



ESTD. 1830

## Scottish Church College

1 & 3 Urquhart Square, Kolkata-700 006



Ref. No.

Date :

**7<sup>th</sup> November 2017**

The Deputy State Project Director  
RUSA  
Higher Education Department  
Government of West Bengal  
Bikash Bhavan (6<sup>th</sup> floor)  
Salt Lake  
Kolkata - 700091

Sir/Madam,

### **Submission of Report of Progress of work done with RUSA Fund**

With reference to your letter 181-EM/RUSA-163/17 (Part 1) dated 3<sup>rd</sup> November 2017, we submit herewith the necessary statements.

Kindly acknowledge receipt.

Thanking you,

Yours faithfully,

**Dr. Arpita Mukerji**  
**Teacher-in-Charge**

Teacher-in-Charge  
Scottish Church College  
Kolkata-700 006



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## **Best Practices**

Utilization of the RUSA grant received in 2 Phases/installments under 3 allotted categories have been reflected in the following improvements towards betterment of Academic performance/excellence and logistic/infrastructural support, resulting in adopting to Best Practices standard.

### **CATEGORY – I (Creation of new facilities)**

#### **1. Classrooms**

##### **a) Smart Classrooms (2<sup>nd</sup> phase)**

We have installed technology enabled devices including projectors, operation of computer/laptops, smart board to start 8 smart classrooms. This ensures better reaching to the students in a class through improved audio-visual operation resulting in reduction in time of delivery and coverage of more inputs

##### **b) E-Podium in Seminar Hall (2<sup>nd</sup> Phase)**

We have installed fibre-made e-Podium in our Seminar Hall which ensures operations of sound system, microphone, computer/laptop, Smart board, display all from one single composite system. This ensures better presentation, effective correlation and better communication on the part of the presenter.

#### **2. Establishing Computer Centres (2<sup>nd</sup> phase)**

We have installed Computer Centres in 3 of our academic departments and general staffroom through purchase of 26 computers, 5 printers, computer peripherals backed by improved network. This ensures better study time, centralized and collective operations wide usage and storage for the faculties and objective utilization by the students in certain cases.

#### **3. Installation of PVC toilets (2<sup>nd</sup> phase)**

We have purchased and installed one PVC toilets at our B.Ed. Department. This ensures saving of space and effective utilization.

#### **4. Construction of Galvanized shutters and designated floor in Gymnasium (1<sup>st</sup> phase)**

It was done to house a new Gymnasium which is being utilized by staffs and Students. Day to day user record is maintained through a log book.

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## **5. Infrastructure for Server Room ( 1<sup>st</sup> phase)**

Provision of carpet and glass partition walls has been taken care of in the Server Room.

## **CATEGORY – II ( Renovation / up-gradation of existing facilities )**

### **1. Administrative Building**

#### **a) Work Stations in Administrative Block ( 2<sup>nd</sup> Phase)**

A replacement has been done of the old layout of sitting arrangements in the Administrative block by well demarcated work stations, ensuring saving of space, better and speedier disposals of workload.

#### **b) Compact storage place ( 2<sup>nd</sup> phase)**

A replacement has been done of the old cabinets by a Compact Storage System ensuring saving of space, more provision of space for keeping documents and office records and better security through mechanized locking system.

#### **c) Furniture (2<sup>nd</sup> phase)**

Replaced some of the old wooden furniture in Teacher-in-Charge's room, staff room, administrative block and in certain classrooms with furniture made up of steel and molded - fibre.

### **2. Toilets (2<sup>nd</sup> phase)**

Some of the old toilets (4) including ladies' toilet of student's common room have been renovated.

### **3. Classrooms (2<sup>nd</sup> phase)**

A total renovation work has been undergone of the floor and wall of classrooms (20 in number). Damaged furniture of some of the classrooms has been also replaced with new class room furniture.

### **4. Auditorium (2<sup>nd</sup> Phase)**

Renovation work is being done to give a modern facelift to the 250-seater, fully air-conditioned auditorium with balcony for audience and modern sound and light system, greenroom, number of entry and exit doors and a well-depth stage. The work

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is almost at the verge of completion and once completed it will be a valuable asset for the college.

### 5. **Laboratory (2<sup>nd</sup> phase)**

Renovation / up-gradation has been done in the chemistry laboratory which includes flooring, plumbing and carpentry work.

### **CATETORY III (Procurement of new Equipment/Facilities items)**

#### 1. **Sports Facility**

##### a) **Gymnasium (1<sup>st</sup> phase)**

In the gymnasium, modern equipment like motorized Treadmills, Mini Stepper, Rowing machine, Exercise Bike, Gym Balls, 16 station Multi gym Equipment have been procured (all of Cosco brand) which would enable the students and staff to avail all modern facilities of a gymnasium.

##### b) **Sports Equipment (1<sup>st</sup> phase)**

Purchasing of various sports equipment and utilities for outdoor filed and indoor activities, like Soccer, Cricket, Badminton, Lawn Tennis, High Jump, Volley Ball, Table Tennis, Athletics, Yoga, Kho Kho poles, shot put etc.

#### 2. **New gadgets, WIFI**

##### a) **Server Room ( 1<sup>st</sup> phase )**

Procurement and installation of Server storage and circulation of college data.

##### b) **Networking ( 2<sup>nd</sup> phase )**

Total networking done across the campus through LAN and WIFI.

##### c) **Display Board Digital Signage ( 2<sup>nd</sup> phase )**

4 Digital Signage Boards have been procured and installed at different prominent place of Academic and Administrative building across the college campus for better display of important notices.

##### d) **CCTV Camera ( 2<sup>nd</sup> phase )**

Procured 37 CCTV Cameras and installed at various places within college campus to have a better surveillance.

#### 3. **Library ( 1<sup>st</sup> phase )**

Procured and installed software of Libsys for digital up-gradation of the college library.

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### 1. Physical Progress of Works

Category	Item	Progress of Work (% of completion)	Expected Date of Completion
I	1) Classrooms		
	a) Smart Classroom	100	
	b) E-Podium	100	
	2) Computer Centre	100	
	3) Toilets	90	December,2017
II	1)Administrative Building		
	a) Work Stations	100	
	b) Compact Storage	100	
	c) Furniture	50	November,2017
	2) Campus Development		
	a) Roof Treatment	100	
	b) Server Room	100	
	3) Toilets	100	
	4) Classrooms	100	
	5) Auditorium	90	November,2017
	6) Laboratory	80	December,2017
III	1)Sports Facilities		
	a) Gymnasium	100	
	b) Sports Equipments	100	
	2) New Gadgets, WIFI	100	
	a) Server Room	100	
	b) Networking	100	
	c) Digital Signage Display	100	
	d) CCTV Camera	100	
	3) Library – Libsys	100	

### 2. Financial achievement and final UC admission

#### a) Financial achievement

Phase	Amount of Fund Received Rs.	Date of Receipt	Total amount Spent Rs.	Balance left Rs
I	50,00,000/-	10.09.2015	50,02,507/-	Nil
II	95,83,334	12.09.2016	79,43,899/-	16,39,435/-

B) -----

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### **3. Status of Geo-tagging, information on Fund Tracker**

#### **Geo-tagging**

In spite of our several attempts, the process of geo-tagging could not be implemented at our end perhaps due to some technical problem.

#### **Fund Tracker**

From 12.05.2017, we have started payments to vendors through PFMS. Copy of the corresponding expenditure statement, generated through PFMS is enclosed.

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FORM  
**GFR 12-C**  
[See Rule 239]Form Utilization Certificate  
(For State Governments)

(Where expenditure incurred by Government bodies only)

Sl No	Letter no. and date	Amount
1.	47(58)-EH/ RUSA-09/15 Comp - 7. Date of Bank credit : 12.09.2016	95,83,334.00
	Total	
		95,83,334.00

Certified that out of **Rs. 95,83,334.00** of grants sanctioned during the year **2016 -17** In favour of **Scottish Church College, West Bengal** Under the Ministry/Department Letter No. given in the margin and **NIL** on account of unspent balance of the previous year, a sum of **Rs. 80,43,528.00** has been utilized for the purpose of ..... for which it was sanctioned and that the balance of **Rs. 15,39,806.00** (excluding Bank interest ) remaining unutilized at the end of the year has not been surrendered to government (~~vide no. .... dated~~)/ and will be adjusted towards the grants payable during the next year .....

2. Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled/ are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the propose for which it was sanctioned.

Kinds of checks exercised

1. Selection of vendors and assignment of specific works done by designated RUSA committee
2. Checking by Accounts Section of the College
3. Selection of vendor done through approved methods of calling for competitive tenders.
4. All construction / procurement / creation of new facilities done by Scottish Church College.
5. All administrative expenditures are done following the rules and regulation, Finance department, Government of West Bengal.
6. All expenses shown are actual and no advances were given.

Signature .....

*K. K. K.*Designation ..... Teacher-in-Charge  
Scottish Church College

Kolkata-700 006

Date.....



P.S – The UC shall disclose separately the actual expenditure incurred and loans and advances given to suppliers of stores and assets, to construction agencies and like in accordance with scheme guidelines and in furtherance to the scheme objectives, which do not constitute expenditure at the stage. These shall be treated as utilized grants but allowed to be carried forward.

*K. M. L. S.*  
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Scottish Church College  
Kolkata-700 006



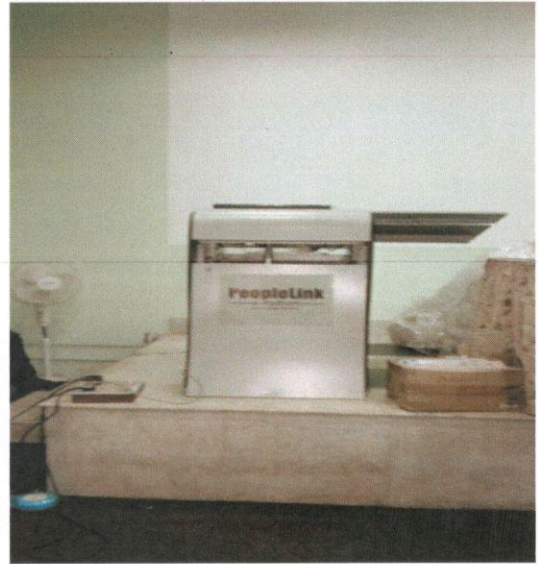
Category - I		Particulars	Type of assets	Received from	Challan No. / Invoice No.	Unit	Quantity	Rate	Value (all inclusive of taxes)	Current Location
Date										
01-07-2016	Dehumidifier	Dehumidifier	Dehumidifier	Global Refrigeration	08/04/16-17				79250	
24-11-2016	Computer	Computer	Computer	Netcom Infotech	NIP/L/0381/16-17				193888	
09-02-2017	Computer	Computer	Computer	Millennium Cyberworks	MCW/1640/16-17				260820	
09-02-2017	Instrument	Instrument	Instrument	N. R. Scientific	060/16-17				236156	
20-02-2017	Instrument	Instrument	Instrument	N. R. Scientific	059/16-17				103790	
20-02-2017	Instrument	Instrument	Instrument	Indian Instruments Mfg. Co.	B/IIMC/1241/16-17				28647	
11-03-2017	Instrument	Instrument	Instrument	Indian Instruments Mfg. Co.	B/IIMC/1240/16-17				83995	
31-03-2017	Gym mat		flooring	Sarkar & Co.	10260				24150	
31-03-2017	Instrument	Instrument	Instrument	Indian Instruments Mfg. Co.	P/IIMC/53/16-17				246299	
11-05-2017	E-Podium		Technology	Webel Technology	SCC/31/16-17		1		435787	Seminar Hall
23-06-2017	Smart Classroom		Classroom	Webel Technology	WTL/IN/16-17-0288				1196485	
07-09-2017	PVC Toilet		Toilets	Ajanta Fabrics	M/51				121540	BBA, G.S Room, Zoology
22-09-2017	Computer Table		Computer Centre	Structwell Construction	NA		9		158453	
Category - II									3169260	(A)
Date	Particulars	Type of assets	Received from	Challan No. / Invoice No.	Unit	Quantity	Rate	Value (all inclusive of taxes)	Current Location	
20-02-2017	Furniture	Furniture	J. P. Furniture	86/16-17				15457		
27-03-2017	Renovation of Classroom	Adm. building	Purnima	NA				426191		
13-05-2017	Compact storage	Adm. Building	Nilkamal	6149118636		1		274571	Main office	
17-05-2017	Accessories	Furniture	Webel Technology	DSCC/03/P-097		1		212778	Seminar Hall	
14-06-2017	Auditorium	Auditorium	Purnima	PNA/02/17-18		1		1156968	Premises 1	
04-09-2017	Furniture	Furniture	J.J.Services	NA				7000		
09-09-2017	Purchase of Furniture, Chair	Furniture	Royal Bengal Furniture	RBF/1/578				149587		
22-09-2017	Renovation of Chemistry Lab	Adm. building	Structwell	NA				638462		
30-10-2017	Renovation of Chemistry Lab	Adm. building	Marudyan Costruction	MCCPL/60/17-18				300000		
30-10-2017	Lab Table, storage pedestal	Adm. building	Structwell Construction	NA		1		143699	Main office	
Category - III								3324713	(B)	
Date	Particulars	Type of assets	Received from	Challan No. / Invoice No.	Unit	Quantity	Rate	Value (all inclusive of taxes)	Current Location	
20-02-2017	Projector	Computer	Tihots	TSCC/151/16-17				497450		
20-02-2017	Projector	Computer	Tihots	TSCC/150/16-17				329990		
20-02-2017	Projector	Computer	Tihots	TSCC/149/16-17				164995		
20-02-2017	LED TV	Computer	Tihots	TSCC/154/16-17				136000		
20-02-2017	LED TV	Computer	Tihots	TSCC/152/16-17				199800	Main, Off. B.Ed, M Bldg	
17-05-2017	Signage cover, LAN wiring	Computer	Tihots	TSCC/153/16-17		4		114000		
30-10-2017	CCTV Camaras <sup>(37 No)</sup>	Computer	Service & Solution	SS/SCC/17-18		1		98353	4 No hostel	
								1540588	(C)	
			TOTAL(A+B+C)					8034561	(D)	
			* Note : Servicing expenses which are not asset and not been included in the above list					8967.00	(E)	
			GRAND Total (D+E)					80,43,528.00	(F)	

## RUSA –SCOTTISH CHURCH COLLEGE



### CATEGORY - 1

#### E-PODIUM IN SEMINAR HALL



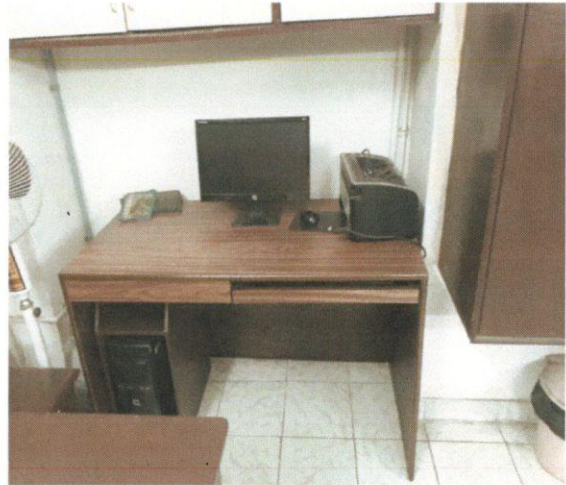
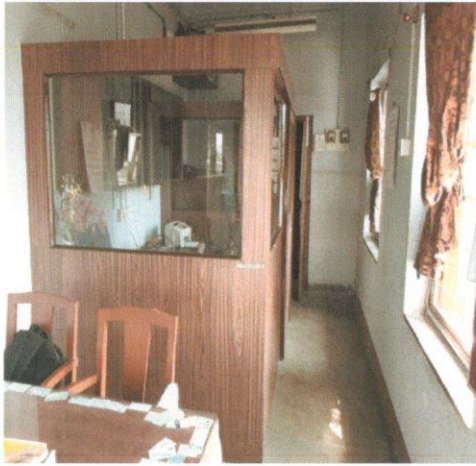
#### SMART CLASSROOM



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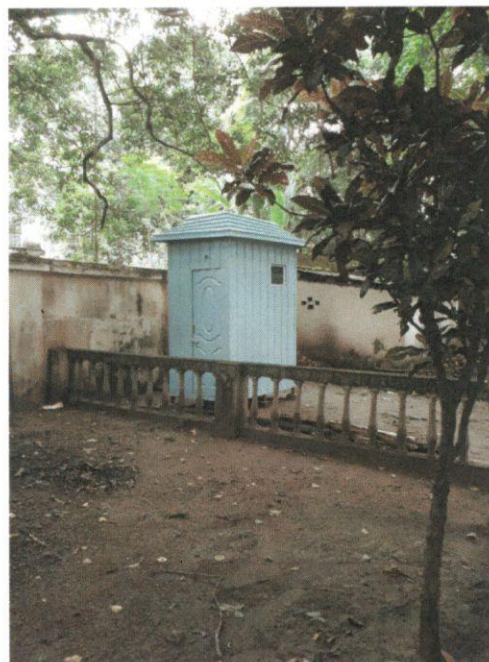
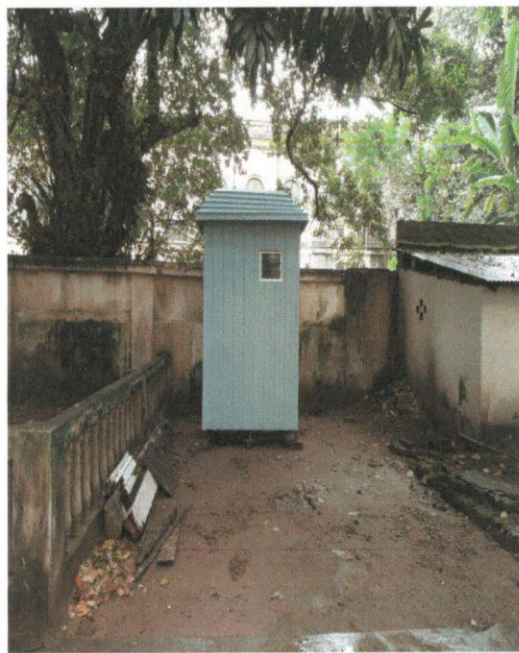
COMPUTER CENTER



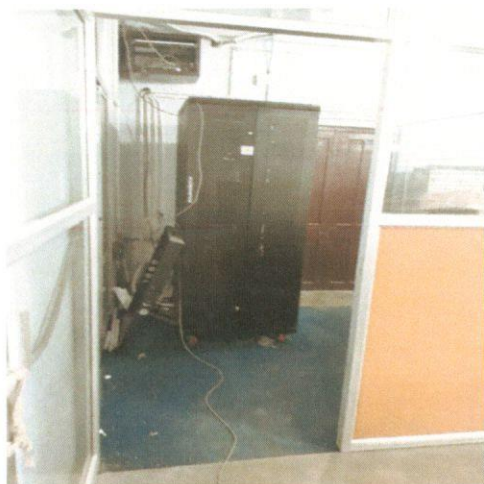
*K. K. K.*  
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PVC TOILET



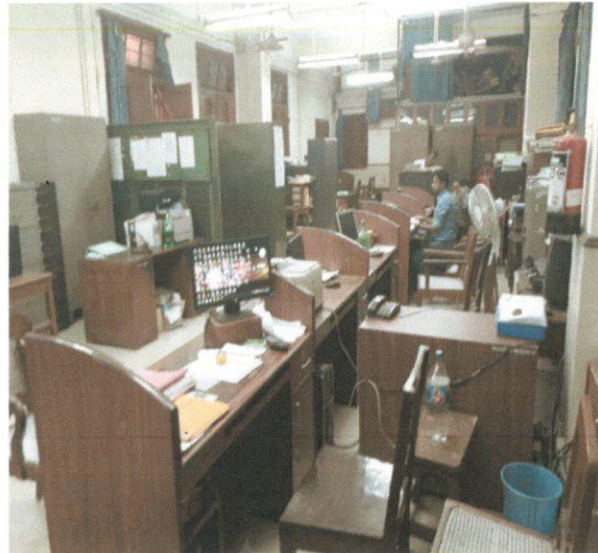
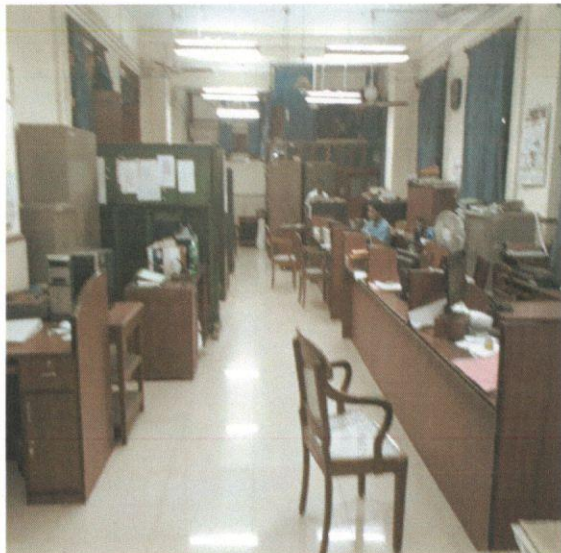
SERVER ROOM



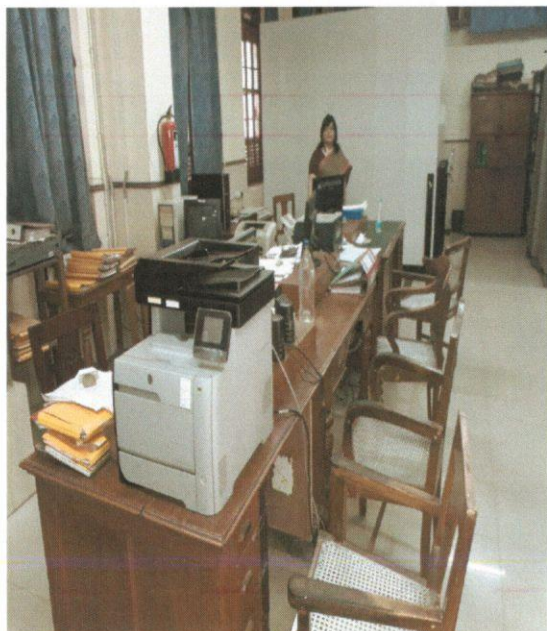
*A. Mukherjee*  
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CATEGORY - 2

WORK STATION



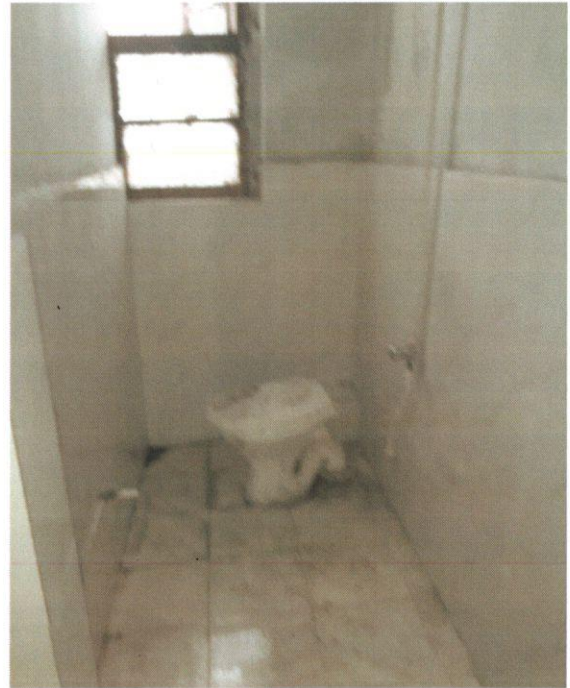
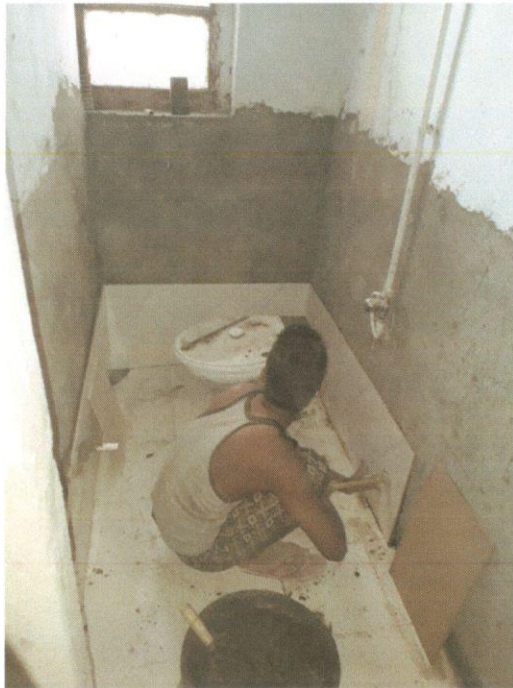
COMPACT STORAGE PLACE



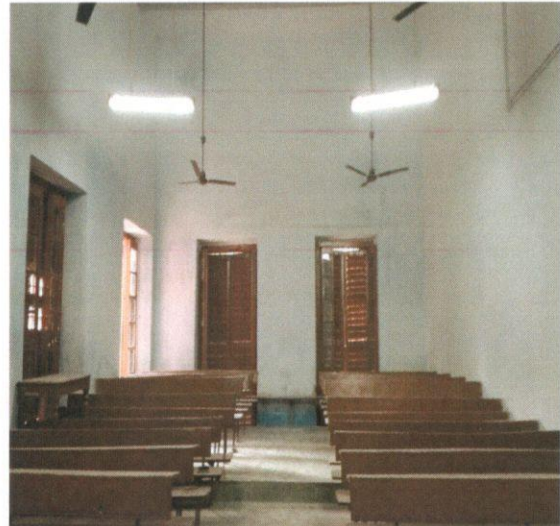
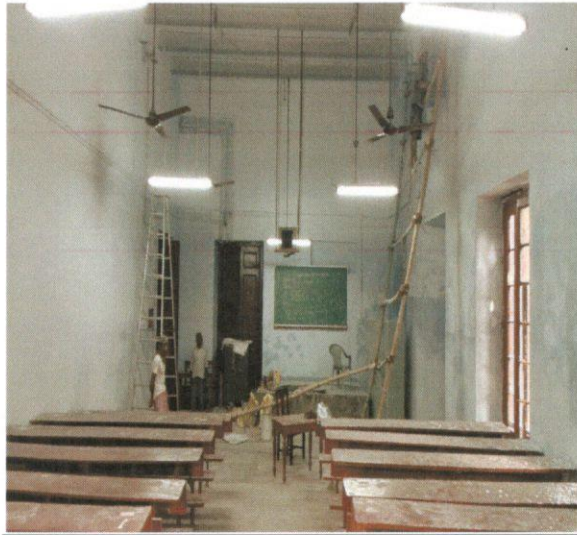
*Atul K. Singh*  
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### TOILETS



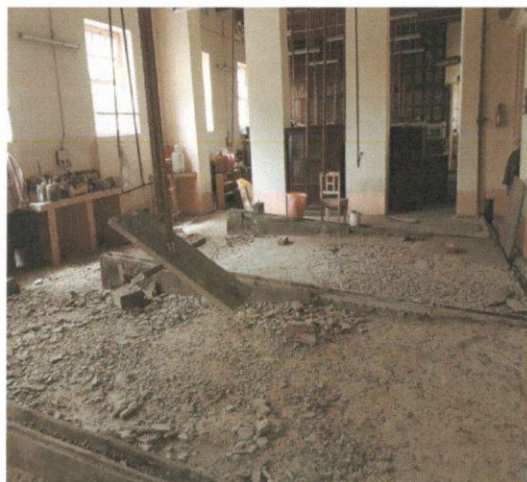
### CLASS ROOMS RENOVATION



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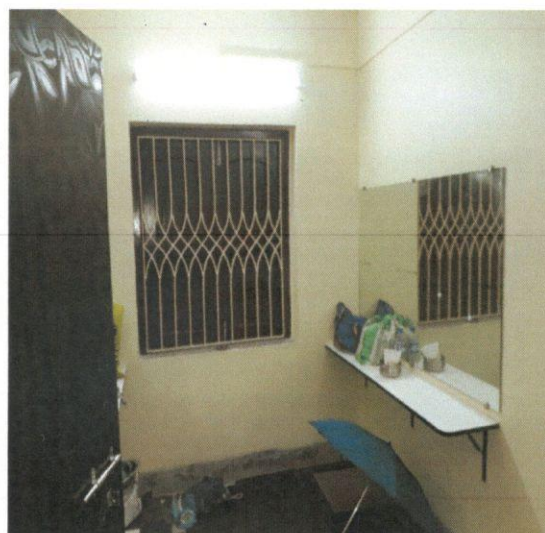
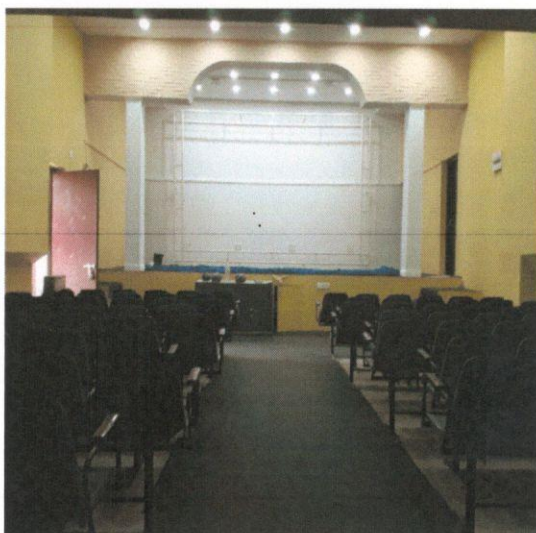
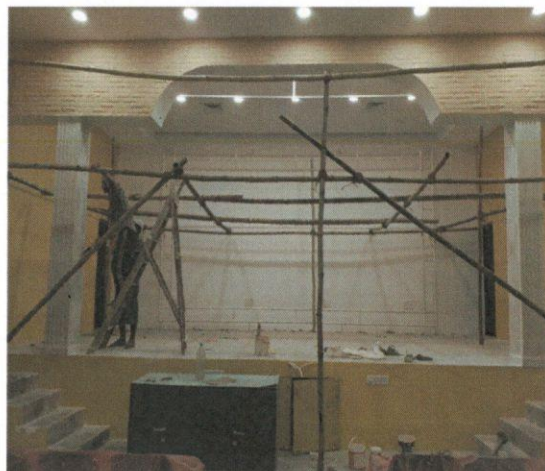
LABORATORY(CHEMISTRY)



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RENOVATION OF AUDITORIUM (M.L.BHOWMICK AUDITORIUM)

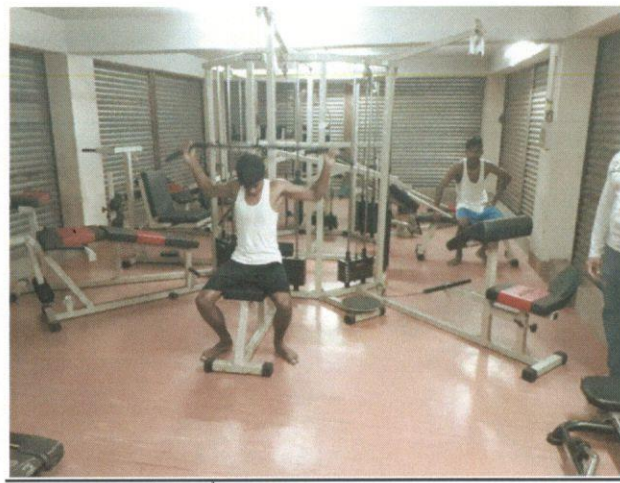


*Hulayji*  
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CATEGORY - 3

GYMNASIUM



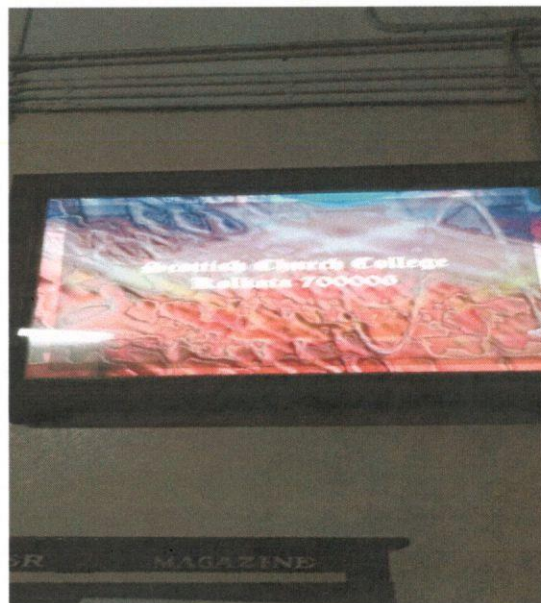
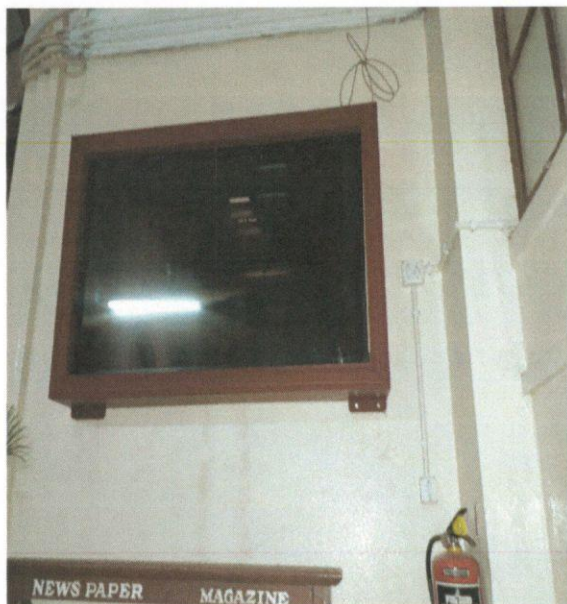
SPORTS EQUIPMENTS



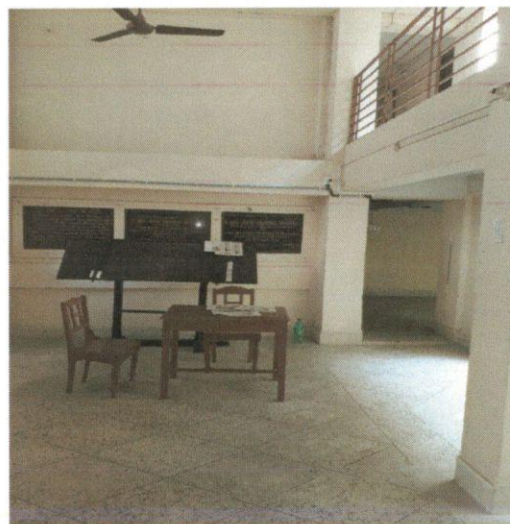
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DIGITAL SIGNAGE



CCTV CAMERA



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