#### OFFICE OF THE PRINCIPAL



# PRAMATHESH BARUA COLLEGE, GAURIPUR

Gauripur, Dhubri, Assam, 783331 NAAC ACCREDITATION GRADE "B" (CYCLE-II)

No.PBC Date: 30.07.2024

# <u>UNDERTAKING</u>

I do hereby undertake that the Annual Report of Grievance Redressal Cell, P.B. College, Gauripur for the Academic Year 2022-2023 for submission in respect of the Metric 5.1.4 is true the best of knowledge and belief.

(Dr. Kalyan Das)
Principal
Pramathesh Barua College
Gauripur
Principal
P.B. College, Gauripur

# Annual Report of Grievance Redressal Cell Academic Session 2022-2023

## PRAMATHESH BARUA COLLEGE

Gauripur, Dist: Dhubri, Assam

P.B. College Gauripur has established a robust system for addressing grievances redressal mechanism through a statutory body 'Grievance Redressal Cell'. The policy document of the cell aims at redressing the grievances of the students. Besides this cell the college has 'Internal Complaint Committee' and Ant-Ragging committees which are the statutory body. The students and other members of the college community can register their complaints with the appropriate committee based on the nature and seriousness of the grievances.

During the Academic session 2022-2023 the grievance redressal committee received altogether 90 (ninety) complaints and all of them were related to examination. The applications were forwarded to the Examination Cell for its timely redressal. Accordingly, the grievances were examined by the Examination Cell of the college and they were redressed.

Since the Principal of the college is the Chairperson of the Cell, he personally took initiative to forward some of the applications to the competent authority of the affiliating university for its timely redressal. The Coodinator of Examination Cell also took initiative for urgent resolution.

Most of the issues of grievances were reported to the teaching departments of the college and they were related to students' absences from internal exams or dissatisfaction with their marks in these Exams. Departments, in consultation with the Examination Cell, conducted internal exams and prioritized student complaints related to internal marks. Evaluated answer scripts were provided to students to address any discrepancies, with faculty members reviewing issues to ensure fairness.

These complaints were taken seriously, and the Examination Cell timely resolved all the grievances. The Anti Ragging Committee and Internal Complained Committee received no grievances during the Academic Year 2022-2023. The list of the grievances as mentioned in the Grievance Register are attached herewith this report.

Sd/- (Dr. Jafar Wajeb) Convener Grievance Redressal Cell P.B. College, Gauripur Sd/- (Dr. Kalyan Das) Principal P.B. College, Gauripur

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Ph. 03662 281436 Website:www.pbcollege.co.in Email: pbcollegefeedback@gmail.com

#### OFFICE OF THE PRINCIPAL



# PRAMATHESH BARUA COLLEGE, GAURIPUR

Gauripur, Dhubri, Assam, 783331 NAAC ACCREDITATION GRADE "B" (CYCLE-II)

No.PBC Date: 30.07.2024

#### **ANTI RAGGING POLICY**

With a notion of preventing and stopping the ragging activities in college and hostel premises and as per the directives of the UGC, an Anti Ragging Cell/Squad has been constituted.

A close liaison with the students' union and the squad members is maintained so that sensitivity & prevention of ragging in the new sessions can be achieved. Every year the college distributes leaflets containing the names of the entire Anti ragging squad and Anti ragging cell members along with their cell numbers among the freshmen. In front of College premises and hostels, there are holders containing the Anti-ragging act and punishments are hanged. Also, small holders of anti-ragging are displayed in classroom areas and sensitive areas.

Since its inception the cell has been rendering services in fulfilling its aims and thereby to create congenial atmosphere among the students community. Since then, it has been organizing different programmes and activities within the college compound to give awareness messages as well as new information to the newly enrolled students in each new academic session. Ragging is strictly banned in the college premises. If anybody is found indulging in such activities then cell will initiate strict action on that student irrespective of the students and guardian background.

Further during the admission process an undertaking in the prescribed format from each admitted student, which is mandatory, is collected. From 2021, as per UGC guidelines DO. No F.3-2/2021 (ARC) dated 7 October,2021, online anti-ragging undertakings are taken from students through <a href="www.antiragging.in">www.antiragging.in</a> and <a href="www.antiragging.in">www.antiragging.in</a> antiragging.

#### Aims and Objective:

- 1. To prevent and eliminate any ragging activities in the College and also to take proper action against those who are involved in it.
- 2. To spell out appropriate exemplary punishments to those found guilty.



- 3. To root out all its forms from the college, the institution cell will take various prohibition and prevention activities by following the different provisions of the Regulations of Supreme Court, UGC and College.
- 4. To organize timely student awareness programs.
- 5. To prevent any act of Indiscipline, Teasing or Handling with Rudeness.
- 6. To prevent any activity which is likely to cause Annoyance, hardship, Psychological Harm or creates Fear or Apprehension.
- 7. Any Act of Physical Abuse causing Assault, Harm or danger to Health.
- 8. Any Act of abuse by spoken words, emails, SMS or public insult etc.
- 9. Any Act of injury or infringement of the fundamental right to the human dignity.
- 10. Any unlawful assembly or conspiracy to ragging.
- 11. To aware the students of dehumanizing effect of ragging inherent in its perversity.
- 12. To generate an atmosphere of discipline by sending a clear message that no act of ragging shall be tolerated and any act of ragging shall not go unnoticed and unpunished

#### Committee Members:

1.	Principal	: Chairperson
2.	Mr. M.R. Jodder	: Member Secretary
3.	Dr. Jafar Wajeb	: Teacher Member
4.	Ms D.D.Choudhury	: Teacher Member
5.	Mr. B.D. Basumatary	: Teacher Member
6.	Ms M.Sultana (Girls' Hostel Warden)	: Teacher Member
7.	Mr. Ashok Ghosh	: Guardian Member
8.	Mr. Hirendra Kr Rajak	: Guardian Member
	Ms. Iftika Akhtar (B.A 2 <sup>nd</sup> sem FYUGP)	: Student Member
	Mr. Suprotik Saha (B.Com 2 <sup>nd</sup> sem FYUGP)	: Student Member
	Mr. Mazidur Rahman	: Non-Teaching Staff



(Dr Kalyan Das)
Principal
Pramathesh Barua College
Principal
P.B. College, Gauripur

# POLICY ON TOBACCO FREE CAMPUS

# PRAMATHESH BARUA COLLEGE

Gauripur, Dhubri, Assam





Prepared by INTERNAL QUALITY ASSURANCE SELL (IQAC)
PRAMATHESH BARUA COLLEGE, GAURIPUR
PIN- 783331
www.pbcollege.co.in



## **Principles of the Tobacco Free Campus Policy:**

India is one of the countries having highest rates of oral cancer in the world and tobacco is responsible for a significant amount of morbidity and mortality among middle-aged population. As per the Revised Guideleines for Tobacco Free Educational Institution of the Ministry of Health and Family welfare, the Government of India, Pramathesh Barua College, Gauripur has declared the college campus as "Tobacco-Free Campus". For the same, the college has devised a policy and certain awareness programmes have also been organized in and outside of the campus against tobacco consumption.

#### Objectives of the Policy:

- 1. To create awareness amongst students and staff as well as the local community with regard to the negative impact of tobacco consumption etc.
- 2. To inculcate the habit of avoiding tobacco.
- 3. To promote tobacco free college campus.
- 4. To promote awareness among the community people of the locality and other institute as well.
- 5. To organize programmes with the Govt. for the purpose of tobacco free environment.
- 6. To promote tobacco free public place.

Violation of this policy by any members of the institute shall be fined with an amount decided by the Governing Body of the college.

(Dr. Kalyan Das)
Principal
Pramathesh Barua College
Gauripur
Principal
P.B. College, Gauripur



# OFFICE OF THE DISTRICT TOBACCO CONTROL CELL,



National Tobacco Control Programme, NHM, DHS, Dhubri, Assam

(Phone No. - 03662231376) Email Id: ntcpdhubri@gmail.com

# **Pledge**

মই শপত লৈছো যে মই মোৰ জীৱনত কেতিয়াও চিগাৰেট, বিড়ি, ধঁপাতযুক্ত পানমছলা, গুটখা, খৈনী, জদা বা আন ধঁপাত জাতীয় সামগ্ৰী সেৱন নকৰো। লগতে ধঁপাত জাতীয় সামগ্ৰী খাবলৈ আৰমভ কৰা মোৰ পৰিয়ালৰ সদস্য আৰু বন্ধু বান্ধৱীক এই অভ্যাস পৰিত্যাগ কৰাবলৈ চেষ্টা কৰিম, যিহেতু ই শ্বাহ্যৰ বাবে ক্ষতিকাৰক।

# **Pledge**

I Pledge that in my life I will not consume Cigareetes, Bidi, Panmasala, Gutkha, Khaini, Zarda or any other tobacco products. Further I will try to help any member of my family and my friends who are consuming tobacco, to quit this harmful habit.





# OFFICE OF THE DISTRICT TOBACCO CONTROL CELL, National Tobacco Control Programme,

NHM, DHS, Dhubri, Assam (Phone No. - 03662231376) Email Id: <u>ntcpdhubri@gmail.com</u>



# College Awareness Programme on Tobacco Control

Organized By:

District Tobacco Control Cell,
District Tobacco Control Programme, Dhubri.

Date: 04-12-2021

Name of the College:

P. B. College, Garripur

Name of the Principal:

Mofizur Rahman Jodder

Phone Number:

700 234 160 23

Number of Student Participate:

APPOR. 130 NOS

Number of Professor Present:

15 NO.

Signature with seal

Principal Vc \
P.B. College, Gauripur





# OFFICE OF THE DISTRICT TOBACCO CONTROL CELL,

National Tobacco Control Programme,





# **Quiz Competition on Tobacco Control Programme**

Name of College:-

Name of the Winners:-

1st Prize - Mohi Uddion Masud

2nd Prize- fartid Fida Ali

3rd Prize Sanita Choudhury\_

Signature with Seal

Principal Vc \
P.B. College, Gauripur



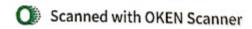


An Awareness programme on Tabacco held in Digital
dassroom on 4-th, December /2021. The meeting
is presided over by Prof. M.R. Jadles, Principal
11 of College. A lanes Competition also Conducted
Jay the resource person of District Tobacco.
Control Cell, Dhuboi, The meeting is organised
ley the District - Tobacco Control Coll in Collaboration
with Eco club, P.B. College, Garagen.
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present during the avarances programme in
Digital Classroom of P. B. Guege.
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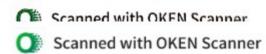
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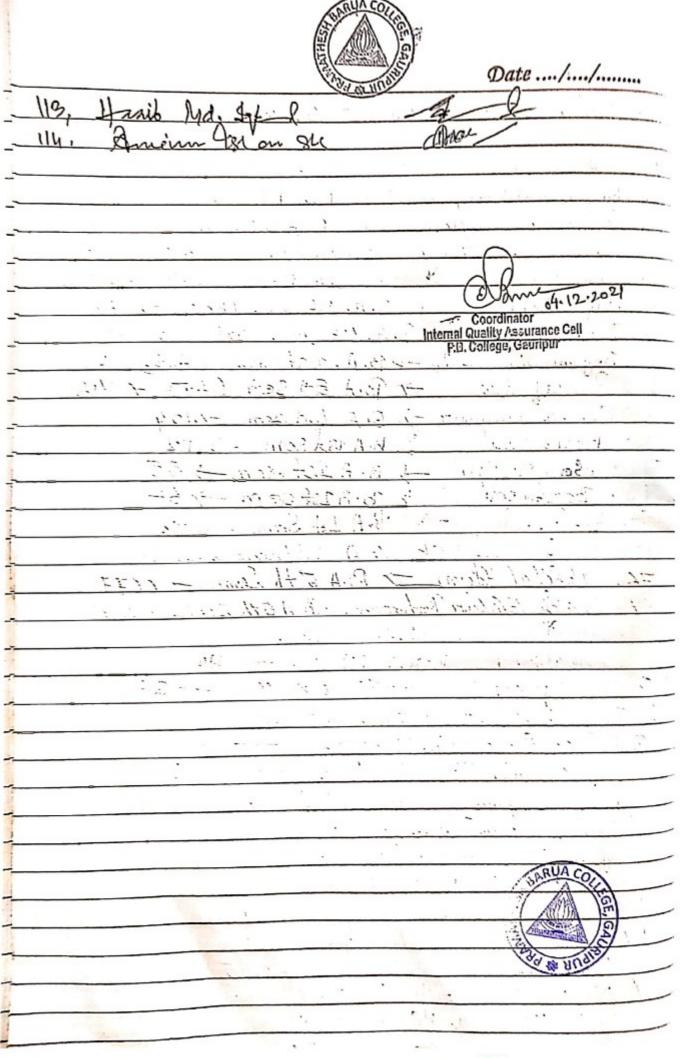






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63. Anjuma Begum -	B.A. Ist sem - 33
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# No Tobacco Zone Posters in College Campus





Ph. 03662 281436 Website:www.pbcollege.co.in Email: pbcollegefeedback@gmail.com

# OFFICE OF THE PRINCIPAL

# AMATHESH BARUA COLLEGE, GAURIPUR

Gauripur, Dhubri, Assam, 783331 NAAC ACCREDITATION GRADE "B" (CYCLE-II) \*

Date: 29/07/2024

# **UNDERTAKING**

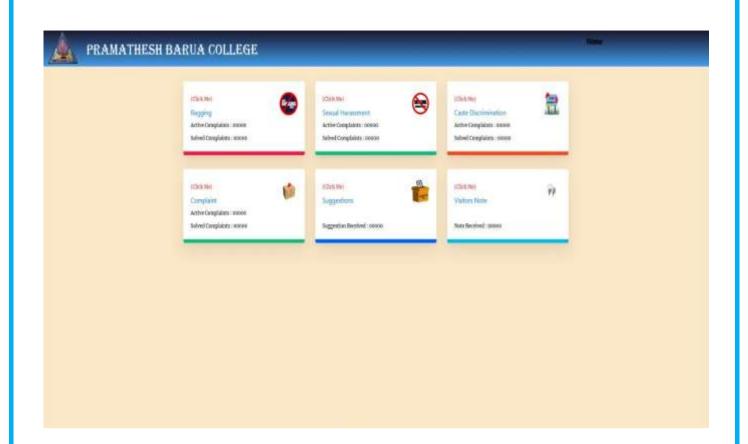
This is to certify that the file for the Screen Shot for the mechanism the Institution adopts for submission of online/offline students' Grievances (Metric 5.1.4) is true to the best of my knowledge.

The Link for the same is given below:

PRAMATHESH BARUA COLLEG

https://pbcollege.co.in/online/GRC/

Pramathes Principal PB College, Gauripur



Principal
Pramathesh Barua College
Principal
PB College, Gauripur

# INTERNAL QUALITY ASSURANCE CELL (IQAC)

# Policy Document On Grievance Redressal Cell

August 14, 2018



PRAMATHESH BARUA COLLEGE, GAURIPUR, DIST: DHUBRI (ASSAM), PIN- 783331

#### **GRIEVANCE REDRESSAL CELL:**

The Grievance Redressal Cell, P.B. College, Gauripur, is a statutory committee to look into the grievances and complaints lodged by the students and to examine the issue to arrive at inferences for recommending remedial measures. The Chairperson of the Cell is the Principal and six senior faculties from both Arts and Commerce Stream of the college are the members.

#### Objectives of the committee

The main objectives of the Cell are as follows:

- To examine the issues and the complaints raised by the students with respect to the matters like harassment, victimization, unfriendly treatment or any other grievance which disturb the learning process of the student.
- To address issues related to student to student relationship, student to teacher relationship, student to non-teaching staff relationship and the relationship between student and the academic community.
- To encourage the students to lodge their grievances freely and frankly without any fear of being victimized.
- To collect and examine the complaints/ grievances/ suggestions put by the students on Academic, Administrative, Infrastructural and any other matters in the complaints/suggestion box or received by e-mail at <a href="mailto:pbcollegefeedback@gmail.com">pbcollegefeedback@gmail.com</a>
- To encourage students to follow moral and ethical values and to desist from undesirable activities in the college campus.

#### Scope of the Committee

The Student's Grievance Redressal Cell will receive grievances in writing from the students about any of the following matters-

 Academic Matters - The grievances of the students regarding syllabus completion, teaching methodology, approach and accessibility of the teacher, availability of the learning materials or any other academic matter. • Administrative Matters - The grievances related to the unfriendly approach of

the office staff, delay in providing services from the office, inconvenient

schedule of fees collection, problems in getting necessary certificates,

functioning of the Library and such matters.

• Other Matters - The Cell will also examine the grievances related to

insufficient facilities for recreation, shortage of hygiene facilities, problems of

sanitation and water availability, and all other matters not falling under the

purview of other cells and committees.

**Procedure of the Committee** 

The Cell will follow the following procedure.

• On obtaining a written grievance/ complaint the meeting of the Cell is

convened by the Principal to look into the matter.

• If the names of the students are mentioned in the complaint, they will be

called for an explanation. Otherwise the Cell will conduct an enquiry into the

matter.

• If there is any merit in the complaint, the Cell will recommend to the

Principal of the college to take appropriate measures for the redressal of the

grievances.

**Contact Details:** 

Dr. Jafar Wajeb

Associate Professor & Academic In-Charge

P.B. College, Gauripur

Formation of the Committee:

1. Chairperson : Principal, P.B.College, Gauripur

2. Convenor : Sri M.R.Jodder, Associate Professor

3. Teacher members

i. Dr Jafar Wajeb, Associate Professor

ii. Smt Dubori Dolisa Choudhury, Associate Professor

iii. Mr. Dulal Ch. Karmakar, Assistant Professor

- iv. Mr. Taybul Islam Mollah, Assistant Professor
- v. Dr. Akhtarul Islam, Associate Professor
- 4. Non-Teaching Staff Member:
  - i. Mr. Mazidur Rahman, Senior Assistant
- 5. Two Students Representative

\*\*\*

PHONE: 03662281436 FAX: 03662281108 Email:pbcollegefeedback@gmail.com Website:www.pbcollege.in.net

## OFFICE OF THE PRINCIPAL

# PRAMATHESH BARUA COLLEGE: GAURIPUR

GAURIPUR, DHUBRI, ASSAM.783331 NAAC ACCREDITATED GRADE "B" (CYCLE-II)

No. PBC/Admin/Office Order/2018-2019/

Date:

From: Dr. A.H. Talukdar, M.A., Ph.D.

Principal i/c & Scretary P.B. College, Gauripur.

OFFICE ORDER Date: 07-08-2018

The Grievance Redressal Cell of the College is hereby constituted with the following members. They are requested to take necessary steps in this connection.

1. Chairperson : Principal, P.B. College, Gauripur

2. Convenor : Sri Mofizur Rahman Jodder, Associate Professor

3. Teacher Members:

- (i) Dr. Jafar Wajeb, Associate Professor
- (ii) Smt. Dubori Dolisa Choudhury, Associate Professor
- (iii) Mr. Dulal Ch. Karmakar, Assistant Professor
- (iv) Mr. Taybul Islam Mollah, Assistant Professor
- (v) Dr. Akhtarul Islam, Associate Professor
- 4. Non-Teaching Staff Member:
- (i) Mr. Mazidur Rahman, Senior Assistant
- 5. Two Student Representative

Sd/-(Dr. A.H. Talukdar) Principal i/c P.B. College, Gauripur.

No. PBC/Admin/Office Order/2018-2019/12-38 (A-F) Copy forwarded for information to:

- 1. President, G.B., P.B. College, Gauripur.
- 2. Academic in-charge, P.B. College, Gauripur.
- 3. Coordinator, IQAC, P.B. College, Gauripur.
- 4. Person Concerned
- 5. Head Assistant, P.B. College, Gauripur.
- 7. Guard File.

Date: 07,08,2018

Principal i/c P.B. College, Gauripur. **Online Grievance Redressal Mechanism** 

On recommendation of feedback analysis collected from all the stakeholders of

P.B. College, Gauripur, the College authority has introduced online Grievance

Mechanism, where the students, Alumni, Guardians, Teachers and well- wishers of

the intuition can register their grievances which may be addressed with utmost

effort by Grievance Redressal Cell of the College towards holistic teaching

learning environment of the College.

Link for registration of online Grievance: <a href="https://pbcollege.co.in/online/GRC/">https://pbcollege.co.in/online/GRC/</a>

Sd/-

Dr Kalyan Das Principal, P.B.College, Gauripur

# INTERNAL QUALITY ASSURANCE CELL (IQAC)

# Policy Document On Grievance Redressal Cell

August 14, 2018



PRAMATHESH BARUA COLLEGE, GAURIPUR, DIST: DHUBRI (ASSAM), PIN- 783331

#### **GRIEVANCE REDRESSAL CELL:**

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- To collect and examine the complaints/ grievances/ suggestions put by the students on Academic, Administrative, Infrastructural and any other matters in the complaints/suggestion box or received by e-mail at <a href="mailto:pbcollegefeedback@gmail.com">pbcollegefeedback@gmail.com</a>
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**Contact Details:** 

Dr. Jafar Wajeb

Associate Professor & Academic In-Charge

P.B. College, Gauripur

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  - i. Mr. Mazidur Rahman, Senior Assistant
- 5. Two Students Representative

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PHONE: 03662281436 FAX: 03662281108 Email:pbcollegefeedback@gmail.com Website:www.pbcollege.in.net

## OFFICE OF THE PRINCIPAL

# PRAMATHESH BARUA COLLEGE: GAURIPUR

GAURIPUR, DHUBRI, ASSAM.783331 NAAC ACCREDITATED GRADE "B" (CYCLE-II)

No. PBC/Admin/Office Order/2018-2019/

Date:

From: Dr. A.H. Talukdar, M.A., Ph.D.

Principal i/c & Scretary P.B. College, Gauripur.

OFFICE ORDER Date: 07-08-2018

The Grievance Redressal Cell of the College is hereby constituted with the following members. They are requested to take necessary steps in this connection.

1. Chairperson : Principal, P.B. College, Gauripur

2. Convenor : Sri Mofizur Rahman Jodder, Associate Professor

3. Teacher Members:

- (i) Dr. Jafar Wajeb, Associate Professor
- (ii) Smt. Dubori Dolisa Choudhury, Associate Professor
- (iii) Mr. Dulal Ch. Karmakar, Assistant Professor
- (iv) Mr. Taybul Islam Mollah, Assistant Professor
- (v) Dr. Akhtarul Islam, Associate Professor
- 4. Non-Teaching Staff Member:
- (i) Mr. Mazidur Rahman, Senior Assistant
- 5. Two Student Representative

Sd/-(Dr. A.H. Talukdar) Principal i/c P.B. College, Gauripur.

No. PBC/Admin/Office Order/2018-2019/12-38 (A-F) Copy forwarded for information to:

- 1. President, G.B., P.B. College, Gauripur.
- 2. Academic in-charge, P.B. College, Gauripur.
- 3. Coordinator, IQAC, P.B. College, Gauripur.
- 4. Person Concerned
- 5. Head Assistant, P.B. College, Gauripur.
- 7. Guard File.

Date: 07,08,2018

Principal i/c P.B. College, Gauripur. **Online Grievance Redressal Mechanism** 

On recommendation of feedback analysis collected from all the stakeholders of

P.B. College, Gauripur, the College authority has introduced online Grievance

Mechanism, where the students, Alumni, Guardians, Teachers and well- wishers of

the intuition can register their grievances which may be addressed with utmost

effort by Grievance Redressal Cell of the College towards holistic teaching

learning environment of the College.

Link for registration of online Grievance: <a href="https://pbcollege.co.in/online/GRC/">https://pbcollege.co.in/online/GRC/</a>

Sd/-

Dr Kalyan Das Principal, P.B.College, Gauripur