KHANDRA COLLEGE

Accredited by NAAC (2nd Cycle)

(Affiliated to Kazi Nazrul University and Recognized by the UGC under 2(f) & 12[B])

P.O.-KHANDRA, Dt. -PASCHIM BARDHAMAN -713 363

Phone : +91341 2665245 \ +919434580992

Email : info@khandracollege.ac.in

Website : www.khandracollege.ac.in

Ref. No. ....

Date 05/07/20.18

From :
Principal / Secretary
KHANDRA COLLEGE
P.O.: Khandra
Dt: Paschim Bardhaman
Pin : 713 363

Memorandum Of Understanding (MoU) signed between Khandra College and Rahul Computer Centre

The present Memorandum of Understanding (MoU) is signed between Dr. Ashish Kumar Chakraborty, Coordinator, Internal Quality Assurance Cell (IQAC), Khandra College on behalf of Khandra College, Village & P.O. Khandra, Paschim Bardhaman, 713363 (henceforth referred to as the First Party) and Shri Sudam Shil, on behalf of Mssrs Rahul Computer Centre, Dakshin Khanda, Paschim Bardhaman, 713363 (henceforth referred to as the Second Party) on the 5th day of July 2018 for two (02)years, i.e. till the 4th day of July, 2020, on the following terms and conditions:

(1) Understanding the Second Party as a reputed Computer Training Centre in the nearby locality and considering its output, the First party is desirous of getting its students and staff to undergo Training in Computer basics under the guidance and supervision of the Second Party

(2) Such Training will be imparted to the Faculty and Staff within the College premises, while the students will be allowed to go to the centre to participate in the Training Programmes beyond the College hours.

(3) Training of the staff and the students will comprise a tenure of 15 days and 6 months respectively.

(4) For Staff Training, the Centre will be paid a sum of Rs.4000, while the course fee of each student has been fixed at Rs.750 only for a total of six(6) months.

(5) The First Party will forward official proposal to the Second Party before the start of any such training programme along with a list of the proposed trainers

(6) The Second Party will officially intimate the First Party regarding completion of training given to the proposed trainees.

(7) On successful completion of Training, the Centre will issue Certificates in favour of the participants.

(8) The above clauses of mutual understanding and agreement shall remain valid for two (02)years, i.e. till the 4th day of July,2020

.On understanding the above terms and conditions both parties do put their signature herein below so as to establish and validate the present Memorandum of Understanding.

Coordinator
Internal Quality Assurance Cell
A.K.Chakraborty
05/07/18

Date5th July, 2018

Signature of the First Party with Seal

Sudam Shil 05/17/18

Place: Khandra

Signature of Second Party with Seal

Signature of Witnesses with Designation and Address

Asst. Prof in English 05/07/18.
S Dasgupta, Associate Prof in English 5/7/18

Ref. No. KC/Training/RCC/09/18   Date 10/08/2018

From :
Principal / Secretary
KHANDRA COLLEGE
P.O.: Khandra
Dt: Paschim Bardhaman
Pin : 713 363

To
Shri Sudam Shil,
Director,
Rahul Computer Centre,
Dakshin Khanda,
Paschim Bardhaman, West Bengal

Subject: Request to make provision for Staff and Students' Training in Computer Basics for the Academic Session 2018-19

Sir,

In reference to our MoU signed on the 5th day of July, 2018, I do hereby request you to kindly make provision for Staff and Students' Training in Computer for the Academic Session 2018-2019 as per the lists given below.

You are further requested to provide us with detailed report regarding successful completion of the Training Programme by the Staff/ Students for the concerned Academic Session.

Thanking you,

I remain Sir,
Yours sincerely,
Coordinator
Internal Quality Assurance Cell
KHANDRA COLLEGE
(DR.ASHISH KUMAR CHAKRABORTY)
COORDINATOR,IQAC

List of Staff

Sl. No	Name	Designation	Name of the Programme	Duration of the Programme
1.	Dr.Abhisek Bhattacharya	Assistant Professor in English	Training in Computer Basics	16th August,2018- 2nd September 2018 (15 Days)
2.	Prof. Sisirendu Dasgupta	Associate Professor in English	Training in Computer Basics	

SI.	Name	Designation	Course	
3.	Dr. Sudipa Chowdhury	Associate Professor in Bengali	Training in Computer Basics	
4.	Dr. Abhijit Kumar Ghosh	Assistant Professor in Bengali	Training in Computer Basics	
5.	Prof. Tapan Kumar Das	Assistant Professor in History	Training in Computer Basics	
6.	Mr. Gopinath Banerjee	Govt. Approved Part Time Teacher in English	Training in Computer Basics	
7.	Mrs. Rakhi Dhar	Govt. Approved Part Time Teacher in History	Training in Computer Basics	
8.	Ms. Prity Verma	Guest Lecturer in Political Science	Training in Computer Basics	
9.	Mr. Arup Dutta	Guest Lecturer in Political Science	Training in Computer Basics	
10.	Mrs. Sudipta Chowdhury	Govt. Approved Part Time Teacher in English	Training in Computer Basics	
11.	Mr.Subinoy Dey	Clerk	Training in Computer Basics	
12.	Mrs.Santana Dewasi	Geography Lab Attendant	Training in Computer Basics	
13.	Mr. Ranjit Mukherjee	Cashier	Training in Computer Basics	
14.	Mr. Biswanath Dhibar	Clerk	Training in Computer Basics	
15.	Mr.Arpan Sarkar	Clerk	Training in Computer Basics	
16.	Mr. Sisir Sen	Part time Gymnasium Attendant	Training in Computer Basics	
17.	Mr. Swapan Ruidas	Guard	Training in Computer Basics	
18.	Mr.Anath Nandi	Casual Staff	Training in Computer Basics	
19.	Mr. Sevak Banerjee	Casual Staff	Training in Computer Basics	
20.	Mr. Bhaktipada Ruidas	Casual Staff	Training in Computer Basics	

List of Students

Sl. No.	Name of the student	Semester	Discipline	Duration of the Course
1	ANANT KUMAR BURNWAL	6th	B.Com Hons	10th September,2018- 9th March, 2019
2	ANJALI KUMARI THAKUR	6th	B.Com Hons	
3	ANUPAM CHATTERJEE		B.Com Hons	

A. K. Chakraborty Coordinator
Internal Quality Assurance Cell
KHANDRA COLLEGE

RAHUL COMPUTER CENTRE

(GOVT. REG. OF W.B.)

A Computer Education Centre

ADDRESS

At. & Post: Dakshinkhanda, P.s- Andal
Dist- Paschim Bardhaman
Pin- 713321,State- West Bengal
Mob:9832748442
E_mail: sudamshil2016@gmail.com

Ref. No. ....

Date ......12/3/2019..............

To
The Coordinator,
Internal Quality Assurance Cell (IQAC),
Khandra College,
Khandra, Paschim Bardhaman

Subject: Report on Staff and Students' Training in Computer Basics for the Academic Session 2018-19

Sir,

This is to inform you that the following staff and students of your esteemed Institution have successfully completed training in Computer Basics (including MS Office Word, Excel, Power Point and Internet). Under our supervision as per the MoU signed between us on the 5th day of July,2018.

This is for your kind perusal and official record.

Thanking you,

Yours faithfully,

Sudam Shil
12/3/19
(SUDAM SHIL)
Director

List of Staff

Sl. No	Name	Designation	Name of the Programme	Duration of the Programme
1.	Dr.Abhisek Bhattacharya	Assistant Professor in English	Training in Computer Basics	16th August,2018- 2nd September 2018 (15 Days)
2.	Prof.SisirenduDasgupta	Associate Professor in English	Training in Computer Basics	
3.	Dr.Sudipa Chowdhury	Associate Professor in	Training in Computer Basics	

Sl. No.	Name	Designation	Training	
		Bengali		
4.	Dr. Abhijit Kumar Ghosh	Assistant Professor in Bengali	Training in Computer Basics	
5.	Prof.Tapan Kumar Das	Assistant Professor in History	Training in Computer Basics	
6.	Mr. Gopinath Banerjee	Govt. Approved Part Time Teacher in English	Training in Computer Basics	
7.	Mrs. RakhiDhar	Govt. Approved Part Time Teacher in History	Training in Computer Basics	
8.	Ms. PrityVerma	Guest Lecturer in Political Science	Training in Computer Basics	
9.	Mr. Arup Dutta	Guest Lecturer in Political Science	Training in Computer Basics	
10.	Mrs. Sudipta Chowdhury	Govt. Approved Part Time Teacher in English	Training in Computer Basics	
11.	Mr.SubinoyDey	Clerk	Training in Computer Basics	
12.	Mrs.SantanaDewasi	Geography Lab Attendant	Training in Computer Basics	
13.	Mr. Ranjit Mukherjee	Cashier	Training in Computer Basics	
14.	Mr. BiswanathDhibar	Clerk	Training in Computer Basics	
15.	Mr.Arpan Sarkar	Clerk	Training in Computer Basics	
16.	Mr. Sisir Sen	Part time Gymnasium Attendant	Training in Computer Basics	
17.	Mr. SwapanRuidas	Guard	Training in Computer Basics	
18.	Mr.Anath Nandi	Casual Staff	Training in Computer Basics	
19.	Mr. Sevak Banerjee	Casual Staff	Training in Computer Basics	
20.	Mr. BhaktipadaRuidas	Casual Staff	Training in Computer Basics	

List of Students

Sl. No.	Name of the student	Semester	Discipline	Duration of the Course
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2	ANJALI KUMARI THAKUR	6th	B.Com Hons	
3	ANUPAM CHATTERJEE	6th	B.Com Hons	
4	ANUSHREE	6th	B.Com Hons	

Sudan Shit. 12/3/19

Ref. No. Kc/Training/Rcc/15/19.

Date. 02/08/2019.

From :
Principal / Secretary
KHANDRA COLLEGE
P.O.: Khandra
Dt: Paschim Bardhaman
Pin : 713 363

To
Shri Sudam Shil,
Director,
Rahul Computer Centre,
Dakshin Khanda,
Paschim Bardhaman, West Bengal

Subject: Request to make provision for Staff and Students' Training in Computer Basics for the Academic Session 2019-20

Sir,

In reference to our MoU signed on the 5th day of July, 2018, I do hereby request you to kindly make provision for Staff and Students' Training in Computer for the Academic Session 2019-20 as per the lists given below.

You are further requested to provide us with detailed report regarding successful completion of the Training Programme by the Staff/ Students for the concerned Academic Session.

Thanking you,

I remain Sir,
Yours sincerely,

A. K. Chakraborty
02/08/19.

(DR.ASHISH KUMAR CHAKRABORTY)
COORDINATOR,IQAC
Coordinator
Internal Quality Assurance Cell
KHANDRA COLLEGE

List of Staff

Sl. No	Name	Designation	Name of the Programme	Duration of the Programme
1.	Prof. Sanjib Kr. Hazra	Principal	Training in Computer Basics	9th August – 24th August, 2019

2.	Prof. Rajat Hembram	Assistant Professor in Bengali	Training in Computer Basics	
3.	Mr.Kajal Kanti Bandopadhyay	Govt. Approved Part Time Teacher in History	Training in Computer Basics	
4.	Mr. Prasanta Panda	Govt. Approved Part Time Teacher in Mathematics	Training in Computer Basics	
5.	Mrs. Ranita Gupta	Guest Lecturer in Zoology	Training in Computer Basics	
6.	Mrs. Gopali Shampa Roy	Guest Lecturer in Botany	Training in Computer Basics	
7.	Mrs. Uttama Dey	Guest Lecturer in Botany	Training in Computer Basics	
8.	Mr. Kapileshwar Nandi	Govt. Approved Part Time Teacher in Commerce	Training in Computer Basics	
9.	Mr. Sumit Mahato	Guest Lecturer in Philosophy	Training in Computer Basics	
10.	Mrs. Tanusree Mondal	Guest Lecturer in Philosophy	Training in Computer Basics	
11.	Mr. Tarak Nath Nayak	Guest Lecturer in Sanskrit	Training in Computer Basics	
12.	Ms. Mitali Sen	Guest Lecturer in Sanskrit	Training in Computer Basics	
13.	Mr. Ambuj Ghosh	Guest Lecturer in Physical Education	Training in Computer Basics	
14.	Dr. Abhijit Kumar Ghosh	Assistant Professor in Bengali	Training in Computer Basics	
15.	Dr. Sudipa Chowdhury	Associate Professor in Bengali	Training in Computer Basics	
16.	Prof. Paritosh Kumar Dhara	Associate Professor in Philosophy	Training in Computer Basics	
17.	Mr. Joydeb Kumbhakar	Guest lecturer in Bengali	Training in Computer Basics	
18.	Mr. Soumitra Singha Mahapatra	SACT II in Bengali	Training in Computer Basics	
19.	Mr. Arun Kumar Shah	SACT I in Hindi	Training in Computer Basics	
20.	Mr. Aman Vishwakarma	Guest Lecturer in Hindi	Training in Computer Basics	

A. K. Chakrabarty 02.08.19.

RAHUL COMPUTER CENTRE
(GOVT. REG. OF W.B.)

A Computer Education Centre

ADDRESS

At. & Post: Dakshinkhanda, P.s- Andal
Dist- Paschim Bardhaman
Pin- 713321,State- West Bengal
Mob:9832748442
E_mail: sudamshil2016@gmail.com

Ref. No. ....

Date 6/3/2020

To
The Coordinator,
Internal Quality Assurance Cell (IQAC),
Khandra College,
Khandra, Paschim Bardhaman

Subject: Report on Staff and Students' Training in Computer Basics for the Academic Session 2019-20

Sir,

This is to inform you that the following staff and students of your esteemed Institution have successfully completed training in Computer Basics (including MS Office Word, Excel, Power Point and Internet). Under our supervision as per the MoU signed between us on the 5th day of July,2018.

This is for your kind perusal and official record.

Thanking you,

Yours faithfully,

Sudam Shil
6/3/2020
(SUDAM SHIL)
Director

List of Staff

Sl. No	Name	Designation	Name of the Programme	Duration of the Programme
1.	Prof.Sanjib Kr. Hazra	Principal	Training in Computer Basics	9th August – 24th August, 2019
2.	Prof.RajatHembram	Assistant Professor in Bengali	Training in Computer Basics	
3.	Mr.Kajal Kanti Bandopadhyay	Govt. Approved Part Time Teacher in History	Training in Computer Basics	
4.	Mr. Prasanta Panda	Govt. Approved Part Time Teacher in Mathematics	Training in Computer Basics	
5.	Mrs. Ranita Gupta	Guest Lecturer in Zoology	Training in Computer Basics	

6.	Mrs. GopaliShampa Roy	Guest Lecturer in Botany	Training in Computer Basics	
7.	Mrs. UttamaDey	Guest Lecturer in Botany	Training in Computer Basics	
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12.	Ms. Mitali Sen	Guest Lecturer in Sanskrit	Training in Computer Basics	
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14.	Dr. Abhijit Kumar Ghosh	Assistant Professor in Bengali	Training in Computer Basics	
15.	Dr.Sudipa Chowdhury	Associate Professor in Bengali	Training in Computer Basics	
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18.	Mr. SoumitraSinghaMahapatra	SACT II in Bengali	Training in Computer Basics	
19.	Mr. Arun Kumar Shah	SACT I in Hindi	Training in Computer Basics	
20.	Mr. AmanVishwakarma	Guest Lecturer in Hindi	Training in Computer Basics	

List of Students

Sl. No.	Name of the student	Semester	Discipline	Duration of the Course

Sudam Shi 6/3/2020