

GOVT. OF ASSAM
OFFICE OF THE PRINCIPAL, HAFLONG GOVT. COLLEGE, HAFLONG
No.HC-28/IGNOU-1/2005-06/639 /dated Haflong,16th November,2005.

From: Shri G.K. Das, M.Sc.,
Principal,i/c,
Haflong Govt. College, Haflong.

To
The Regional Director,
INDIRA GANDHI NATIONAL OPEN UNIVERSITY,
Regional Centre (Guwahati)
Navagiri Road, 1st Bye-lane, Chandmari.
Guwahati-781 003.

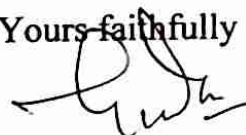
Sub: **Establishment of IGNOU Study Centre: MOU Format for regular Study Centre.**

Ref: (i) Your memo No. GRC/HGC-SC/2530 Dt.09/11/05 and
(ii) Our memo No. No.HC-28/IGNOU-1/2005-06/396 Dt 04-08-05.

Madam,

With reference to the subject cited above, I have the honour to send herewith a MOU in a correct format duly signed by me for favour of your kind consideration and necessary action.

Yours faithfully



(G.K. DAS)

Principal, i/c,

Haflong Govt. college, Haflong

o/c

**Regional Service Division
Memorandum of Understanding
Regular Study Centre**

Signed between the Indira Gandhi National Open University, hereinafter referred to as 'IGNOU', and the Head of the Host Institution regarding the organizational responsibilities of the proposed Study Centre at

Haffang Govt. College, Haffang

1. The Host Institution will:

- recommend a panel of three names to IGNOU for appointment of Coordinator
- give 2 or 3 rooms with a space of approx. 800-1000sq. ft. for exclusive use of IGNOU Study Centre without charging any rent.
- let a signboard of IGNOU Study Centre be installed prominently at a proper place.
- ensure security of the furniture, equipment and other assets provided by IGNOU.
- make halls/rooms available for holding IGNOU examinations.
- extend library, laboratory and computer facilities to IGNOU students for specialized programmes requiring use of institutional infrastructure facilities on mutually agreed terms
- have the right to inspect the Study Centre and advise the Coordinator.

2. IGNOU will:

- provide furniture and equipment for the Study Centre as per norms.
- bear all recurring and non-recurring expenditure on maintenance of the assets provided by it to the Study Centre.
- pay contingent charges and other remuneration for holding examinations.
- appoint part-time Coordinator from the panel recommended by the head of the host institution and pay him honorarium at the prevailing rate.
- appoint Part-time Class-III and Class-IV staff and other Study Centre functionaries on the basis of recommendation of the Coordinator and pay them remuneration at the prevailing rates.
- pay an honorarium of Rs. 1000/- p.m. to the head of the host institution for general supervision of the Study Centre.
- have the right to shift or close the Study Centre if it finds that support services are not being provided, as per the requirements of the university. In such case the Coordinator would have to hand over all the assets and academic records of the learners to the RD. The Coordinator will also have to settle all financial accounts with the RD. IGNOU will pay one month's honorarium to all part-time staff of the study centre after its closure in order to ensure smooth handing over of charge.

Agreed upon and signed

On behalf of the Host Institution

(GAUTAM KR DAS)

(Head of the Institution)

Place *HAFLONG.*

Date *14.11.05*

Principal.

HAFLONG GOVT. COLLEGE.

HAFLONG.

On behalf of IGNOU

.....
(Regional Director)

Place



IGNOU

इन्दिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय

इन्दिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय

इन्दिरा गांधी राष्ट्रीय मुक्त विश्वविद्यालय

INDIRA GANDHI NATIONAL OPEN UNIVERSITY

GRC/HGC-SC/2530
09/11/05

NAVAGIRI ROAD, 1ST BYE LANE, CHANDMARI, GUWAHATI - 781 003

PHONE : 0361-2662831/2662834 FAX : 0361-2662879

E-MAIL : grcignou@sanchamnet.in

ignourc04@indiatimes.com

GUWAHATI REGIONAL CENTRE (04)

To,
The Principal
Hefang Jent. College
Hefang - N.C. Hills - Assam

sub : MOU format for Regular Study Centre

Sir,
Please find enclosed a format
as per the subject for your signature.
By mistake, the wrong MOU format
was given earlier.

Please send the newly signed
format as soon as possible, for
activation of your College early
as an Study Centre of the IGNOU.

With regards,
Yours sincerely

Regional Director I/G
IGNOU Regional Centre
Guwahati - Assam



इन्दिरा गाँधी राष्ट्रीय मुक्त विश्वविद्यालय
ইন্দিরা গান্ধী রাষ্ট্রীয় মুক্ত বিশ্ববিদ্যালয়
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GUWAHATI REGIONAL CENTRE (04)

GRC/HGC-SC/

Dated: - 15-07-2005

To,

The Principal
Haflong Govt. College
Haflong, N.C. Hills

Sub: - Establishment of IGNOU Study Centre.

Sir,

I feel privileged to bring to your notice that the Hon'ble Vice- Chancellor of the IGNOU, the headquarters of which is in New Delhi, has directed me to request you to establish an IGNOU Study Centre at your esteemed College. Under the North East Educational Development Project of the Ministry of Human Resources Development, Govt. of India has entrusted the IGNOU to establish Study Centres wherever there is a need to cater to sections of society who can benefit from IGNOU's Open Teaching /Learning system. IGNOU was established in September 1985 by an Act of Parliament to deliver education to the doorsteps of people, so that people living in remote areas would be one of the beneficiaries. In twenty years it has emerged as a Mega University with lakhs of students throughout the country benefiting from its relaxed admission, post admission classes, examinations, subsidised fees, etc..

During a zonal meeting of the North East Regional Directors this year, our Vice-Chancellor directed all of us to establish Study Centres in each district, especially the ones with disadvantaged majority population like the SC /ST/ Minority. Diphu Govt. College, Karimganj College had already applied earlier and their application has been processed and sent to New Delhi. I request you to do likewise and fill in two papers (1) Memorandum of Understanding, (2) Basic Information about Institution / area (3) Bio-Data format of Co-ordinators. For no. 2, please fill in column 1.7, 2.1, 2.7, till 3.2. Numerical Information on 2.5 and 2.6 is needed as Counsellors will be needed for counselling on theory, practicals, projects, evaluation of answer scripts.

As someone from Haflong and having worked in the College as a Lecturer of Political Science in 1989, I think your College is still the only Institute of Higher Education. If this is so, then the figure to be mentioned in column will be 1(one). For 3.2 the bio-data of three prospective Co-ordinators have to be filled in the format no. 3. They should preferably be free from administrative, etc. responsibilities as he/she will have to work on Saturdays and Sundays including at least two more days within Monday to Friday. The Co-ordinator selected for a calendar year and then renewed if willing, will be paid Rs. 2000/- + conveyance allowance per month. He / She will be assisted by an Assistant who will be paid Rs. 1200/- per month. There will be an Attendant who will be paid Rs.800 per month and a Cleaner who will be paid Rs.700 per month. The Principal as over-all Incharge will be paid Rs.1000 per month IGNOU will bear other expenditure for academic and administrative including supply of furniture, equipments, etc..

I request you to fill in the 3 formats and forward it with your signature at the earliest, so as to reach me preferably by the 22nd July 2005, for further action.

With regards,


Ms. Namrata Hagjer
Regional Director I/C, IGNOU

P.S. A profile is enclosed for your reference
and addl. information.