



KATWA COLLEGE

(Affiliated to the University of Burdwan)

Principal's Office,

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN: 713130, India.

Mobile: +918101078393

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**“Nari Hok Kandari” fostering women Education and Empowerment through a Special Morning Shift in
Katwa College**

Objectives of the Practice

The objective of focusing on women's education in Katwa College is to empower women by providing them with equal access to education, knowledge, skills, and opportunities. The primary goals of women's education in our college are to “ensure inclusive and equitable quality education and promote lifelong learning opportunities for all” through holistic, transformative, and gender-sensitive approaches.

- To meet the demands of the local people for higher education among women in rural areas and gradually increase the rate of enrollment.
- To equip women with practical as well as employable skills.
- To ensure ample chances for students to participate in various community service projects, outreach programs, and social entrepreneurship to develop and excel in necessary skills beyond academics.
- To spread quality and value education indiscriminately to all women students in rural areas.
- To create opportunities of learning among the economically weaker section in rural villages.

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Coordinator
IQAC
Katwa College

Signature of the Principal

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- To provide networking opportunities that help for personal and professional growth.
- To promote health and thereby raising awareness among the women in rural areas.
- To promote gender sensitization and thus to challenge discriminatory practices prevalent mostly in rural communities enrolled.
- To establish a women supportive environment through awareness programs to empower students to reach their full learning potential and solve problems independently using peer learning, quality circles, and flipped learning initiatives.
- To increase logical, reflective thinking and decision making, numerous sessions were organized throughout the year by the College authority and Women Cell of the college.
- To raise awareness through display campaigns and sessions on ragging, eve-teasing and dowry system to expose the ill effects of the evils were conducted by the women cell of Katwa College.

The context that required the initiative of the practice

Women play a significant role in the cultural, social, political, and economic life of a nation. Women empowerment involves providing women with the tools, opportunities and support, they need to gain control over their lives and make meaningful contributions to society. According to the World Bank, quality education

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helps girls find their voice and “speak and be listened to.” When girls are educated, they are better equipped to lift up themselves, their families, and their communities.

Historically, women's education was promoted in ancient Indian society. Consequently, they are afforded respect and equal rights to education. According to the Vedas, women should have the chance to gain knowledge of the Vedas. By the end of the nineteenth century, reformers such as Raja Ram Mohan Roy, Ishwar Chandra Vidyasagar, Mahatma Gandhi, David Hare, and Annie Besant worked towards raising awareness about women's education. Post-independence, our constitution emphasizes the equality of status and opportunities for both men and women. Therefore, educational facilities and opportunities are offered to women regardless of their caste, religion, or location, on equal footing with men.

Over the years, India has made significant progress in increasing women's enrollment in schools and enhancing access to education. The government has implemented various programs like the Sarva Shiksha Abhiyan (SSA) and the Beti Bachao, Beti Padhao (Save the Girl Child, Educate the Girl Child) campaign to promote girls' education and close the gender gap in education. In the education Policy 1968, highlighted strongly about women higher education and their empowerment because no expectation of the progress of a family or a country can be achieved where women are not educated and are leading a pitiable life, that's why educational uplift is of utmost importance. As per the Census of India (2011), the total literacy rate of India is around 74.04%, out of which 82.14% compose the male literacy, and the female literacy rate counts up to 65.46%.

In this regard, Katwa College started its glorious journey in the year of 1948. It becomes a multi-shift college with a special morning shift started from 1970 only for females or girls to enlightenment of knowledge among each stratum of the surrounding rural villages. Still now only this college provides the opportunity from the very

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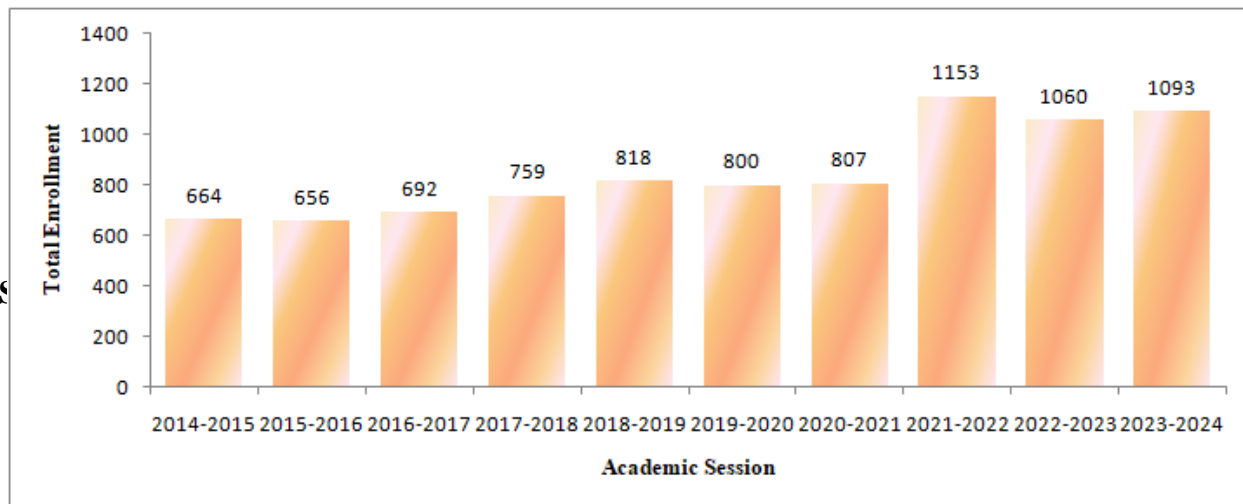
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beginning to promote women's education and empowerment in women's friendly environment for social and economic development by addressing the unique needs and challenges faced by women in rural communities.

The Practice

Advancing women's education, particularly in rural regions, is vital for empowering women and achieving gender equality. Educating vulnerable girls in marginalized communities and rural areas also leads to a reduction in child marriage, teen pregnancy, at-risk behaviors, female genital cutting, and violence against women and girls. When girls are educated, cycles of gender bias against girls and women are effectively disrupted. Here are some methods our college employs to support women's education appropriately-

Easy access to education and supportive policies: Our College provides opportunities among the surrounding village women of Burdwan as well as other four districts, such as Nadia, Murshidabad, Hooghly, Birbhum also enjoy this facility. Katwa College is located at the heart of the Katwa Municipality and well accessed through rail, road and inland Waterway. Teaching learning starts at 7am in the early morning and ends in 1.00 pm. That's why girls are able to continue their higher education side by side and complete their daily work. Katwa College also offers a special and separate girls hostel for those students who are not easily able to access the classes in the early morning. Admission to a course is completely merit-based; college authorities try to provide educational access to almost all women applicants through General courses. We provide seven important subjects as- Bengali, English, Sanskrit, History, Political Science, Environmental Science and Philosophy in the morning girls section and to promote women's education. Such facilities gradually increase the enrollment rate, below we represent the last ten years of women enrollment in our college.





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Develop Skill and extracurricular activities through Add on Training

Katwa College also offers skill development programs and arranged quarterly courses specifically on Communicative English, Beautician Course, Basic Computer Training, Yoga and self defense Karate programs, Dance, Drama and Song etc. along with regular classes to equipped women with practical skills that are relevant to employment opportunities and improves their chances of finding meaningful and sustainable livelihoods.

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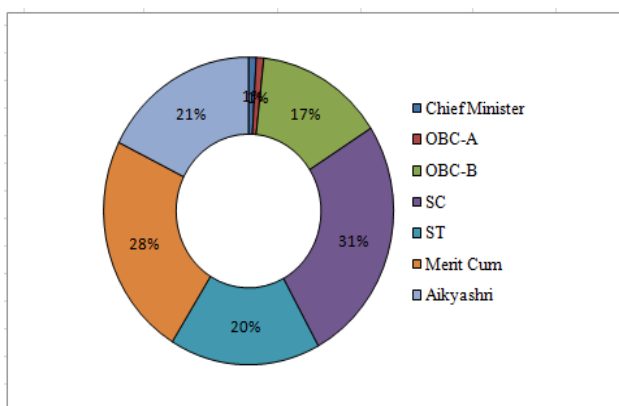
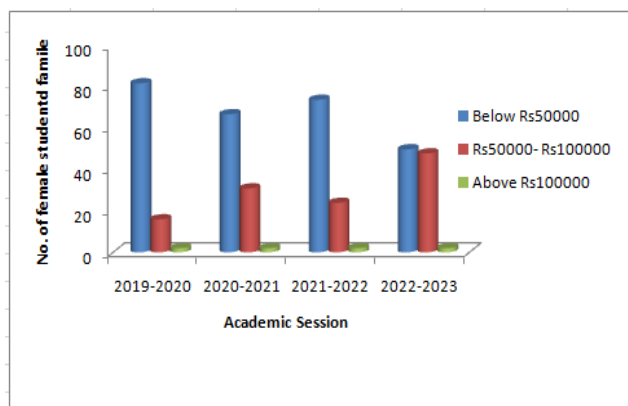
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Scholarships: College authority always encourage the female students to enjoy different scholarships provided by the Government, e.g., Kanyashree, Swami Vivekananda Merit cum Means Scholarship, Minority Scholarship, Sitaram Jindal Foundation Scholarship, Aikyashri and specific Scholarship for SC, ST and OBC



etc.
Among all of these, in every academic session, a large number of

students are coming from very poor economic backgrounds (near about 70% families' annual income below Rs.50000, in the following diagram it is mentioned clearly. In every academic session about 48 to 50% girls students get at least one scholarship among the mentioned scheme. Thus by providing financial aid through different scholarships, we try to help to remove financial barriers and make education more accessible to those girls who may face economic constraints. Percentage of different total scholarship holders from 2019 to 2024 are represented detailed in chart.

Enrolled girl's student indiscriminately from each section of the Society:

Katwa College always supports the diffusion of the light of knowledge in every hereditary social division. Government Rules reserve seats for SC, ST, OBC and Minority Students and encourage them to value and

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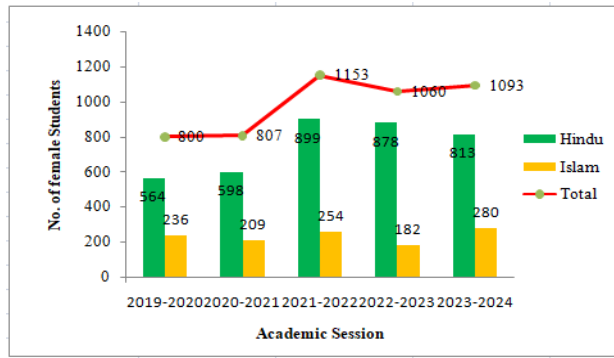
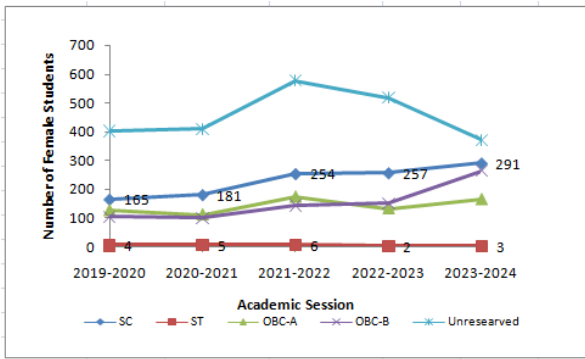
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quality education side by side with general students. The following diagram represents the last five year enrolled students according to their caste composition and religion structure that helps to flourish the great achievement of Katwa College and it is noticeable that the participation of SC students are continuously increased.



Safe & Supportive Environment: To encourage women and increase the enrollment, it is essential to creating a safe and supportive environment for female Students within the college premises. At Present our College is under CCTV surveillance and each corner of the campus notices twenty four hours. There is a Grievance cell in our college where students can report any safety concerns, incidents, or harassment anonymously and appropriate action is taken in response to reports. It is noticeable that among the total teaching faculties near about 50% teacher are female along with a female librarian and hostel super only for morning shift ensure a safe and respectful environment for the female students,

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Girls Hostel Maitri and other facilities for Girls: The College's infrastructure offers gender-specific amenities, including a women's common room, special girl's toilet, and clean sanitary facilities with a sanitary napkin vending machine and an on-campus hostel to ensure privacy and comfort for female students. By the leadership of the hostel super, a monthly meeting has been arranged and students get the scope to express their various problems.

Health and Awareness: At this college, various departments provide courses and workshops on health education, hygiene, nutrition and reproductive health. By sharing this information, we aim to raise awareness among women about their health and wellbeing. *Arayaga* is a special health care unit also attached with Katwa College to get immediate support of different health issues and is fully controlled by women attendants.

Active participation in NSS: Our College promotes the involvement of female students in the National Service Scheme (NSS). This participation offers opportunities for community engagement, skill enhancement, and social impact. Additionally, the women-focused projects in NSS address issues related to women's empowerment, gender equality, health, education and skill development. This initiative aids in guiding female students in their personal and social growth.

Evidence of Success

Socio-economic Progress: Educating women positively impacts economic growth. An educated woman has improved job prospects, higher earning potential, and greater economic independence. This reduces poverty rates and boosts overall prosperity. A data base is provided below related to job participation among the women in last 5 years (2019-2024)-

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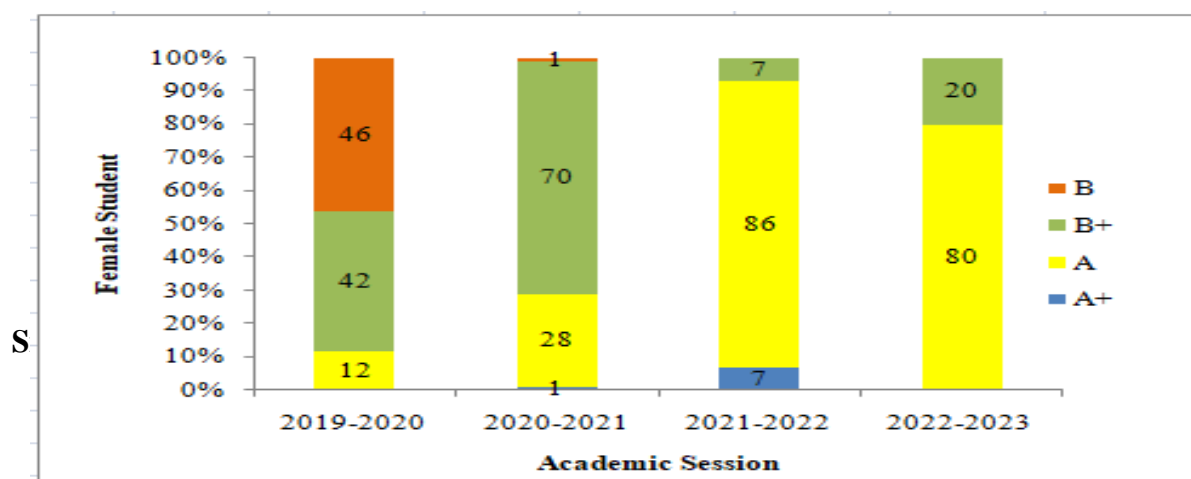
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Students Name	Year of Passing	Joining Date/Year	Memo Number	Types of Job
Jhuma Dey	2007	2019	719/S/19	Govt.
Rina Dutta	2014	2022	2067/S/22	Govt.
Bidisha Mitra	2021	2023	07/S/23	Govt.
Farhana Alam	2009	2023	1310/S/23	Govt.
Mala Santra	2022	2024	268/S/24	Govt.
Jahanara Khatun	2022	2024	482/S/24	Govt.
Dipali Mondal	2014	2024	492/S/24	Govt.
Prativa Mondal	2023	2024	203/S/24	Govt.
Rimpa Rajbanshi	2020	2024	321/S/20	Govt.

Empowerment and Personal Growth: Women's education in colleges empowers individuals by providing them with knowledge, skills, and opportunities for personal development. It boosts their self-confidence, critical thinking, and decision-making abilities, enabling them to become independent and pursue their goals. From the diagram it is observed that the rate of success is gradually growing up



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Gender Equality and Social Change: Women's education challenges societal norms and discriminatory practices, promoting equal opportunities for women in all areas of life. By educating women, colleges help dismantle gender barriers and create a more inclusive society.

Health and Well-being: Educated women tend to have better access to healthcare information, make informed decisions about reproductive health, and adopt healthier lifestyles.

Role Models and Inspiration: Women's education in colleges offers aspiring female students visible role models. Women pursuing higher education, excelling academically, and taking on leadership roles inspire others to believe in their own potential and ambitions.

Problem Encountered and Resources Required

It is a challenging exercise to overcome the obstacles in achieving quality education by women. Some of them are as follows:

1. The very crucial and important problem is that there is no Assistant or Associate teacher, no full time Non-teaching Staffs to continue morning shift. Only the State Aided College Teachers try to make their level best performance and distribute the knowledge but it is the fact that our college has been suffering from acute paucity of non teaching staff including One Accountant and One Cashier in morning shift for long time and creates a great hindrance to the progress of the institution. Still now we are not getting any positive feedback against our earnest request from Government.
2. If it is possible to execute NEP-2020 Major Courses in morning shift that will be a milestone for rural women education as well as empowerment.

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3. In certain communities, particularly in rural regions, there is an emphasis on marrying women off early or prioritizing the education of male relatives. These practices create obstacles for women's access to higher education and increase the number of dropouts.
4. Lots of women students hail from families with scarce financial means, which makes it challenging for them to afford university tuition, textbooks, daily communication, and other educational costs. Scholarship amount is not sufficient and there is also some uncertainty in the credit of the scholarship amount.
5. Many students are first-generation learners, so the lack of female mentors and role models can be discouraging for women seeking guidance, support, and inspiration in higher education.

To address these issues, college authorities work with local communities to challenge and change social norms that impede women's education. We also organize awareness campaigns and community outreach programs to inform families about the benefits of educating women. In addition to offering various scholarships, some committed faculty members provide information and guidance on financial planning, part-time job opportunities, and student loan options to help women manage their financial limitations. By implementing these strategies and initiatives, our college fosters an inclusive educational environment for women.

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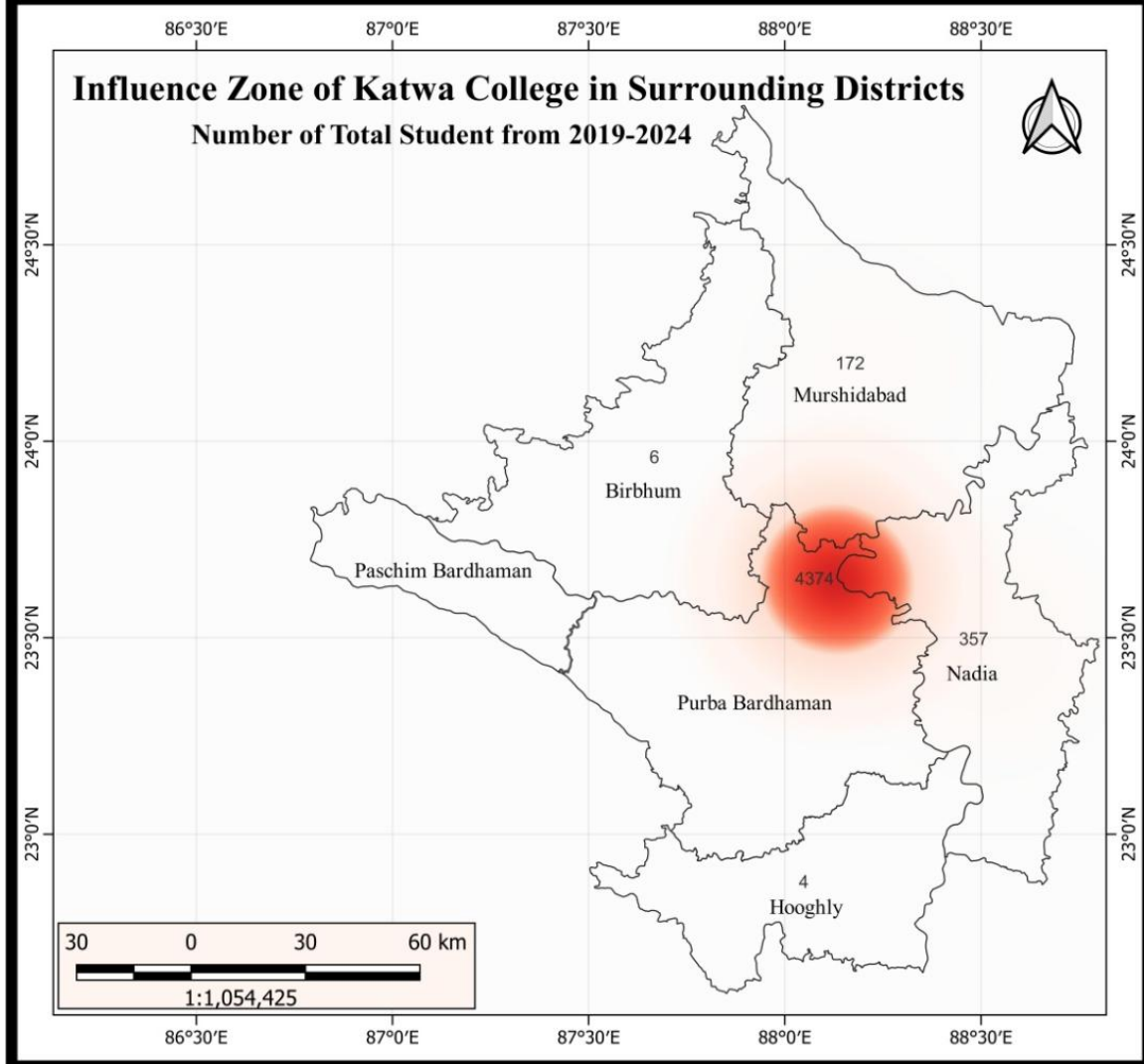
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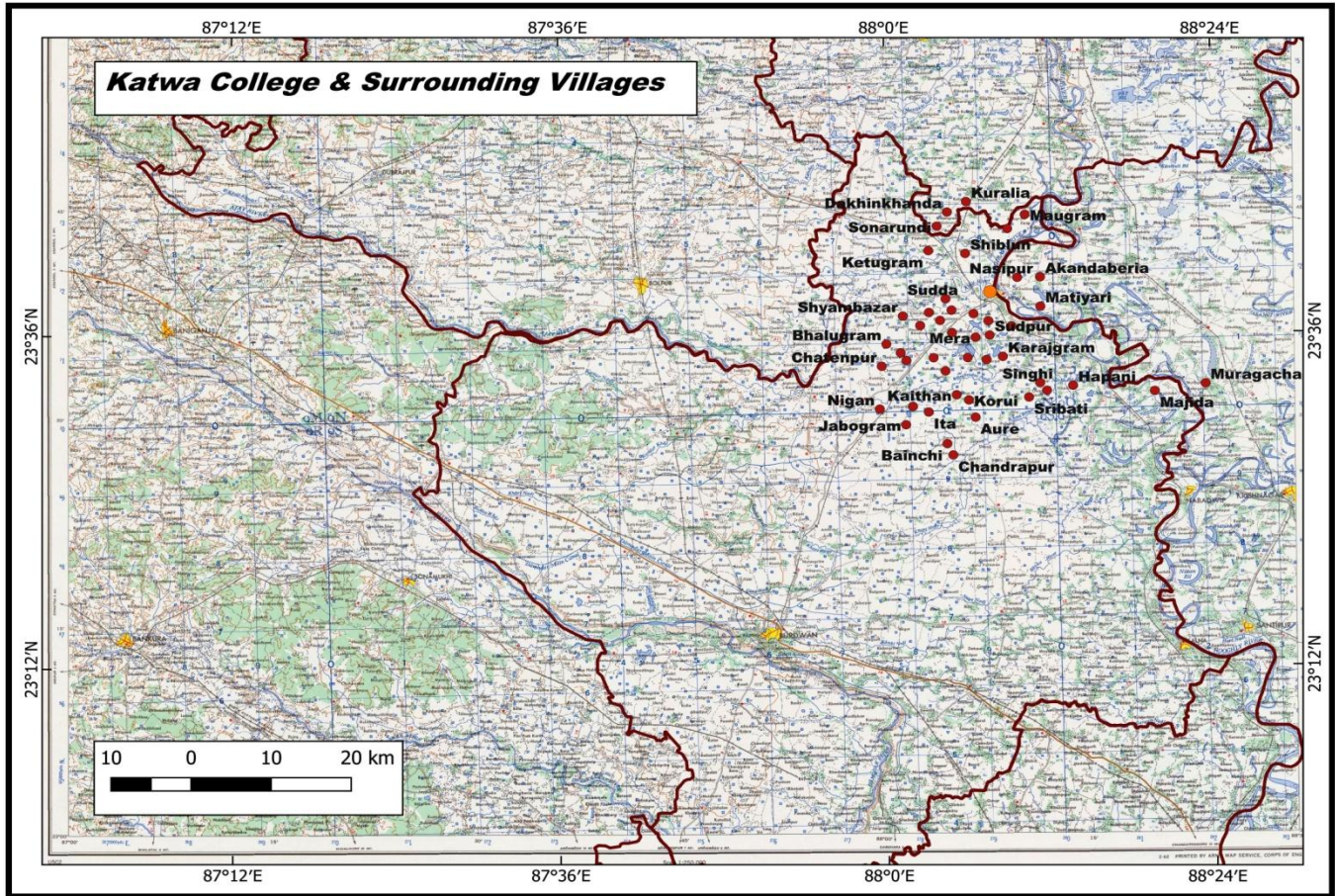
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Girls Hostel



Girls Common Room



Morning Library



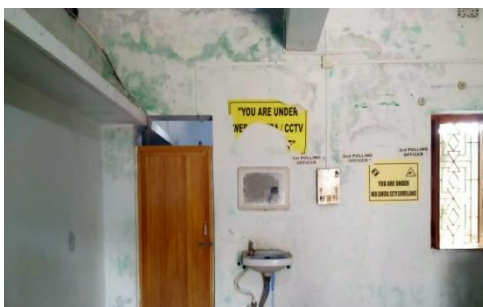
Health Unit



Class conducted by Female Teacher



Health Camp in College





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Vending machine

Seminar related to gender

Yoga Class

Computer Training

Gender related Workshop

Gender Sensitization Programme



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PROFILE OF THE INSTITUTION

Inauguration date of Katwa College: 16.08.1948

Government-Aided College

Affiliation: Affiliated under the University of Burdwan

Recognized under section 2(f) of the UGC Act: 01.03.1959

Recognized under section 12B of the UGC Act: 01.03.1966

Head of the Institution: Dr. Nirmalendu Sarkar
Principal, Katwa College, Katwa, Purba Bardhaman, Pin-713130.
Mobile No. 9749110550 (Day)

Mail Id. katcoll2009@gmail.com

College Office Time and Class Time:

- Morning Shift (General Course only for Girls): 07 A.M. to 1.00P.M.
- Morning Shift (B.Ed. Co-aided Department): 08 A.M. to 2.00P.M.
- Day Shift: 10 A.M. to 5.00P.M.
- Extended Day and Evening Shift: 1.00P.M. to 6.00
- Visiting Hours of the Public: From 9.00A.M. to 6.00P.M.
- Holidays: The college remains closed on all Public Holidays

Contact Number:

- Day Office Mobile No.: 8101078393
- Morning Office Mobile No.: 9933841948

N. Sarkar
Principal 03/07/2024
Katwa College
Katwa Purba Bardhaman

Office Phone: (03453)255049, E-mail: katcoll2009@gmail.com, Website: www.katwacollege.org.in

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ANNEXURE - 07

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Government of West Bengal
Higher Education Department
C. B. Branch
Vikash Bhavan, Salt Lake, Kolkata-71

No. 930-Edn (C.B.)/4E-79/97

Dated, Kolkata, the 28th November, 2007.

FROM : Shri M. Chakraborti,
Officer on Special Duty & Ex-officio
Deputy Secretary to the Government of West Bengal.

TO : The Director of Public Instruction, West Bengal.

SUB : Non-teaching staff pattern in Katwa College, Burdwan.

REF : His letter No. 716-UGC dated 09/04/2007.

With reference to the above, the undersigned is directed to say that the following actions proposed regarding excess/inadmissible non-teaching posts may please be taken in Katwa College, Burdwan.

<u>Name of the excess/ inadmissible posts</u>	<u>Number of Post</u>	<u>Action to be taken</u>
i) Library Clerk (Morning)	1	To continue as personal to the incumbent till his vacating the post. These two vacant posts be abolished.
ii) Typist (Day-evening)	2	
iii) Peon (Day - Evening)	2	2 (two) vacant posts be abolished; other 2 (two) posts to continue as personal to the incumbents till their vacating the posts.
iv) Lab. Attendant (Physics) (Day & evening)	1	This vacant post be abolished.
v) Lab. Attendant (Mathematics) (Day & evening)	1	The post be adjusted against the vacant post of Lab. Attendant (Chemistry - Day & evening)
vi) Lab. Attendant (Biology - Day & Evening)	2	These posts be adjusted against two vacant posts of Lab. Attendant (Physics) (Day - Evening)
vii) Library peon (Day & Evening)	1	The post be adjusted against vacant post of Peon (Morning).
viii) Instrument Keeper (Physics - Day & evening)	1	The vacant post be abolished.
ix) Store-keeper (Chemistry - Day & Evening)	1	The post be continued as personal to the incumbent till his vacating the post.
x) Specimen Collector (Botany - Day & Evening)	2	These posts be continued as personal to be their vacating the posts.
xi) Night Guard (Day - Evening)	1	The post be adjusted against one vacant post of Guard (Day - Evening).

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After the above adjustments, the incumbents be allowed to draw pay in the scales as personal to them, if any.

The undersigned is further directed to request him kindly to send fresh Staff pattern Proposals (Shift-wise) after taking necessary actions as narrated above.

Sd/- M. Chakrabarti
G.S.D. & Dy. Officer Dy. Secretary

No. 930/1(4)-Edn(C.S.) Dated 28/11/2007

Copy forwarded for information and necessary action to the :-

1. Joint Director of Public Instruction (UGC), West Bengal.
2. Joint Director of Public Instruction (PPS), West Bengal.
3. Principal, Katwa College,
P.O.- Katwa, Dist.- Burdwan,
PIN - 713 130;
4. Guard file.

Received
Principal
Katwa College
15/12/11

M. Chakrabarti
G.S.D. & Dy. Officer Dy. Secretary

Principal

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E-mail: katcoll2009@gmail.com
Website: www.katwacollege.com
Website: www.katwacollege.com

Ref No. 1073 /CP (T)/16

Date 03/02/2017

To
The Director of Public Instruction
Education Directorate
Government of West Bengal
Bikash Bhavan,
Salt Lake, Kol-700091



Sub: Submission of Prayer for Creation of full-time teaching posts (General Subjects) for Additional Shift (Morning) and Creation of full-time teaching posts (Hons & General Subjects) for Day Shift

Ref. No. 747EdnCS/10M-30/2008 dated 28.11.2008 and 1143-UGC/OM-57UGC dated 20.06.2007

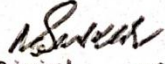
Sir,

I am to draw your kind attention to the fact that the Morning shift of this college meant for the Girls' students only is running without any full time teachers since its affiliation in the year 1970-71 and it is dependent on a few Part-time Teachers and Guest Lecturers. The college did never get any permanent teaching staff though a librarian has joined the college recently. Likewise in the Day Shift departments like Botany, Physiology, Geography, Philosophy, Sanskrit, Economics, and Electronics are suffering from scarcity of full time teachers.

Now, on the basis of your circulars cited above, the college is in position to claim for additional teachers. The duly filled in pro-forma along with detailed information (in duplicate) in regard to those subjects are being furnished for your kind consideration.

I, therefore, request you to look into the matter sympathetically and take needful measures at an early date.

Thanking you,
Yours faithfully


Principal,
Katwa College
KATWA COLLEGE
03/02/17





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o/c

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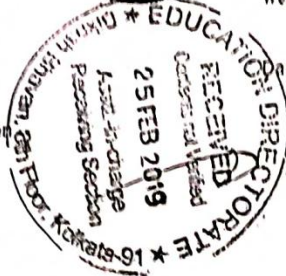
(Affiliated to the UNIVERSITY OF BURDWAN)



Principal's Office
KATWA - 713 130
PURBA BARDHAMAN
Tel.: (03453) 255049
E-mail: katcoll2002@gmail.com
Website:
www.katwacollege.com
Website: www.katwacollege.com

Ref No. 266 /CP(T)/16

To
The Directorate of Public Instruction
Education Directorate
Government of West Bengal
Bikash Bhaban,
Salt Lake, Kol-700091



Date :- 22/02/2019

Sub: Submission of Prayer for Creation of full-time teaching posts In the Govt. Aided College

Ref. Memo No. 1199-UGC/OM-62/2001 dated 27.09.2018

Madam,

I have already submitted prayer for Creation of full-time teaching posts vides Ref. No. 1073/CP (T)/16 dated 03.02.2017. Now on the basis of your circular cited above, the college is again resubmitting a claim for additional teachers & librarian (for Day & Extended Day). The duly filled in proformas along with detailed information (in duplicate) for those subjects are being furnished for your consideration.

However, I am to draw your kind attention to the fact that the college was established in the year 1948 and 15 Honours & General subjects and only one General course in Electronics are being taught at present. Needless to say that the Morning shift of the college meant for the Girls' students and for this college got its affiliation in the year 1970. But the college authority till to date does not get any permanent teaching staff except one Librarian who joined this college on 22.12.2016. Likewise in the Day Shift various departments are suffering from scarcity of full time teachers.

I, therefore, request you to look into the matter sympathetically and do the needful at an early date so that Choice Based Credit System can run smoothly.

Thanking you,
Sincerely yours,

[Signature]
Principal, 22/02/19
Katwa College

Principal
Katwa College



[Signature]

Principal

Principal
Katwa College



KATWA COLLEGE

(Affiliated to the University of Burdwan)

Principal's Office,

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN: 713130, India.

Mobile: +918101078393

॥ विद्यया विन्दतेऽमृतम् ॥

Annexure - 09

Extract from the proceedings of the meeting of the Governing Body held on 31.01.2019 in the chamber of the Principal at 12 Noon

Item No. 20 (f) The Principal places the Memo No. 1199-Edn/ (CS)/10M-62/2001 dated 27.09.2018 to the Governing Body wherein the creation of new teaching posts including Librarian for Morning Shift as well as Day and Extended Day Shift is discussed. The Principal reports that Morning Shift which was affiliated in the year-1970-71, is primarily meant for the Girls' students who are being deprived of good teaching due to lack of permanent teaching Staff and the entire section is run by the Part-time Teachers and Guest Lecturers. He again reports that in the Day & Extended Day Shift, Electronics, a general degree subject is running with one teaching staff, while in the subjects like Botany, Physiology, Geography and Sanskrit having Honours and pass streams are running with two teaching staff each and Honours & General both courses in English, Philosophy and Economics are running with three full time teaching staff only.

The Governing Body considers the report from the Principal regarding the proposal of new teaching posts in the Morning Shift and accepts the observation of the Principal that 25 new posts should be created in the Morning Shift and 37 new posts including one Librarian should be created in the as Day and Extended Day Shift vide Memo No. 1199-Edn/ (CS)/10M-62/2001 dated 27.09.2018.

Considering the scarcity of full time teachers and to provide good number of classes to the students, the Governing Body resolves unanimously that, a claim for creation of additional teaching posts according to the following category be placed to the Higher Education Department.

✓ Morning Shift (General) only for Girls'

Serial Nos	Subjects	Post Sanctioned by the Government	Proposal for additional posts to be sanctioned
1.	Bengali(General)	NIL	04
2.	English(General)	NIL	04
3.	History(General)	NIL	04
4.	Sanskrit(General)	NIL	04
5.	Political Science(General)	NIL	04
6.	Philosophy(General)	NIL	04
7.	Environmental Science(General)	NIL	01
8.	Librarian	01	00

Day Shift and Extended Day Shift (Honours & General) for Boys' & Girls'

Serial Nos	Subjects	Post Sanctioned by the Government	Proposal for additional posts to be sanctioned
1	Physiology(Hons & General)	02	04

Attested
Principal
22/02/19
Katwa College

Principal
College



KATWA COLLEGE

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Principal's Office
KATWA - 713 130
BURDWAN

Tel.: (03453) 255049
E-mail: katcoll2009@gmail.com
Website: www.katwacollege.com



Reference No: - 716 / Staff Pattern / 18

Date: 09-02-16

To
The Director of Public Instruction
Education Directorate
Govt. of West Bengal
Bikash Bhavan
Salt Lake
Kolkata- 700091

Sub: Appeal for getting permission to fill up vacant Non-Teaching Posts (Morning Shift)

Sir,

The undersigned would like to draw your kind attention to the fact that our college has been suffering from acute paucity of non teaching staff including one Accountant and one Cashier in Morning shift for a long time and the shortage of non-teaching staff has become a great hindrance to the progress of the Institution. The College has been facing difficulty in maintaining accounts and Cash related matters and Office for a long time. Therefore, you are earnestly requested to give us necessary permission for filling up the 04(four) vacant non-teaching posts and 01(one) additional post at your earliest convenience. Soliciting your kind co-operation.

Thanking you,

Yours faithfully

Nirmalendu Sarkar
Principal 9/2/16

Katwa College
Burdwan *Dr. Nirmalendu Sarkar*
Principal

Encl:



1. Latest Staff pattern as per F.D Memo No: 1488-F (P) dt. 20.02.2012
2. Extract of G.B Resolution No : 15 (e) dt. 14.1.2016
3. Statement of Building, Gas Plant, Generator, Women's Hostel, Cycle Stand, Pumps set, Garden etc. (Morning Shift, Katwa College)
4. Student Strength (Only Girls) of the college for the year 2012-13, 2013-14 & 2014-15.
5. Students strength of Laboratory based subject 2012-13, 2013-14 & 2014-2015.
6. Statement of Books strength as on 31.03.2013, 2014 & 2015. (Morning Shift)
7. Xerox copy of G.O. no. 618-Edn(CS), dated-11.05.1982
8. Xerox copy of memo no. 206-Edn(CS), dated-18.02.1987
9. Xerox copy of memo no. 1098-Edn(CS), dated-1.09.1982
10. Xerox copy of memo no. 988-Edn(CS), dated-19.10.2004
11. Xerox copy of memo no. 930-Edn, dated-28.11.2007
12. Xerox copy of memo no. 726-UGC, dated-17.04.2009
13. Xerox copy of memo no. *Dr. Nirmalendu Sarkar* Audit Report for 2011-12, 2012-13 and 2013-14.
14. Xerox copy of memo no. *Dr. Nirmalendu Sarkar*

Dr. Nirmalendu Sarkar

Principal

Katwa College

www.katwacollege.ac.in



KATWA COLLEGE

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KATWA COLLEGE

(Affiliated to the UNIVERSITY OF BURDWAN)

Total pages in
each set = (116)

Principal's Office
KATWA - 713 130
PURBA BARDHAMAN

Tel.: (03453) 255049
E-mail: katcoll2009@gmail.com
Website: www.katwacollege.ac.in

Ref. No. 1473/NTS/18

Date: 10-01-2018

To
The D.P.I.
Education Directorate
Government of West Bengal
Bikash Bhaban
Salt Lake, Kolkata-700091

Sub: - Prayer for permission for filling up of Vacant Non-teaching posts in Katwa College as per existing Staff Pattern

Reference G.O. No: - 940-Edn (CS)/4E-25/2010(Part) dated 25.08.2017

Sir,

I am to inform you that the college is a multi-shift college having Day Shift, Morning Shift exclusively for girls, Evening Shift and B.Ed. Department and calculated on the basis of existing sanctioned staff pattern 26 Non-teaching posts have fallen vacant till the date due to retirement and death or promotion. Last appointment in non-teaching category in this college was done a long 30 years back. A large college with 6000 odd students does not run only on the shoulder of teachers. As a result, the college is lagging behind due to lack of sufficient number of non-teaching staff because we have to engage our teachers in the official work which compromises academic atmosphere. In this context, it may also be noted that although we have received post filling permission against the posts of Accountant and Cashier in the Morning Shift vide Memo No. 474Edn (C.S.)/4E-33/2013 dated 8th June 2016 we are not in position to appoint anyone on promotion for lack of response from amongst only two permanent Group- C staff.

Now, as per your direction, I am submitting two complete sets of necessary papers relating to vacant Non-teaching posts in Katwa College as per existing Staff Pattern.

Therefore, you are requested to kindly accord permission towards filling up of the vacant non-teaching posts of the as per existing Staff Pattern.

Your kind co-operation is earnestly in this regard.

Thanking you

Yours faithfully

Principal
Principal
Katwa College
Principal
Katwa College



Principal
Principal
Katwa College

www.katwacollege.ac.in



KATWA COLLEGE

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Principal's Office,

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Mobile: +918101078393



KATWA COLLEGE

(Affiliated to the UNIVERSITY OF BURDWAN)



Principal's Office
KATWA - 713 130
PURBA BARDHAMAN
Tel.: (03453) 255049
E-mail: kacoll2009@gmail.com
Website: www.katwacollege.com
Website: www.katwacollege.com

Ref. No. 226 /NTS/18

Date: 21-01-19

To
The D.P.I.
Education Directorate
Government of West Bengal
Bikash Bhaban
Salt Lake, Kolkata-700091

Sub: Submission of Prayer for Creation of new Non-teaching posts and filling up of sanctioned vacant non-teaching posts (in duplicate) for Morning Shift of Katwa College (Govt. Aided)

Ref. Memo No. 1227-Edn/ (CS)/10M-24/1992 dated 05.10.2018

Madam,

Please be kind enough to find enclosed the detailed proposal for Morning Shift of Katwa College (in duplicate) for Creation of new Non-teaching posts and filling up of sanctioned vacant non-teaching posts vide Memo No. 1227-Edn/ (CS)/10M-24/1992 dated 05.10.2018 and according to the proforma prescribed by the Finance Department, Government of West Bengal i.e. Memo No. 1488-F(P), dated 20.02.2012 circulated by your esteem office.

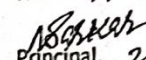
It is also noted that the college authority till to date does not get any permanent Non-teaching staff after 1987.

Now as the circular, the college is in a position to claim for additional and vacant non-teaching posts. Therefore, you are requested to kindly accord permission towards creation and filling up of the vacant non-teaching posts for Morning Shift.

I request you to look into the matter sympathetically and do the needful matter at an early date.

Thanking you,

Sincerely yours,


Principal, 21/01/19
Katwa College

Principal
Katwa College





Principal

Katwa
College



KATWA COLLEGE

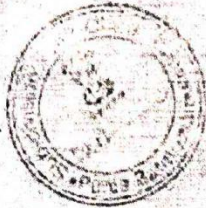
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Mobile: +918101078393

॥ विद्यया विन्दतेऽमृतम् ॥



Government of West Bengal
Office of the D.I.O., Katwa
P.O. - Katwa, Dist. Burdwan

Class Roll - 1
2003-2

Requisition.

The Principal / Head Master / Head-Mistress,

College / High School / Jr. High School.

Subj: Prayer for supplying study particulars in respect of Jhuma Dey,
son of Jagannath Dey of village Chinirkuthi
P.O. Dist. Burdwan, who claimed that he pro-

M.P. / H.S. / B.A. / B. Com. / B.Sc. / from your School / College in Session

the year 2007 and his date of birth is 8/5/1984

no 719/2/19 D. - 08/04/19 as mentioned in his P.V.C.

Kindly issue a Certificate and send to this Office of above mentioned points

Treat this as most urgent for disposal of P.V.R. Case as wanted by Superintendent of Police, D.I.B., Burdwan.

Dated:

Submitted

(Signature)

D.I.O. Katwa

Date of Admission - 04/8/2003

DOB - 05/5/1984

File
25-06-2019
Sd/-
Sudhanu Ghosh

Principal
Katwa College

www.katwa.ac.in



KATWA COLLEGE

(Affiliated to the University of Burdwan)

Principal's Office,

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॥ विद्यया विन्दतेऽमृतम् ॥

29/11/22



Government of West Bengal
Office of the D.I.O. Katwa.

P.O.:- Katwa : Dist. - Purba Bardhaman



Requisition (Ex con.)

Memo No. 2067/S/22 Dated 18/11/22

To,
The Principal / Head-Master / Head-Mistress

Katwa College

College / High School / Jr. High School.

Sub:-Prayer for supplying particulars in respect of Rina Dutta
Son/Daughter of Shambhu Dutta of village Panuhat
Po- Panuhat PS Katwa Dist. - Purba
Bardhaman who claimed that he passed (B.A.) from your
School / Collage in session 2014 the year and his
date of birth is 06/04/1993 as mentioned in his P.V.R

Kindly issue a Certificate and send to this Office of above mentioned points

Treat this as most urgent for disposal of P.V.R. Case as wanted by Superintendent of Police, D.I.B Purba Bardhaman

Dated:- 28/11/22

Submitted

Rajiv Mondal
8/12/22
D.I.O. Katwa
Dist. - Purba Bardhaman

Principal

Katwa College



KATWA COLLEGE

(Affiliated to the University of Burdwan)

Principal's Office,

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN: 713130, India.

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Government of West Bengal
Office of the D.I.O. Katwa.

P.O. - Katwa : Dist. - Purba Bardhaman



Requisition

Memo No. 07/S/23 Dated 02/01/23

(Ele. Supply)

To,
The Principal / Head Master / Head Mistress

Katwa College

College / High School / Jr. High School.

Sub:- Pray for supplying particulars in respect of *Bidisha Mitra*
Son/Daughter of *Bipulananda Mitra* of village *Gheshat*
Po- *Katwa* PS *Katwa* Dist. - Purba
Bardhaman who claimed that he passed (*B.A.*) from your
School/Collage in session *2021* the year and his
date of birth is *29/04/2001* as mentioned in his P.V.R

Kindly issue a Certificate and send to this Office of above mentioned points

Treat this as most urgent for disposal of P.V.R. Case as wanted by Superintendent of Police, D.I.B Purba Bardhaman

Dated:- *11/04/23*

Rajomondal
20/4/23

Submitted

Arjun

11/04/23

A.D.I.O Katwa

A.D.I.O.
Katwa

Dist.-Purba Bardhaman

11/04

Principal

Katwa College

www.katwa.ac.in



KATWA COLLEGE

(Affiliated to the University of Burdwan)

Principal's Office,

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Government of West Bengal
Office of the D.I.O. Katwa.
P.O. :- Katwa : Dist. - Purba Bardhaman



Requisition

Memo No. 1310/5/23 Dated 10/07/23 (JEDS)

To,
The Principal / Head-Master / Head-Mistress

Katwa College

College / High School / Jr. High School.

Sub:-Prayer for supplying particulars in respect of.....*Farhana Alam*.....
Son/Daughter of*Azad Alam*..... of village.....*Salar*.....
Po-*Salar*..... PS*Salar*..... Dist. - Purba *MSD*
Bardhaman who claimed that he passed (.....*B.A.*.....) from your
School / Collage in session.....*2009*..... the year and his
date of birth is*13/05/1989*..... as mentioned in his P.V.R

Kindly issue a Certificate and send to this Office of above mentioned points

Treat this as most urgent for disposal of P.V.R. Case as wanted by Superintendent of Police, D.I.B Purba Bardhaman

Dated:- *20/07/2023*

Submitted

[Signature]

20/07/23

A.D.I.O. Katwa

A.D.I.O.

Katwa

Dist.-Purba Bardhaman

[Signature]

Principal

Katwa College

www.katwa.ac.in



KATWA COLLEGE

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Government of West Bengal
Office of the D.I.O. Katwa.
P.O.:- Katwa : Dist. - Purba Bardhaman



Requisition

Memo No. 268/S/24 Dated 18/02/24

To,
The Principal / ~~Head Master~~ / ~~Head Mistress~~

Katwa College.

College / High School / Jr. High School.

Sub:- Pray for supplying particulars in respect of Mala Santra
Son/Daughter of Sachananda Santra of village Bangram
Po- Bardhamura PS Katwa Dist. - Purba
Bardhaman who claimed that he passed (B.A) from your
School / Collage in session 2019-22 the year and his
date of birth is 21/08/2002 as mentioned in his P.V.R

Kindly issue a Certificate and send to this Office of above mentioned points

Treat this as most urgent for disposal of P.V.R. Case as wanted by Superintendent of Police, D.I.B Purba Bardhaman

Dated:- 19/02/24

Submitted

A. D. I. O. Katwa
A.D.I.O.
Katwa
Dist. - Purba Bardhaman

188

Principal

Katwa
College

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KATWA COLLEGE

(Affiliated to the University of Burdwan)

Principal's Office,

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Government of West Bengal
Office of the D.I.O. Katwa.

P.O. - Katwa : Dist. - Purba Bardhaman



Requisition

Memo No. 480/S/24 Dated 15/03/24

To,
The Principal / Head Master / Head Mistress

Katwa College.

College / High School / Jr. High School

Sub:- Pray for supplying particulars in respect of Tashanara Khatun,
Son/Daughter of Tamimul Haque monim of village Lohapata.
Po- Gaendanga PS Katwa Dist. - Purba
Bardhaman who claimed that he passed (B.A.) from your
School / Collage in session 2019-22 the year and his
date of birth is 11.03.2000 as mentioned in his P.V.R

Kindly issue a Certificate and send to this Office of above mentioned points.

Treat this as most urgent for disposal of P.V.R. Case as wanted by Superintendent of Police, D.I.B Purba Bardhaman.

Dated:- 18/03/24

Submitted

Ashu 18/03/24

A.D.I.O Katwa
A.D.I.O.
Katwa
Dist.-Purba Bardhaman

18/3

Principal

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KATWA COLLEGE

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Government of West Bengal
Office of the D.I.O. Katwa,
P.O.:- Katwa : Dist. - Purba Bardhaman



Requisition

Memo No. 490/S/04 Dated 15/08/24

To,
The Principal / Head-Master / Head-Mistress

Katwa College
College / High School / JF High School.

Sub:-Pray for supplying particulars in respect of Dipali Mandal
Son/Daughter of Parnesanta Mandal of village Tamuna Patal
Po- Kalika Pur PS Katwa Dist. - Purba
Bardhaman who claimed that he passed (B-A) from your
School / Collage in session 2022-24 the year and his
date of birth is 02.07.1993 as mentioned in his P.V.R

Kindly issue a Certificate and send to this Office of above mentioned points

Treat this as most urgent for disposal of P.V.R. Case as wanted by Superintendent
of Police, D.I.B Purba Bardhaman

Dated:- 18.03.24

Submitted

[Signature]

A.D.I.O Katwa

A.D.I.O.
Katwa
Dist.-Purba Bardhaman

[Signature]

Principal

Katwa
College

www.katwa.ac.in



KATWA COLLEGE

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Government of West Bengal
Office of the D.I.O. Katwa.

P.O. - Katwa : Dist. - Purba Bardhaman



Requisition

Memo No. 203/C/P4 Dated 07/03/24 (ITBP)

To,
The Principal / Head Master / Head Mistress

Katwa College

College / High School / Jr. High School.

Sub:- Pray for supplying particulars in respect of *Pratima Mondal*
Son/Daughter of *Sushanta Mondal* of village *Nalahati*
Po- *Dainhat* PS *Katwa* Dist. - Purba
Bardhaman who claimed that he passed (*B.A.*) from your
School / Collage in session *2023* the year and his
date of birth is *31/03/2003* as mentioned in his P.V.R

Kindly issue a Certificate and send to this Office of above mentioned points

Treat this as most urgent for disposal of P.V.R. Case as wanted by Superintendent of Police, D.I.B Purba Bardhaman.

Dated:- *13/03/2024*

Submitted

13/03/24

A.D.I.O Katwa
A.D.I.O.
Katwa
Dist.-Purba Bardhaman

13/3

Principal

pal
College

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KATWA COLLEGE

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Government of West Bengal
Office of the D.I.O., Katwa
P.O.: Katwa, Dist. Burdwan.

Requisition.

To
The Principal / Head Master / Head Mistress:

Katwa
College / High School / Jr. High School.

Subj: Prayer for supplying study particulars in respect of Rimpa Rasbanshi
son of Bhimi Rasbanshi of village
P.O. Dist. Burdwan, who claimed that he passed

M.P. / H.S. / B.A. / B. Com. / B.Sc. / from your School / College in Session

the year and his date of birth is

27/2/2024 as mentioned in his P.V.R.

Kindly issue a Certificate and send to this Office of above mentioned points

Treat this as most urgent for disposal of P.V.R. Case as wanted by Superintendent of

Police., D.I.B., Burdwan.

Dated:

Rajmondal
27/2/2024

Submitted

D.I.O. Katwa

RR

Principal

Katwa
College

www.katwa.ac.in