 84 for and fit for payment for Rs. 32986.80
Thirty Two Thousand Nine hundred eighty Six only
H.O.D.

Passed for Payment Rs. 32986/-
In words : Thirty two thousand nine hundred eighty six only
Principal
BLP Govt. P.G. College, Mhow

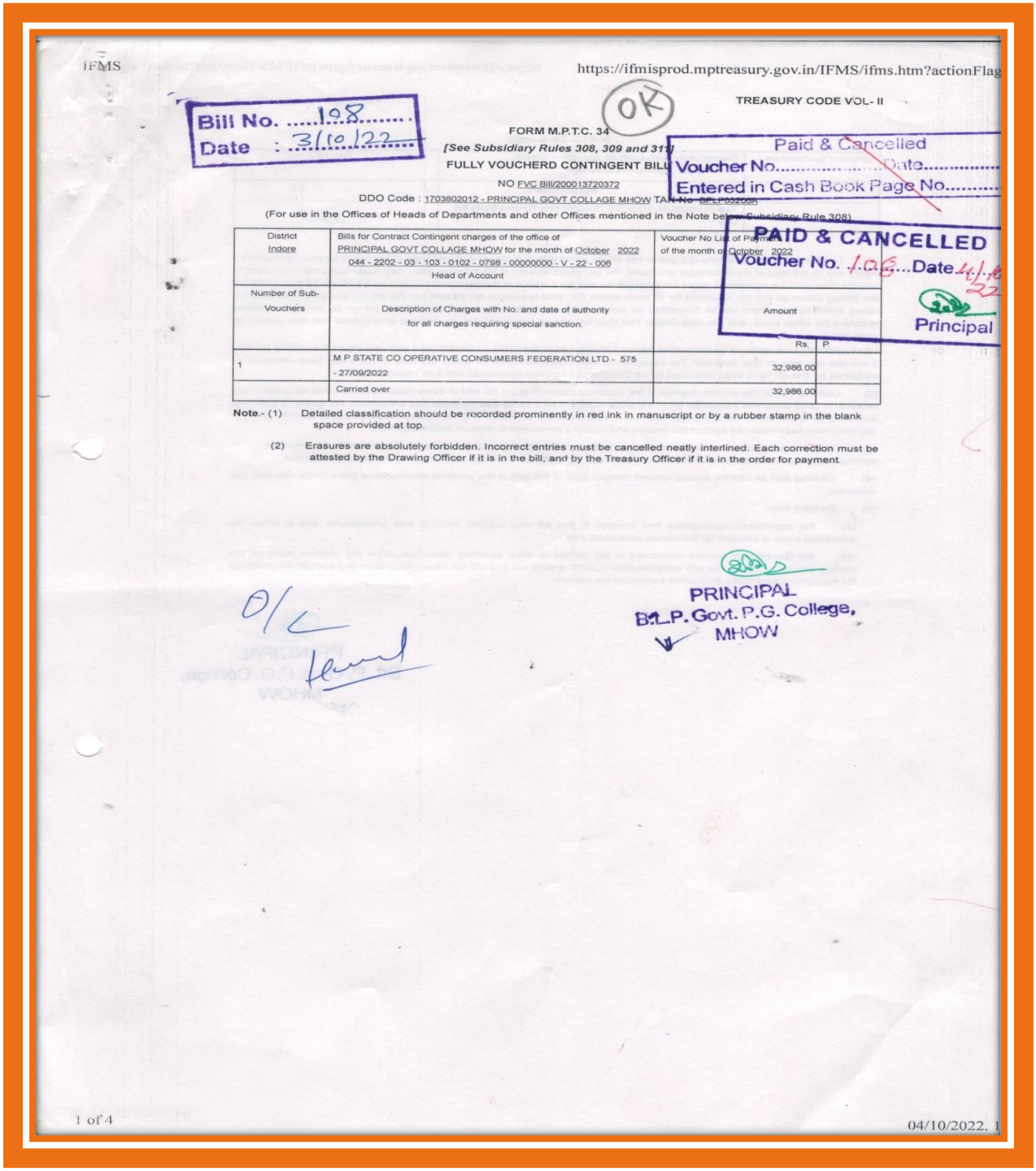
1. E.& O.E. accepted bas
2. Goods once sold will not a
3. Payment Please only A/C payee cheque or by draft
4. If the Payment not received within 15 days interest will be charged @ 18%p
5. Please make the payment of bill after confirmation of goods which is given above.
6. Complaints if any perting to Quality, Rates, etc may be reported/inevitable to MPSCF Indore within 30 day from the date of received of goods or release of of payment which is earlier. of payment which is earlier.
7. Subject to Indore Jurcidiction Only.

1. Goods received is good condition & quantity which in enter in the bill.
2. Payment release after getting inspection reports otherwise all responsibility of you

Accountant Section In Charge

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2022-2023(Page 5)



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Bill No. 108
Date : 3/10/22

OK

TREASURY CODE VOL- II

FORM M.P.T.C. 34
[See Subsidiary Rules 308, 309 and 311]
FULLY VOUCHERD CONTINGENT BILL

Paid & Cancelled
Voucher No.....Date.....
Entered in Cash Book Page No.....

NO FVC Bill/200013720372

DDO Code : 1703802012 - PRINCIPAL GOVT COLLAGE MHOW TAN No- BPLP03208A

(For use in the Offices of Heads of Departments and other Offices mentioned in the Note below Subsidiary Rule 308)

PAID & CANCELLED
Voucher No. 106 Date 4.1.22
Principal

District Indore	Bills for Contract Contingent charges of the office of PRINCIPAL GOVT COLLAGE MHOW for the month of October 2022 044 - 2202 - 03 - 103 - 0102 - 0798 - 00000000 - V - 22 - 006 Head of Account	Voucher No List of Pa... of the month of October 2022
Number of Sub-Vouchers	Description of Charges with No. and date of authority for all charges requiring special sanction.	Amount Rs. P.
1	M P STATE CO OPERATIVE CONSUMERS FEDERATION LTD - 575 - 27/09/2022	32,986.00
	Carried over	32,986.00

Note.- (1) Detailed classification should be recorded prominently in red ink in manuscript or by a rubber stamp in the blank space provided at top.

(2) Erasures are absolutely forbidden. Incorrect entries must be cancelled neatly interlined. Each correction must be attested by the Drawing Officer if it is in the bill, and by the Treasury Officer if it is in the order for payment.

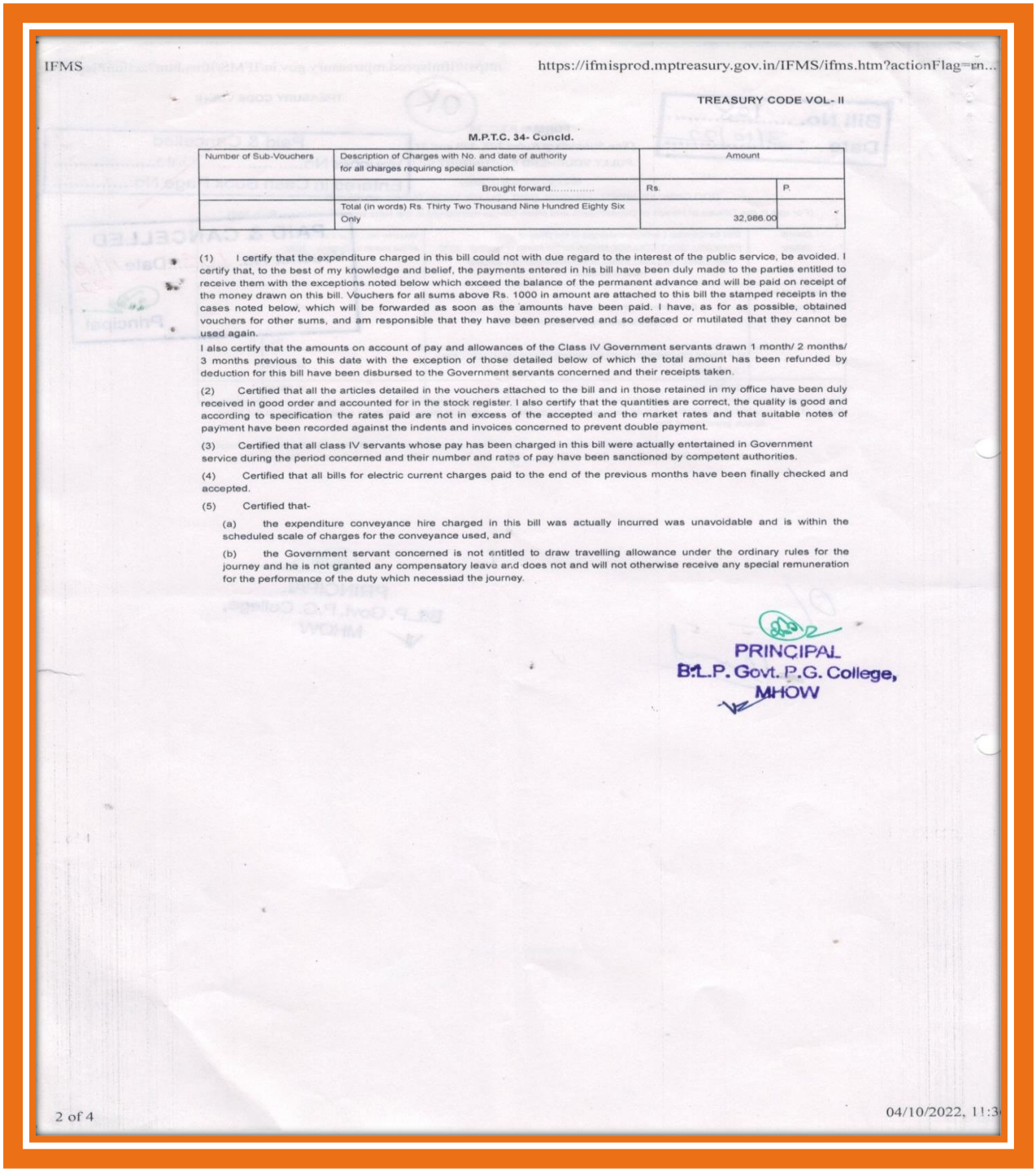
PRINCIPAL
B.L.P. Govt. P.G. College,
MHOW

O/C

1 of 4 04/10/2022, 1

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2022-2023(Page 6)



IFMS https://ifmisprod.mptreasury.gov.in/IFMS/ifms.htm?actionFlag=en...

TREASURY CODE VOL- II

M.P.T.C. 34- Concld.

Number of Sub-Vouchers	Description of Charges with No. and date of authority for all charges requiring special sanction.	Amount	
	Brought forward.....	Rs.	P.
	Total (in words) Rs. Thirty Two Thousand Nine Hundred Eighty Six Only	32,986.00	

(1) I certify that the expenditure charged in this bill could not with due regard to the interest of the public service, be avoided. I certify that, to the best of my knowledge and belief, the payments entered in his bill have been duly made to the parties entitled to receive them with the exceptions noted below which exceed the balance of the permanent advance and will be paid on receipt of the money drawn on this bill. Vouchers for all sums above Rs. 1000 in amount are attached to this bill the stamped receipts in the cases noted below, which will be forwarded as soon as the amounts have been paid. I have, as for as possible, obtained vouchers for other sums, and am responsible that they have been preserved and so defaced or mutilated that they cannot be used again.

I also certify that the amounts on account of pay and allowances of the Class IV Government servants drawn 1 month/ 2 months/ 3 months previous to this date with the exception of those detailed below of which the total amount has been refunded by deduction for this bill have been disbursed to the Government servants concerned and their receipts taken.

(2) Certified that all the articles detailed in the vouchers attached to the bill and in those retained in my office have been duly received in good order and accounted for in the stock register. I also certify that the quantities are correct, the quality is good and according to specification the rates paid are not in excess of the accepted and the market rates and that suitable notes of payment have been recorded against the indents and invoices concerned to prevent double payment.

(3) Certified that all class IV servants whose pay has been charged in this bill were actually entertained in Government service during the period concerned and their number and rates of pay have been sanctioned by competent authorities.

(4) Certified that all bills for electric current charges paid to the end of the previous months have been finally checked and accepted.

(5) Certified that-

(a) the expenditure conveyance hire charged in this bill was actually incurred was unavoidable and is within the scheduled scale of charges for the conveyance used, and

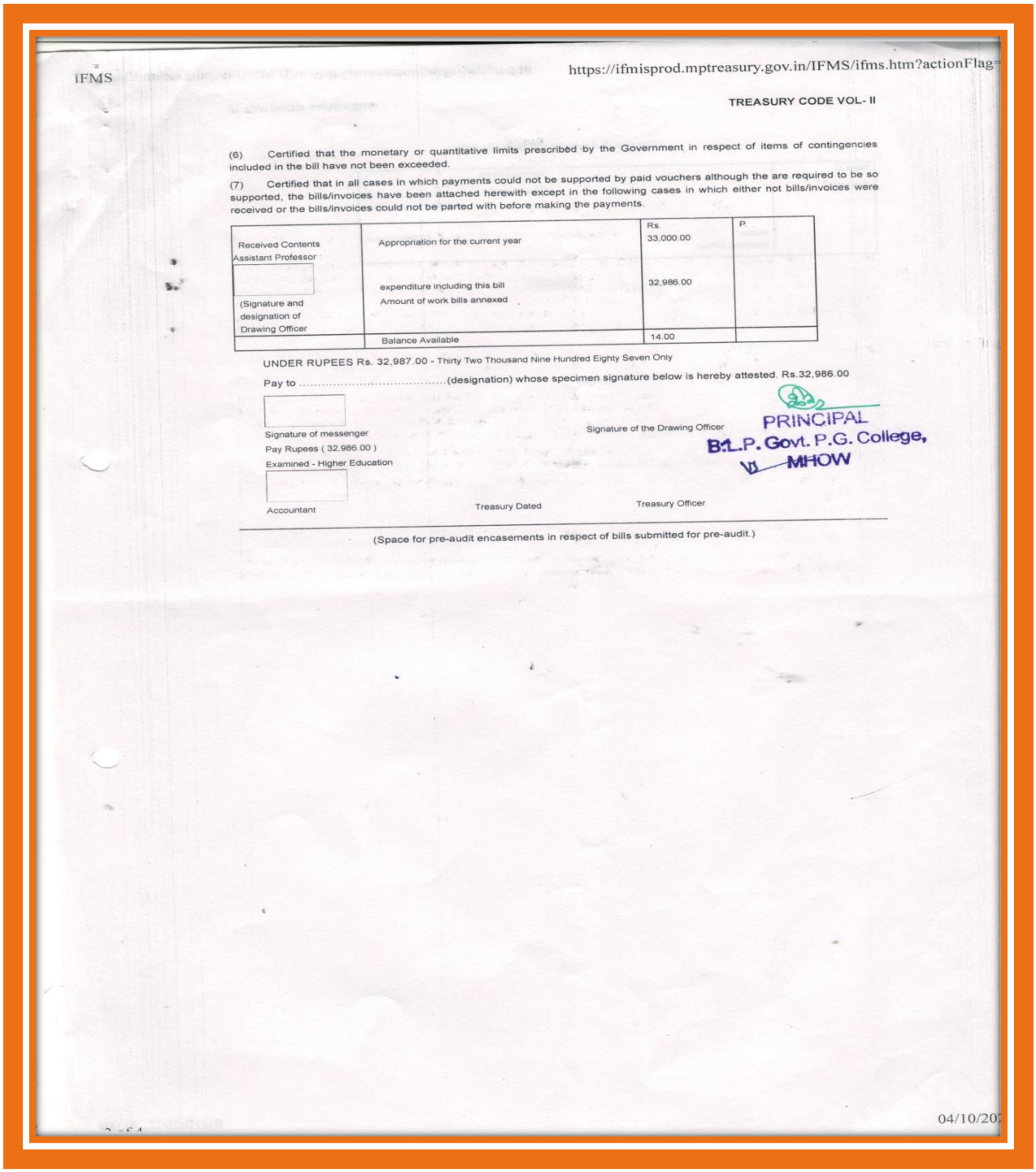
(b) the Government servant concerned is not entitled to draw travelling allowance under the ordinary rules for the journey and he is not granted any compensatory leave and does not and will not otherwise receive any special remuneration for the performance of the duty which necessiad the journey.

PRINCIPAL
B.L.P. Govt. P.G. College,
MHOW

2 of 4 04/10/2022, 11:3

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2022-2023(Page 7)



IFMS https://ifmisprod.mptreasury.gov.in/IFMS/ifms.htm?actionFlag=

TREASURY CODE VOL- II

(6) Certified that the monetary or quantitative limits prescribed by the Government in respect of items of contingencies included in the bill have not been exceeded.

(7) Certified that in all cases in which payments could not be supported by paid vouchers although the are required to be so supported, the bills/invoices have been attached herewith except in the following cases in which either not bills/invoices were received or the bills/invoices could not be parted with before making the payments.

		Rs.	P.
Received Contents Assistant Professor	Appropriation for the current year	33,000.00	
(Signature and designation of Drawing Officer	expenditure including this bill Amount of work bills annexed	32,986.00	
	Balance Available	14.00	

UNDER RUPEES Rs. 32,987.00 - Thirty Two Thousand Nine Hundred Eighty Seven Only

Pay to .....(designation) whose specimen signature below is hereby attested. Rs.32,986.00

Signature of messenger

Pay Rupees (32,986.00)

Examined - Higher Education

Signature of the Drawing Officer

PRINCIPAL
B.L.P. Govt. P.G. College,
MHOW

Accountant

Treasury Dated

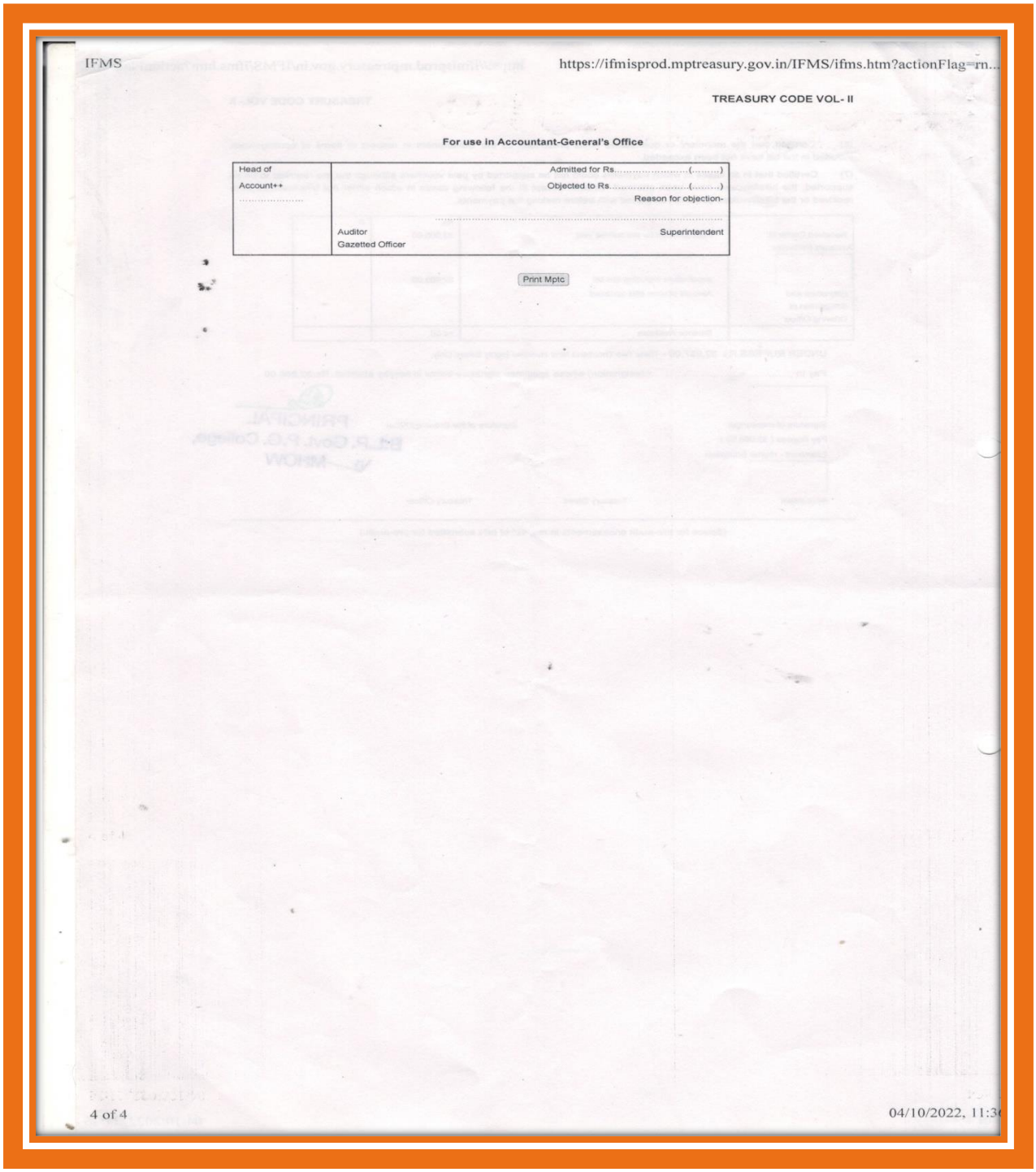
Treasury Officer

(Space for pre-audit encasements in respect of bills submitted for pre-audit.)

04/10/202

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2022-2023(Page 8)



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TREASURY CODE VOL- II

For use in Accountant-General's Office

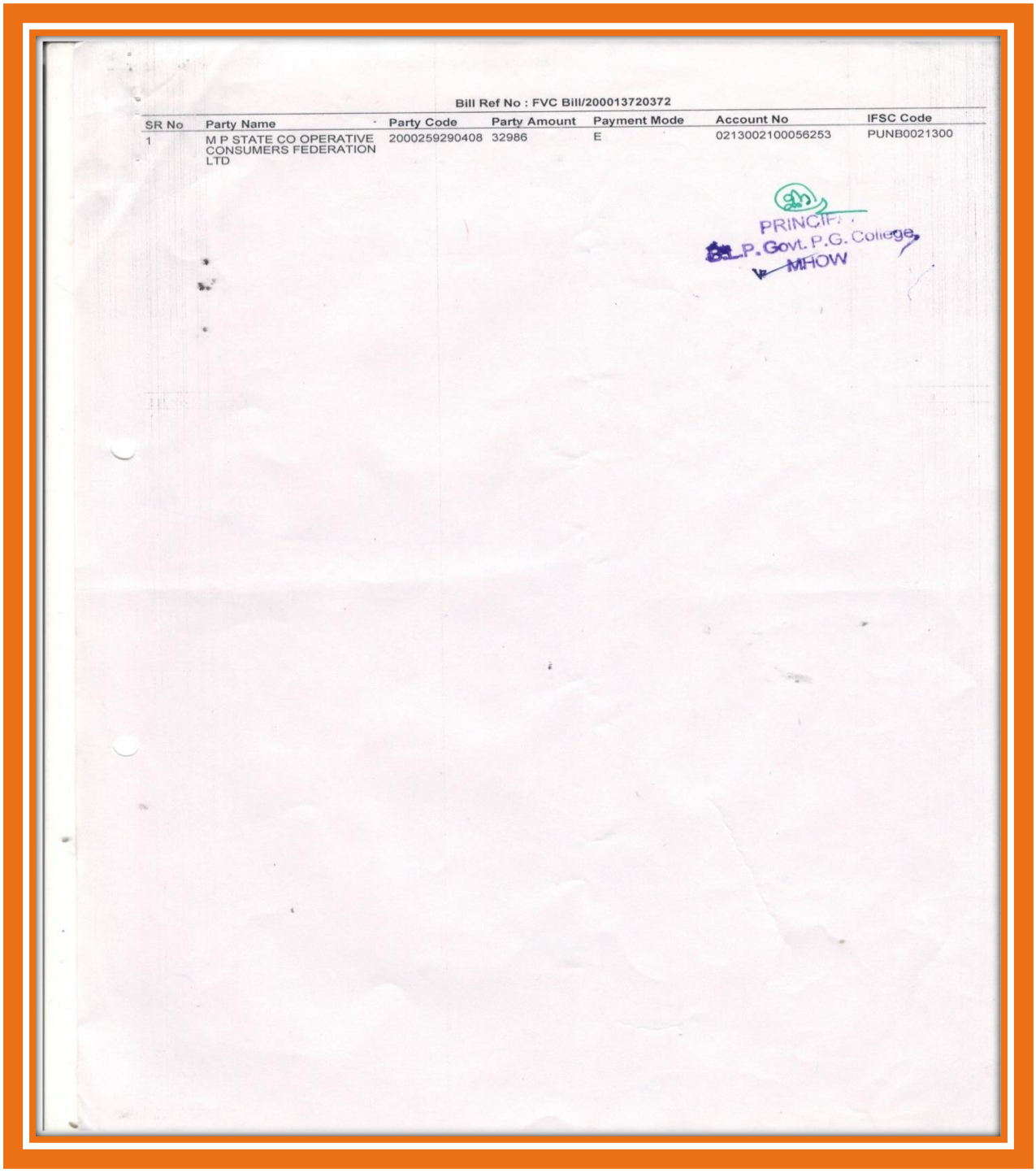
Head of Account++	Admitted for Rs.....(.....) Objected to Rs.....(.....) Reason for objection- ..... Auditor / Gazetted Officer — Superintendent

Print Mptc

4 of 4 04/10/2022, 11:3

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2022-2023(Page 9)



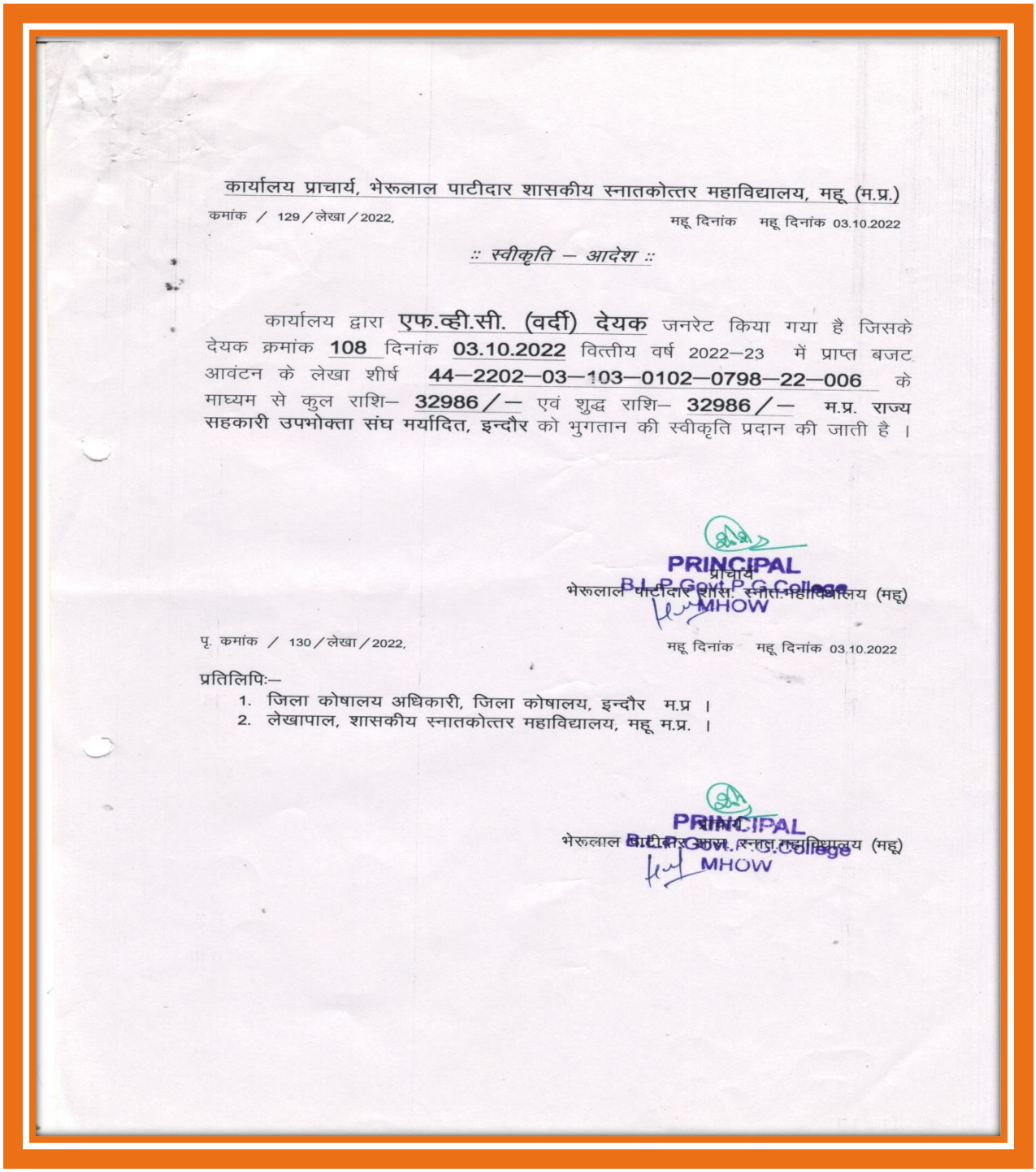
Bill Ref No : FVC Bill/200013720372

SR No	Party Name	Party Code	Party Amount	Payment Mode	Account No	IFSC Code
1	M P STATE CO OPERATIVE CONSUMERS FEDERATION LTD	2000259290408	32986	E	0213002100056253	PUNB0021300

PRINCIPAL
P. Govt. P.G. College,
MHOW

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2022-2023(Page 10)



कार्यालय प्राचार्य, भेरूलाल पाटीदार शासकीय स्नातकोत्तर महाविद्यालय, महू (म.प्र.)

कमांक / 129 / लेखा / 2022, महू दिनांक महू दिनांक 03.10.2022

:: स्वीकृति – आदेश ::

कार्यालय द्वारा **एफ.व्ही.सी. (वर्दी) देयक** जनरेट किया गया है जिसके देयक क्रमांक **108** दिनांक **03.10.2022** वित्तीय वर्ष 2022–23 में प्राप्त बजट आवंटन के लेखा शीर्ष **44–2202–03–103–0102–0798–22–006** के माध्यम से कुल राशि– **32986 / –** एवं शुद्ध राशि– **32986 / –** **म.प्र. राज्य सहकारी उपभोक्ता संघ मर्यादित, इन्दौर** को भुगतान की स्वीकृति प्रदान की जाती है ।

PRINCIPAL
B.L.P.Govt.P.G.College
MHOW

प्राचार्य
भेरूलाल पाटीदार शास. स्नात. महाविद्यालय (महू)

पृ. कमांक / 130 / लेखा / 2022, महू दिनांक महू दिनांक 03.10.2022

प्रतिलिपिः–

1. जिला कोषालय अधिकारी, जिला कोषालय, इन्दौर म.प्र ।
2. लेखापाल, शासकीय स्नातकोत्तर महाविद्यालय, महू म.प्र. ।

PRINCIPAL
B.L.P.Govt.P.G.College
MHOW

प्राचार्य
भेरूलाल पाटीदार शास. स्नात. महाविद्यालय (महू)

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5Effective welfare measures for non-teaching staff Session 2021-2022(Page 1)

कार्यालय आयुक्त उच्च शिक्षा मध्यप्रदेश शासन
सतपुड़ा भवन भोपाल 462004

क्रमांक– 781 /112/आउशि/बजट/2021 भोपाल, दिनांक 23/06/21

प्रति,

प्राचार्य,
शासकीय महाविद्यालय,
(नीचे उल्लेखित अनुसार) मध्यप्रदेश

विषय–"योजना कमांक 0798 एवं 6066 अन्तर्गत वर्दी मद में बजट आवंटन– वित्तीय वर्ष 2021–22

उपरोक्त विषय में योजना कमांक 0798–कला, विज्ञान एवं वाणिज्य महाविद्यालय तथा 6066–संस्कृत महाविद्यालय योजना अन्तर्गत वर्दी मद में निम्नलिखित शासकीय महाविद्यालयों को उनके नाम के समक्ष अंकित अनुसार बजट आवंटन जारी किया जाता है :–

SN o	Name of College	Place	District	Letter No. And Date	Allotment Rs.	Segment Code
1	Govt Nehru P G College	Agarmalwa	Agarmalwa	40/10.5.21	18192	0103
2	Swamy Vivekanand Govt College	Susner	Agarmalwa	22/11.5.21	6458	0103
3	Govt College	Alirajpur	Alirajpur	370/11.5.21	13500	0102
4	Govt Nehru P G College	Ashoknagar	Ashoknagar	149/15.5.21	21000	0103
5	Govt Ganesh Shankar Vidyarthi College	Mungawali	Ashoknagar	222/11.5.21	5000	0103
6	Govt Girls College	Badwani	Badwani	494/11.5.21	9000	0102
7	Govt College	Niwali	Badwani	335/11.5.21	2000	0102
8	Govt College	Rajpur	Badwani	134/11.5.21	20000	0102
9	Govt P G College	Sendhwa	Badwani	530/19.5.21	14332	0102
10	Govt Jatashankar Trivedi College	Balaghat	Balaghat	968/17.5.21	59780	0102
11	Govt Kamla Nehru Arts College	Balaghat	Balaghat	31/15.5.21	16000	0102
12	Govt College	Lanji	Balaghat	283/13.05.21	25400	0102
13	Govt College	Paraswada	Balaghat	60/17.5.21	12500	0102
14	Govt Shankarlal Patel Arts & Law College	Waraseoni	Balaghat	514/12.5.21	18000	0102
15	Govt Dr Bhimrao Ambedkar College	Amla	Betul	115/27.5.21	12060	0102
16	Govt College	Athner	Betul	695/12.5.21	6000	0102

Affiliation Allot. Letter 2021-22

23/06/2021

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2021-2022(Page 2)

46	Govt College	Dharampuri	Dhar	296/10.5.21	15000	0102
47	Govt College	Manawar	Dhar	378/12.4.21	7200	0102
48	Shri Rajendra Suri Govt. College Saradarpur-Rajgarh	Sardarpur	Dhar	44/18.5.21	9000	0102
49	Govt Chandravijay College	Dindori	Dindori	42/12.5.21	12000	0102
50	Govt College	Shahpura	Dindori	200/11.5.21	9000	0102
51	Govt Girls College	Chachoda	Guna	107/19.5.21	7080	0101
52	Govt College	Raghogarh	Guna	29/17.5.21	25000	0101
53	Govt Vrinda Sahay College	Dabra	Gwalior	475/13.05.21	12000	0101
54	Govt Virangna Jhalkari Bai Girls College	Gwalior	Gwalior	763/12.5.21	16800	0101
55	Govt Sanskrit College	Gwalior	Gwalior	405/12.5.21	25000	0101* (6066)
56	Govt Arts and Commerce College	Mohna	Gwalior	49/13.05.21	11100	0101
57	Govt P Gcollege	Pipariya	Hoshangabad	1126/20.5.21	30000	0101
58	Govt Kusum College	Seonimalwa	Hoshangabad	500/13-05-21	11500	0101
59	Shri Atal Bihari Vajpai Govt Arts and Commerce College	Indore	Indore	1362/17.5.21	60000	0101
60	Bherulal Patidar Govt P G College	Mhow	Indore	1632/13-05-21	35000	0101
61	Govt Science College	Jabalpur	Jabalpur	78/13.5.21	70000	0101
62	Govt M H College of Home Science & Science for Women	Jabalpur	Jabalpur	94/12.5.21	106835	0101
63	Govt M K B Arts and Commerce College	Jabalpur	Jabalpur	101/17.5.21	33000	0101
64	Govt College Ordinance Factory	Khamriya	Jabalpur	52/13.05.21	10000	0101
65	Shobha Singh Yadav, Govt College	Patan	Jabalpur	39/13.05.21	12000	0101
66	Govt Girls College	Ranjhi	Jabalpur	Q1/13.5.21	15000	0101
67	Govt Shyam Sundar Agrawal College	Sihora	Jabalpur	64/11.5.21	25000	0101
68	Govt College	Thandla	Jhabua	245/12.5.21	20000	0102
69	Govt College	Barhi	Katni	23/12.5.21	11000	0101
70	Govt Tilak College	Katni	Katni	1379/13.05.18	24000	0101
71	Govt College	Sleemanabad	Katni	16/18.5.21	9000	0101

Affiliation Allot. Letter 2021-22

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2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2021-2022(Page 3)

130	Govt College	Devsar	Singrauli	40/12.5.21	9000	0101
131	Govt Arts Science Commerce College	Nagda	Ujjain	54/11.5.21	18000	0103
132	Govt Girls PG College	Ujjain	Ujjain	58/12.5.21	17000	0103
133	Govt Bhanmal Bhimraj Sanskrit College	Ujjain	Ujjain	283/12.5.21	6000	0101* (6066)
134	Govt College	Umariya	Umariya	559/21.5.21	27700	0102
135	Govt College	Virsinghpurpali	Umariya	4189/17.5.21	15000	0102
136	Govt Girls College	Ganjbasoda	Vidisha	211/11.6.21	12500	0101
137	Govt Lal Bahadur Shastri College	Sironj	Vidisha	21/12.05.21	22000	0101
	Total				2930484	

(2) उपरोक्त राशि का आवंटन आपके द्वारा मांग के परिप्रेक्ष्य में उपलब्ध बजट अनुसार यथोचित रूप से आवंटित किया गया है।

(3) उपरोक्त आवंटित राशि का आहरण महाविद्यालय के नाम के समक्ष अंकित सेगमेंट कोड में वित्तीय वर्ष 2021–22 के अन्तर्गत निम्नलिखित बजट शीर्ष में विकलनीय होगा :–

बजट शीर्ष	योजना
44–2202–03–103–0101–0798–22–006	उच्च शिक्षा–सामान्य
44–2202–03–103–0102–0798–22–006	आदिवासी उपयोजना–सब स्कीम
44–2202–03–103–0103–0798–22–006	अनुसूचित जाति उपयोजना–सब स्कीम
44–2202–05–103–0101–6066–22–006	शासकीय संस्कृत महाविद्यालय

(4) वित्त विभाग द्वारा व्यय हेतु त्रैमासिक व्यय सीमा निर्धारित की गई है। अतः आवंटित राशि का आहरण/भुगतान यथाशीघ्र किया जाना सुनिश्चित किया जावे ताकि राशि लैप्स होने की स्थिति निर्मित न हो सके।

(5) कृपया व्यय करते समय म0प्र0 शासन वित्त विभाग के परिपत्र कमांक वित्त विभाग के परिपत्र कमांक 350/आर–22/2021/ब–1/चार, दिनांक 31.03.2021 तथा समय–समय पर जारी अद्यतन निर्देशों एवं भण्डार कय नियमों का कड़ाई से पालन किया जावें। वित्त विभाग द्वारा जारी पत्र/निर्देशों की प्रति वित्त विभाग की वेवसाइट पर उपलब्ध है।

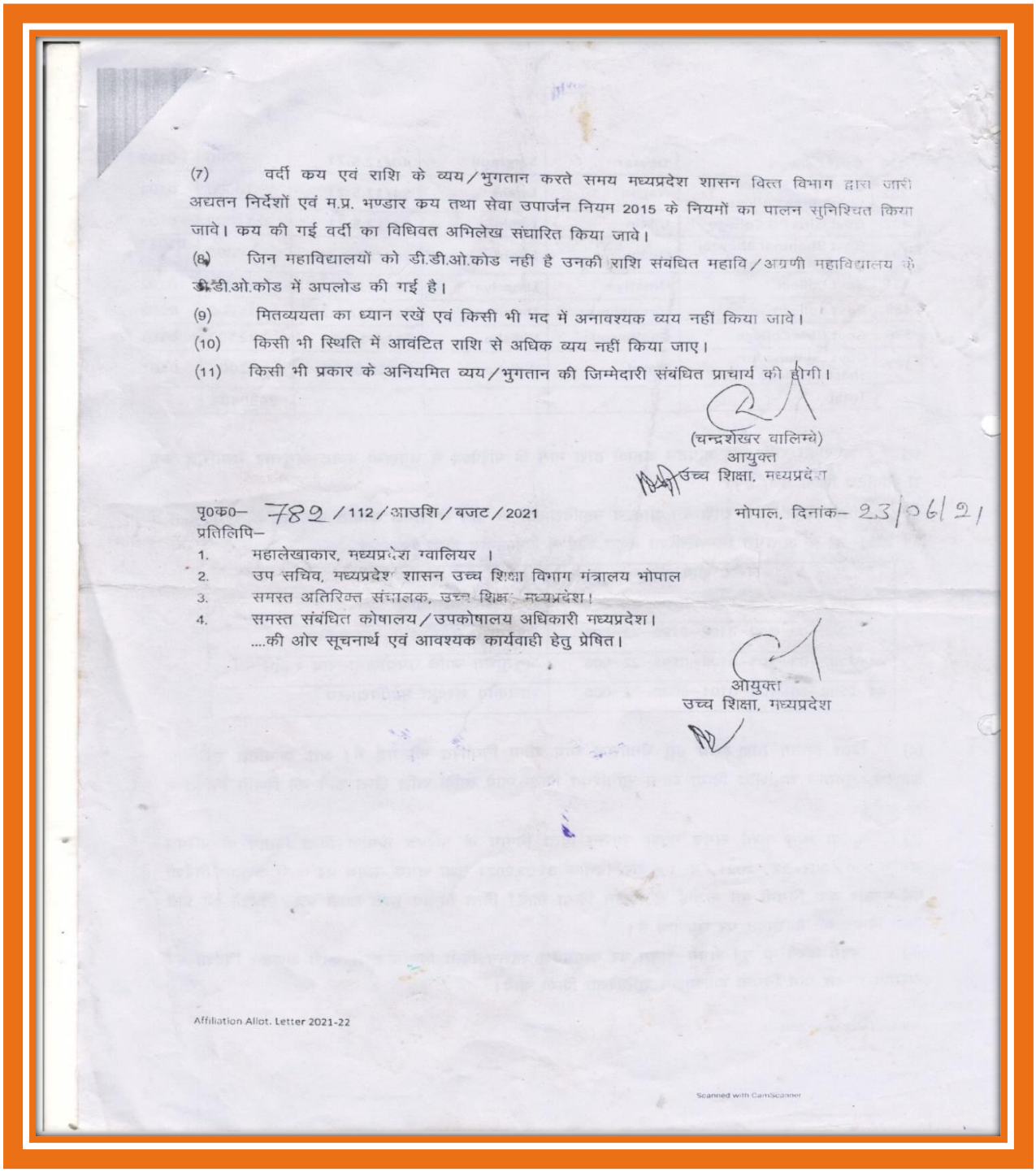
(6) व्यय करने के पूर्व समय–समय पर मध्यप्रदेश शासन वित्त विभाग द्वारा जारी अद्यतन निर्देशों एवं अद्यतन भण्डार कय नियमों का पालन सुनिश्चित किया जावे।

Affiliation Allot. Letter 2021-22

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2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2021-2022(Page 4)



(7) वर्दी कय एवं राशि के व्यय/भुगतान करते समय मध्यप्रदेश शासन वित्त विभाग द्वारा जारी अद्यतन निर्देशों एवं म.प्र. भण्डार कय तथा सेवा उपार्जन नियम 2015 के नियमों का पालन सुनिश्चित किया जावे। कय की गई वर्दी का विधिवत अभिलेख संधारित किया जावे।

(8) जिन महाविद्यालयों को डी.डी.ओ.कोड नहीं है उनकी राशि संबंधित महावि/अग्रणी महाविद्यालय के डी.डी.ओ.कोड में अपलोड की गई है।

(9) मितव्ययता का ध्यान रखें एवं किसी भी मद में अनावश्यक व्यय नहीं किया जावे।

(10) किसी भी स्थिति में आवंटित राशि से अधिक व्यय नहीं किया जाए।

(11) किसी भी प्रकार के अनियमित व्यय/भुगतान की जिम्मेदारी संबंधित प्राचार्य की होगी।

(चन्द्रशेखर वालिम्बे)
आयुक्त
उच्च शिक्षा, मध्यप्रदेश

पृ0क0– 782 /112/आउशि/बजट/2021 भोपाल, दिनांक– 23/06/21

प्रतिलिपि–

1. महालेखाकार, मध्यप्रदेश ग्वालियर ।
2. उप सचिव, मध्यप्रदेश शासन उच्च शिक्षा विभाग मंत्रालय भोपाल
3. समस्त अतिरिक्त संचालक, उच्च शिक्षा, मध्यप्रदेश।
4. समस्त संबंधित कोषालय/उपकोषालय अधिकारी मध्यप्रदेश।

....की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

आयुक्त
उच्च शिक्षा, मध्यप्रदेश

Affiliation Allot. Letter 2021-22

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2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2021-2022(Page 5)



REGIONAL OFFICE
M.P. STATE CO-OPERATIVE CONSUMERS FEDERATION LTD. REGIONAL OFFICE
GANDHI HALL, M.G. ROAD, INDORE
PHONE : 0731-2543877, FAX : 0731-2543877
H. O. PHONE : 0755-2779881
TIN : 23409002137 GSTIN-23AAAAM5188N5Z4

CONSFED

म.प्र. राज्य सहकारी उपभोक्ता संघ मर्यादित, गांधी हॉल प्रागंण, इन्दौर
दूरभाष / फेक्स : 0731-2543877
मुख्यालय दूरभाष : 0755-2779881

Our Bank : IDBI Bank
Ac. No. : 0245104000077224
IFSC-Code : IBKL0000245

Our Bank : Punjab National Bank
Ac. No. : 0213002100056253 (I.N.R.)
RTGS/NEFT-IFS-Code : PUNB0021300

Bill

Principal Bherulal Patidar Government P.G. College, Mhow — Bill No. 7951/3877
District - Indore (M.P.) — Date 30/07/2021
Against Order No. 2497 Date 29/07/2021 Memo Type : Credit

S.No	Product Name	Qty	Rate	Unit	Amount
1	Purush Vardi (Pent, Shirt)	16	1515.00	Per set	24240.00
2	Mahila Vardi (Sadi, Blouse Piece, Peticoat)	6	1515.00	Per set	9090.00
	(As Per Branch Specification)				
			Total		33330.00
			C GST	2.50%	833.25
			S GST	2.50%	833.25
			I GST		0.00
	Thirty Four Thousand Nine Hundred Ninety Six Only		Grand Total		34996.50

Passed For Payment ₹ 34996/-
In words ₹ Thirty four thousand nine hundred ninety six only
B.L.P.C

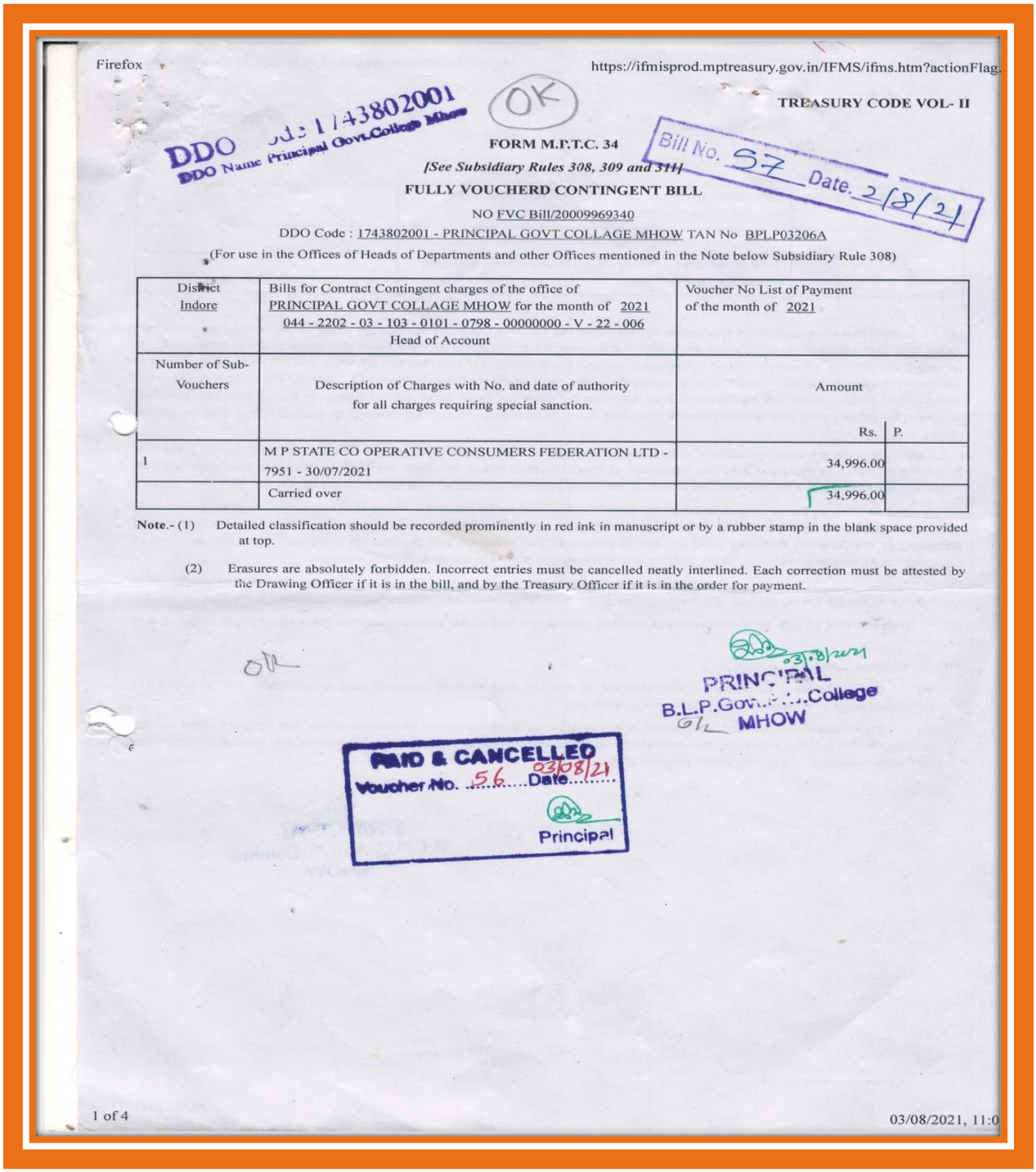
1. E.& O.E. accepted bas
2. Goods once sold will not a
3. Payment Please only A/C payee cheque or by draft
4. If the Payment not received within 15 days interest will be charged @ 18%p
5. Please make the payment of bill after confirmation of goods which is given above.
6. Complaints if any perting to Quality, Rates, etc may be reported/inevitable to MPSCF Indore within 30 day from the date of received of goods or release of of payment which is earlier. of payment which is earlier.
7. Subject to Indore Jurcidiction Only.

1. Goods received is good condition & quantity which in enter in the bill.
2. Payment release after getting inspection reports otherwise all responsibility of you

Accountant Section In Charge

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2021-2022(Page 6)



Firefox https://ifmisprod.mptreasury.gov.in/IFMS/ifms.htm?actionFlag.

DDO Cd.: 1743802001
DDO Name Principal Govt.College Mhow

OK

TREASURY CODE VOL- II

FORM M.P.T.C. 34

[See Subsidiary Rules 308, 309 and 311]

Bill No. 57 Date. 2/8/21

FULLY VOUCHERD CONTINGENT BILL

NO FVC Bill/20009969340

DDO Code : 1743802001 - PRINCIPAL GOVT COLLAGE MHOW TAN No BPLP03206A

(For use in the Offices of Heads of Departments and other Offices mentioned in the Note below Subsidiary Rule 308)

District Indore	Bills for Contract Contingent charges of the office of PRINCIPAL GOVT COLLAGE MHOW for the month of 2021 044 - 2202 - 03 - 103 - 0101 - 0798 - 00000000 - V - 22 - 006 Head of Account	Voucher No List of Payment of the month of 2021	
Number of Sub-Vouchers	Description of Charges with No. and date of authority for all charges requiring special sanction.	Amount Rs.	P.
1	M P STATE CO OPERATIVE CONSUMERS FEDERATION LTD - 7951 - 30/07/2021	34,996.00	
	Carried over	34,996.00	

Note.- (1) Detailed classification should be recorded prominently in red ink in manuscript or by a rubber stamp in the blank space provided at top.

(2) Erasures are absolutely forbidden. Incorrect entries must be cancelled neatly interlined. Each correction must be attested by the Drawing Officer if it is in the bill, and by the Treasury Officer if it is in the order for payment.

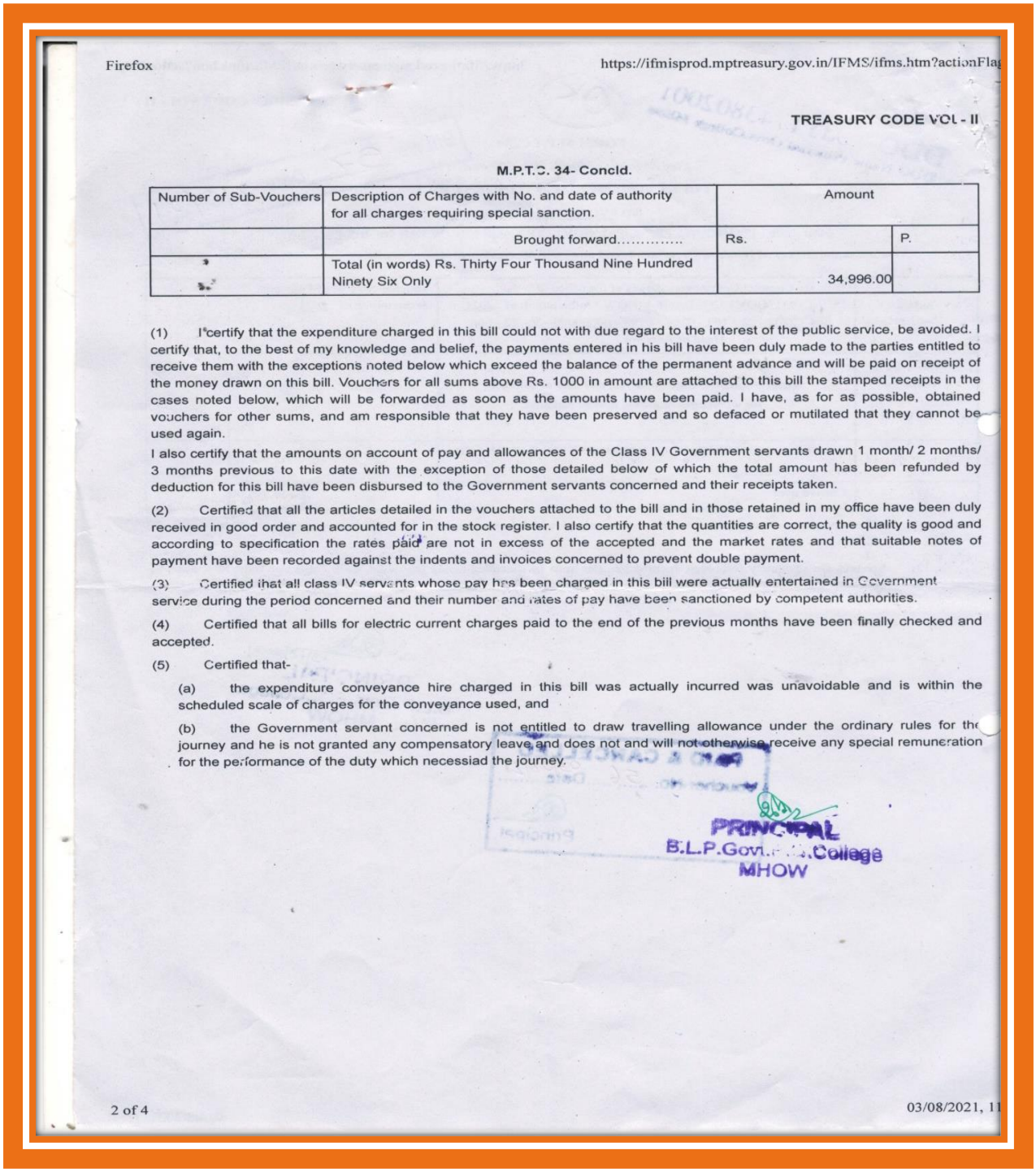
03/08/2021
PRINCIPAL
B.L.P.Govt.P.G.College
MHOW

PAID & CANCELLED
Voucher No. 56 Date 03/08/21
Principal

1 of 4 03/08/2021, 11:0

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2021-2022(Page 7)



Firefox https://ifmisprod.mptreasury.gov.in/IFMS/ifms.htm?actionFlag

TREASURY CODE VOL - II

M.P.T.C. 34- Concld.

Number of Sub-Vouchers	Description of Charges with No. and date of authority for all charges requiring special sanction.	Amount	
	Brought forward.....	Rs.	P.
	Total (in words) Rs. Thirty Four Thousand Nine Hundred Ninety Six Only	34,996.00	

(1) I certify that the expenditure charged in this bill could not with due regard to the interest of the public service, be avoided. I certify that, to the best of my knowledge and belief, the payments entered in his bill have been duly made to the parties entitled to receive them with the exceptions noted below which exceed the balance of the permanent advance and will be paid on receipt of the money drawn on this bill. Vouchers for all sums above Rs. 1000 in amount are attached to this bill the stamped receipts in the cases noted below, which will be forwarded as soon as the amounts have been paid. I have, as for as possible, obtained vouchers for other sums, and am responsible that they have been preserved and so defaced or mutilated that they cannot be used again.

I also certify that the amounts on account of pay and allowances of the Class IV Government servants drawn 1 month/ 2 months/ 3 months previous to this date with the exception of those detailed below of which the total amount has been refunded by deduction for this bill have been disbursed to the Government servants concerned and their receipts taken.

(2) Certified that all the articles detailed in the vouchers attached to the bill and in those retained in my office have been duly received in good order and accounted for in the stock register. I also certify that the quantities are correct, the quality is good and according to specification the rates paid are not in excess of the accepted and the market rates and that suitable notes of payment have been recorded against the indents and invoices concerned to prevent double payment.

(3) Certified that all class IV servants whose pay has been charged in this bill were actually entertained in Government service during the period concerned and their number and rates of pay have been sanctioned by competent authorities.

(4) Certified that all bills for electric current charges paid to the end of the previous months have been finally checked and accepted.

(5) Certified that-

(a) the expenditure conveyance hire charged in this bill was actually incurred was unavoidable and is within the scheduled scale of charges for the conveyance used, and

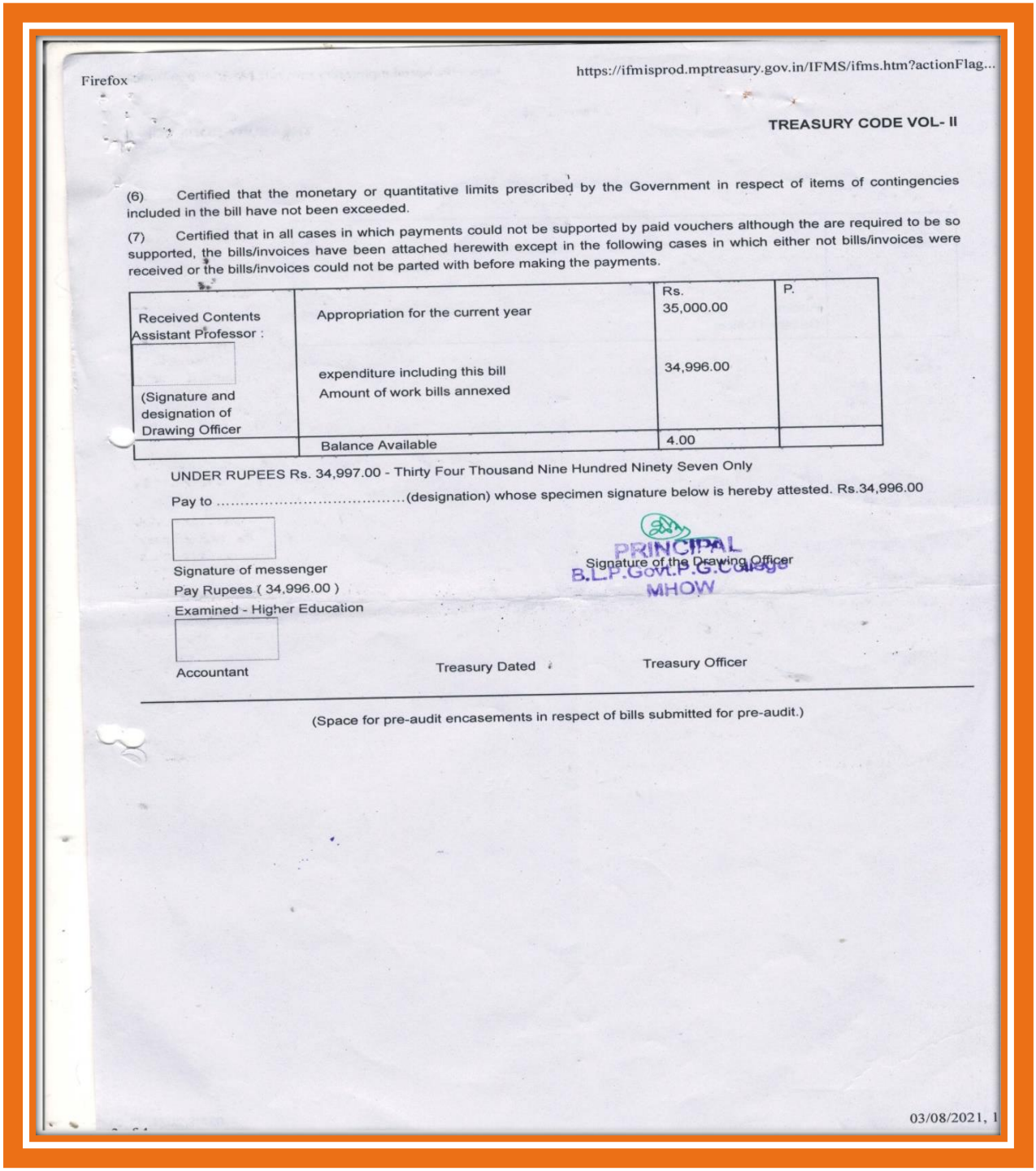
(b) the Government servant concerned is not entitled to draw travelling allowance under the ordinary rules for the journey and he is not granted any compensatory leave and does not and will not otherwise receive any special remuneration for the performance of the duty which necessiad the journey.

PRINCIPAL
B.L.P.Govt. P.G.College
MHOW

2 of 4 03/08/2021, 11

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2021-2022(Page 8)



Firefox https://ifmisprod.mptreasury.gov.in/IFMS/ifms.htm?actionFlag...

TREASURY CODE VOL- II

(6) Certified that the monetary or quantitative limits prescribed by the Government in respect of items of contingencies included in the bill have not been exceeded.

(7) Certified that in all cases in which payments could not be supported by paid vouchers although the are required to be so supported, the bills/invoices have been attached herewith except in the following cases in which either not bills/invoices were received or the bills/invoices could not be parted with before making the payments.

		Rs.	P.
Received Contents Assistant Professor : (Signature and designation of Drawing Officer	Appropriation for the current year expenditure including this bill Amount of work bills annexed	35,000.00 34,996.00	
	Balance Available	4.00	

UNDER RUPEES Rs. 34,997.00 - Thirty Four Thousand Nine Hundred Ninety Seven Only

Pay to .....(designation) whose specimen signature below is hereby attested. Rs.34,996.00

Signature of messenger

Pay Rupees (34,996.00)

Examined - Higher Education

Accountant

Signature of the Drawing Officer

PRINCIPAL
B.L.P.Govt.P.G.College
MHOW

Treasury Dated

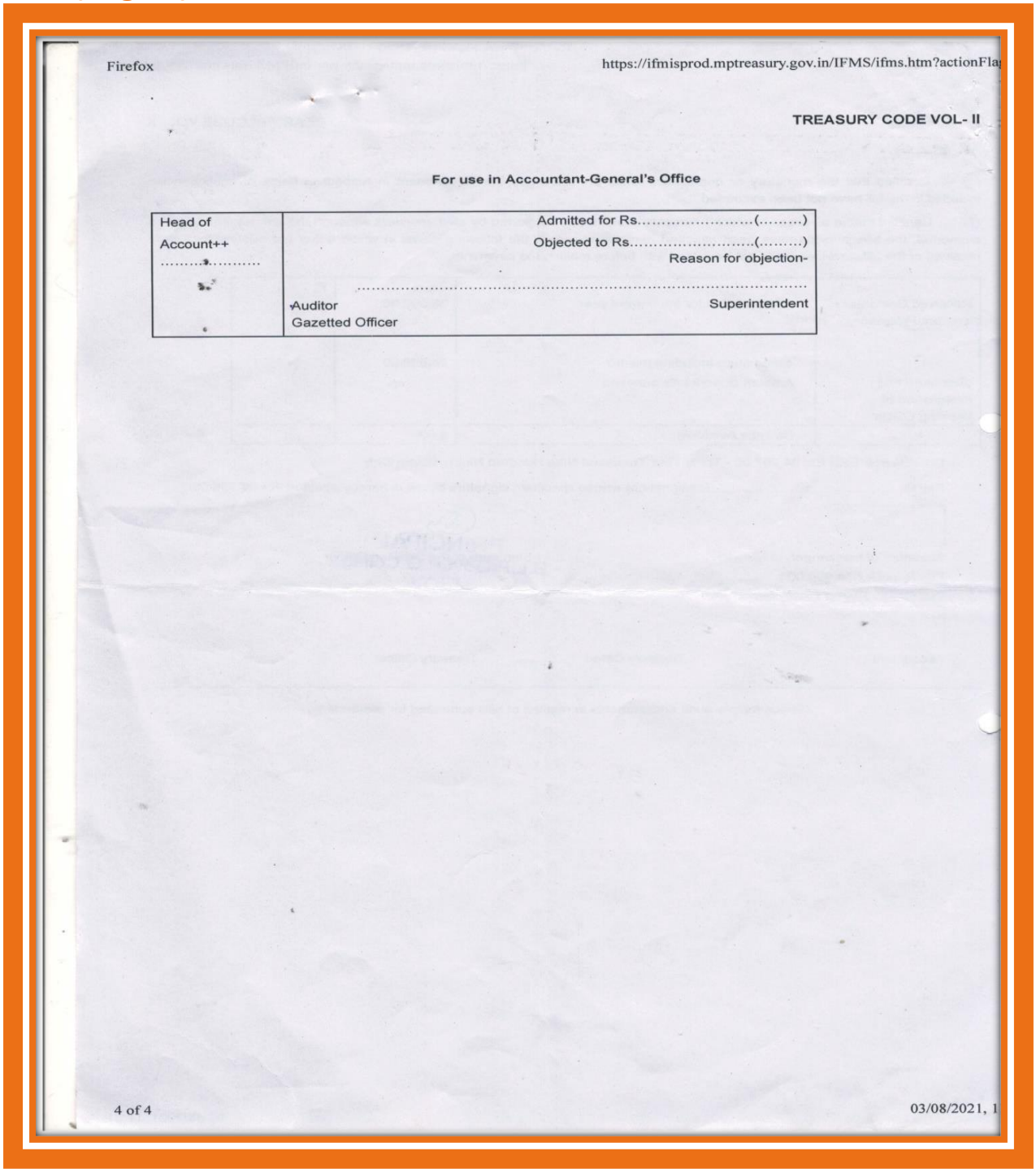
Treasury Officer

(Space for pre-audit encasements in respect of bills submitted for pre-audit.)

03/08/2021, 1

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2021-2022(Page 9)



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TREASURY CODE VOL- II

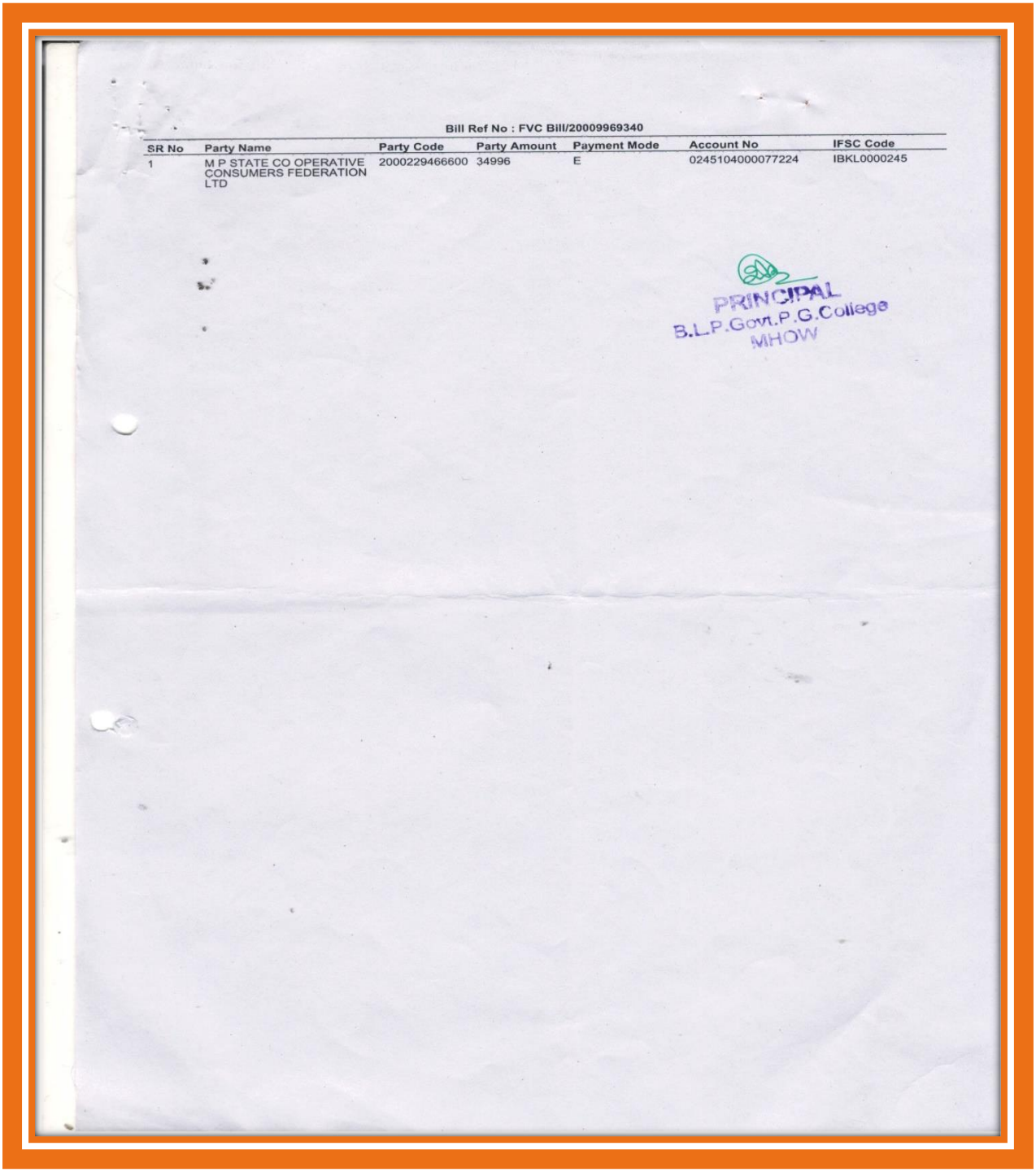
For use in Accountant-General's Office

Head of Account++	Admitted for Rs.....(.....) Objected to Rs.....(.....) Reason for objection- ..... Auditor Gazetted Officer Superintendent

4 of 4 03/08/2021, 1

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2021-2022(Page 10)



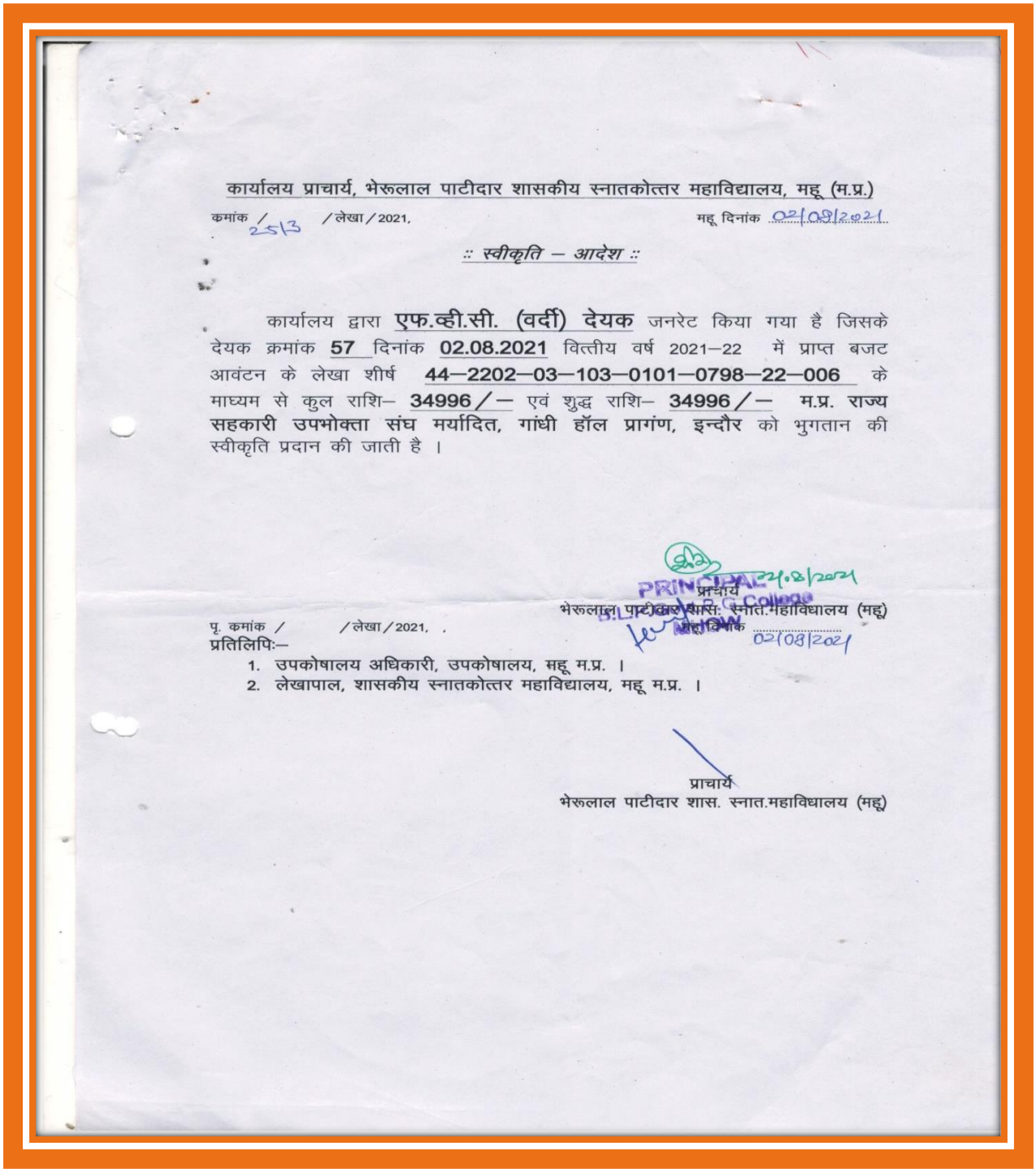
Bill Ref No : FVC Bill/20009969340

SR No	Party Name	Party Code	Party Amount	Payment Mode	Account No	IFSC Code
1	M P STATE CO OPERATIVE CONSUMERS FEDERATION LTD	2000229466600	34996	E	0245104000077224	IBKL0000245

PRINCIPAL
B.L.P.Govt.P.G.College
MHOW

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2021-2022(Page 11)



कार्यालय प्राचार्य, भेरूलाल पाटीदार शासकीय स्नातकोत्तर महाविद्यालय, महू (म.प्र.)

कमांक / 2513 /लेखा/2021, महू दिनांक 02/08/2021

:: स्वीकृति – आदेश ::

कार्यालय द्वारा **एफ.व्ही.सी. (वर्दी) देयक** जनरेट किया गया है जिसके देयक क्रमांक **57** दिनांक **02.08.2021** वित्तीय वर्ष 2021–22 में प्राप्त बजट आवंटन के लेखा शीर्ष **44–2202–03–103–0101–0798–22–006** के माध्यम से कुल राशि– **34996/–** एवं शुद्ध राशि– **34996/–** **म.प्र. राज्य सहकारी उपभोक्ता संघ मर्यादित, गांधी हॉल प्रागंण, इन्दौर** को भुगतान की स्वीकृति प्रदान की जाती है ।

प्राचार्य
भेरूलाल पाटीदार शास. स्नात.महाविद्यालय (महू)

पृ. कमांक / /लेखा/2021, महू दिनांक 02/08/2021

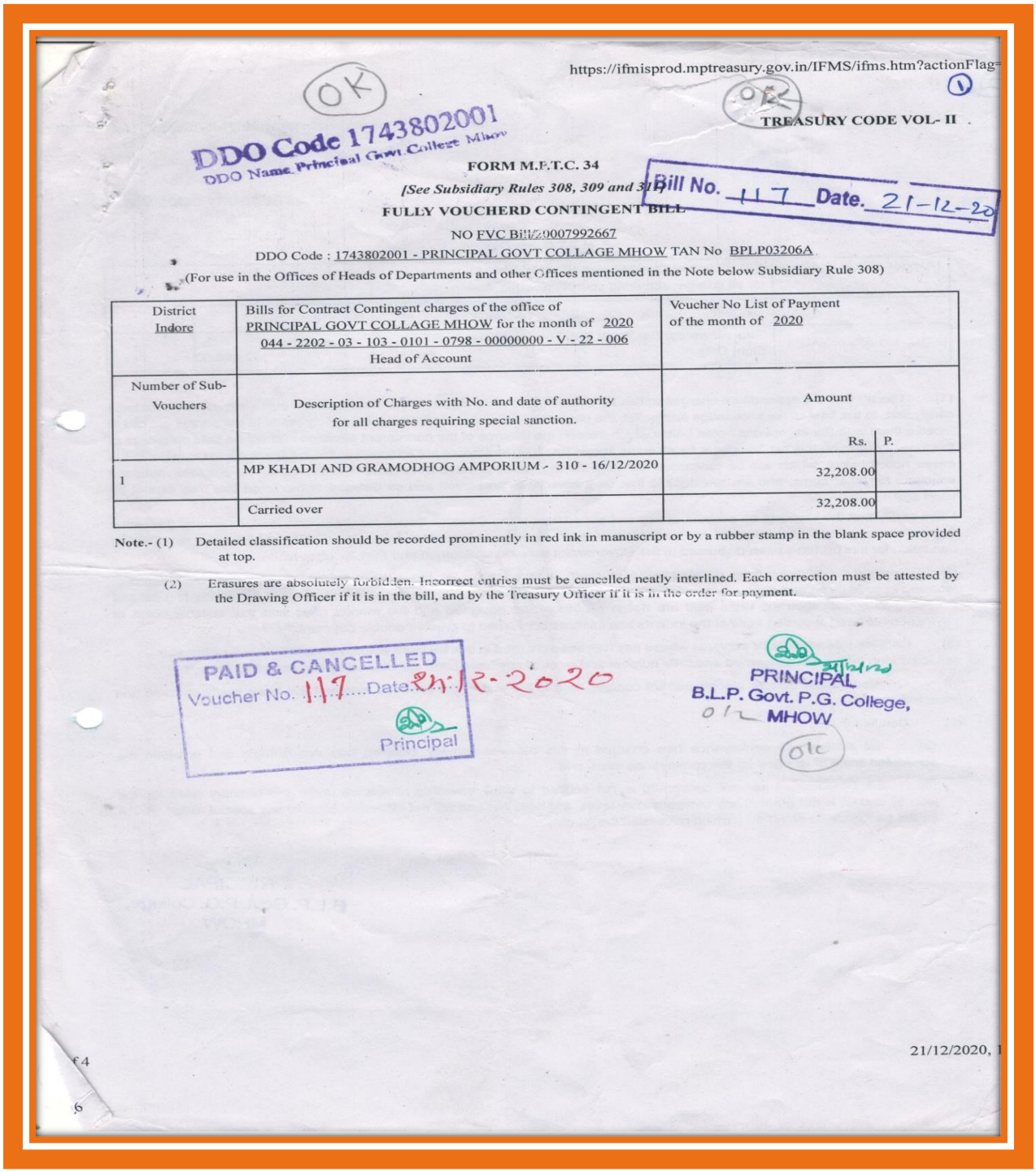
प्रतिलिपिः–

1. उपकोषालय अधिकारी, उपकोषालय, महू म.प्र. ।
2. लेखापाल, शासकीय स्नातकोत्तर महाविद्यालय, महू म.प्र. ।

प्राचार्य
भेरूलाल पाटीदार शास. स्नात.महाविद्यालय (महू)

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2020-2021(Page 1)



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OK

DDO Code 1743802001
DDO Name Principal Govt.College Mhow

TREASURY CODE VOL- II

FORM M.F.T.C. 34

[See Subsidiary Rules 308, 309 and 310]

Bill No. 117 Date. 21-12-20

FULLY VOUCHERD CONTINGENT BILL

NO FVC Bill/29007992667

DDO Code : 1743802001 - PRINCIPAL GOVT COLLAGE MHOW TAN No BPLP03206A

(For use in the Offices of Heads of Departments and other Offices mentioned in the Note below Subsidiary Rule 308)

District Indore	Bills for Contract Contingent charges of the office of PRINCIPAL GOVT COLLAGE MHOW for the month of 2020 044 - 2202 - 03 - 103 - 0101 - 0798 - 00000000 - V - 22 - 006 Head of Account	Voucher No List of Payment of the month of 2020	
Number of Sub-Vouchers	Description of Charges with No. and date of authority for all charges requiring special sanction.	Amount Rs.	P.
1	MP KHADI AND GRAMODHOG AMPORIUM - 310 - 16/12/2020	32,208.00	
	Carried over	32,208.00	

Note.- (1) Detailed classification should be recorded prominently in red ink in manuscript or by a rubber stamp in the blank space provided at top.

(2) Erasures are absolutely forbidden. Incorrect entries must be cancelled neatly interlined. Each correction must be attested by the Drawing Officer if it is in the bill, and by the Treasury Officer if it is in the order for payment.

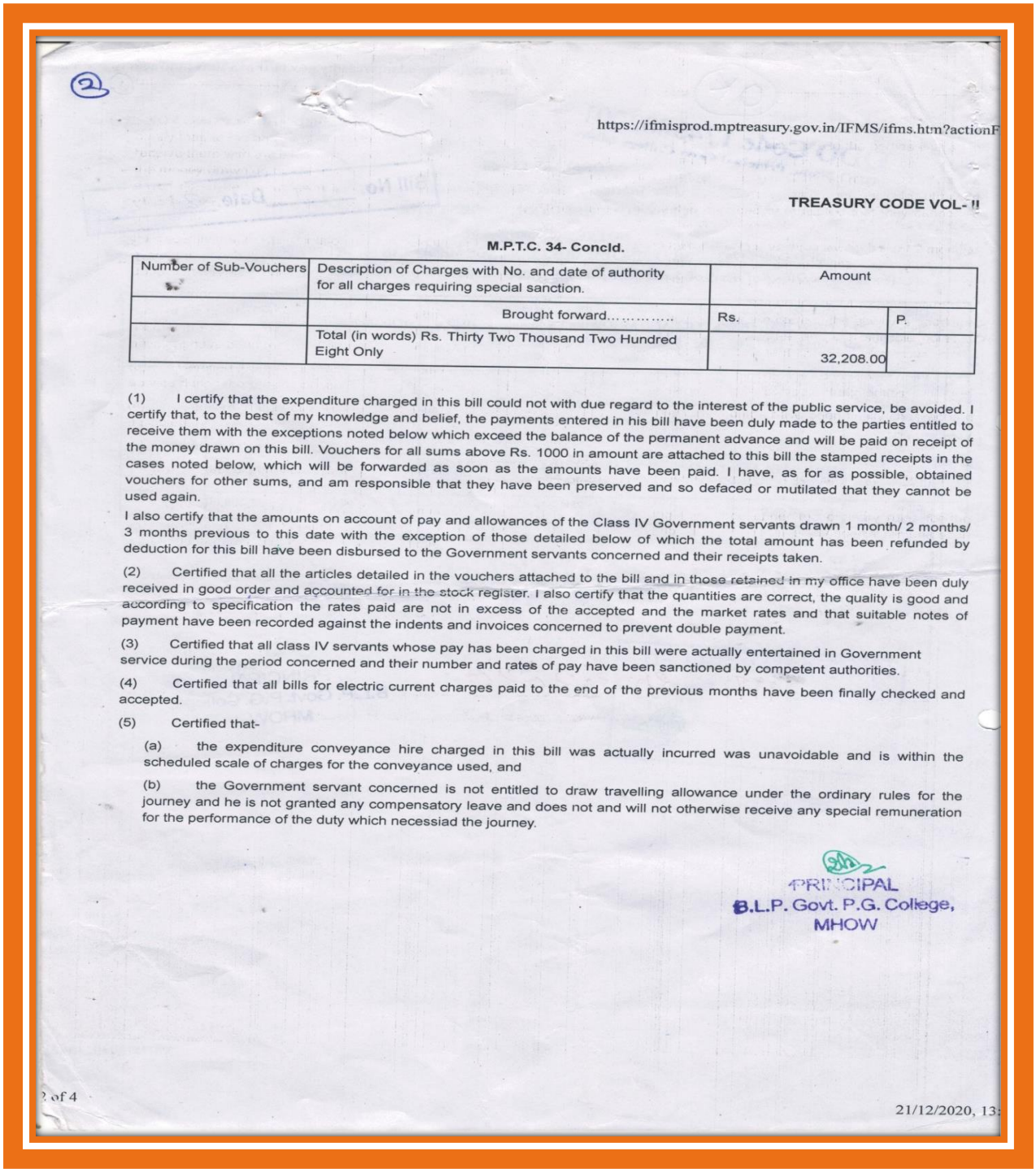
PAID & CANCELLED
Voucher No. 117 Date 21-12-2020
Principal

PRINCIPAL
B.L.P. Govt. P.G. College,
MHOW

21/12/2020, 1

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2020-2021(Page 2)



(2)

https://ifmisprod.mptreasury.gov.in/IFMS/ifms.htm?actionF

TREASURY CODE VOL- II

M.P.T.C. 34- Concld.

Number of Sub-Vouchers	Description of Charges with No. and date of authority for all charges requiring special sanction.	Amount	
	Brought forward.....	Rs.	P.
	Total (in words) Rs. Thirty Two Thousand Two Hundred Eight Only	32,208.00	

(1) I certify that the expenditure charged in this bill could not with due regard to the interest of the public service, be avoided. I certify that, to the best of my knowledge and belief, the payments entered in his bill have been duly made to the parties entitled to receive them with the exceptions noted below which exceed the balance of the permanent advance and will be paid on receipt of the money drawn on this bill. Vouchers for all sums above Rs. 1000 in amount are attached to this bill the stamped receipts in the cases noted below, which will be forwarded as soon as the amounts have been paid. I have, as for as possible, obtained vouchers for other sums, and am responsible that they have been preserved and so defaced or mutilated that they cannot be used again.

I also certify that the amounts on account of pay and allowances of the Class IV Government servants drawn 1 month/ 2 months/ 3 months previous to this date with the exception of those detailed below of which the total amount has been refunded by deduction for this bill have been disbursed to the Government servants concerned and their receipts taken.

(2) Certified that all the articles detailed in the vouchers attached to the bill and in those retained in my office have been duly received in good order and accounted for in the stock register. I also certify that the quantities are correct, the quality is good and according to specification the rates paid are not in excess of the accepted and the market rates and that suitable notes of payment have been recorded against the indents and invoices concerned to prevent double payment.

(3) Certified that all class IV servants whose pay has been charged in this bill were actually entertained in Government service during the period concerned and their number and rates of pay have been sanctioned by competent authorities.

(4) Certified that all bills for electric current charges paid to the end of the previous months have been finally checked and accepted.

(5) Certified that-

(a) the expenditure conveyance hire charged in this bill was actually incurred was unavoidable and is within the scheduled scale of charges for the conveyance used, and

(b) the Government servant concerned is not entitled to draw travelling allowance under the ordinary rules for the journey and he is not granted any compensatory leave and does not and will not otherwise receive any special remuneration for the performance of the duty which necessiad the journey.

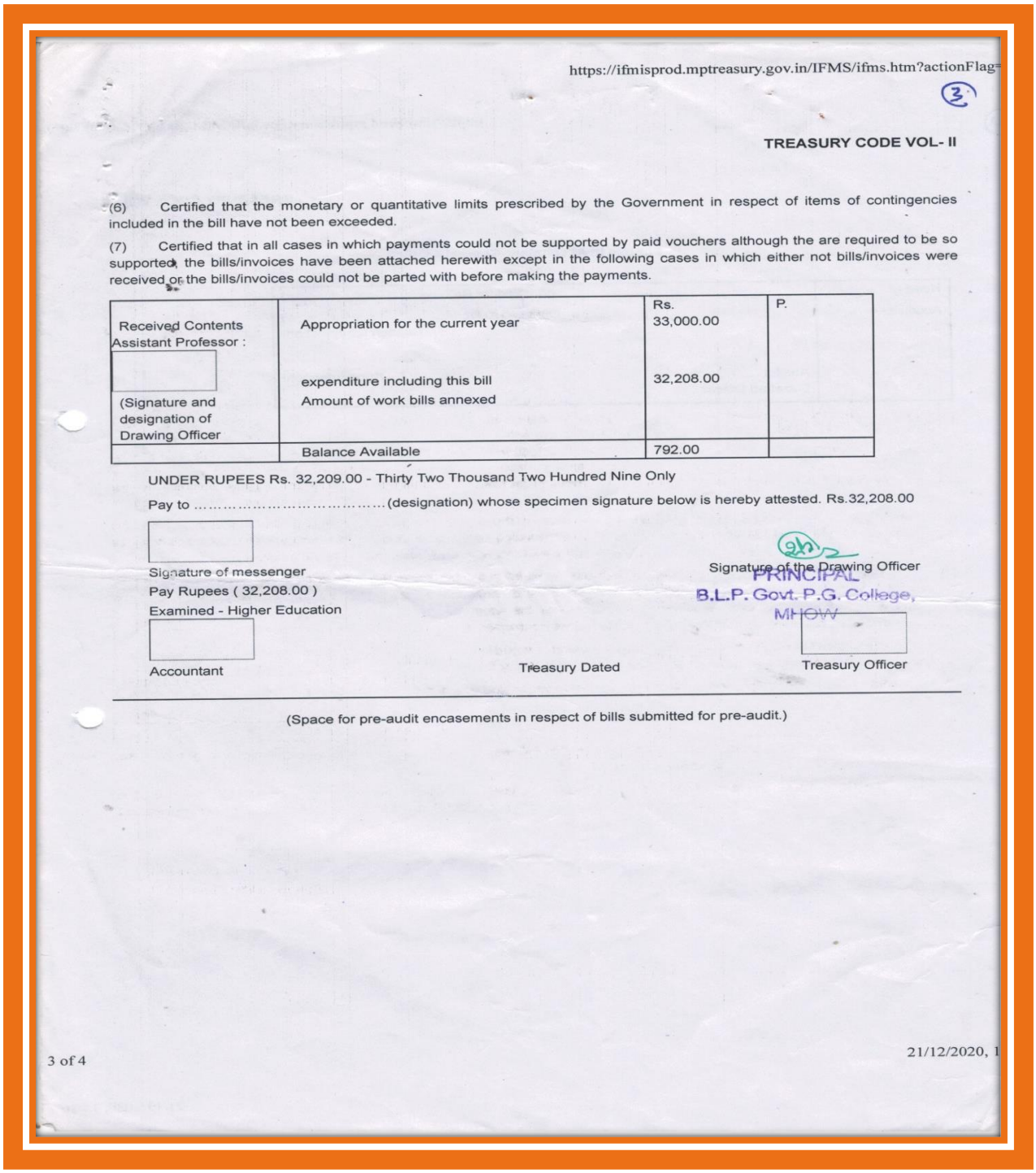
PRINCIPAL
B.L.P. Govt. P.G. College,
MHOW

2 of 4

21/12/2020, 13:

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2020-2021(Page 3)



https://ifmisprod.mptreasury.gov.in/IFMS/ifms.htm?actionFlag=

(3)

TREASURY CODE VOL- II

(6) Certified that the monetary or quantitative limits prescribed by the Government in respect of items of contingencies included in the bill have not been exceeded.

(7) Certified that in all cases in which payments could not be supported by paid vouchers although the are required to be so supported, the bills/invoices have been attached herewith except in the following cases in which either not bills/invoices were received or the bills/invoices could not be parted with before making the payments.

		Rs.	P.
Received Contents Assistant Professor : (Signature and designation of Drawing Officer	Appropriation for the current year expenditure including this bill Amount of work bills annexed	33,000.00 32,208.00	
	Balance Available	792.00	

UNDER RUPEES Rs. 32,209.00 - Thirty Two Thousand Two Hundred Nine Only

Pay to .....(designation) whose specimen signature below is hereby attested. Rs.32,208.00

Signature of messenger

Pay Rupees (32,208.00)

Examined - Higher Education

Accountant

Treasury Dated

Signature of the Drawing Officer

PRINCIPAL
B.L.P. Govt. P.G. College,
MHOW

Treasury Officer

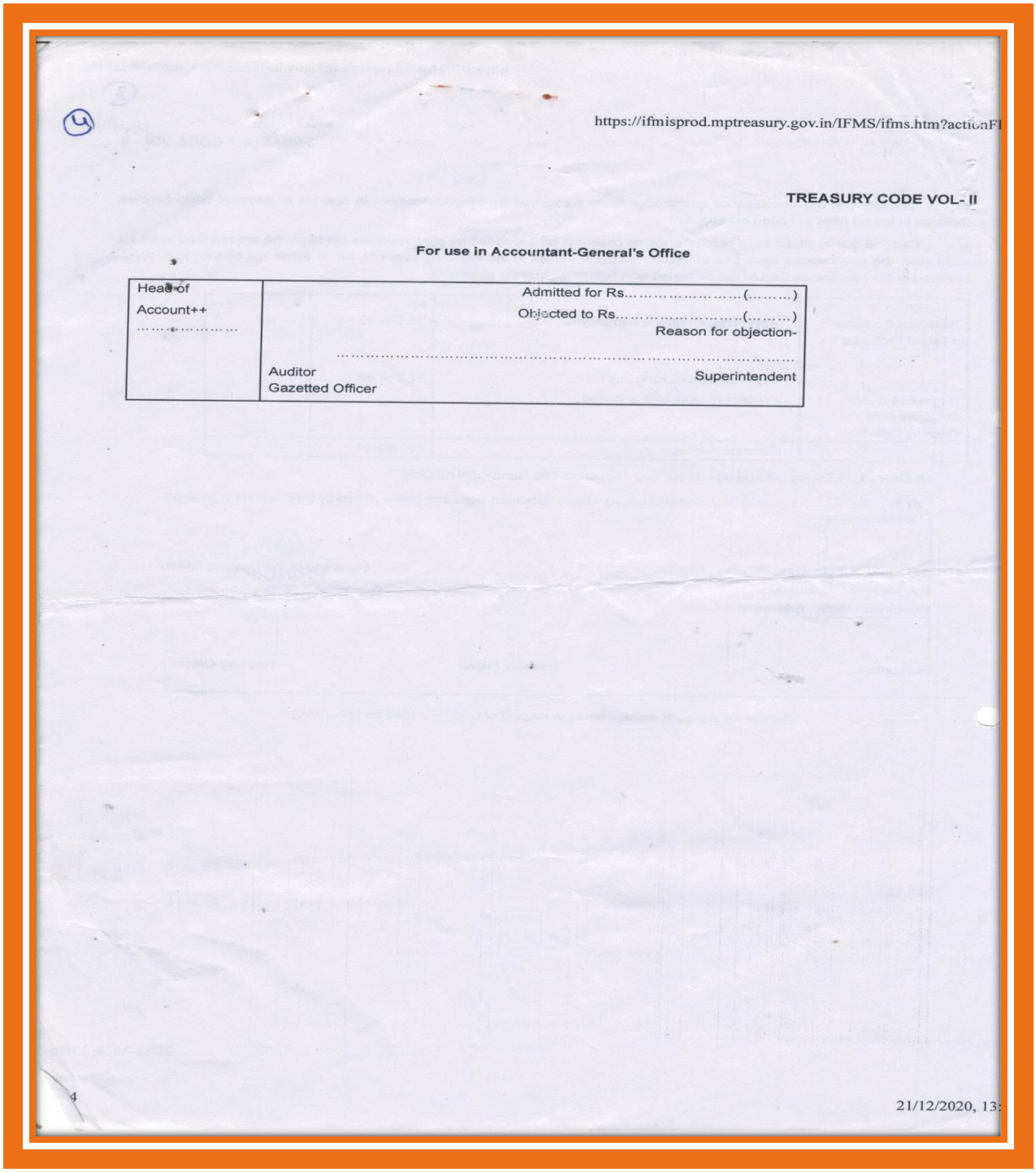
(Space for pre-audit encasements in respect of bills submitted for pre-audit.)

3 of 4

21/12/2020, 1

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2020-2021(Page 4)



https://ifmisprod.mptreasury.gov.in/IFMS/ifms.htm?actionFl

TREASURY CODE VOL- II

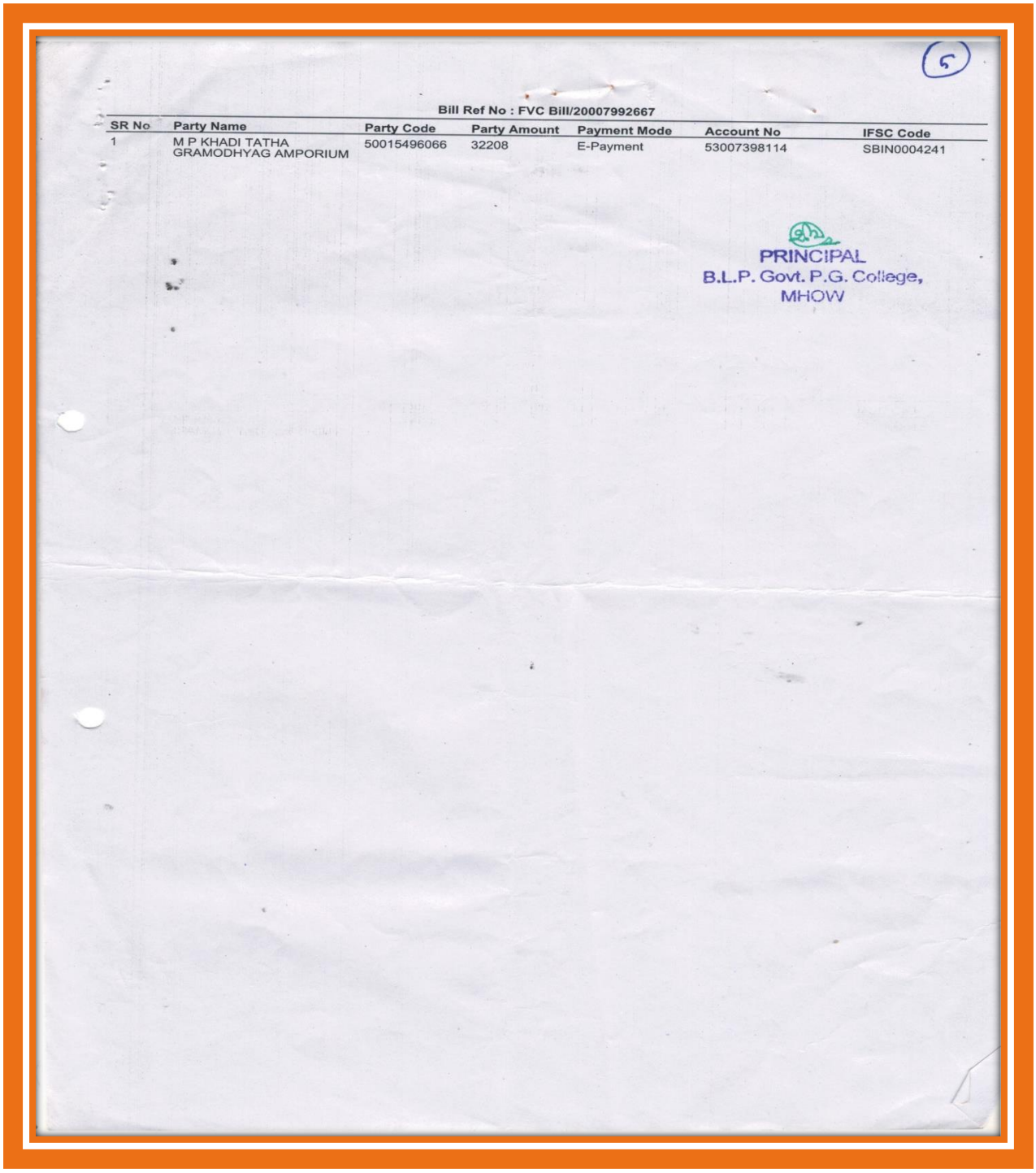
For use in Accountant-General's Office

Head of Account++	Admitted for Rs.....(.....) Objected to Rs.....(.....) Reason for objection- ..... Auditor Gazetted Officer Superintendent

21/12/2020, 13:

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2020-2021(Page 5)



(5)

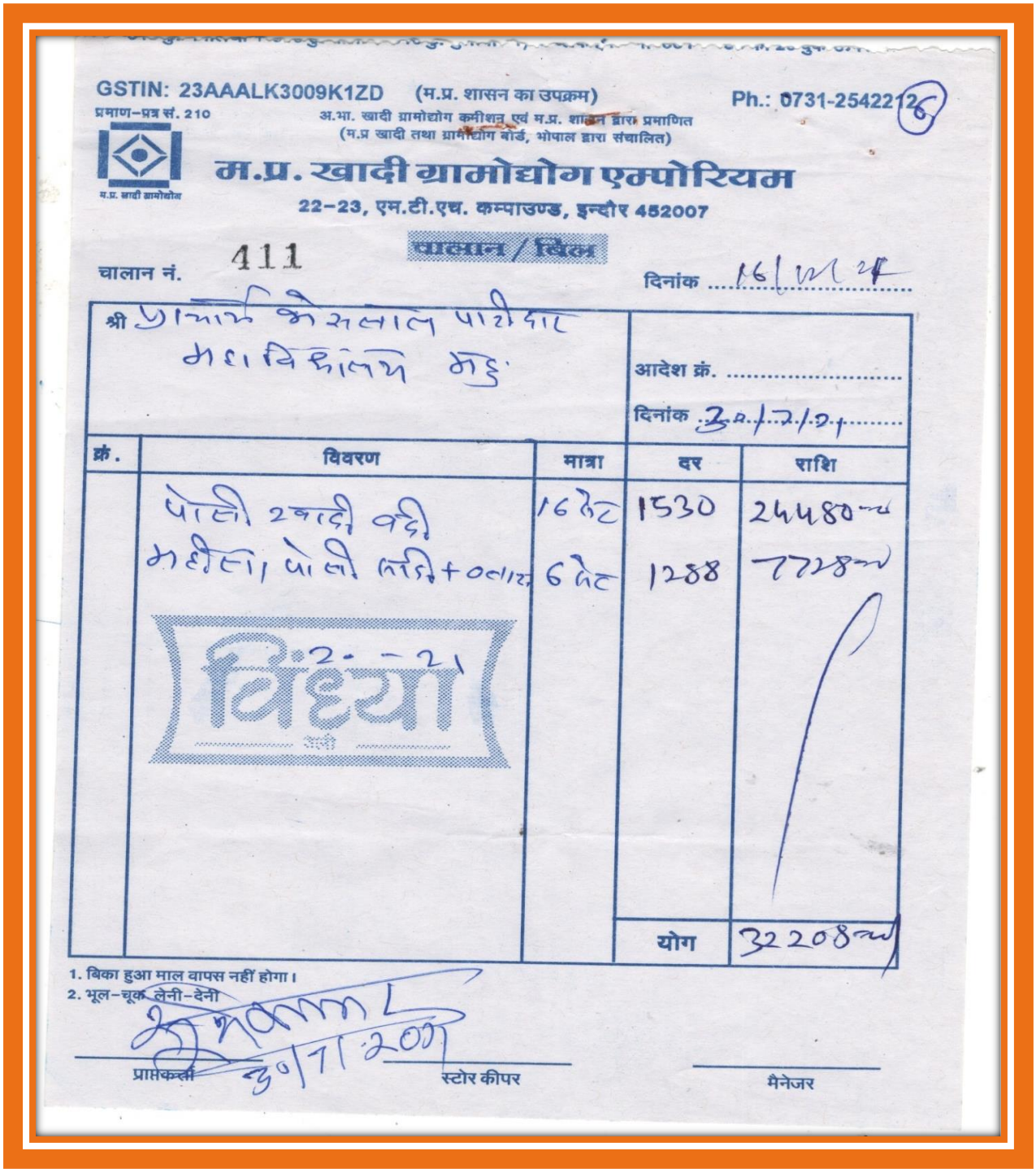
Bill Ref No : FVC Bill/20007992667

SR No	Party Name	Party Code	Party Amount	Payment Mode	Account No	IFSC Code
1	M P KHADI TATHA GRAMODHYAG AMPORIUM	50015496066	32208	E-Payment	53007398114	SBIN0004241

PRINCIPAL
B.L.P. Govt. P.G. College,
MHOW

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2020-2021(Page 6)



GSTIN: 23AAALK3009K1ZD (म.प्र. शासन का उपक्रम) Ph.: 0731-2542126

प्रमाण-पत्र सं. 210 अ.भा. खादी ग्रामोद्योग कमीशन एवं म.प्र. शासन द्वारा प्रमाणित (म.प्र खादी तथा ग्रामोद्योग बोर्ड, भोपाल द्वारा संचालित)

म.प्र. खादी ग्रामोद्योग एम्पोरियम

22-23, एम.टी.एच. कम्पाउण्ड, इन्दौर 452007

चालान / बिल

चालान नं. 411 दिनांक 16/11/21

श्री डॉ. भैरूलाल पाटीदार महाविद्यालय मऊ

आदेश क्रं. .....

दिनांक 30/12/21

क्रं.	विवरण	मात्रा	दर	राशि
	पोली खादी बंडी	16 पीस	1530	24480
	महिला, पोली लॉन्ग+ओवर	6 पीस	1288	7728
			योग	32208

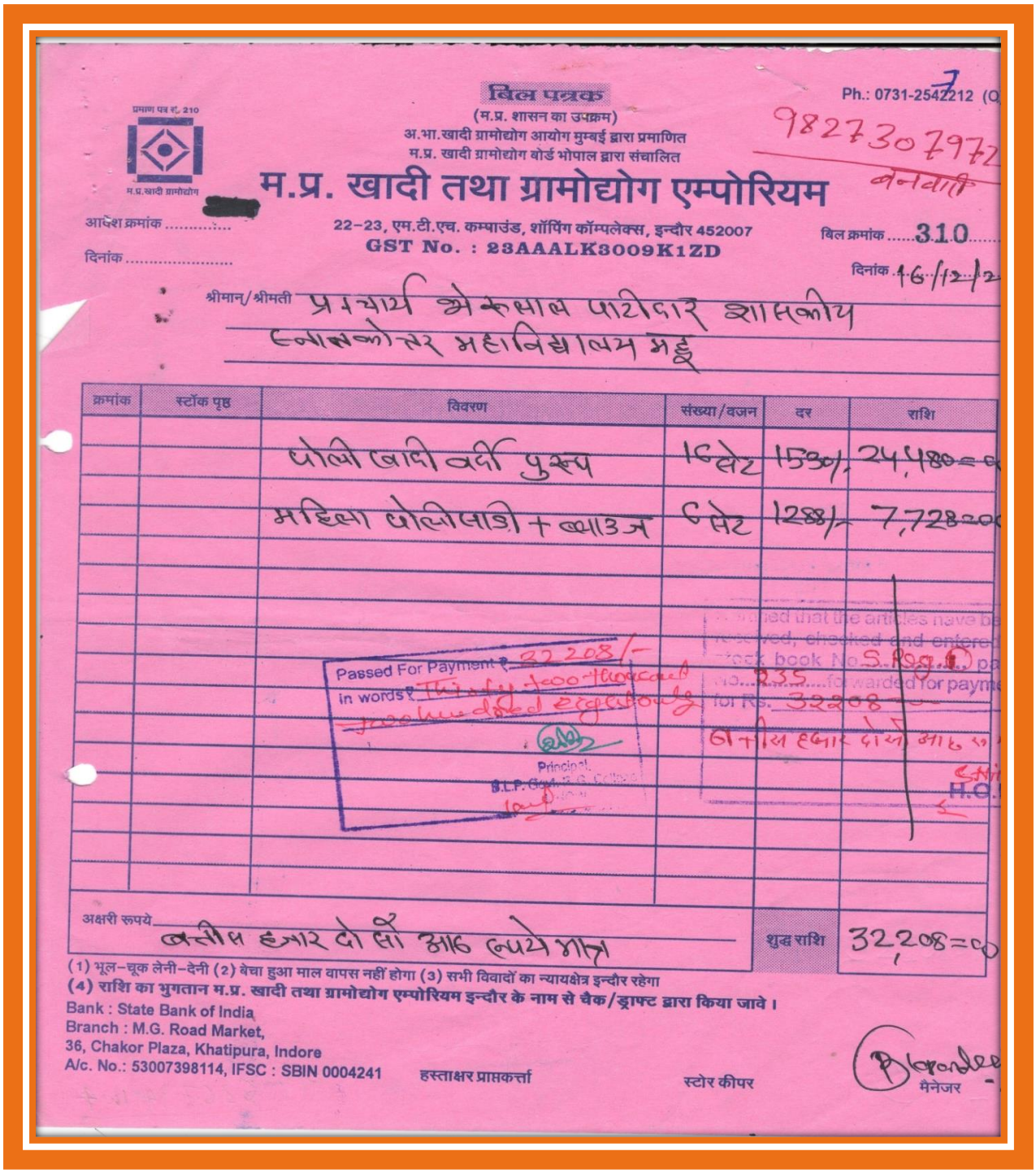
1. बिका हुआ माल वापस नहीं होगा।
2. भूल-चूक लेनी-देनी

30/12/2021

प्राप्तकर्ता स्टोर कीपर मैनेजर

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2020-2021(Page 7)



बिल पत्रक
(म.प्र. शासन का उपक्रम)
अ.भा.खादी ग्रामोद्योग आयोग मुम्बई द्वारा प्रमाणित
म.प्र. खादी ग्रामोद्योग बोर्ड भोपाल द्वारा संचालित

Ph.: 0731-2542212

9827307972

म.प्र. खादी तथा ग्रामोद्योग एम्पोरियम

22-23, एम.टी.एच. कम्पाउंड, शॉपिंग कॉम्प्लेक्स, इन्दौर 452007
GST No. : 23AAALK3009K1ZD

आदेश क्रमांक .....
दिनांक .....

बिल क्रमांक 310
दिनांक 16/12/2

श्रीमान्/श्रीमती प्राचार्य श्रीरूसाल पाटीदार शासकीय स्नातकोत्तर महाविद्यालय मऊ

क्रमांक	स्टॉक पृष्ठ	विवरण	संख्या/वजन	दर	राशि
		पोली खादी वर्दी पुरुष	16 सेट	1530/-	24,480=00
		महिला पोलीसवाली + ब्लाउज	6 सेट	1288/-	7,728=00

Passed For Payment ₹ 32208/-
in words ₹ Thirty two thousand two hundred eight only
Principal
S.L.P. Govt. P.G. College
Mhow

Received that the articles have been received, checked and entered in stock book No. S.Reg.1 page 235 forwarded for payment for Rs. 32208=00
बत्तीस हजार दो सौ आठ रुपये

अक्षरी रूपये बत्तीस हजार दो सौ आठ रुपये मात्र — शुद्ध राशि 32,208=00

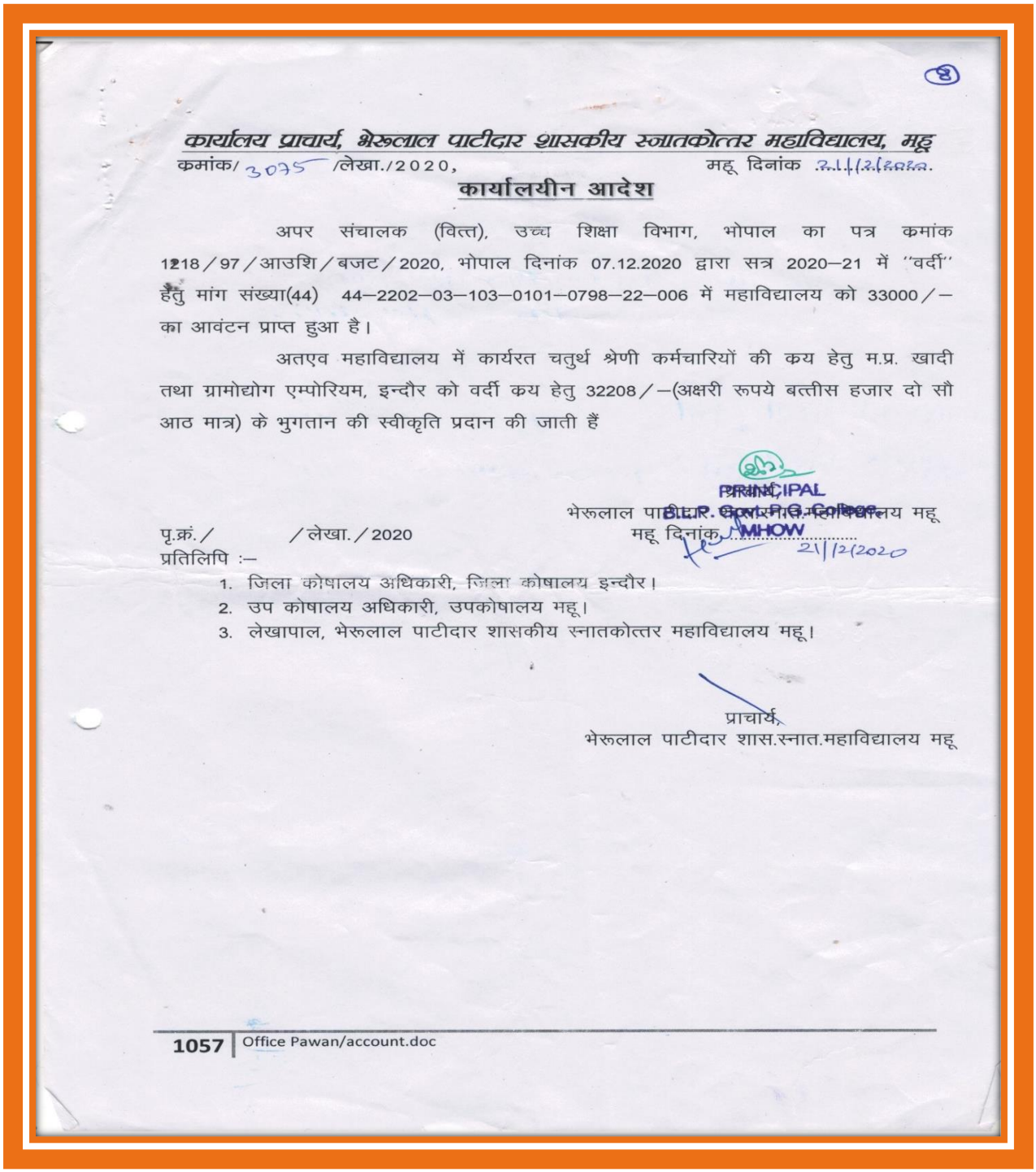
(1) भूल-चूक लेनी-देनी (2) बेचा हुआ माल वापस नहीं होगा (3) सभी विवादों का न्यायक्षेत्र इन्दौर रहेगा
(4) राशि का भुगतान म.प्र. खादी तथा ग्रामोद्योग एम्पोरियम इन्दौर के नाम से चैक/ड्राफ्ट द्वारा किया जावे।

Bank : State Bank of India
Branch : M.G. Road Market,
36, Chakor Plaza, Khatipura, Indore
A/c. No.: 53007398114, IFSC : SBIN 0004241

हस्ताक्षर प्राप्तकर्त्ता — स्टोर कीपर — मैनेजर

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2020-2021(Page 8)



कार्यालय प्राचार्य, भेरूलाल पाटीदार शासकीय स्नातकोत्तर महाविद्यालय, महू

कमांक/ 3075 /लेखा./2020, महू दिनांक 21/12/2020.

कार्यालयीन आदेश

अपर संचालक (वित्त), उच्च शिक्षा विभाग, भोपाल का पत्र कमांक 1218/97/आउशि/बजट/2020, भोपाल दिनांक 07.12.2020 द्वारा सत्र 2020–21 में "वर्दी" हेतु मांग संख्या(44) 44–2202–03–103–0101–0798–22–006 में महाविद्यालय को 33000/– का आवंटन प्राप्त हुआ है।

अतएव महाविद्यालय में कार्यरत चतुर्थ श्रेणी कर्मचारियों की कय हेतु म.प्र. खादी तथा ग्रामोद्योग एम्पोरियम, इन्दौर को वर्दी कय हेतु 32208/–(अक्षरी रूपये बत्तीस हजार दो सौ आठ मात्र) के भुगतान की स्वीकृति प्रदान की जाती हैं

PRINCIPAL
B.L.P. Govt. P.G. College
MHOW

भेरूलाल पाटीदार शास.स्नात.महाविद्यालय महू

पृ.क्रं./ /लेखा./2020 महू दिनांक 21/12/2020

प्रतिलिपि :–

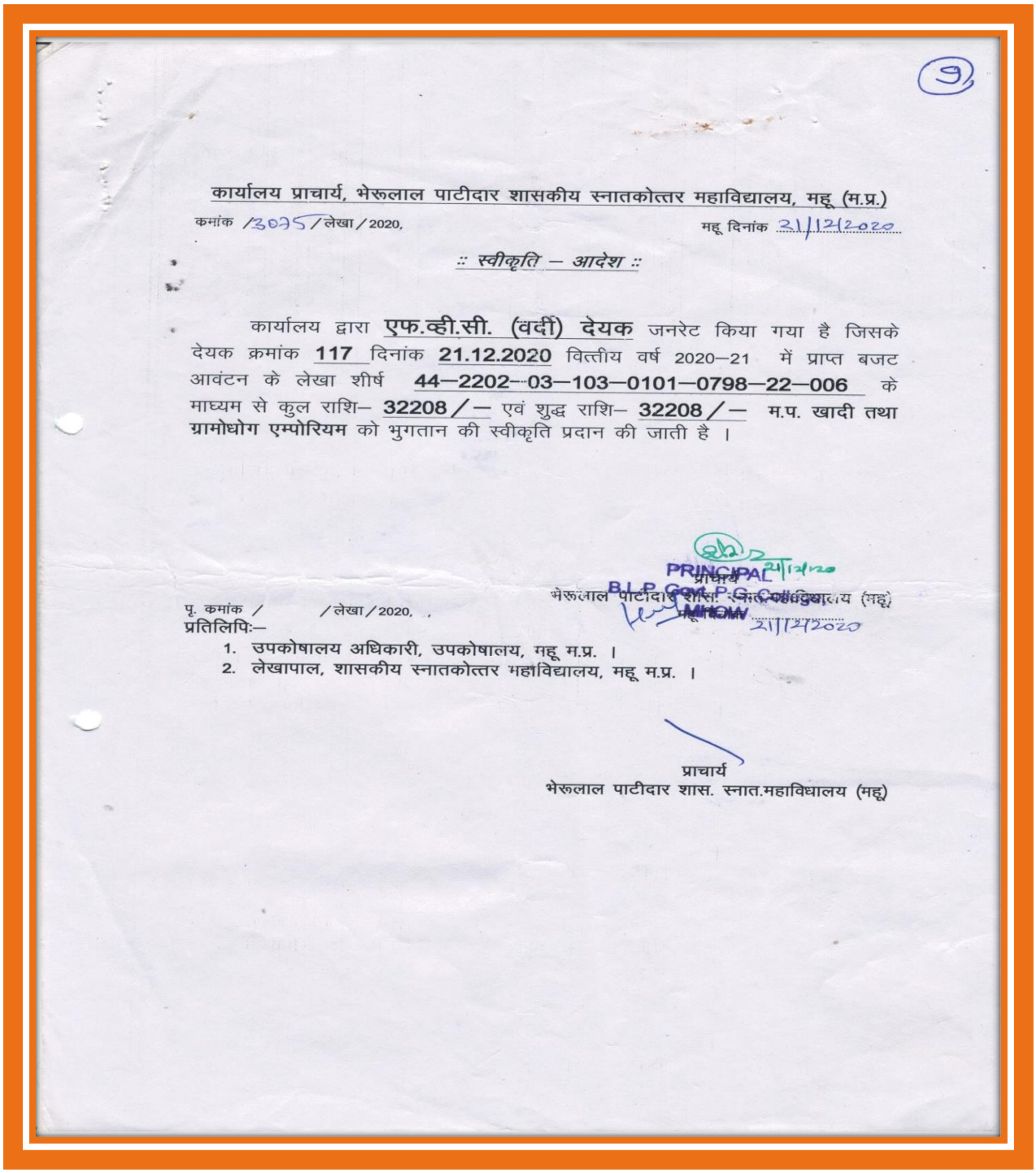
1. जिला कोषालय अधिकारी, जिला कोषालय इन्दौर।
2. उप कोषालय अधिकारी, उपकोषालय महू।
3. लेखापाल, भेरूलाल पाटीदार शासकीय स्नातकोत्तर महाविद्यालय महू।

प्राचार्य,
भेरूलाल पाटीदार शास.स्नात.महाविद्यालय महू

1057 | Office Pawan/account.doc

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2020-2021(Page 9)



9

कार्यालय प्राचार्य, भेरूलाल पाटीदार शासकीय स्नातकोत्तर महाविद्यालय, महू (म.प्र.)

कमांक /3075/लेखा/2020, महू दिनांक 21/12/2020

:: स्वीकृति – आदेश ::

कार्यालय द्वारा **एफ.व्ही.सी. (वर्दी) देयक** जनरेट किया गया है जिसके देयक क्रमांक **117** दिनांक **21.12.2020** वित्तीय वर्ष 2020–21 में प्राप्त बजट आवंटन के लेखा शीर्ष **44–2202–03–103–0101–0798–22–006** के माध्यम से कुल राशि– **32208/–** एवं शुद्ध राशि– **32208/–** म.प. खादी तथा ग्रामोद्योग एम्पोरियम को भुगतान की स्वीकृति प्रदान की जाती है ।

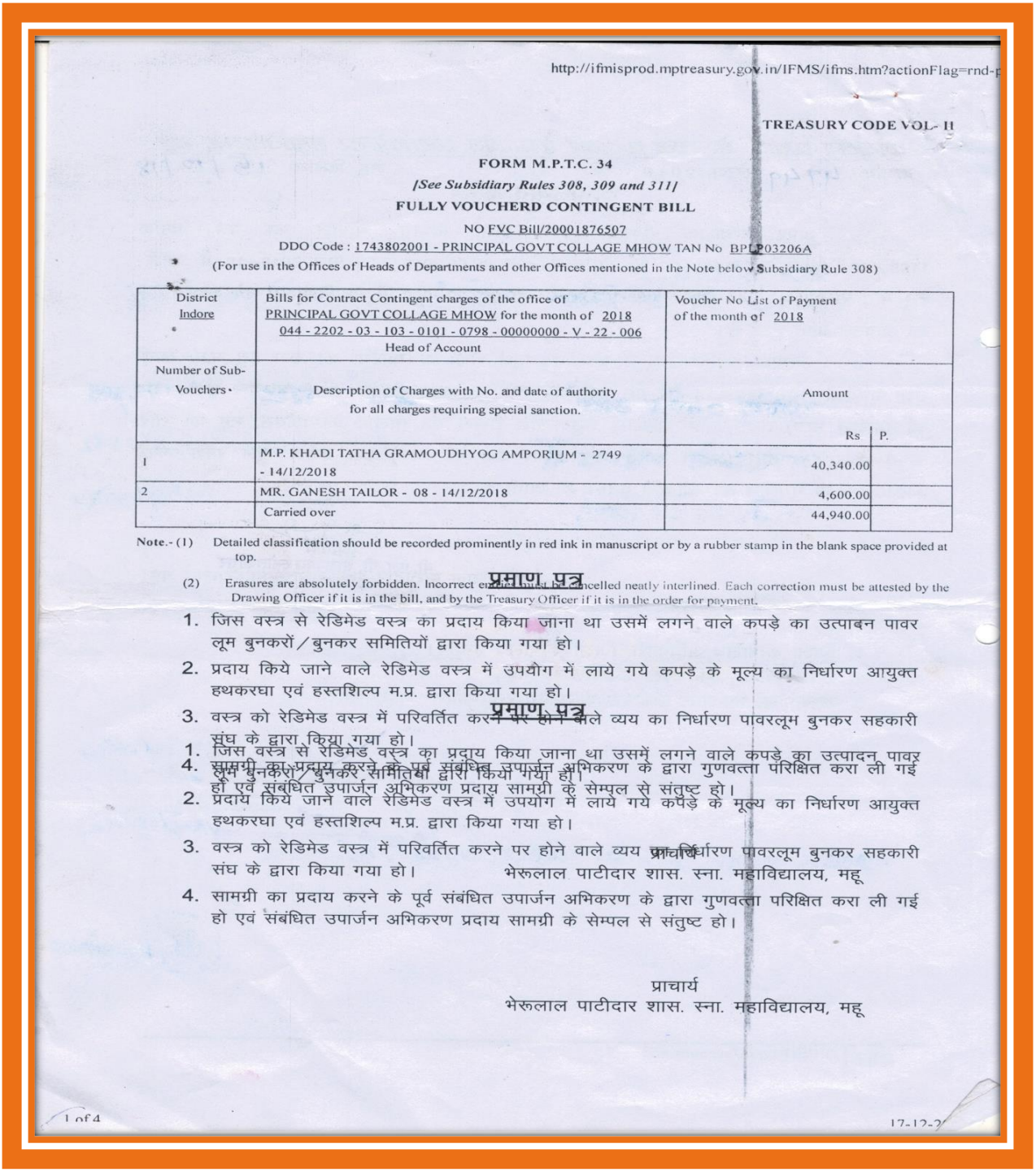
PRINCIPAL 21/12/20
प्राचार्य
भेरूलाल पाटीदार शास. स्नात.महाविद्यालय (महू)
B.L.P. Govt. P.G. College
MHOW 21/12/2020

पृ. कमांक / /लेखा/2020,
प्रतिलिपिः–
1. उपकोषालय अधिकारी, उपकोषालय, महू म.प्र. ।
2. लेखापाल, शासकीय स्नातकोत्तर महाविद्यालय, महू म.प्र. ।

प्राचार्य
भेरूलाल पाटीदार शास. स्नात.महाविधालय (महू)

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2018-2019(Page 1)



http://ifmisprod.mptreasury.gov.in/IFMS/ifms.htm?actionFlag=rnd-p

TREASURY CODE VOL- II

FORM M.P.T.C. 34

[See Subsidiary Rules 308, 309 and 311]

FULLY VOUCHERD CONTINGENT BILL

NO FVC Bill/20001876507

DDO Code : 1743802001 - PRINCIPAL GOVT COLLAGE MHOW TAN No BPLP03206A

(For use in the Offices of Heads of Departments and other Offices mentioned in the Note below Subsidiary Rule 308)

District Indore	Bills for Contract Contingent charges of the office of PRINCIPAL GOVT COLLAGE MHOW for the month of 2018 044 - 2202 - 03 - 103 - 0101 - 0798 - 00000000 - V - 22 - 006 Head of Account	Voucher No List of Payment of the month of 2018	
Number of Sub-Vouchers	Description of Charges with No. and date of authority for all charges requiring special sanction.	Amount Rs	P.
1	M.P. KHADI TATHA GRAMOUDHYOG AMPORIUM - 2749 - 14/12/2018	40,340.00	
2	MR. GANESH TAILOR - 08 - 14/12/2018	4,600.00	
	Carried over	44,940.00	

Note.- (1) Detailed classification should be recorded prominently in red ink in manuscript or by a rubber stamp in the blank space provided at top.

(2) Erasures are absolutely forbidden. Incorrect entries must be cancelled neatly interlined. Each correction must be attested by the Drawing Officer if it is in the bill, and by the Treasury Officer if it is in the order for payment.

प्रमाण पत्र

1. जिस वस्त्र से रेडिमेड वस्त्र का प्रदाय किया जाना था उसमें लगने वाले कपड़े का उत्पादन पावर लूम बुनकरों/बुनकर समितियों द्वारा किया गया हो।
2. प्रदाय किये जाने वाले रेडिमेड वस्त्र में उपयोग में लाये गये कपड़े के मूल्य का निर्धारण आयुक्त हथकरघा एवं हस्तशिल्प म.प्र. द्वारा किया गया हो।
3. वस्त्र को रेडिमेड वस्त्र में परिवर्तित करने पर होने वाले व्यय का निर्धारण पावरलूम बुनकर सहकारी संघ के द्वारा किया गया हो।
4. सामग्री का प्रदाय करने के पूर्व संबंधित उपार्जन अभिकरण के द्वारा गुणवत्ता परिक्षित करा ली गई हो एवं संबंधित उपार्जन अभिकरण प्रदाय सामग्री के सेम्पल से संतुष्ट हो।

प्रमाण पत्र

1. जिस वस्त्र से रेडिमेड वस्त्र का प्रदाय किया जाना था उसमें लगने वाले कपड़े का उत्पादन पावर लूम बुनकरों/बुनकर समितियों द्वारा किया गया हो।
2. प्रदाय किये जाने वाले रेडिमेड वस्त्र में उपयोग में लाये गये कपड़े के मूल्य का निर्धारण आयुक्त हथकरघा एवं हस्तशिल्प म.प्र. द्वारा किया गया हो।
3. वस्त्र को रेडिमेड वस्त्र में परिवर्तित करने पर होने वाले व्यय का निर्धारण पावरलूम बुनकर सहकारी संघ के द्वारा किया गया हो।
4. सामग्री का प्रदाय करने के पूर्व संबंधित उपार्जन अभिकरण के द्वारा गुणवत्ता परिक्षित करा ली गई हो एवं संबंधित उपार्जन अभिकरण प्रदाय सामग्री के सेम्पल से संतुष्ट हो।

प्राचार्य
भेरूलाल पाटीदार शास. स्ना. महाविद्यालय, महू

प्राचार्य
भेरूलाल पाटीदार शास. स्ना. महाविद्यालय, महू

1 of 4

17-12-2

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2018-2019(Page 2)

TIN No.: 23861000581 — बिल पत्रक — Ph.:0731-2542212

प्रमाण-पत्र सं.210

(म.प्र. शासन का उपक्रम)
अ.भा. खादी ग्रामोद्योग आयोग मुम्बई द्वारा प्रमाणित
म.प्र. खादी ग्रामोद्योग बोर्ड भोपाल द्वारा संचालित

म.प्र. खादी ग्रामोद्योग

म.प्र. खादी तथा ग्रामोद्योग एम्पोरियम

22-23, एम.टी.एच.कम्पाउण्ड, शापिंग कॉम्पलेक्स, इन्दौर 452007

आदेश क्रमांक.....[redacted]
दिनांक.....

बिल क्रमांक.....2749
दिनांक.....14/12/

श्री मान प्राचार्य
बी.एल.पी. शासकीय स्नातकोत्तर महाविद्यालय मऊ

क्र.	स्टॉक पृष्ठ	विवरण	संख्या/वजन	दर	राशि
		पोली खादी वर्दी	20	1205/-	24100=00
		पोली खादी महिलावर्दी	8	1460/-	11680=00
		ऊनी खादी कोट	2	2280/-	4560=00
		Used For Payment ₹ 40340/- Words ₹ Forty Thousand Three hundred forty only			
				योग	40,340=00
				सिवेट	—
				वैट	—
				शुद्ध राशि	40340=00

अक्षरी रूपये चालीस हजार तीन सौ चालीस रुपये मात्र

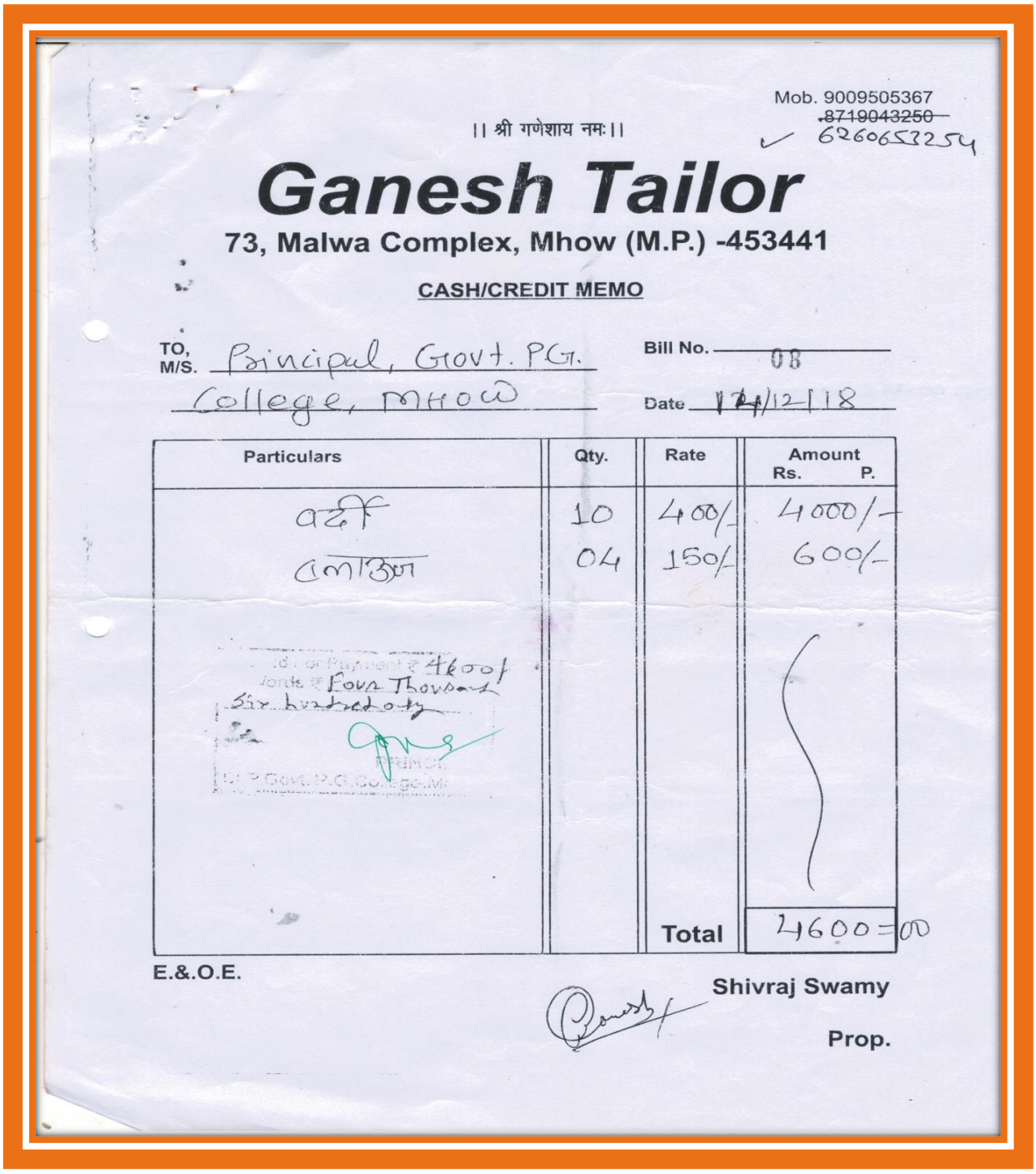
PRINCIPAL Govt. P.G.College, Mhow

1. भूल-चूक लेनी देनी।
2. बेचा हुआ माल वापस नहीं होगा।
3. सभी विवादों का न्यायक्षेत्र इन्दौर रहेगा।
4. राशि का भुगतान म.प्र. खादी तथा ग्रामोद्योग एम्पोरियम इन्दौर के नाम से बैंक/ड्राट द्वारा किया जावे।

हस्ताक्षर प्राप्तकर्ता — स्टोर कीपर — मैनेजर

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff
Session 2018-2019(Page 3)



|| श्री गणेशाय नमः ||

Mob. 9009505367
~~8719043250~~
6260653254

Ganesh Tailor

73, Malwa Complex, Mhow (M.P.) -453441

CASH/CREDIT MEMO

TO, M/S. Principal, Govt. PG. College, MHOW

Bill No. 08

Date 14/12/18

Particulars	Qty.	Rate	Amount Rs. P.
वर्दी	10	400/-	4000/-
लगोट	04	150/-	600/-
		Total	4600=00

Rupees Four Thousand Six hundred only

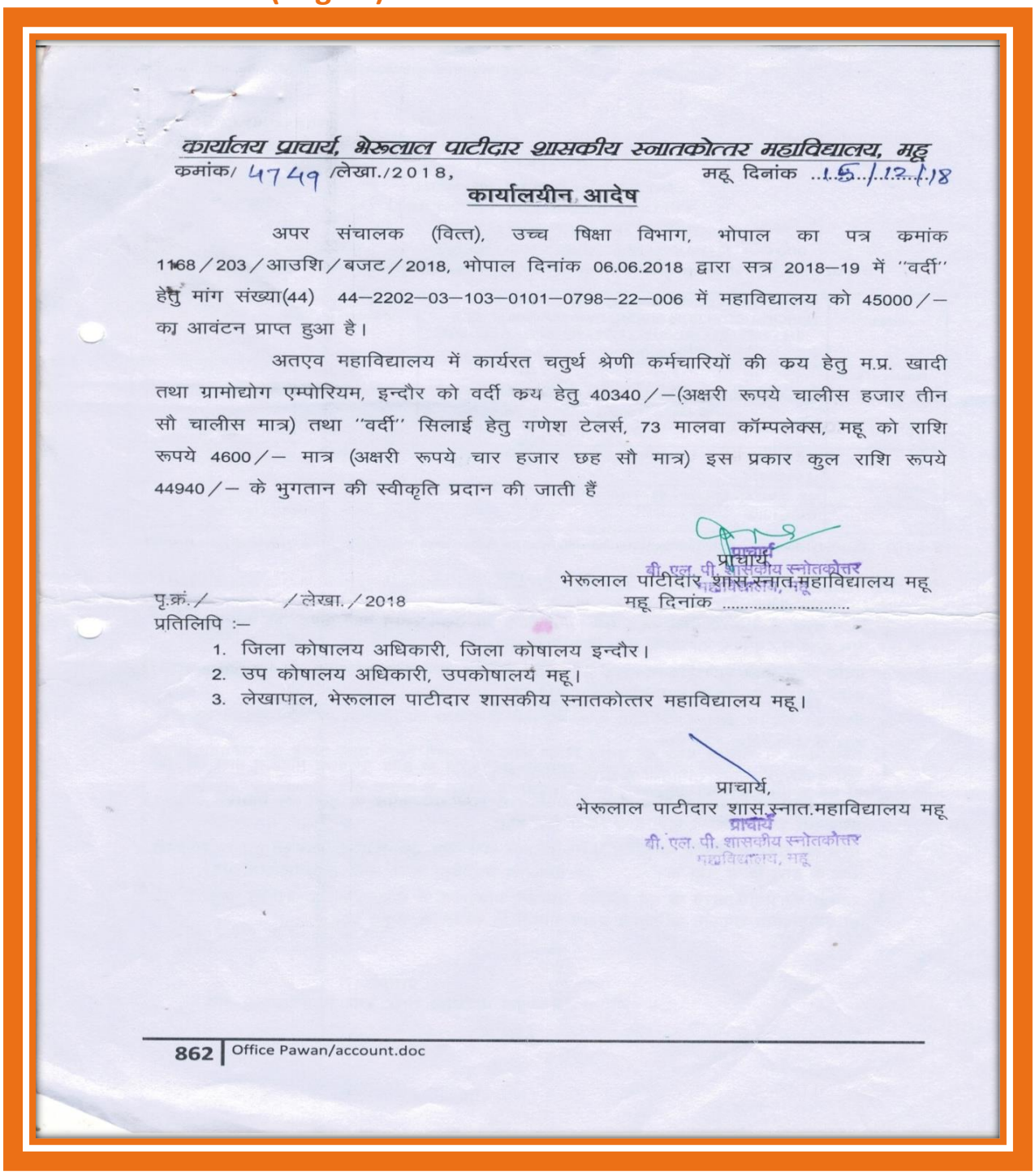
E.&.O.E.

Shivraj Swamy

Prop.

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2018-2019(Page 4)



कार्यालय प्राचार्य, भेरूलाल पाटीदार शासकीय स्नातकोत्तर महाविद्यालय, मह्

कमांक/ 4749 /लेखा./2018, मह् दिनांक 15/12/18

कार्यालयीन आदेष

अपर संचालक (वित्त), उच्च षिक्षा विभाग, भोपाल का पत्र कमांक 1168/203/आउशि/बजट/2018, भोपाल दिनांक 06.06.2018 द्वारा सत्र 2018–19 में "वर्दी" हेतु मांग संख्या(44) 44–2202–03–103–0101–0798–22–006 में महाविद्यालय को 45000/– का आवंटन प्राप्त हुआ है।

अतएव महाविद्यालय में कार्यरत चतुर्थ श्रेणी कर्मचारियों की कय हेतु म.प्र. खादी तथा ग्रामोद्योग एम्पोरियम, इन्दौर को वर्दी कय हेतु 40340/–(अक्षरी रूपये चालीस हजार तीन सौ चालीस मात्र) तथा "वर्दी" सिलाई हेतु गणेश टेलर्स, 73 मालवा कॉम्पलेक्स, मह् को राशि रूपये 4600/– मात्र (अक्षरी रूपये चार हजार छह सौ मात्र) इस प्रकार कुल राशि रूपये 44940/– के भुगतान की स्वीकृति प्रदान की जाती हैं

प्राचार्य
भेरूलाल पाटीदार शास.स्नात.महाविद्यालय मह्

पृ.क्रं./ /लेखा./2018 मह् दिनांक .....

प्रतिलिपि :–

1. जिला कोषालय अधिकारी, जिला कोषालय इन्दौर।
2. उप कोषालय अधिकारी, उपकोषालय मह्।
3. लेखापाल, भेरूलाल पाटीदार शासकीय स्नातकोत्तर महाविद्यालय मह्।

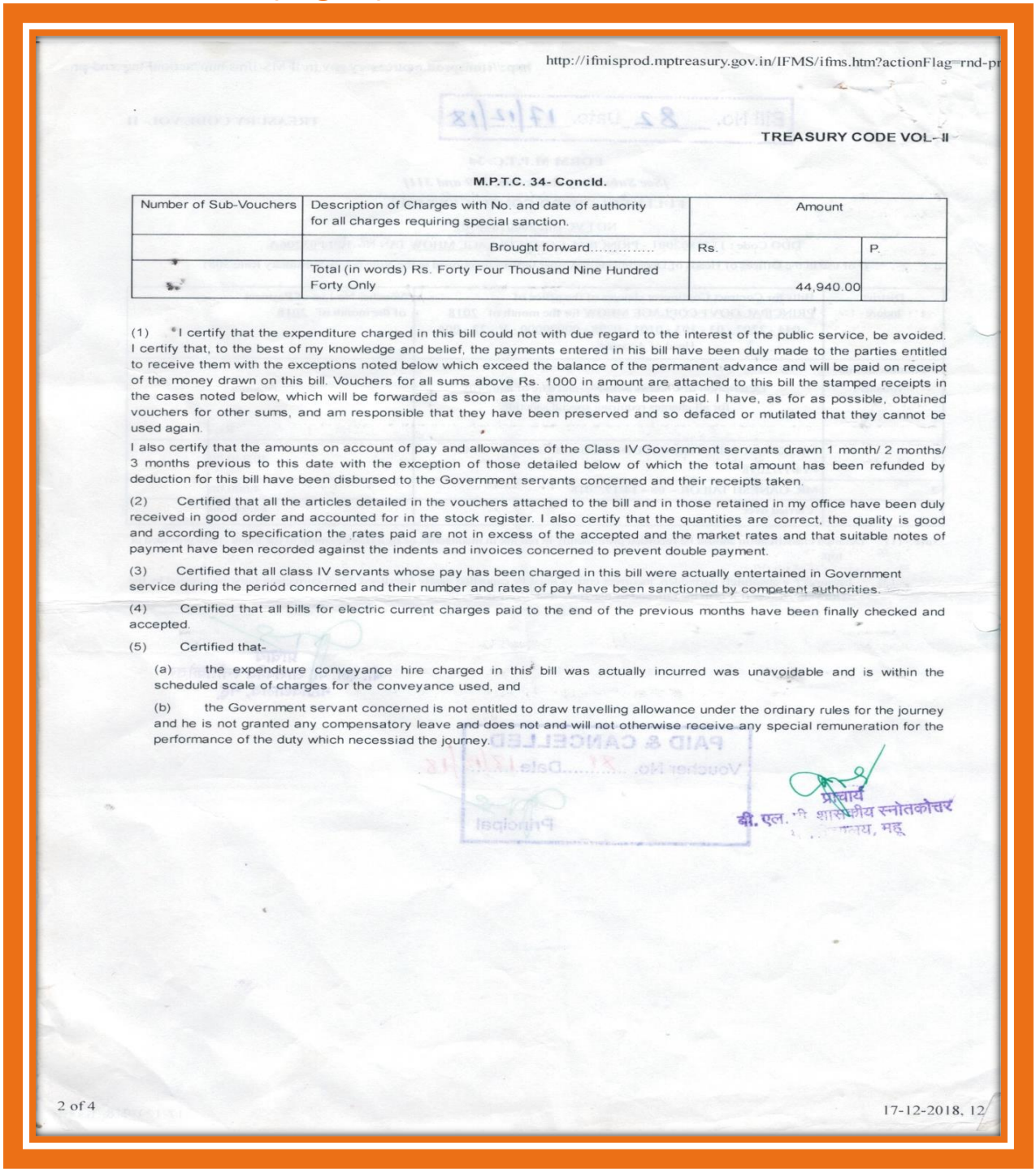
प्राचार्य,
भेरूलाल पाटीदार शास.स्नात.महाविद्यालय मह्

प्राचार्य
बी. एल. पी. शासकीय स्नोतकोत्तर महाविद्यालय, महू

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2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2018-2019(Page 5)



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TREASURY CODE VOL- II

M.P.T.C. 34- Concld.

Number of Sub-Vouchers	Description of Charges with No. and date of authority for all charges requiring special sanction.	Amount	
	Brought forward.....	Rs.	P.
	Total (in words) Rs. Forty Four Thousand Nine Hundred Forty Only	44,940.00	

(1) I certify that the expenditure charged in this bill could not with due regard to the interest of the public service, be avoided. I certify that, to the best of my knowledge and belief, the payments entered in his bill have been duly made to the parties entitled to receive them with the exceptions noted below which exceed the balance of the permanent advance and will be paid on receipt of the money drawn on this bill. Vouchers for all sums above Rs. 1000 in amount are attached to this bill the stamped receipts in the cases noted below, which will be forwarded as soon as the amounts have been paid. I have, as for as possible, obtained vouchers for other sums, and am responsible that they have been preserved and so defaced or mutilated that they cannot be used again.

I also certify that the amounts on account of pay and allowances of the Class IV Government servants drawn 1 month/ 2 months/ 3 months previous to this date with the exception of those detailed below of which the total amount has been refunded by deduction for this bill have been disbursed to the Government servants concerned and their receipts taken.

(2) Certified that all the articles detailed in the vouchers attached to the bill and in those retained in my office have been duly received in good order and accounted for in the stock register. I also certify that the quantities are correct, the quality is good and according to specification the rates paid are not in excess of the accepted and the market rates and that suitable notes of payment have been recorded against the indents and invoices concerned to prevent double payment.

(3) Certified that all class IV servants whose pay has been charged in this bill were actually entertained in Government service during the period concerned and their number and rates of pay have been sanctioned by competent authorities.

(4) Certified that all bills for electric current charges paid to the end of the previous months have been finally checked and accepted.

(5) Certified that-

(a) the expenditure conveyance hire charged in this bill was actually incurred was unavoidable and is within the scheduled scale of charges for the conveyance used, and

(b) the Government servant concerned is not entitled to draw travelling allowance under the ordinary rules for the journey and he is not granted any compensatory leave and does not and will not otherwise receive any special remuneration for the performance of the duty which necessiad the journey.

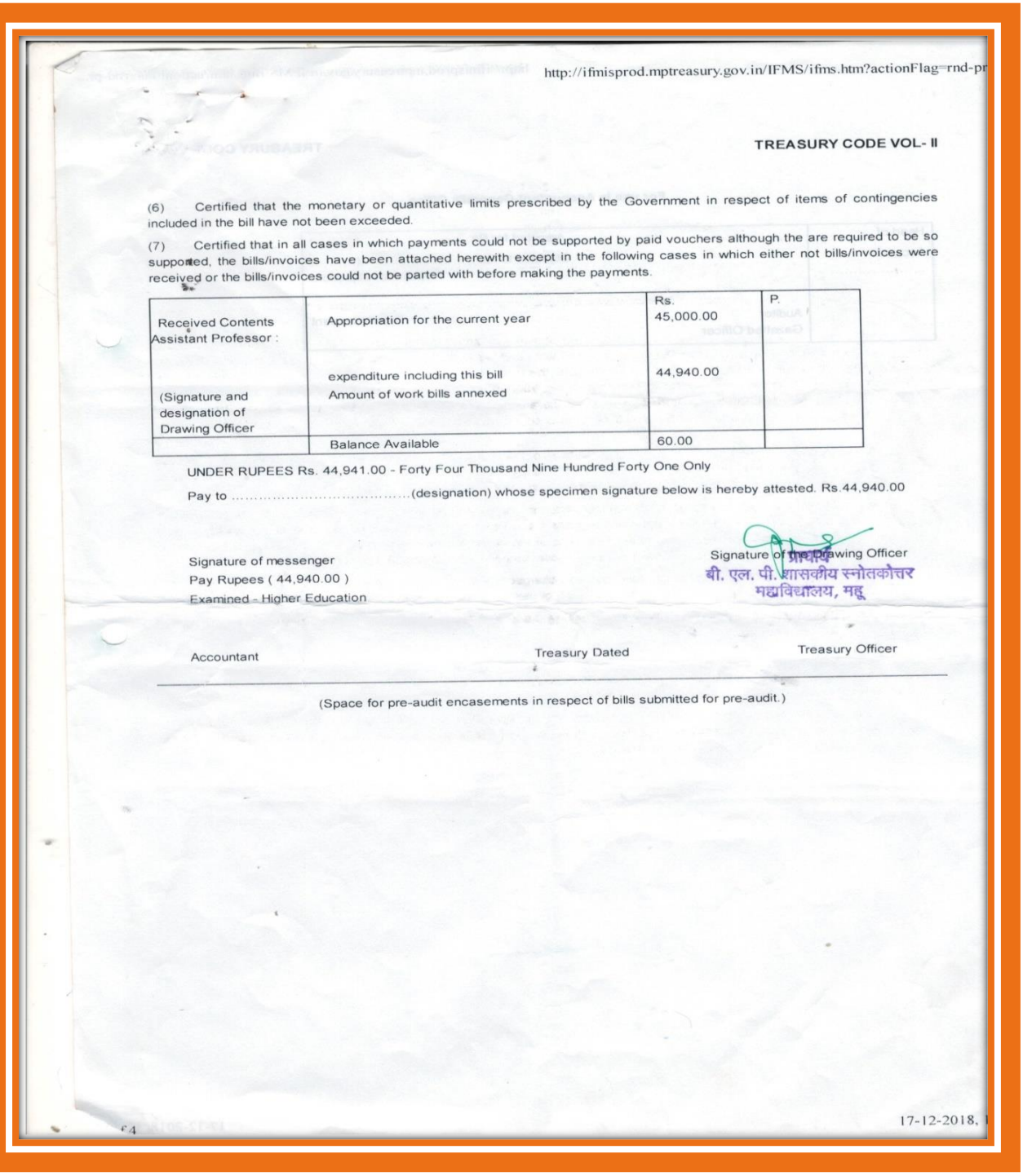
प्राचार्य
बी. एल. पी शासकीय स्नोतकोचर ...नाय, महू

2 of 4

17-12-2018, 12

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2018-2019(Page 6)



http://ifmisprod.mptreasury.gov.in/IFMS/ifms.htm?actionFlag=rnd-pr

TREASURY CODE VOL- II

(6) Certified that the monetary or quantitative limits prescribed by the Government in respect of items of contingencies included in the bill have not been exceeded.

(7) Certified that in all cases in which payments could not be supported by paid vouchers although the are required to be so supported, the bills/invoices have been attached herewith except in the following cases in which either not bills/invoices were received or the bills/invoices could not be parted with before making the payments.

		Rs.	P.
Received Contents Assistant Professor : (Signature and designation of Drawing Officer	Appropriation for the current year expenditure including this bill Amount of work bills annexed	45,000.00 44,940.00	
	Balance Available	60.00	

UNDER RUPEES Rs. 44,941.00 - Forty Four Thousand Nine Hundred Forty One Only

Pay to .....(designation) whose specimen signature below is hereby attested. Rs.44,940.00

Signature of messenger
Pay Rupees (44,940.00)
Examined - Higher Education

Signature of the Drawing Officer
बी. एल. पी. शासकीय स्नोतकोत्तर
महाविद्यालय, महू

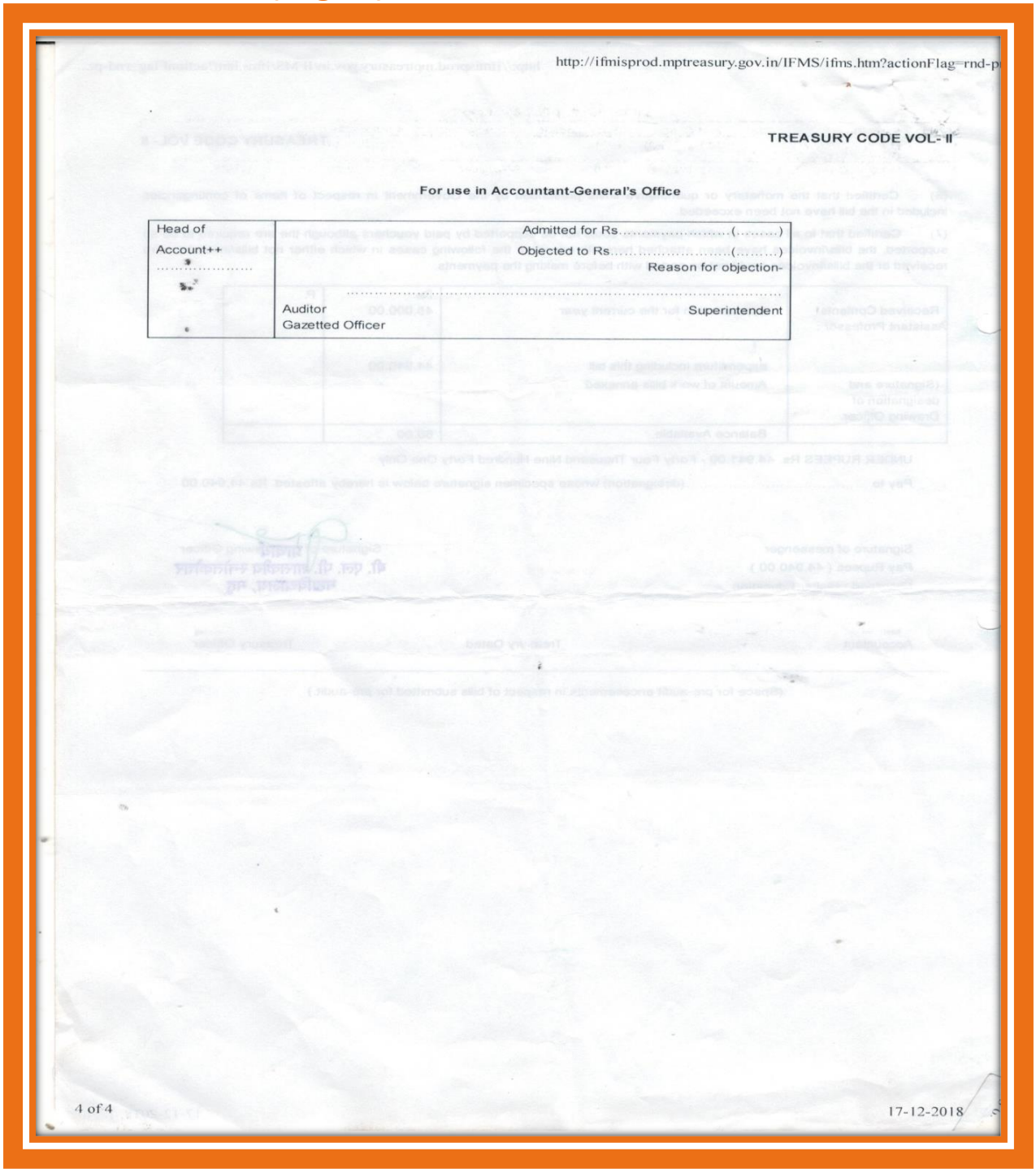
Accountant | Treasury Dated | Treasury Officer

(Space for pre-audit encasements in respect of bills submitted for pre-audit.)

17-12-2018,

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2018-2019(Page 7)



http://ifmisprod.mptreasury.gov.in/IFMS/ifms.htm?actionFlag=rnd-p

TREASURY CODE VOL- II

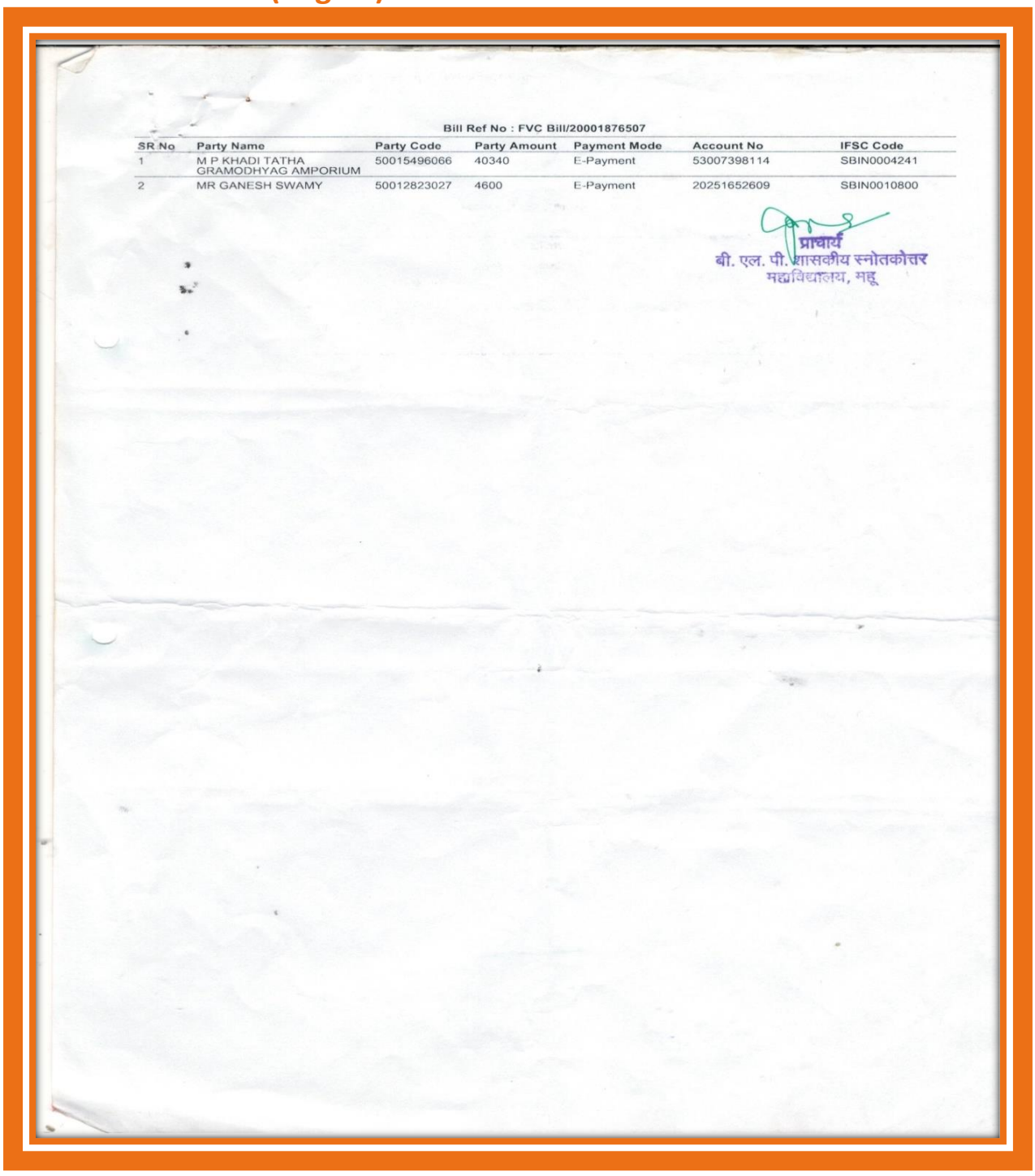
For use in Accountant-General's Office

Head of Account++	Admitted for Rs.....(.....) Objected to Rs.....(.....) Reason for objection- ..... Auditor Superintendent Gazetted Officer

4 of 4 17-12-2018

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2018-2019(Page 8)



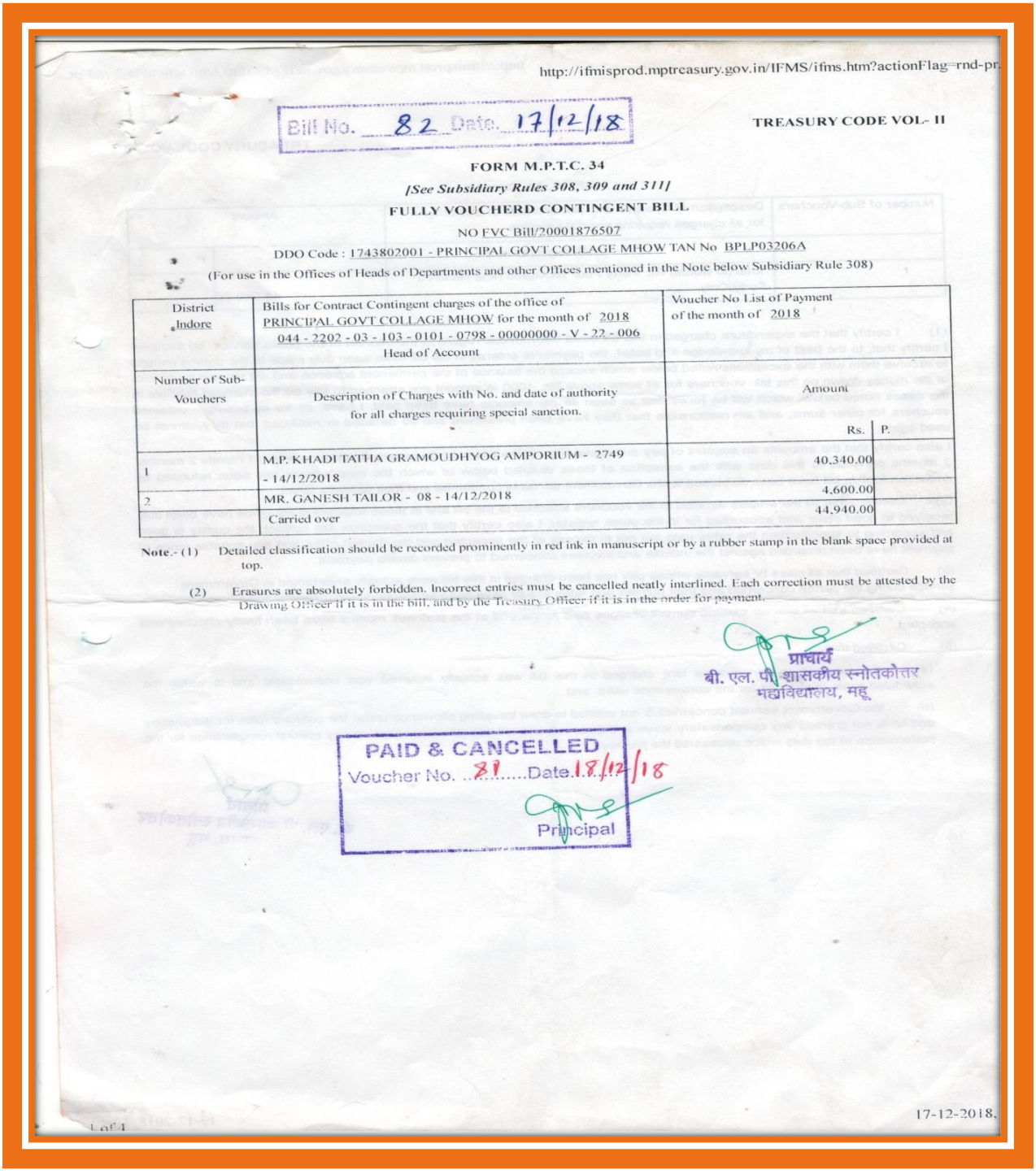
Bill Ref No : FVC Bill/20001876507

SR No	Party Name	Party Code	Party Amount	Payment Mode	Account No	IFSC Code
1	M P KHADI TATHA GRAMODHYAG AMPORIUM	50015496066	40340	E-Payment	53007398114	SBIN0004241
2	MR GANESH SWAMY	50012823027	4600	E-Payment	20251652609	SBIN0010800

प्राचार्य
बी. एल. पी. शासकीय स्नोतकोत्तर
महाविद्यालय, महू

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2018-2019(Page 9)



http://ifmisprod.mptreasury.gov.in/IFMS/ifms.htm?actionFlag=rnd-pr

Bill No. 82 Date. 17/12/18

TREASURY CODE VOL- II

FORM M.P.T.C. 34

[See Subsidiary Rules 308, 309 and 311]

FULLY VOUCHERD CONTINGENT BILL

NO FVC Bill/20001876507

DDO Code : 1743802001 - PRINCIPAL GOVT COLLAGE MHOW TAN No BPLP03206A

(For use in the Offices of Heads of Departments and other Offices mentioned in the Note below Subsidiary Rule 308)

District Indore	Bills for Contract Contingent charges of the office of PRINCIPAL GOVT COLLAGE MHOW for the month of 2018 044 - 2202 - 03 - 103 - 0101 - 0798 - 00000000 - V - 22 - 006 Head of Account	Voucher No List of Payment of the month of 2018	
Number of Sub-Vouchers	Description of Charges with No. and date of authority for all charges requiring special sanction.	Amount Rs.	P.
1	M.P. KHADI TATHA GRAMOUDHYOG AMPORIUM - 2749 - 14/12/2018	40,340.00	
2	MR. GANESH TAILOR - 08 - 14/12/2018	4,600.00	
	Carried over	44,940.00	

Note.- (1) Detailed classification should be recorded prominently in red ink in manuscript or by a rubber stamp in the blank space provided at top.

(2) Erasures are absolutely forbidden. Incorrect entries must be cancelled neatly interlined. Each correction must be attested by the Drawing Officer if it is in the bill, and by the Treasury Officer if it is in the order for payment.

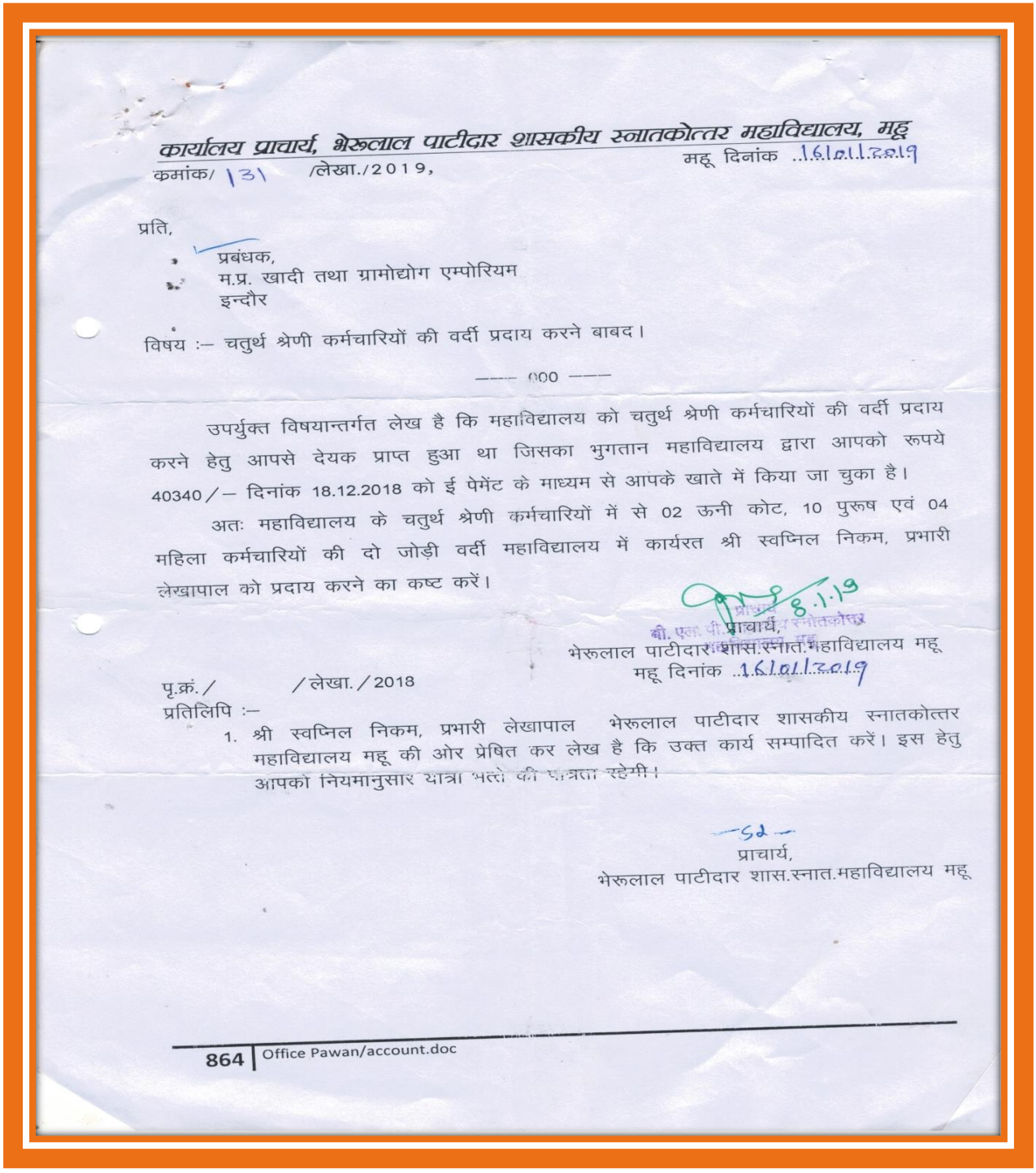
प्राचार्य
बी. एल. पी. शासकीय स्नोतकोत्तर
महाविद्यालय, महू

PAID & CANCELLED
Voucher No. 81 Date. 18/12/18
Principal

17-12-2018.

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2018-2019(Page 10)



कार्यालय प्राचार्य, भेरूलाल पाटीदार शासकीय स्नातकोत्तर महाविद्यालय, मह्

कमांक/ 131 /लेखा./2019, महू दिनांक 16/01/2019

प्रति,

प्रबंधक,
म.प्र. खादी तथा ग्रामोद्योग एम्पोरियम
इन्दौर

विषय :– चतुर्थ श्रेणी कर्मचारियों की वर्दी प्रदाय करने बाबद।

—— 000 ——

उपर्युक्त विषयान्तर्गत लेख है कि महाविद्यालय को चतुर्थ श्रेणी कर्मचारियों की वर्दी प्रदाय करने हेतु आपसे देयक प्राप्त हुआ था जिसका भुगतान महाविद्यालय द्वारा आपको रूपये 40340/– दिनांक 18.12.2018 को ई पेमेंट के माध्यम से आपके खाते में किया जा चुका है।

अतः महाविद्यालय के चतुर्थ श्रेणी कर्मचारियों में से 02 ऊनी कोट, 10 पुरूष एवं 04 महिला कर्मचारियों की दो जोड़ी वर्दी महाविद्यालय में कार्यरत श्री स्वप्निल निकम, प्रभारी लेखापाल को प्रदाय करने का कष्ट करें।

8.1.19

प्राचार्य,
भेरूलाल पाटीदार शास.स्नात.महाविद्यालय महू
महू दिनांक 16/01/2019

पृ.क्रं./ /लेखा./2018

प्रतिलिपि :–

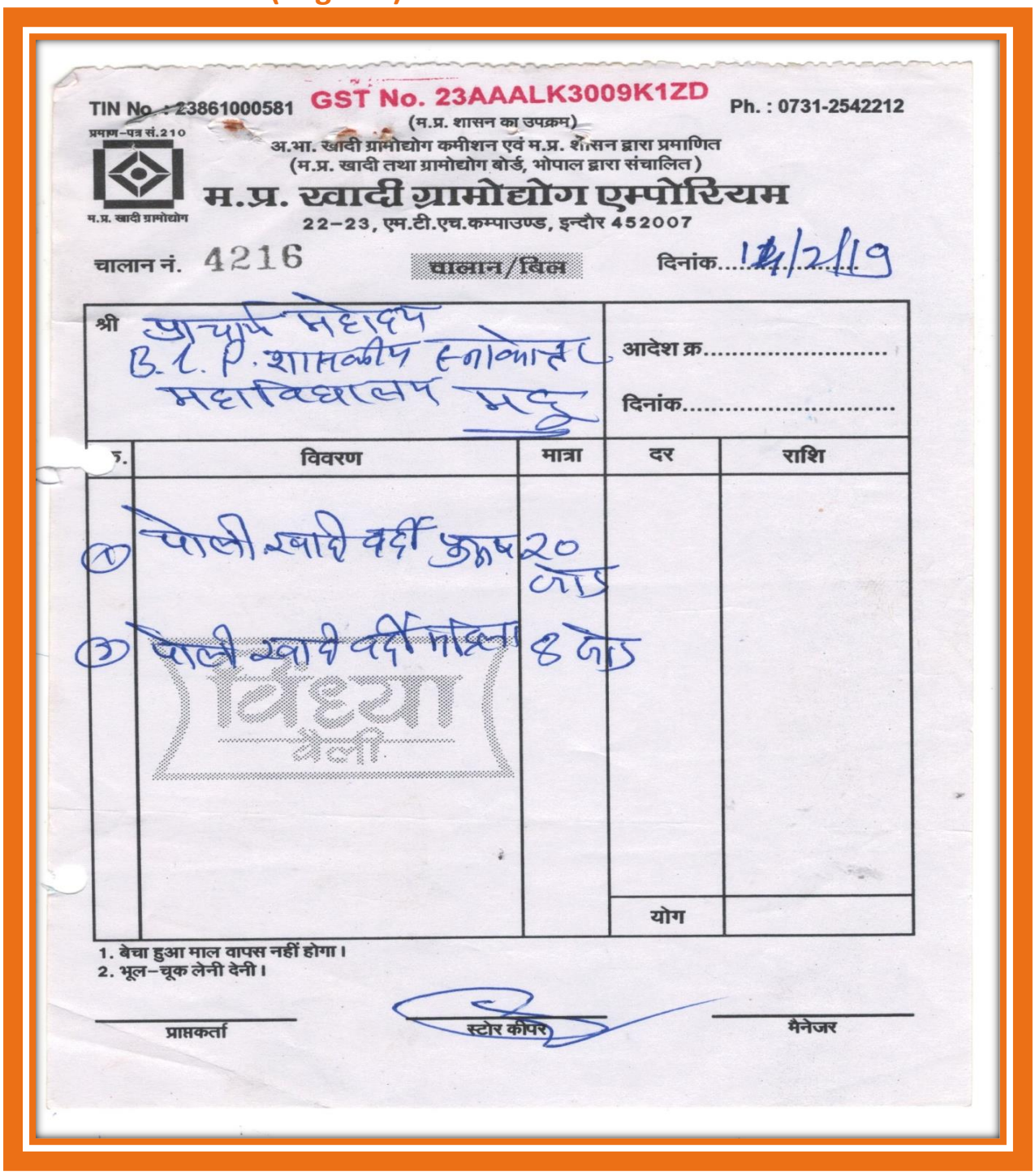
1. श्री स्वप्निल निकम, प्रभारी लेखापाल भेरूलाल पाटीदार शासकीय स्नातकोत्तर महाविद्यालय मह्‌ की ओर प्रेषित कर लेख है कि उक्त कार्य सम्पादित करें। इस हेतु आपको नियमानुसार यात्रा भत्ते की पात्रता रहेगी।

प्राचार्य,
भेरूलाल पाटीदार शास.स्नात.महाविद्यालय मह्‌

864 | Office Pawan/account.doc

2. Effective Welfare Measures for Teaching and Non-teaching Staff.

2.5 Effective welfare measures for non-teaching staff Session 2018-2019(Page 11)



TIN No. : 23861000581 GST No. 23AAALK3009K1ZD Ph. : 0731-2542212

(म.प्र. शासन का उपक्रम)

अ.भा. खादी ग्रामोद्योग कमीशन एवं म.प्र. शासन द्वारा प्रमाणित

(म.प्र. खादी तथा ग्रामोद्योग बोर्ड, भोपाल द्वारा संचालित)

प्रमाण-पत्र सं.210

म.प्र. खादी ग्रामोद्योग

म.प्र. खादी ग्रामोद्योग एम्पोरियम

22-23, एम.टी.एच.कम्पाउण्ड, इन्दौर 452007

चालान नं. 4216 चालान/बिल दिनांक 14/2/19

श्री प्राचार्य महोदय B.L.P. शासकीय स्नातकोत्तर महाविद्यालय मण्डु

आदेश क्र.

दिनांक

क्र.	विवरण	मात्रा	दर	राशि
1	चाली खादी वर्दी कपड़ा	20 मीटर		
2	चाली खादी वर्दी साड़ी	8 जोड़		
			योग	

1. बेचा हुआ माल वापस नहीं होगा।
2. भूल-चूक लेनी देनी।

प्राप्तकर्ता स्टोर कीपर मैनेजर

3. Avenues for Career Development Progression.

3.1 Incentive for research activities: Details of Paper Presenter Incentive for research Development Activity.

BHERULAL PATIDAR, GOVT. P.G. COLLEGE, MHOW (M.P.)

ACADEMIC EXCELLENCE ACTIVITY (RESEARCH & DEVELOPMENT)

World Bank Funded - Madhya Pradesh Higher Education Quality Improvement Project Year 2022-2023 (WB-MPHEQIP)

Details of Paper Presenter Incentive for Research Development Activity

S.no.	Paper Presenter Name (Auther)	Account No.	IFSC Code	Amount	Name of Journal	Department
1	Dr. Praveen Sharma	53042966823	SBIN0030467	1500	Naveen Shodh Sansar	Commerce
2	Arti Verma	09180100002381	BARB0MHOWXX	1500	Naveen Shodh Sansar	Commerce
3	Arti Verma	09180100002381	BARB0MHOWXX	1500	Naveen Shodh Sansar	Commerce
4	Sweety Ohlan	0321000106580668	PUNB0032100	1500	Naveen Shodh Sansar	Commerce
5	Sweety Ohlan	0321000106580668	PUNB0032100	1500	Naveen Shodh Sansar	Commerce
6	Neha Yadav	219110100013931	UBIN0821918	1500	Naveen Shodh Sansar	Commerce
7	Dr.Ranjana Verma	63000848509	SBIN0030014	3000	ISSN 1006-6748	Zoology

DR. MANOJ KUMAR NAGAR
WB-MPHEQIP CO-ORDINATOR
B.L.P. GOVT.P.G. COLLEGE
MHOW

PRINCIPAL
B.L.P. Govt P.G. College,
MHOW (M.P.)

3. Avenues for Career Development Progression.

3.2 Training for new interface user application

स्टेट प्रोजेक्ट डायरेक्टोरेट, राष्ट्रीय उच्चतर शिक्षा अभियान,
उच्च शिक्षा विभाग, मध्यप्रदेश (भोपाल फोन नं.- 0755-4001680)
192. एवीएन टॉवर, मेजनाइन फ्लोर जोन-1. एम. पी. नगर भोपाल
ई-मेल : spdmpwb@gmail.com

पत्र क्रमांक: 1000 भोपाल, दिनांक: 04/05/2023

प्रति,

प्राचार्य
समस्त शासकीय **महाविद्यालय**
मध्यप्रदेश

विषय: शासकीय महाविद्यालयों के ग्रंथपाल / पुस्तकालय प्रभारी को ई ग्रंथालय सॉफ्टवेयर का प्रशिक्षण देने के संबंध में।

विषयान्तर्गत लेख है कि शासकीय महाविद्यालयों में एनआईसी द्वारा निर्मित एवं संचालित ई-ग्रंथालय लाइब्रेरी ऑटोमेशन एप्लिकेशन के क्रियान्वयन किया जा चुका है। ई-ग्रंथालय पोर्टल की समीक्षा करने पर पाया गया है कि कई महाविद्यालय इस पोर्टल को अपेक्षानुसार उपयोग नहीं कर रहे है।
एनआईसी के सहयोग से समस्त शासकीय महाविद्यालयों के लिए **दिनांक 9 मई से 11 मई 2023** तक प्रतिदिन 11 बजे से 1 बजे तक ई-ग्रंथालय सॉफ्टवेयर पर **ऑनलाइन प्रशिक्षण** का आयोजन किया जा रहा है।
उक्त ऑनलाइन प्रशिक्षण में जुड़ने के लिए लिंक निम्नानुसार है:

कृपया नियत तिथि पर आपके महाविद्यालय के ग्रंथपाल/पुस्तकालय प्रभारी को तीनों दिन प्रशिक्षण में सम्मिलित होने हेतु निर्देशित करने का कष्ट करें।

(आयुक्त उच्च शिक्षा द्वारा अनुमोदित)

(डॉ. सुनील सिंह)
अतिरिक्त परियोजना संचालक
रूसा कार्यालय,
उच्च शिक्षा विभाग, भोपाल, म.प्र.

पत्र क्रमांक: भोपाल, दिनांक: / /2023

प्रतिलिपि

1. निज सहायक, प्रमुख सचिव, मध्य प्रदेश शासन, उच्च शिक्षा विभाग
2. निज सहायक, आयुक्त, उच्च शिक्षा विभाग
3. श्री जितेंद्र पाराशर, स्टेट कोर्डीनेटर (ई-ग्रंथालय सॉफ्टवेयर),एनआईसी, प्रथम तल, सतपुड़ा भवन भोपाल, मध्यप्रदेश

अतिरिक्त परियोजना संचालक
रूसा कार्यालय,
उच्च शिक्षा विभाग, भोपाल, म.प्र.

3. Avenues for Career Development Progression.

3.3. Training for vocational and personality development LMS operation dated 246-2022

कार्यालय निदेशक, स्वामी विवेकानन्द कॅरियर मार्गदर्शन योजना
उच्च शिक्षा, भोपाल (मध्यप्रदेश)
E-mail: hesvcgs@mp.gov.in Telephone - 0755-2550064

कमांक / 257 / 66 / विवेकानंद / 2022 भोपाल, दिनांक 24.06.22

प्रति,

प्राचार्य,
शासकीय महाविद्यालय (समस्त)
(मध्यप्रदेश)

विषय–आत्मनिर्भर मध्यप्रदेश कार्यक्रम के indicator 16.1 (D) अंन्तर्गत शिक्षक–प्रशिक्षण के संबंध में।

––00––

विषयान्तर्गत लेख है कि आर.सी.पी.व्ही.नरोन्हा प्रशासन एवं प्रबंधकीय अकादमी भोपाल द्वारा आयोजित व्यवसायिक एवं व्यक्तित्व निर्माण संबंधी प्रशिक्षण कार्यक्रम जो कि चार अनिवार्य विषयों के साथ वैकल्पिक विषयों के माड्यूल LMS पर आधारित है। उक्त प्रशिक्षण में आपके महाविद्यालय में कार्यरत समस्त सहायक प्राध्यापक, सह–प्राध्यापक, प्राध्यापक पुस्तकालयाध्यक्ष, कीड़ाधिकारी, अतिथि विद्वानों को निर्देशित किया जाना सुनिश्चित करें कि प्रशिक्षण कार्यक्रम में अनिवार्य रुप से आन लाइन पंजीकृत होकर प्रशिक्षण प्राप्त करें।

यदि कोई प्रशिक्षणार्थी प्रशिक्षण में आनलाइन प्रतिभगिता सुनिश्चित नहीं करता है तो प्रशिक्षण व्यय की राशि का भुगतान संबंधित प्रशिक्षणार्थी से वसूला जाएगा। प्रशिक्षण कार्यक्रम में पंजीयन एवं अन्य के संबंध में आवश्यक जानकारी संबंधित जिले के जिला नोडल अधिकारी (स्वामी विवेकानंद योजना) एवं राज्य समन्वय कार्यालय के श्री गोविन्द सिंह राय मो. 7000656236 से प्राप्त की जा सकती है। तद्नुसार आवश्यक कार्यवाही सुनिश्चित की जाए।

(दीपक सिंह)
आयुक्त
उच्च शिक्षा(मध्यप्रदेश)

कमांक / 258 / 66 / विवेकानंद / 2022 भोपाल, दिनांक 24.06.22

प्रतिलिपि:-

1 विशेष सहायक, माननीय मंत्री जी, म.प्र. शासन, उच्च शिक्षा विभाग भोपाल।
2 स्टाफ आफीसर, अपर मुख्य सचिव, म.प्र. शासन, उच्च शिक्षा विभाग, भोपाल।
3 क्षेत्रीय अतिरिक्त संचालक, उच्च शिक्षा, समस्त संभाग मध्यप्रदेश।
4 संभागीय / जिला नोडल अधिकारी, प्रकोष्ठ प्रभारी SVCGS उच्च शिक्षा, मध्यप्रदेश।
5 संबंधित .....को सूचनार्थ एवं पालनार्थ।
6 कार्यालयीन अभिलेख।
.....की ओर आवश्यक कार्यवाही हेतु

आयुक्त
उच्च शिक्षा(मध्यप्रदेश)

3. Avenues for Career Development Progression.

3.4 Capacity building training dated 13-04-2022(page 1)

राज्य परियोजना संचालनालय,
उच्च शिक्षा विभाग, म.प्र शासन
192, ए वी एन टावर, एम पी नगर भोपाल (म.प्र)

क्र/1110/रूसा वि. वै / प्रशिक्षण/ 2022/ दिनांकः 13/4/22

प्रति
प्राचार्य, समस्त शासकीय महाविद्यालय
उच्च शिक्षा, मध्य प्रदेश।

विषय :- वित्तीय वर्ष 2022-23 में विश्व बैंक परियोजना के अंतर्गत आयोजित किये जाने वाले प्रशिक्षण के सबंध में।

उपरोक्त विषयान्तर्गत लेख है वित्तीय वर्ष 2022-23 में विश्व बैंक परियोजना के तहत उच्च शिक्षा के अंतर्गत आने वाले महाविद्यालयों के प्राचार्यो/नोडल अधिकारी तथा अन्य अधिकारी एवं कर्मचारियों की Capacity Building किये जाने हेतु विभिन्न विषयों से सम्बंधित प्रशिक्षण निम्नलिखित समय सारणी अनुसार कार्यशाला आयोजित की जा रही हैं।

Proposed/Tentative Training Program 2022-23

S.No.	Training Program Name	Duration of each Training	Type of Training	Division	Proposed Date	Time
1	GEM Procurement training Program	1 Days	Webinar	Bhopal,Indore,Jabalpur Sagar,Gwalior,Ujjain,rewa	19 & 20, April 2022	11:00am To 2:00pm

एजेंडा विंदु :

S.no.	Subject of Training	Agenda Points
01	GEM Procurement training Program	• Registration in GeM portal • Brief introduction for MPSPR 2015 procurement rules • GeM procurement process

3. Avenues for Career Development Progression.

3.4 Capacity building training dated 13-04-2022(page 2)

अतः आपको निर्देशित किया जाता है कि उपरोक्त प्रशिक्षण हेतु उक्त समय सारणी अनुसार आपके महाविद्यालयों से सम्बंधित अधिकारियों एवं कर्मचारियों को अनिवार्य रूप से प्रशिक्षण में उपस्थित होने के लिए निर्देशित करें ।

(दीपक सिंह, आई. ए. एस)
कमिश्नर/ परियोजना संचालक

प्रतिलिपि :

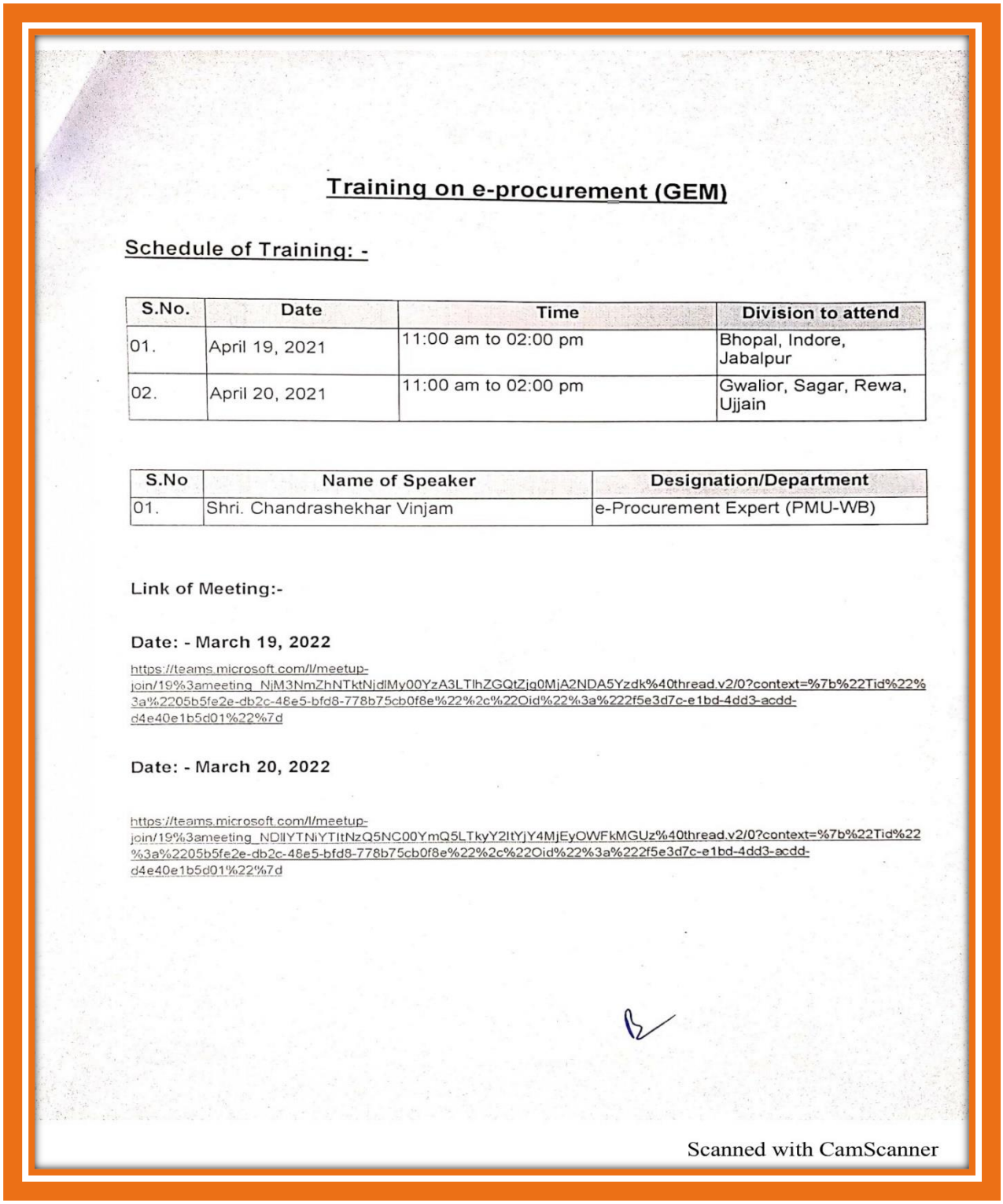
क्र / 1111 /रूसा वि. वै / प्रशिक्षण/ 2022/ दिनांक: 13/4/22

1. अतिरिक्त संचालक, समस्त संभाग उच्च शिक्षा, मध्य प्रदेश की ओर आवश्यक कार्यवाही हेतु।

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3. Avenues for Career Development Progression.

3.4 Capacity building training dated 13-04-2022 (page 3)



Training on e-procurement (GEM)

Schedule of Training: -

S.No.	Date	Time	Division to attend
01.	April 19, 2021	11:00 am to 02:00 pm	Bhopal, Indore, Jabalpur
02.	April 20, 2021	11:00 am to 02:00 pm	Gwalior, Sagar, Rewa, Ujjain

S.No	Name of Speaker	Designation/Department
01.	Shri. Chandrashekhar Vinjam	e-Procurement Expert (PMU-WB)

Link of Meeting:-

Date: - March 19, 2022

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NjM3NmZhNTktNjdlMy00YzA3LTlhZGQtZjg0MjA2NDA5Yzdk%40thread.v2/0?context=%7b%22Tid%22%3a%2205b5fe2e-db2c-48e5-bfd8-778b75cb0f8e%22%2c%22Oid%22%3a%222f5e3d7c-e1bd-4dd3-acdd-d4e40e1b5d01%22%7d

Date: - March 20, 2022

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NDllYTNiYTItNzQ5NC00YmQ5LTkyY2ItYjY4MjEyOWFkMGUz%40thread.v2/0?context=%7b%22Tid%22%3a%2205b5fe2e-db2c-48e5-bfd8-778b75cb0f8e%22%2c%22Oid%22%3a%222f5e3d7c-e1bd-4dd3-acdd-d4e40e1b5d01%22%7d

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3. Avenues for Career Development Progression.

3.5. Capacity building training dated 24-08-2021

कार्यालय आयुक्त, उच्च शिक्षा, मध्यप्रदेश
सतपुड़ा भवन, भोपाल–462004

क्रमांकः 1098/260/आउशि/शा–5'अ'/2021 भोपाल, दिनांक 24/08/2021

प्रति,

1. समस्त क्षेत्रीय अतिरिक्त संचालक,
   उच्च शिक्षा,मध्यप्रदेश।
2. प्राचार्य,
   समस्त अग्रणी महाविद्यालय,मध्यप्रदेश।
3. प्राचार्य,
   समस्त शासकीय/स्वशासी/अनुदान प्राप्त अशासकीय/अशासकीय महाविद्यालय,
   मध्यप्रदेश।

विषय– राष्ट्रीय शिक्षा नीति 2020 के परिप्रेक्ष्य में प्राध्यापकों एवं कम्प्यूटर ऑपरेटर को प्रशिक्षण प्रदान करने बाबत्।

संदर्भ– कार्यालयीन पत्र क्रमांक 1084/260/आउशि/शा–5'अ'/2021, दिनांक 18.08.2021

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उपरोक्त विषयान्तर्गत संदर्भित पत्र का अवलोकन करें। राष्ट्रीय शिक्षा नीति 2020 के प्रिप्रेक्ष्य में **दिनांक 19.08.2021 से 24.08.2021 तक** प्राचार्य/प्राध्यापकों को ऑनलाइन प्रशिक्षण प्रदान किया जा रहा है।

निर्देशित किया जाता है कि समस्त महाविद्यालय अपने महाविद्यालय के प्राध्यापकों एवं कम्प्यूटर ऑपरेटर को **दिनांक 26.08.2021** तक प्रशिक्षण प्रदान करना सुनिश्चित करेंगे एवं समस्त शासकीय अग्रणी महाविद्यालय अपने क्षेत्राधिकार के समस्त अनुदान प्राप्त अशासकीय महाविद्यालय एवं निजी अशासकीय महाविद्यालय के प्राध्यापकों एवं कम्प्यूटर ऑपरेटर को **दिनांक 25.08.2021 से 31.08.2021 के** मध्य प्रशिक्षण प्रदान करना सुनिश्चित करेंगे।

समस्त क्षेत्रीय अतिरिक्त संचालक, उच्च शिक्षा मध्यप्रदेश प्रशिक्षण की मॉनिटरिंग सुनिश्चित करेंगे एवं क्षेत्राधिकार के महाविद्यालयों में प्रशिक्षण प्रदान कर दिया गया है, अपना पालन प्रतिवेदन दिनांक 01.09.2021 को अपरान्ह 4.00 बजे के पूर्व अकादमिक–शाखा के ई–मेल academy-he@.mp.gov.in पर उपलब्ध कराना सुनिश्चित करेंगे।

(अपर आयुक्त,उच्च शिक्षा द्वारा अनुमोदित)

24/8/21
(डॉ0 धीरेन्द्र शुक्ल)
विशेष कर्तव्यस्थ अधिकारी
उच्च शिक्षा मध्यप्रदेश भोपाल

क्रमांकः 1099/260/आउशि/शा–5'अ'/2021 भोपाल, दिनांक 24/08/2021

प्रतिलिपिः

1. निज सहायक, माननीय मंत्री जी, उच्च शिक्षा विभाग, मंत्रालय, मध्यप्रदेश भोपाल।
2. प्रमुख सचिव के स्टाफ आफीसर, उच्च शिक्षा विभाग, मंत्रालय, मध्यप्रदेश भोपाल।
3. निज सहायक, अपर आयुक्त, उच्च शिक्षा संचालनालय, सतपुड़ा भवन मध्यप्रदेश भोपाल।
4. विशेष कर्तव्यस्थ अधिकारी, आई.टी.शाखा,उच्च शिक्षा संचालनालय,सतपुड़ा भवन,भोपाल।

.....की ओर सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

विशेष कर्तव्यस्थ अधिकारी
उच्च शिक्षा मध्यप्रदेश भोपाल

3. Avenues for Career Development Progression.

3.6 Capacity building training: financial procurement dated 09-03-2021(page 1)

कार्यालय, आयुक्त उच्च शिक्षा, म0प्र0 शासन,
सतपुड़ा भवन भोपाल

क्रमांक:499/40/आउशि/शा–1/2021, भोपाल,दिनांक09/03/2021

प्रति

समस्त प्राचार्य,
शासकीय महाविद्यालय,
उच्च शिक्षा मध्यप्रदेश

विषयः–जेम पोर्टल के माध्यम से क्रय करने वाले केता विभागों को जीईएम पोर्टल पर लाईव की गई, नवीन सुविधाओं और कार्यप्रणाली से अवगत होने व प्रशिक्षण प्राप्त करने बाबत्।

संदर्भः–स्टेट नोडल अधिकारी (जीईएम) म.प्र. लघु उद्योग निगम लि. का पत्र क्रमांक लउनि/जीईएम/प्रशिक्षण/2020–2021/504 दिनांक 14.12.20

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उपरोक्त विषयांतर्गत संदर्भित पत्र के साथ संलग्न म.प्र. लघु उद्योग निगम लि. विभाग से प्राप्त पत्र एवं सहपत्रों की प्रतियॉं आपकी ओर आवश्यक कार्यवाही हेतु संलग्न कर प्रेषित है।

कृपया पत्र में दिये गये निर्देशानुसार कार्यवाही करना सुनिश्चित करें।

संलग्नः–उपरोक्तानुसार,

(चन्द्रशेखर वालिम्बे)
अपर आयुक्त
उच्च शिक्षा, मध्यप्रदेश

पृ. क्रमांक:500/40/आउशि/शा–1/2021, भोपाल,दिनांक09/03/2021

प्रतिलिपिः–

1. स्टेट नोडल अधिकारी (जीईएम) म.प्र. लघु उद्योग निगम लि. का पत्र क्रमांक लउनि/जीईएम/प्रशिक्षण/2020–2021/504 दिनांक 14.12.20 के संदर्भ में सूचनार्थ।

अपर आयुक्त
उच्च शिक्षा, मध्यप्रदेश

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3. Avenues for Career Development Progression.

3.6 Capacity building training: financial procurement dated 09-03-2021 (page 2)

मध्यप्रदेश
लघु उद्योग
निगम लि.
(म.प्र. शासन का उपक्रम)

कमांकः लउनि/जीईएम/प्रशिक्षण/2020–21/ 504

दिनांक: 14-12-20

प्रति,

आयुक्त/संचालक/महानिदेशक/प्रधान मुख्य वन संरक्षक/
प्रमुख अभियंता/पुलिस महानिदेशक/सचिव,
उच्च शिक्षा
भोपाल

विषयः जेम पोर्टल के माध्यम से क्रय करने वाले केता विभागों को जीईएम पोर्टल पर लाईव की गई, नवीन सुविधाओं और कार्यप्रणाली से अवगत होने व प्रशिक्षण प्राप्त करने बाबत्।

संदर्भः जीईएम, नई दिल्ली का, मुख्य सचिव, मध्यप्रदेश के सबोधित अर्द्धशासकीय पत्र कमांक 215/सीईओ–जीईएम/2020 दिनांक 10.11.2020 एवं 226/सीईओ–जीईएम/2020 दिनांक 19.11.20 (छायाप्रतियॉ संलग्न)

महोदय,

कृपया उपरोक्त विषयांतर्गत संदर्भित पत्रों का अवलोकन करने का कष्ट करें। उक्त पत्रों द्वारा सीईओ, जीईएम द्वारा शासकीय केताओं के बीच जीईएम की कार्यप्रणाली में किये गये उन्नयन(upgradation) का व्यापक प्रसार करने और केताओं को प्रशिक्षण देने हेतु जीईएम पोर्टल पर उपलब्ध कराये गये निम्न उन्नयन का लेख किया है:-

1. यदि किसी विभाग द्वारा वांछित उत्पाद जीईएम पोर्टल पर उपलब्ध नही होता है, तो इस हेतु पोर्टल पर लॉगईन करने पर, जीईएम अवेलेबिलिटी रिपोर्ट(GeM Availability Report) बटन उपलब्ध होगा। केता विभाग द्वारा यह लेख करने पर कि, सभी केटेगरी में ढूढ़ने पर वांछित सामग्री नही मिली है, पोर्टल पर जनेरेटेड अनुपलब्धता प्रमाण(NAC) पत्र प्राप्ती की नवीन सुविधा प्रारम्भ की गई है।

2. यदि केता विभाग की जानकारी में वांछित उत्पाद का निर्माता/सेलर है एवं जीईएम पर पंजीकृत नही है, तो विभाग द्वारा जीईएम पोर्टल पर लॉगईन करने पर, उत्पाद केटेगरी में इन्वाईट सेलर(Invite Seller) का बटन दिखेगा, जिसमें संबंधित सेलर का ई–मेल डालकर, उस उत्पाद केटेगरी में पंजीयन हेतु जीईएम पोर्टल के माध्यम से पंजीकरण हेतु इन्वाईट(Invite) किया जा सकता है।

3. केता विभाग अपनी वार्षिक मॉग हेतु एक ही निविदा जारी कर, चरणबद्ध समयसीमा कम में सामग्री प्राप्त कर सकता है।

4. यदि केता विभाग द्वारा प्रदायित सामग्री में से कुछ सामग्री निर्धारित गुणवत्ता की प्राप्त नही की है, तो ऐसी स्थिती में केता विभाग द्वारा आंशिक स्वीकार की गई मात्रा का सीआएसी(CRAC) जारी कर, शेष सामग्री रिजेक्ट करेगा। यदि रिजेक्ट सामग्री प्रदायकर्ता द्वारा निर्धारित समयसीमा में निर्धारित स्पेसिफिकेशन की प्रदाय कर दी जाती है तो केता विभाग को अब सप्लिमेंट्री सीआरएसी(Supplimentry CRAC) जारी करने की नवीन सुविधा प्रदान की गई है।

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पंजीकृत कार्यालय : चतुर्थतल, पंचानन भवन, मालवीय नगर, भोपाल – 462003, फोन : प्रबन्ध संचालक – 2552971, 2551262, मु.म.प्र. (वि./ले.) 2673112, मु.म.प्र. (विप) 2673125, फैक्स – 2673140, मु.म.प्र. (एम्पो) 2673156 मु.म.प्र. (तकनीकी) 2673156, मु.म.प्र. (सं/नि) 2673189, 2673190, उ.मु.म.प्र. (प्रशासन) 2673160, उ.मु.म.प्र. (कार्मिक) 2673173, हेल्प लाइन – 2673142
ई–मेल : mplunbpl@yahoo.com, वेबसाईट : https://mpeprocurement.com
कार्पोरेट आईडेन्टिटी नं.– U02899MP1961SGC000935

गुणवत्ता
के लिए समर्पित

3. Avenues for Career Development Progression.

3.6 Capacity building training: financial procurement dated 09-03-2021 (page 3)

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5. यदि किसी बिड में एक से अधिक बिडर द्वारा भाग लिया जाता है तो टैक्निकल इवैल्यूएशन स्टेज(technical evaluation stage) पर बिड का स्पेसिफिकेशन एवं सभी बिडर द्वारा ऑफर किये गये स्पेसिफिकेशन का तुलनात्मक पत्रक एक जाई रूप में एक साथ दिखेगा, जिसे डाउनलोड भी किया जा सकता है। पूर्व में केता विभाग को प्रत्येक बिडर का पृथक– पृथक स्पेसिफिकेशन का परीक्षण करना होता था और डाउनलोड की सुविधा नही थी।

6. सेलर द्वारा केता विभाग से प्राप्त रू. 5.00 लाख तक के आदेश में वांछित सामग्री का प्रदाय सुनिश्चित करने की दृष्टि से, अब सभी सेलर्स को परफार्मेंस बैंक गारन्टी जमा करनी होगी जो सामग्री/सेवा प्रदान न करने की दशा में जप्त की जा सकेगी।

7. केता विभाग द्वारा टैक्निकल इवैल्यूएशन (technical evaluation) में यदि किसी बिडर को रिजेक्ट किया जाता है, तो बिडर 48 घंटे के अन्दर चैलेन्ज रिजेक्शन विन्डो (challenge rejection window) के माध्यम से उसे, रिजेक्ट किये जाने के उचित कारण से अवगत कराने हेतु केता विभाग से मांग कर सकता है। इस दशा में केता विभाग को उचित कारण बताना होगा तभी केता बिड के फायनेन्शियल इवैल्यूएशन (financial evaluation) को खोल पायेंगे अन्यथा नहीं।

जीईएम पोर्टल पर निम्न नवीन सेवाऐं उपलब्ध कराई गई हैं:–

1. Ambulance Service
2. Facility Management Service
3. Horticulture Service
4. Hiring of Agency for Design, Development, Implementation & maintenance of Websites, Web Portals, Web Enabled Application & Mobile Apps.
5. Air International Logistic Service
6. Sea International Logistic Service
7. Custom Clearance Service
8. Hiring of consultants: Technology, Management, Functional & subject matter experts
9. Hiring of Resources for Application Development & maintenance

कृपया उपरोक्त के संबंध में आपके विभाग तथा उसके अन्तर्गत आने वाले सभी जिलों के विभागों के, संबंधित अधिकारियों को जीईएम पोर्टल पर लाईव की गई, नवीन सुविधाओं और कार्यप्रणाली के बारे में अवगत करवाने का निवेदन है। यदि आप उपरोक्त का वेबिनार के माध्यम से प्रशिक्षण करवाना चाहते हैं, तो अपने कार्यालय के एक अधिकारी को इस कार्य हेतु नामांकित करने का कष्ट करें। साथ ही नामांकित अधिकारी का मोबाईल नम्बर एवं ईमेल आईडी से अवगत कराने का कष्ट करें ताकि, प्रशिक्षण के आयोजन की तिथी एवं समय उनके द्वारा तय कर, जीईएम–कक्ष, द्वारा, गूगल मीट की सहायता से वेबिनार आयोजित किया जा सकता है।

केता विभाग को उपरोक्त कार्यप्रणाली से संबंधित कोई समस्या होने पर, उनके द्वारा ईमेल– gemlun.mp@mp.gov.in पर मेल किया जा सकता है। आवश्यक होने पर म.प्र.लघु उद्योग निगम, द्वितीय तल, पंचानन भवन, मालवीय नगर, भोपाल स्थित, जीईएम–कक्ष में पदस्थ फैसिलिटेटर, श्री सुमित शर्मा, 8878733337/श्री संजय डेहरिया, 7987704212 से सम्पर्क कर, समय लेकर वेबनार द्वारा अथवा उपस्थित हो, प्रशिक्षण प्राप्त कर सकते हैं।

संलग्नः उपरोक्तानुसार

(मारूत सिंह)
स्टेट नोडल अधिकारी (जीईएम)

3. Avenues for Career Development Progression.

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GeM
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Efficient • Transparent • Inclusive

तल्लीन कुमार, भा.प्र.से.
मुख्य कार्यकारी अधिकारी
TALLEEN KUMAR, IAS
Chief Executive Officer

सत्यमेव जयते

भारत सरकार
वाणिज्य एवं उद्योग मंत्रालय
द्वितीय तल, जीवन तारा बिल्डिंग
संसद मार्ग, नई दिल्ली-110001
Government of India
Ministry of Commerce & Industry
Government e-Marketplace
2nd Floor, Jeevan Tara Building
Sansad Marg, New Delhi-110001
Tel. : 011-23348196,40226000
E-mail : ceo-gem@gov.in
Web : https://gem.gov.in

DO No.215/CEO-GeM/2020

10th November, 2020

Dear Sir/Madam,

As you are kindly aware, the Government e-Marketplace (GeM) has been established by the Government of India as the National Public Procurement Portal.

2. In order to meet the aspirations of all the buyers and sellers and the other stakeholders, GeM is continuously working towards improvements and enhancements in existing features and functionalities and deployment of new features and functionalities that can address diverse procurement needs while ensuring the basic principles of transparency and efficiency in public procurement.

3. I would like to inform you that in recent months GeM has introduced the following major features and functionalities:

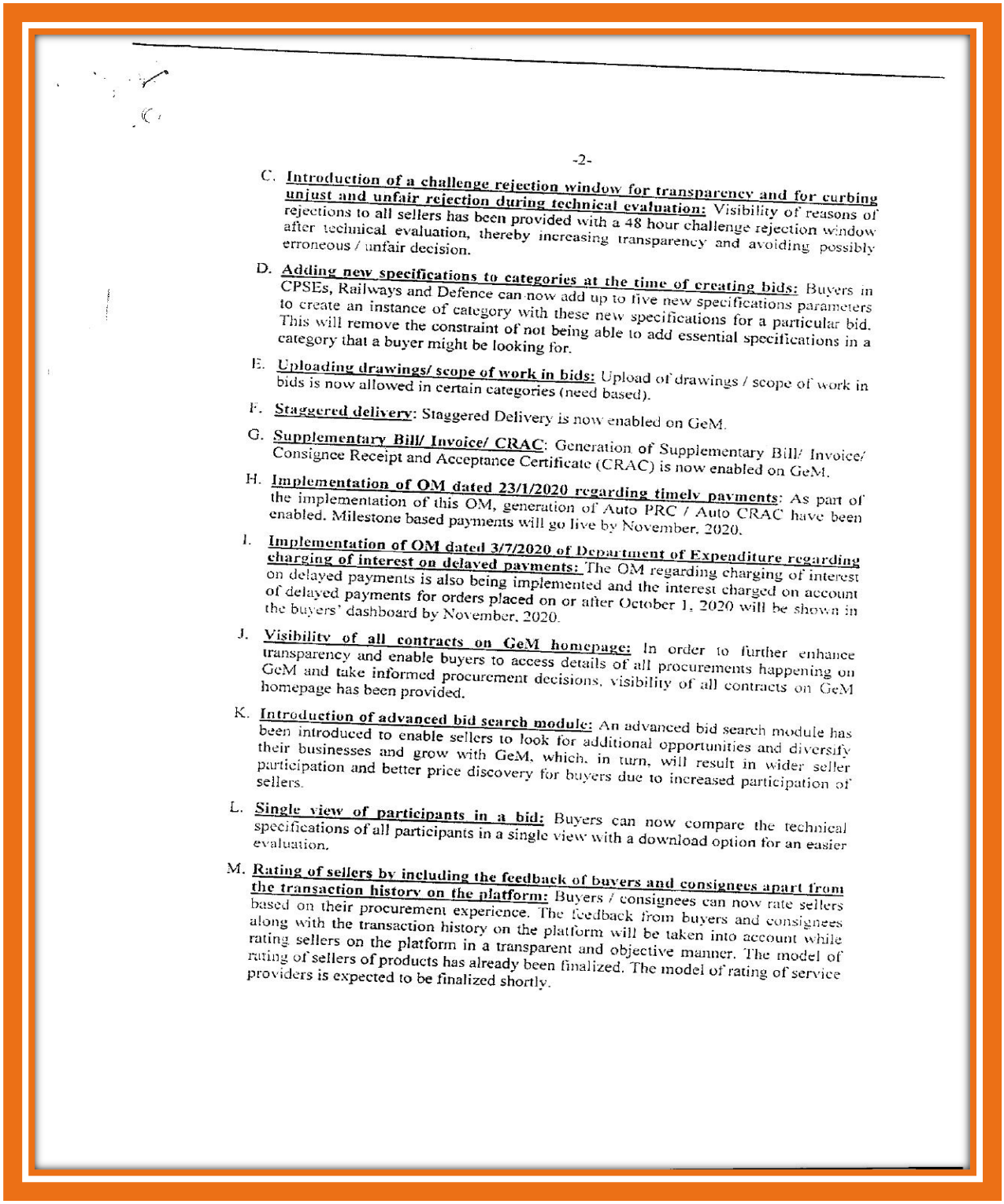
A. **Implementation of the Unified Procurement System in which the next version of GeM, viz., GeM 4.0 is being anchored:** In accordance with OM dated 28.10.2020 issued by the Department of Expenditure, all Central Government buyers will be required to obtain a **"GeM Availability Report and Past Transaction Summary"** to take informed procurement decisions. GeM will prompt buyers of Ministry of Defence, Railways and CPSEs to publish a **"custom bid"** on GeM itself for estimated order value exceeding INR 50 lakhs if the goods or services that a buyer is looking for is not on the platform. If a buyer decides to publish the bid outside GeM on the Central Public Procurement Portal (CPPP) for example, the corresponding ID of GeM Availability Report will be required as a mandatory input before publishing of a bid can be allowed on platforms such as CPPP. This ID will be validated in real-time with GeM. After validation, a copy of the published tender will be returned to GeM for analysis. The integration of GeM with CPPP is live. The functionality of **"custom bid"** went live on October 7, 2020. The feature of **"custom bid"** will be in operation till all categories of products and services required by diverse buyers are made available on GeM. This feature will provide a single user experience to buyers under the Unified Procurement System mentioned in para 48 of the budget speech for FY 2020-21. This will also enable vendors to respond to bids for goods and services from GeM with the resultant advantages of better price discovery, economies of scale and dissemination of best practices.

B. **Seeking clarification from bidders:** It is now possible to seek clarifications from Bidders, on-line through GeM portal, with complete audit trail, if the Buyer is unable to decide on the technical suitability of a bidder based on the available information.

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C. **Introduction of a challenge rejection window for transparency and for curbing unjust and unfair rejection during technical evaluation:** Visibility of reasons of rejections to all sellers has been provided with a 48 hour challenge rejection window after technical evaluation, thereby increasing transparency and avoiding possibly erroneous / unfair decision.

D. **Adding new specifications to categories at the time of creating bids:** Buyers in CPSEs, Railways and Defence can now add up to five new specifications parameters to create an instance of category with these new specifications for a particular bid. This will remove the constraint of not being able to add essential specifications in a category that a buyer might be looking for.

E. **Uploading drawings/ scope of work in bids:** Upload of drawings / scope of work in bids is now allowed in certain categories (need based).

F. **Staggered delivery**: Staggered Delivery is now enabled on GeM.

G. **Supplementary Bill/ Invoice/ CRAC**: Generation of Supplementary Bill/ Invoice/ Consignee Receipt and Acceptance Certificate (CRAC) is now enabled on GeM.

H. **Implementation of OM dated 23/1/2020 regarding timely payments**: As part of the implementation of this OM, generation of Auto PRC / Auto CRAC have been enabled. Milestone based payments will go live by November, 2020.

I. **Implementation of OM dated 3/7/2020 of Department of Expenditure regarding charging of interest on delayed payments:** The OM regarding charging of interest on delayed payments is also being implemented and the interest charged on account of delayed payments for orders placed on or after October 1, 2020 will be shown in the buyers' dashboard by November, 2020.

J. **Visibility of all contracts on GeM homepage:** In order to further enhance transparency and enable buyers to access details of all procurements happening on GeM and take informed procurement decisions, visibility of all contracts on GeM homepage has been provided.

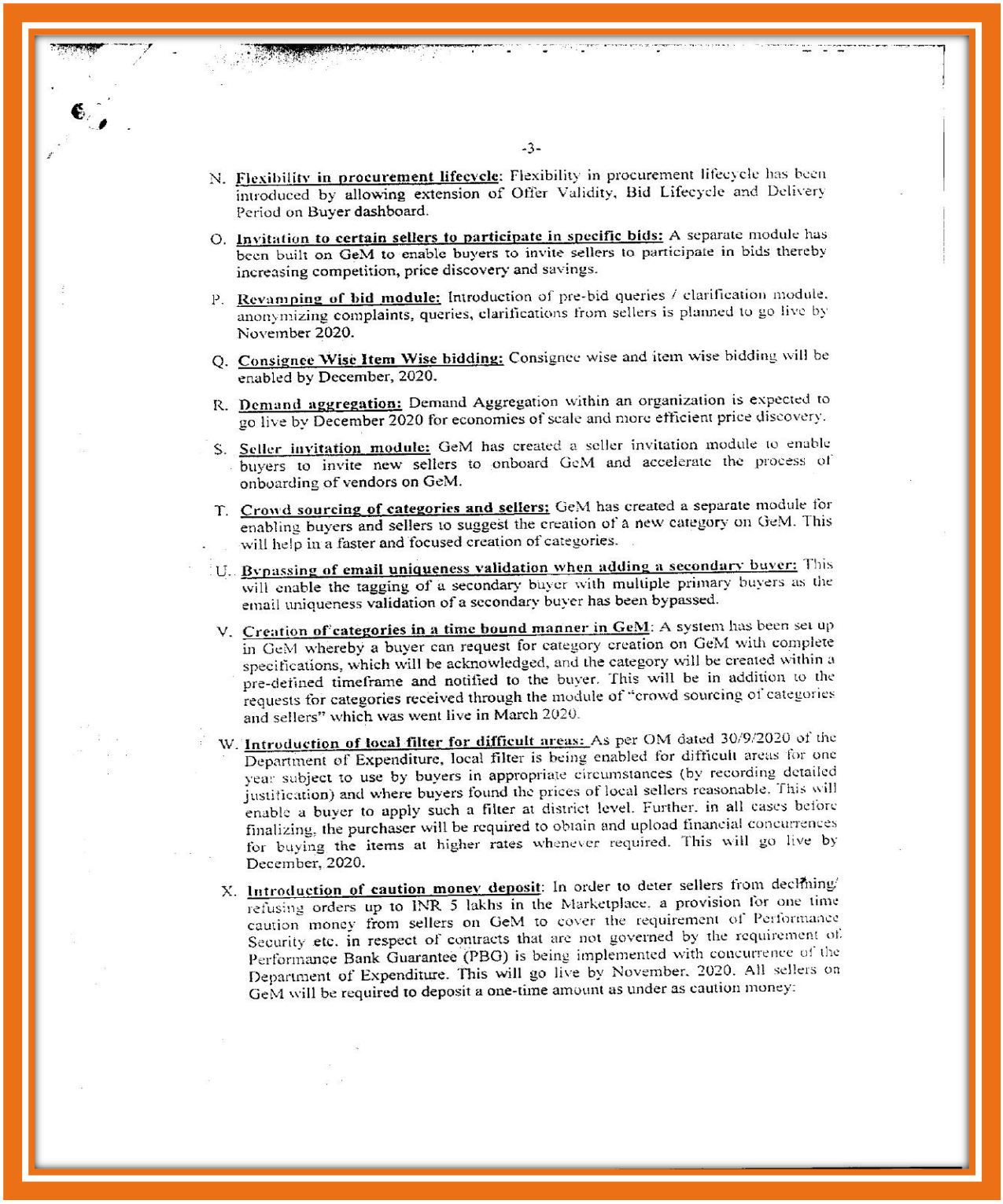
K. **Introduction of advanced bid search module:** An advanced bid search module has been introduced to enable sellers to look for additional opportunities and diversify their businesses and grow with GeM, which, in turn, will result in wider seller participation and better price discovery for buyers due to increased participation of sellers.

L. **Single view of participants in a bid:** Buyers can now compare the technical specifications of all participants in a single view with a download option for an easier evaluation.

M. **Rating of sellers by including the feedback of buyers and consignees apart from the transaction history on the platform:** Buyers / consignees can now rate sellers based on their procurement experience. The feedback from buyers and consignees along with the transaction history on the platform will be taken into account while rating sellers on the platform in a transparent and objective manner. The model of rating of sellers of products has already been finalized. The model of rating of service providers is expected to be finalized shortly.

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N. **Flexibility in procurement lifecycle**: Flexibility in procurement lifecycle has been introduced by allowing extension of Offer Validity, Bid Lifecycle and Delivery Period on Buyer dashboard.

O. **Invitation to certain sellers to participate in specific bids:** A separate module has been built on GeM to enable buyers to invite sellers to participate in bids thereby increasing competition, price discovery and savings.

P. **Revamping of bid module:** Introduction of pre-bid queries / clarification module, anonymizing complaints, queries, clarifications from sellers is planned to go live by November 2020.

Q. **Consignee Wise Item Wise bidding:** Consignee wise and item wise bidding will be enabled by December, 2020.

R. **Demand aggregation:** Demand Aggregation within an organization is expected to go live by December 2020 for economies of scale and more efficient price discovery.

S. **Seller invitation module:** GeM has created a seller invitation module to enable buyers to invite new sellers to onboard GeM and accelerate the process of onboarding of vendors on GeM.

T. **Crowd sourcing of categories and sellers:** GeM has created a separate module for enabling buyers and sellers to suggest the creation of a new category on GeM. This will help in a faster and focused creation of categories.

U. **Bypassing of email uniqueness validation when adding a secondary buyer:** This will enable the tagging of a secondary buyer with multiple primary buyers as the email uniqueness validation of a secondary buyer has been bypassed.

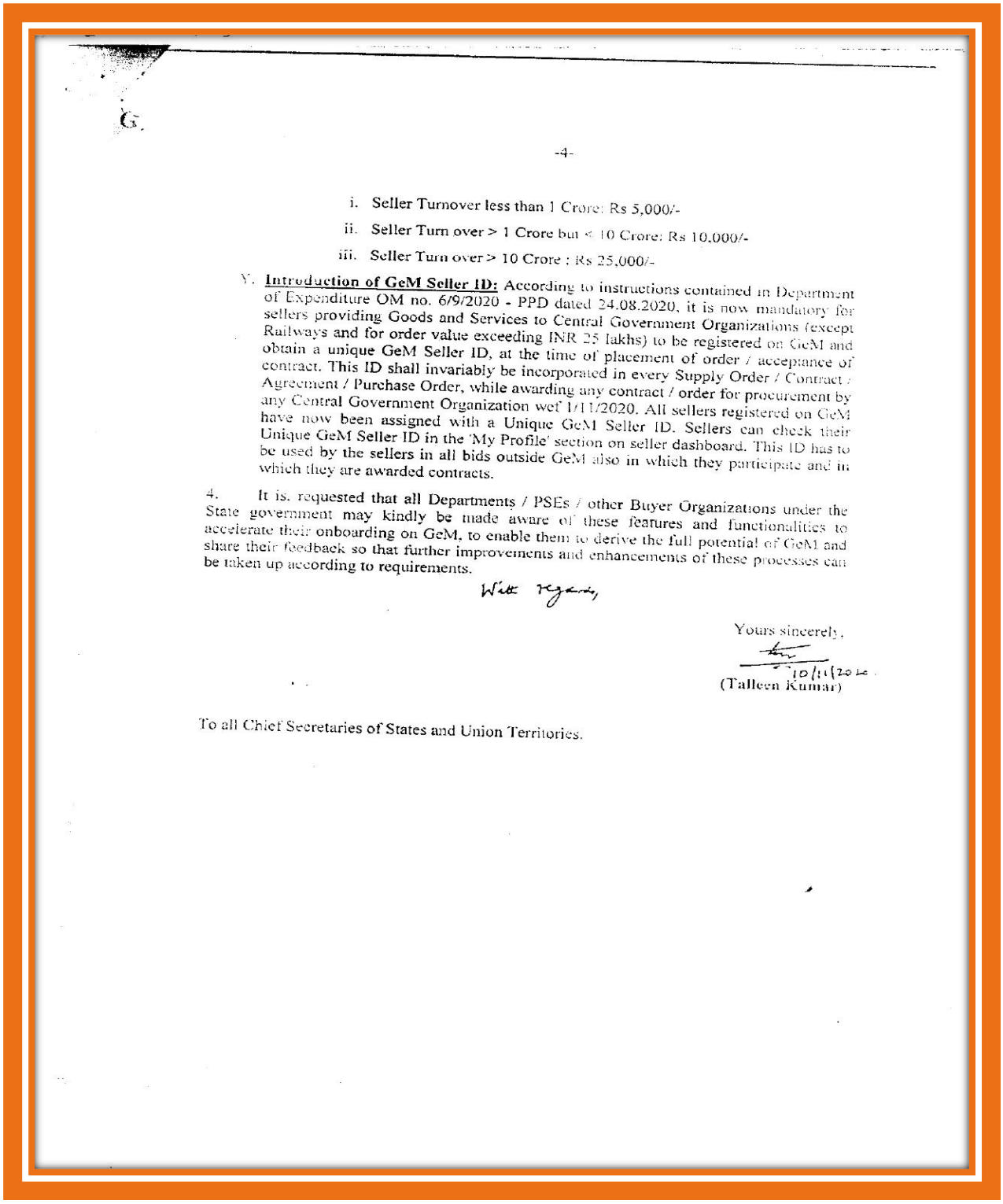
V. **Creation of categories in a time bound manner in GeM**: A system has been set up in GeM whereby a buyer can request for category creation on GeM with complete specifications, which will be acknowledged, and the category will be created within a pre-defined timeframe and notified to the buyer. This will be in addition to the requests for categories received through the module of "crowd sourcing of categories and sellers" which was went live in March 2020.

W. **Introduction of local filter for difficult areas:** As per OM dated 30/9/2020 of the Department of Expenditure, local filter is being enabled for difficult areas for one year subject to use by buyers in appropriate circumstances (by recording detailed justification) and where buyers found the prices of local sellers reasonable. This will enable a buyer to apply such a filter at district level. Further, in all cases before finalizing, the purchaser will be required to obtain and upload financial concurrences for buying the items at higher rates whenever required. This will go live by December, 2020.

X. **Introduction of caution money deposit**: In order to deter sellers from declining/ refusing orders up to INR 5 lakhs in the Marketplace, a provision for one time caution money from sellers on GeM to cover the requirement of Performance Security etc. in respect of contracts that are not governed by the requirement of Performance Bank Guarantee (PBG) is being implemented with concurrence of the Department of Expenditure. This will go live by November, 2020. All sellers on GeM will be required to deposit a one-time amount as under as caution money:

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i. Seller Turnover less than 1 Crore: Rs 5,000/-

ii. Seller Turn over > 1 Crore but < 10 Crore: Rs 10,000/-

iii. Seller Turn over > 10 Crore : Rs 25,000/-

V. **Introduction of GeM Seller ID:** According to instructions contained in Department of Expenditure OM no. 6/9/2020 - PPD dated 24.08.2020, it is now mandatory for sellers providing Goods and Services to Central Government Organizations (except Railways and for order value exceeding INR 25 lakhs) to be registered on GeM and obtain a unique GeM Seller ID, at the time of placement of order / acceptance of contract. This ID shall invariably be incorporated in every Supply Order / Contract / Agreement / Purchase Order, while awarding any contract / order for procurement by any Central Government Organization wef 1/11/2020. All sellers registered on GeM have now been assigned with a Unique GeM Seller ID. Sellers can check their Unique GeM Seller ID in the 'My Profile' section on seller dashboard. This ID has to be used by the sellers in all bids outside GeM also in which they participate and in which they are awarded contracts.

4. It is requested that all Departments / PSEs / other Buyer Organizations under the State government may kindly be made aware of these features and functionalities to accelerate their onboarding on GeM, to enable them to derive the full potential of GeM and share their feedback so that further improvements and enhancements of these processes can be taken up according to requirements.

With regards,

Yours sincerely,

10/11/2020

(Talleen Kumar)

To all Chief Secretaries of States and Union Territories.

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मुख्य कार्यकारी अधिकारी
TALLEEN KUMAR, IAS
Chief Executive Officer

सत्यमेव जयते

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Web. : https://gem.gov...

DO No. 226/CEO-GeM/2020

19th November, 2020.

Dear Sir/Madam,

As you may be aware, the Government e-Marketplace (GeM) has been established by the Government of India as the National Public Procurement Portal.

2. In order to meet the aspirations of all the buyers and sellers and the other stakeholders, GeM is continuously working towards improvements and enhancements in existing features and functionalities and deployment of new features and functionalities that can address diverse procurement needs while ensuring the basic principles of transparency and efficiency in public procurement. A list of major features and functionalities introduced during the recent months in GeM have already been shared with you vide DO No. 215/CEO-GeM/2020 dated 10/11/2020.

3. GeM now has 10,301 product categories compared to 4,701 a year ago (an increase of 119%) and 173 service categories compared to 117 a year ago (an increase of 48%). The cumulative total transaction value on GeM now is INR 71,900 crore compared to 38,205 crore a year ago (an increase of 88% YoY). Similarly the number of sellers is 7,42,941 compared to 2,99,370 a year ago (increase of 148%), the number of MSME sellers is 2,42,460 compared to 59,751 a year ago (increase of 306%), the number of startups is 7,450 compared to 3,530 a year ago (increase of 111%) and the number of primary buyers is 48,035 compared to 40,315 a year ago (increase of 19%).

4. Apart from the introduction of several new features and functionalities, GeM is continuously striving to improve the journeys of buyers and sellers on the platform. I am happy to share with you that a total of 1400+ software processes have been completed on the platform between August 2019 till October 2020 out of which 270 are major enhancements and improvements. Another set of 325+ process enhancements consisting of 60 major ones are planned in November-December, 2020. This should result in significant ease of procurement and enhanced transparency in procurement of goods and services on GeM. Revamping and redesigning existing services and creating new services is part of this exercise.

5. Based on the feedback received from various buyers and service providers, the following common use existing services have been revamped in recent months and are live on the platform:

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5.1 Cab and Taxi hiring service: Monthly and Short Term.

5.2 Canteen Service: Employee Welfare Model, Leave and License Model, best prices on fixed Menu Rate Model.

5.3 Catering Service: Duration based and event based.

5.4 Goods and Transport Service: Trip-wise, Per MT Per Trip, Monthly basis, KM basis, Per MT Per KM basis, with or without packaging service.

5.5. Laundry Service: Laundry–Health Care, Laundry–Commercial/ Industrial, Laundry–Upholstery.

5.6 Human Resource Outsourcing Service: Minimum wage based, fixed remuneration based.

5.7 Printing Service: Paper based, non-Paper based, Promotional/Merchandise/ Office Gifting based.

5.8 Pest and Animal Control: 19 types of services including Bedbug Control, Termite, Insects, Rodents, Cockroaches, Birds, Monkeys, etc.

5.9 Cleaning, Sanitation and Dis-infection Service: Manpower based and Outcome based. 11 types of services including General cleaning, Deep Cleaning, Steam Cleaning, Septic Tank Cleaning, Polishing, Sterilizing, Nano Tech/Laser Cleaning, Disinfection, etc.

5.10 Security Manpower: With additional filters for eligibility/qualification

6. In addition to the above, the following new services have been created in recent months and are live on the platform:

6.1 Ambulance Service: Monthly and Short Term.

6.2 Facility Management Service: Outcome based and Manpower based.

6.3 Horticulture Service: Outcome based and Manpower based.

6.4 Hiring of Agency for Design, Development, Implementation and Maintenance of Websites, Web Portals, Web Enabled Applications and Mobile Apps.

6.5 Air International Logistic Service.

6.6. Sea International Logistic Service.

6.7 Custom Clearance Service.

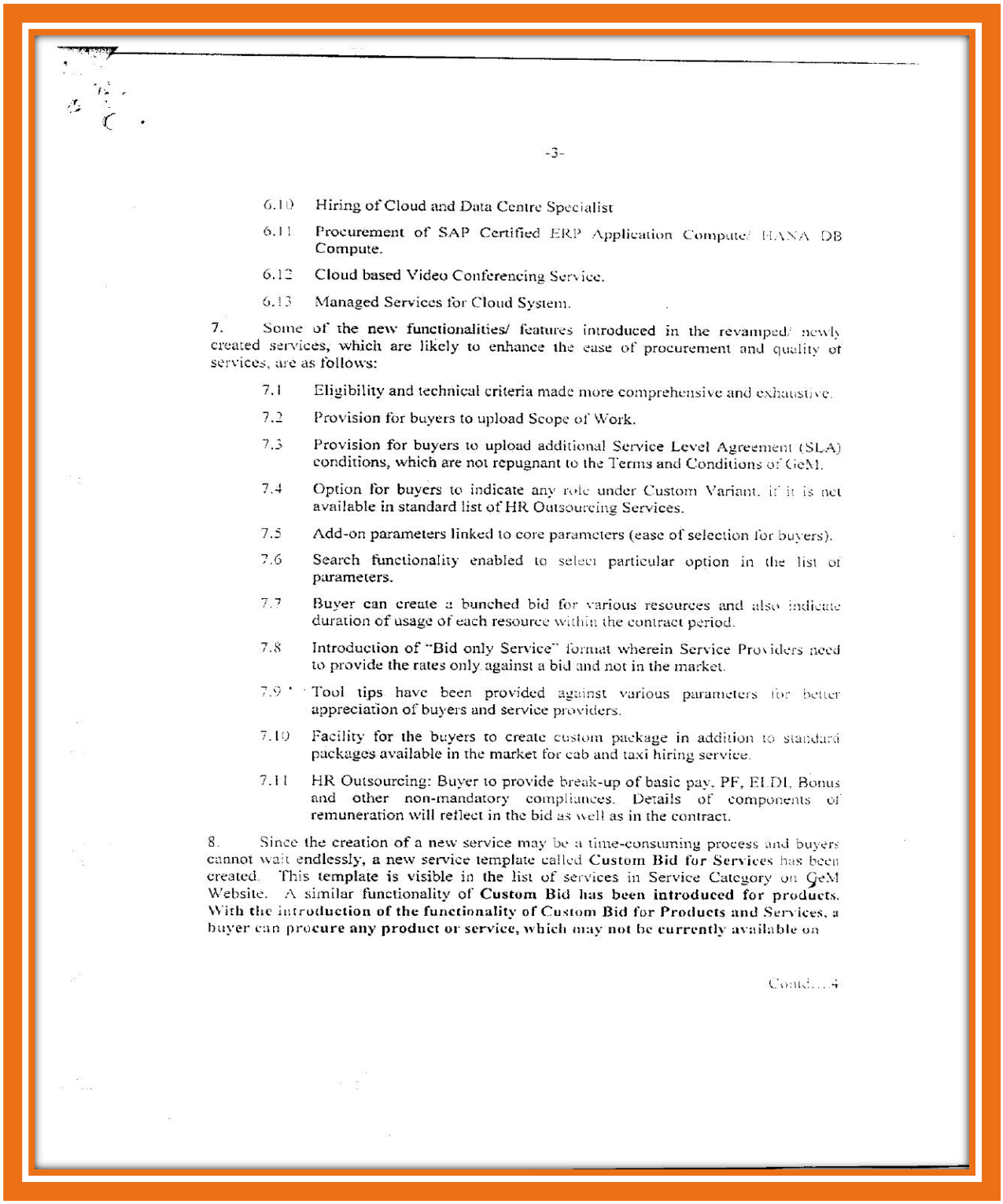
6.8 Hiring of Consultants: Technology, Management, Functional and Subject matter experts.

6.9 Hiring of Resources for Application Development and Maintenance.

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6.10 Hiring of Cloud and Data Centre Specialist

6.11 Procurement of SAP Certified ERP Application Compute/ HANA DB Compute.

6.12 Cloud based Video Conferencing Service.

6.13 Managed Services for Cloud System.

7. Some of the new functionalities/ features introduced in the revamped/ newly created services, which are likely to enhance the ease of procurement and quality of services, are as follows:

7.1 Eligibility and technical criteria made more comprehensive and exhaustive.

7.2 Provision for buyers to upload Scope of Work.

7.3 Provision for buyers to upload additional Service Level Agreement (SLA) conditions, which are not repugnant to the Terms and Conditions of GeM.

7.4 Option for buyers to indicate any role under Custom Variant, if it is not available in standard list of HR Outsourcing Services.

7.5 Add-on parameters linked to core parameters (ease of selection for buyers).

7.6 Search functionality enabled to select particular option in the list of parameters.

7.7 Buyer can create a bunched bid for various resources and also indicate duration of usage of each resource within the contract period.

7.8 Introduction of "Bid only Service" format wherein Service Providers need to provide the rates only against a bid and not in the market.

7.9 Tool tips have been provided against various parameters for better appreciation of buyers and service providers.

7.10 Facility for the buyers to create custom package in addition to standard packages available in the market for cab and taxi hiring service.

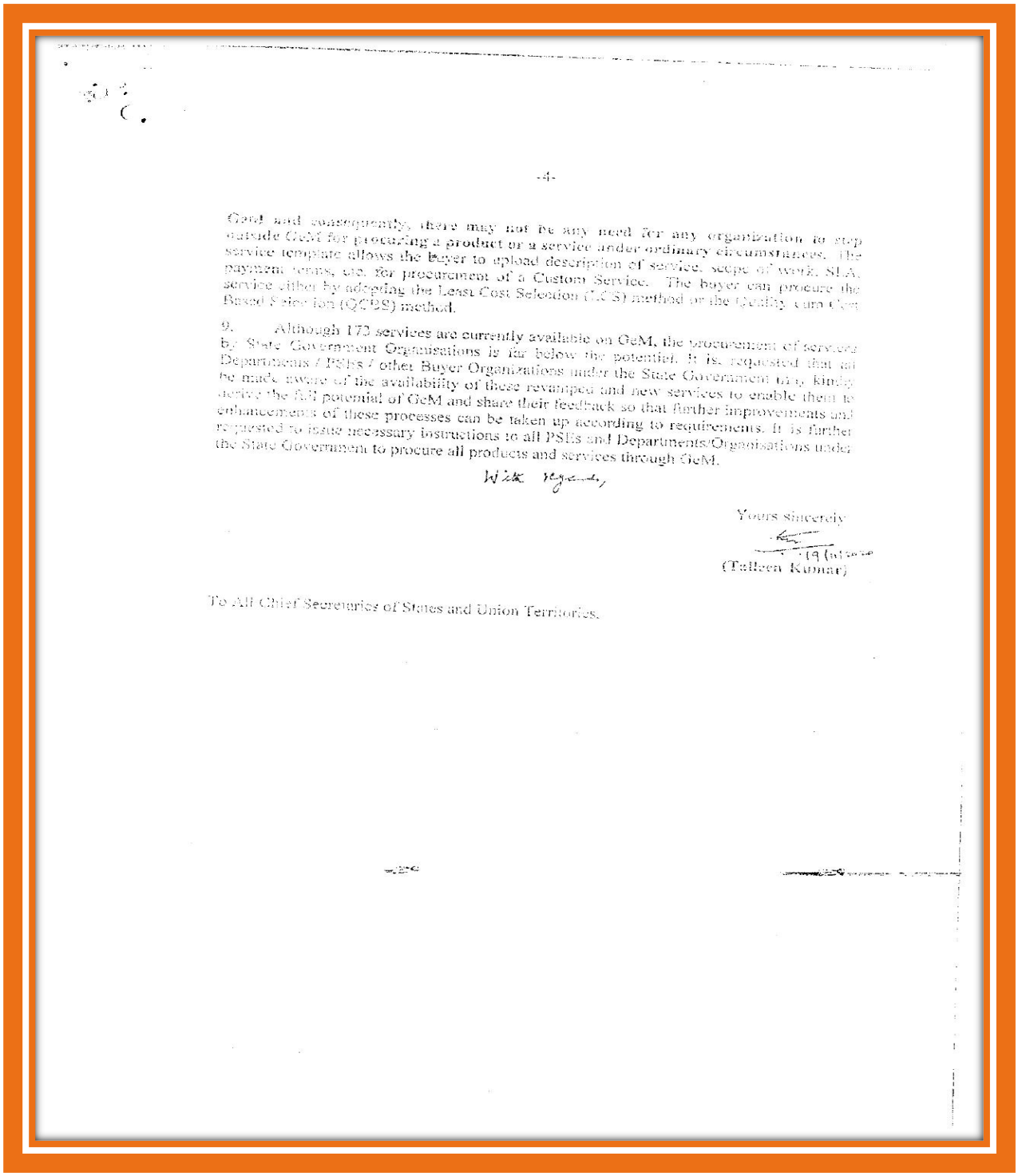
7.11 HR Outsourcing: Buyer to provide break-up of basic pay, PF, ELDI, Bonus and other non-mandatory compliances. Details of components of remuneration will reflect in the bid as well as in the contract.

8. Since the creation of a new service may be a time-consuming process and buyers cannot wait endlessly, a new service template called **Custom Bid for Services** has been created. This template is visible in the list of services in Service Category on GeM Website. A similar functionality of **Custom Bid has been introduced for products. With the introduction of the functionality of Custom Bid for Products and Services, a buyer can procure any product or service, which may not be currently available on**

Contd....4

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Govt and consequently, there may not be any need for any organization to step outside GeM for procuring a product or a service under ordinary circumstances. The service template allows the buyer to upload description of service, scope of work, SLA, payment terms, etc. for procurement of a Custom Service. The buyer can procure the service either by adopting the Least Cost Selection (LCS) method or the Quality cum Cost Based Selection (QCBS) method.

9. Although 170 services are currently available on GeM, the procurement of services by State Government Organisations is far below the potential. It is requested that all Departments / PSUs / other Buyer Organizations under the State Government may kindly be made aware of the availability of these revamped and new services to enable them to derive the full potential of GeM and share their feedback so that further improvements and enhancement of these processes can be taken up according to requirements. It is further requested to issue necessary instructions to all PSUs and Departments/Organisations under the State Government to procure all products and services through GeM.

With regards,

Yours Sincerely

(Tuhin Kumar)

To All Chief Secretaries of States and Union Territories.