

UGC HUMAN RESOURCE DEVELOPMENT CENTRE (HRDC)
Sambalpur University

Jyoti Vihar, Burla, Sambalpur– 768 019, Odissa

Tel:0663-2432137(O), Fax-0663-2432137

e-mail:ugcascsu@gmail.com



From:

Prof. A.K. Das Mohapatra,

Director

No. 003 /HRDC

Dt: **01.01.2018**

To

As per Annexure-I

Sub: Participation in 35th Orientation Programme.

Ref: DHE Letter No.5M-16-I-17 -44458// dt.21.12.2017

Sir/Madam,

With reference to the above, I am pleased to inform you that you have been **provisionally** selected for joining the **35th Orientation Programme** to be conducted by the HRDC, Sambalpur University from 31.01.2018 to 27.02.2018 .

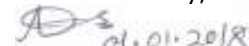
You are therefore requested to register yourself for the said programme by **submitting the hard copies** of duly filled in Application Form along with the Annexures and a non-refundable admission fee of Rs.1000/- payable in the form of demand draft drawn in favour of the Director, UGC-Human Resource Development Centre (HRDC), Sambalpur University payable at SBI Jyoti Vihar Branch (code No.06672), duly forwarded by the Head of your institution / college so as to reach the Director, HRDC, Sambalpur University on or before **17.01.2018**.

Your final registration will however depend on the following conditions:

- That
- (1) your College/Institute is included under Section 2(f) and 12(B);
 - (2) You agree to bear the cost of the programme of your own in case your institute/ college is not included under Section 12(B).
 - (3) You have maintained a gap of at least one year between this course and the last Orientation Programme/ Refresher Course you have attended unless attending this programme is an urgent necessity for you
 - (4) **You agree to stay in the HRDC Hostel on a twin sharing basis, in addition to observing other rules of the Hostel/University;**

You may note that the course will not start in case the number of registered candidates falls short of the UGC specified minimum number. You are therefore requested to check the university website www.suniv.ac.in for confirmation or get the confirmation from this office over telephone No.0663-2432137/9090502933 on 29.01.2018 before getting relieved to join the course.

Yours faithfully,


01.01.2018
Director

- Encl:
1. Annexure- I (list of teacher)
 2. Application Form
 3. Annexure-A: Format for Relieved Order
 4. Annexure-B: Format for Section 2 (f) certification.
 5. Annexure-C: Format for Medical Certificate
 6. Annexure-D: Format for undertaking for accommodation in the HRDC Hostel

Annexure- I

<u>Sl. No.</u>	<u>Name of the Lecturer's with College Address</u>
1.	Sri Subnath Sa, Jr. Lecturer in Odia, Govt. Auto College, Rourkela
2.	Smt. Sany Sayantane, Jr. Lecturer in Geography, S. C. S. Jr. College, Puri
3.	Smt. Indira Panda, Jr. Lecturer in Sanskrit, S. C. S. Jr. College, Puri
4.	Dr. Prakash Debta, Jr. Lecturer in History, Rajendra Auto College, Bolangir
5.	Sri Sameer Kumar Behera, Jr. Lecturer in Physics, Rajendra Auto College, Bolangir
6.	Sri Sumitra Marandi, Jr. Lecturer in Chemistry, Rajendra Auto College, Bolangir
7.	Sri Prakash Kumar Sahoo, Jr. Lecturer in Chemistry, Rajendra Auto College, Bolangir
8.	Smt. Snigdha Behera, Jr. Lecturer in Botany, Rajendra Auto College, Bolangir
9.	Sri Pranab Behera, Jr. Lecturer in Botany, Rajendra Auto College, Bolangir
10.	Sri K. S. Chopdar, Jr. Lecturer in Zoology, Rajendra Auto College, Bolangir
11.	Miss Rita Paule, Jr. Lecturer in Zoology, Rajendra Auto College, Bolangir
12.	Sri Debananda Mallick, Jr. Lecturer in Political Science, Govt. Women's College, Keonjhar
13.	Ms. Susmita Manjari Naik, Jr. Lecturer in History, Govt. Women's College, Keonjhar
14.	Sri Lincoln Behera, Jr. Lecturer in Botany, Govt. Women's College, Keonjhar
15.	Dr. Monalisa Das, Jr. Lecturer in Chemistry, Govt. Women's College, Keonjhar
16.	Sambit Kumar Sahu, Jr. Lecturer in Commerce, N. S. C. B. College, Sambalpur
17.	Suresh Ekka, Jr. Lecturer in Economics, N. S. C. B. College, Sambalpur
18.	Mili Sahu, Jr. Lecturer in Political Science, N. S. C. B. College, Sambalpur
19.	Rubi Behera, Jr. Lecturer in History, N. S. C. B. College, Sambalpur
20.	Birasen Dalai, Jr. Lecturer in English, N. S. C. B. College, Sambalpur
21.	Miss Dilraj Puvala, Jr. Lecturer in Zoology, Panchayat College, Bargarh
22.	Miss Sairendri Moharana, Jr. Lecturer in Botany, Panchayat College, Bargarh
23.	Miss Anindita Nanda, Jr. Lecturer in Education, Panchayat College, Bargarh
24.	Miss Sujata Kumari Behera, Jr. Lecturer in Chemistry, Panchayat College, Bargarh
25.	Smt. Roshni Tirkey, Jr. Lecturer in Education, Panchayat College, Bargarh
26.	Gyana Ranjan Mohanty, Lecturer in Physics, V. Deb. Auto College, Jeypore, Koraput
27.	Mrs. Nilima Kulu, Jr. Lecturer in Physics, V. Deb. Auto College, Jeypore, Koraput
28.	Amita Jain, Jr. Lecturer in English, V. Deb. Auto College, Jeypore, Koraput
29.	Hrushikesh Subudhi, Jr. Lecturer in English, V. Deb. Auto College, Jeypore, Koraput
30.	Dr. Mano Ranjan Pradhan, Jr. Lecturer in Education, Govt. College, Bolangir

31. Ashok Kumar Moharana, Jr. Lecturer in Political Science, Govt. College, Bolangir
32. Kautika Panda, Jr. Lecturer in Odia, Govt. College, Bolangir
33. Dr. Susanta Kumar Mohanta, Jr. Lecturer in Political Science, Govt. College, Sundargarh
34. Dr. Subash Chandra Sahu, Jr. Lecturer in Chemistry, N. S. C. B. College, Sambalpur
35. Miss Rashma Hasda, Jr. Lecturer in English, Rajendra Auto College, Bolangir
36. Smt. Pallabika Mohanty, Jr. Lecturer in English, Rajendra Auto College, Bolangir
37. Sri Raghunath Sahoo, Jr. Lecturer in Economics, Rajendra Auto College, Bolangir
38. Pradeep Toppo, Jr. Lecturer in English, Govt. Auto College, Rourkela Sundargarh
39. Ajaya Kumar Behera, Jr. Lecturer in Mathematics, Govt. Auto College, Rourkela Sundargarh
40. Smt. Rosalin Dash, Jr. Lecturer in Mathematics, Panchayat College, Bargarh
41. Sri Bibhuti Bhusan Satapathy, Jr. Lecturer in History, Panchayat College, Bargarh
42. Sri Ananta Kumar Nayak, Jr. Lecturer in Botany, Panchayat College, Bargarh
43. Bhaskara Sahu, Jr. Lecturer in Botany, Govt. Jr. Science College, Malkangiri
44. Sri Damodar Pradhan, Jr. Lecturer in History, S. M. Govt. Women's College, Phulbani
45. Dr. Kabiraj Behera, Jr. Lecturer in Anthropology, S. M. Govt. Women's College, Phulbani
46. S. Susanta Manjari Singh Bariha, Lecturer in Botany, Dhenkanal Mahila Mahavidyalaya, Dhenkanal
47. Miss Geetanjali Nayak, Jr. Lecturer in Economics, D.D. Auto College, Keonjhar
48. Dr. Sangita Sushree Nayak, Jr. Lecturer in Sociology, D.D. Auto College, Keonjhar
49. Miss Rashmita Nayak, Jr. Lecturer in Economics, D.D. Auto College, Keonjhar
50. Sri Rajendra Kumar Kar, Jr. Lecturer in Botany, D.D. Auto College, Keonjhar
51. Salma Kisku, Jr. Lecturer in Zoology, D.D. Auto College, Keonjhar
52. Siddheswar Pradhan, Jr. Lecturer in Economics, Govt. Women's College, Bolangir
53. Dr. Sanjukta Moharana, Jr. Lecturer in Political Science, Govt. Women's College, Bolangir
54. Puspallata Parida, Jr. Lecturer in Mathematics, Govt. Women's College, Bolangir
55. Ashok Kumar Swain, Jr. Lecturer in English, Govt. Women's College, Bolangir
56. Hemanta Kumar Mallick, Jr. Lecturer in Education, Govt. Women's College, Bolangir
57. Rashmi Ranjan Rout, Jr. Lecturer in English, Rourkela College, Rourkela-2, Sundargarh
58. Tarani Nayak, Jr. Lecturer in History, Rourkela College, Rourkela-2, Sundargarh
59. Jayashree Munda, Jr. Lecturer in Zoology, Bhadrak Auto College, Bhadrak
60. Ketaki Buda, Jr. Lecturer in Hindi, S. G. Women's Jr. College, Rourkela, Sundargarh
61. Mrs. Snehalata Dhurua, Jr. Lecturer in Psychology, S. G. Women's Jr. College, Rourkela, Sundargarh
62. Bharati Mirdha, Jr. Lecturer in History, S. G. Women's Jr. College, Rourkela, Sundargarh
63. Nirakar Niranjana Sethy, Jr. Lecturer in Mathematics, S. G. Women's Jr. College, Rourkela, Sundargarh
64. Padmabati Nayak, Jr. Lecturer in Zoology, Khallikote Jr. College, Berhampur, Ganjam
65. Susanta Kumar Pradhan, Jr. Lecturer in Zoology, Dhenkanal Auto College, Dhenkanal
66. Sunanda Swain, Jr. Lecturer in Psychology, Dhenkanal Auto College, Dhenkanal

67. Miss Hopon Biti Tudu, Jr. Lecturer in Anthropology, Khallikote Jr. College, Berhampur, Ganjam
68. Nibedita Nayak, Jr. Lecturer in Botany, Khallikote Jr. College, Berhampur, Ganjam
69. Ranjan Kumar Pradhan, Jr. Lecturer in Botany, Khallikote Jr. College, Berhampur, Ganjam
70. Dasarathi Murmu, Jr. Lecturer in Chemistry, Khallikote Jr. College, Berhampur, Ganjam
71. Smt. Madhusmita Nayak, Jr. Lecturer in Commerce, Khallikote Jr. College, Berhampur, Ganjam
72. Prasanta Kumar Das, Lecturer in Commerce, Khallikote Jr. College, Berhampur, Ganjam
73. Annapurna Sahoo, Jr. Lecturer in Commerce, Khallikote Jr. College, Berhampur, Ganjam
74. Smt. Reenabala Ghadei, Jr. Lecturer in Zoology, Khallikote Jr. College, Berhampur, Ganjam
75. Parikhita Panigrahi, Jr. Lecturer in English, Khallikote Jr. College, Berhampur, Ganjam
76. Madhusmita Manjari Singh, Jr. Lecturer in Mathematics, Khallikote Jr. College, Berhampur, Ganjam
77. Miss Sasmita Dhal, Jr. Lecturer in Economics, M. P. C. Jr. College, Baripada, Mayurbhanj
78. Biswambar Pati, Jr. Lecturer in Economics, M.P. C. Jr. College, Baripada, Mayurbhanj
79. Sri Chandan Das, Jr. Lecturer in History, M.P. C. Jr. College, Baripada, Mayurbhanj
80. Sri Samir Kumar Rout, Jr. Lecturer in History, M.P. C. Jr. College, Baripada, Mayurbhanj
81. Sri Tapas Kumar Sarangi, Jr. Lecturer in Political Science, M.P. C. Jr. College, Baripada, Mayurbhanj
82. Sri Upendra Kumar Majhi, Jr. Lecturer in Psychology, M.P. C. Jr. College, Baripada, Mayurbhanj
83. Miss Tapaswini Mahalik, Jr. Lecturer in Home Science, M.P. C. Jr. College, Baripada, Mayurbhanj
84. Sri Dillip Kumar Mallik, Jr. Lecturer in Political Science, M.P. C. Jr. College, Baripada, Mayurbhanj
85. Smt. Srilasankar Behera, Jr. Lecturer in Geography, M.P. C. Jr. College, Baripada, Mayurbhanj
86. Sri Manamohan Moharana, Jr. Lecturer in Mathematics, M.P. C. Jr. College, Baripada, Mayurbhanj
87. Smt. Sasmita Das, Jr. Lecturer in Botany, M.P. C. Jr. College, Baripada, Mayurbhanj
88. Dr. (Smt.) Purbasa Kar, Jr. Lecturer in Education, M.P. C. Jr. College, Baripada, Mayurbhanj
89. Nilima Meher, Jr. Lecturer in English, Panchayat College, Bargarh
90. Banaja Meher, Jr. Lecturer in Hindi, Panchayat College, Bargarh
91. Reeta Pandey, Jr. Lecturer in Physic, Panchayat College, Bargarh
92. Sasmita Sahu, Jr. Lecturer in Sanskrit, Panchayat College, Bargarh
93. Sunita Bhoi, Jr. Lecturer in English, Panchayat College, Bargarh
94. Amarendra Kumar Patel, Jr. Lecturer in Zoology, Govt. College, Sundargarh
95. Saroj Kumar Pujari, Jr. Lecturer in Zoology, Govt. College, Sundargarh
96. Dr. Kanhu Meher, Lecturer in History, Barpali College, Barpali, Bargarh
97. Miss Debanginee Sahu, Lecturer in Political Science, Barpali College, Barpali, Bargarh
98. Sri Ananta Meher, Lecturer in Odia, Barpali College, Barpali, Bargarh
99. Sri Biswanath Sahu, Lecturer in Odia, Barpali College, Barpali, Bargarh
100. Miss Sambita Pradhan, Lecturer in Odia, Barpali College, Barpali, Bargarh
101. Dr. Pareswar Sahu, Lecturer in Economics, Barpali College, Barpali, Bargarh
102. Sri Dharmaraj Bag, Lecturer in Sanskrit, Barpali College, Barpali, Bargarh

103. Miss Natasha Sikandar, Lecturer in Botany, Barpali College, Barpali, Bargarh
104. Mrs. Neelam Debata, Lecturer in English, Barpali College, Barpali, Bargarh
105. Sri Arun Kumar Barik, Lecturer in Odia, Barpali College, Barpali, Bargarh
106. Sri Ranjan Kumar Sahu, Lecturer in Logic, Jhadeswar Mahavidyalaya, Tolkani, Jajpur
107. Sri Kashinath Swain, Lecturer in Sociology, Jhadeswar Mahavidyalaya, Tolkani, Jajpur
108. Sri Tofan Kumar Jena, Lecturer in Chemistry, Jhadeswar Mahavidyalaya, Tolkani, Jajpur
109. Sri Hari Meher, Lecturer in History, L. N. Mahavidyalaya, Patkura, Kendrapara
110. Braja Kishore Sahoo, Lecturer in Political Science, Chandabali College, Chandabali, Bhadrak
111. Dr. Sunil Khera, Lecturer in Sociology, Chandabali College, Chandabali, Bhadrak
112. Archita Das, Lecturer in History, Chandabali College, Chandabali, Bhadrak
113. Swastika Muduli, Lecturer in English, Chandabali College, Chandabali, Bhadrak
114. Bikash Kumar Nath, Lecturer in Commerce, Chandabali College, Chandabali, Bhadrak
115. Debadatta Pradhan, Lecturer in Sociology, Tarini Thakurani Mahavidyalaya, Ghatgaon, Keonjhar
116. Susila Kumar Behera, Lecturer in Chemistry, Tarini Thakurani Mahavidyalaya, Ghatgaon, Keonjhar
117. Devabrat Dash, Lecturer in English, Tarini Thakurani Mahavidyalaya, Ghatgaon, Keonjhar
118. Gitipuspa Nayak, Lecturer in Political Science, Tarini Thakurani Mahavidyalaya, Ghatgaon, Keonjhar
119. Manoranjan Ram, Lecturer in Sociology, Tarini Thakurani Mahavidyalaya, Ghatgaon, Keonjhar
120. Smitarani Behera, Lecturer in Education, Tarini Thakurani Mahavidyalaya, Ghatgaon, Keonjhar
121. Akshaya Kumar Kar, Lecturer in Physics, Peoples College, Buguda, Ganjam
122. Dr. M. R. Subudhi, Lecturer in English, Peoples College, Buguda, Ganjam
123. Antaryami Panda, Lecturer in Political Science, Peoples College, Buguda, Ganjam
124. Prasanta Kumar Swain, Lecturer in Botany, Peoples College, Buguda, Ganjam
125. Ajaya Kumar Sahu, Lecturer in Economics, Peoples College, Buguda, Ganjam
126. Arun Kumar Rout, Lecturer in History, Anchalika Mahavidyalaya, Kharagprasad, Dhenkanal
127. B. Sibaji Patro, Lecturer in History, Peoples College, Buguda, Ganjam



UGC-HUMAN RESOURCE DEVELOPMENT CENTRE (HRDC)

SAMBALPUR UNIVERSITY, JYOTI VIHAR

SAMBALPUR- 768019, Ph. 0663-2432137

email-ugcascsu@gmail.com

APPLICATION FORM FOR ORIENTATION/ REFRESHER COURSE

Instructions:

- This application form must be filled in completely, with no column left blank, and forwarded through proper channel to the **Director, Human Resource Development Centre (HRDC), Sambalpur University, Jyoti Vihar, Burla, Sambalpur- 768019** so as to reach within the stipulated date.
- The application form must be accompanied by all annexures and a Demand Draft of Rs. 1000/- (Rupees One Thousand) only towards registration fees (Non-refundable) payable to the **“Director, UGC-Human Resource Development Centre (HRDC), Sambalpur University” payable at SBI, Jyoti Vihar branch (Code: 06672).**
- Every participant will be required to submit a project and present a seminar talk during the course.
- The course is fully residential and certificate of completion of course will be given to those participants who attend the course for the full duration of 144 contact hours in case of Orientation Programme and 108 hours in case of Refresher Course.
- There is no provision of any kind of leave during the course. In case a participant falls short of the desired 144/ 108 hours, he/ she will be required to make up the short fall in the next course at their own cost to get the certificate.
- T.A. will be paid as per UGC rules.

APPLICATION FOR: REFRESHER COURSE IN:
 ORIENTATION PROGRAMME:.....

Duration of the Course: From..... to.....

Bank Draft No..... Date..... Amount of Rs.....

1. Name: (In Block Letters) Dr/Mr./Miss/ Mrs.....

2. Designation:.....

3. Date of Birth:..... Gender: Male Female

4. Category: SC ST OBC General

5. Qualification..... Subject.....

Specialisation.....

6. Phone (with STD code): (R)..... (M).....

Fax:..... E-mail.....

7. Address: College/ University/ Institute:

Type of Institution: Govt. Private Autonomous

8. a. Date of first appointment as Lecturer in Degree College:

b. Date of joining in the present post : c. Due date of Promotion :

d. Whether your sanctioned post is for +2 or +3 Branch.....

9. Nature of Appointment Regular Part-time Ad hoc Contract

10. Teaching Experience..... Years..... Months.....

11. Scale of Pay..... Basic Pay..... Grade Pay..... or Fixed Pay.....

12. Official Address.....

PIN.....

13. Residential Address.....

PIN.....



Affix passport
Size recent
Photograph

14. Details of the Orientation and Refresher Courses attended:

Course	Date and Duration	Institution
Orientation Course		
Refresher Course		

15. Whether accommodation is required: Yes No Food Preference: Veg Non-Veg.

DECLARATIONS

I hereby declare that all the information furnished in this application form is true and complete to the best of my knowledge and belief. I understand that in the event of any information being found false or incomplete my application shall stand rejected.

Place _____

Date _____

(Signature of the teacher)

Recommendation of the forwarding authority:-

I hereby certify that:

- (i) Our College/ University is included in the list of institution under Sec. 2(f) and under section 12(B) of the UGC Act (Please enclose Annexure- B);
- (ii) Our College does not come in the purview of the Section 12(B) of the UGC Act, but has been included under section 2 (f) and has been affiliated to _____ University for _____ years (Please enclose Annexure- B);
- (iii) The above applicant has not attended any Orientation/ Refresher Course conducted by Sambalpur University or any other University/ Institution except as indicated in Col. No. 14. above;
- (iv) The application of the above named teacher is forwarded with recommendation that when selected, he/she will be relieved in time to participate in the above course; and
- (v) The information given above by the applicant is true, complete and correct.

Date _____

Principal/ Head of Institution
(With Office Seal)

NOTE:

1. For the Orientation Programmes, newly appointed lecturers upto six years of continuous service and all those teachers who required orientation for getting a higher grade will be allowed.
2. For Refresher Courses, participation in the Orientation Programme is a prerequisite for admission. However, in exceptional cases a teacher may be allowed to complete a refresher course prior to completion of an Orientation Programme. There should be a minimum gap of one year between two courses, though it may be relaxed if adequate number of participants is not available or it is essential for the teacher to fulfill eligibility condition for career advancement.
3. Part-time/ Ad hoc/ temporary/ contract teachers who have been teaching for at least three academic sessions in an institution which has been affiliated to a University for at least two years may be permitted to participate in the Orientation/ Refresher Course to enhance their skills.
4. If a participant fails to complete the requisite contact hours in a programme, he will have to make up for the backlog hours at his/her own cost in another programme conducted by HRDC.
5. The University website www.suniv.ac.in contains details of the application form and latest schedule of programmes.
6. **Intimation about confirmation of selection and registration shall be communicated to the participant by his/ her e-mail.**

ANNEXURE- A

RELIEVE ORDER

To
The Director
UGC-HRDC, Sambalpur University
Jyoti Vihar, Burla, Sambalpur-768 019

Sub: Relieve order of Mr/Ms/Dr.....
for joining the Orientation programme/Refresher course/Short term course.

Ref. Your letter No.....dated..... and DHE letter No....., dated.....

Sir/Madam,

With reference to the above, I am to inform you that Mr/Ms/Dr.....
is hereby relieved today the day of, 20.....FN/AN to enable
him join the Orientation programme/Refresher course/Short term course being conducted
by UGC-HRDC, Sambalpur University from.....to.....

He/She shall attend the classes full time and shall not avail any kind of leave during the
programme and his/her period of absence shall be treated as per rule.

Signature & Seal of
REGISTRAR/PRINCIPAL/DIRECTOR
of the relieving institute

ANNEXURE- B

Declaration for inclusion/non inclusion in Section 2(f) of UGC

1. I hereby declare that our College /University/Institute, namely.....
.....
has been / has not been included under Section 2(f) of UGC.

2. I further declare that our college/university/institute is /is not included under Section 12(b) of the UGC Act.

Signature & Seal of
REGISTRAR/PRINCIPAL/DIRECTOR
of the relieving institute

Note:- Please strike out whichever is not applicable.

ANNEXURE- C

MEDICAL CERTIFICATE

Certified that Mr/Ms/Dr....., Son/Daughter/Wife of
....., a resident of
.....
. is medically fit to join and undergo the Orientation programme/ Refresher Course/ Short
term programme being conducted by UGC-HRDC, Sambalpur University
from.....to.....

Signature of the Physician with date

Regn. No.....

Seal

ANNEXURE- D

UNDERTAKING FOR ACCOMMODATION IN THE HRDC, SU HOSTEL

I,

hereby undertake that I shall stay in the HRDC hostel alone as a participant of Orientation Programme/Refresher Course/Short Term Programme and shall not allow any unauthorized person(s) including my family member(s) to stay with me in the hostel.

I further undertake that I shall not carry and keep any objectionable articles in the hostel during my stay; shall leave the hostel immediately upon completion of the programme or before the completion of the programme if so desired by HRDC, SU; and shall fully abide by the rules of HRDC, SU hostel in force.

I also undertake not to indulge in any action that may cause inconvenience to the office, teachers, staff, students and fellow participants during my stay in the HRDC, SU hostel.

Full signature of the applicant

Address.....

.....

.....

Contact No.....

Primary-

Alternative-