



# GOVINDA DASA COLLEGE

( Managed by HINDU VIDYADAYINEE SANGHA (R.), Surathkal )

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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### Criterion 6

#### Governance, Leadership and Management

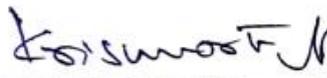
#### Key Indicator: 6.2 Strategy Development and Deployment

Metric No.: 6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, deployment of institutional Strategic / Perspective/development plan etc

#### *List of supporting Enclosures*

Sl.no	Particulars of Samples
1	Supporting documents for strategic plan and deployment on activities successfully implemented based on the strategic plan
2	Organogram of the institution
3	Institutional bodies functioning in the institution
4	Service rules and procedures of HV Sangha
5	Weblink for policy documents
6	Recruitment policy procedure

*I certify that all the evidence included in this document is authentic and duly verified*

  
Prof. P. Krishnamoorthy

Principal  
Principal  
Govinda Dasa College  
Surathkal - 575014, D.K.

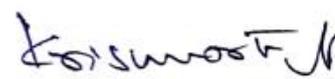
# 1 .Supporting documents for strategic plan and deployment on activities successfully implemented based on the strategic plan

## Minutes of the Meeting - Subject: Meeting of Strategic Planning Committee

<b>Meeting Date:</b> 09.07.2018		<b>Venue:</b> Humanities Department		<b>Time:</b> 3.30 PM to 4.30PM		<b>Documented By:</b> Dr. K. Shivashankar Bhat	
<b>Attended by</b>				<b>Absentees</b>			
1. Prof. Krishnamoorthy P. (Vice Principal)				1. Ms. Sudha U (H.O.D, Political Science Dept.			
2. Prof. Ramesh Bhat S.G. (Dean, Language Dept.)							
3. Prof. Violet Miranda, (Dean, Humanities Dept.)							
4. Dr. K. Shivashankar Bhat, (Co-ordinator, IQAC)							
4. Prof. Hareesh Acharya P. (Dept. of Economics)							
5. Mrs. Daya M. Suvarna (Dept. of Economics)							
6. Dr. Ashalatha (Dept. of Political Science)							
7. Ms. Shwetha, (Dept. of Journalism)							
Sl. No.	Issue	Issue Raised by	Description of the Issue	Action Required	Responsible Person Who Will Handle This Issue.	Target Date / Follow up	Remarks
1	Framing of Development Strategies	Strategic Planning Committee  Prof. Krishnamurthy stressed the need to have development agenda.	Dr. K. Shivashankar Bhat briefed the members on the need for framing development strategies and agenda to have an edge over other institutions and to conform the expectations of the students in particular and society in general	1. Decided to commence certificate course on computer science for I B.A Students of 40 hrs.	Prof. Violet Miranda and Prof. Ramesh Bhat	August 05, 2018	
				2. Decided to create a platform to provide opportunities to students to acquire the	Prof. P. Krishnamurth	August 31, 2018	
				3. Decided to arrange platform to the students acquire the	Ms. Shwetha	August 31, 2018	

Minutes of the Meeting - Subject: Meeting of Various Departments

<b>Meeting Date:</b> 20 - 07 - 2018	<b>Venue:</b> Assembly Hall, Govinda Dasa College	<b>Time:</b> 03 pm to 5 pm	<b>Documented By:</b> Dr S Mayya	
<b>Attended By:</b> All the faculty of Govinda Dasa College		<b>Absentees:</b> Dr. Muralidhar Rao, Principal of Govinda Dasa College		
Sl. No.	Raised by	Description of the Issue	Responsible Person Who Will Handle This Issue.	Remarks
1.	NAAC Coordinator	The meeting of all the faculty of Govinda Dasa College begun at 3.00 pm on 20 <sup>th</sup> Friday 2018. Initially, IQAC Coordinator, Dr. Shivashankar Bhat welcomed all the faculty of the College and explained the relevance of the meeting. He dwelt in detail about the imperatives of having A Grade in the next NAAC visit, how we have to make an introspection, why this has to be taken as a teamwork and the role of each department in the process. He also explained in detail about the development agenda	All the faculty	
2.	Principal	The Principal of the College explained about quality and the efforts required to achieve quality.		
3.	Dr. Mayya	Dr. Mayya explained about the initiatives taken by the college in providing domain based email to all the faculty and students. He also circulated the new email address of all the faculty. He also called Mr Atul Bhat to explain the new website created and how faculty can upload departmental level activities by themselves.	All the Departments, the website and email related issues will be handled by Mr. Atul Bhat, Ms. Poornima and Mr. Shailraj. At the office level, logistic support to be provided by Mr. Sathish Bhat.	
4.	NAAC Coordinator	Dr. Shivashankar Bhat explained the Strategic Planning Committee initiatives taken by the Management of the College, briefly explained about the concern of the Management to make the College as one of the most sought-after colleges in this region, the efforts taken Dr. Murali, provided brief inputs about two Strategic Development Meeting already held. He also informed the faculty to form groups based on their Department and present their respective development agenda after thorough discussion. Prof. Krishnamurthi also facilitated the meeting.	The team leaders presented their report and a copy of the report is being submitted to IQAC Coordinator.	

  
Prof. P. Krishnamoorthy

**Principal**  
**Principal**  
**Govinda Dasa College**  
**Surathkal - 575014, D.K.**

5.	Dep. of Humanities	<p><b>Proposed action plan</b></p> <ul style="list-style-type: none"> <li>• BA- Introducing Certificate Courses – Add on Course for all BA Students – Consumer Certificate Course – Certificate Course on Human Rights – Vermi Technology</li> <li>• I BA – Basic Computer Course</li> <li>• II BA – Photoshop, Page making, Editing, Tailoring, Fashion Designing Course</li> <li>• III BA – Coaching classes for GST, Tally, Coaching Classes for Competitive Examination (IAS, IPS, IFS, KAS, Banking Exams (IBPs), Programmes to Improve Communicative Skills &amp; Future Interviews</li> <li>• Limitations – Lack of Computer Lab and Instructors – Lack of Resources and Funds</li> </ul>																
6.	Language Department	<p><b>The proposed action plan to improve the quality of education in our college</b></p> <ul style="list-style-type: none"> <li>• In order to exhort students to participate in literary activities, to celebrate certain months or weeks as literary week/month</li> <li>• To introduce news presentation in every class thereby develop language skill and knowledge of current affairs.</li> <li>• To establish a well equipped language lab.</li> <li>• To begin Kannada, Hindi and Sanskrit typing Classes.</li> <li>• To begin communication skill development programs.</li> <li>• Quite often, it is experienced that language teaching does not get as much attention as the core subjects. This disparity must go and all subjects to be measured with a common yardstick.</li> <li>• To introduce Major English option for BA.</li> </ul>																
7.	Computer Science	<p><b>Academic Strategies and Action Plan for 2018-2019</b></p> <p><b>Faculty Members present</b> – a) Ms. Geetha K, b). Ms. Shailaja H, c). Ms. Veena K, d) Ms. Babitha Navenchandra, e) Ms. Vidya Patil, f) Poornima Gokhale</p> <p><b>Result of the 2017-18</b>    IBCA – Nov 2017 95%, May 2018 – 77%        II BCA – Nov 2017 96% May 2018 – 80%        III BCA – Nov 2017 – 62% May 2019 – 100%</p> <p><b>Strategies of the Department for Academic Excellence</b></p> <ul style="list-style-type: none"> <li>• Projects to be given to students in subjects which compromise practical work.</li> <li>• Students will be given assignment on regular syllabus topics</li> <li>• Students will be made to present the current trends of computers to gain knowledge.</li> </ul> <p><b>Programme of the Department for the year</b></p> <table border="1" data-bbox="316 1265 1522 1545"> <thead> <tr> <th colspan="2">I Term</th> <th colspan="2">II Term</th> </tr> <tr> <th>Programme</th> <th>Outcome</th> <th>Programme</th> <th>Outcome</th> </tr> </thead> <tbody> <tr> <td>Computer students are asked to conduct seminar related to IT to Non-Computer Students of the College.</td> <td>To impart knowledge of computers to them.</td> <td>Senior students are given topics related to modern trends in IT for presentation to students.</td> <td>To improve the presentation skill and to create self-confidence.</td> </tr> <tr> <td>Conducting of Interclass quiz</td> <td>To improve their knowledge and team spirit</td> <td>Mini projects will be given to students</td> <td>To improve software development skill</td> </tr> </tbody> </table>	I Term		II Term		Programme	Outcome	Programme	Outcome	Computer students are asked to conduct seminar related to IT to Non-Computer Students of the College.	To impart knowledge of computers to them.	Senior students are given topics related to modern trends in IT for presentation to students.	To improve the presentation skill and to create self-confidence.	Conducting of Interclass quiz	To improve their knowledge and team spirit	Mini projects will be given to students	To improve software development skill
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**Programmes /Courses of action for advanced learners**

I Term	II Term
1. Solving old question papers	1. Solving old question papers
2. Paper Presentation	2. Seminars
3. Develop Complex Programs related to the subject	3. Develop Complex programs related to the subject
4. Student Centric Lab	

**Courses of Action for slow learners**

I Term	II Term
1. Chapter wise test	1. Solving old question papers
2. Solving and submitting the question papers	2. Seminars
3. Assignments	3. Develop complex programs related to the subject

**Best Practices of the Department**

1. Five minutes talk in each class – students are made to talk on the particular subject, to improve their self-confidence and to face interview.
2. Students are permitted to participate in intra collegiate and intercollegiate events to help them develop their skills and also to gain confidence. Participating in such events helps them in developing creativity and also gaining knowledge.
3. The Department is planning to conduct Mock campus recruitment for the final year students so that they have better chance for recruitment and courage to face interview in this competitive world.

**Development Strategy for next 3-5 years**

Development Agenda	Constraints/Challenges	Remedies
1. To increase student strength	Govt Colleges and City Colleges Fee Structure	Publicity of scholarship, Infrastructure, experienced staff.
2. Campus Recruitment	Students should be placed immediately after the degree	Tie up with Companies
3. Current trend related technical courses should be introduced as add-on course	Facilities should be provided	Awareness of the course to the students as well to the public

**Academic Strategies**

1. Exposure of the infrastructure of the college to the public
2. Awareness of different scholarships available in the college should be mentioned in the brochure
3. Fee structure and concession of the next academic
4. Campus recruitment has to be done by making collaboration with the company's and involving the resource persons from the company to train the students to meet the present technologies.
5. Job oriented add-on courses have to be specified in the brochure together with the regular courses, example: BCA with Image processing.
6. Required facilities have to be provided to the students as per current standards.
7. The competitive fee structure has to be fixed after comparing the fee structure of the neighbouring college.
8. Workshop must be organized to the final year students to impart awareness about different job opportunities and competitive examinations.

8.

Science  
Dept.

### **Proposed action plan – Objectives**

- To develop and implement advancement of the standard of education of the institute, thereby leading to the increase in the intake of the students

### **Development Plans for the next five years by the Science Departments**

1. Reintroduction of streams for B.Sc. like PC (Physics, Mathematics, Comp. Sci.), PMS (Physics, Mathematics, Statistics), BZC (Botany, Zoology, Chemistry), B.Sc. Biotechnology, B.Sc. (Microbiology) in addition to PCM.
2. Introduction of new innovative courses like B.Sc. in Computer Animation, B.Sc. in Economics.
3. Renovation of the currently existing labs followed by Modernizing of the laboratory equipment keeping in view the recent trend in technology.
4. Introduction of New labs for Mathematics and Statistics (In case of introduction of PS Stream), to implement the recent advancements in computation in basic sciences.
5. Addition of Career oriented Add-on Courses like Astronomy, Photography, Application of Electronics and Maintenance, Fire & Safety, Water & Chemical Analysis, etc.
6. Introduction of Project work and Research activities funded by External Agencies and Management in addition to syllabus work.
7. Student visit to premier institutes for better learning.

### **Constraints of the Departments**

#### Limited Resources

Lab apparatus limited to course-related experiments. Lack of research-oriented apparatus and facilities.

Limited funds from external agencies and lack of funding from Management.

Introduction of new and upgrade of existing, departmental library to include research related materials.

Limited providing of Audiovisual capabilities.

Limited IT infrastructure to demonstrate modern simulations and demonstrations.

Lack of support from management towards TA & DA for student visits to various external departments for better learning (If not provided by the hosting institute)

### **Challenges**

- On departmental front:
  - Lack of response from companies for placements
  - Limited financial resources
  - Limited or no response from companies for placement drives that can be held at college premises
- On student front
  - Students lack exposure to research-oriented studies limiting them to syllabus learning
  - Lack of motivation to take up research
- On the College front:
  - Fees prescribed by the college for B.Sc. (currently PCM) is higher compared to other institutions nearby.
  - Other colleges located farther than Surathkal offer B.Sc. courses with more options (streams) at a lesser cost.
  - Lack of financial input from the management without the help of external funding agencies.

### **Solutions**

- Implementation of new streams in B.Sc., in the following years, to increase student intake, thereby increase in monetary input for the management.
- Renovation of Laboratories funded by external agencies or the management to improve the infrastructure.
- Implementation of innovative teaching techniques and minor project work for students to improve learning qualities.
- Development of an alumni association to gather old students, thereby leading to a potential funding source.
- Reduction of Fees for B.Sc. courses along with an increase in subject options and combinations for students.
- Introduction of HR activities resulting in improved employee work satisfaction, leading to improvements in teaching and learning techniques.
- Organization of Co-curricular and Extracurricular activities by departments and college authorities like fests and campus visits, funded by management for improvement in learning experience for the students.

- |    |                 |   |
|----|-----------------|---|
| 9. | Dept. of Sports | <ol style="list-style-type: none"> <li>1. Interclass sports and games for degree students.</li> <li>2. Special Training Programme in various games</li> <li>3. Summer coaching camps - One month for (a) Cricket, (b) Volleyball, (c) Kabaddi, and (d) Throwball</li> <li>4. Daily two-hour practice in various games</li> <li>5. Intercollegiate competition</li> <li>6. More number of students participated</li> <li>7. Our College team got 1<sup>st</sup> Prize in many sports and games events, the same trend is going to be continued,</li> <li>8. Our students participated in MPL, ISSCA, DKCA Tournament and got laurels.</li> <li>9. Our College participated in DK Fast Ball Team</li> <li>10. Our College also participated in the Indoor Games like Table tennis, Badminton and got a prize.</li> <li>11. In sports, our students got a prize at National level events.</li> <li>12. We have been conducting sessions by qualified sportspersons for the benefit of sports students.</li> <li>13. We have been conducting Free Coaching in collaboration with Surathkal Cricket Academy ®</li> </ol> |
|----|-----------------|---|

**Current facilities available in our Library are:**

Open Access System, Computerization of Library Catalogue (OPAC), Infibnet NList Facility, Orientation Programs to Students, Book Bank Scheme is available under UGC Scheme, New Arrivals Display, Lending of Books, Book Reservation, Book Renewal, Inter Library Loan, Paper Clippings, Readers Guidance, Reference/Referral Services, Reprography Services, Internet Facilitiy, Old Question Papers Advertisement & Notification, Book Exhibition, etc.

As all the facilities are availale, students are not facing any problem with library. Information is avilable at their fingerprints.

10.

**GDC Library**

For making students to use the library the Pusthaka Preethi Parichaya which was being held twice for the year, now it is being conducted every week from Jan 2015 onwards. Last year we have ocnducted Pusthaka Preethi Parichaya Inter Class Competition. This year we are also thinking of conducting Inter Collegiate Competition.

We als started Nruthya Bhajana Tarabeti from 2017 in our Library.

1. Library Hour: Compulsorly keeping a Library Hour for every 2 days or at least once in week
2. Marks on Library Usage – By various methods evaluating library usage of students and thus awarding Internal Assessment Marks.
3. Typewriter Key Board Touch Course and Teaching Nudi & Baraha software course for free of cost.

**Minutes of the Meeting - Subject: Weekly Meeting**

<b>Meeting Date:</b> 23 - 07 - 2018		<b>Venue:</b> Directors Chamber, GDC	<b>Time:</b> 10.30 am to 12 am	<b>Documented By:</b> Dr. S Mayya
<b>Attended By:</b> Shri Madhusoodhan Rao, Director, Prof. K.Krishnamurthi, Vice Principal, Prof. Shivashankar Bhat, IQAC Coordinator, Prof. Ramesh Kulai, Coordinator, PG Centre, Ms. Uma Devi, Member, GDC Management, Dr. S Mayya, PG Department of Commerce, Dr. Karthik, Coordinator, Chemistry Department.			<b>Absentees:</b> Dr. Muralidhar Rao, Principal of Govinda Dasa College, Dr. Raj Mohan, Former Principal of GDC	
Sl No.	Raised by	Description of the Issue	Responsible Person Who Will Handle This Issue.	Remarks
01	Director	The Director insisted that commitment, sincerity, and dedication are utmost necessary for the development of an institution. He started discussing the development agenda discussed in the earlier meeting one by one.		
02	Director	Department level meeting – already held on 20 <sup>th</sup> July 2019, all the developmental agenda were being discussed, and team leaders presented them before the faculty.	Action already taken, the reports of each team is with the IQAC Coordinator	
03	Director	WAR Room – already ready, the College provided Laptop, Printer, LCD and other requirements.	Already provided	
04	Vice Principal	Visit to SDM College – The Team decided to visit SDM College on 2 <sup>nd</sup> August after confirming Dr. Yashoverma, the Secretary of the College. The Director decided to have a meeting of Deans on 23 <sup>rd</sup> July at 3 pm.	Will be finalized.	

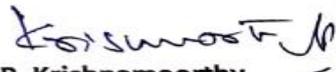
05	Director	Starting various add-on courses – the members decided to start various add-on courses after the visit to SDM College.	All the Departmental Heads
06	Dr. Karthik	Dr. Karthik is ready with the syllabus of Industrial Chemistry, will be taking all the appropriate steps to commence the course during this semester.	Dr. Karthik
07	Dr. Karthik	Planning of starting of Biology Course – Dr. Karthik and Prof. Neelappa will visit experts like Prof. Radhakrishna Joshi during this week to discuss this issue.	Dr. Karthik
08		It is decided to invited Prof. Neelappa and Prof. Ramesh Bhat as special invitees to Strategic Development Meeting	

### Minutes of the Meeting - Subject: Meeting of Strategic Planning Committee

<b>Meeting Date:</b> 14-07-2018		<b>Venue:</b> PG Centre, Govinda Dasa College, Surathkal		<b>Time:</b> 10 AM to 1 PM		<b>Documented By:</b> Dr. S Mayya	
<b>Attended By:</b> Sh. E. Janardana (President, HVS), Dr. Muralidhara Mayyapady (Chairman, Strategic Planning Committee) Sri P. Madhusoodhn Rao (Director of GDC), Smt. I Umadeve (Director, Intake Committee and Member, Governing Council, HVS), Dr K. Raja Mohan Rao (Member, Governing Council, HVS) Prof. Krishnamurthi (Vice Principal, Govinda Dasa College), Dr. Sureshramana Mayya (Director, PG Centre, GDC), Dr. K. Shivashankar Bhat (IQAC Coordinator, GDC), Dr. Karthik JS, (Coordinator, MSc), Prof. Ramesh Kulai, (Coordinator, M.Com, PG Centre).				<b>Absentees:</b> Mr. P. Muralidhar Rao (Principal, GDC), Prof. A.P.Rao (Director, HR Committee)			
Sl. No.	Issue	Issue Raised by	Description of the Issue	Action Required	Responsible Person Who Will Handle This Issue.	Target Date / Follow up	Remarks
1	Implementation of Issues discussed in the last meeting	Dr. Murli – (Last MoM of 16.6.18 - Sl No.3, 4 and 6)	<ul style="list-style-type: none"> <li>• Departmental Level meeting not conducted</li> <li>· Visit planned to SDM College not materialized.</li> </ul>	<ul style="list-style-type: none"> <li>• Vice Principal assured that meeting at Dep. Level will be conducted on 17<sup>th</sup> July 2018</li> <li>· A Team consisting of 7-8 members will visit SDM College, Ujre within 30<sup>th</sup> July 2018</li> <li>· Team will visit all the departments and ascertain the best practices as per the predetermined plan of action decided in advance</li> </ul>	<ul style="list-style-type: none"> <li>• Prof. K Krishnamurthi will coordinate the Departmental Level Meeting. After group discussion, team leader of each team will present and hand over the report.</li> <li>· After a meeting of selected members of the team, Prof. Krishnamurthi will coordinate the visit to SDM along with Director of GDC and Prof. Ramesh Kulai</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting of all the faculty of Department on 17<sup>th</sup> July 2018</li> <li>· Visit to SDM will be finalized within 31<sup>st</sup> July 2018.</li> </ul>	<p>Earlier target: 25.6.18</p> <p>Mr. E Janardhan felt that appropriate steps must be taken to remove lethargy and inertia amongst the stakeholders.</p>

2	Providing of space for "Planning Room" as per last meeting	Dr. Murlu – (Last MoM of 16.6.18 - SI No.5)	The assurance relating to Room for Planning, LCD, computer, required stationery, printer – not provided.	The Vice Principal assured that the identification of "Planning Room" has already done and necessary infrastructure will be provided within 15 days.	Prof. K Krishnamurthi, Vice Principal, GDC.	The "Planning Room" along with all the necessary technical supporting system must be ready within July 31.7.18	Earlier target: 30.6.18  Director, GDC assured of completing this as planned
3	New course - Industrial Chemistry	Dr. Murlu – (Last MoM of 16.6.18 - SI No.7)	Dr. Karthik, Coordinator of MSC informed that the preparation for starting of Add on Course on Industrial Chemistry has already done. The President Mr. Janardhana reiterated that in due course, the Department must start "Industrial Chemistry" as a full-fledged course M.Sc. along with general MSc.	The faculty must interact with other experts, find out the best practices and think of attracting best talents.	Dr. Karthik and other faculty members of the Department.	Plan and the other necessary documents will be ready by End November, 2018.	Earlier target: 30.6.18
4	New course - Taxation Diploma in GST, Add on Courses	Dr. Murlu – (Last MoM of 16.6.18 - SI No.8 & 9)	To have bunch of progressive streams of study, we may need to start new courses	Arts, Science and Commerce & PG Centre need to think of new courses	IQAC Coordinator and Principal of the College	Plan and the other necessary documents will be ready by End November, 2018.	Earlier target: 8 - 15.7.189 - 31.8.18
5	Starting of Biology at GDC	Dr. Murlu – (Last MoM of 16.6.18 - SI No.10)	Starting of Biology at GDC to attract more number of students. The members felt that all Degree Colleges are having Biology courses.	The President of HV Sangha reiterated that a team must be formed at the GDC to explore the possibility of starting Biology Course. He appealed Dr. Karthik to visit Biology Dept. of other reputed colleges in Udupi and Mangalore and prepare a concept paper to be presented in the next meeting. He also suggested to have Prof. Neelappa in the Committee.	Dr. Karthik and Prof. Neelappa	Within August 14, 2018	Earlier target: 31.8.18

6	Starting of Vidyadayinee Post Graduate Centre and Program to develop Centre of Excellence	Dr. Murlu – (Last MoM of 16.6.18 - Sl No.11 and 12)	Pls refer notes on the subject in MoM dt.16.10.2018	Points got reviewed and it has been decided to have an action plan worked out along with the final report	Dr.Mayya, Dr.Karthik	Plan and the other necessary documents will be ready by End November, 2018.	
7	Allowing other PG Colleges to our College to market their courses	Prof. Ramesh Kulai – Last MoM	The Management issued a letter with clear cut instructions not to entertain the faculty of other institutions to market their courses directly or indirectly in our Campus or Classes.	The Management decided to view this issue as an important matter, as it affects the intake of our PG Centre.	Principal and Head of the Department of Respective Courses	Continuous Process	Issue resolved and closed
8	NAAC Grade	Dr. Shivashankar Bhat on a supplementary question raised this. + Dr. Murali on standardization and upgradation of NAAC Grade	Enhancing the Grade in the Next Assessment. The President of HV Sangha enquired about the grading. The IQAC Coordinator explained about the grading methods, CGPA, 7 Criterion, PEER Team Members, creating proper environment for enhancing grading, finding out our shortcomings. He even expressed the fact that during last NAAC Process, the VI Criterion, Governance Leadership got lowest grade, 2.40 out of 4. Prof. K. Krishnamurthi suggested to have a separate meeting for analyzing it.	The President appealed to find out the reasons, explore the methods through which we can improve them.	IQAC Coordinator and Principal, Vice Principal of the College	End August, 2018	-

  
Prof. P. Krishnamoorthy

**Principal**  
**Principal**  
**Govinda Dasa College**  
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9	College related issues - Budget	Dr. Murali and Sh. E Janardan on issues constraining the Developmental agenda as seen by the Faculty of GDC	In any college, the budget is the financial dimension of the college development plan. This means that the budget is really a plan that informs and empowers spending decisions and facilitates the achievement of the college's educational aims. Any strategy considers the vision, educational objectives and how these can be achieved within one year, three years and within five-year period. The budget informs decisions within that plan, about whether or not the college can afford to finance its wishes, usually by defining and quantifying financial resources.	The Director of GDC may need to ensure that both College and PG must present separate budget specifying all the actual and potential incomes and expenditure of each component. This should provide for procuring of assets required for the Depts.	Director and Principal are requested to see that the appropriate budget must be prepared before the next meeting.	Before 14 <sup>th</sup> August 2018	-
10	College related issues – Assigning of duties and responsibilities to Non-teaching staff	Sh.Madhusoodhan Rao	The Director suggested to have specific duties and responsibilities to non-teaching staff, the President felt that the Director has full power to assign and issue clear cut guidelines about the duties and responsibilities to non-teaching staff.	The Director and Principal must prepare guidelines to be issued to non-teaching staff so that their potential may be harnessed fully.	The Director of GDC and Principal of the College	Within 31 <sup>st</sup> July 2019	-
11	Performance Management System	Dr. Murali	Performance management is critical to delivering and improving organizational performance and ensuring that faculty and other staff are enabled to perform to the best of their abilities in order to succeed personally and professionally, which in turn allows colleges to succeed. The focus should be on creating a culture that encourages continuous improvement and the pursuit of excellence, rather than being solely about managing underperformance	Prof. Kulai and Dr. Mayya are requested to design a format for Performance Management System for the faculty. It has to be built into the system.	Prof.Kulai and Dr.Mayya	By July 31, 2018, the format must be completed.	-
12	Fixation of Weekly Target and holding of Weekly Review Meeting	Dr. Murali	Prof. Krishnamurthy agreed to have weekly review meeting and suggested to have few more faculty in the Committee – Prof. Ramesh Shetty, Prof. Neelappa	The President of HV Sangha felt that weekly review meeting is very important and it must be conducted. He felt that unless we venture to walk extra mile, we cannot reach our goal.	Prof. Krishnamurthy, Vice Principal of the College	Continuous Process	-

13	How to reach the 'Goal'	Sh. E. Janardan	<p>The President wanted all the faculty to think big, and execute with precision; never ever losing sight of the larger goal. It cannot be "life as usual" we should be prepared to work more. To achieve this, he suggested:</p> <ul style="list-style-type: none"> <li>· Supportive system to sports</li> <li>· PG Hostel for boys – 100 seaters</li> <li>· Conducting Exhibition/Cultural fest - yearly to attract nearby schools and Colleges</li> <li>· Conduct Subject related workshop to attract nearby PU Students – show case labs, campus, playground</li> <li>· Research, consultancy – this is one area where we got less grade during previous NAAC Visit</li> <li>· Develop linkages with industries like MRPL, etc</li> <li>· Think of aligning your M.Com with Computers, Tax, GST, SAP, etc</li> </ul>	The College Leadership must gear up to aim at the sun, so that their arrows will go more than that. An action plan should be ready to be incorporated into the final report to be submitted to HVS	Principal, Director, IQAC, SWO, and Academic Council of the College	Continuous Process	-
14	How to get the things done quickly	Sh. Madhusudan Rao	The Director felt that all the requests to be given to him directly. If it is presented orally, the process of implementation may be delayed.	The Vice Principal and others agreed to adhere to it.	Director of GDC	Continuous Process	--

15	Not Viable Courses	Sh. E. Janardhana	The President expressed his anguish on the request of Vice Principal and another Senior Faculty to run non-viable course like Journalism just for the sake of 6 students.	<p>The Vice Principal assured that the strength will increase in the next year, as the College decided to have an Add on Course, the Proposal of Add on Course for the students of Journalism has already done. The President wanted the team to visit and obtain information from School of Communication, Manipal and ascertain how to run the course effectively. Suggested to have value addition on the lines of :</p> <ul style="list-style-type: none"> <li>· Radio, television, film, print media industry</li> <li>· Internet and new media</li> <li>· Corporate communication</li> <li>· Advertising and marketing industry</li> <li>· Event management, public relations and media research.</li> </ul>	Vice Principal	Not applicable	-
16	Next Meeting	Dr. Murali	It is decided to have next meeting on 18 <sup>th</sup> August 2018	It is also decided to have some more members in the next meeting. Root cause analysis will be conducted in the next meeting	Not applicable	Not applicable	-

# Govinda Dasa College, Surathkal

## Development Strategies

### Department of Humanities

1. Introduction of add on courses on
  - a. Consumer Rights Education
  - b. Human Rights
  - c. Vermi Technology
2. Commencement of Certificate course on Computer Science for I B.A. students of 40 hours duration.
3. Certificate course in Photoshop, Page Making, Editing, Tailoring and Fashion Design.
4. Special coaching classes on competitive exams (IAS, IPS, KAS and Banking Exams)

#### Limitations:

1. Computer Lab facilities
2. Availability of funds

#### Staff In charge:

- Prof. Violet Miranda
- Prof. Krishnamoorthy
- Prof. Ramesh Bhat S.G.
- Dr. K. Shivashankar Bhat
- Dr. Ashalatha P.

  
Prof. P. Krishnamoorthy

Principal  
**Principal**  
Govinda Dasa College  
Surathkal-575014, D.K.

### Visit to S.D.M. College, Ujire on 09.08.2018

A Peer Team of Govinda Dasa College consisting of the Director (Admn.), Principal, Vice Principal, Dean of Faculties and IQAC Coordinator visited SDM College Ujire on 09.08.2018 at 10.00AM and observed the organizational functioning mechanism till 3.30 PM. The visit is found to be very useful. Certain institutional practices may be adopted in our college with some modifications.

SDM College has well developed infrastructural facilities with modern amenities. Administration mechanism is computerized and ICT enabled teaching learning process is being practiced. Students attendance is computerized and name of absentees are sent immediately to their parents through SMS. The whole premise of the institution is under CCTV surveillance. A student has to be present either in the classroom or in the Library, or else he has to quit the campus. No student is permitted to wander in the corridor.

The overall development of Govinda Dasa College primarily depends on developing physical infrastructure and a separate registered Alumni Association of the college which demands huge funds. A separate building for GDC cultural centre should be set up.

A Comparative Glimpse on various aspects of two colleges on the basis of NAAC Criteria		
SDM Ujire		GDC
1	CBSS from 2019-20	As per Mangalore University Guidelines
2	Certificated courses (62 course)	Limited courses are in vogue-will be increased
3	ICT enabled classrooms	Limited – to be increased
4	Online tests in some of the disciplinary	-
5	Interactive method wherever possible	Limited
6	Academic results 80-85%	80-100%
7	Student projects	To be raised
8	Well established buildings	-
9	Attractive P.G. Block	-
10	Office administration computerized	Almost completed
11	40 hrs of attendance in Library is mandatory for each student	-

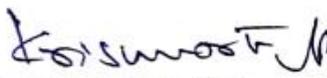
  
Prof. P. Krishnamoorthy

Principal  
Principal  
Govinda Dasa College  
Surathkal - 575 014, D.K.

12	Research and Publication (49 Ph.Ds, 42 Publications in 2017-18)	Limited
13	Language Lab	Under commencement process
14	Journalism Lab with multimedia facility	Limited / inadequate
15	Structured student faculty mechanism	In vogue
16	Well established cultural centre	No
17	Well developed library (SAM to 8PM) (Decided to have all the 365 days)	Limited hours Computerized E-learning available
18	Incentive for Research Activities	In vogue
19	Involvement of the Management in organizational activities	Yes
20	No	3 minutes talk by the student in the class
21	Strong Alumni Association	Weak Alumni Association
22	Extension activities – Awareness programmes on various socio-economic, scientific issues in neighbouring schools and institution	In vogue, but limited
23	Healthy Best Practices	Healthy Best Practices

**Outcome:**

1. A good academic and non-academic environment need to be created to enhance the name and fame of the institution.
2. Spacious building infrastructure should be developed.
3. Division of labour on NAAC assessment processes should be adopted soon after every reaccreditation cycle. Accordingly work on each criterion should be entrusted to a particular teacher. He has to act upon the same criterion for 5 years.
4. A structured Student-Faculty Mechanism can be set in. One of the nominated faculty member should act upon this.
5. All class rooms should be equipped with ICT enabled teaching-learning.
6. A registered Alumni Association of the college should be developed as it plays a crucial role in the all round development of the college.
7. A structured feed back mechanism need to be reactivated.
8. A structured Teacher Evaluation by the students need to be reactivated.

  
Prof. P. Krishnamoorthy

**Principal**  
**Principal**  
**Govinda Dasa College**  
**Surathkal-575014, D.K.**

## **Strategy Planning at GDC**

On 19<sup>th</sup> May 2018, the HinduVidyadayinne Sangha Surathkal, which manages host of institutions like Vidyadayanee Primary School, Venkataramana Primary School, Vidyadayani High School, Govinda Dasa Pre-University College, Govinda Dasa College and Department of Post Graduate Studies and Research embarked on an ambitious strategic planning process, seeking the best ideas to shape the future of its institutions. Strategic Planning Team comprising heads of all institutions served as the steering committee for this effort.

Dr. Murali, the proud alumni of Govinda Dasa Institutions and the present Head, HR-Toyota Boshoku Automotive India coordinated and gave directions to the team.

**WebLink:** <https://govindadasacollege.edu.in/2018/05/24/strategy-planning-at-gdc/>

## **Academic Audit 2017-2018**

A programme on Academic Audit was held in Audio Visual Hall of Govinda Dasa College, Surathkal on 13<sup>th</sup> April 2018. The programme commenced at 10 am with the welcome and introduction of the programme by Dr. Shiva Shankar Bhat, Head of the Department of Economics and the Coordinator of IQAC of the College. Later Principal of Govinda Dasa College spoke about quality, its imperatives, the importance of team work towards the accomplishment of quality and responsibility of faculty.

**WebLink:** <https://govindadasacollege.edu.in/2018/04/13/academic-audit-2017-2018/>



सिविल अभियान्त्रिक विभाग  
राष्ट्रीय प्रौद्योगिकी संस्थान कर्नाटक, सुरत्कल  
पोस्ट श्रीनिवासनगर, मंगलूरु - 575 025

**DEPARTMENT OF CIVIL ENGINEERING**  
**NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL**  
**POST SRINIVASNAGAR, MANGALURU - 575 025**

Ref: NITK/CED/Inspection/Govinda Dasa College/2020/1387

Dated: 05/10/2020

To,  
The Principal,  
Govinda Dasa College  
P.B. No.1, Surathkal – 575014,  
Mangalore, Karnataka.

Dear Sir,

Sub: Construction of additional class rooms in Library building of your college –  
Issue of Quality Assurance Certificate. - reg

Ref: : (i) Letter No. GDC/230/2020-21 dated 21-09-2020 of the Principal, Govinda Dasa College,  
Surathkal.

.....

This is in response to the above referred letter wherein you have requested the undersigned to arrange for a visit of expert-faculty of our Department to visit and inspect the two newly constructed rooms in the second floor of the Library Building of your college and to issue a quality assurance certificate in respect of the construction aspects of the same. You have indicated that, you have to arrange for sending a copy of the same to the authorities of M/s MRPL Limited., who have extended partial financial support (A total of Rs. 19.00 Lakhs) for the said construction, along with the certified copies of the running bills amounting to a total of Rs. 17, 42,460/- for the release of II instalment of the grants. 1<sup>st</sup> instalment of Rs. 7.5 lakhs has already been released. Accordingly, the undersigned deputed Prof. M.C. Narasimhan and Dr. M.H.Prashanth, faculty members in the Dept., to make a visit for the inspection of the said building, with reference to the items of work completed and to submit the report towards general quality of construction.

Accordingly, Prof. M.C.Narasimhan and Dr.M.H.Prashanth have visited the above premises on the forenoon of Saturday, 03/10/2020 and have inspected the building. Their report is enclosed herewith for your perusal and needful action.

Thanking you,

Yours faithfully,

(K. Swaminathan)

Professor and Head  
Professor and Head

Department of Civil Engineering

National Institute of Technology Karnataka, Surathkal  
Mangalore - 575 025, Karnataka, INDIA

Encl : Inspection report



सिविल अभियान्त्रिक विभाग  
राष्ट्रीय प्रौद्योगिकी संस्थान कर्नाटक, सुरत्कल  
पोस्ट श्रीनिवासनगर, मंगलूरु - 575 025

**DEPARTMENT OF CIVIL ENGINEERING**  
**NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL**  
**POST SRINIVASNAGAR, MANGALURU - 575 025**

**INSPECTION REPORT**

Sub: Construction of additional class rooms in Library building of your college –  
Issue of Quality Assurance Certificate - reg.

- Ref: (i) Letter No. GDC/230/2020-21 dated 21-09-2020 of the Principal, Govinda Dasa College,  
Surathkal.  
(ii) I running bill (valuation) for a few components of work completed, valued for a total  
amount of Rs. 7,45,190/-  
(iii) II and final running bill for the balance of the components of the work completed, valued  
for a total of Rs. 9,97,270  
(iv) Costs of original estimate, for works to be supported by CSR grants of MRPL Ltd., for  
a total of Rs. Nineteen lakhs, prepared by Er. Narayan K., Consulting Engineer, Mangalore.

**Preamble:**

As per the request of the Principal, Govinda Dasa College, Surathkal (Ref.1), Prof. M.C.Narasimhan and Dr. M.H. Prashanth, faculty members of the Dept. of Civil Engineering, NITK made a visit to the premises of newly constructed additional rooms in the II Floor of the Library building in their College premises, on the forenoon of Saturday, the 3<sup>rd</sup> October 2020. The following were present during the inspection and clarified towards many of queries raised by the members of the inspection team.

- (1). Prof. Ramesh Kulai, Director (Administration), Govinda Dasa College, Surathkal
- (2) Prof. Krishnamurthy, Principal, Govinda Dasa College, Surathkal
- (3) Prof. Neelappa. V., Associate Professor, Dept. of Chemistry, Govinda Dasa College, Surathkal
- (4) Er. Narayan K., Consulting Engineer, Kadri, Mangalore.
- (5) Mr. K. Panduranga Prabhu, The Contractor (For M/s. Priya Builders & Estate Contractors)

**The Constructed Building:**

The building construction under reference is in fact an extension of the existing II Floor of the Library building. During the present extension phase, two more class rooms have been added in the IInd Floor of the building. The cost of the construction has been borne by M/s Mangalore Refinery and Petrochemicals Limited, Kuthethoor, with a total promised grants of Rs. 19.00 Lakhs, under the Corporate Social Responsibility schemes (CSR) of the company. The grants from M/s MRPL has been used towards bearing the cost of civil construction of the two additional class rooms, with all the interior facilities required such as laterite walls, RCC columns, beams, lintels and slabs, doors and window, plastering and painting of walls, vitreous glazed tile flooring etc... While the entire work has been completed in the two class rooms, both the (i) first and the (ii) second and final running bills [Ref. (ii) and (iii)] have been submitted now, for endorsement and recommendations for the release of grants from M/s. MRPL Ltd.

Contd. ---

टेलिफाक्स (Fax) : +91-824-2474039  
E-mail : hodcivil@nitk.ac.in  
Web. : www.nitk.ac.in

दुरभाष (Ph) : +91-824-2474000, विस्तार (Extn.) : 3041  
+91-824-2474051 सीधा (Direct)



# GOVINDA DASA COLLEGE

ಗೋವಿಂದದಾಸ ಕಾಲೇಜು

(Managed by HINDU VIDYADAYINEE SANGHA (R.), Surathkal)

Principal : Dr. B.Muralidhara Rao., M.Sc., Ph.D.

Add : P.B.No.1, Surathkal - 575 014  
Mangalore, Karnataka.

Phone : 0824 - 2407287 (Fax & Office)

Email : govindadasacollege@yahoo.co.in

Website: www.govindadasacollege.com

## WORK ORDER

RefNo. GDC/MRPL/650/2018-19

Date : 29-03-2019

PROJECT : Setting up of Class Room and Science Laboratory for Govinda Dasa College, Surathkal

### Contractors Name and Address

Mrs Rajashree Prabhu

M/s. Priya Builders

Sreevittal Surathkal

Contact No.

PAN No. ACEPP2839E

ID Proof : PAN Card

Contact Person

K. Panduranga Prabhu

94498260712

### Site Address

Govinda Dasa College

Surathkal

Phone No. 0824-2407287

E-Mail : govindadasacollege@yahoo.co.in

TIN No :

Contact Person : Dr. B. Muralidhara Rao

Principal

Narayan K (Consultant)

9448037948

### WORK : Class Room and Science Laboratory

Dear Sir,

With Reference to our discussion had with you, we are pleased to place this work order on you for execution of the above work.

We are enclosing herewith the following documents part of the work order.

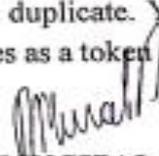
Annexure 1 : Bill of Quantities

Annexure 2 - Plan and Details

This work order, along with annexure is being issued to you in duplicate. You are requested to sign the duplicate copy of the work order on each pages as a token of your acceptance and return the same for our record.



2018-19/Letter/P.No.219

  
PRINCIPAL

Principal  
Govinda Dasa College  
Surathkal - 575 014, D.K.



# GOVINDA DASA COLLEGE

ಗೋವಿಂದದಾಸ ಕಾಲೇಜು

(Managed by HINDU VIDYADAYINEE SANGHA (H.S.), Surathkal)  
(Affiliated to Mangalore University & Re Accredited by NAAC)

Add. P.O.No.1, Surathkal - 575 014  
Mangalore, Karnataka

Phone: 0824 - 2407287, 2406297

Email: govindadasacollege@yahoo.com or  
Website: www.govindadasacollege.edu.in

Principal: Prof. Krishnamoorthy. P., M.A., M.Phil.

## Notice

Date: 11.11.2021

### College Academic Council meeting

Agenda: Approval of quotation for installation of 30kWp Solar Power Unit .-

#### Proceedings of the meeting:

Mr. Neelappa V., the in charge of the CSR project has presented the evaluation report of three quotations received from the Vendors, i.e

- i. M/S Inprocs Engineers India Pvt. Ltd. Mangalore-3
- ii. M/S MAS Solar System Pvt.Ltd
- iii. M/S Prostar Micronova System(P) Ltd

Each of the quotation was analysed based on the specification and price. Based on the comparative analysis of the three quotations the committee has decided to approve the lowest quoted price i.e. M/S Inprocs Engineers India Pvt. Ltd. Mangalore-3.

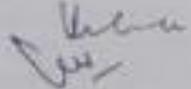
It was decided to place the work order for M/S Inprocs Engineers India Pvt. Ltd. Mangalore-3.

#### Members Present:

1. Prof.Ramesh Kulai, Director Administrative of the College
2. Prof. Krishnamurthy P., Principal
3. Prof. Ramesh Bhat S.G. Student Welfare of the College
4. Prof. Haresha Acharya P., IQAC Coordinator
5. Prof. Neelappa V., IQAC Coordinator & In charge of CSR Project
6. Prof. Vaman Kamath, H.O.D of Mathematics
7. Mr. Venkappa Moolya, Office Superintendent

21-22/Letter/F.No.77



  
  
  
  
  
Principal  
Govinda Dasa College  
Surathkal - 575 014, D.K.



ನವ ಮಂಗಳೂರು ಬಂದರು ಮಂಡಳಿ  
नव मंगलूर पत्तन न्यास  
NEW MANGALORE PORT TRUST

Govt. of India (Ministry of Shipping)

ಪಂಚಾಯತರ ಪಟಾಖು Panambur / ಮಂಗಳೂರು ಮಂಗಲೂರ Mangalore - 575010.



Surindya  
03/07

No: 10/133/CSR/CE(C)/18-19/TS

Date: 26-12-2019

To

Dr.B. Muralidhara Rao  
Principal, Govinda Dasa College  
Surathkal-575014

Sir,

Sub: - Installing Solar Power Unit in college premises. - Reg. CSR  
Ref: - Your Letter dated 21-01-2019

With reference to the above, it is to inform you that Competent Authority of NMPT has approved your proposal provisionally under CSR Scheme for the year 2018-19 for an amount of Rs 24.67 Lakhs for installing Solar Power Unit in college premises.

You may commence the preliminary activities. The amount will be released on receiving formal approval of the Ministry of Shipping, and submission of relevant documents showing the completion of procurement including taking delivery

Thanking You,

Yours faithfully,

  
(Paritosh Bala)

Chief Engineer (Civil)

ದೂರವಾಣಿ : ಟೆಲಿಫೋನ್ : 0824 -2407341

ಫ್ಯಾಕ್ಸ್ : 0824- 2408390

ಫೋನ್ : ಕಾರ್ಯಾಲಯ : 0824 - 2407341

ಫೇಕ್ಸ್ : 0824 - 2408390

Phone : Office : 2407341 (18 Lines)

Fax : 0824-2408390

An ISO 9001:2015, 14001:2015 & ISPS Compliant Port



**Dakshina Kannada, Karnataka, India**  
**XRM2+QVJ, NH 66, Hosabettu, Surathkal, Karnataka**  
**575014, India**  
**Lat 12.985042°**  
**Long 74.802798°**  
**01/10/22 12:13 PM GMT +05:30**

**InProCs**

**TAX INVOICE**

Invoice No. : INV-21-22-037	Invoice Date : 28/03/2022
Est. No. / PO No. : SDC/SOLAR/243/2021-22	Ref / PO Date : 30/11/2021
Reverse Charge : No	Est. Type : Credit
Place of Supply : Karnataka	Station : Mangalore
Payment Term : Immediate	Due Date : 28/03/2022

<b>Client Name &amp; Billing Address</b>		<b>Shipping Address</b>	
GOVINDA DASA COLLEGE The Principal, Govinda Dasa College Surathkal Mangalore Near Indowadi High School Karnataka - 575014 Mangalore, Karnataka - 575014 India GSTIN : UDN : 29AAATH0049L220 Phone : 9448405975 Email : govindadasacollege@gmail.com State Code : 29 Party Contact Person : AnandMehal, P. Anand		GOVINDA DASA COLLEGE The Principal, Govinda Dasa College Surathkal Mangalore Near Indowadi High School Karnataka - 575014 Mangalore, Karnataka - 575014 India Phone : 9448405975 Email : govindadasacollege@gmail.com State Code : 29	

S No	Description	UOM	QTY	Unit Price	Item Rate	Tax	Amount (INR)	
1	Supply of 500 Watts 2 Phase Mono Crystalline 400Vrms single 2075V DC/AC with 400V structure for 400Vrms 2075V 12% of 10% of 10 gms.	L00	207	1,211,251.25	25%		2,417,372.88	
2	Installation & Commissioning of 500 Watts of 2075V single with 400V structure 2075V 12% of 10% of 10 gms.	L00	207	327,422.83	18%		607,022.41	
<b>Total</b>							<b>L00</b>	<b>3,024,395.29</b>

Tax Rate	Taxable Value	IGST Amount	CGST Amount	SGST Amount	Total Tax	Sub Total
Tax @ 12%	1,447,592.85	85,455.57	84,498.82	0.00	1,717,547.24	3,024,395.29
Tax @ 18%	617,822.85	59,604.30	51,604.32	0.00	111,208.62	3,135,603.91
<b>Grand Total</b>	<b>2,065,415.70</b>	<b>145,059.87</b>	<b>142,098.92</b>	<b>0.00</b>	<b>284,158.79</b>	<b>2,349,613.00</b>

**Tax Amount : INR Two Lakh Eighty Four Thousand One Hundred Ninety Nine and Ninety Nine Paise Only**

**Bill Amount : INR Twenty Three Lakh Four Hundred Three Thousand Six Hundred Ninety Nine and Ninety Nine Paise Only**

Being Due to Govinda Dasa College Surathkal - SDC/SOLAR/243/2021-22. Ref: Debit: 50711901

Accounted extra info : 22-01-2022

Bank Details : Bank Name: Canara Bank Ltd. (New) 06112010015206 | Branch: Pundarikota Branch | IFSC Code: CNAB000

**Declaration:**  
 We declare that this invoice shows the actual price of the goods / service sold/supplied and that all particulars are true and correct.

**Terms and Conditions:**  
 Payment as per purchase order

Receiver's Signature

Page: 1/1

Principal  
**Govinda Dasa College**  
 Surathkal - 575014, D.K.

Inprocs Engineers India Pvt. Ltd.  
 Authorized Dealer: Tata Power Solar Systems Limited  
 Address: 2nd Floor, AnandMahal, Opp. Corporation Bank, Kaud. Udupi - 574106  
 Tel: +91 820 2551127, Email: inprocs@gmail.com, Website: www.inprocs.in

2022

# मंगलूर रिफाइनरी एण्ड पेट्रोकेमिकल्स लिमिटेड

MANGALORE REFINERY AND PETROCHEMICALS LIMITED

अनुसूची 'अ' के अंतर्गत भारत सरकार का उद्यम SCHEDULE 'A' GOVT. OF INDIA ENTERPRISE.  
(ऑयल एण्ड गैस कॉर्पोरेशन लिमिटेड की मालिक कंपनी A SUBSIDIARY OF OIL AND NATURAL GAS CORPORATION LIMITED)  
सीआईएस/ICIN : L23200KA1980GO1008959

पंजीकृत कार्यालय : कुल्हेनूर पोस्ट, बाया कारीपला, मंगलूर - 575 030 (भारत) दूरभाष : 0824-2270400, फैक्स : 0824-2271404, E-mail : mrplntr@mrpl.co.in  
Regd. Office : Kuthenoor P.O. Via Kalipala, Mangaluru - 575 030 (India) Tel : 0824-2270400 Fax : 0824-2271404 website : www.mrpl.co.in  
आई.एस.ओ. 9001, 14001 एवं 50081 प्रमाणित कंपनी AN ISO 9001, 14001 AND 50081 CERTIFIED COMPANY

MRPL/CSR/2018-19

9<sup>th</sup> October 2018

The Principal  
Govinda Dasa College, Surathkal  
Mangalore Taluk,  
Dakshina Kannada District - 575 014

Dear Sir,

Sub : Construction of Class Room for Govinda Dasa College, Surathkal, Mangalore taluku,  
Dakshina Kannada District.

Ref : Your request letter No: GDC/UGC/2018-19 Dated: 27.06.2018.

With reference to the above, MRPL Estimation Vetting Committee has made following observations with respect to the estimation submitted by you for Construction of Class Room:

1. Backup documents pertaining to "Provision of electrification and cost of fixtures" have to be submitted along with the bills and Electrical installation should be certified by Electrical authority.
2. Stability certificate for ground and first floor should be submitted from consulting authorities for the construction of second floor.
3. providing and removing centring shuttering and removal of form work for sides and soffits of beams etc Rate mentioned in the estimate is different than the Rate of PWD SOR 2016-17.
4. providing 20mm plastering in CM 1:3 for roof slab ,Rate mentioned in the estimate is different than the Rate of PWD SOR 2016-17.
5. Rate for providing and fixing M.S Grill work is Rs 98.56, whereas the estimated rate is Rs99.68.

You are requested to provide your clarification for the above observations at the earliest.

Thanking you.

Yours sincerely

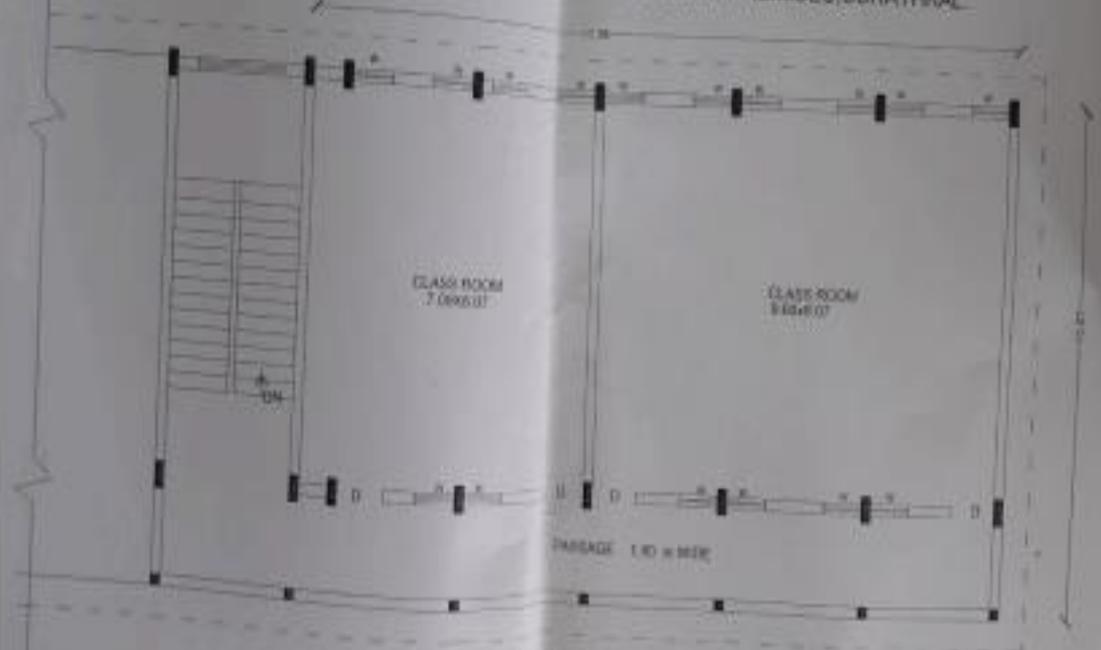
For MANGALORE REFINERY AND PETROCHEMICALS LTD.

*Veena T Shetty*  
9/10/2018  
VEENA T SHETTY  
CHIEF MANAGER (CSR)

बेंगलूर कार्यालय : प्लॉट नं. A-1, के.एच.एच.आई.डी.सी.-प्रशासनिक कार्यालय भवन के समीप, इंडस्ट्रीयल एस्टेट, राजाजीनगर, बेंगलूर - 560 010  
Bengaluru Office : Plot A-1, Opp. KSSIDC A.O. Building, Industrial Estate, Rajajinagar, Bengaluru - 560 010,  
दूरभाष : Tel : (बि) (0) 080-22642200, फैक्स Fax : 080 - 23505501  
दिल्ली कार्यालय : कोर-8, 7<sup>th</sup> फ्लोर, स्कोप कॉम्प्लेक्स, लोधी रोड, नई दिल्ली-110003 दूरभाष : 011-24306400, फैक्स : 011-24361744  
Delhi Office : Core-8, 7<sup>th</sup> Floor SCOPE Complex, Lodhi Road, New Delhi-110003. Tel: 011-24306400, Fax : 011-24361744  
मुंबई कार्यालय : मेकर टॉवर, ई विंग, 15<sup>th</sup> फ्लोर, कुल्हे पारदा, मुंबई - 400 005. दूरभाष : 022-22173000, फैक्स : 22173233  
Mumbai Office : Maker Tower, 'E' Wing, 15<sup>th</sup> Floor, Cuffe Parade, Mumbai - 400 005. Tel : 022-22173000, Fax : 22173233



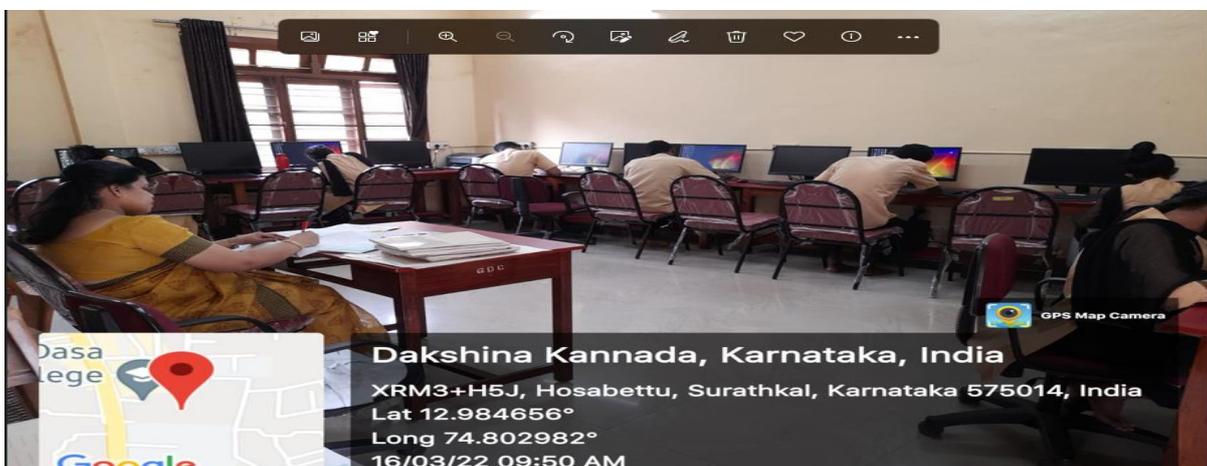
PLAN SHOWING PROPOSED CLASS ROOMS ON SECOND FLOOR IN EXISTING BUILDING AT GOVINDAS COLLEGE PREMISES, SURATHKAL



SECOND FLOOR  
PLINTH AREA 1905 SQ (185.41 Sqft)

**MAHESH K. JOSHI**  
Class Room Engineer  
C.A. No. 123456  
Surathkal  
Govindas College  
Surathkal, Dist. Vadod  
Gujarat - 390 001  
Mobile: 9898989898

# Mathematics Laboratory



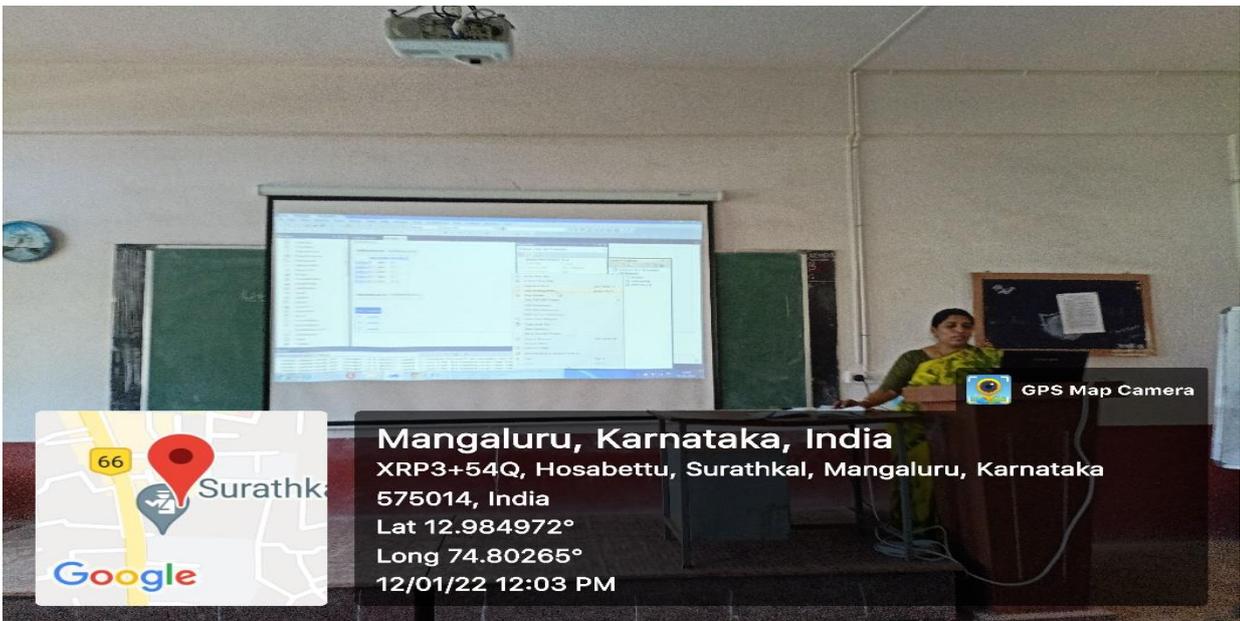
# Renovated NAAC Room



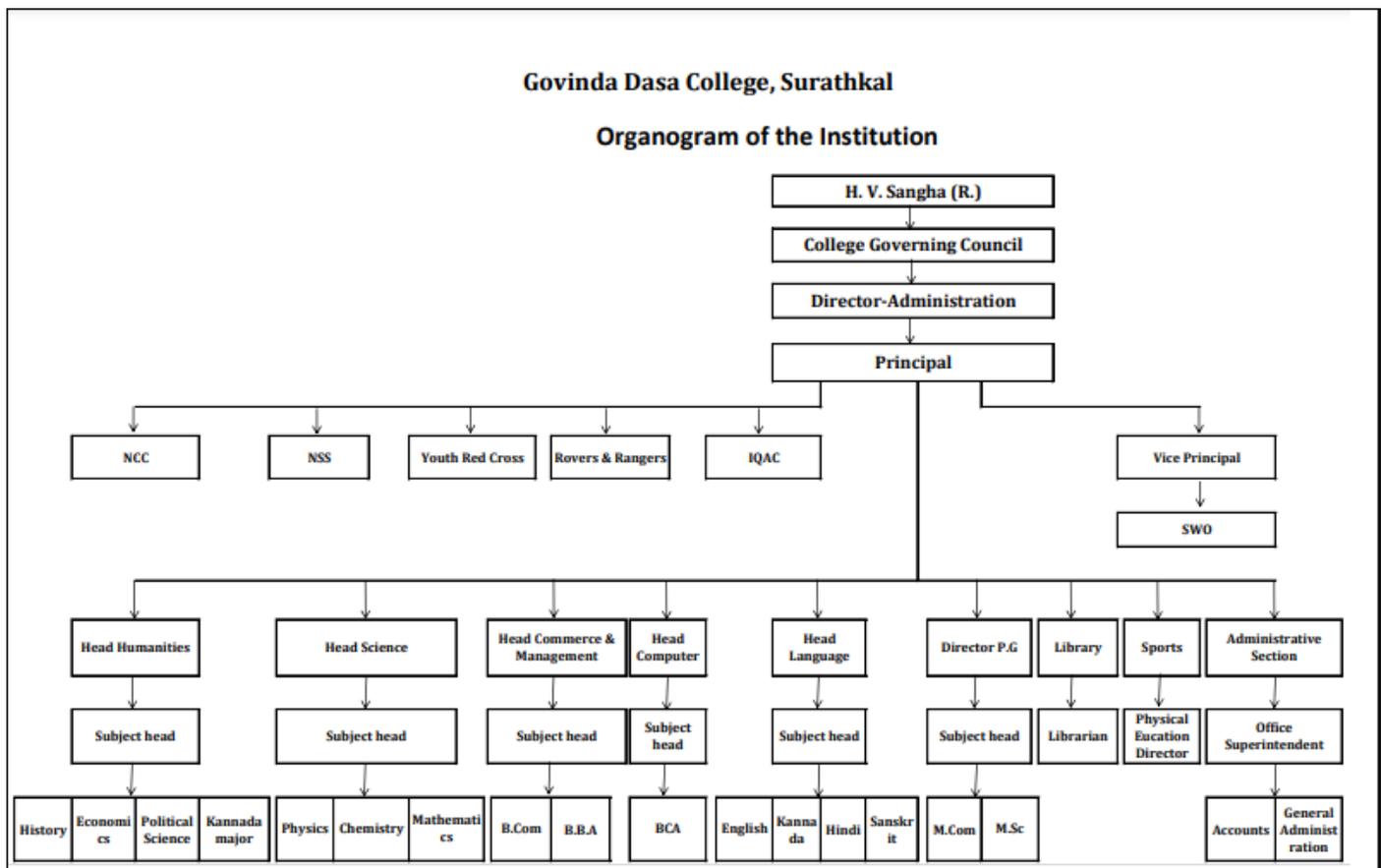
## Cultural Centre



## ICT facility to staff and class rooms



## 2. Organogram of the institution



### 3. Institutional bodies functioning in the institution

**Weblink:** <https://govindadasacollege.edu.in/offices/>

#### **Time Table committee:**

[Click here to view time table committee meeting](#)

#### Morning Sessions : 9.30 to 12.30 p.m.

Day & Date	I SS B.A.	I SS B.Sc.	I SS B.Com.	I SS B.B.A.	I SS B.C.A.	V SS B.A.	V SS B.Sc.
08-03-2021 Monday	History	Physics	Strategic Mgt/ Comp Apln-I	English	English	History - V	Linux Environment
09-03-2021 Tuesday	English	Mathematics	Fin.Actg -I	Accounting-I	Prob. Solving in C	Eco.thought / Kan-V	Java Programming
10-03-2021 Wednesday	Economics	Chemistry	English	Principles of Eco.	Computer Org	Pol.Sci.-V / Jour-V	Software Eng.
12-03-2021 Friday	Pol.Science/ Kan(O)	English	Quantitative Tech.	Principles of Mgt.	Fund. of I.T	History - VI	Distributed Comp.
13-03-2021 Saturday	Constitution	Constitution	Constitution	Constitution	Constitution	-----	-----
15-03-2021 Monday	Basci concept of Pol.Sci (Elective)	Mathematics (Elective)	Corp. Secretaryship (Elective)	Corporate Governance (Elective)	Internet Bas & HTML (Elective)	Pol.Sci-VI / Jour-VI	Web.Net
16-03-2021 Tuesday	Kan/ Hindi	Kan/ Hindi/ Sans	Bus. Econ/ Comp.Apln-II	Business Org.	Kan/ Hindi/ Sans	Eco. Of dev / Kan-VI	Artificial Inteligence
17-03-2021 Wednesday	-----	-----	Kan/ Hindi/ Sans	Kan/ Hindi/ Sans	-----	-----	-----

#### Afternoon Sessions : 1.30 to 4.30 p.m.

Day & Date	III SS B.A.	III SS B.Sc.	III SS B.Com	III SS B.C.A	V SS B.Sc.	V SS B.Com.(A)	V SS B.Com.(B)
08-03-2021 Monday	Pol.Science	Mathematics	Direct Tax-I	Data Structures	Physics - V	Business Law	Business Law
09-03-2021 Tuesday	History	English	English	Operating System & Linux	Chemistry-V	C.M. Actg.-III/	C.M. Actg.-III/ Comp.Apln-IX
10-03-2021 Wednesday	English	Chemistry	Financial Actg-III	V.B.Net Prog.	Mathematics - V	Modern Marketing	Modern Marketing
12-03-2021 Friday	Economics / Kan(O)	Physics	Cost & Mgt. Actg.-I Comp. App-V	English	Chemistry - VI	Financial Mgt	Financial Mgt
13-03-2021 Saturday	General Studies	General Studies	General Studies	General Studies	-----	-----	-----
15-03-2021 Monday	Economics / Kannada (Elective)	Chemistry (Elective)	Personal Inv. Mgt. (Elective)	Desktop Publishing (Elective)	Mathematics - VI	Financial Actg V	Financial Actg V
16-03-2021 Tuesday	Kan/ Hin/ San	Kan/ Hin/ San	Mod.Bank. Mgt/ Comp. App-VI	Kan/ Hindi/ Sans	Physics - VI	Bus. Tax./	Bus. Tax./ E.D.P
17-03-2021 Wednesday	-----	-----	Kan/ Hin./Sans.	-----	-----	-----	-----

I B.A.  
I B.Sc.  
I B.Com.  
I B.B.A  
I B.C.A.

II B.A.  
II B.Sc.  
II B.Com.  
II B.C.A.

III B.A.  
III B.Sc.  
III B.Com. (A)  
III B.Com. (B)  
III B.C.A.



*[Signature]*  
Principal  
Govinda Dasa Colleg.  
Surathkal - 575 011

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#### **Examination committee:**

[Click here to view examination committee meeting](#)

# Staff Meeting

20-11-2020

## AGENDA:

- Distribution of portfolios
- Offline/online classes
- Class Test
- SOP (Standard Operational Procedure)
- Any other matter

Staff members present in the meeting

Name	Department	Signature
1. Prof. Krishnamoorthy P	Principal	
2. Prof. Ramesh Bhat	Vice Principal	
3. Prof. B.V. Kumar	History	
4. Dr. Herbert Hazareti	Botany Ph.D.	
05. Dr. Sharatha Kumar	P.G. Dept of chemistry	
06. Dr. Kartik G	"	
07. Vaman Kamath	Mathematics	
08. Neelappa V	Chemistry	
09. Harish Achar	Economics	
10. Gramash Acharya	Commerce	
11. Harish Kumar	P.E.D.	
12. Vagesha	Sanskrit	
13. Om Prakash	English	
14. Dupa Shetty	Kannada	
15. Syathi Kamath	Hindi	
16. Akshatha Shetty	Kannada	
17. Rashmi Jayaram	History	
18. Sharmatha	English	
19. Poornima Gadhole	Computer Science	
20. Babitha N	H. S. N. S.	
21. Vidya Patil	Principal	
22. Veene K	Govinda Dasa College	
23. Shailaja H	Surathkal - 575014	
24. Gertha K		
25. V. Hansha Rani	P.G. department of	
26. Vaishnavi M. N.	Commerce	



Principal  
Govinda Dasa College  
Surathkal - 575014

Shobha Kumari H	Dept of Physics	Selut
Adhithi	Dept of chemistry	Law
Archana	Dept. of Physics	Arts
Savitri. A	Dept. of library	SA
Isharathi	M. com	H
Purnitha. R	Commerce & Business Admin	Purnitha R
Sajitha. K	Mathematics	She
Dr. Ashalatha P	Political Science	H to
Daya Swami	Economics	Day
Sudhan	political science	She
Dr. Namrata B.	Chemistry (Phy)	Arts
Pooja	chemistry Phdopt	Phy
Sandhya	commerce dept	Phy
Siddhant K	Commerce dept	Phy
1. Ravikala	Commerce & up	Phy
2. Pratheeksha	"	Phy
12 Marcel Louis Mascarenhas	Hindi	Phy

Minutes of the meeting

- Portfolios of various Association Activities were distributed to the staff members. 1
- Admission for I year PG had begun & 15 applications had been received. 1
- Principal told the members that online classes were going on well and it would continue till the new order come into force. 1
- It was decided to conduct online class test in the first week of December. 2
- Prof. Ramesh that briefed the rules and regulations of conducting online exam. 3
- Principal informed the members that various govt scholarships are available to our students. 4
- Standard operating Procedure (SOP) was strictly implemented in the college. 5



Principal  
Govinda Dass College  
Surathkal - 375 01



Principal  
Govinda Dass College  
Surathkal - 375 01

18-02-2021

AGENDA:

- 2nd Internal Assessment Test
- Finding of I Term classes
- Any other matter

Staff members present in the meeting

<u>Name</u>	<u>Department</u>	<u>Signature</u>
1. Prof. Krishnamurthy P.	Principal	[Signature]
2. Prof. Ramesh Bhat	Vice Principal	[Signature]
3.		
4. Marcel Louis Marwanahy	stop secretary	[Signature]
5. Dr. Karthika J.S	P.G. Dept of Chemistry	[Signature]
6. Dr. Sherath Kumar	"	[Signature]
7. Mr. Neelappa V	Chemistry	[Signature]
8. Mr. V. V. V. Kamath	Maths	[Signature]
9. BT. Keemal	History	[Signature]
10. Om Prakash	English	[Signature]
11. Ganesha Acharya B	Commerce	[Signature]
12. Dr. Ashalatha P	Political Science	[Signature]
13. Sajitha K	Mathematics	[Signature]
14. Daya Swaino	Economics	[Signature]
15. Sudha "	Political Science	[Signature]
16. Rashmi Karyaswar	History	[Signature]
17. Akshatha Shetty	Kannada	[Signature]
18. Adhithi	Chemistry	[Signature]
19. Anshana	Physics	[Signature]
20. Shobha Kumari A	Physics	[Signature]
21. Vedyia C. Pali	Comp Science	[Signature]
22. Shalaja H	Comp Sci	[Signature]
23. Geetha K	"	[Signature]
24. Veena K	"	[Signature]
25. Poornima Goldhale	"	[Signature]
26. Sandhya	Commerce	[Signature]
27. Ravitara	"	[Signature]



Govinda Dasa College  
Srirangapatna - 575014

Principal

Tsharathi

Dept of Pk Studies

Harsharani

Research & Commerce

JS

Handwritten

Shilparani . K

Commerce

Shilpa

Punita . R

Commerce

Punita . R

Jyothi Kamath

Hindi

Jyothi

Me. Sharmitha . U

English

Sharmitha

Minutes of the meeting

It was decided conduct Internal assessment

Exam from 8th March to 16th March of 3 hrs duration according to university exam pattern

Decided to engage classes till 21th March 2021

Marks for Extra curricular activities should be given according to the performance of the students

Prj Ramesh Bhat informed the members that election for student senate will be held on 26th Feb 2021

Prj Anitha informed the members that PTA meeting will be held on 27th Feb 2021



Principal Govinda Dasa College Surathkal - 575 011

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27-03-2021

AGENDA:

- Semester Final Exam April 2021
- New changes in the answer script booklet
- Review of the national conference
- Any other matter

Staff members present in the meeting

Sl. No.	Name	Department	Signature
1	Prof. Krishnamurthy P.	Principal	
2	Prof. Ramesh Bhat	Vice-Principal	
3	Marcel Louis Mascarenhas	Staff secretary	
4	Prof. B. Y. Keemur	History	
5	Vaman Kamath	Mathematics	
6	Omprakash	English	
7	Dr. Karthika (Ms.)	Chemistry (P.G.)	
8	Manjappa D Gow	Journalism	
9	Vaageesh S	Sanskrit	
10	Ganesh Acharya	Commerce	
11	Neelappa V.	Chemistry	
12	HARESHA ACHARYA P.	Economics	
13	SURKA U	POLITICAL SCIENCE	
14	Daya Suvansh	Economics	
15	Dr. Ashalatta	Political Science	
16	Savitri A	Library	
17	POORNIMA Gokhale	Computer Science	
18	Giresha - K		
19	Shailaja		
20	Babitha		
21	Vidya Patil		
22	Adhithi	Chemistry	
23	Anelma	Physics	
24	Shobha Kumar	Physics	
25	Tshorathi	M.com	
26	Harsha Kaur	M.com	



## 4. Service rules and procedures of HV sangha

**HINDU VIDYADAYINEE SANGHA®**

### **Service Rule Book**

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    - 4.7.2 Head- HRD
    - 4.7.3 Head: Public relations and image building:
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## **Preamble**

H.V. Sangha, established in the year 1916, has already crossed 104 years of its existence in the service of providing quality education to the students in and around Surathkal. It was started with a noble thought of uplifting surathkal area in the field of education which was then an underdeveloped area especially with respect to Education. Learners had to traverse to Mangalore over 16 kms barefoot as a result of which majority of students were deprived of education.

As a growing institution HVS needs to streamline its administrative set up to showcase consistency and transparency in managing the institutions. This Memorandum of Procedures (MOP) is drafted with the sole intention of ensuring such consistency and transparency.

It is expected that all the functionaries in the form of office bearers of HVS and Heads of institutions follow the MOP in the day-to-day administration. It is also desirable to follow the rules and regulations imposed by various Government agencies from time to time and ensure that the contents of MOP are not in contravention of any of those rules and regulations.

1. **Background of Hindu Vidyadayinee Sangha:** H.V. Sangha established in the year 1916 was started with the novel idea of starting Vidyadayinee group of schools for educating students hailing from economically weaker sections of society from surrounding villages. Girls' education was given a priority. It is no wonder that the Vidyadayinee group of schools became known for quality education, thanks to the selfless efforts of teachers and administrators of HVS. Currently the HVS is managing schools and colleges offering education from Kindergarten to Post-graduation

### **1.1 Vision, Mission, Objectives and Role of HVS**

#### **Vision:**

To facilitate students largely from rural areas, reach higher of levels of knowledge, to be a world class education provider in intellectual and moral disciplines', nationally entrenched, regionally recognised and globally relevant (from HV sangha website)

#### **Mission:**

To strive to provide and promote quality education for the development of scientific thinking and human values (from Hv Sangha website)

#### **Objectives of the HVS Society:**

The objectives of the society as stated below are the guiding spirit of the organisation. All the activities are aimed at achieving the vision of HVS.

- a) To promote the spread of quality education among the masses by conducting and managing Vidyadayinee Group of Institutions by starting, affiliating or incorporating other schools and colleges having similar objectives from time to time at suitable places as circumstances and fund permit; by establishing and maintaining hostels wherever necessary, possible and expedient; by instituting scholarships for the benefit of the poor and deserving students studying in or outside India.
- b) To promote the spread of female education by starting or conducting girls' schools as circumstances permit.
- c) To do all other such acts as would seem necessary, proper and expedient to further the interest of education among the masses to improve their social, moral and material well being

- d) To establish schools for the deaf and dumb or physically challenged children.
- e) To impart high quality education, collaborate with other Universities, Institutes and R&D organisations, Industries, NGO's, including Government and private Organisations both within the country and abroad as the situation demand.
- f) To provide thrust for female education by starting or conducting Girls educational institutions as circumstances permit.

#### **1.2 Bye Laws of Hindu Vidyadayinee Sangha:**

**Rule 1:** This Society shall be called the Hindu Vidyadayinee Sangha. It is registered under India Act XXI of 1860. Its address shall be Hindu Vidyadayinee Sangha, Surathkal - 575 014, Dakshina Kannada Dt.

**Rule 2:** The objects of this society shall be...

- A) To promote the spread of education among the masses by conducting and managing "Vidyadayinee Group of Institutions" by starting, affiliating or incorporating other schools and colleges having similar objects from time to time at suitable places as circumstances and funds permit by establishing or maintaining hostels wherever necessary, possible and expedient; by instituting scholarships for the benefit of the poor and deserving students studying in or outside India.
- b) To promote the spread of female education by starting or conducting Girls' educational institutions as circumstances permit.
- c) To do all and such other acts as would seem necessary, proper and expedient to further the interest of education among the masses and improve their social, moral and material well-being.
- d) To establish schools for the deaf and dumb or physically challenged children

**Rule 3:** Any person, male or female, who is a major and competent to contract, may apply in a form prescribed by the Governing Body to be admitted to the membership of the Society. The Governing Body shall have full power to admit or reject any application without assigning any reason for the same.

**Rule 4:**

- a) The persons admitted under the previous rule by paying Rs. 5,000/- as membership fee shall be the Life Members of the Sangha.
- b) All the existing members of the Sangha irrespective of the category they belong to shall deem to be the Life Members of the Sangha under this rule.

**Rule 5:** Membership shall cease

- a) by death.
- b) by resignation.
- c) by a resolution voted upon by not less than three-fourths of the members present at a special meeting of the General Body of the Society.

**Rule 6 :**

- a) The society shall at its Annual General Meeting to be held by end of September, to be convened as provided here below, shall elect from amongst members in the meeting a) President, b) Vice-President, c) a Secretary, d) Assistant Secretary and e) a Treasurer, f) an Assistant Treasurer and not more than 15 members, other than the aforesaid office-bearers. A member shall not be elected unless, he is present at the meeting or if absent, has given previously his written consent to be elected. The meeting shall also appoint an auditor.
- b) The President of Vidyadayinee Govinda Dasa Old Students Association shall be entitled to participate in the meeting of the governing body, but with no power to vote.

**Rule 7:**

- a) All the accounts of the Trust / Society shall be maintained regularly. The accounts shall be closed by 31st March and shall be duly audited by a Chartered Accountant.

- b) The Society shall convene an annual meeting of the Society giving clear 21 days' notice to the members together with a printed copy of the report of the Governing Body on the working of the Society and all its institutions along with the audited statement of accounts of the same for the previous year ending 31<sup>st</sup>. March with a report if any of the auditor. The Secretary shall also circulate a printed copy of a draft budget previously prepared by the Governing Body.

The meeting shall pass the said report, statement of accounts, budget and other matters placed before it with such modifications as it deems fit.

**Rule 8 :**

- a) The Governing Body thus elected shall function for a period of 2 years or until their successors are appointed. In case a member of the Governing Body fails to attend three consecutive meetings of the Body, he shall cease to be its member provided that the Governing Body may restore him to office.
- b) Where any vacancy arises amongst the office bearers or the members of the governing body during their tenure as fixed under Rule 8(a), the vacancy shall be filled up by the governing body itself by co-opting any member of the Sangha for the remaining unexpired tenure of the governing body.

**Rule 9 :**

- a) The Governing Body shall appoint the Correspondent/s for the High School and Primary schools and Director-Administration for PU and Degree College and post graduate studies and other educational institutions run by the Sangha separately. Any vacancy that arises in such posts shall also be filled by the governing body. In the absence of such separate posts, the Secretary will be the Correspondent / Director-Administration, as the case may be.

With regard to administration of the Degree and PU College, there will be a separate Governing Council of nine to fifteen members, consisting of the six office-bearers of the Sangha, the Director / Administration of Degree /PU college and PG studies, the Principal of Degree and PU college and one member of the teaching staff of the Degree/PU college each and any other member of the Sangha co-opted by the Governing Council. The principal of the degree college will be the member-secretary of the above council

- b) There shall be an Administrative Council for the administration of high schools and primary schools including kindergarten schools run by the Sangha. The President, Secretary and Joint-Secretary, Treasurer of Hindu VidhyadayineeSangha, Correspondents of the respective institutions and two members of the executive committee nominated by the executive committee shall be the members of this Council. The heads of the High school/ Primary schools run by Sangha shall be entitled to attend the meeting of this Council without right to vote. Joint Secretary of the Sangha shall be the convener of the Council.

**Rule 10 :**

- a) All funds and properties of the Society and their management shall vest in the Governing Body.
- b) All monies of the Society in excess of Rs. 1000.00 shall be invested in Banks or other institutions or in such other manner as the Governing Body may decide from time to time. Monies thus deposited shall not be withdrawn except upon the joint signatures of the Secretary and the Treasurer.
- c) The funds of the Trust / Society shall be invested in the modes specified under the provisions of Section 13 (f)(d) read with Section 11 (5) of the Income Tax Act 1961 as amended from time to time.
- d) Amongst others the Governing Body shall have powers to:
- i) maintain discipline and carry on the general executive administration of the institutions of the Society.

- ii) make all appointments in the institutions under its charge, inflict punishments (including suspensions and dismissals of its servants), direct transfers and retirements, grant leave, extension of service etc.
  - iii) fix the rate of fees and other payments leviable in the institutions under it.
  - iv) direct the course and system of education to be followed in the institutions.
  - v) To raise loans from time to time either by borrowing on the security of the assets of the Sangha or otherwise or by starting funds or other schemes for the due administration and maintenance of its institutions and for carrying on the objects of the Sangha as set forth supra.
- e) (i) The Governing Body shall be entitled to purchase immovable properties in the name of the Sangha and the sale deed shall be got executed in the name of the Sangha represented either by the President or the Secretary.
- (ii) The Governing Body shall be competent to mortgage/ sell the immovable properties of the Sangha or grant on lease for such years as the Governing Body deems fit. However, the Governing Body shall obtain prior consent of the General Body before effecting such sale or any lease for period exceeding 50 years. All such deeds of sale or lease/ mortgage be executed by the person/s authorized by the Governing Body for the said purpose. Any mortgage of the property of the Sangha for sum exceeding 50 lakhs, should be done after obtaining the prior consent of the general body.

**Rule 11 :**

- a) The President shall whenever present, preside over the meeting of the Society and of the Governing Body and in his absence, Vice President and in his absence, any member to be elected for the occasion.
- b) The Treasurer shall keep proper and regular accounts of the Society and maintain vouchers of the same.
- c) The Secretary shall carryout the resolutions of the Society and the Governing Body.

**Rule 12 :**

- a) The quorum for a meeting of the General Body shall be 10 and of the Governing Body 3. If within half an hour from the time appointed for any meeting the required quorum is not present, the meeting shall stand adjourned to the same day and time next week without separate notice and members present then shall form the quorum.
- b) Any 15 members of the Society shall be entitled to request the Secretary to convene a meeting of the Society to consider any specified matter and on his failure to do so, they shall be entitled to call it themselves giving clear 10 days' notice to all the members.
- c) Likewise, any five members of the Governing Body shall be entitled to request the Secretary to convene a special meeting of the Governing Body and on his failure to so comply with the request, they may convene a meeting themselves giving 3 clear days' notice.

**Rule 13:**

Notice for the special meetings to be convened by the Secretary shall be given clear 10 days' in the case of a meeting of the Society and three days in the case of the Governing Body. All notices for meetings shall specify the place, date and hour of the meeting and a brief statement of the business to be transacted there at. But the non-receipt of such notices by any member shall not by itself invalidate the proceedings of any such meeting.

Notices shall be served in writing either in person or, if by post, certificate of posting shall be obtained.

**Rule 14:**

The Society shall sue and be sued by its Secretary.

**Rule 15:**

- a) No amendment to the Trust Deed/Memorandum of Association/Bye-Laws/Rules and Regulations, shall be made which may prove to be repugnant to the provisions of Section 2 (15), 11,12 and 13 and 80G of the Income Tax Act 1961 as amended from to time. No amendment shall be carried out without the prior approval of the Commissioner of Income Tax.

- b) These rules shall not be altered or amended except at meeting of the Society specially convened for the purpose and by a resolution supported by not less than two-thirds of the members present.
- Rule 16: In the event of dissolution or winding of the Trust /Society, the assets remaining as on the date of dissolution shall under no circumstances be distributed among the trustees / members of the managing committee / governing body, but the same shall be transferred to another Charitable Trust/ Society, whose objects are similar to those of this Trust/ Society and which enjoys recognition under section 80G of the income tax Act 1961, as amended from time to time.
- Rule 17: The Trust formed shall be irrevocable.
- Rule 18: The benefits of the Trust / Society shall be open to all irrespective of caste, creed or religion.
- Rule 19: The funds and income of the Trust / Society, shall be solely utilised for the achievement of the objects and no portion of it shall be utilised for payment to the trustees / members by way of profit, interest, dividends etc.
- Rule 20: The Governing Body shall have power to frame bye laws not inconsistent with these rules for the better working of the Society or its institutions.

Membership form is in Annexure 1

## **2. Institutions managed by the HVS**

The Hindu Vidyadayinee sangha runs a group of education institutions comprising of 2 primary schools, a high school, a CBSE School, a Pre university college and a degree college and post graduate study centre and is a promotor of Vidyadayinee rural and agricultural Training institute. There are around 150 teaching staff and 60 non-teaching staff with around 3300 students pursuing the education in different levels.

### **2.1 Iddya Vidyadayinee Higher primary school:**

Hindu Vidyadayinee school presently renamed Iddya Vidyadayinee higher primary school took its birth along with Hindu Vidyadayinee Sangh in 1916. During the first month of its inception the school conducted its activities at precincts of shri Mahalingeshwara Temple with only 64 students and 5 classes. In the year 1918 the school was registered for 5 classes and gradually classes were added on each successive year. In 1919 it was renamed as Iddya Vidyadayinee Higher primary school. Meantime students' strength increased to 200 plus and the seed sowers of the sangha toiled hard to find space and finally the school was shifted to newly constructed hall. The school has crossed the milestone of 100 years in 2016. the organisation chart will be inserted here.

### **2.2 Aided Vidyadayinee High School:**

Aided Vidyadayinee High School was established in Surathkal with a view of educational development of surrounding Children. This High school was started in April 1944 with the Motto "Vidya Para Devatha" and the blessings of Late Sri Sri Vidyaratnathirtha Sripada Mathadheesha of Krishnapura Matha.

In the beginning, as per the rules of Madras Government, the classes were started from 1st Form to 3rd Form with 180 students and 8 faculty. Thereafter in the year 1960, 8th standard was started followed by 8th standard in English medium in the year 1963.

At present, the school has classes from 8th Standard to 10th Standard both in English medium and Kannada medium with 150 plus enrolment and around 300 students respectively. It has well equipped facilities for learning with efficient and well qualified teachers.

the organisation chart will be inserted here.

### **2.3 Shri Venkataramana Primary School, Kulai:**

Kulai school was initially started only with 20 students solely by Shri Mairpady Venkataramana with owned school building and equipment. In the year 1937 it came under the administration of the sangha. In 1964 it was recognised as Shri Venkataramana Higher Primary school, Mairpady Kulai. The student's strength has been gradually increasing and at one point of time there were 750 students' enrolment. School is backed by a strong old student association and various other voluntary associations.

Presently there are around 350 students studying in class 1 to class 7. and the organisation chart will be inserted here.

### **2.4 Vidhyadayinee English Medium School (CBSE Affiliated):**

School is established in 1991 with classes from LKG to class 10 under the state syllabus. As years passed the demand by the parent population to start the CBSE syllabus motivated the management to introduce the CBSE Syllabus. Hence in the year 2015 CBSE syllabus was introduced in grade 1 to VIII and got its affiliation. Later in the following years the CBSE syllabus was extend to grade 10.

Presently school is running with full swing with all the facilities for learning with nearly 900 plus students. and the organisation chart will be inserted here.

### **2.5 Govinda Dasa PU College:**

Govinda dasa pre university college took his birth in the year 2001 with the decision of the Govt of karnataka to bifurcate Pre- university from the degree colleges. Until then the Pre degree courses in Arts and commerce along with degree courses was run under the single umbrella Govinda Dasa college. Later in the year 1972 Govinda Dasa college added science stream to its cap. Presently after bifurcation the Govinda Dasa Pre university college is independent unit managed by the Sangha.

The college inherited the supreme qualities of its mother college Govinda Dasa College. Presently there are around 900 plus students studying in various streams with around 24 well qualified lecturers and has grown to its heights in every aspect of learning and education. and the organisation chart will be inserted here

### **2.6 Govinda Dasa College (with PG Center):**

Govinda Dasa College, founded in the year 1967 and affiliated to Mangalore University offers Bachelor Degree courses in Arts, Commerce, Science, Business Management and Computer Application for both girls and boys. The college had undergone 3rd cycle of Reaccreditation by NAAC in 2016 in which there was a quantum jump in CGPA points and accredited at B++ Grade.

Initially the college started with ..... students and at present college have .... Teaching and ..... non-teaching staff with ... number of students. In the year 2012 Cente for Post-graduation was started with Master's degree in Commerce followed by Master degree in chemistry. Academic excellence and extracurricular performances of the students enlarged and enriched the educational map of Govinda Dasa College. and the organisation chart will be inserted here.

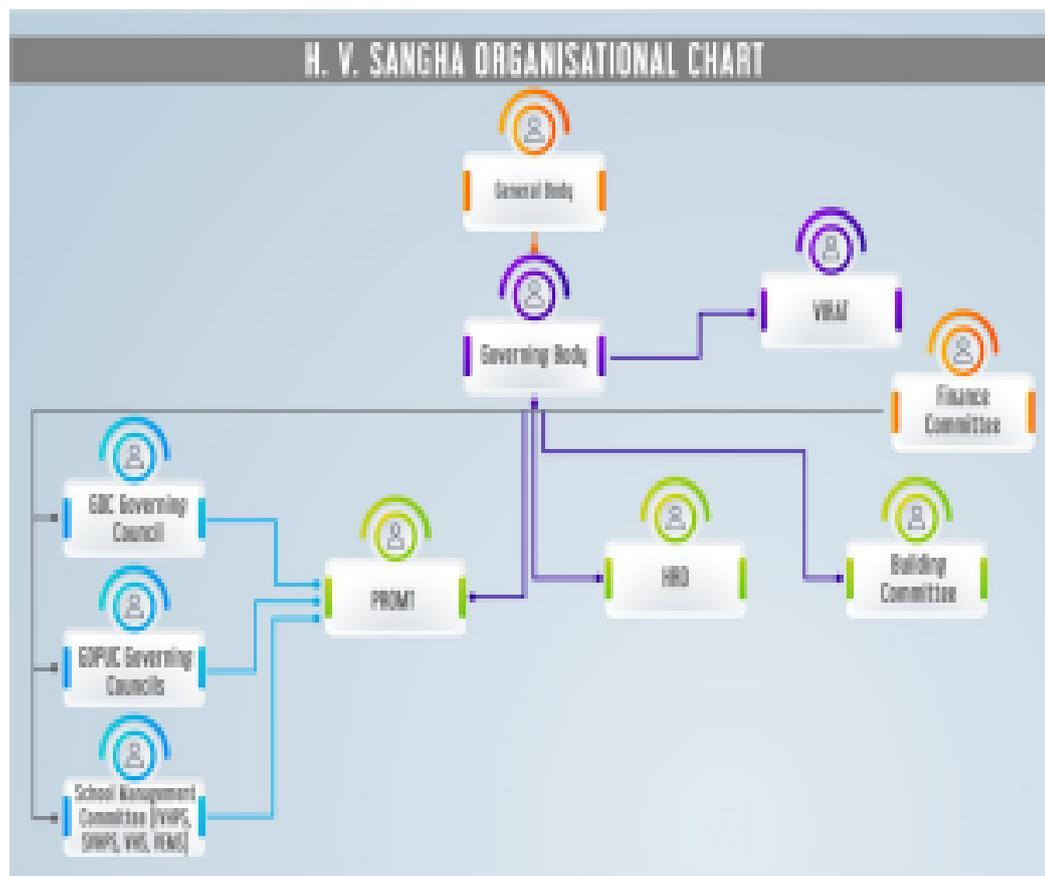
**2.7 Vidyadayinee Rural and Agricultural Training Institute - Vidyadayinee Institute of Rural Development & Agricultural Training** is promoted by HVS and is registered as a separate Trust. Its functioning is governed by the VIRAT Trust Deed. It is accountable to the General Body of HVS. VIRAT shall be managed by a Governing Council (GC) consisting of 9 members, including the President and Secretary of H.V. Sangha as Ex-officio members, and seven members nominated by the Governing Body of H.V. Sangha. The Governing Council may co-opt additional members based on their qualifications and ability to contribute to the development of VIRAT. The VIRAT shall also appoint external consultants depending on the requirements. The governing council shall also nominate one amongst them as Director VIRAT. He shall take responsibility for the functioning of the Institute in association with the executive officer and act as a link with HVS.

**Role of The Hindu Vidyadayinee sangha (Regd) in running the school:**

To enable the staff, provide quality education and to be a centre for educational excellence, the role and responsibilities of the Society Registered under section 25 of the Companies Act, 1956 are defined as under:

- i) It shall ensure that the institutions under its management get proper land, building equipment, furniture and qualified staff as per norms of the Board/defined by education department of the State/Centre.
- ii) It shall ensure that the institutions are run as a community service and not as a business and that commercialisation does not take place in the school in any shape whatsoever.
- iii) It shall ensure that the funds accruing from the school are spent for the benefit of the institutions and for their expansion.
- iv) It shall safeguard the autonomy of the Heads of Institutions and provide them total support except when they go against the established and clear directives laid down by the management.
- v) It shall have control over the institutional management committees and shall approve the budget/tuition fees and annual charges etc., for the institutions.
- vi) It shall have control over any capital expenditure i.e., on land and the construction of building, its expansion and procurement of major equipment for the institutions.
- vii) It shall generate funds for the needs of the institutions whether it is recurring or non-recurring.
- viii) It shall ensure that the institutions have the basic essential facilities such as Laboratory equipment, equipment for games and sports and other co-curricular activities, Library books etc.
- ix) It shall have the powers to constitute Selection Committee/Departmental Promotion Committees for various categories of staff.
- x) It shall have powers to lay down conditions of service as per norms of CBSE/Government, and to approve promotion/appointment/termination of the employees as well as to grant special increments or rewards to the staff.

### 3. Management Hierarchy



#### \*Building committee or Civil and Electrical Engineering Committee?

##### 3.1 General Body of HVS:

The General body of the Hindu Vidyadayinee Sangha (R) is the supreme authority on all matters pertaining to HVS. It meets once a year during Annual General Body Meeting and, if necessary, more than once subject to the provisions of Bylaws of HVS.

##### 3.2 Governing Body (GB):

Management of HVS vests with the Governing Body whose members are duly elected / selected by the General Body during the Annual General Body (AGM) of the Sangha. The tenure of Governing Body is two years. The GB consists of, The President, Vice President, Secretary, Joint secretary, Treasurer, Joint Treasurer and 15 other members

##### Rights, duties and responsibilities of Governing Body:

- 3.2.1 The Governing body (GB) is overall responsible to manage the activities of the HVS. The President, secretary and Treasurer and other executives nominated/appointed in HVS shall carry out tasks under the overall guidance of the GB.

- 3.2.2** The GB shall lay down the policy guide lines and establish the Management Structure as may be required from time to time, to sustain the developments, expansion of activities and for the smooth functioning of the institutions.
- 3.2.3** The secretary shall be the Convener of the GB meeting and is responsible to keep all proceedings and bring out the agenda papers and minutes of the meetings. He shall also ensure that all the arrangements are made for smooth transaction of the activities in GB
- 3.2.4** The secretary or any other member can propose in advance (15 days before the scheduled meeting) agenda for discussion in the GB.
- 3.2.5** Any individual can be invited for the GB meeting with the prior permission of the chairman.
- 3.2.6** The GB shall regularly review the progress of the activities and commitments and take necessary techno- managerial steps to meet the Organisation objective.
- 3.2.7** All Governing Body members are elected / selected by the General Body of HVS in the AGM, for a period of two years.
- 3.2.8** Besides 6 officer bearers there can be 15 members elected / selected by the General Body.
- 3.2.9** Out of these 15 members the Governing Body appoints the Director (Administration) to the respective colleges and Correspondents to the respective schools
- 3.2.10** President VOSA does not have any voting right.

**Composition of Governing Body:**

Sl. No.	Name	Designation
1	President elected by General Body	Chairman
2	Vice President elected by General Body	Vice Chairman
3	Secretary elected by General Body	Secretary
4	Jt. Secretary elected by General Body	Member
5	Treasurer elected by General Body	Member
6	Jt. Treasurer elected by General Body	Member
7	15 Nominated members from General Body	Members
8	Nominated member from General Body	Member
9	President – VOSA	Member Ex-Officio

**3.3 Governing Councils and School Management Committees**

Each Institution established by HVS has its own Council to guide and monitor its functioning. It is termed as Governing Council in Govinda Dasa College and GovindaDasa P.U. College and School Management Committees in Schools. VIRAT has a separate Council comprising the Board of Trustees and invited members.

**3.3.1 Composition of Governing Council of Govinda Dasa College**

S. No	Name	Designation
1	President of HVS	Chairman
2	Vice President of HVS	Vice Chairman
3	College Principal	Member Secretary
4	Director –Administration	Member
5	Secretary of HVS	Member
6	Jt. Secretary of HVS	Member
7	Treasurer of HVS	Member
8	Chairman HRD Committee or Nominee	Member
9	6 Nominated members from Governing Body	Members
10	Vice Principal	Staff Representative

**3.3.2 Composition of Governing Council of Govinda Dasa PU College**

S. No	Name	Designation
1	President of HVS	Chairman
2	Vice President of HVS	Vice Chairman
3	College Principal	Member Secretary
4	Director –Administration	Member
5	Secretary of HVS	Member
6	Jt. Secretary of HVS	Member
7	Treasurer of HVS	Member
8	Chairman HRD Committee or Nominee	Member
9	Nominated member from Governing Body	Member
10	Nominated member from Governing Body	Member
11	Nominated member from Governing Body	Member
12	Nominated member from Governing Body	Member
13	Vice Principal	Staff Representative

**3.3.3 School Management Committees of Iddya Vidyadayinee Hr. Pry. School, Vidyadayinee High School, Sri Venkatramana Hr. Pry. School and Vidyadayinee English Medium School.**

**Composition of Committees of Each School:**

1	Vice president HVS	Chairman
2	The Secretary HVS	Vice Chairman
3	Correspondent	Member,
4	Director finance.	Member
5	Educationist/HR rep	Member
6	Students' intake Chairman / Nominee	Member
7	Joint Secretary HVS	Member
8	Teacher representative	Member
9	PTA representative	Member
10	Head of the institution	Member Secretary

**Note:** In addition to this, Vidyadayinee English Medium school as per the procedural requirement, a separate school Management council (VEMS-MC) has to be reconstituted every three years as per section 8.2.2 of CBSE affiliation bye laws

**Note:**

1. It shall be the endeavor of the Council / Management Committees to give utmost importance to Financial Discipline and Financial Self-reliance. Preparation of Institutional Budget and Adherence to the Budgetary provisions shall be discussed in every meeting.
2. The councils/management committees shall meet at least once in 3 months to review and update the progress of the activities and to take all necessary actions for the smooth functioning of the institution.
3. The minutes of the meeting shall be prepared at the meeting itself and shall get approved by the Chair of respective council.
4. Any decisions taken at the councils/management committees will be further placed at the Governing body of the HVS for the approval.
5. The member Secretary may also invite other specialists as may be required for the meeting with the permission of the Chairman.

## Salary Revision

ESTD. 1934

1921

**H.V. SANGHA (R.)**  
ಹಿಂದು ವಿದ್ಯಾದಾಯಿನೀ ಸಂಘ (ರಿ.)

SURATHKAL - 575 014, D.K. Phone : 0824 - 2495162 Email : hv.sangha@rediffmail.com

MANAGEMENT :

Govinda Dasa First Grade College  
Mysuruvaru High School  
Bijli Kumbhakartha St. Post Office, Kumbh.

Govinda Dasa First Grade College  
Mysuruvaru High School  
Bijli Kumbhakartha St. Post Office, Kumbh.

22-08-2022

**To**  
The Principal  
Govinda Dasa College  
Surathkal.

Sir,

**Subject:** Recommendations of the Salary Revision committee which was approved by the Governing Body held on 9-8-2022 with respect to your Institution.

With reference to the above subject this is for your kind perusal and further action.

**Recommendations:**

1. Dearness Allowance for all management paid across all the Institutions managed by Hindu Vidyadayinee Sangha - 5%
2. House Rent Allowance for all management paid across all the Institutions managed by Hindu Vidyadayinee Sangha -20%
3. Scale:  
3.1 GDC & GDPUC Teaching: There has been no change in scale.  
3.2 GDC & GDPUC Non-Teaching: The scale has been Revised benchmarking the wage policy of the Government.
4. On completion of 20 years of service one additional increment to be given from the date of completion of 20 years.
5. Increment is applicable for full time staff, only after completion of one year of service.



6. Increment is applicable for Part time staff, only after completion of two years of service.
7. PG Staff (New staff) - No change in scale (two increment on GDC Teaching Scale)
8. Staff who are handling both PG and UG will be under UG scale.
9. Revised Scale is with effect from 01-08-2022.
10. Workload calculation is based as follows:

10.1	GDC	-	Subjects with Practical	-	22 Hours
10.2	GDC	-	Subjects without Practical	-	18 Hours
10.3	GDC PG	-	Subjects with Practical	-	20 Hours
10.4	GDC PG	-	Subjects without Practical	-	15 Hours

Notes:

- All staff are required to work for the betterment of their respective institution.
- Staff should be willing to work in any of our Institutions. In other words, based on the needs there may be transfers within the Institutions managed by Sangha.
- The Head of the Institutions along with their staff should adopt strategies to increase the intake of their respective Institutions.

Thank you.

Regards,

Secretary

SECRETARY

HINDU VIDYADAYINEE SANGHA (R)  
SURATKAL, D. K.



# Appointment Letter

Estd.: 1956

Regd.: 1921



## H.V. SANGHA (R.)

ಹಿಂದು ವಿದ್ಯಾದಾಯಿನಿಃ ಸಂಘ (ರಿ.)

SURATKAL - 575 014, D.K.

Phone : 0824 - 2406362

email : hvsanghas@gmail.com

### MANAGING :

Govinda Dasa First Grade College  
Hibrodwara High School  
Bhalu Vidyalayinee Hr. Prv. School

Govinda Dasa Prv University College  
Vidyalayinee Engg. Mecham School  
Sri Venkateswara Hr. Prv. School, Kolan

Date : 5-09-2022

To,

Ms. Sushmitha B.P  
Girinagara 5th Cross,  
Landlink township,  
Derebail, Mangalore.

Dear Sir,

### APPOINTMENT LETTER

We are pleased to inform you of your appointment as Temporary FULL TIME Lecturer in English at our Govinda Dasa College, Suratkal as per the following terms and conditions.

1. Your appointment is purely on Temporary basis
2. You will be entitled for a Basic Salary of Rs 19,500+ 5% D.A+20% HRA + per month in the Pay scale of Rs 19500-37500.
3. You will not be entitled for EPF an ESI.
4. If you wish to resign you may do so by providing three months notice/surrendering three months salary to your reporting authority.
5. If the Management intend to terminate your services the same procedure will be followed as in point number 4.
6. You are subject to all applicable practices, policies and procedures of the Hindu Vidyadayinee Sangha and the policies and procedures of the respective Institution.
7. Your appointment is governed by the byelaw, rules and regulations framed by HV Sangha\* and the Govinda Dasa College from time to time.
8. You are required to report to duty on 6<sup>th</sup> September 2022.
9. Your reporting authority will be the Head of the respective Institution.
10. The working hours will be as per Govinda Dasa College norms.
11. You will be responsible to perform all the duties as instructed by Principal and any higher authority

ALL THE BEST.

  
SECRETARY

Copy to: ~~Principal~~ Govinda Dasa College, Suratkal / Director (Administration) for information and

HINDU VIDYADAYINEE SANGHA (R.)  
SURATKAL, D. K.



## 5. Weblink for policy documents.

[Click here to view policies](#)

## 6. Recruitment policy procedure

[Click here to view Recruitment policy Procedure](#)



**H.V. SANGHA (R.)**

ಹಿಂದು ವಿದ್ಯಾವಾಯಿನೀ ಸಂಘ (ರಿ.)

SURATHKAL - 575 014, D.S.

Phone : 0824 - 2406362

email : hv.sangha@gsa.in

MANAGING:

Geronda Dhanu Pura Ursula College/  
Hidyavayana High School/  
Address: Hidyavayana Dr. Poo. School

Geronda Dhanu Pura University College/  
Hidyavayana Eng. Medical School/  
Address: Hidyavayana Dr. Poo. School, Kalyan.

### Recruitment Procedure

#### 1. Recruitment Procedure

It is the endeavor of the HVS to select the right candidate for the right post, keeping in view the provisions laid down by different statutes. The following procedure is to be followed for recruitment of both teaching and support staff:

##### 1.1 Need analysis:

Whenever any vacancy arises either due to resignation, retirement or due to additional workload, the Head of the Institution shall prepare a Need Analysis. The Need Analysis shall cover the following aspects:

- Name of post: i.e., recruitment for the post of .....
- Qualification required:
- Statutory requirements (like reservation):
- Applicable pay scale for that post:
- Duration for which post is to be filled:
- Preferences, if any:

The job requisition form (appendix 4) shall be signed by the Head of the Institution and endorsed by the Director-Admin. Or Correspondent as the case may be and shall be submitted to the Secretary, HVS for further action.

##### 1.2 Approval for the Post:

The Secretary, HVS on receipt of the job requisition form makes an analysis of the financial implications and takes a decision after consulting the President, Director – Finance, and Treasurer. The Secretary then gives a formal approval to proceed with the Recruitment drive.

##### 1.3 Recruitment:

The Administrative officer proceeds with the recruitment procedure. The AO of the Sangha makes necessary arrangement such as advertisement, collects applications and short list the candidates in consultation with the secretary, director/correspondent and



Head of the respective Institution. He also nominates the Interview Panel in consultation with the Chairman of HRM Committee.

**1.4 Interview Panel:**

The interview panel comprises: the President of HVS as Chairman, Vice President of HVS, Secretary of HVS, Chairman of HRM Committee or a Committee member nominated by him, Director / Correspondent of the Institution, Head of the Institution (as member Secretary), Head of the Dept. for which recruitment is made, an External Subject Expert nominated by Chairman, and University or Govt. representative (wherever applicable). The interview shall be held on the stipulated day at the office of the HV Sangha. Administrative officer shall organize Panel meeting as convener.

**1.5 Appointment:**

On the basis of Interview Panel's recommendations, offer letter (appendix 5) will be issued by the Secretary. Once the candidate accepts the offer the appointment letter (appendix 6) shall be issued to the candidate duly signed by the Secretary. The Appointment order shall specify, besides other things, the nature of appointment, duration of appointment and the pay scale.

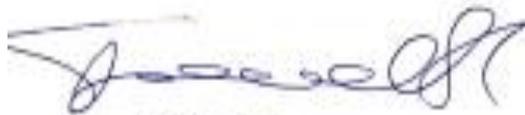
**1.6 Mandatory compliance:**

This procedure is to be followed irrespective of the fact whether the appointment is against leave vacancy or for a temporary vacancy or for a permanent vacancy.

**1.7 Preservation of Documents:**

All relevant documents pertaining to recruitment shall be preserved by the administrative officer and made available to the parties concerned when required.

**Note:** The above procedure is applicable when recruitment is done for staff paid by HVS. In case appointment is made as per Government order, relevant rules prescribed by the Government are applicable.



SECRETARY  
SECRETARY  
HINDU VIDYADAYINEE SANGHA (R.)  
SURATKAL. D. K.





## Interview for Lecturer (ScoreSheet)

**Govinda Dasa College, Surathkal**  
Department of English  
Interview for the Lecturers

DATE OF INTERVIEW - 04-01-2020

Name of the Candidate	Qualification	Percentage of Marks (in %)	NET/SET		Year of Experience in the field of teaching	Research Publications (2015-19) (in papers)	Number of Papers (1000-1500 words) (within year limit)	Ph.D. (in %)	Special Achievement	Interview Performance	TOTAL MARKS
			Pass/Not Pass	Mark/Mark							
Dr. Pradip	M.A.	75%	—	—	3 years	—	—	—	—	10	
Prasanna	M.A. (Engg.)	80%	—	—	10 years	—	—	—	—	10	

**NET MEMBERS**

1. DR. N. VENKATRAJ SODHANI (H. O. SURATHKAL, SURATHKAL)

2. DR. N. RAMANUJAM (H. O. SURATHKAL, SURATHKAL)

3. DR. N. RAMANUJAM (H. O. SURATHKAL, SURATHKAL)

4. DR. N. RAMANUJAM (H. O. SURATHKAL, SURATHKAL)

Only Two Candidates found eligible for interview and both are selected in the first round.

**Govinda Dasa College, Surathkal**  
Department of English  
Interview for the Lecturers

DATE OF INTERVIEW - 04-01-2020

Name of the Candidate	Qualification	Percentage of Marks (in %)	NET/SET		Year of Experience in the field of teaching	Research Publications (2015-19) (in papers)	Number of Papers (1000-1500 words) (within year limit)	Ph.D. (in %)	Special Achievement	Interview Performance	TOTAL MARKS
			Pass/Not Pass	Mark/Mark							
Dr. Pradip	M.A.	75%	—	—	3 years	—	—	—	—	10	
Prasanna	M.A. (Engg.)	80%	—	—	10 years	—	—	—	—	10	

**NET MEMBERS**

1. DR. N. VENKATRAJ SODHANI (H. O. SURATHKAL, SURATHKAL)

2. DR. N. RAMANUJAM (H. O. SURATHKAL, SURATHKAL)

3. DR. N. RAMANUJAM (H. O. SURATHKAL, SURATHKAL)

4. DR. N. RAMANUJAM (H. O. SURATHKAL, SURATHKAL)

Only Two Candidates found eligible for interview and both are selected in the first round.

# Job Requisition Form

To  
The Secretary  
HV Sangha  
Surathkal

## JOB REQUISITION FORM

Requested Position Title <i>Surgeon</i>	Name of Institution Department <i>Govindas College</i>	Start Date/ From When required on Duty <i>Immediately</i>
Purpose of the Role <i>Replacement for the resigned job (Veena) surgeon</i>		

Position duration <input type="radio"/> Permanent <input checked="" type="radio"/> Temporary If so, end date _____	Contract type <input type="radio"/> Employee with full benefits <input type="radio"/> Employee with partial benefits <input checked="" type="radio"/> Contract worker	Requisition Reason <input type="radio"/> New Role <input type="radio"/> Termination <input type="radio"/> Retired <input checked="" type="radio"/> Resignation <input type="radio"/> Leave without pay <input type="radio"/> Maternity leave
Education Level	Budget <input type="radio"/> Within Existing Level <input type="radio"/> Requires Additional budget	Any other Remarks

Date: *13/7/2022*

*Krishnamoorthy A*  
Principal  
Govinda Dasa College  
Surathkal - 575 014, D.K.

### ORDERS BY HV SANGHA

- Head of the Institution/Director(Administration) Correspondent may refer proposed candidates to Recruitment Committee
- We may arrange for Advertisement
- Matter to be placed before Governing Body
- Any other : \_\_\_\_\_

Date: \_\_\_\_\_

*Sreedh*  
Secretary, HV Sangha  
*18/07/2022*

To  
The Secretary  
HV Sangha  
Surathkal

## JOB REQUISITION FORM

Requested Position Title <i>Physical Director</i>	Name of Institution Department <i>Govinda Dasa College</i>	Start Date/ From When required on Duty
Purpose of the Role <i>Resignation of Physical Director</i>		

Position duration <input type="radio"/> Permanent <input checked="" type="radio"/> Temporary If so, end date _____	Contract type <input type="radio"/> Employee with full benefits <input type="radio"/> Employee with partial benefits <input type="radio"/> Contract worker	Requisition Reason <input type="radio"/> New Role <input checked="" type="radio"/> Termination <input type="radio"/> Retired <input type="radio"/> Resignation <input type="radio"/> Leave without pay <input type="radio"/> Maternity leave
Education Level <i>M.P.Ed.</i>	Budget <input type="radio"/> Within Existing Level <input checked="" type="radio"/> Requires Additional budget	Any other Remarks <i>NIL</i>

Date: \_\_\_\_\_

*Krishnamoorthy A*  
Head of the Institution  
Principal  
Govinda Dasa College  
Surathkal - 575 014, D.K.

### ORDERS BY HV SANGHA

- Head of the Institution/Director(Administration) Correspondent may refer proposed candidates to Recruitment Committee
- We may arrange for Advertisement
- Matter to be placed before Governing Body
- Any other : \_\_\_\_\_

Date: \_\_\_\_\_

*Sreedh*  
Secretary, HV Sangha  
*25/07/2022*

The Secretary  
HV Sangha  
Surathkal

### JOB REQUISITION FORM

Requested Position Title Room	Name of Institution Department Govinda Dasa College	Start Date/ From When required on Duty
Purpose of the Role cleaning college premises - class Room, Office Rooms Toilet - Staff Rooms		
Position duration <input type="radio"/> Permanent <input checked="" type="radio"/> Temporary if so, end date	Contract type <input type="radio"/> Employee with full benefits <input type="radio"/> Employee with partial benefits <input type="radio"/> Contract worker	Requisition Reason <input type="radio"/> New Role <input checked="" type="radio"/> Termination <input type="radio"/> Retired <input type="radio"/> Resignation <input type="radio"/> Leave without pay <input type="radio"/> Maternity leave
Education Level	Budget <input type="radio"/> Within Existing Level <input checked="" type="radio"/> Requires Additional budget	Any other Remarks

Date: 25-01-2022

  
Director Administration  
For Govinda Dasa College  
Surathkal - 575014, D.K.

  
Head of the Institution  
Principal  
Govinda Dasa College  
Surathkal - 575014, D.K.

ORDERS BY HV SANGHA

- Head of the Institution/Director/Administration/Correspondent may refer proposed candidates to Recruitment Committee
- We may arrange for Advertisement
- Matter to be placed before Governing Body

Any other :

Date: 25/01/2022

  
Secretary, HV Sangha

The Secretary  
HV Sangha  
Surathkal

### JOB REQUISITION FORM

Requested Position Title Room	Name of Institution Department Govinda Dasa College	Start Date/ From When required on Duty
Purpose of the Role cleaning college premises - class Room, Office Rooms Toilet - Staff Rooms		
Position duration <input type="radio"/> Permanent <input checked="" type="radio"/> Temporary if so, end date	Contract type <input type="radio"/> Employee with full benefits <input type="radio"/> Employee with partial benefits <input type="radio"/> Contract worker	Requisition Reason <input type="radio"/> New Role <input checked="" type="radio"/> Termination <input type="radio"/> Retired <input type="radio"/> Resignation <input type="radio"/> Leave without pay <input type="radio"/> Maternity leave
Education Level	Budget <input type="radio"/> Within Existing Level <input checked="" type="radio"/> Requires Additional budget	Any other Remarks

Date: 25-01-2022

  
Director Administration  
For Govinda Dasa College  
Surathkal - 575014, D.K.

  
Head of the Institution  
Principal  
Govinda Dasa College  
Surathkal - 575014, D.K.

ORDERS BY HV SANGHA

- Head of the Institution/Director/Administration/Correspondent may refer proposed candidates to Recruitment Committee
- We may arrange for Advertisement
- Matter to be placed before Governing Body

Any other :

Date: 25/01/2022

  
Secretary, HV Sangha

The Secretary  
HV Sangha  
Surathkal

### JOB REQUISITION FORM

Requested Position Title <b>Room</b>	Name of Institution Department <b>Govinda Dasa College</b>	Start Date/ From When required on Duty
Purpose of the Role <b>cleaning college premises - class Room, Office Rooms Toilet - Staff Rooms.</b>		

Position duration <input type="radio"/> Permanent <input checked="" type="radio"/> Temporary If so, end date _____	Contract type <input type="radio"/> Employee with full benefits <input type="radio"/> Employee with partial benefits <input type="radio"/> Contract worker	Requisition Reason <input type="radio"/> New Role ✓ <input type="radio"/> Termination <input type="radio"/> Retired <input type="radio"/> Resignation <input type="radio"/> Leave without pay <input type="radio"/> Maternity leave
Education Level	Budget <input type="radio"/> Within Existing Level <input type="radio"/> Requires Additional budget ✓	Any other Remarks

Date: **25-01-2022**

  
Director Administration  
For Govinda Dasa College  
Surathkal - 575 014, D.K.

  
Head of the Institution  
Principal  
Govinda Dasa College  
Surathkal - 575 014, D.K.

**ORDERS BY HV SANGHA**

- Head of the Institution/Director(Administration)/Correspondent may refer proposed candidates to Recruitment Committee ✓
- We may arrange for Advertisement ✓
- Matter to be placed before Governing Body

Any other :

Date: **27/01/22**

  
Secretary, HV Sangha

To

The Secretary  
HV Sangha  
Surathkal

### JOB REQUISITION FORM

Requested Position Title <b>Computer Lab Instructor</b>	Name of Institution Department <b>Govinda Dasa College B.C.A.</b>	Start Date/ From When required on Duty
Purpose of the Role <b>Instructor</b>		

Position duration <input type="radio"/> Permanent ✓ <input type="radio"/> Temporary If so, end date _____	Contract type <input type="radio"/> Employee with full benefits <input type="radio"/> Employee with partial benefits <input type="radio"/> Contract worker	Requisition Reason <input type="radio"/> New Role ✓ <input type="radio"/> Termination <input type="radio"/> Retired <input type="radio"/> Resignation <input type="radio"/> Leave without pay <input type="radio"/> Maternity leave
Education Level <b>B.C.A. Bsc computer Science. ITI with Computer Diploma</b>	Budget <input type="radio"/> Within Existing Level <input type="radio"/> Requires Additional budget	Any other Remarks

Date: **08/07/2022**

  
Head of the Institution  
Principal  
Govinda Dasa College  
Surathkal - 575 014, D.K.

**ORDERS BY HV SANGHA**

- Head of the Institution/Director(Administration)/Correspondent may refer proposed candidates to Recruitment Committee ✓
- We may arrange for Advertisement
- Matter to be placed before Governing Body

Any other :

Date: \_\_\_\_\_

  
Secretary, HV Sangha  
**10/07/2022**

The Secretary  
HV Sangha,  
Surathkal

### JOB REQUISITION FORM

Requested Position Title <i>Lecturer English</i>	Name of Institution Department <i>G.D.C.</i>	Start Date/ From When required on Duty <i>7-9-2020</i>
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Purpose of the Role

*Vacancy of Yodpeditha at Surathkal*

Position duration <input type="checkbox"/> Permanent <input checked="" type="checkbox"/> Temporary If so, end date <i>30/4/20</i>	Contract type <input checked="" type="checkbox"/> Employee with full benefits <input type="checkbox"/> Employee with partial benefits <input type="checkbox"/> Contract worker	Requisition Reason <input type="checkbox"/> New Role <input type="checkbox"/> Termination <input checked="" type="checkbox"/> Retired <input checked="" type="checkbox"/> Resignation <input type="checkbox"/> Leave without pay <input type="checkbox"/> Maternity leave
Education Level <i>M.A. (English) (55%)</i>	Budget <input type="checkbox"/> Within Existing Level <input type="checkbox"/> Requires Additional budget <i>BASIC 13 = 19500 DA = 272 HRA = 54</i>	Any other Remarks

Date: \_\_\_\_\_

*Head of the Institution*

**ORDERS BY HV SANGHA**

- Head of the Institution/Director/Administration/Correspondent may refer proposed candidates to Recruitment Committee *Sanjay U. 4-9-20*
  - We may arrange for Advertisement
  - Matter to be placed before Governing Body
- Any other :

Date: \_\_\_\_\_

Secretary, HV Sangha

To  
The Secretary  
HV Sangha  
Surathkal

### JOB REQUISITION FORM

Requested Position Title <i>Computer Lab Instructor</i>	Name of Institution Department <i>Govinda Das College B.C.A.</i>	Start Date/ From When required on Duty
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Purpose of the Role *Instructor*

Position duration <input type="checkbox"/> Permanent <input checked="" type="checkbox"/> Temporary if so, end date	Contract type <input type="checkbox"/> Employee with full benefits <input type="checkbox"/> Employee with partial benefits <input type="checkbox"/> Contract worker	Requisition Reason <input type="checkbox"/> New Role <input checked="" type="checkbox"/> Termination <input type="checkbox"/> Retired <input type="checkbox"/> Resignation <input type="checkbox"/> Leave without pay <input type="checkbox"/> Maternity leave
Education Level <i>B.C.A. Bsc computer Science. ITI with Computer Diploma</i>	Budget <input type="checkbox"/> Within Existing Level <input type="checkbox"/> Requires Additional budget	Any other Remarks

Date: *08/07/2022*

*K. Anamatha*  
Principal  
Govinda Das College  
Surathkal - 675014, D.K.

**ORDERS BY HV SANGHA**

- Head of the Institution/Director/Administration/Correspondent may refer proposed candidates to Recruitment Committee
  - We may arrange for Advertisement
  - Matter to be placed before Governing Body
- Any other :

Date: \_\_\_\_\_

*Sanjay U.*  
Secretary, HV Sangha  
*11/07/2022*

## JOB REQUISITION FORM

Proposed Position Title <i>Asst. Prof. in Mathematics</i>	Name of Institution Department <i>APDC</i>	Start Date/ From When required on Duty <i>7.9.20</i>
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Contract type Permanent Temporary End date <i>10.9.20</i>	Contract type <input type="radio"/> Employee with full benefits <input type="radio"/> Employee with partial benefits <input type="radio"/> Contract worker <i>10 hrs</i>	Requisition Reason <input type="radio"/> New Role <input type="radio"/> Termination <input type="radio"/> Retired <input type="radio"/> Resignation <input type="radio"/> Leave without pay <input type="radio"/> Maternity leave
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Position Level <i>1A(5)</i>	Budget <input type="radio"/> Within Existing Level <input type="radio"/> Requires Additional budget <i>BASIC 19500. P.M.A. 5.1</i>	Any other Remarks
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Head of the Institution

APPROVED BY HV SANGHA

Head of the Institution/Director(Administration)/Correspondent may refer proposed candidates to Recruitment Committee

We may arrange for Advertisement

Matter to be placed before Governing Body

Any other :

Secretary, HV Sangha

## Appointment order from Department of collegiate education, Bangalore

GOVINDA DASS COLLEGE  
1556  
Commissioner for Collegiate Education, Bangalore-560001.  
DATE: 10-07-1998.  
19

REVISED ENDORSEMENT IN SUPERSESSION OF THIS OFFICE ENDORSEMENT DATED: 14-04-98 UNDER SECTION 132 OF THE KARNATAKA EDUCATION ACT 1983 (Karnataka Act No.1 of 1993)

CATEGORY-III

Sub: Stop-gap Lecturers - Regularisation Reg - *Venkaiah*

Refs: (1) W.P.No.21145/1992 & others dt:28-9-94, W.A.No.2441 to 2604/1993 dt:20/21-1-1997.

(2) No.ED 85 UPC 95 dated:10-06-1998 of Government of Karnataka.

(3) No.ED 115 UPC 98 dt:12-06-1998.

(4) Joint Director, Bangalore recommended on 17-8-1998.

-000-

Your claim for regularisation of Stop-gap Lecturers has been re-examined in accordance with law laid down by the Hon'ble Supreme Court of India and Hon'ble High Court of Karnataka in the case of Stop Gap Lecturers. You are placed in Category-III. As there is need and vacancy exists in your present institution of the same management, you have been regularised as Lecturer in Mathematics with effect from the date of joining *after the date*.

(2) In case you possess 55% marks in the Master's Degree and a pass in NET/SLET, your pay will be fixed at the minimum of the UGC Pay Scale for Lecturer at Rs.2500-4000 + allowances from the date of regularisation. Otherwise, at present, you will be fixed, in the minimum of the State Pay Scale for Lecturer at Rs.2050-3950 + allowances from the date of regularisation. Meanwhile you will be given an opportunity to acquire the requisite qualification within three years from the date of your regularisation.

(3) Your claims for suitable pay scales will be decided after the receipt of the original documents such as B.E./Degree/Master Degree certificates and other relevant documents and will be processed by the concerned Regional Joint Director, and, subject to local audit verification. If at any time, it is found that these orders have been obtained by making any willful misrepresentation of facts, the undersigned will be at liberty to take appropriate legal action to cancel these orders.

TRUE COPY  
ATTESTED BY *P. Menon* Principal  
Govinda Dass College  
Bengaluru-574 157

સર્વિસ કોર્ડ નંબર 11/1002/4422/24/02 જાણ સેવાઓ વાટે  
સર્વિસ કોર્ડ નંબર 14/74-5-2007, 2002/4422/04/02 જાણ સેવાઓ વાટે  
સર્વિસ કોર્ડ નંબર 30-5-2007, 4-44-04-04/02/02  
સર્વિસ કોર્ડ નંબર 14/74-5-2007, 2002/4422/04/02 જાણ સેવાઓ વાટે  
સર્વિસ કોર્ડ નંબર 11/1002/4422/24/02 જાણ સેવાઓ વાટે

80  
Mr. Dayana  
2/7/07

ગુણે  
શ્રી શ્રી  
શ્રી શ્રી

સર્વિસ કોર્ડ નંબર 11/1002/4422/24/02 જાણ સેવાઓ વાટે  
સર્વિસ કોર્ડ નંબર 14/74-5-2007, 2002/4422/04/02 જાણ સેવાઓ વાટે  
સર્વિસ કોર્ડ નંબર 30-5-2007, 4-44-04-04/02/02  
સર્વિસ કોર્ડ નંબર 14/74-5-2007, 2002/4422/04/02 જાણ સેવાઓ વાટે  
સર્વિસ કોર્ડ નંબર 11/1002/4422/24/02 જાણ સેવાઓ વાટે

સર્વિસ કોર્ડ નંબર 11/1002/4422/24/02 જાણ સેવાઓ વાટે  
સર્વિસ કોર્ડ નંબર 14/74-5-2007, 2002/4422/04/02 જાણ સેવાઓ વાટે  
સર્વિસ કોર્ડ નંબર 30-5-2007, 4-44-04-04/02/02  
સર્વિસ કોર્ડ નંબર 14/74-5-2007, 2002/4422/04/02 જાણ સેવાઓ વાટે  
સર્વિસ કોર્ડ નંબર 11/1002/4422/24/02 જાણ સેવાઓ વાટે

સર્વિસ કોર્ડ નંબર	જાણ સેવાઓ વાટે	સર્વિસ કોર્ડ નંબર	જાણ સેવાઓ વાટે
1	2	3	4
4-44-04-04/02/02	20-12-2004	8000 8000-13500	1-12-2005 - 8275 1-12-2006 - 8550 1-12-2007 -

સર્વિસ કોર્ડ નંબર 11/1002/4422/24/02 જાણ સેવાઓ વાટે

સર્વિસ કોર્ડ નંબર 11/1002/4422/24/02 જાણ સેવાઓ વાટે  
સર્વિસ કોર્ડ નંબર 14/74-5-2007, 2002/4422/04/02 જાણ સેવાઓ વાટે  
સર્વિસ કોર્ડ નંબર 30-5-2007, 4-44-04-04/02/02  
સર્વિસ કોર્ડ નંબર 14/74-5-2007, 2002/4422/04/02 જાણ સેવાઓ વાટે  
સર્વિસ કોર્ડ નંબર 11/1002/4422/24/02 જાણ સેવાઓ વાટે

**ENDORSEMENT**  
**CATEGORY-III**

Subj: Stop-gap Lecturers - Regularisation  
Regarding

- Refer: (1) W.P.No.21165/1992 & others  
dated: 28-09-1994, W.A.No.2443  
to 2606/1995 dated:20/21-01-1997  
(2) No.ED/05/UPC/95 dated:10-06-1998  
of Government of Karnataka.  
(3) No. ED/115/UPC/98 dt:12-06-1998.  
-000-

Your claims for regularisation of Stop-gap Lecturers has been examined in accordance with law laid down by the Hon'ble Supreme Court of India and Hon'ble High Court of Karnataka. You are placed in Category-III. As there is need and vacancy exists in your present Institution/sister Institution of the same Management, you have been regularised as Lecturer in **CHEMISTRY** with effect from 05-06-1998.

2. In case you possess 55% marks in the Master's Degree and a pass in NET/SLET, your pay will be fixed at the minimum of the USC Pay Scale for Lecturer at Rs.2200-4000 + allowances from the date of regularisation. Otherwise, at present, you will be fixed, in the minimum of the State Pay Scale for Lecturer at Rs.2850-3850 + allowances from the date of regularisation. Meanwhile you will be given an opportunity to acquire the requisite qualification within three years from the date of your regularisation.

3. Your claims for suitable pay scales will be decided after the receipt of the original documents such as BSLC/Degree/Master Degree certificated and other relevant documents and will be processed by the concerned Regional Joint Director, and, subject to local audit verification. If at any time, it is found that these orders have been obtained by making any wilful and fraudulent misrepresentation of facts, the undersigned will be at liberty to take appropriate legal action to cancel these orders. These orders are issued as per the directions of the Education Department, Government of Karnataka, Bangalore.

*P. Narayanaiah*  
COMMISSIONER FOR COLLEGIATE EDUCATION.

To: Crt/Act.  
131. Kollappa.V.,  
Lecturer in Chemistry,  
Govindanna College,  
SIRSAHALLI.

- Copy:
1. The Principal, Govindanna College, Sirsahalli.
  2. The Management, Govindanna College, Sirsahalli.
  3. The Secretary-I, Education Department, Bangalore.
  4. The Joint Director, R.O., D.C.E., Mangalore.
  5. Spare Copy. C. Office Copy.

TRUE COPY  
ATTESTED BY  
*[Signature]*  
Principal  
Govinda Dasu College  
Sirsahalli - 574 152

**Order of Confirmation of Services of Mr Vageesha .S Lecturer, Dept of Samskritha**

ESTD:-1916



**H.V. SANGHA (R.)** Regd:-1973  
ಹಿಂದು ವಿದ್ಯಾದಾಯಿನೀ ಸಂಘ (ರಿ.)

SURATHKAL.-575 014,D.K. Phone : 0824 - 2406362 Email : hv.sangha@gmail.com

MANAGING :  
Govinda Dasa Pre University College  
Hidyadayeene Eng. Model School  
Dr. Sambasivanrao Mr. Pre. School, Katar

Govinda Dasa Pre Grade College  
Hidyadayeene High School  
Bhaya Hidyadayeene Mr. Pre. School

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**ORDER OF CONFIRMATION OF SERVICE**

The services of Mr. Vageesha. S, Lecturer in Samskritha, Govinda Dasa College, Surathkal, are confirmed with effect from 28.04.2007 on successful completion of the probationary period of two years.

He is governed by the rules & regulations of the Institution in force from time to time.

Date: 30.06.2007



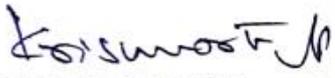
Secretary  
Hindu Vidyadayinee Sangha®  
Surathkal  
SECRETARY  
HINDU VIDYADAYINEE SANGHA  
SURATHKAL, D.K. -

To:

Mr. Vageesha S.,  
Lecturer in Samskritha,  
Govinda Dasa College, Surathkal.

Copy to :

- 1) The Principal, Govinda Dasa College, Surathkal for information and necessary action.
- 2) Office Copy

  
Prof. P. Krishnamoorthy ✓

**Principal**  
**Principal**  
**Govinda Dasa College**  
**Surathkal-575014, D.K.**

ಹಿರಿಯ ಪದವ್ಯಧ್ಯಯೋಗ್ಯ ಪಠ್ಯದ ಉತ್ತರ ಪರೀಕ್ಷೆಗಳು

ವಿಧಾನ:- ೨೫-೨೨-೧-1992ರಂದು ಮೂಲದ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ಪರೀಕ್ಷೆ  
 ನಡವಳಿಯನ್ನು ಮುಗಿಸಿದ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ  
 ನಡವಳಿಯನ್ನು ಪರಿಗಣಿಸುವುದಾಗಿ ಕೂಡಿಸಿ ಬರೆಯಿರಿ.

ಹಿರಿಯ:- ಮುಂಗಡದ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು  
 ಇದರಲ್ಲಿಯೂ ಉತ್ತರ ಪರೀಕ್ಷೆ: ಕಾರ್ಯ:ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ:  
 ಮಾರ್ಚ್:೨೧-೯೨, ಡಿಸೆಂಬರ್:೨೦೯೨ ರವರೆಗೆ 1992.

ಉತ್ತರ ಪರೀಕ್ಷೆ: ಡಿಸೆಂಬರ್:೨೦೯೨ ರವರೆಗೆ:೨೧-೨-೧೯೯೩.

ಮೇಲಿನ ವಿಧಾನಕ್ಕೆ ಸಂಬಂಧಿಸಿದ ಹಿರಿಯರನ್ನು ಉತ್ತರ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು  
 ಇದರಲ್ಲಿಯೂ ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ಪಠ್ಯದ ಉತ್ತರ ಪರೀಕ್ಷೆಗಳನ್ನು  
 ನಡವಳಿಸುವ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು ಮತ್ತು ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ  
 ನಡವಳಿಸುವ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು ೨೫-೨೨-೧-1992ರಂದು ಉತ್ತರ  
 ಪರಿಗಣಿಸುವುದು, ಪರಿಗಣಿಸುವುದಾಗಿ.

1. ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ಕೆಲಸ ಮಾಡುವುದು, ನಡವಳಿಸುವ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು, ಮಾರ್ಚ್:೨೧, ೯೨.
- (1) ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ಪರಿಗಣಿಸುವುದು ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ಪಠ್ಯದ ಉತ್ತರ ಪರೀಕ್ಷೆಗಳನ್ನು ನಡವಳಿಸುವ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು ಮತ್ತು ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ನಡವಳಿಸುವ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು.
- (2) ಉತ್ತರ ಮೂಲದ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ಮಾರ್ಚ್:೨೧-೨೨-೧-1992ರಂದು ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ಪರಿಗಣಿಸುವುದು ಮತ್ತು ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ನಡವಳಿಸುವ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು ಮತ್ತು ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ನಡವಳಿಸುವ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು.
- (3) ಉತ್ತರ ಮೇಲಿನ ಉತ್ತರ ೨೫-೨೨-೧-1992 ರಂದು ೨೨೦೦-75-೨೨೦೦-100-1000 ರವರೆಗೆ ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ಮಾರ್ಚ್:೨೧-೨೨-೧-1992ರಂದು ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ನಡವಳಿಸುವ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು ಮತ್ತು ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ನಡವಳಿಸುವ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು.
- (4) ಉತ್ತರ ೨೫-೨೨-೧-1992ರಂದು ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ನಡವಳಿಸುವ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು ಮತ್ತು ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ನಡವಳಿಸುವ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು.
- (5) ಉತ್ತರ ಮೂಲದ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ಉತ್ತರ ಡಿಸೆಂಬರ್:೨೦-೧-1993.
- (6) ಉತ್ತರ ಮೂಲದ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ಉತ್ತರ ಡಿಸೆಂಬರ್:೨೦-೧-1993ರಂದು ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ನಡವಳಿಸುವ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು ಮತ್ತು ಉತ್ತರ ಪದವ್ಯಧ್ಯಯೋಗ್ಯತೆ ನಡವಳಿಸುವ ಕಾರ್ಯದ ಕೆಲಸ ಮಾಡುವುದು.

*Prof. P. Krishnamoorthy*  
 Prof. P. Krishnamoorthy ✓

**Principal**  
**Principal**  
**Govinda Dasa College**  
**Surathkal-575014, D.K.**

ಕಾರ್ಯಾಲಯ ಸೂಚನೆ

ಕಾರ್ಯಾಲಯ ಸೂಚನೆಯ ವಿವರಗಳು

ದಿವ್ಯಾನು ನೋಂದಣಿಗಾಗಿ ರೀಟಿಂಗ್ ಮಾಡಿ ಕಾರ್ಯಾಲಯ ಸಂಸ್ಥೆ  
ಸ್ನಾತ-ಗ್ರಾಜ್ ಉಪನ್ಯಾಸಕರಾಗಿಯೂ ಶ್ರೀ ಎಸ್.ವಾಣಿಶ  
ಇವರ ಸೇವಾ ಸಕ್ರಮಣೆ ಸಂಬಂಧವಾಗಿ ಹೊರತಿಸಲಾಗಿದ್ದ  
ಈ ಕಛೇರಿಯ ದಿನಾಂಕ: 14-8-98ರ ಹಿಂಬರಹವನ್ನು  
ಮುನ್ನಡೆಸುವ ಮೂಲಕ ಸೇವಾ ಸಕ್ರಮಣೆಗೊಳಿಸುವ  
ವಿಷಯ

- 1) ಉಚ್ಚ ನ್ಯಾಯಾಲಯವು ರಿಟ್ ಅರ್ಜಿ ಸಂಖ್ಯೆ:2165/92 ಮತ್ತು ಇವರ ರಿಟ್ ಅರ್ಜಿಗಳ ಸಂಬಂಧವಾಗಿ ದಿನಾಂಕ 28-09-94 ರಲ್ಲಿ ನೀಡಿರುವ ತೀರ್ಮಾನ.
- 2) ಉಚ್ಚ ನ್ಯಾಯಾಲಯವು ರಿಟ್ ಅರ್ಜಿ ಸಂಖ್ಯೆ:2443 ಉಂದ 2806/98ರ ಸಂಬಂಧವಾಗಿ ದಿನಾಂಕ:20/21-01-97ರಲ್ಲಿ ನೀಡಿರುವ ತೀರ್ಮಾನ.
- 3) ದಿನಾಂಕ: 30-8-98ರ ಸಂಖ್ಯೆ ಇಡಿ-85-ಯುಪಿ-98ರ ಸರ್ಕಾರಿ ಪತ್ರ
- 4) ದಿನಾಂಕ: 12-08-98ರ ಸಂಖ್ಯೆ ಇಡಿ-115-ಯುಪಿ-98ರ ಸರ್ಕಾರಿ ಪತ್ರ
- 5) ಈ ಕಛೇರಿಯ ದಿನಾಂಕ: 14-08-98ರ ಸಂಖ್ಯೆ ಸಿ.ಸಿ.ಇ-08-ಎಸ್.ಸಿ.ಇ-ಎಸ್.ಎಸ್.ಎಸ್-98-99ರ ಹಿಂಬರಹ
- 6) ಸಂಸ್ಥೆಯ ನೋಂದಣಿಗಾಗಿ ಕಾರ್ಯಾಲಯ ಅಡಳಿತ ಪರಿಷತ್ತಿನ ಅಧ್ಯಕ್ಷರ ದಿ: 18-09-2004ರ ಕರಾವಳಿ ನಿರೀಕ್ಷಿಸುವ ಪತ್ರ
- 7) ಮಂಗಳೂರಿನ ಪ್ರಾದೇಶಿಕ ಅಂತರರಾಜ್ಯದ ದಿನಾಂಕ: 05-11-2004ರ ಸಂಖ್ಯೆ:ಕಾ.ಸಿ.ಇ/ಪ್ರಾ.ಸಂ/09/ಅಮು/2003-04ರ ಪತ್ರ
- 8) ಈ ಕಛೇರಿಯ ದಿನಾಂಕ: 27-01-2005ರ ಸಂಖ್ಯೆ ಸಿ.ಸಿ.ಇ/28/ಪ್ರಾ.ನ್ಯಾ.ಉ(ಅ.ಸಿ.ಇ)/2002ರ ಪತ್ರ (ಸಕ್ರಮಣೆಗೆ ಹಿಂಬರಹವನ್ನು ಮಾಡಿರುವ ಪತ್ರ)
- 9) ದಿನಾಂಕ: 28-04-2005ರ ಸಂಖ್ಯೆ ಇಡಿ-178-ಯುಪಿ-2004ರ ಸರ್ಕಾರಿ ಪತ್ರ (ಸಕ್ರಮಣೆಗೆ ಅನುಮೋದನೆ ನೀಡಿರುವ ಪತ್ರ)

\*\*\*\*

ಪರಿಶೋಧನೆ :-

ಕಾರ್ಯಾಲಯ ಸೂಚನೆಯ ಅನುಷ್ಠಾನ ಕಾರ್ಯಾಲಯಗಳಲ್ಲಿ ಸೇವೆ ಸಲ್ಲಿಸುತ್ತಿರುವ ಸ್ನಾತ-ಗ್ರಾಜ್ ಉಪನ್ಯಾಸಕರುಗಳ ಸೇವಾ ಸಕ್ರಮಣೆ ಸಂಬಂಧವಾಗಿ ನಿರೀಕ್ಷಿಸಿರುವ ಸರ್ವೋಚ್ಚ ನ್ಯಾಯಾಲಯ ಹಾಗೂ ರಾಜ್ಯ ಉಚ್ಚ ನ್ಯಾಯಾಲಯಗಳ ತೀರ್ಮಾನಗಳ ಅಡಿಯಲ್ಲಿ ಕಾರ್ಯಾಲಯ ರೀಟಿಂಗ್ ಶ್ರೀ ಎಸ್.ವಾಣಿಶ, ಸಂಸ್ಥೆ ಸ್ನಾತ-ಗ್ರಾಜ್ ಉಪನ್ಯಾಸಕರು, ರೀಟಿಂಗ್ ಮಾಡಿ ಕಾರ್ಯಾಲಯ ಸಂಸ್ಥೆಗೆ ಇವರ ಸೇವೆಗಳನ್ನು ಪರಿಶೋಧಿಸಲಾಗಿದೆ. ಈ ಪ್ರಕಾರವಾಗಿ ಈ ಕಛೇರಿಯ ದಿನಾಂಕ:

  
Prof. P. Krishnamoorthy

Principal  
Principal  
Govinda Dasa College  
Surathkal-575014, D.K.

ಕರ್ನಾಟಕ ಸರ್ಕಾರ

ಕಾರ್ತವ್ಯ ಶಿಕ್ಷಣ ನಿರ್ದೇಶನಾಲಯದ ಸಹವರ್ತಿಗಳು

ವಿಧಿಯು:- ಶ್ರೀ ಗೋವಿಂದ ರಾಜ ಕಾರ್ತವ್ಯ, ಸೂರತ್ಕಲ್, ರ.ಕ. ಅಂತ್ಯ ಸಮಿತಿಯಿಂದ ಅಂತ್ಯಯಾತ್ರಾ ನೌಕರರನ್ನು ನೇಮಕಿಸುವುದು ಮತ್ತು ಒಳಪಡಿಸುವುದು ಬಗ್ಗೆ.

- ಸಂದೇಶ:-
- 1) ಸರ್ಕಾರಿ ಅದೇಶ ಸಂಖ್ಯೆ:ಇಡಿ:141:ಯುಪಿ:77 ದಿನಾಂಕ:3-10-77.
  - 2) ಸರ್ಕಾರಿ ಅದೇಶ ಸಂಖ್ಯೆ:ಇಡಿ:143:ಯುಪಿ:79 ದಿನಾಂಕ:3-10-81
  - 3) ಪ್ರಾರಂಭವಾಹಿನಿ ವಕ್ರ, ಸಂಖ್ಯೆ: ದಿನಾಂಕ: 5-9-80.
  - 4) ಸರ್ಕಾರಿ ವಕ್ರ ಸಂಖ್ಯೆ:ಇಡಿ:5:ಯುಪಿ:90 ದಿನಾಂಕ: 16-1-81.

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ಅದೇಶ ಕ್ರಮಾಂಕ: ಕಾಡಿಇ:11:ಬಾಕಾಇ:ಪಿಸಿ:87 ಬೆಂಗಳೂರು, ದಿನಾಂಕ: 31-1-1991.

ಆಡಳಿತ ಮಂಡಳಿಯು ಸರ್ಕಾರದೊಂದಿಗೆ ಮಾಡಿಕೊಂಡಿರುವ ಒಪ್ಪಂದದ ಖಂಡ 1(1)ರ ರೀತ್ಯೆ ಅಂತ್ಯ ಸಮಿತಿಯನ್ನು ರದ್ದುಗೊಳಿಸಿ ಈ ಅಂತ್ಯ ಸಮಿತಿಯು ನೇಮಕಾತಿ ನಿಯಮಗಳ ರೀತ್ಯೆ ಅಂತ್ಯ ಮಾಡಿರುವ ಶೋಧಕ - ಶೋಧಕೇತರರನ್ನು ನೇಮಕಿಸಲಾಗಿದೆ. ಈ ನೌಕರರನ್ನು ಲೆಕ್ಕನಾನುಷಾಠದ ವ್ಯವಸ್ಥೆಗೆ ಅಂಗೀಕರಿಸಿ ಮಂಜೂರಾತಿಗೊಳಿಸುವ ನಿರ್ದೇಶನ ನೀಡಲಾಗಿದೆ. ಈ ಅಂಗೀಕಾರಕ್ಕೆ ಕೆಳಕಂಡ ನಿಬಂಧನೆಗಳಿಗೆ ಒಳಪಟ್ಟಿರುತ್ತದೆ.

ನೇಮಕಗೊಂಡ ನೌಕರರು

- (1) ಕನ್ನಡ ಮತ್ತು ಅಂಗ್ಲ ಭಾಷೆಗಳಲ್ಲಿ ಶೋಧಕರನ್ನು ನೇಮಕಿಸಲಾಗಿದೆ.
- (2) ಒಪ್ಪಂದದ ಅನುಸಾರ 2ರ ರೀತ್ಯೆ ಮಾಡಿಕೊಂಡ ಕಡಾರಿಗೆ ಬದಲಾಗಿದ್ದರೂ.
- (3) ಕಾರ್ತವ್ಯ ನಿಗದಿತ ಕಾರ್ಯಕ್ರಮಗಳನ್ನು ಯಾವುದೇ ಕಾರಣದಿಂದ ಕಡಿಮೆಯಾದರೂ ಒಪ್ಪಿಸುವ ಅಧಾರದ ಮೇಲೆ ಕಾರ್ಯನಿರ್ವಹಿಸಲು ನಿರ್ದೇಶಿಸಲಾಗಿದೆ.

ನಂತರ ವೇತನಾನುಷಾಠದ ಪ್ರಾತ್ಯಾಹವಾದುದು ಬಾಗಿಲಾ ಇಲಾಖಾ ವಿನಿಬಂಧನಗಳ ತಪಾಸಣೆಗೆ ಒಳಪಟ್ಟಿರುತ್ತದೆ. ವೇತನ ಅಂಗೀಕಾರಕ್ಕೆ ಕಾರ್ತವ್ಯ ಆಡಳಿತ ಮಂಡಳಿಯು ಸರ್ಕಾರದೊಂದಿಗೆ ಮಾಡಿಕೊಂಡಿರುವ ಒಪ್ಪಂದದ ಅನ್ವಯ ನಿಯಮಗಳಿಗೆ ಒಳಪಟ್ಟಿರುತ್ತದೆ.

(ರೂಪು:-)

ಕಾರ್ತವ್ಯ ಶಿಕ್ಷಣ ನಿರ್ದೇಶನಾಲಯ.

1: ಪ್ರಾರಂಭವಾಹಿನಿ, ಶ್ರೀ ಗೋವಿಂದ ರಾಜ ಕಾರ್ತವ್ಯ, ಸೂರತ್ಕಲ್, ರ.ಕ. 574 158 ಇವರ ಗುರುತಾತಿಗೆ ಬಾಗಿಲಾ ಮುಂದಿನ ಕ್ರಮಕ್ಕಾಗಿ ಅನುಬಂಧದಲ್ಲಿ ನೋಡಿಸಿರುವ ನೌಕರರನ್ನು ನೇಮಕಿಸಲಾಗುವುದಕ್ಕೆ ಮಾರ್ಗದರ್ಶಿ ಅಥವಾ ನಿರ್ದೇಶನಕ್ಕೆ ವರದಿಯನ್ನು ಅಥವಾ ಅನುಬಂಧದಲ್ಲಿ ನೋಡಿಸಿರುವ ನೌಕರರನ್ನು ನೇಮಕಿಸುವುದಕ್ಕೆ ಮಾರ್ಗದರ್ಶಿ ಅಥವಾ ನಿರ್ದೇಶನಕ್ಕೆ ವರದಿಯನ್ನು ಪರಿಶೀಲಿಸಿ ಅದರ ಅಂತ್ಯಯಾತ್ರಾ ಕ್ರಮಬದ್ಧಗೊಳಿಸುವುದಕ್ಕೆ ಮಾರ್ಗದರ್ಶಿ ನೀಡುವುದಕ್ಕೆ.



ಮು.ಶಿ.ಸೋಲೆ.

*[Handwritten Signature]*

Principal  
GOWINDA DASA COLLEGE  
BURTIKAL-574 158

ಕರ್ನಾಟಕ ಸರ್ಕಾರ

ಸಂಖ್ಯೆ ಇಡಿ 292 ಯುಪಿಸಿ 2004(1)

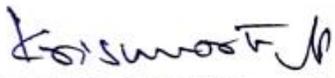
ಕರ್ನಾಟಕ ಸರ್ಕಾರದ ಸಚಿವಾಲಯ,  
ಬಹು ಮಹಡಿ ಕಟ್ಟಡ,  
ಬೆಂಗಳೂರು, ದಿನಾಂಕ:10-12-2004.

ಅಧಿಸೂಚನೆ

ಈ ಅಧಿಸೂಚನೆಗೆ ಲಗತ್ತಿಸಿರುವ ಅನುಬಂಧ-1ರಲ್ಲಿ ಕಾಣಿಸಿರುವ ಕಾರ್ಯಾಚರಣೆ ಶಿಕ್ಷಣ ಇಲಾಖೆಯ ವ್ಯಾಪ್ತಿಯಲ್ಲಿ ಬರುವ ಪಾಸಗಿ ಅನುದಾನಿತ ಪದವಿ ಕಾಲೇಜುಗಳಲ್ಲಿ ಕಾರ್ಯ ನಿರ್ವಹಿಸುತ್ತಿರುವ ಎನ್.ಇ.ಟಿ./ಎಸ್.ಎಲ್.ಇ.ಟಿ./ಪಿ.ಹೆಚ್.ಡಿ/ಎಂ.ಫಿಲ್ ಪಾಸು ಮಾಡಿರುವ ಅರಣ್ಯಕ ಉಪನ್ಯಾಸಕರ ಸೇವೆಯನ್ನು ಕರ್ನಾಟಕ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು (ಅನುದಾನಿತ ಪಾಸಗಿ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳಲ್ಲಿ ಕಾರ್ಯ ನಿರ್ವಹಿಸುತ್ತಿರುವ ಅರಣ್ಯಕ ಉಪನ್ಯಾಸಕರ ಸೇವಾ ವಿಲೀನತೆ(ವಿಲೇಪ) ನಿಯಮಗಳು 2003ರಡಿಯಲ್ಲಿನ ಅವಕಾಶ ಮತ್ತು ಇದಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ ಹೊರಡಿಸಲ್ಪಟ್ಟ ಸ್ಪಷ್ಟೀಕರಣ / ಮಾರ್ಗಸೂಚಿಗಳನ್ವಯ ಈ ನಿಯಮಾವಳಿ ಮತ್ತು ಸ್ಪಷ್ಟೀಕರಣ / ಮಾರ್ಗಸೂಚಿಗಳಿಗೆ ಬದ್ಧವಾಗಿರುವ ಪರಿಶೀಲನೆಗಳನ್ನು ತಕ್ಕದಿಂದ ಜಾರಿಗೆ ಬರುವಂತೆ ಸಂಬಂಧಿಸಿದ ಅನುದಾನಿತ ಪದವಿ ಕಾಲೇಜುಗಳಲ್ಲಿ ಯು.ಜಿ.ಸಿ. ವೇತನ ಶ್ರೇಣಿ ರೂ.8000-275-13500 ನಲ್ಲಿನ ಉಪನ್ಯಾಸಕರ ಹುದ್ದೆಗಳಲ್ಲಿ ವಿಲೀನಗೊಳಿಸಲಾಗಿದೆ.

2. ಈ ಅಧಿಸೂಚನೆಗೆ ಲಗತ್ತಿಸಿರುವ ಅನುಬಂಧ-2ರಲ್ಲಿ ಕಾಣಿಸಿರುವ ಪಾಸಗಿ ಅನುದಾನಿತ ಪದವಿ ಕಾಲೇಜುಗಳಲ್ಲಿನ ಅರಣ್ಯಕ ಉಪನ್ಯಾಸಕರ ಸೇವೆಯನ್ನು ಕರ್ನಾಟಕ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು (ಅನುದಾನಿತ ಪಾಸಗಿ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳಲ್ಲಿ ಕಾರ್ಯ ನಿರ್ವಹಿಸುತ್ತಿರುವ ಅರಣ್ಯಕ ಉಪನ್ಯಾಸಕರ ಸೇವಾ ವಿಲೀನತೆ(ವಿಲೇಪ) ನಿಯಮಗಳು 2003ರಡಿಯಲ್ಲಿನ ಅವಕಾಶ ಮತ್ತು ಇದಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ ಹೊರಡಿಸಲ್ಪಟ್ಟ ಸ್ಪಷ್ಟೀಕರಣ / ಮಾರ್ಗಸೂಚಿಗಳನ್ವಯ ಈ ನಿಯಮಾವಳಿ ಮತ್ತು ಸ್ಪಷ್ಟೀಕರಣ ಮಾರ್ಗಸೂಚಿಗಳಿಗೆ ಹಾಗೂ ಈ ಕೆಳಕಂಡ ಪರಮ್ಗಳಿಗೆ ಬದ್ಧವಾಗಿರುವ ಪರಿಶೀಲನೆಗಳನ್ನು ತಕ್ಕದಿಂದ ಜಾರಿಗೆ ಬರುವಂತೆ ಸಂಬಂಧಿಸಿದ ಅನುದಾನಿತ ಪದವಿ ಕಾಲೇಜುಗಳಲ್ಲಿ ರಾಜ್ಯ ವೇತನ ಶ್ರೇಣಿ ರೂ.6000-11200 ನಲ್ಲಿನ ಉಪನ್ಯಾಸಕರ ಪಾಲಿ ಹುದ್ದೆಗಳಲ್ಲಿ ವಿಲೀನಗೊಳಿಸಲಾಗಿದೆ.

- (i) ಇವರುಗಳ ಶೇಮಕಾತಿ ಹಕ್ಕುಗಳಿಗಾಗಿ, ಜಾರಿಯಲ್ಲಿರುವ ಸೇವಾ ಪರಮ್ಗಳ ನಿಯಮ / ಆದೇಶಗಳ ಅಧೀನಕ್ಕೆ ಒಳಪಟ್ಟಿರುತ್ತದೆ.
- (ii) ಇವರು ಅರ್ಹತಾ ಪರೀಕ್ಷೆಯಲ್ಲಿ ಶೇ.55 ಅಂಕಗಳನ್ನು ಪಡೆದಿರತಕ್ಕದ್ದು.
- (iii) ವಿಲೀನಗೊಂಡ ಈ ಅರಣ್ಯಕ ಉಪನ್ಯಾಸಕರು ಎನ್.ಇ.ಟಿ./ಎಸ್.ಎಲ್.ಇ.ಟಿ. ಯನ್ನು ಪಾಸು ಮಾಡಲು ದಿನಾಂಕ: 12-2-2007 ರವರೆಗೆ ಕಾಲಾವಕಾಶ ನೀಡಲಾಗಿದೆ. ಈ ಅವಧಿಯಲ್ಲಿ ಅವರು ಎನ್.ಇ.ಟಿ./ಎಸ್.ಎಲ್.ಇ.ಟಿ.ಯನ್ನು ಪಾಸು ಮಾಡಿದಲ್ಲಿ ಅವರು ಇತರ ಅರ್ಹ ಉಪನ್ಯಾಸಕರಿಗೆ ಲಭ್ಯವಾಗುವ ಯು.ಜಿ.ಸಿ. ವೇತನ ಶ್ರೇಣಿ ಪದವಿಯು ಅರ್ಹವಾಗುತ್ತದೆ. ಅವರು ಎನ್.ಇ.ಟಿ./ಎಸ್.ಎಲ್.ಇ.ಟಿ.ಯನ್ನು ದಿ: 12-2-2007

  
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