



**KAMARBANDHA COLLEGE**

**কমাৰবন্ধা মহাবিদ্যালয়**

Affiliated to Dibrugarh University

**Supporting Documents for  
NAAC Self Study Report (SSR)  
(1<sup>st</sup> cycle)  
Period: 2017 -2018 to 2021-2022**

<b>Criterion 5</b>	<b>Student Support and Progression</b>
<b>Metric number</b> 5.2.1	Percentage of placement of outgoing students and students progressing to higher education during the last five years
<b>Findings of DVV</b>	Provide Proof like admission letters or identity cards or higher degree certificates for Borshanta Gogoi Aman Ali Manuj Chetry Dipsikha Bora Pranami Bora Junmoni Saikia for 2017-18 , Khirud Hazarika Mousum Gogoi Nilomoni Das Arup Das for 2018-19 , Bidyut protim Dutta Ajoy Bawri Porikshit Bora Ujjal Bawri for 2020-21 and Arfida Begum Beauty Borbora for 2021-22 progressing to higher education for the year 2017-18 , 2018-19 , 2019-20, 2020-21 and 2021-22.

**Submitted to**



**National Assessment and Accreditation Council**

**Admission letters or identity cards or higher degree certificates for Borshanta Gogoi Aman Ali Manuj Chetry Dipsikha Bora Pranami Bora Junmoni Saikia for 2017-18 , Khirud Hazarika Mousum Gogoi Nilomoni Das Arup Das for 2018-19 , Bidyut Protim Dutta Ajoy Bawri Porikshit Bora Ujjal Bawri for 2020-21 and Arfida Begum Beauty Borbora for 2021-22 progressing to higher education for the year 2017-18 , 2018-19 , 2019-20, 2020-21 and 2021-22.**



OFFICE OF THE PRINCIPAL

9365761410

9435515192

# KAMARBANDHA COLLEGE

P.O.: Kamarbandha Ali :: Pin- 785625

Golaghat (Assam)

Sri Atul Saikia, M.A., M.Phil

Principal

[www.kamarbandhacollege.com](http://www.kamarbandhacollege.com)

E-mail ID: [kamarbandhacollege2012@gmail.com](mailto:kamarbandhacollege2012@gmail.com)

Ref. No. : .....

Date: .....

## Clarification Regarding Placement of Students

I hereby clarify that we sent the following names of students in the SSR Data Template , viz. Borshanta Gogoi, Aman Ali, Manuj Chetry, Dipsikha Bora, Pranami Bora and Junmoni Saikia for 2017-18 ,Khirud Hazarika, Mousum Gogoi, Nilomoni Das ,Arup Das for 2018-19,Bidyuit Pratim Dutta , Ajoy Bawri, Porikshit Bora, Ujjal Bawri for 2020-21 and Arfida Begum ,Beauty Borbora for 2020-21 for job placement and not as progressing or enrolling into higher education.

We are attaching herewith the necessary documents of placement of the above mentioned students.

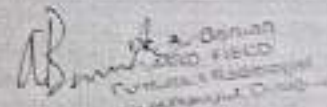
  
( Atul Saikia ) Principal  
Principal Kamarbandha College  
PO K.B. Ali, Golaghat  
Kamarbandha College

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Mr. Borsanta Gogoi, s/o Mr Niren Gogoi, VIII- Gohain Gaon, P.O- Kamarbondha, P/S- Golaghat worked as X-RAY Technician (Radiology Technician) in our clinic from 18<sup>th</sup> May 2020 upto present with our entire satisfaction. During his working period we found him a sincere, honest, hardworking, dedicated employee with a professional attitude and very good job knowledge. He is amiable in nature and he bears a good moral character. We have no objections to allow him in any better position and have no liabilities in our clinic.

We wish him every success in life.

Signature of Head



DR. AJIT BARUAH

MMBS, DMRD

BARUAH DIGITAL X-RAY CLINIC, GOLAGHAT, ASSAM

*Pril*  
Principal  
Kamarbondha College  
PO K.B. Ali, Golaghat

**ACCESS CARD**  
For Service Provider



**Aman Ali**

**MTSTWT174753**

**Vendor:**



*Principal*  
Principal  
Maharaja College  
Hospital

Jorhat

**DUKENHENGRA TEA ESTATE**

P.O. BORJAN, DIST: GOLAGHAT (ASSAM), Pin: 785 625

D/4/48/21-22/84

Date : 25-06-2021

To,

**SRL MONDI CHETRI**

Dukenhengra Tea Estate

P.O : Borjan, Golaghat, Assam

Mobile :

Email :

**Subject: Appointment Letter for the position of "Garden Mohorer cum Computer Operator"**

With reference to your application and the interviews you had with us, we are pleased to appoint you in our organization as "Garden Mohorer cum Computer Operator" with effect from **01-07-2021** based at our Tea Garden at Dukenhengra T.E.

The terms and conditions of your appointment are given below: -

1. Your appointment is subject to your providing, inter alia:
  - a) A relieving letter from your previous employer relieving you from your duties, if any.
  - b) A copy of the last pay slip from the previous employer, if any.
  - c) Address Proof, PAN Card, Aadhar Card, Photograph
  - d) A copy of educational certificate / Marksheet
  - d) A copy of Appointment Letter of your previous company, if any.

**2. Salary**

You will receive salary as per **Annexure I** attached to this letter.

**3. Medical Fitness**

Your appointment is subject to being certified medically fit by the company prescribed or appointed Doctor. If you are, at any time, prevented by ill health, accident or other urgent necessity from attending office or performing your duties, you shall bring this to the notice of the Management as soon as you possibly can and furnish the management with all the information relating thereto as it may reasonably require. If called upon, you shall submit yourself to an examination by a qualified registered medical practitioner appointed or agreed to by the Management and you may be required to produce a certificate of medical fitness

  
Principal  
Kamabandha College  
P.O K.B. Ali, Golaghat



**GOVT OF ASSAM**  
**OFFICE OF THE EXECUTIVE CHAIRMAN-CUM-DIRECTOR**  
**OPEN AND DISTANCE LEARNING,**  
**STATE COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING, ASSAM**  
**KAHILIPARA, GUWAHATI-781019**

**Mark sheet-cum-Certificate of 2-year D.El.Ed (ODL) Examination, 2019**

Certified that Mr/Mrs/Ms **DIPSIKHA BORA** Regn No. **11110068**, a teacher of **BOKOLAI JATIYA VIDYALAYA** school, **GOLAGHAT** district, Assam has undergone the 2-year D. El. Ed (ODL) course, 2017-2019 from the study center at **DIET, GOLAGHAT**, Assam and has successfully completed the 2-year D. El. Ed (ODL) course securing the following Marks/Grades in 1<sup>st</sup> year D. El. Ed Examination, 2<sup>nd</sup> year D. El. Ed. Examination and in the over-all assessment basing the examinations of the 1<sup>st</sup> and 2<sup>nd</sup> year.

1 <sup>st</sup> year D. El. Ed Examination (Full marks=1000)				2 <sup>nd</sup> year D. El. Ed Examination (Full marks=1000)				Over-all Result (Full marks=2000)
Course code	Full marks	Mark obtained	Grade obtained	Course code	Full marks	Mark obtained	Grade obtained	<b>PASS</b>  (i) Total Marks Obtained = 1432  (ii) Grade Obtained: B
01	100	66	C	12	100	63	C	
02	100	64	C	13	50	39	B	
03	50	35	B	14	50	30	C	
04	100	61	C	15	50	32	C	
05	100	55	D	16	100	49	E	
06	100	65	C	17(a)	100	72	B	
07	100	76	B	17(b)	100	60	C	
08	50	26	D	18	50	40	A	
09	100	72	B	Yoga practical	50	44	A	
10 (W/S)	50	42	A	19 (W/S)	50	43	A	
11 (SBA)	150	125	A	20 (practicum)	300	273	O	
<b>Total=</b>	<b>1000</b>	<b>687</b>	<b>C</b>	<b>Total=</b>	<b>1000</b>	<b>745</b>	<b>B</b>	
<b>Total Marks Obtained = 687</b> <b>Grade Obtained = C</b>				<b>Total Marks Obtained = 745</b> <b>Grade Obtained = B</b>				

**Optional subjects: TEACHING OF SOCIAL SCIENCES and TEACHING OF MOTHER TONGUE**

Letter Grade	Point Grade Range	Percentage equivalence	Qualitative value
O	6	90% and above	Outstanding
A	5-5.9	80% - 89.9%	Excellent
B	4-4.9	70% - 79.9%	Very good
C	3-3.9	60% - 69.9%	Good
D	2-2.9	50% - 59.9%	Fair
E	1-1.9	40% - 49.9%	Average
F	0-1	30% - 39.9%	Poor

  
 Principal  
 Kamarbandha College  
 P.O. K.B. Ali, Golaghat

Sl. No. OOL/210071/2017-2019



**GOVT OF ASSAM  
OFFICE OF THE EXECUTIVE CHAIRMAN-CUM-DIRECTOR  
OPEN AND DISTANCE LEARNING,  
STATE COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING, ASSAM  
KAHILIPARA, GUWAHATI-781019**

**Mark sheet from Certificate of 2-year D. El. Ed (ODL) Examination, 2019**


Certified that **Mr/Ms/Ms PRONAMI BORA** Regn No. **11110208**, a teacher of **LOTUS KUTRA ACADEMY** school, **GOLAGHAT** district, Assam has undergone the 2-year D. El. Ed (ODL) course, 2017-2019 from the study center at **DIET, GOLAGHAT, Assam** and has successfully completed the 2-year D. El. Ed (ODL) course securing the following Marks/Grades in 1<sup>st</sup> year D. El. Ed Examination, 2<sup>nd</sup> year D. El. Ed Examination and in the over-all assessment having the examinations of the 1<sup>st</sup> and 2<sup>nd</sup> year.


1 <sup>st</sup> year D. El. Ed Examination (Full marks=1000)				2 <sup>nd</sup> year D. El. Ed Examination (Full marks=1000)				Over-all Result (Full marks=2000)	
Course code	Full marks	Mark obtained	Grade obtained	Course code	Full marks	Mark obtained	Grade obtained	<b>PASS</b>  (i) Total Marks Obtained = 1287  (ii) Grade Obtained = B	
01	100	57	C	01	100	61	C		
02	100	55	C	02	100	54	C		
03	50	25	D	03	50	37	B		
04	100	53	C	04	50	48	C		
05	100	47	C	05	100	58	B		
06	100	41	D	06	100	67	C		
07	100	62	B	07	100	54	C		
08	50	22	D	08	50	31	A		
09	100	48	C	09	100	44	A		
10 (W.O.)	70	41	D	10 (W.O.)	50	43	D		
11 (W.O.)	100	55	C	11 (W.O.)	100	77	C		
<b>Totals</b>	<b>1000</b>	<b>607</b>		<b>Totals</b>	<b>1000</b>	<b>740</b>	<b>D</b>		
Total Marks Obtained = 607 Grade Obtained = C				Total Marks Obtained = 740 Grade Obtained = B					


Optional subjects: TEACHING OF SOCIAL SCIENCES and TEACHING OF MOTHER TONGUE

Letter Grade	Point Grade Range	Percentage equivalent	Qualitative value
O	90-100	90% and above	Outstanding
A	80-89	80% to 89%	Excellent
B	70-79	70% to 79%	Very good
C	60-69	60% to 69%	Good
D	50-59	50% to 59%	Fair
E	40-49	40% to 49%	Average
F	30-39	30% to 39%	Poor

Date: 17-03-2020  
Place: Dibrugarh

  
Executive Chairman-cum-Director  
D. El. Ed (ODL) course  
SCERT, Assam

  
Joint Controller of Examination  
D. El. Ed (ODL) course  
SCERT, Assam

  
Controller of Examination  
D. El. Ed (ODL) course  
SCERT, Assam

  
Principal  
Kamabandha College  
PO K.B. Ali, Golaghat



## Volunteer Acceptance Letter

Date: 09/08/2022

Mr. Junmoni Saikia  
Golaghat, Assam.

Dear Junmoni Saikia,

Welcome

We are delighted to have you as volunteer with UIC I. As discussed, the Trust is Engaged in activities focused towards causes - primarily enabling Education. Supporting the cause of Education and Training as a means of social upliftment by various activities to address the problem of literacy and numeracy that affects millions of children in India. You will work with members of the Trust's team in the area of Enabling Education during the time period of engagement as a volunteer with the Trust.

Please sign a copy of this letter and general terms and conditions and return to the undersigned.

Look forward to working with you!

Yours Sincerely,

For Ujwal India Charitable Trust:



Authorized Signatory

I accept to be a volunteer as outlined above.

Name: Junmoni Saikia

Date: 12.08.2022

Junmoni Saikia

Signature





 **AROHAN**

AAVISHKAR GROUP

Name : **Khirud Hazarika**

Employee No. : 14566

DOJ : 05.03.2020

*Khirud Hazarika*

Signature of Employee

Ref: AR/19-20/APP/ZO/14566

Date: 05-Mar-20



To,

Khirud Hazarika,

Vill: Gohain Gaon, PO: Kamarbandha Ali,

PS: Golaghat, PIN: 785625, Assam

### APPOINTMENT LETTER

Dear Khirud,

With reference to your application for employment and subsequent interview, the management is pleased to inform you that you have been selected for the position of **Customer Service Representative** in our **Operations** department with **Arohan Financial Services Limited** (herein after the Company), a company registered under the Companies Act, 1956 with its registered Head Office situated at Kolkata.

You will be posted at our **Kaki Branch** This appointment is effective from **05-Mar-20**.

The terms and conditions of your appointment are appended below:

1. Your CTC will be **Rs.2,24,844.00 (Two Lakh Twenty Four Thousand Eight Hundred and Forty Four Only)** bifurcated into two parts i.e. Fixed and Variable, additional benefits if applicable will be separately mentioned. The detailed Compensation & Benefit structure is annexed herewith for your reference and agreement. The company would make required contributions towards Employee Provident Fund, ESIC, Gratuity as per the eligibility criteria. Taxes, as applicable, will be deducted from the Salary.
2. You will be on probation for a period of **90 days** from the date of appointment, on the expiry of which your performance will be reviewed and you will be confirmed in your post, provided, your work and conduct are found to be satisfactory. The company has the right to extend your probation period. You shall continue to be on probation unless confirmed in writing by the management.
3. During probation, the period of notice required for cessation of employment is **30 days** on either side. In case of unsatisfactory work or conduct during the probationary period, your services are liable to be terminated any time without notice or without assigning any reasons & without Salary there to.
4. After confirmation, the period of notice required for cessation of employment is **60 days** or salary (Net pay) in lieu of the notice. The Company may terminate your services by giving the same notice or salary in lieu thereof. It will be in case you are incapacitated by reason of illness, accident or any other cause and cannot perform your duties, the company at its options grant leave for reasonable time on full pay or half pay or without pay or terminate your services.
5. Without prejudice to any other provisions, your employment with the company may be terminated at any time with immediate effect on following grounds or any grounds that are in violation of the company's HR Policies, Rules & Regulations or Code of Conduct.
  - a) You are unable to perform your duty up to the expectation and not improved yourself even after the Performance Improvement Plan (PIP)
  - b) Convicted in a criminal case
  - c) Involvement in fraud within or outside the company

- d) Sexual harassment charges which are proven after an enquiry as per the guidelines laid down by the organization's POSH Policy
  - e) Found guilty of major misconduct on enquiry as listed in the company service rules
  - f) Any other misconduct or any act of commission or omission that may affect adversely the interest or reputation of the organization.
6. You shall undertake and agree that all property including all correspondence addressed to or by you, specification, vouchers, literature, equipment, important data and other goods etc. or property of any nature whatsoever belonging to the Company or relating to the Companies' business which shall come into your possession during the course of your employment or otherwise shall be held by you as a trustee for the Company and shall deliver the same to the Company in case of severance of your employment with us or on demand without claiming any lien or right whatsoever thereon.
  7. That you shall at all-time diligently and faithfully serve the Company and shall devote your whole time and attention exclusively to the business and interests of the Company and to the best of your skill carry out your duties and shall punctually attend to your duties at the place or places where you are posted. You shall not directly or indirectly engage yourself in any other profession, politics, Trading, business or enter the services of or be employed for any part of your time by any other person whatsoever without the written permission of the management. Management reserves the right to take necessary action under such circumstances.
  8. You shall hold yourself in readiness to perform any duties required of you by your superiors to the best of your ability. Any breach of this order shall constitute gross misconduct and disciplinary action shall be initiated in accordance with the companies' conduct rules.
  9. Your services are transferable to the Branches or other offices of the Company or any of its associated Company, whether in existence or which may come up in future at any time within the territory of the Indian Union and due to this transfer, your service conditions will not be affected. The Company may assign you different responsibilities from time to time and may change your designation, job description and place of work at its sole discretion.
  10. That your appointment will be further subject to the verification of your credentials, testimonials and other particulars mentioned by you in your application at the time of your appointment. In case it comes to the notice of the Management that the particulars given by you in your appointment were wrong or concealed, your appointment shall be rendered void ab-initio and will, therefore, be deemed cancelled with conduct rules of the company.
  11. That you will inform the Management about your correct residential address as well as your permanent address as well as changes from time to time forthwith. In the event of your not informing the Management about the change in your address, any communication sent to you at the last address available with the company shall be deemed to have been served on you. The management may also paste a copy of the letter on notice board, which shall be considered to be sufficient service on you.
  12. That you will be regular and punctual in attending to your duty and will not absent yourself without proper approval from the competent authority. You have been employed to perform the core activity of the company and in case of absence for a continuous period of 15 days including absence when leave though applied for but not granted and when over stayed for a period of 15 days would make you to lose your lien on the service and the same shall automatically come to an end without any notice or intimation.
  13. You will be bound by rule and regulations enforced by the management, from time to time in relation to conduct, discipline, leave, holidays or any matter relating to service conditions, as amended from time to time, which will be deemed as rules, regulations and orders in the parts of these terms of employments.
  14. During the tenure of service, you will keep your emoluments secret from other members of the organization and will treat all information coming to you as strictly confidential and the information contained in all documents and papers and other matters relating to the company will not divulged by you to any person other than those of the management.

15. In case you are charged with any act of misconduct, you may be suspended from service pending inquiry. During suspension period, you will be entitled to 50% of your Salary (Basic Pay) towards subsistence allowance subject to your marking of attendance on the working days at any time during working hours. While claiming suspension allowance, you will give an undertaking every month in writing that you were neither employed nor self-employed during such period.
16. Should there be any mishap or untoward event which may result into partial or total disablement or could be fatal, any employee who will be victim of such accident he/ She or his/her dependents will be entitled to the benefits under company insurance. However, if an employee is a member of ESIC then such obligation will be on the part of the ESIC.
17. You will be eligible for the annual performance management system, if your date of joining with the company is on or before 30<sup>th</sup> September of the respective financial year and you are a confirmed employee and not serving notice period as on 31<sup>st</sup> March of the respective financial year.
18. You will automatically retire from the services of the organization on attaining the age of 60 years, which is the age of superannuation in your case.
19. You will be entitled for leave as per company rules.
20. You will abide by the service conditions of the company as in force from time to time.
21. You will carry fiduciary responsibility on behalf of the company and towards this will sign covenants of fidelity and application of due diligence, as required by the company.
22. Any amendments in this appointment letter are valid only if given to you in writing under the signature of the undersigned, or an officer duly authorized by the company.

If you are agreeable to the aforesaid terms and conditions, please return the duplicate copy of this letter with your signature at the bottom of each page, signifying your acceptance.

We welcome you to the Arohan Family.

Yours sincerely,

For Arohan Financial Services Limited



(Regional Head- Senior Manager)

I accept the terms and conditions as specified above and in token thereof, affix my signature at the bottom of each page of this appointment letter.

Date: 05/03/2020


Place: GHY

Rhimel Hazaniles  
Signature & Name  
05/03/2020

Arohan Financial Services Ltd.

Compensation Structure

Name	Khirud Hazarika				
Designation	Customer Service Representative				
Payments		Rs.	Deductions		Rs.
	As % of basic pay			As % of basic pay	
Basic Pay		7824	Employee's Contribution to PF	12%	913
House Rent Allowance	25%	1956	Professional Tax		150
Bonus	8%	626	ESI		76
Confirmation Allowance		0			
Retention Allowance		0			
<b>Gross</b>		<b>10188</b>	<b>Total Deductions</b>		<b>1139</b>
<b>Take-home pay for the month (excluding petrol)</b>					<b>9049</b>

Other Benefits	Monthly	Annually
Petrol Reimbursement	913	
Employer Contribution to PF	939	11267
ESIC (Employer Contribution)	484	5807
Gratuity		4514
<b>Total</b>	<b>2336</b>	<b>21588</b>
<b>Annual Fixed CTC</b>		<b>143844</b>
 Business Incentive*	6750	81000
<b>Total CTC</b>		<b>158224</b>



**Muthoot Finance Limited**

Muthoot Towers Akshaya New Delhi 110019

Ph: 011 46627777, Mail: www.muthootfinance.com

Employee Code: DM26033

Date: 03/05/2021

**MUSOUM GOGGI**  
CHAITA GADA,  
COLAGHAT, BOKOLA,  
ASSAM, GOLAGHAT - 786025

**Sub: LETTER OF APPOINTMENT**

Dear **MUSOUM**

We refer to your application dated 30/03/2021, and subsequent interview you had with us, we are pleased to appoint you in our organization as **JUNIOR RELATIONSHIP EXECUTIVE** with effect from 03/05/2021 on the following terms and conditions.

1. You shall be initially on probation for a period of One (1) year, which may be extended for such further periods as the Organization may in its sole and absolute discretion, deem fit and proper. You shall not be deemed to be confirmed in the services of the Organization, after the completion of the said probationary period or the extended probationary period, unless you are specifically informed in writing to that effect, by the Organization. During the probationary period, your services can be terminated at any time, without assigning any reason.

2. You will be paid a monthly consideration of Salary Defined below during your probationary period and the said salary / pay shall be inclusive of Basic Pay, Dearness Allowance and Special Allowance. Please take note that the Performance Allowance is a special allowance and the management has the right to withdraw the Performance Allowance without notice in case you are not performing well according to the expectations of the management. During the probationary period, you shall not be entitled to any other allowance, pay or cash benefit or any other privileges or benefits.

3. Detailed Salary structure is attached as annexure.

4. If you successfully complete the probationary period or the extended probationary period then on confirmation of your appointment by us in writing, you may be placed in such regular salary / pay scale as the organization deems fit and thereafter during you shall be entitled to such other benefits as are referred to be granted to you by the organization, subject to satisfactory job performance, conduct, etc. and no benefit henceforth shall accrue to you.

5. While in the employment of our organization, you shall not accept any other employment whatsoever either for remuneration or otherwise, nor shall you directly or indirectly engage yourself in any trade, business or occupation whatsoever and shall devote your full time and energy in discharging your duties faithfully, sincerely, efficiently and diligently and to the best of your ability and make best efforts to use your knowledge and skill in the continuation and development of our organization's business and activities.

6. You will work in the Section / Department/Branch, wherever you are placed and will do to the satisfaction of the organization such work as is given to you from time to time, by your Superior. You shall also work extra time and on days of weekly / paid holidays for the organization whenever called upon to do so.

7. Your services shall be liable to be transferred from one post to another, from one job to another, from one Department to another or to any of the organization's Branches, Offices, or workplaces or sites which are situated in India, whether at present they are in existence or not or to such branches or offices or workplaces or sites which may be opened in future.

8. Your appointment shall be subject to your being declared medically fit by the Medical Practitioner specified by the organization. In the event of your being declared medically unfit, your appointment shall stand as lifted as if you were never in the employment of the organization.

9. You shall not take any papers, books, computer software, materials, document or any other property of the organization out of the work premises, nor shall you in any way or any form disclose, divulge to anybody or make public any information or matter concerning the activities, accounts, transactions, dealings, trade/business secrets, or information relating to or of the organization or its business or otherwise, whether the same may be divulged in you or become known to you in the course of your employment or otherwise, not only during your service, but even after you cease to be in the services of our organization. You shall be responsible for and shall take proper care of all books, computer software, materials, documents or any other property, etc., generally and specifically entrusted to you.



*Musoum Goggi*

03.05.2021

*Sailesh*  
Principal  
College  
Jaghat

8. During your employment with the organization, you shall be subject to such rules and regulations and the employee code of conduct as may be made by the organization from time to time at its discretion, whether they are retroactively applied to you or not.

9. If you remain absent without sanctioned leave or exceed the leave originally granted or subsequently extended, you shall forfeit the job post held by you automatically, unless you return within 15 days of the commencement of the absence or entry of the sanctioned leave, as the case may be, and explain to the satisfaction of the Management in writing the reasons of the unauthorized absence and inability to return on the expiry of the leave already sanctioned, as the case may be.

10. If at any time, it is found that you had at the time of appointment given false information regarding your name, age, parentage, qualification, marital status, etc., or any other personal information, knowing it to be false, or had knowingly suppressed any such or other material information, you shall be deemed to have terminated your employment with the organization from the day a communication in this regard is posted and delivered to you, without payment of any benefits whatsoever.

11. You shall do everything within your duties and take protection as required for organization's property and interests and to prevent any accident or damage to organization's property or interests.

12. During your employment in the organization, the Management shall have the right to require you to submit yourself for medical examination at the organization's cost by any Registered Medical Practitioner of its choice at the organization. If on such examination you are found to be medically unfit, then your services shall be terminated forthwith by giving one month's notice or one month's salary in lieu of the notice period.

13. In the event of your services being terminated for any reason whatsoever or if you leave our employment of your own, then you will be obliged to account for and return any property of the organization including cash if any, etc. in your possession, custody or charge. Your failure to comply with the same shall give the right to the organization to withhold your salary, incentive benefits and property apart from any other action which the organization shall deem fit to initiate against you in the matter.

14. After expiry of the said probationary period, your services may be terminated by giving one month's notice or one month's salary in lieu thereof without prejudice to anything that has been mentioned herein by the company, your services may also be terminated forthwith, even without notice, without notice and/or without paying one month's salary in lieu of such notice, in case you are found to be incompetent/inefficient, in any act of fraud, malpractice, indiscretion, inefficiency, actively or/and misconduct.

In case if you desire to resign from the services of the organization, then you shall give one month's notice to the management of your intention to do so or pay one month's salary in lieu thereof. Under such circumstances, your relieving form the dates is further subject to clearance/NOC by audit department, finance department & HR Department (HR) Dept. On your failure to do so, you shall be liable for all consequences arising there from, including the losses/damages suffered by organization. Your placement is further subject to the terms & conditions agreed by you in the Employment Bond, executed by you, in favor of the organization.

15. Without prejudice to the other terms and conditions mentioned herein, it is expressly agreed that you shall not join any other institution / company / organization which is a competitor to our company and / or is involved in similar business for remuneration or otherwise, minimum period of two (2) years and such two year period shall be computed w.e.f. the day you cease to be an employee of our company either due to your resignation, willful abandonment, termination, retrenchment or any other reason whatsoever.

16. If your services are not otherwise terminated, you shall retire from the services of the organization on attaining the age of 55 years.

17. Further your appointment is subject to your furnishing the following documents at the time of joining.

- (i) Birth Certificate or suitable documentary evidence to prove your correct date of birth.
- (ii) Documents in proof of your educational and other technical qualifications and previous experience.
- (iii) Two recent passport size photographs.
- (iv) Original relieving letter from the previous employer.

18. You shall keep us informed of any change of your local address within 3 days of such change. All Correspondence, communications and notices issued at your above noted address or any change intimated to us in writing will amount to due notice to you.

If the above terms and conditions are acceptable to you, you may return the duplicate copy of this letter duly signed, signifying your acceptance of the above terms and conditions, and report for duty at Corporate Office, New Delhi for a full three weeks training, induction and orientation program before being sent to our branch to take up the assignment, after complying with the aforesaid conditions of your employment.



I have fully read and understood the above Terms and Conditions and do accept the same

Signature of Employee with name

Mousumi Gogoi  
03.05.2021

Baili  
Principal  
Indira College  
Golaghat



Bandhan Bank

Bandhan Bank Limited  
Head Office: 10, Annapurna, 2nd Floor, New Market, Kolkata-700017  
Branch: 100, Park Street, 2nd Floor, Kolkata-700017  
www.bandhanbank.com

PRIVATE AND CONFIDENTIAL

Ref. No. BB/HR/2021/22

Date: 12/4/2021

Mr./Ms. Nilomoni Das  
C/O - Green Dab  
Vill - Navveta East  
P.O - Murmahari  
P.S - Sushila  
Dist - Jorhat  
State - Assam  
Pin - 781002

**Nilomoni Das**

LETTER OF APPOINTMENT

Dear Mr./Ms. Das,

With reference to your application and subsequent discussion with us, we are pleased to offer you employment with Bandhan Bank in the position of Relationship Officer/Super Saver-80 based at Kuda Village(12086) Banking Unit under Goalpara Division at Officer grade.

You shall be required to join the Bank on or before 19-April-2021.

The detailed terms and conditions of your employment are outlined in Annexure I ("Terms of Employment") and compensation details are mentioned in Annexure II ("Compensation Details"). You will also be governed by the policies, rules and regulations of the Company as may be modified from time to time.

Accordingly, please sign and return a copy of this letter of appointment and the employee statement attached herewith indicating your formal acceptance of your employment with the Company on the terms outlined herein. Please affix each page of this letter upon your signature and return to us. This letter of appointment will be treated as an employment agreement between the Company and you and the terms and conditions of this letter of appointment shall govern your employment with the Company.

Kindly note that in case we do not receive your formal acceptance on or before 19-April-2021, this letter of appointment shall automatically be voided.

Yours sincerely,

For Bandhan Bank Limited,

  
Dipu Kumar Mitra  
Head-Business HR Partner Micro Banking & Payroll Management

Nilomoni Das



**Bandhan Bank**

**Bandhan Bank Limited**

Registered Office: Floor 12, Sakinagar, 79/1, Sector V, Salt Lake City, Kolkata - 700091.  
 CIN: L21101WB1997PLN029170. Phone: +91 33 3600 3700. A/c: +91 33 3600 3702  
 Email: info@bandhanbank.com / website: www.bandhanbank.com



**BANDHAN BANK**

**NEW EMPLOYEE JOINING KIT**

*[Handwritten Signature]*  
 Specimen Signature

Employee Name: ARUP DAS  
 (First Name) (Middle Name) (Family / Last Name)

Date of Joining: 25/01/2022

Grade: OFFICER

Role: R.O

Location: DIPHU

Supervisor Details Name: DIPANKAR BORAH

Employee ID: 115673

Role: BUM


Signature: *[Handwritten Signature]*



*[Handwritten signatures and initials at the bottom of the page, including 'Arup' and 'Dail']*

# PHOTO ID PASS


THIS CARD IS FOR ENTRY/EXIT WITHIN NUMALIGARH REFINERY PREMISES ONLY



## BIDYUT PROTIM DUTTA

Work Nature: **Mechanical**  
 Maintenance  
 WID No: **40010376**  
 Blood Grp: **A+**  
 Entry Gate: **Refinery**


Emergency Contact No: **9435524954**      Issued On: \_\_\_\_\_  
 Issued by: **CISF, NRL Unit**



## Numaligarh Refinery Ltd.

Corporate Assn  
Workers Union

3176




Name	BIDYUT PROTIM DUTTA	Issue No.	1
Pass No	BRNMG02388	Issue Status	ISSUED
Other Name	PRANAB DUTTA	Valid From	09-01-2023
Worksite	NRLTY Operation Area	Valid To	31-03-2023
POWV No	11111111	Fire Training	Yes
Vendor	Departmental PO (NRLTY)	Sunday/Holiday	Yes
Other	MS, PNM	Night	No
Job Name	Departmental PO		
FIR Dept	DGM (NRLTY)		

Signature of the issuing authority

\*Issue depends on date of mobile biometric entry to refinery area


Inspector (OPS)  
CISF Unit NRL (U)



## Numaligarh Refinery Ltd.

Corporate Assn  
Workers Union

2011



Name	BIDYUT PROTIM DUTTA	Issue No.	1
Pass No	BRNMG02388	Issue Status	ISSUED
Other Name	PRANAB DUTTA	Valid From	09-01-2023
Worksite	NRLTY Operation Area	Valid To	31-03-2023
POWV No	11111111	Fire Training	Yes
Vendor	Departmental PO (NRLTY)	Sunday/Holiday	Yes
Other	MS, PNM DIRECTORS	Night	No
Job Name	Departmental PO		
FIR Dept	The Refinery/Department		

Signature of the issuing authority

\*Issue depends on date of mobile biometric entry to refinery area

Inspector (OPS)  
CISF Unit NRL (U)

Baili

Principal College

Government of India  
Ministry of Home Affairs  
Central Industrial Security Force  
(Central Armed Police Force)



भारत सरकार  
गृह मंत्रालय  
केन्द्रीय औद्योगिक सुरक्षा बल  
(केन्द्रीय मशम्व पुलिस बल)

नाम : अजय बाउरी

Name : AJOY BAWRI

पद : आरक्षक / जीडी

Rank : CONSTABLE/GD

CISF No. : 210601644

*[Signature]*

DIG TECH FHQ  
Issuing Authority

CISF

PROTECTION & SECURITY  
संरक्षण एवं सुरक्षा



ID Card No. : 174200

LP0014242191

DOB : 18/04/1996

Blood Group : B +ve

ID Mark : 1. A BLACK MOLE ON INNER AS PART OF RIGHT EYEBROW 2. A  
BLACK MOLE ON UPPER PART LEFT EAR

Date of Appt. : 21/06/2021

Date of Issue : 26/05/2022

Permanent Address : -

280,KB ROAD, VILL- DAKHIN HENGERA T.E., PO-ATHABARI  
PS+TAHSIL-GOLAGHAT, GOLAGHAT, ASSAM - 785625

Instruction :

Please surrender this card on expiry. Its loss should be reported immediately to CISF HQrs and police. Penalty for loss is Rs. 200/-

If found please return to :

CISF HQrs, Block No 13, CGO complex, Lodhi Road New Delhi 110003  
Phone : 01124307719, Fax : 01124381202



210601644

*[Signature]*  
Principal  
Arbandha College  
Ali, Golaghat

# M/s M.B. ENTERPRISE

T.R.P. ROAD, NEAR- BORDOLOI GAS AGENCY JORHAT - 785 001, ASSAM  
Sivasagar Branch - KPM Chariali, Near Aila Gas Agency  
Ph. No.: 8876262001, 9435834811, E-mail : bora\_monjit@yahoo. co.in

Ref. No .....

Date..23/02/23...

## TO WHOM-SO-EVER IT MAY CONCERN

This is to certify that Mr. Parikhit Bora Son of Soneswar Bora has been working as field executive in my organisation since 07/09/2020 with my entire satisfaction. During his working period, I found him a sincere, honest, hardworking and dedicated employee with a professional attitude and very good job knowledge. He is amiable in nature and character as well. I have no objection to allow him in any better position and have no liabilities in my organisation.

His basic pay is Rs.25000/ only.

We wish him every success in life.

M/S M.B. ENTERPRISE

*Monjit Bora*  
PROPRIETOR

Monjit Bora

*Sail*  
Principal  
Kamarbandha College  
PO K.B. Ali, Golaghat



## SERVICE AGREEMENT

THIS SERVICE AGREEMENT ("Agreement"), executed at Gandhinagar, Gujarat on 21<sup>st</sup> September, 2022 (hereinafter "the Execution Date") by and **BETWEEN**

**Indian Institute of Public Health Gandhinagar**, a University established under IIPHG Act, 2015 of Gujarat State, having its campus at, Opp. Air-Force Head Quarters, Near Lekawada Bus Stop, Lekawada, CRPF P.O., Gandhinagar, Gujarat - 382042 India (hereinafter referred to as "IIPHG" which expression shall unless be repugnant to context or meaning thereof shall mean and include its successors and assigns);

AND

Mr. Ujjal Bauri, having his residence at Dakhinhengera Tea Estate, PO-Athambari, Dist.: Golaghat, Pin:785625 Assam (hereinafter referred to as the "**Consultant**" which expression shall unless be repugnant to context or meaning thereof shall mean and include its successors and assigns).

IIPHG and Mr. Ujjal Bauri are hereinafter collectively referred to as "**Parties**" and individually as "**Party**".

### WHEREAS:

1. **The Indian Institute of Public Health Gandhinagar (IIPHG)** is established by Public Health Foundation of India (PHFI), with an aim to strengthen the overall health system in the country through education, training, research, and advocacy/policy initiatives.

### 2. Brief about second party.

Mr. Ujjal Bauri has a Bachelor's degree in Arts Stream.

### 3. Project Brief.

The project 'NIVARAN' aims to screen approx. 45000 population in the age group of 30-64 years residing in the randomly selected 25 tea estates of chosen 5 districts of Assam (namely, Jorhat, Golaghat, Sivasagar, Tinsukia & Dibrugarh) with the non-lab- based, non-invasive and validated screening tool for the risk assessment of cardiovascular diseases. The screened individuals will be risk stratified based on high, moderate, and low risk and provided conventional strategy accordingly.

4. IIPHG is in need of a Professional at Assam location for Data collection and Data Management work under the "NIVARAN" Project.

## Volunteer Acceptance Letter

Date: 09.08.2022

To,

Ms Afridi Begum  
Golaghat, Assam

Dear Afridi Begum,

Welcome

We are delighted to have you as volunteer with UICT. As discussed, the Trust is engaged in activities focused towards causes – primarily enabling Education. Supporting the cause of Education and Training as a means of social upliftment by various activities to address the problem of literacy and numeracy that affects millions of children in India. You will work with members of the Trust's team in the area of Enabling Education during the time period of engagement as a volunteer with the Trust.

Please sign a copy of this letter and general terms and conditions and return to the undersigned.

Look forward to working with you!

Yours Sincerely,

For Ujwal India Charitable Trust



Authorized Signatory

I accept to be a volunteer as outlined above.

Name:

Signature:

Date:

Afrido Begum



Principal  
Kamabandha College  
PO K.B. Ali, Golaghat  
Ujwal India Charitable Trust



Office of the  
**NEEDS**  
**TECHNICAL INSTITUTE**

An ISO 9001 : 2008 Certified Institution

Regd. & Head Office : NEEDS Technical Institute, 1<sup>st</sup> Floor, Kamarbondha Post Office

Dist. : Golaghat, Assam (India). Pin : 785 621

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



Ref. No. : NEEDS/KB/02/2022-2023/09

Date : 26/09/2022

To,

Name : **Beauti Borbora .**

Father's Name : **Mr Moon Borbora.**

Village /Town : **Athabari Gaon.**

Dist : **Golaghat.**

Pin:**785625.**

Subject : Appointment Letter.

You are hereby appointed as Computer Software faculty in our organization Needs Technical Institute and engaged to work in Kamarbondha study centre, Golaghat District and also hereby requested to join on your duty on or before 06/10/2022 as **Fixed** pay 5000/- (Five Thousand only ) Salary.

**Managing Director**  
**NEEDS Technical Institute**  
**Managing Director**

NEEDS Technical Institute

