



# **MORIGAON COLLEGE**

## **MORIGAON, ASSAM, PIN- 782105**

### **CRITERIA – 3**

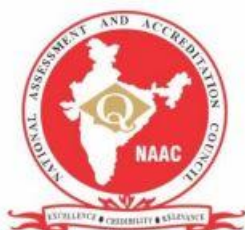
### **RESEARCH, INNOVATIONS AND**

### **EXTENSION**

#### **3.5.1 DOCUMENTS INDICATING THE FUNCTIONAL**

#### **MoUs/ LINKAGE/COLLABORATIONS: 2021**

Submitted to



THE NATIONAL ASSESSMENT AND  
ACCREDITATION COUNCIL

# Academic Audit 2020-2021



**Morigaon College**  
Affiliated to Gauhati University  
NAAC Accredited B Grade Institute with CGPA 2.47



20 February 2021

**1. Members of the Academic Audit:**

- a. Prof. Utpal Sarma, Gauhati University
- b. Dr. Amarjit Sing Bhui, Principal Lanka College
- c. Dr. Sarat Borkatoki, Principal, Nagaon College
- d. Prof. Jogen Chandra Kalita, Gauhati University

**2. Visit Schedule:**

<u>Schedule For Academic Audit</u>	
Group-A	
20-02-2021	
Breakfast-9.30 AM	
Team Discussion-9.45AM	
Science Building	
<i>DEPARTMENT NAME</i>	<i>TIME (AM)</i>
Chemistry	10.00-10.30
Botany	10.35-11.05
Mathematics	11.10-11.40
Physics	11.45-12.15
Assam type Building	
<i>DEPARTMENT NAME</i>	<i>TIME (PM)</i>
Hindi	12.20-12.50
Assamese	12.55-1.25

Lunch Break(1.30-2.30)pm
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Assam type New Building	
<i>DEPARTMENT NAME</i>	<i>TIME (PM)</i>
Computer Science	2.35-3.05
Zoology	3.10-3.40

Tea Break(20 Minutes)
Valedictory Function(4.40-5.40)pm

<u>Schedule for Academic Audit</u>	
Group-B	
20-02-2021	
Breakfast-9.30 AM	
Team Discussion-9.45AM	
Front Building	
<i>DEPARTMENT NAME</i>	<i>TIME (AM)</i>

English	10.00-10.30
Political Science	10.35-11.05
Economics	11.10-11.40
Library Building	
<i>DEPARTMENT NAME</i>	<i>TIME (AM/PM)</i>
Commerce	11.45-12.15
Philosophy	12.20-12.50
History	12.55-1.25
Lunch Break(1.30-2.30)pm	
<i>DEPARTMENT NAME</i>	<i>TIME (PM)</i>
Education	2.35-3.05
Anthropology	3.10-3.40
Geography	3.45-4.15
Tea Break(20 Minutes)	
Valedictory Function(4.40-5.40)pm	

### **3. Profile the College**

#### **3.a. Introduction**

Established on July 1, 1964, Morigon College affiliated to Gauhati University is a co-educational institute offering 04 UG programmes in Arts, Science and Commerce and BCA, 02 PG programmes in Geography and Zoology, Vocational courses on Food processing, Mass communication and Journalism and 01 PGDC programme on Disaster management. The laboratory of Department of Chemistry is recognized by Gauhati University as capable of facilitating advanced research works.

Morigaon College is affiliated to Gauhati University and recognized under Section 2 (F) and 12 (B) of UGC. It was accredited by NAAC in the year 2005, 2010, 2018 and awarded B grade in all the assessments.

The college is situated on the eastern side of Morigaon town and is 70 kms away from Dispur, the capital of Assam. It has a total campus area of 9.91 acre and build up area of 10,607.43 sq.meters. It has boys hostel, girls hostels, principal quarter, indoor stadium, auditorium and play ground.

The college has various committees and cells such as Anti ragging committee, Grievance and redressal cell, sexual harassment cell and unit of NCC and NSS for both boys and girls students, for students support and smooth conduct of other activities. Morigaon college library has enriched with text book, reference books above 40,000, along with e-journal and e-books.

#### **3.b. Present status**

The college has now prepared for the 4<sup>th</sup> cycle of NAAC accreditation through preparing perspective plane on the basis of seven criterion of NAAC format.

The IQAC is reconstructed after the third cycle of NAAC visit. The IQAC is preparing mechanism and SOP for each cells and committees for developing the overall system college. The IQAC has also reconstructed, re-evaluated and statistical analysis of students, teacher's, alumni, parent's and administrates feedback system.

The IQAC has ready to introducing few value added course under supervision of few departments. The college has also ready for introducing PG programmes on English, Assamese, Political Science, and Mathematics.

The college has also taken place renovation of class rooms with well-equipped ICT facilities. The college campus has fully wi-fi facilities for faculty and administrative branch. The college has MOU with different institution for students training and internship.

### 3.c. Academic Strength

Name of the Dept.	UG/ PG/ Both UG PG	No. of teachers	Number of students	Seat Capacity	No. of value added/ Certificate program offered
Chemistry	UG	04	25	30	No
Botany	UG	06	17	25	No
Zoology	UG/PG	06/01	47/15	60/15	No
Physics	UG	04	13	25	No
Mathematics	UG	04	22	30	No
Anthropology	UG	03	17	25	No
Assamese	UG	06	29	40	No
English	UG	04	43	40	No
Economics	UG	04	20	30	No
Geography	UG/PG	04/04	45/15	45/15	No
Hindi	UG	03	21	30	No
History	UG	03	18	20	No
Philosophy	UG	04	16	20	No
Political Science	UG	04	79	45	No
Computer Application	UG	02	30	50	No
Education	UG	04	50	50	No
Commerce	UG	05	98	115	No

#### 4. Methodology of the Audit:

A questionnaire in tune with current NAAC assessment accreditation framework has been prepared as shown in the Annexure-1. The metrics are considered where academic department need to be involved. Weights for each metrics are fixed as per their importance for enhancing the quality of the College. A score in the scale of 0-4 is provided based on validation by the audit committee members on the claim made by the departments of the College. CGPA for every department has been evaluated using the following formula.

$$CGPA = \frac{\sum_{metrics} \text{Score in the individual metric} \times \text{Weights of the metric}}{\text{Total Weights (500)}}$$

The CGPA for individual departments are shown in the Table-1.

Table-1

Sl No	Name of the Department	CGPA
1	Geography	2.37
2	Political Science	2.29
3	Zoology	2.13
4	Chemistry	1.97
5	Economics	1.89
6	English	1.83
7	Botany	1.82
8	Mathematics	1.79
9	Anthropology	1.78
10	Assamese	1.71
11	Physics	1.67
12	Education	1.65
13	Commerce	1.60
14	Hindi	1.57
15	Computer Application	1.44
16	Philosophy	1.24
17	History	1.08

## **5. Observations:**

### *a. Curricular Aspects*

Morigaon College is affiliated to Gauhati University. The College follows the curriculum developed by Gauhati University. For effective delivery of curriculum most of the departments are maintaining lesson plan and course diary. However, the detail lesson plan with course progress record needs to be institutionalise. Departments follow academic calendar of Gauhati University. For effective planning of activities academic department can prepare an academic calendar specific to the department following the affiliating University's calendar. Add on/ Certificate programmes are conducted by several departments.

### *b. Teaching Learning Aspects*

Assessment of learning levels after admission to identify slow and advanced learners should be more robust. Though the College follows students centric learning method for effective curriculum delivery however, a detail unit wise plan for experiential and participative learning needs to be maintained for enhancing the learning experiences of the students. The College maintains mentoring system. But documentation of the mentoring system is not adequate. All the departments conduct internal examination as per requirement of the affiliating University. The College may incorporate more different modes for continuous internal evaluation. Program Outcome, Program Specific Outcomes and Course Outcomes are described in the syllabus. Evaluation the attainment of the learning outcomes to be evaluated properly.

### *c. Research, Innovation and Extension*

The overall research culture in the College needs to be strengthened. Several departments are conducting very effective extension activities. Involvement of the students in those activities should be encouraged. Squeezy.in is an exemplary innovation. Such efforts should be encouraged.

*d. Infrastructure*

The College has adequate infrastructure facilities for all academic activities. The infrastructure is well maintained. The library and IT facilities are also adequate.

*e. Students support and Progression*

Several Departments conducting capacity building and skill enhancement activities for the students. Placement of the students and progression to higher education are encouraging. Students need more encouragement for participation in extra-curricular activities.

*f. Professional development activities*

Several teachers are participating in FDP. The rest of the teachers should also regularly participate in FDPs.

## **6. SWOC Analysis**

*Strength of the Institute:*

- (i) The college has adequate land and buildings
- (ii) It provides education to poor and unprivileged students
- (iii) Dedicated staff and vibrant, culturally talented and disciplined students
- (iv) Effective participation of students in extension activities.
- (v) Safe and secured environment
- (vi) Green environment
- (vii) Hostel facilities for girls, boys, research scholars and faculty.
- (viii) A well equipped library with sufficient books and journals.

*Weakness of the institute:*

- (i) Inadequate numbers of add on courses.
- (ii) Lack of Industry-institution collaboration.
- (iii) Weak placement activities.
- (iv) Inadequate use of ICT in teaching-learning.
- (v) It lacks systematic annual appraisal mechanisms for quality up gradation.



- (vi) Research activities on low-key basis.
- (vii) Absence of support staff in laboratories.

*Opportunities:*

- (i) The college has the opportunities for introduction of more industry orientation technical programmes/courses.
- (ii) To arrange FDPs /National level/International level conferences.
- (iii) Scope for interdisciplinary and sponsored projects.
- (iv) Scope for involvement of digital literacy with community.
- (v) It has ample possibilities to undertake innovative and incubation centres for entrepreneurship and development project.
- (vi) Institute can take initiative for the students interested in sports, extra- curricular and cultural activities for choosing their profession.
- (vii) It has also the opportunities for extra rural funding research and infrastructural developmental schemes.

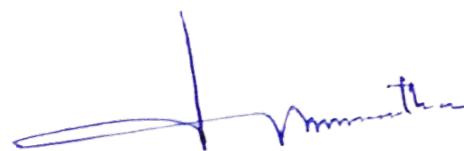
*Challenges:*

- (i) Resource Mobilization for augmentation of physical and learning infrastructure for development.
- (ii) The college is located in an economically backward district & the students have poor socio-economic background.
- (iii) Absence of industries in the area for collaboration.
- (iv) Encouraging the faculty members to take up research and publications.
- (v) Due to locational disadvantage and poverty, the parents are reluctant to send their children for higher education.
- (vi) The students, in general, prefer to study in vernacular language.
- (vii) Encouraging students for competitive examinations and higher education.
- (viii) Girl students with varied socio-economic background.

## 7. Recommendations

Based on the finding the members of the audit committee recommends the following for enhancing the quality of the College:

- i. College needs to establish a language lab
- ii. Research culture needs improvement
- iii. Proper documentation is required for all activities
- iv. Laboratory bearer to be engaged in the laboratories
- v. Best practices of individual department for various aspects need to be institutionalise.
- vi. For effective delivery of curriculum course file to be maintained for every course
- vii. Academic calendar to be prepared at department level following the affiliating University's calendar
- viii. Students should be involved in the extension activities
- ix. More collaborations need to be established for faculty exchange, students exchange, internship etc.
- x. Teachers should participate in FDP programmes to enhance teaching quality.



Dr. Leelakanta Borthakur,  
Principal,  
Morigaon College.



Dr. Amarjit Sing Bhui,  
Principal, Lanka College.



Dr. Sarat Borkatoki,  
Principal, Nowgong College.



Prof. Jogen Chandra  
Kalita, Gauhati University.  
Prof. J.C. Kalita  
Dept. of Zoology  
Gauhati University



Prof. Utpal Sarma,  
Gauhati University

## Template for Academic Audit

Annexure-1

Name of the Department:

Year of Establishment:

Head of the Department:

Metric No	Description	Response	Weightage
	Total No. of Seats (Major)		
	Total No. of Students at present		
	No. of sanctioned faculty positions		
	No. of filled up faculty against sanctioned posts		
	No. of other faculty		
1.1.1.	The Institution ensures effective curriculum delivery through a well-planned and documented process: (Response-Yes/ No) a. Lesson plan is maintained by the teachers b. Course progress record is maintained by the teachers c. Course completed in stipulated time d. Feedback on teachers collected from the students e. Internal examination results are analysed and necessary action taken		10
1.1.2.	The institution adheres to the academic calendar including for the conduct of CIE (Response-Yes/ No) a. Academic calendar is maintained for teaching b. Academic calendar is maintained for CIE		5
1.2.2	Number of Add on /Certificate programs offered during : 2019-20		10
1.2.3	No. of students enrolled in Certificate/ Add-on programs last year		10

1.3.1.	Following issues are integrated to curriculum: (Response-Yes/ No) a. Professional Ethics b. Gender c. Human Values d. Environment and Sustainability		10
1.3.2	No. of courses that include experiential learning through project work/field work/internship		10
1.3.3	No. of students undertaking project work/field work/internships		10
2.2.1	Department assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners		30 QLM (100 words)
2.2.2	Student- Full time teacher ratio		20
2.3.1	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences		20  QLM (100 words)
2.3.2	No. of Teachers use ICT enabled tools for effective teaching-learning process.		15
2.3.3	Ratio of mentor to students for academic and other related issues		15
2.4.2	No. of Teachers with PhD		20
2.4.3	Average teaching experience of full time teachers in the same institution		20
2.5.1	Mechanism of internal assessment is transparent and robust in terms of frequency and mode		15 QLM (100 words)
2.5.2	Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient		15 QLM (100 words)
2.6.1	Teachers and students are aware of the stated Programme and course outcomes of the		15 QLM

	Programmes offered by the institution.		(100 words)
2.6.2	Attainment of Programme outcomes and course outcomes are evaluated by the institution.		15 QLM (100 words)
2.6.3	Pass percentage of final year Students in the last year		30
3.1.1	Grants received from Government and non-governmental agencies for research projects / endowments		5
3.1.2	No. of research projects funded by government and non-government agencies		5
3.1.3	Number of Seminars/conferences/workshops conducted		5
3.2.1	Number of papers published per teacher in the Journals notified on UGC website		5
3.2.2	Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings		10
3.3.1	No. of Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development		10
3.3.2	Number of awards and recognitions received for extension activities from government / government recognised bodies		10
3.3.3	No. of Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in		20

	collaboration with industry, community and NGOs )		
3.3.4	No. of students participating in extension activities at 3.3.3. above		20
3.4.1	No. of collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc		10
3.4.2	Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc.		10
4.1.3	No. of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc		10
5.1.3	Capacity building and skills enhancement initiatives taken by the department include the following 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. ICT/computing skills Options: A. All of the above B. 3 of the above C. 2 of the above D. 1 of the above E. none of the above		10
5.2.1	No. of placement of outgoing students		10
5.2.2	No. of students progressing to higher education		15
5.2.3	No. of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)		5
5.3.1	Number of awards/medals for outstanding performance in		10

	sports/cultural activities at university/state/national / international level		
5.3.3	No. of number of sports and cultural events/competitions in which students of the Institution participated		5
6.3.3	No. of number of professional development /administrative training programs organized		5
6.3.4	of teachers undergoing online/face-to-face Faculty development Programmes (FDP)		5
7.2.1	Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.		20 QLM (250 Words each)





# Report

## On

### **Online essay writing competition and online poster making competition**

**Organized by Morigaon College in collaboration with Anti Global Warming Society, Morigaon**

**Date: 05-06-2021**

An online essay writing competition and an online poster making competition was organized by Morigaon College in collaboration with Anti Global Warming Society, Morigaon. The theme for essay writing competition was "Adverse effect of solid waste in environment of my district". And the theme for online poster making competition was "My responsibility for my Environment".

The last date of submission was 30<sup>th</sup> May 2021. After that two judges were appointed namely-

1. Jyoti Prasad Mahanta
2. Bhaskar Jyoti Mahanta

The two judges were submitted their result on 4<sup>th</sup> June, 2021. Morigaon College has declared the result on 5<sup>th</sup> June on the occasion of "World Environment Day". The result of the competition attached with this report.

Certificate and Prize money were successfully provided to the Winners of this competition.

## Photo gallery

### Banner

**WORLD ENVIRONMENT DAY**  
· 5TH JUNE ·

**MORIGAON COLLEGE IN COLLABORATION WITH ANTI GLOBAL WARMING SOCIETY MORIGAON PRESENTS ·**

**STATE LEVEL ONLINE ESSAY WRITING COMPETITION**

**THEME:** Adverse effect of Solid waste in environment of my district  
মোৰ জিলাখনৰ পৰিবেশত গোটা আৱৰ্জনাৰ পেলোৱা বিৰূপ প্ৰভাৱ

**PRIZE MONEY:**  
1ST PRICE -2000  
2ND PRICE -1500

**Last date for submission is June 5, 2021.**

**THINK GREEN**

**GUIDELINES:**

- Declaration of result -10th June, 2021
- The essay should be in the participant's handwriting
- Participants will have to submit their essay at -[antiglobalwarmingsociety@gmail.com](mailto:antiglobalwarmingsociety@gmail.com) or [morigaoncollege@hotmail.com](mailto:morigaoncollege@hotmail.com) or [WhatsApp](https://www.whatsapp.com/channel/00299a61111111111111) at 9127158359
- Length of essay- The article shall be within 1000 words
- Only original writing will be considered for the competition. Any form of plagiarism will result in disqualification.
- The Competition is open for all the students currently pursuing their under-graduation course
- For more details call at -9859416685 / 9127158359



MORIGAON COLLEGE IN COLLABORATION WITH  
ANTI GLOBAL WARMING SOCIETY MORIGAON  
PRESENTS -

## STATE LEVEL ONLINE POSTER MAKING COMPETITION

THEME: "My responsibility for my Environment"  
"মোৰ পৰিবেশৰ প্ৰতি মোৰ দায়বদ্ধতা"

PRIZE MONEY:  
1ST PRICE -1500  
2ND PRICE -1200

Last date for  
submission  
is June 5, 2021.

### GUIDELINES

- Declaration of result -10th June, 2021
- Participants will have to submit their poster at -[antiglobalwarmingsociety@gmail.com](mailto:antiglobalwarmingsociety@gmail.com) or [morigaoncollege@hotmail.com](mailto:morigaoncollege@hotmail.com) or WhatsApp at 9127158359
- Only original poster will be considered for the competition. Any form of plagiarism will result in disqualification.
- The Competition is open for students who are currently studying in class 11th and 12th
- For more details call at -9859416685 / 9127158359

## Result

NAAC ACCREDITED 'B' GRADE  
অধ্যক্ষৰ কাৰ্যালয় : মৰিগাঁও মহাবিদ্যালয়  
Permanently Affiliated to Gauhati University  
Recognised by UGC under section 2(f) and 12(B) of UGC Act, 1956  
OFFICE OF THE PRINCIPAL  
MORIGAON COLLEGE  
Morigaon : Assam  
Estd. 1964  
P.O. & Dist. Morigaon PIN 782105(Assam)  
Ph. 03678/240268(O)  
9435479207(M)  
From: Dr. Lila Kanta Borthakur, M.Sc.Ph.D  
Principal, Morigaon College  
Website: [www.morigaoncollege.org](http://www.morigaoncollege.org)  
E-mail: [morigaoncollege@hotmail.com](mailto:morigaoncollege@hotmail.com)

Date: 10-06-2021

**Result of State Level Online Essay Writing Competition on World Environment Day, 5<sup>th</sup> June, 2021**

Organized by  
Morigaon College in Collaboration with Anti Global Warming Society Morigaon, Assam  
Theme: Adverse Effect of Solid Waste in Environment of My District

Position	Name of Participant	Class & College
First Prize	Sourav Kumar Medhi	BA 5 <sup>th</sup> Sem.(Eng) Morigaon College, Morigaon, Assam
Second Prize	Miss Rimlima Devi	Morigaon Girls H.S School, Morigaon, Assam

Mridul Kumar Sarma  
Secretary  
Anti-Global Warming Society

Dr. Lila Kanta Barthakur  
Principal  
Morigaon College  
Morigaon, Assam  
Principal  
MORIGAON COLLEGE



NAAC ACCREDITED 'B' GRADE  
অধ্যক্ষৰ কাৰ্যালয় : মৰিগাঁও মহাবিদ্যালয়  
Permanently Affiliated to Gauhati University  
Recognised by UGC under section 2(f) and 12(B) of UGC Act, 1956  
**OFFICE OF THE PRINCIPAL**

**MORIGAON COLLEGE**  
Morigaon : Assam  
Estd. 1964

From: Dr. Lila Kanta Borthakur, M.Sc.Ph.D  
Principal, Morigaon College  
P.O. & Dist. Morigaon PIN 782105(Assam)  
Ph. 03678/240268(O)  
9435479207(M)  
Website: www.morigaoncollege.org.  
E-mail: morigaoncollege@hotmail.com.

Date: 10-06-2021

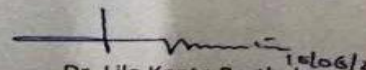
**Result of State Level Online Poster Making Competition on World  
Environment Day, 5<sup>th</sup> June, 2021**

Organized by  
Morigaon College in Collaboration with Anti Global Warming Society Morigaon,  
Assam

Theme: "My Responsibility For My Environment"

Position	Name of Participant	Class & College
First Prize	Zumeenara Begum	H.S 2 <sup>nd</sup> Year, Excel Junior College, Nagaon, Assam
Second Prize	Bhargob Jyoti Bora	H.S 2 <sup>nd</sup> Year, Kalong Kapili Vidyapith Junior College, Samaguri, Nagaon, Assam

Mridul Kumar Sarma  
Secretary  
Anti-Global Warming Society

  
Dr. Lila Kanta Barthakur  
Principal  
Morigaon College  
Morigaon, Assam

Principal  
MORIGAON COLLEGE

Kangkan Saikia

Mr. Kangkan Saikia  
Assistant Prof. Dept. of Commerce  
Morigaon College

## Internship certificates

offered by Lahkar Udyog PVT. Ltd to Students of Morigaon College during the year

**LAHKAR UDYOG PVT. LTD.**



### TO WHOM IT MAY CONCERN

This is to certify that Sikha Rani Deka daughter of Dhan Deka, vill/Town-Gouripur, PO-Ghagua, Dist-Marigaon, Pin-782105, Assam, a student of B.Voc in Food Processing (Agri), Marigaon College, Assam had successfully completed his internship in our industry on Quality, Production and Distribution unit of M/s Spring Valley, and in M/s Lahkar Udyog Pvt. Ltd for the period of 18 days from 11.02.2021 to 28.02.2021.

During the internship period we found him sincere and hard working. We wish him a bright future.

Date: 27<sup>th</sup> Dec 2021

Place: Tezpur

(H.K.Lahkar), Managing director

Factory : N. H. 37 (A), Mazgaon, Tezpur - 784 001, Assam. Phone : 236265, 236023  
Ghy. Office : Opp. Panbazar Girls H. S. School, Guwahati - 781 001 Phone : 2519736  
Regd. Office : Tiger Hills, Tezpur - 784 001, Sonitpur (Assam) Fax : 03712 - 232180  
Email : lahkar1989@gmail.com Website : www.lahkar.com  
CIN : U15319AS1987PTC002674

**LAHKAR UDYOG PVT. LTD.**



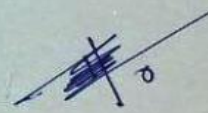
**TO WHOM IT MAY CONCERN**

This is to certify that Janmoni Dewri daughter of Manbar Dewri, vill/Town-Meruagaon, Hatihulunga PO- Marigaon, Dist-Marigaon, Pin-782105, Assam, a student of B.Voc in Food Processing (Agri), Marigaon College, Assam had successfully completed his internship in our industry on Quality, Production and Distribution unit of M/s Spring Valley, and in M/s Lahkar Udyog Pvt. Ltd for the period of 18 days from 11.02.2021 to 28.02.2021.

During the internship period we found him sincere and hard working. We wish him a bright future.

Date: 27<sup>th</sup> Dec 2021

Place: Tezpur

  
(H.K.Lahkar), Managing director

Factory : N. H. 37 (A), Mazgaon, Tezpur - 784 001, Assam. Phone : 236265, 236023  
Ghy. Office : Opp. Panbazar Girls H. S. School, Guwahati - 781 001 Phone : 2519736  
Regd. Office : Tiger Hills, Tezpur - 784 001, Sonitpur (Assam) Fax : 03712 - 232180  
Email : lahkar1989@gmail.com Website : www.lahkar.com  
CIN : U15319AS1987PTC002674



# **LAHKAR UDYOG PVT. LTD.**



## **TO WHOM IT MAY CONCERN**

This is to certify that Faruk Abdulla son of Abdul Motin, vill/Town- Milonpur, PO- Marigaon, Dist-Marigaon, Pin-782105, Assam, a student of B.Voc in Food Processing (Agri), Marigaon College, Assam had successfully completed his internship in our industry on Quality, Production and Distribution unit of M/s Spring Valley, and in M/s Lahkar Udyog Pvt. Ltd. for the period of 18 days from 11.02.2021 to 28.02.2021.

During the internship period we found him sincere and hardworking. We wish him a bright future.

Date: 27<sup>th</sup> Dec 2021

Place: Tezpur

A handwritten signature in blue ink, consisting of several overlapping strokes and a small circle at the end.

(H.K.Lahkar), Managing director

**Factory : N. H. 37 (A), Mazgaon, Tezpur - 784 001, Assam. Phone : 236265, 236023**  
**Ghy. Office : Opp. Panbazar Girls H. S. School, Guwahati - 781 001 Phone : 2519736**  
**Regd. Office : Tiger Hills, Tezpur - 784 001, Sonitpur (Assam) Fax : 03712 - 232180**  
**Email : lahkar1989@gmail.com Website : www.lahkar.com**  
**CIN : U15319AS1987PTC002674**

**LAHKAR UDYOG PVT. LTD.**



**TO WHOM IT MAY CONCERN**

This is to certify that Tutumoni Bhyan son of Pradip Bhuyan, vill/Town-Haldhibari, PO-Niz Dandua, Dist-Marigaon, Pin-782104, Assam, a student of B.Voc in Food Processing (Agri), Marigaon College, Assam had successfully completed his internship in our industry on Quality, Production and Distribution unit of M/s Spring Valley, and in M/s Lahkar Udyog Pvt. Ltd for the period of 18 days from 11.02.2021 to 25.02.2021.

During the internship period we found him sincere and hard working. We wish him a bright future.

Date: 27<sup>th</sup> Dec 2021

Place: Tezpur

A handwritten signature in blue ink, consisting of a series of horizontal strokes and a vertical line, with a small circle to the right.

(H.K.Lahkar), Managing director

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CIN : U15319AS1987PTC002674

# **LAHKAR UDYOG PVT. LTD.**



## **TO WHOM IT MAY CONCERN**

This is to certify that Md. Mafijul Islam son of Najrul Islam, vill/Town-Boribondha, PO-Marigaon, Dist-Marigaon, Pin-782105, Assam, a student of B.Voc in Food Processing (Agri), Marigaon College, Assam had successfully completed his internship in our industry on Quality, Production and Distribution unit of M/s Spring Valley, and in M/s Lahkar Udyog Pvt. Ltd for the period of 18 days from 11.02.2021 to 28.02.2021.

During the internship period we found him sincere and hard working. We wish him a bright future.

Date: 27<sup>th</sup> Dec 2021

Place: Tezpur

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

(H.K.Lahkar), Managing director



## Report on

**Name of the Event: MoU Functioning**

**Name of the Activity: One Day Covid 19 Awareness and Mask Distribution.**

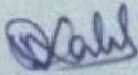
**Date: 30-07-2021(day)**

**Venue: Dhing, Nagaon, Assam.**

Name and Address of the Organizations: Department of History, Morigaon College, Morigaon, Assam and PragatiEkJatra, Dhing, Nagaon, Assam.

Today on 30<sup>th</sup> of July 2021, the members of the Department of History and PragatiEkJatra, NGO, Dhing, Nagaon, Assam jointly distributed Masks and Sanitizer in the street of Dhing Bazar at 11.30a.m. The members also aware the people about the pandemic, usefulness of Hand sanitization and maintain social distance. Deepak Kalita, HoD, Department of History, DipulSaikia, Secretary, PragatiEkJatra, and other members participated in that event.



  
HOD,  
Department of History  
Morigaon College  
Date .....

# **A report on Three Days Training Program**

**On**

## **“Mental and Emotional wellbeing during COVID -19 Pandemic”**

**Organized by IQAC, Morigaon College**

**In collaboration with Optimista Learning Hub LLP**

**Date: 3<sup>rd</sup> to 8<sup>th</sup> June, 2021**

### ***Report***

Optimista Learning hub has identified how Covid-19 challenges have affected the students especially, because they are in the middle of forming a career base and are more dependent on social systems for the same. To spread mental health awareness, IQAC, Morigaon College, Morigaon has collaborated with Optimista Learning hub and offered a three day's training program to the students under the supervision of Principal, Morigaon College Dr. Lila Kanta Borthakur and IQAC, Coordinator Dr. Ranjit Kumar Kalita. The training addressed the major challenges of the everyday lives of the students, so that they feel comfortable with their everyday mental wellbeing. We tried to ensure that the students are not prevented by any mental stigma to help themselves or support their family and friends, during the pandemic. The training aimed at combating the stressors that might obstruct the students while they are preparing for their future. It is very important that the students remain mentally healthy through the difficult times, while trying to cope with losses, isolation, changes and restrictions in the system posed by the pandemic at present. Training activities that identify possible stress and provide reliable and practical resources to overcome or avoid negative effect on mental health and physical health is the need of the hour for students. Like us Morigaon College has recognized the exigency of building resilience in the students and thereby they have facilitated for us to conduct a three day's online training program for their students on 'Mental and Emotional Wellbeing'. The course was delivered to the students in two batches under the guidance of the Head Trainer Miss Tribenee Bhattacharyya, Psychotherapist and NLP Practitioner, Founder Optimista Learning Hub LLP along with associate trainers and Psychologists.

On day 1 a training on 'Isolation, quarantine and moral injury' was given; on day two a training on 'optimizing social media and internet' was given; and on day 3 a training on 'overcoming exam fears' was given, addressing all the aspects of psychological effects that students are exposed to because of the pandemic.

The details of the training are given below to outline the course day-wise:

- ✓ Course Title: Mental and Emotional Wellbeing during COVID-19 Pandemic
- ✓ Duration of the course: 3 days (9 hours)
- ✓ No. of Batches trained: 2 batches
- ✓ No. of Students per batch: 50 no.'s
- ✓ Mode: online

## **Course Details:**

### **Day 1**

#### **Isolation, quarantine and moral injury**

##### **On day one students were trained on:**

- Isolation and quarantine
- How to identify depression that can arise out of quarantine / isolation
- How to take care of self or family members and friends who face similar problem
- Dos and donts to avoid negativity and embrace positivity
- How to handle moral injury
- How to protect self and others from moral injury
- Things to take care of to avoid further damage emotionally and mentally
- How to cope with loss and grief
- How to support near ones to help them cope with grief
- How to avoid/cope with depression

### **Day 2**

#### **Optimizing Social Media and Internet**

- Introducing the positive and negative effects of social media and internet
- How to utilize social media and internet
- How to avoid the bad effects of social media and internet
- How to identify the good/bad effects of social media on self
- Benefits of social media and internet
- Introduction on habits and lifestyle that can help in optimizing social media
- Introduction to privacy policies
- How to protect oneself from the harms of internet
- How to get benefit of the internet for studies and career
- Negative effects of irresponsible usage of internet on health

### **Day 3**

#### **Overcoming exam fear**

- Introducing best practices and techniques
- Introducing how stress can affect health
- Helping to identify stressors
- Strategies to study efficiently
- Techniques to reduce stress
- Introducing good lifestyle habits to overcome stress
- Time management skills
- How to manage work and life and identify success instead of failure
- How to avoid fear of exam



## **Dates of the training:**

First batch: 3rd, 4th and 5th June, 2021

Second batch: 6th, 7th and 8th June, 2021

## **Total Number of students participated: 100 students (50 per batch)**

First batch: 50

Second batch: 50

List of the students:

### **First batch:**

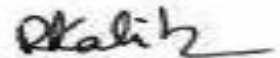
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