

SHAHEED SMARAK COLLEGE

Bharatpur-19, Bakhanpur, Shardanagar, Chitwan



VOLUME 9 (ANNEX 151-165)

SELF-STUDY REPORT FOR ACCREDITATION

Submitted to

**QUALITY ASSURANCE AND ACCREDITATION COUNCIL
UNIVERSITY GRADS COMMISSION
SECOND HIGHER EDUCATION PROJECT**

Sanothimi, Bhaktapur

2023

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Strategic Planning

(2019-2024)

Shaheed Smarak College

Bharatpur-19, Chitwan, Nepal

2022

Shaheed Smarak College

Bharatpur, Chitwan, Nepal

Telephone : +977 - 56 - 591031

Email : info@sscbakhanpur.edu.np

URL : [https://www\(sscbakhanpur.edu.np/](https://www(sscbakhanpur.edu.np/)

Foreword

Shaheed Smarak College situated in Ward No. 19 of Bharatpur Metropolitan City in Western Chitwan, has been established with the hard labor of social workers, intellectuals and aware guardians in the memory of known and unknown martyrs of this area who sacrificed their life for the cause of democracy in the country. Higher education in Nepal is expanding rapidly in response to the ever increasing aspiration of people for quality higher education. Higher education institutions are being added and student enrolment in higher education institutions is increasing every year. With the increasing number of graduates concerns of quality and relevance of higher education programs and the delivering institutions are also growing particularly in view of employability of the graduates and/or their capacity for self initiatives/entrepreneurships to generate employment. A substantive number of students are going abroad for higher education seeking better quality and relevance. Therefore SSC has been seeking to deliver quality education within locally affordable cost lower middle class of people in country and city and assure quality higher education to meet the policy of Nepal Government, TU and UGC Nepal . From the very beginning SSC has tried to offer its service through planned approach and has developed its plan and policies. College had established the mechanism to evaluate and judge the outcomes programs states in strategic plan internally and it has felt to revise the priorities to the some extent of within the priority area of National, institutional and local context.

The current plan is prepared for 2023 to 2028. Strategic plan (2023-2028) entails the information about vision, mission and goals of SSC. It also describes the development trends of college, identifies the strengths, weakness opportunities and threats; developed strategies and proposed activities; and resource mobilization plan to cater the needs of college development.

I am very much thankful to the members of strategic plan development committee (Mr. Raju Bhat, Mr Chhabindra Dawadi Kiran, Mani Sigdel, Mr Santa ram Gurung, Mr Patiram Mahato) who have worked hard, made effective coordination and documented well. I am also thankful to all the members of several committees of SSC, faculty members and staff and acted accordingly in the path of achieving and sustaining quality education.

Thank You

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Section 1: Introduction

1.1 Context and Rationale

Educational institutes which are located in the rural areas with limited resources are really challenging to be managed properly. These institutes are to educate the pupils from those families which have very low economic status in the society. In the present context of 21st Century with high-tech facilities in education systems, we still are following traditional systems in teaching-learning activities. We have resource constraints in one hand and in another we have to fulfill the expectations of stakeholders. So that, Shaheed Smarak College, Bakhanpur, Sharadanagar felt the need of strategic plan and action plan to run the college smoothly and more effectively so that it can provide the quality education to its students and hence can give good message in the society.

1.2 Purpose of the Plan

Generally, plan is described as the roadmap for the organization in the future which guidelines the activities to be undertaken so that organization can sustain for long period of time. Purposes of this plan of Shaheed Smarak College are:

- To organize the academic and operating activities in systematic way.
- To fulfill the future requirement.
- Review vision, mission, goals and objectives
- Review strengths, weaknesses, opportunities and threats.
- To involve all the stakeholders for well-being of the college.
- To present this plan to our donor agencies to make sure that funds granted by them will be utilized properly.
- Achieve QAA certificate.
- To increase number of programs including in Science and technology and other priority areas the UGC has defined within the NEHEP framework.

1.3 Process of Preparing the Plan

Shaheed Smarak College formulates the strategic plan in the systematic way which takes following process.

- Management committee prepares the task group including 3 members of management committee and two teachers to formulate the strategic plan within the NEHEP framework.
- Task group interacts with management committee, teachers, parents and students.
- Task group prepares the draft and present it to the management committee.
- Management committee finalizes the drafts with some correction.

1.4 Participants of Strategic Planning

- Members of Campus Assembly:
Approve and finalize the strategic planning.
- Management Committee:
Responsible to finalize the strategic planning.

- Task Group:

It is formed by management committee to prepare the draft of strategic plan.

- Teachers, Students, Parents, Local Community:

Participate in interaction program conducted by task group and provide some valuable suggestions to be included in strategic plan.

- Internal Quality Assurance Cell
- College Administration
- Program Coordinators of different programs
- Chair Person of different cell/units/committees
- Teaching faculties and employees

1.5 Components of the Strategic Plan

Some descriptions and classifications are needed to prepare the strategic plans which are the important components and these are:

- Institutions profile
- Development trend of college
- SWOT analysis
- College vision, mission, goals, strategies and activities
- Plan for resource mobilization
- Stakeholder's concerns and commitments.

1.6 Scope of the Plan

This strategic plan is concerned with the planning of the college for 2023-2028 covering academic planning and infrastructure development planning which are necessary for every educational institute to meet the expectations of society. It is useful:

- To prepare plan and policy for development of the college.
- To increase student enrollment and pass out
- To utilize the sources and materials.
- To add the new programs.
- To solve the problems related to academic, finance and administration.
- To develop relationship and confidence.
- To operate college systematically.

Section 2: Institution's Profile

2.1 Overview of the Catchments Area

2.1.1 Geographical Setting:

This college is situated in Bharatpur Metropolitan City ward no. 19. It is about 11 km West from its district headquarter, Bharatpur. It is located in remote part of this district. The geographical setting is located in the community where majority of the people are ethnic and aborigines. Especially the Gurung, Tamang and Tharus communities are settled in the Catchments area of this college. The college is a community based college. Due to the condition of having the occupation of traditional agriculture and lack of proper irrigation, the economic condition of people is poor. The local people have been unable to help the college to maintain the infrastructure. Despite this poor condition, the attempts of local intellectuals, social workers and local people led to establish this college and education up to Bachelor level has been provided here. The college is situated in one and half hecter of land with strong wall. The college also owns three hecters land in another place of same ward.

2.1.2 Social, Cultural, Economic and Political Setting:

The Western Chitwan itself is relatively poor and remote in comparison to Central and Eastern Chitwan. There is lack of infrastructure like transportation, irrigation, education etc. The roads are muddy and not properly graveled and black topped. Most of the people are farmers. But there is lack of irrigation. So, most of the people are poor. Especially, social condition of the people of Sharadanagar and adjacent area is not advanced. The majority of the people are still following traditional agriculture. It is the community of multi-ethnic and aborigines. Especially, the Gurungs and Tharus people are in majority in this area. Although Sharadanagar VDC is the land of great martyrs, this area is still backward politically. The local people are still far behind politically. So, The College has been unable to get sufficient concern from political leaders and parties.

2.1.3 Educational Status and Scope:

Education status of this region is quite matched with this college. There are more than six high School in the catchment area of this college. This college is located at the center of these schools. Bachelor level college has not been established around this area. Except in headquarter, there is only one college in far western side of this district in Divyanagar. So, this college has the catchment area of Sharadanagar ,Gunjanagar, Parbatipur, Mangalpur and some village of Jagatpur, Phulbari and Shivanagar. Since the economic condition of local people is not so strong, they can't afford much to send their children to study in district headquarter. Due to inaccessibility in the colleges of district headquarter; most of the +2 graduates have been compelled to leave their academic education. So, the Bachelor level college has one of the most required educational infrastructures of this region.

2.1.4 Stake Holders and Scope of their Participation:

All the local people irrespective of caste, class, sex, religion, ethnicity, students, guardians and teachers are the true stake holders of this college. It is a community based college. Its main aim is providing higher level education in very affordable cost in local area. It is also a multiple college. It aims to provide Bachelor as well as Master level education in all streams as much as possible. The participation of local people is must to run this college smoothly. The college itself had born from the donation of local people who have open

hearty given donation by saving some income of their hard labor. The participation of stake holders has the great scope. As long as they participate, the college will run smoothly and it runs in the path of becoming the educational center of western Chitwan. The local people can be benefited by getting higher level education in their own region in affordable cost.

2.2 Descriptions of the Institution

2.2.1 Historical Background:

Since there were not any colleges in Western Chitwan, the realization of the need of college has been felt for a long time in this area. Especially, after the restoration of multi-party democracy, the gathering of local people, local intellectual and social workers felt the need of college and formed a committee to establish the college in this area in Poush 27, 2050. The chairperson of the committee was then chairperson of Sharadangar VDC Mr. Ash Bahadur Lama. The committee decided to collect funds and voluntary economic help from the local people. Because of this great attempt, the dream of establishment of college became successful when the inauguration of the beginning of the class held in Bhadra 15, 2051 as a branch of Balkumari College, Narayangarh. But, the college was named Shaheed Smarak College by considering the great contribution of known and unknown martyrs of this area. According to this decision, and by completing the process of getting affiliation from TU on 9 Poush, 2054, the college is re-organized and changed as Shaheed Smarak College, Bakhanpur, Sharadanagar.

2.2.2 Physical Infrastructures

One of the most important aspects of any educational institution is its infrastructure. Unless the building, library and other facilities are not sufficient, the whole program of this institution including teaching learning process is disturbed. So, it is clear that every educational institutional should have strong and sufficient infrastructure.

Shaheed Smarak College is one where the building is very old and weak. The library room is also very much congested because it is very small in size. The building, library and other infrastructures of this college are as follows.

Table 1: Physical Infrastructures of college.

S.N.	Assets	Quantity	Remarks
1	Land	4-0-0	Bharatpur-19,Shardanagar,Chitwan
2	Number of building	3	
3	Number of classroom	30	
4	Parking Stand	2	Cycle, Motorcycle Stand
5	Toilets	11	3 attached with building in every flat
6	Meeting Hall	1	CMC Meeting and others
7	Seminar Hall	1	With The Capacity of about 500 participants
8	Sofa	5 set	
9	Desk/Bench Joint	650	
10	Tables (wooden)	40	
11	Table (steel)	12	
12	Tea table	7	

S.N.	Assets	Quantity	Remarks
13	Chairs	60	
14	Wooden rack	5	
15	Steel rack	15	
16	Cupboard	6	
17	Fan	35	
18	Books	9250	
19	Laboratory	2	
20	Basketball Court	1	
21	Computers	36	
22	Printers	4	
23	Fax	1	
24	Photocopy	1	
26	Overhead Projector	6	For students teaching
27	Generator	1	For students and official use
28	RO Purifier	5	
29	Polyethene Water Tank	3	
30	Locker	3	
31	White Board	30	
32	Bus	1	Student Bus

2.3 Academic programs and curricular management

2.3.1 Programs:

In this institute, there are both higher secondary level and college level educational program. Higher secondary level has been conducted by taking the affiliation from National Education Board of Nepal with separate management. In higher secondary section (+2), there are many subjects in two years program of commerce, education, hotel management, travel and tourism and humanities faculties. The college has got its affiliation from Tribhuwan University. It has conducted bachelor level program in Humanities, education and management and Master level program in Management having different major subjects like Account, Nepali, English, Population, Health, Hotel Management, Travel and Tourism, etc.

2.3.2 Student enrollment and composition

The current trend of student enrollment and composition at the college is positive and promising for the future. The college serves a diverse population from the surrounding areas of Sharadanagar, Parbatipur, Shivanagar, Mangalpur, Gunjanagar, Divyanagar, and Sukranagar VDC. The enrollment in various faculties' data and students' composition are outlined in the table below.

Table 2: Trend of Student's Enrollment in BBS, BED, BCA, MBS and composition of students from FY 2076/77 to 2078/79.

Year	BBS				BED			
	Girls	EDJ	Dalit	Total	Girls	EDJ	Dalit	Total
2076/77	100	23	16	175	83	23	09	92
2077/78	137	20	16	201	114	22	15	131
2078/79	89	25	4	166	105	24	13	142

Year	BCA				MBS			
	Girls	EDJ	Dalit	Total	Girls	EDJ	Dalit	Total
2076/77	7	7	0	22	8	3	0	12
2077/78	5	5	0	20	14	5	1	25
2078/79	7	7	0	22	14	5	1	29

2.3.3 Curricular Management and Teaching learning practice

All academic programs under SSC are run with Tribhuvan University curriculum. Curriculum Development Centre (CDC) in association with Dean's office and subject committee, prepare the list of distinguished academic professional and specific subjects experts and invite them to workshop for comprehensive interaction regarding the strength and weakness of existing curriculum to beautify it as per the demand of time. Curricular management is quite essential to support to the different department, staff and lectures to make the teaching learning activities effective. Different faculty head and department heads have the full authority and they manage the curriculum and give support to teaching staff.

2.3.4 Teaching learning resources and support

Teaching learning process is the backbone of any educational institution. To make the teaching learning process effective, it needs different resources and support. The college conducts different workshops, seminars with the management of department to enhance the capacity of lectures. The college also provides improved environment for human capital development to contribute to growth with an improved share of females and different reference materials, training to lecturers. The college has also recently decided to provide on job facilities for further study like M.Phil. and P.H.D.

2.3.5 Examination systems and results

Although the affiliated University, Tribhuvan University conducts the final examination and publishes results, the college has formed a separate examination committee to conduct the informal examination and prepare the results. So that the students can attend the final examination with experience of examination. The college conducts three internal examinations in an academic year and publishes results. These internal examinations motivate the students in study and they can achieve the best result.

2.4 Human Resource Management

The quality of higher education is largely determined by the quality of the human resources, including the academic staff and the administrative staff responsible for managing support services. At SSC, there are a total of 43 faculty and staff members, 30 of whom are trained teaching faculty and the rest are administrative, finance, and support staff. The professional staff at SSC have expertise in their respective subjects and research methods, and the college also invites external experts to participate in capacity development programs. The table below illustrates the composition of our human resources.

Table 3: Administrative personal and staffs

SN	Post	Name	Remarks
1	Principal	Basant Kumar Poudel	
2	Vice Principal	Raju Bhat	
3	Librarian	Janaki Poudel	
4	Accountant Officer	Yubraj Thapa	
5	Assistant Accountant	Ranjita Tamang	
6	Peons	Sitaram Mahato	
7	Peons	Karna Bahadur Magar	
8	Peons	Kopila Gurung	
9	Guard	Tul Bahadur Gurung	

2.4.1 Faculties

The table below illustrates the human resources or teachers of the various faculties.

Table 4: Management faculty

SN	Post	Name	Remarks
1	Head of faculty	Chhabindra Dawadi	
2	Member	Raju Ranabhat	
3	Member	Kiran Sigdel	
4	Member	Yubraj Adhikari	
5	Member	Srikant Dhakal	

2.5 Education faculty

SN	Post	Name	Remarks
1	Head of faculty	Arun Bilas Ahikari	
2	Member	Bhanu Bhakta Aryal	
3	Member	Milan Poudel	
4	Member	Gaura Adhikari	
5	Member	Rudra Prasad Adhikari	

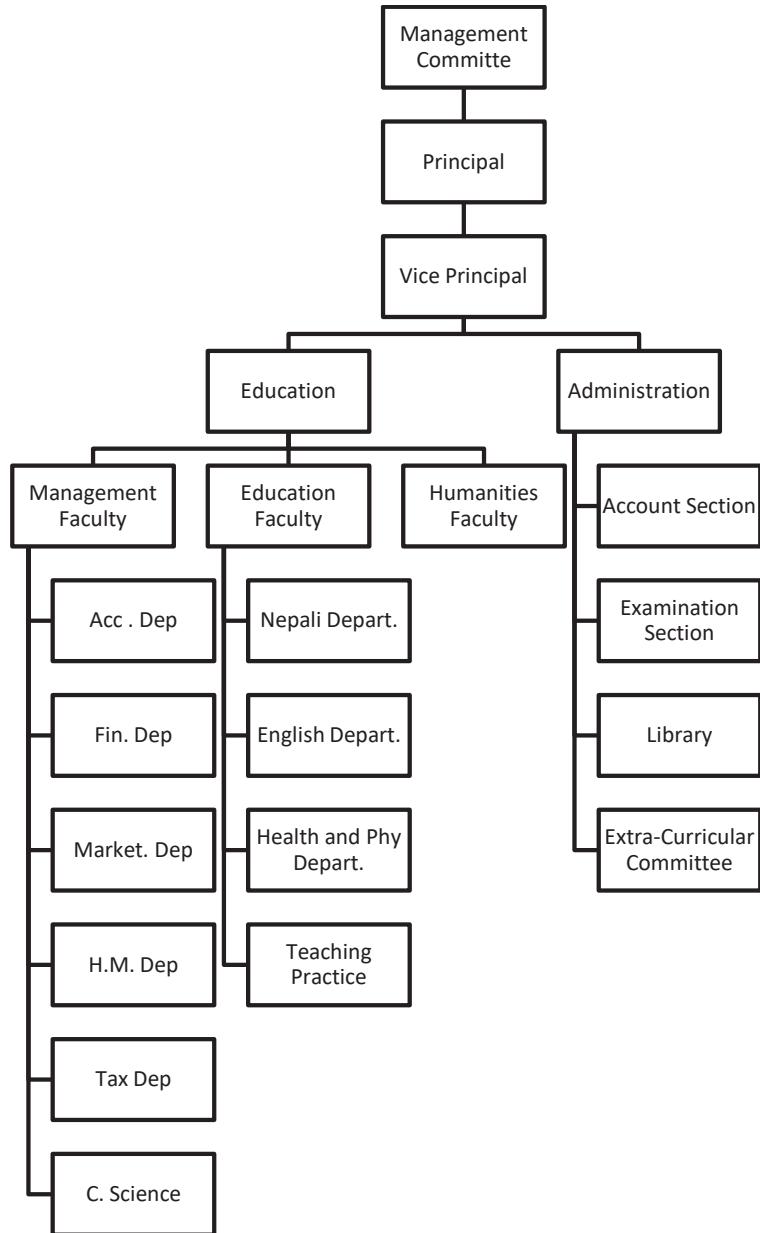
Table 5: Humanities and Social Science Faculty

SN	Post	Name	Remarks
1	Head of faculty	Del Raj Aryal	
2	Member	Yurung Pakhrin	
3	Member	Lila Bhandari	
4	Member	Madhav Kafle	
5	Member	Saroj Gyawali	

2.6 Institutional Management

2.6.1 Institutional Structure

The institutional structure of this college is as follows.



2.6.2 Management Committee

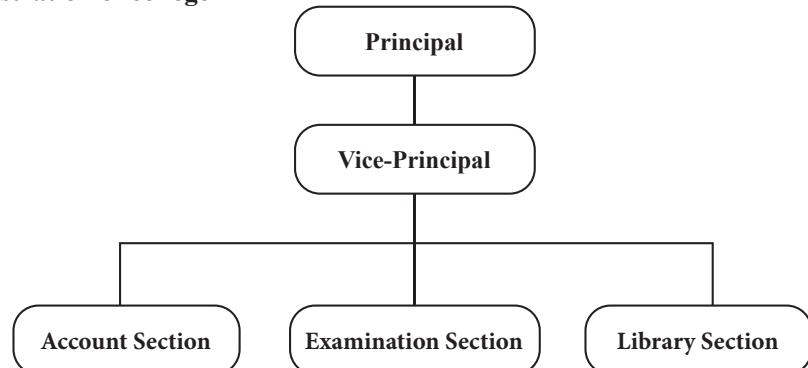
The management committee is the highest organ of this college. The management committee is selected by the general convention of local people, guardians and other stake holders. The tenure of a committee is of 3 years. The present management committee of this college is as follows.

SN	Post	Name	Remarks
1	Chair Person	Bel Bahadur Gurung	
2	Member	Krishna Hari Aryal	
3	Member	Chandra Dhoj Gurung	
4	Member	Topman Singh Gurung	
5	Member	Dhan Bahadur Gurung	
6	Member	Nar Bahadur Gurung	
7	Member	Del Raj Aryal	
8	Member	Honorable Balram Poudel	
9	Member	Honorable Bishnu Maya Pariyar	
10	Member	Karna Bahadur Gurung	
11	Member	Dr. Surya Kanta Ghimire	
12	Member	Bich Ram Karna	
13	Member	Bindu Poudel	
14	Member	Bishnu Prasad Dhakal	
15	Member	Shigha Raj Gurung	
16	Member	Sheskanta Adhikari	
17	Member	Sub. Hum Bahadur Chhetri	
18	Member	Cpt. Hutman Gurung	
19	Member	TU Representative	
20	Secretary	Basanta Kumar Poudel	

2.6.3 Administration

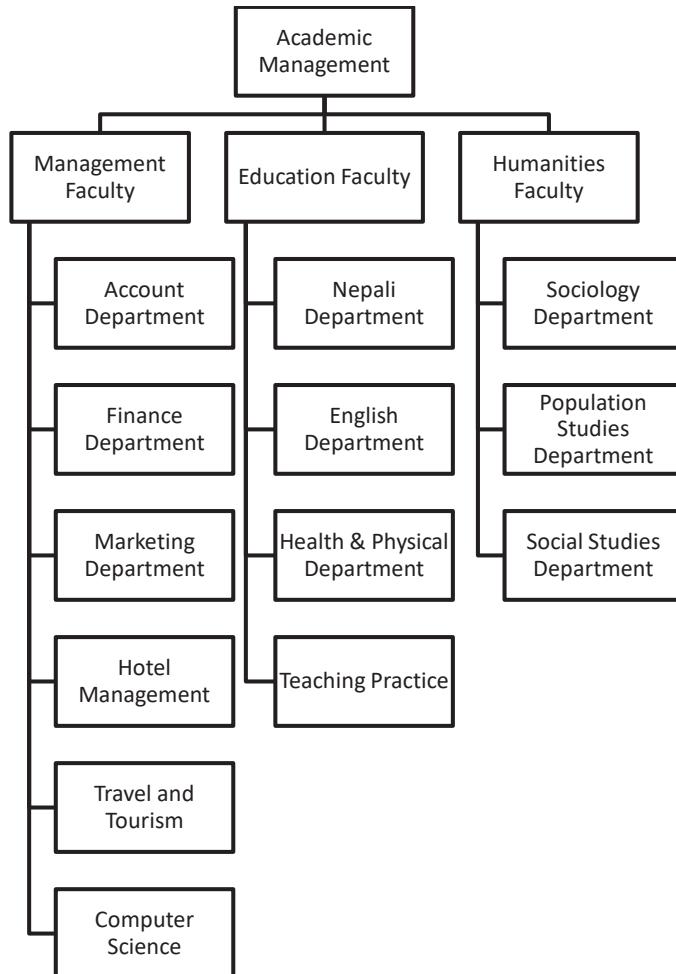
To run the academic and other regular activities, there is the administration of the college. The head of the administration is the principal of college. Under the leadership of principal there is a provision of vice-principal. There are also account Section, Examination Section and Library Section of the college. The structure of college administration is as follows.

Administration of college



2.6.4 Academic Management

To launch different programs there is also an academic management. There are different faculties, faculty heads and member. The given chart shows the academic management of this college.



2.6.5 Associations

Beside administration and academic management, there are also different associations. They are as follows.

- Association of Lecturer
- Free Students Union
- Youth Red Cross Circle

2.7 Economic and Financial Management

2.7.1 Fixed Assets

SSC has four buildings with a total of 30 classrooms. The college's fixed assets include 650 desks and benches, 65 tables and chairs, 36 computers, 1 cycle stand, 1 photocopier, 4 printers, 1 generator, and 1 bus.

2.7.2 Operational Expenditures and Trends (Management plus Program)

The table below displays the operational expenditure and the trends of the management and program expenditure.

Table 6: Operational expenditure of SSC for the FY 2076/77 to 2078/79

Expenses /Fiscal Year	2076/77	2077/78	2078/79
Operating Expenses	7036794.49	6264551.24	8182865.8
Employees Cost (Salary and other benefits)	13653633.00	10701438.00	16149389.00
Capital Expenditure	12848798.5	8309211.18	3144896.81
Total	33539225.99	25275200.42	27477151.61

2.7.3 Sources of Income

The college funds its operational expenses through a combination of internal and external sources of income on a regular basis. The following table displays the sources in detail.

Table 7: Internal and External sources of fund during FY 2076/77 till 2078/79.

Income	2076/77	2077/78	2078/79
Academic Activities (Student's Fees)	13976000.00	11443420.67	22165566.00
Grants and Donations Received (From UGC)	6212688.00	-	1852400.00
Interest Incomes	77415.00	10783.41	1456400.00
Miscellaneous Income	1083500.00	709666.5	907469.65
Total	21349603.00	12163870.58	26381835.65

2.7.4 Cost per Students

The cost of education per student at SSC can be calculated by dividing the total expenditure on operational activities by the number of students receiving education at the college. The examples in points a and b demonstrate this calculation clearly.

a) The unit cost of education per year of SSC is as follows:

Total expenditure = Rs. 27477151.61

Total number of students = 689

Therefore, unit cost of education = $27477151.61/689 = 39879.75$

b) Total cost (excluding salary component) = Rs. 11327762.61

Therefore, unit cost of education (excluding salary component) = Rs. 16440.8

2.7.5 Financial System (Record Keeping, Accounting, Auditing, Inventory, Updating etc.)

SSC has the system of keeping its all financial records and income expenditures as per the rules of Nepal Government, UGC and Tribhuvan University. All these activities have been

operating under the financial rules and regulations. Besides this, College conduct internal audit and external audit every year.

2.8 Research, Documentation and Publication

2.8.1 Research and Development

Research is the heart of any higher level educational institution. There is a big challenge of meeting the international standard of 21st century on any higher level educational institution for imparting quality education. Research oriented education is one of the challenge of this college has also made the plan to motivate the students in research. The College promotes faculties and students for their active involvement in research activities. There is a provision of research management committee/cell in the College. The cell calls for research proposals from the faculties, evaluates the submitted proposals, provides grants to accepted proposals and supports throughout the study. The College also provides study leave for perusing doctoral to the faculties. The College also provides financial support to under graduate and graduate students. In addition the College also publishes its journal on regular basis. Many faculties of the College are providing consultancy services to many organizations.

2.8.2 Documentation and Publication

- Establishment of research management cell to promote research activities
- Research guideline prepared
- Annual report published
- Bulletin published
- Tracer study report published
- Prospectus published annually
- Infrastructure report published
- Stakeholder's satisfaction survey report published

2.9 Extra-curricular Activities

Every college should have a certain kind of co-curricular activities plans. So, this college has also certain plan about co-curricular activities. These activities are to increase and release the innate power of students and to establish good relationship between teachers and students. SSC conducting some indoor and outdoor extra-curricular activities to develop overall performance of the students. Different kinds of games are organized by free students union and other student's professional associations. Games and literature activities are the parts of extracurricular activities. There are also other activities that support the academic performances of the students. These activities are Quiz Contest, Debate Competition, Literacy Competition, Speech Competition, technical Seminars, professional talk programs, awareness programs etc. Students' participation in some colleges program and program organized by other institutions is satisfactory. Now, the College has already formed an extra-curricular committee for extra-curricular development. There is a football ground, basketball and volleyball court for students. There is also a separate table tennis court for students of SSC. Students are encouraged to organize and participate in different sports tournaments and cultural programs. Students are involved in various clubs and associations related to their future professional career to enhance the leadership and teamwork skills.

Section 3: Development Trend

3.1 Physical Infrastructure Development

Shaheed Smarak College, Bakhanpur, Sharadanagar was established as the branch of Balkumari College in 2051 B.S. Then in 2053 B.S. it took the affiliation from T.U. At the beginning the building for the class rooms was provided by Sharada High School, Sharadanagar which is still taken by college. As the time passed, the need of class rooms was felt and a building with 2 floors (RCC roof) constructed in 2060 B.S., then another floor was added in the same building in 2065 B.S. The project for construction of three floor of another building had been completed in 2070 B.S. and truss over fourth floor in 2076 B.S. The SSC has been launching of its all activities, both academic and administrative, from its own building. Altogether there are 2 academic and administrative offices of SSC. There is separate block for Library and Canteen. SSC fully depends on its own resources, UGC and government grants for financing the capital expenditure especially for infrastructure development. SSC has policy to mobilize donors to develop its infrastructure such as hostel, College building and residential facilities, and credit the infrastructure by the name of the concerned donor. Some academic building has built from matching grants of second higher education project and Higher Education Reform Project under through by the University Grants Commission, Nepal.

3.2 Program/Academic Development

SSC is one of the affiliated college of Tribhuvan University. In the early days, the college was established as a branch of Balkumari College in the year 2051 with the commencement of I.A program. In 2054, the College started B.A. (Bachelor of Arts). Later, additional programs like BBS (Bachelor of Business Studies) and B.ED. (Bachelor of Education) were started in 2057 and 2060 B.S. respectively. Similarly the College has launched BCA (Bachelor of Computer) program in the year 2072. The Master's program in management is started in year 2070.

3.3 Student Enrolment

The table below shows the enrollment of students in BBS, B. Ed., BCA, and MBS during the 3 fiscal years from 2076/77 to 2078/79, broken down by gender, ethnicity, and Dalit status.

Table 8: Enrollment of students in BBS, B.Ed., BCA and MBS from the FY 2076/77 to 2078/79

Fiscal Year	BBS				BED			
	Girls	EDJ	Dalit	Total	Girls	EDJ	Dalit	Total
2076/77	100	23	16	175	83	23	09	92
2077/78	137	20	16	201	114	22	15	131
2078/79	89	25	4	166	105	24	13	142

Fiscal Year	BCA			MBS				
	Girls	EDJ	Dalit	Girls	EDJ	Dalit		
2076/77	7	7	0	22	8	3	0	12
2077/78	5	5	0	20	14	5	1	25
2078/79	7	7	0	22	14	5	1	29

3.4 Human Resource Development

Human resource is the key resource for the success of the college. College is focusing to recruit and select the competent teaching and other staffs. The teacher's ability to successfully deliver knowledge and skills to students has a significant impact on the students' learning outcomes. For this, the teaching faculties need to be equipped with adequate knowledge and skills. For the effective teaching there are various aspects to be considered viz. attracting the best into teaching, motivating teachers to perform, supporting them to improve teaching and knowledge dissemination, preparing them for best teaching, monitoring teaching and learning, matching teachers' knowledge and skills with students' need, and enhancing teachers' knowledge, and linking of teachers' performance evaluation with the students' achievements. The specific area of faculty training would include, among others, market driven curriculum development lining with rapid market appraisal on a periodic basis, pedagogical skills including digital pedagogy, and evaluation in terms of assessment and examinations. This thematic area shall also support sensitization of academic leaders for their capacity building towards shaping the higher education with the contemporary trend and national needs on quality, relevance, equity, financing and governance. In order to enhance the capacity, college is planning to provide career development opportunities to its human resources. College conducts the training and refreshment activities occasionally to motivate the staff in their job and to make more competent in changing context.

3.5 Student-Teacher Ratio

SSC is committed to providing high-quality education to its students and values maintaining a suitable student-teacher ratio. The current student-teacher ratio at SSC is 1:19.

3.6 Institutional Development

At the time of establishment, this college didn't have its own building and furniture. It was running its classes in the building of Sharada Secondary School at Sharadanagar. After a couple of years this college managed enough land and constructed its own building. At the beginning of the class held in Bhadra 15, 2051 as a branch of Balkumari College, Narayangarh. By completing the process of getting affiliation from TU on 9 Poush, 2054, the college is re-organized and changed as Shaheed Smarak College, Bakhanpur, Sharadanagar. Later, in 2057, it got permission for running classes of Bachelor in Business Studies (BBS). Likewise, it was permitted to run Bachelor in Education (BED) classes in 2060 and Bachelor in Computer Application (BCA) in 2072, and Masters Level classes in the faculty of Management in 20. Inspired by a desire to impart higher education in the local level, the college is working its best.

3.7 Economic and Financial Development

The main financial source of college is tuition fees collected from students which are still not sufficient for operating expenditures, college receive every year the donation from UGC, sometime college receive the donation from the other social institutions local public authorities, persons, etc. College had conducted the DhanaDhayanchal program in 2059 B.S. and was able to collect 36 lakhs which was utilized for capital expenditure such as the construction of building, toilet, cycle stand, etc

3.8 Research Documentation and Publication

Research is the heart of any higher level educational institution. There is a big challenge of meeting the international standard of 21st century on any higher level educational institution for imparting quality education. Research oriented education is one of the challenge of this college has also made the plan to motivate the students in research. SSC five-year strategic Plan envisions innovative human capital for social and economic transformation through higher education that is made accessible, competitive, and research oriented with an increased investment in science, technology and research, capacity development, and collaboration between universities, industries and research institutions, in-country and globally. SSC supported Research Programs that aim at promoting research, development, and innovation through research funding to the faculty, and students. It also draws on the objectives of NEHEP, Framework, and sustainability plan of SSC for Research. For this the college has attempted to manage the required books, journals, newspaper etc. There is also e-mail, internet facilities for the teachers and students in this college.

3.9 Extra-curricular Development

College conducts extra-curricular activities every year. These activities are sports, quiz, debate programs, etc. Extra-curricular activities are conducted throughout the year. College organize the sports week every year including the games like basketball, volleyball, football, cricket, table tennis, badminton, etc.

Section 4: SWOT Analysis of Institution

Shaheed Smarak College, Bakhanpur, Sharadanagar is the leading educational institute in the local area. It is situated in semi-urban area where the no. of migrants is increasing every year. It was traditionally managed in earlier days but the changing context has made the management think and act differently to response the change and to survive the college in long run. So, the management committee identified following strengths and weaknesses of college considering the resource capabilities in order to formulate the strategic plan.

4.1 Strengths of college:

Strengths of the college are pinpointed as follows.

- Key location of college with wide area coverage for students of Chitwan, Tahahun, Gorkha, Lamjung, Baglung, Syangja, Parbat, Nawalparasi Districts.
- Advantage of being only one college in the local area covering at least 5 KM distance apart.
- Cooperative and collaborative campus management committee (CMC).
- Spacious and peaceful academic environment
- Capable administration to operate the academic activities smoothly.
- Competent teaching staff to provide quality education in changing context.
- Concrete building of RCC roof with boundary wall.
- Comfortable class rooms.
- Facility of pure drinking water.
- Library for reference books.
- Computer lab with internet facility.
- Sufficient playground.
- Transparency in economy and information
- Affordable fee structure.
- Provision of scholarship and assistance for blind, handicapped, poor, dalit, janajati, Madheshi and brilliant students.
- Facility of Transportation

4.2 Weakness of college

Besides strengths, there are some weaknesses of college due to limitations of resources which are committed to reduce in near future with the help of integrated effort of our stakeholders. Some weaknesses are pointed below.

- Unable to provide the career development opportunities to its human resources.
- Unable to introduce new educational program like M.Ed., B.B.A., B.H.M., M.B.A., although these programs are highly demanded by students.
- Lack of collaborative research programs
- Low enrollment of student

- Campus running only at morning shift
- High financial dependency
- Library with insufficient reference book and text book with a congested and uncomfortable study room and not equipped with modern IT system.
- Insufficient physical infrastructure
- Least numbers of students.
- Weak condition of academic result.
- No regular publications of magazine and other research journals.
- Lack of permanent external financial source.
- Lack of vocational and technical education to meet the demand of the time.
- Unable to conduct regular education tours, seminars, and sustained research activities due to financial difficulties

4.3 Opportunities for college

- Opportunity to be a leading educational institute in this area.
- Possibility to attract the new students by introducing new educational program like M.Ed., B.H.M., B.B.A., B.C.A., B.Sc.,B.I.M etc.
- Opportunity to serve the society by producing competent and capable man power in local area.
- Possibility to make a research and innovation centre with co-ordination of local levels of this area.
- Job opportunities to the qualified persons around
- Possibility of conducting program at day and evening shift.
- Sufficient infrastructures to add new programs.
- Appropriate geographical location.
- Opportunity to complete QAA cycle by strengthening its various sectors.

4.4 Threats for college

Threats for college are:

- Increasing no. of immigrants in this area can attract the new private college to pose threat to this college.
- Interests of students are rapidly changing to the technical subjects rather than the social science which can affect the enrolment of students.
- Threat of insufficient infrastructure which is necessary to serve the increase no. of students.
- Getting Permanent Lalpurja of the land 5 Bighas
- Maintaining academic Excellence
- Attracting and retaining highly qualified faculty and staff.
- Developing IT and academic software to meet the norms of modern education system
- Decreasing number of student enrollment.

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- QAA accredited higher educational institution, very short distance of the campus.
- Lack of enough cooperation with national and international academic institutions.
- Lack of sustainability management of financial resources
- Lack of assurance for employability
- Highly skilled teaching staffs are not permanent, so, they tend to leave the college.
- Challenge to increase the pass rate.
- Challenge to stop the drop out ratio of the students.
- No addition of market demanded programs and adjustment of new subjects.

4.5 Basic and core priorities for the institutional development

Institutional development is the core issue for the college since last 27 years however some progress and achievements are not sufficient at satisfactory level. Priorities for the development in the present context are as follows.

- Fulfill the need of students in new area of faculties.
- Infrastructure development.
- Fulfill the need of technical equipment.
- Making faculty member more competent by providing opportunity for further study.
- Establishing college as innovation, research development and academic center.

Section 5: Revised Strategic Plan

5.1 Vision, Mission and Goals

Vision

Shaheed Smarak College will be an independent institute of providing quality education in the local area as per the requirement of national and global context.

Mission

The missions of Shaheed Smarak College are:

- Provide opportunity for higher education in local area.
- Open new educational programs.
- Project based learning for quality education.
- Creation of good environment in college.
- Production of highly skilled manpower.
- Community service
- Technical education
- Aimed to stimulate participatory community development through education

Goals

Open new programs such as M.Ed., B.H.M., B.B.A, B.I.M, B.B.M, B.I.T.etc.

- To increase the enrolment of students every year.
- To increase the pass percentage every year.
- To add modern technical equipment.
- To provide other required facilities.

5.2 Core values and norms

Core value for the college is to provide the service to the society as per their need by means of providing education in local level at reasonable price so that the students in these area should not travel to Bharatpur in the 13 KM distance for the same education. College aims to educate the students from the poor family who cannot afford the fees of private institutions. Recently college has focused the students from middle class family as well through introducing some new subjects in +2 level and Bachelor level like Hotel Management, Computer Science, Travel and Tourism, B.Sc., etc., and post graduate level like M.Ed., M.A., etc.

5.3 Strategies of College

5.3.1 5.3.1 Strategic plan formulation

Strategic plan of this college for five year (2023-2028) has been formulated by management committee by interacting with different stakeholders including local political parties, parents, faculty members, administrative staffs, students union, etc. Now this plan is aligned with the NEHEP and addresses major areas of concern. The Program priorities are a selective expansion of enrollments in critical fields, upgrading/ updating of curricula;

pedagogy and assessment; equipping of QAA and QE with new tools; and skilling of the academic staff and leaders with the higher education emerging trends of management, delivery, and development oriented research culture. Moreover, green, resilient and inclusive developments are also the priority areas of the plan. In addition to these, the plan also focuses on cross-cutting themes like citizen engagement, gender, and climate change. It is a major step towards operation of the national higher education programs and the national vision towards national growth and prosperity.

5.3.2 Strategies

Strategies plan for the college is pointed as follows.

- Introducing new educational programs
- Infrastructure management
- Quality improvement
- Enrolment and support for students
- Skill development of Human Resources
- Value add program
- Institutional Reform

5.4 Programs

Following programs will be executed as action plan to implement the strategic plan. These are described separately for every strategy in priority.

5.4.1 Strategy priority I: Introducing new educational programs:

Mission

Shaheed Smarak College will open new educational programs as per the need of student. The student proportion of the science and technology is less than one fourth of the total students in Nepal. It is low compared to some of the countries of developed economies. It is crucial to develop and expand the field of S&T for the national prosperity and growth.

Objectives

- To start B.I.M and B.B.A
- To start Bachelor in Hotel Management
- To start Bachelor in Business Administration
- To start M.ED. To start Bachelor in Science (B.Sc.)

Action Plan

- Preparation of required documents for affiliation of programs from University every year for new programs.
- Obtain affiliation from University.
- Prepare rules and regulations.
- Recruitment of competent teaching staffs.

Measures of Success:

- Minutes of meetings
- Documentation records of university affiliation letter
- Entrance, Admission, Attendance Register, Progress Report
- Number of enrollment and staffing in each program.

Action plan of Introducing new educational programs:

Activities	Recommended	Responsible Authority	Time Frame	Remarks
To start B.I.M and B.B.A	Launching B.I.M,			Gradually as per demand
To start Bachelor in Hotel Management	B.B.A, B.H.M, Campus Administration			
To start Bachelor in Business Administration				
To start M.ED. To start Bachelor in Science (B.Sc.)				
M.ED, B. Sc				

Procedures

- Campus Administration (CA) will follow the strategic plan and prepare action plan to open new program.
- CA submit the progress report to the assessment committee in every 3 months.
- CA will organize meetings participated by concerned authorities to discuss issues concerning new programs in every 3 months.

Reference Documents

- Strategic plan of Shaheed Samrak College (5 years)
- Action plan of Shaheed Samarak College for opening new programs (5 years)
- Progress report prepared by PC (1 year)
- Meeting register

5.4.2 Strategy Priority II: Infrastructure Development

Mission

Shaheed Smarak College prepare infrastructure for new programs, games and others by constructing the Truss Over the third floor regarding undergoing construction building, furniture, e-library, ICT lab, seminar hall, lab, canteen, basketball court, toilet, parking shed, pure drinking water plant, tiling or marbling the courtyard of main building at Bharatpur Metropolitan City-19, Chitwan.

Objectives

- Prepare scheme, estimation and mapping to construct the Administrative building, furniture, toilet , basketball court ,lab and parking shed, drinking water plant , Smart Board.

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- Start construction work of the Administrative building, E-library, ICT lab, furniture, toilet, basketball court, lab and parking shed, drinking water plant, Solar plant by formally appointing Construction Company as per rule of UGC.

Measures of Success

- Documents regarding scheme, estimation and mapping of building, furniture, toilet, basketball court, lab and parking shed, drinking water plant.
- Documentation report of appointing procedure of registered Construction Company.
- Progress report and visual pictures of the work.
- Report and documentation of observation of UGC Technical team.

Action Plan

Activities	Action Recommended	Responsible Authority	Time Frame	Remarks
Construction of a building	As per policy guidelines	Coordinator, Construction and Procurement sub-committee	completed	
Construction solar plant	As per policy guidelines	Coordinator, Construction and Procurement sub-committee	October,2024	
Construction toilet	As per policy guidelines	Coordinator, Construction and Procurement sub-committee	completed	
Construction of E-library	As per policy guidelines	Coordinator, Construction and Procurement sub-committee	Recurring	
Construction of Garden, green park and parking space	As per policy guidelines	Coordinator, Construction and Procurement sub-committee	Recurring	
Construction ICT lab	As per policy guidelines	Coordinator, Construction and Procurement sub-committee	Recurring	
Construction Basket ball court	As per policy guidelines	Coordinator, Construction and Procurement sub-committee	Recurring	
Furniture and Fixture	As per policy guidelines	Coordinator, Construction and Procurement sub-committee	As per demand	
Construction drinking water plant	As per policy guidelines	Coordinator, Construction and Procurement sub-committee	Recurring	
Installation of Smart Board	As per policy guidelines	Coordinator, Construction and Procurement sub-committee	As per demand	

Procedures

- Program coordinator (PC) will follow the strategic plan and prepare action plan for infrastructure development.
- PC will submit the progress report to assessment committee in every 3 months.
- PC will organize meetings with concerned authority as per the requirements.
- Reference Documents
- Strategic plan of Shaheed Smarak College (2023-2028)
- Action plan for infrastructure development (2023-2028)
- Progress report (every year)
- Meeting register

5.4.3 Strategic priority III: Quality Management

Mission

Shaheed Smarak College will maintain high quality service to the students.

Objectives

- Development of comprehensive mechanism to improve the quality teaching.
- Increment in the pass out percentage by 5% every year.
- Application of project base learning system.
- Enhance teaching and learning through faculty development opportunities.
- To achieve effectiveness in use of software to record students achievements.
- To develop the students' individual profile for better feedback system.

Measures of success

- Production of competent graduates
- Increase in pass out rate
- Evaluation of students after the course
- Evaluation of teaching by administration, faculty peers and students
- Faculty documentation of activities used to improve quality of teaching
- Tracer study
- To digitize teaching and learning and administration of college.
- Promoting research, development, and innovation through research funding

Plan of Action

Activities	Action Recommended	Responsible Authority	Time Frame	Remarks
Development of comprehensive mechanism to improve the quality teaching.	Formation of IQAC through general meeting	Coordinator of IQAC	Continued	
Increment in the pass out percentage by 5% every year.	<p>-Adoption of advanced teaching learning approach</p> <p>- Attracting students for -consulting library and websites</p> <p>-Motivating good performers with scholarship</p> <p>-conducting remedial classes</p> <p>By rewarding students for outstanding performance</p>	Principal and Coordinator of IQAC	Continued	
Enhance teaching and learning through faculty development opportunities.	<p>-Conducting monthly meeting by department, cell and quality circle</p> <p>-Conduction of training, workshops and seminars</p>	Principal and Coordinator of IQAC	Continued	
Application of project base learning system.	-Students involvement project works, research and case study	Principal and Coordinator of IQAC	Continued	
To achieve effectiveness in use of software to record students achievements.	-Developing students profile-intake to pass out stage	Principal	Continued	
To develop the students' individual profile for better feedback system.	-Capacity building training for non-teaching staffs	Principal	Continued	

Procedures

- Program in charge will have to follow strategic plan
- Program in charge should encourage to prepare annual work plan to all faculty members according to operation calendar of the college.
- PC will continue the meetings with faculty members every month to ensure the effective implementation of work plan.
- PC will observe the classes of teachers and provide feedback.
- PC will submit the progress report to assessment committee.

Reference Documents

- Strategic plan for quality teaching (2023-2028)
- Annual work plan every year
- Class observation records
- Minute of meeting with faculty members
- Progress report

5.4.4 Strategy Priority IV: Students Enrollment & Support

Mission

Shaheed Smarak College will provide quality enrollment management and support program to students. SSC aims to enhance equitable access to higher education, focusing on underprivileged students, particularly from disadvantaged provinces and disaster-affected regions.

Objectives

- Enrollment of students in various faculties will be managed properly.
- A good learning environment will be created in classroom and outside classroom.
- Introducing comprehensive academic and counseling programs to students.
- Practice of students centered culture to encourage the personal, career and intellectual development of students.
- Identifying and implement new career and technical education programs of study
- Expand project based and other career- focused learning experiences for students.
- Established an Grievance Redressal Cell, to provide a mechanism for redressal of students' grievances

Measure of Success

- Enrollment, retention, graduation, transfer rates
- Record of students admission, pass out students
- Survey reports of students satisfaction
- Service like library facilities, internet facilities used by students

Action Plan

Activities	Action Recommended	Responsible Authority	Time Frame	Remarks
Enrollment of students in various faculties will be managed properly.	<p>Branding the institution as a tool Online Properties: Website & Social Media</p> <ul style="list-style-type: none"> • Reducing Response Time Through Automation • Leverage Technology <p>Hype Your Graduates</p> <p>Invest in enrollment marketing</p> <p>Increase the level of co-ordination with other educational institute</p> <p>To extend outreach programs based on need of the community.</p>	College Administration		Regularly
A good learning environment will be created in classroom and outside classroom.	Enhancing the learning experience by creating physical, psychological and emotional environment	College Administration		Regularly
Introducing comprehensive academic and counseling programs to students.	<ul style="list-style-type: none"> • Adoption of advanced teaching learning approach • Gathering information on job avenues and placements available in different institutions/corporate Houses/ industrial Houses etc through <ul style="list-style-type: none"> o Interaction with the potential employers o Introducing skill development programs o Providing training related to Government Job o Encouraging students for self employment 	College Administration and counseling sub committee		Regularly
Practice of students centered culture to encourage the personal, career and intellectual development of students.	<p>Enrolment of students based on merit and score obtained in entrance exam</p> <p>Formulation of by laws for meritorious scholarship in educationally disadvantaged and deprived cluster</p> <ul style="list-style-type: none"> • Introducing skill development programs • Education Advising Services • Counseling Services • Accessibility Services • Learning Specialists and Assessment Services • Financial Aid • Student Union • Flexible Assessment and Transfer Credit • Student Employment Services 	College Administration and corresponding sub committee		Regularly

Activities	Action Recommended	Responsible Authority	Time Frame	Remarks
Established an Grievance Redressal Mechanism, to provide a mechanism for redressal of students' grievances	By management committee as recommended by Principal Managing complaint Box, complaint Book, E- grievance	GRM sub committee		Regularly

Procedures

- Program in charge will have to follow the strategic plan.
- Program in charge will prepare action plan for every year.
- PC will submit the progress report to assessment committee in every 3 months.
- PC will organize the meeting in every 3 months to discuss issues relating to further development.
- Reference Documents
- Strategic plan for 2023-2028
- Action plan for student enrollment and support
- Progress report
- Meeting register

5.4.5 Strategy Priority V: Skill development of administration and Human Resources

Mission

Shaheed Smarak College will promote the activities for skill development of administration and human resources in order to maintain the quality requirement for college. Therefore, sensitizing college leaders and faculty members' capacity building are equally important in designing and delivering . Recognizing these critical roles of the academic leaders and faculty members, the SSC supported by the NEHEP supports leadership sensitization and faculty members' training.

Objectives

- Administration will be empowered to make all the operating decisions.
- Facilities and access for skill development of faculty and other staffs will be provided.
- Financial support and scholarship program will be conducted for further study, research and other activities.
- Promote and create the environment so that junior members can learn from senior's experience.
- Adequate no. of faculty and staffs will be recruited to meet the correct teacher student ratio.
- Operating training seminar and workshops on contemporary issues related to education for teachers, administrative staffs .

Measures of Success

- Records of written decision of skill development programs.
- Participation of Human Resources in skill development programs.
- Survey of Human Resources, needs and satisfaction.
- Number of Human Resources, teacher student ration, class size.

Action Plan

Activities	Action Recommended	Responsible Authority	Time Frame	Remarks
Administration will be empowered to make all the operating decisions. Determining job description and job specification and evaluating job and performance to take corrective action	Reconstruction of present organization structure	CMC and College Administration	As per needed	
Facilities and access for skill development of faculty and other staffs will be provided.	Reviewing redefining the right and responsibilities of staff	College faculty, administration and staffs	Regularly (Paid leave for 2 years)	
Financial support and scholarship program will be conducted for further study, research and other activities.	Regular scheme for M Phil. and Ph.D. scholarship. Provision of E- library	College Administration	Regularly	
Adequate no. of faculty and staffs will be recruited to meet the correct teacher student ratio.	Frequent trainings, seminars, and workshop programs	College Administration	Regularly	
Operating training seminar and workshops on contemporary issues related to education for teaching staff, administrative staff .	Identification and approval of human resource need	College Administration	Annually	
	Maintaining records of recruitment, selection, promotion and retirement	Administration and RMC		
	By organizing refreshment seminar and trainings to upgrade faculties and enhance non-related to education for teaching staff, administrative staff .	College and RMC		

Procedures

Vice principal will follow the strategic plan.

- Vice principal is responsible to prepare action plan to implement the skill development programs.

- Vice principal will submit the progress report to assessment committee in every three months.
- VP will organize meetings in every three months with concerned faculty and staffs.

Reference Documents

- Strategic plan of college for 2023-2028
- Action plan of skill development of Human resource
- Progress report
- Meeting register.

5.4.6 Strategic priority VI :Value add Program

Mission

Shaheed smarak college will maintain and improve the education by constructing lab (science, computer, HM),expanding and upgrading library by creating e-library equipped with IT access, installation of high quality IT system (Account, administration and examination), establishment of solar power plant ,organize and extend extra- curricular activities.

Objectives:

- Expanding and upgrading library and creation of e-library equipped with IT access.
- Develop and extend computer lab, science lab as per need of B.C.A ,B.Sc. and other science and technical programs.
- Organize and extend extra- curricular activities.
- Installation of high quality software program in account system, library, and examination board.
- Enhance equitable access of poor and underprivileged students.
- Including climate-resilient and energy-efficient facilities
- Establish EMIS Unit

Measures of success

- Documentation and records as per procedure of library
- Documentation and recording of IT system as per procedure of computer department.
- Documentation and records of lab as per procedures of science department.
- Documentation and records of extra-curricular activities as per procedures of HOD of extra activities.
- Establishment of solar power plant.
- Documentation and records of Scholarship distribution Committee as per procedures of HOD of Scholarship distribution department.
- Appointment of EMIS officer

Action Plan

Activities	Action Recommended	Responsible Authority	Time Frame	Remarks
Expanding and upgrading library and creation of e-library equipped with IT access.	As per policy guidelines	Coordinator, Construction and Procurement sub committee	Recurring	
Develop and extend computer lab, science lab as per need of B.C.A ,B.Sc. and other science and technical programs.	As per policy guidelines	Coordinator, Construction and Procurement sub committee	Recurring	
Organize and extend extra- curricular activities.	Organizing training program and forming different clubs such as volleyball club, football club, cricket club ,table tennis club cultural club	Coordinator, ECAsub committee	Annually	
Installation of high quality software program in account system, library, and examination board.	Discussing and interacting with software developer	Coordinator, Procurement sub committee	Installed/ as per needed	
Establish of EMIS software.	Discussing and interacting with software developer up-grading of existing software, maintaining and upgrading website, developing college app, virtual classes using zoom, Google class room, Microsoft teams, Google meet are recommended	Coordinator, EMISsub committee	Installed/ as per needed	
Increasing equitable access to quality education:	I)Development of digital infrastructures ii) Use of digital technologies iii) Poverty Targeted Scholarships iii)Implementation of GRID aligned academic programs	College Administration	Annually	

Activities	Action Recommended	Responsible Authority	Time Frame	Remarks
Including climate-resilient and energy-efficient facilities	<p>v) Stakeholders' Participation and Student internships</p> <p>vi) Creation vii) Dissemination</p> <p>viii) HRM planning</p> <p>ix) Individual/collaborative training</p> <p>x) Peer learning</p> <p>xi) Cost sharing basis teaching/learning</p> <p>xii) 360 performance evaluation</p> <p>xiii) Student Tracking</p> <p>i) Community outreach programs</p> <p>ii) Installation of solar panels as an alternative source of energy; iii) plantation</p> <p>iv) earthquake resistant infrastructure</p>	College Administration and CMC	Regularly	

Procedures

- Vice principal will follow the strategic plan.
- Vice principal is responsible to prepare action plan to implement the value add programs.
- Vice principal will submit the progress report to assessment committee in every three months.
- VP will organize meetings in every three months with concerned faculty and staffs.
- Reference Documents
- Strategic plan of college for 2023-2028
- Action plan of value add program.
- Progress report
- Meeting register.

5.4.7 Strategic priority VII : Institutional Reform

Mission

Shaheed Smarak college is evaluating efforts by community colleges to increase student success through institution-wide reforms, including using information about students' progress over time to make better-informed programming decisions and developing well-structured, well-supported pathways for students from entry to degree completion.

Objectives:

- Enhance administrative and financial sector of the college.
- Capacity development of teachers, administrative and support staff.
- Improve the service delivery of the administrative units of college.
- Necessary step should be taken for effective evaluation and supervision.
- To meet the QAA assessment criteria and qualify for accreditation.
- Improve the policy and governance system for digitalization and connectivity

Measures of success

- Organization development study report.
- Staff efficiency.
- Decisions taken by CMC for necessary reforms.
- Campus Bidhan document.
- Rules and regulation approved by CMC.
- No. of person participation in the visit.
- Amount of budget allocation in training and computerization.

Action Plan

Activities	Action Recommended	Responsible Authority	Time Frame	Remarks
Capacity development of teachers, administrative and support staff.	Conduction of Faculty Members Training as per the strategy and guidelines Administrative Staff Training	Coordinator, RMCsub committee	Regularly	
Improve the service delivery of the administrative units of college.	Fair appointment of teachers and non teaching staff A flexed board of citizen chapter is being affixed on wall Publishing annual report Accommodating students' and guardian constructive inputs	Coordinator, TSC sub committee and Administration	Regularly	
Establish effective evaluation and supervision mechanism.	Formation of five member evaluation and supervision committee	College Administration	Regularly	
To meet the QAA assessment criteria and qualify for accreditation	LOI submission LOI Approval SSR Preparation Submission of SSR to QAAD Approval of SSR and PRT formation PRT Visit/ PRT Feedback Accreditation decision by UGC	IQAC	Within 2 years	

Activities	Action Recommended	Responsible Authority	Time Frame	Remarks
Improve the policy and governance system for digitalization and connectivity	Emphasized on E-learning, E-education, E-library, distance & open learning, promoting research and innovation smart classroom, promotion of open learning education, promotion of online learning, rented laptop services, strengthening EMIS, developing a centralized student admission system, use of biometric attendance and CCTV mobile learning for rural areas	College Administration		

Procedures

- Vice principal will follow the strategic plan.
- Vice principal is responsible to prepare action plan to implement the Institutional reform.
- Vice principal will submit the progress report to assessment committee in every three months.
- VP will organize meetings in every three months with concerned faculty and staffs.

Reference Documents

- Strategic plan of college for 2019-2024.
- Action plan of Institutional reform.
- Progress report
- Meeting register.

Section 6: Resource Mobilization - Stakeholder's Concerns and Commitments

6.1 Stakeholder's Forum

College will establish a stakeholder's forum to utilize the resources which will be granted by our donor agencies. Management committee has decided to establish an action committee of 5 members to address the concerns of stakeholders which are:

President of management committee - Coordinator

Two members of management committee - Member

Principal of college - Secretary General

One person from local community - Member

6.2 Commitments and Concerns

- Action committee will organize the meeting to decide the areas of concern to use the fund.
- Action committee is responsible to prepare the scheme for resource mobilization.
- Action committee will organize the interaction programs with stakeholders whenever it is necessary.
- Action committee will be responsible to invite the quotation or bids and to provide contract.
- Action committee will submit the program report continuously to management committee and to donor agencies whenever necessary.
- Action committee will follow all the rules and regulations prescribed by donor agencies.
- Action committee can take the decisions regarding response utilization upon the authority provided by management committee.

Five Yearly action plans with detail cost and financial activities
Table 9: Action Plan for Introducing new educational programs:

S. N	Activities	Fiscal Year wise Implementation Schedule with Estimated Cost Rs in '000				Total Budget NRs in '000	Financing	Responsibility
		2019/020	2020/021	2021/022	2022/2023/024			
1.	To start B.I.M and B.B.A To start Bachelor in Hotel Management To start Bachelor in Business Administration To start Bachelor in Science (B.Sc.) To start M.ED. To start Bachelor in Science (B.Sc.)	1000	1000	1500	1000	5500	SSC	CA, CMC
Action Plan for Infrastructure Development								
S. N	Activities	Fiscal Year wise Implementation Schedule with Estimated Cost Rs in '000				Total Budget NRs in '000	Financing	Responsibility
		2019/020	2020/021	2021/022	2022/2023/024			
1.	Construction of a building	-	-	5000	2000	9000	SSC, UGC and Gvt	CA
2.	Construction solar plan	-	5000	-	-	5000	SSC	CA, CMC & CSC
3.	Construction toilet with bio-gas	-	5000	-	-	5000	SSC, UGC	CA, CMC & CSC
4.	Construction of E-library	-	-	-	600	600	SSC, UGC	CA, CMC & CSC
5.	Construction seminar hall	-	-	3000	-	-	3000	SSC, UGC
6.	Construction of Garden, green park and parking space	50	30	200	1000	-	1280	SSC, UGC
7.	Construction ICT lab	-	-	700	-	-	700	SSC, UGC
8.	Construction Basket ball court	400	-	-	-	-	SSC, UGC	CA, CMC & CSC
9.	Construction drinking water plant	-	500	-	-	-	500	SSC, UGC
	Installation of Smart Board	-	-	-	-	700	700	SSC, UGC

Action Plan for Quality Management

S.N	Activities	Fiscal Year wise Implementation Schedule with Estimated Cost Rs in '000					Total Budget NRs in '000	Financing	Responsibility
		2019/020	2020/021	2021/022	2022/2023	2023/024			
1.	Development of comprehensive mechanism to improve the quality teaching.	-	100	50	20	200	370	SSC,UGC and Gvt	Coordinator of IQAC
2.	Increment in the pass out percentage by 5% every year.	-	500	200	300	700	1700	SSC	Principal and Coordinator of IQAC
3.	Enhance teaching and learning through faculty development opportunities.	-	50	20	100	200	370	SSC,UGC	Principal and Coordinator of IQAC
4.	Application of project base learning system.	50	20	45	60	100	275	SSC,UGC	Principal and Coordinator of IQAC
5.	To achieve effectiveness in use of software to record students achievements.	20	20	30	40	50	160	SSC ,UGC	Principal
6.	To develop the students' individual profile for better feedback system.	50	30	200	100	100	480	SSC ,UGC	Principal

Action Plan for Student Enrollment and Support

S.N	Activities	Fiscal Year wise Implementation Schedule with Estimated Cost Rs in '000					Total Budget NRs in '000	Financing	Responsibility
		2019/020	2020/021	2021/022	2022/2023	2023/024			
1.	Enrollment of students in various faculties will be managed properly.	100	100	500	200	200	370	SSC,UGC and Gvt	College Administration
2.	A good learning environment will be created in classroom and outside classroom.	50	50	20	30	70	220	SSC	College Administration

S.N	Activities	Fiscal Year wise Implementation Schedule with Estimated Cost Rs in '000					Total Budget NRs in '000	Financing	Responsibility
		2019/020	2020/021	2021/022	2022/2023	2023/024			
3.	Introducing comprehensive academic and counseling programs to students.	50	50	200	100	200	600	SSC,UGC	College Administration and counseling sub committee
4.	Practice of students centered culture to encourage the personal, career and intellectual development of students.	500	200	700	150	100	1650	SSC ,UGC	College Administration and corresponding sub committee
5.	Established an Grievance Redressal Mechanism, to provide a mechanism for redressal of students' grievances	20	20	30	40	50	160	SSC ,UGC	GRM sub committee

Action Plan for Skill development of administration and Human Resources

S.N	Activities	Fiscal Year wise Implementation Schedule with Estimated Cost Rs in '000					Total Budget NRs in '000	Financing	Responsibility
		2019/020	2020/021	2021/022	2022/2023	2023/024			
1.	Administration will be empowered to make all the operating decisions.	100	100	500	200	200	370	SSC,UGC College Administration and Gvt	
2.	Facilities and access for skill development of faculty and other staffs will be provided.	50	50	20	30	70	220	SSC	College Administration
3.	Financial support and scholarship program will be conducted for further study, research and other activities.	50	50	200	100	200	600	SSC,UGC	College Administration and counseling sub committee

S.N	Activities	Fiscal Year wise Implementation Schedule with Estimated Cost Rs in '000					Total Budget NRs in '000	Financing	Responsibility
		2019/020	2020/021	2021/022	2022/2023	2023/024			
4.	Adequate no. of faculty and staffs will be recruited to meet the correct teacher student ratio.	500	200	700	150	100	1650	SSC ,UGC	College Administration and corresponding sub committee
5.	Operating training seminar and workshops on contemporary issues related to education for teachers, administrative staff	20	20	30	40	50	160	SSC ,UGC	GRM sub committee
Action Plan for Value add Program									
S.N	Activities	Fiscal Year wise Implementation Schedule with Estimated Cost Rs in '000					Total Budget NRs in '000	Financing	Responsibility
S.N	Activities	2019/020	2020/021	2021/022	2022/2023	2023/024	NRs in '000		
1.	Expanding and upgrading library and creation of e-library equipped with IT access.	200	200	500	200	200	1300	SSC,UGC and Gvt	Coordinator, Construction and Procurement sub committee
2.	Develop and extend computer lab, science lab as per need of B.C.A,B.Sc. and other science and technical programs.	500	500	200	300	700	2200	SSC	Coordinator, Construction and Procurement sub committee
3.	Organize and extend extra- curricular activities.	50	50	200	100	200	600	SSC,UGC	Coordinator, ECA sub committee
4.	Installation of high quality software program in account system, library, and examination board.	500	200	700	150	100	1650	SSC ,UGC	Coordinator, Procurement sub committee
5.	Establish of EMIS software.	200	200	30	40	50	520	SSC ,UMIS	Coordinator, EMIS sub committee

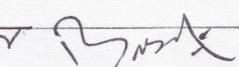
S.N	Activities	Fiscal Year wise Implementation Schedule with Estimated Cost Rs in '000					Total Budget NRs in '000	Financing	Responsibility
		2019/020	2020/021	2021/022	2022/2023	2023/024			
6.	Increasing equitable access to quality education:	500	500	300	400	700	2400	SSC ,UGC	College Administration
7.	Including climate-resilient and energy-efficient facilities	500	400	600	300	200	2000	SSC ,UGC	College Administration and CMC
Action Plan		Cost (NRs.)			Financing		Schedule & Responsibility		
1. Introducing New Educational Program as per strategic priority one		10,00,000.0			UGC grants and college as per MOU		As per plans and procedure		
Cost as per estimation for B.I.M		10,00,000.0			UGC grants and college as per MOU		As per plans and procedure		
Cost as per estimation for BBA		15,00,000.0			As per plans and procedure		As per plans and procedure		
Cost as per estimation for BHM		15,00,000.0			As per plans and procedure		As per plans and procedure		
Cost as per estimation for B.Sc.		15,00,000.0			As per plans and procedure		As per plans and procedure		
Cost as per estimation for M.Ed.		10,00,000.0			As per plans and procedure		As per plans and procedure		
Procedures		150000.0			As per plans and procedure		As per plans and procedure		
2. Infrastructure Development as per strategic priority two		1,50,000.0			Do		Do		
• Estimation and consultancy for scheme of building furniture,hall,tiling,toilet and parking shed		2,00,000.0			Do		Do		
• Publicity of notice board for qualified construction company		200,00,000.0			Do		Do		
• Construction of E-library building, Hostel building, furniture,hall,tiling, parking shed toilet as per estimation		5,00,000.0			Do		Do		
• Drinking water		15,00,00.0			Do		Do		
• Construction of Basketball Court		6,00,000.0			Do		Do		
• Gardening									

Action Plan	Cost (NRs.)	Financing	Schedule & Responsibility
3. Quality Management as per strategic priority three • Planning and orientation • Educational Materials • Training • Scholarship, Prize and Awards • Educational Visit • Internet/Email • Books • Procedures	50,000.0 22,00,000.0 3,00,000.0 15,00,000.0 5,00,000.0 5,00,000.0 7,00,000.0 5,00,000.0	Do	Do
4. Student Enrollment and Support as per strategic priority four • Advertising • Counseling • Improvement of Library (e-library) • Improvement of Learning Environment • Student center program • Relation with other institutions • Website • Guardian Interaction Program • Curricular Activities and Co-Curricular Activities • Establish GRM cell • Procedures	5,00,000.0 2,00,000.0 15,00,000.0 5,00,000.0 2,00,000.0 2,00,000.0 3,00,000.0 2,00,000.0 6,00,000.0 5,00,000.0 50,000.0 50000.00	Do	Do
5. Skill Development of Administration and Human Resources as strategic priority five • Scholarship and financial support for human resource • Seminar and workshops • Baseline survey • Improvement of Accounting System and Administration • Facilities and maintenance for classroom • Publication • Procedures	25,00,000.0 8,00,000.0 5,00,000.0 10,00,000.0 7,00,000.0 2,00,000.0 40,000.0	Do	Do

Action Plan	Cost (NRs.)	Financing	Schedule & Responsibility
<p>6. Value add program as strategic priority six</p> <ul style="list-style-type: none"> • Establish solar plant • Installation of high quality software program • Organize extra-curricular activities • Extend the library with books, journals, Furniture and internet • Develop and extend labscience, computer,HM procedures 	7,00,000.0 5,00,000.0 7,00,000.0 12,00,000.0 15,00,000.0 50,000.0	Do Do	
<p>7. Institutional Reform as priority seven</p> <ul style="list-style-type: none"> • Planning and orientation • To conduct an Organizational development study • Exposure visit of QAA certified colleges. • Professional skill development programs. • Computerization of office 	7,00,00.0 1,00,000.0 2,00,000.0 2,00,000.0 300,000.	Do Do	<i>Total</i>

आजामिली २०७७ मध्ये २० गते यस कलेजका प्रिन्सिपल वसतकुमार पांडेल (परीक्षा संचालन, व्यवस्थापन तथा प्रमाणिकरण सामिलीका अध्यक्ष) को अध्यक्षतामा तिस्रे सदस्यद्वयको उपाधिलीमा वरेको वैठकले तिस्रे प्रदत्तावद्यु माथी दलफुल गारी तिरीय गरिए ।

उपाधिली:-

अध्यक्ष:- वसतकुमार पांडेल 

सहस्य:- राजु माट 

सदस्य:- मिलन पांडेल 

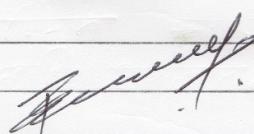
प्रह्लाव तथा तिरीयद्यु:-

प्रह्लाव नं. १. - आन्तरिक मुल्यांकन: परीक्षा संचालना ।

तिरीय:- प्रह्लाव नं. माथी दलफुल गारी BBB फॉर B.Ed 4th year को ७०० शॉल्क, BBS-I year, B.Ed-II, BBS III, B.Ed III, MBS-II Semester २ BCA III semester को आन्तरिक मुल्यांकन परीक्षा ५० शॉल्क को संचालन गर्ने तिरीय गरियो ।

प्रह्लाव नं. २. परीक्षा मिली संचालना ।

तिरीय:- परीक्षा असोजाको गते केवि ७० गते साथ संचालन गर्ने तिरीय गरियो ।



आदारणीय अधिकारी वार्षिक ज्ञान

विषय : जानकारी सम्बन्धमा ।

महाद्वय,

यस शाहीद स्मारक कलेज बलानपुर, शारदानगरको कक्षा BBS / Bed प्रथम वर्ष, हितिय वर्ष, BCA First Semester र MBS Second Semester को प्रथम आन्तरीक परीक्षा यहि मिति २०७९/०५/०५ गते आइटबाट देखि २०७९/०५/१० गते शुक्रबार सम्म हुन गइरहेको जानकारी गराइन्छ । उक्त परीक्षामा आफ्ना छोराहोरीहरूलाई पूर्ण तयारिका साथ अनियार्थ रूपमा उपस्थित हुने बाताखण तिर्जुना गरिएकूहुन पनि अनुरोध गरिन्छ । परीक्षासँग थपको समय थन्दा छिलो उपस्थित भएमा परीक्षामा सोमेल नमिने र उपस्थित तथापक्षा प्रति विषय रु. १००/- का दरले जारिबाट लाने एवम् कलेजद्वारा प्रदान गरिने छात्रवृत्ति कार्यक्रममा समावेश नरानि समेत जानकारी गराइन्छ ।

परीक्षा तालिका

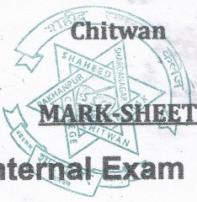
		2079-05-05	2079-05-06	2079-05-07	2079-05-08	2079-05-09	2079-05-10
BBS	I	Accountancy	C. English	Economics	B. Statistics	PM 213	
BBS	II	Accountancy	C. English	Economics	Finance	HRM &OB	
BBS	IV	Investment	Finance	Entrepreneurship	FIM	Research Methods	
Bed	I	C. English411	Minor Health418	C. Education412	Eng416/Nep416	Nep417/Eng417	C. Nepali401
Bed	II	Psychology	Minor Health MP	Nep-423/ENG-423	Eng424/Nep424	Nep422/Eng422	Minor Health: BSB
Bed	IV	Cens.Survey	Class Room Instr.	Nep-445/ENG-445	Eng446/Nep446		
BCA	I Sem	Math-I	Society & Technology	English	Fund. Of Computer	Digital Logic	
MBS	II	Finance	Production	Accountancy	International Business	Research MGT	

प्रतिश्वास: परीक्षामा सोमेल हुनका लागि अोगादाय रूपमा भन्ना हुन्नपनि र साथमा Identity Card हुन्नपनि जानकारी गरिन्छ ।

प्रिन्सिपल

PRINCIPAL

Shaheed Smarak College



Name : ANISH B.K

Section : A

Class : BBS 1st Year 2078

Roll No. : 46

S. N.	Subjects	FM	PM	Obtained Marks		Total
				Th	Pr	
1	Business English -I	50	18	21.00		21.00
2	Business Statistics -I	50	18	34.00		34.00
3	Microeconomics -I	50	18	34.00		34.00
4	Accounting For Financial Analysis	50	18	21.00		21.00
5	Principles of Management-I	50	18	32.00		32.00
Total		250	90	142.00		142.00

Rank : 1

Percentage : 56.80

Remarks

✓ N.D.

Class Teacher

2022/9/20

Date

Exam Co-ordinator

Vice-Principal

Guardian

✓ N.D.

Principal

PRINCIPAL

Shaheed Smarak College



MARK-SHEET

Internal Exam

Name : PRAMIKA GURUNG

Section : A

Class : BBS 4th Year 2075

Roll No. : 7570014

S. N.	Subjects	FM	PM	Obtained Marks		Total
				Th	Pr	
1	Entrepreneurship	50	18	40.00		40.00
2	Business Research Methods	50	18	40.00		40.00
3	Corporate Finance	50	18	49.00		49.00
4	FIM	50	18	49.00		49.00
5	Investment	50	18	48.00		48.00
	Total	250	90	226.00		226.00

Rank : 1

Percentage : 90.40

Remarks

ND

Class Teacher

gurung
Exam Co-ordinator

Principal

2022/9/16

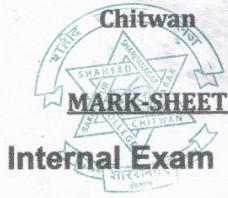
Vice-Principal

PRINCIPAL

Date

Guardian

Shaheed Smarak College



Name : RAKSHYA SUNAR

Section : A

Class : MBS Second Semester 2078

Roll No. : 7370032

S. N.	Subjects	FM	PM	Obtained Marks		Total
				Th	Pr	
1	Financial Management	50	25	43.00		43.00
2	HRM	50	25	25.00		25.00
3	Production & Operation Mgt	50	25	42.00		42.00
4	Management Accountancy	50	25	45.00		45.00
5	Business Environment	50	25	30.00		30.00
	Total	250	125	185.00		185.00

Rank : 1

Percentage : 74.00

Remarks

1. *What is the name of the author of the book?*

Class Teacher

2022/9/19

Date

**Exam Co-ordinator
Vice-Principal**

**Exam Co-ordinator
Vice-Principal**

in co-ordination

in co-ordination

in co-ordination

Principal

PRINCIPA.



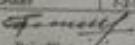
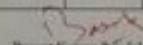


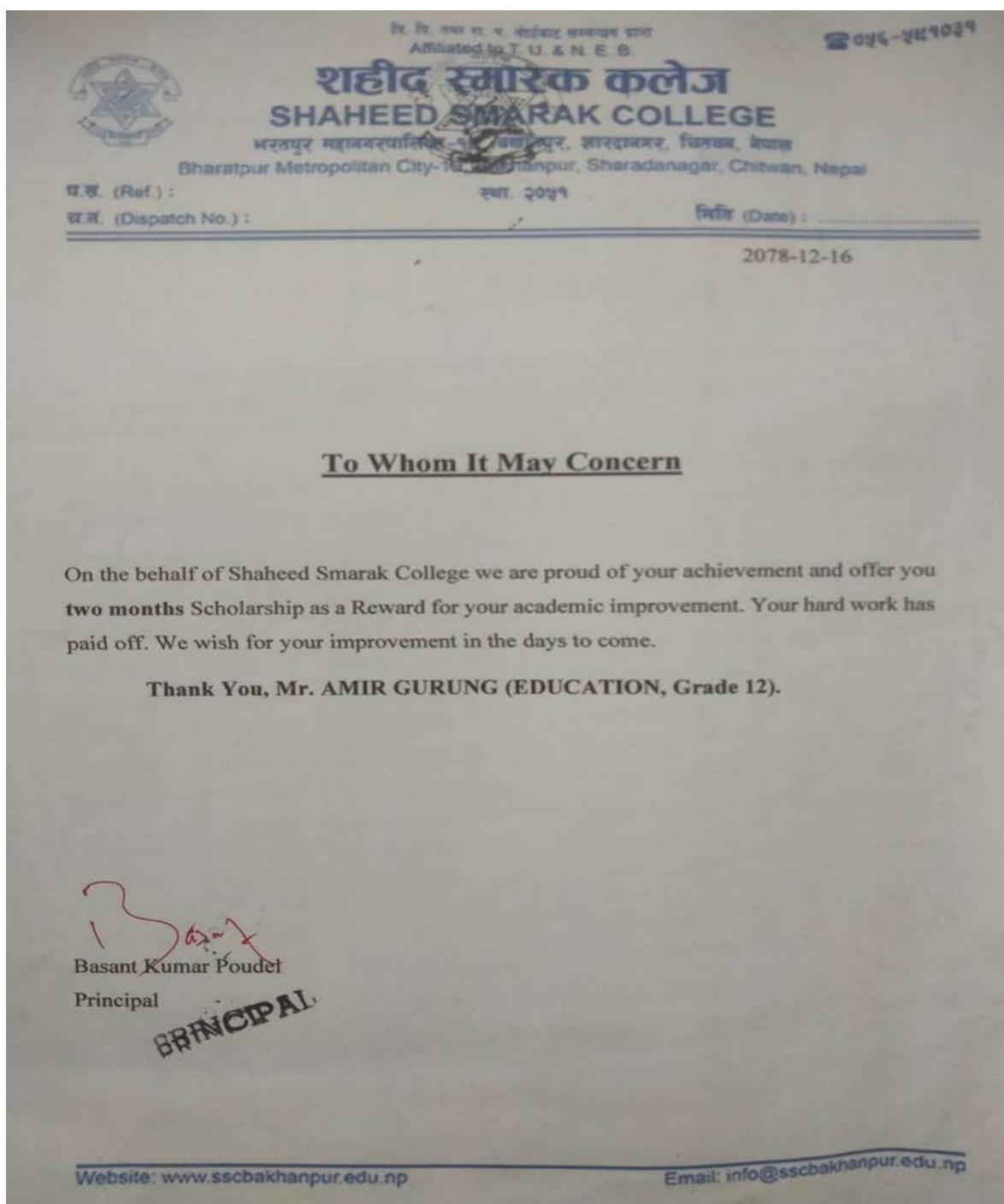
Positive Transformation

YOUTH WING BRAHMAKUMARIS, NARAYANGARH



S.N	Name of the Student	TU Regd. No.	Gender	Campus Code	Subject Code & Internal Marks			Attendance Percentage (%)
					FIN 683	FIN 685	MGT 523	
					Internal Marks	Internal Marks	Internal Marks	
1	CHANDRA KALA SAPOTRA	7-2-502-25-2015	F	502	39	38	38	89
2	KUMARI UPADHAYA BAJRUL	7-2-502-22-2014	F	502	38	39	38	90
3	MANILA GURUNG	7-2-502-25-2014	F	502	37	37	37	88
4	PRakash LAMICHHAPE	7-2-243-24-2011	M	502	38	38	38	90
5	SAGAR ADHIKARI	7-2-19-991-2011	M	502	37	37	35	82
6	SONU K.C	7-2-507-27-2015	F	502	37	36	37	82
7	SURBAS TIMI SINHA	7070	M	502	38	38	37	84
8	SUMAN MAHATO	7-2-502-135-2012	F	502	37	35	36	78
9	SAROJ KHATRI CHHETRI	7-2-502-63-2015	M	502	39	38	38	90
10	KESHAV RAJ CHAUDHARY	7-2-502-8-2005	M	502	35	35	-	Partial


 Raju Bhat
 Vice Principal

 Basant Kumar Pradhan
 Principal
PRINCIPAL





ANNUAL REPORT

2078/079 (2021/22)

Shaheed Smarak College
Bharatpur Metropolitan City 19, Bakhanpur
Sharadanagar, Chitwan, Nepal
Tel.: 056-591031

www.sscbakhanpur.edu.np

Report Preparation Team

Coordinator:

Raju Bhat
Bhanu Bhakta Aryal
Milan Poudel
Saroj Gyawali

Advisors:

Basant Kumar Poudel <i>Principal, SSC</i>	Bel Badhur Gurung <i>Chairperson of SSC</i>
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Endorsement by Management committee-2079/05/05

Executive Summary

This report is about the physical and educational activities of Shaheed Smarak College. It is evident from the developed society that the good and quality education has pivotal role in the development of people and the nation. A sound academic institution provides the resources needed for the development of good quality human resources, the most prominent resource for the development of society and countries. So it is necessary to have knowledge about the status of our institution.

Society, people, teachers, students, guardians are the part of SSC and the programs, educational pedagogy, pass rate, number of graduates and campus size are factors for evaluation of the college and its quality. This report aims to provide information about the college and its student enrollment, pass, rate, Number of graduate, programs, physical, infrastructure, income and expenditure etc.

Students Enrollment

The student's enrollment of BBS program is decreased compared to B.Ed. Program. However the share of female students in the both programmes is higher than male and EDJs and Similarly Dalits remain constant.

Pass rate

In the last three year overall regular students passed percentage is about 45.65% in average. The highest 92% pass rate during this period can be found in 2077/078 in BCA Programme. The pass rate of Girls, EDJs and Dalits are almost similar and BBS, BEd. Programmes are less than BCA and MBS Programme.

Graduates

The highest number of graduates is in the year of 2078/079. Out of 57 graduates, 44 graduates are girls. Among Girls, EDJs and Dalits the share of Dalits have least. The number of graduate in B.B.S. programme is higher than B.Ed. programme.

Programs

+2, Bachelor and Master level programs are the academic programme of the college.

Physical Progress

One of the most important aspects of any educational institution is its infrastructure. It has three buildings, 25 Classrooms, Sufficient sports ground and educational equipments.

Financial Progress

The main financial source of college is tuition fees (Self-generated) collected from students. Economics support from UGC and Government is also the key source of income of college. The difference between recurrent expenditure and Capital expenditure is going to increase every year.

Audit

The steps are taken to mitigate the issues raised by Auditors in the last fiscal year.

Social Progress

This college has involved in different social activities. Since itself is a community college, it has involved in the social based program. Similarly, this is community college established by social workers, intellectuals and aware guardian of society so that society contribute this college in various sectors.

Issues and Challenges

For over two decades, SSC has been working to uplift its education standard by providing quality higher education to the people of western chitwan but there are many obstacles and hurdles. The issues and challenges of SSC are multidimensional like lack of fund, quality education, enrollment of student, new program, policy of government. To overcome this issues and challenges, SSC has been planning in determined way.

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1. Section 1

1.1 Introduction

Shaheed Smarak College situated in Ward No. 19 of Bharatpur metropolitan city in Western Chitwan, has been established with the hard labor of social workers, intellectuals and aware guardians in the memory of known and unknown martyrs of this area who sacrificed their life for the cause of democracy in the country. Beginning with classes of proficiency certificate level, this college has run the classes of 11 and 12 affiliated with HSEB and BEd., BBS, BCA of Bachelor level and MBS of Master Level affiliated with T.U. with 735 students of different level studying regularly at present, this college has been in the path of its development along with changing time and context. This college with 40 lectures and 7 administrative and other staffs has a strong management committee of social, intellectual and educated personalities to manage and run the college. This college is run by social personality and not motivated for personal gain or economic benefit and established for providing social service. The management committee of this college being self-motivated to uplift the status of this college and ever contemplating on how to spread the light of education and in the society has regularly conducted the meeting, interaction and conference of students, teachers and other stakeholders.

1.2 Historical Background:

Since there were not any colleges in Western Chitwan, the realization of the need of college has been felt for a long time in this area. Especially, after the restoration of multi-party democracy, the gathering of local people, local intellectual and social workers felt the need of college and formed a committee to establish the college in this area in Poush 27, 2050. The chairperson of the committee was the chairperson of Sharadangar VDC Mr. Ash Bahadur Lama. The committee decided to collect funds and voluntary economic help from the local people. Because of this great attempt, the dream of establishment of college became successful when the inauguration of the beginning of the class held in Bhadra 15, 2051 as a branch of Balkumari College, Narayangarh. But, the college was named ShaheedSmarak College by considering the great contribution of known and unknown martyrs of this area. According to this decision, and by completing the process of getting affiliation from TU on 9 Poush 2054, the college is re-organized and changed as Shaheed Smarak College, Bakhanpur, Sharadanagar.

1.3 Geographical Setting:

This college is situated in ward no. 19 of Bharatpur Metropolitan city. It is about 11 km West from its district headquarter, Bharatpur. It is located in remote part of this district. The geographical setting is located in the community where majority of the people are ethnic and aborigines. Especially the Gurung, Tamang and Tharus communities are settled in the Catchments area of this college. The college is a community based college. Due to the condition of having the occupation of traditional agriculture and lack of proper irrigation, the economic condition of people is poor. The local people have been unable to help the college to maintain the infrastructure. Despite this poor condition, the attempts of local intellectuals, social workers and local people led to establish this college and education up to Bachelor level has been provided here. The college is situated in one and

half hecter of land with strong wall. The college also owns three hectors land in another place of same ward.

1.4 Social, Cultural, Economic and Political Setting:

The Western Chitwan itself is relatively poor and remote in comparison to Central and Eastern Chitwan. There is lack of infrastructure like transportation, irrigation, education etc. The roads are muddy and not properly graveled and black topped. Most of the people are farmers. But there is lack of irrigation. So, most of the people are poor. Especially, social condition of the people of Sharadanagar and adjacent area is not advanced. The majority of the people are still following traditional agriculture. It is the community of multi-ethnic and aborigines. Especially, the Gurungs and Tharus people are in majority in this area. Although Sharadanagar is the land of great martyrs, this area is still backward politically. The local people are still far behind politically. So, The College has been unable to get sufficient concern from political leaders and parties.

1.5 Educational Status and Scope:

Education status of this region is quite matched with this college. There are more than 6 +2 high school in the catchment area of this college. This college is located at the center of these schools. Bachelor level college has not been established around this area. Except in headquarter, there is only one college in far western side of this district in Divyanagar. So, this college has the catchment area of Sharadanagar, Gunjanagar, Parbatipur, Mangalpur and some village of Jagatpur, Phulbari and Shivanagar. Since the economic condition of local people is not so strong, they can't afford much to send their children to study in district headquarter. Due to inaccessibility in the colleges of district headquarter; most of the +2 graduates have been compelled to leave their academic education. So, the Bachelor level college has one of the most required educational infrastructures of this region.

1.6 Stake Holders and Scope of their Participation:

All the local people irrespective of caste, class, sex, religion, ethnicity, students, guardians and teachers are the true stake holders of this college. It is a community based college. Its main aim is providing higher level education in very affordable cost in local area. It is also a multiple college. It aims to provide Bachelor as well as Master level education in all streams as much as possible. The participation of local people is must to run this college smoothly. The college itself had born from the donation of local people who have open heartly given donation by saving some income of their hard labor. The participation of stake holders has the great scope. As long as they participate, the college will run smoothly and it runs in the path of becoming the educational center of western Chitwan. The local people can be benefited by getting higher level education in their own region in affordable cost.

2. Section-2

2.1 Student enrollment

The present trend of students enrollment and composition is satisfactory. The present number of students of this college as well as status of college is leading towards its bright future. The college has been center of the wide range of the place like Sharadanagar, Parbatipur, Shivanagar, Mangalpur, Gunjanagar, Divyanagar, Sukranagar. The trend of students' enrollment and composition of last three years is given in the table below.

Table 1. Enrolment students of BBS (Female, EDJ and Dalit) in the last three years.

Level : Bachelor		Program : BBS		
Year	Girls	EDJ	Dalit	Total
2076/077	100	23	16	175
2077/078	137	20	16	201
2078/079	89	25	4	166

Figure 1. Enrolment Students of BBS in the last three years

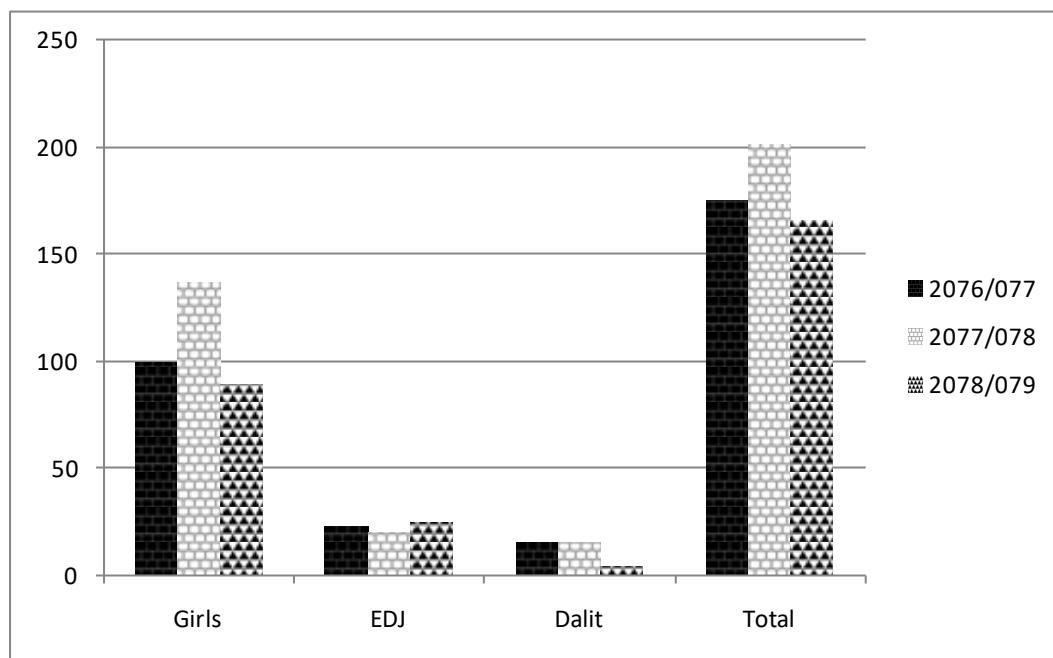


Table 1 shows that the highest number of students is enrolled in the year 2077/078 of BBS programs. In last academic year students are decreasing.

Table 2. Enrollment students of BED (Female, EDJ and Dalit) in the last three years.

Year	Level : Bachelor		Program : B.Ed	
	Total	Girls	EDJ	Dalit
2076/077	92	83	23	09
2077/078	131	114	22	15
2078/079	142	105	24	13

Figure 2. Enrolment of B.Ed. in the last three years

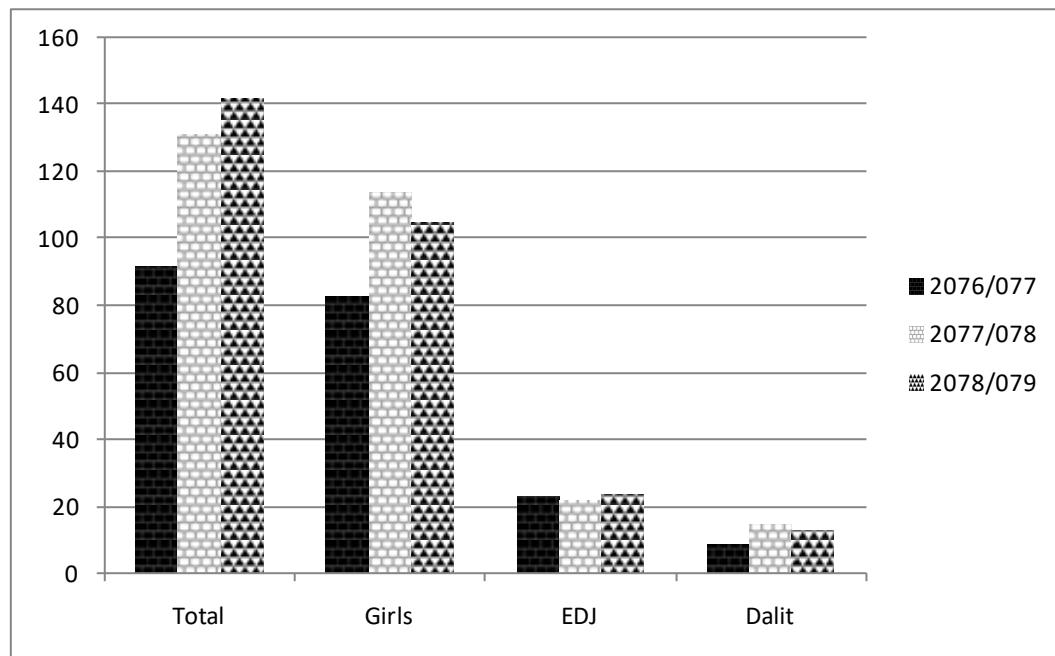


Table 2 Shows that every year students enrollment is increasing and Girls, EDJs and Dalit are constant.

Table 3. Enrollment students of Bachelor Level (BED and BBS) in the last three years.

Year	Level : Bachelor	Program : BBS and BED
	B.Ed	BBS
2076/077	92	175
2077/078	131	201
2078/079	142	166

Figure 3. Enrolment of Program wise number of student

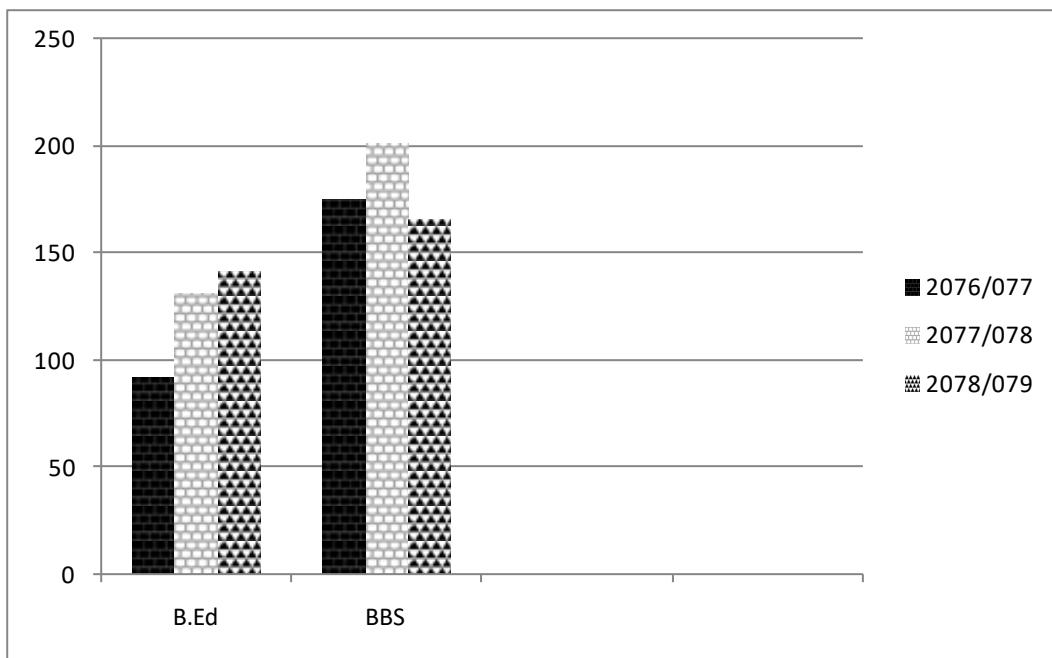


Table 3 It is seen that student's enrollment of B.Ed. program is increased compare to BBS. program

Table 4. Enrollment students of Bachelor Level (BCA) in the last three years.

Year	Level : Bachelor		Program : BCA	
	Total	Girls	EDJ	Dalit
2076/077	22	7	7	0
2077/078	20	5	5	0
2078/079	22	7	7	0

Figure 4. Enrolment of Program wise number of student

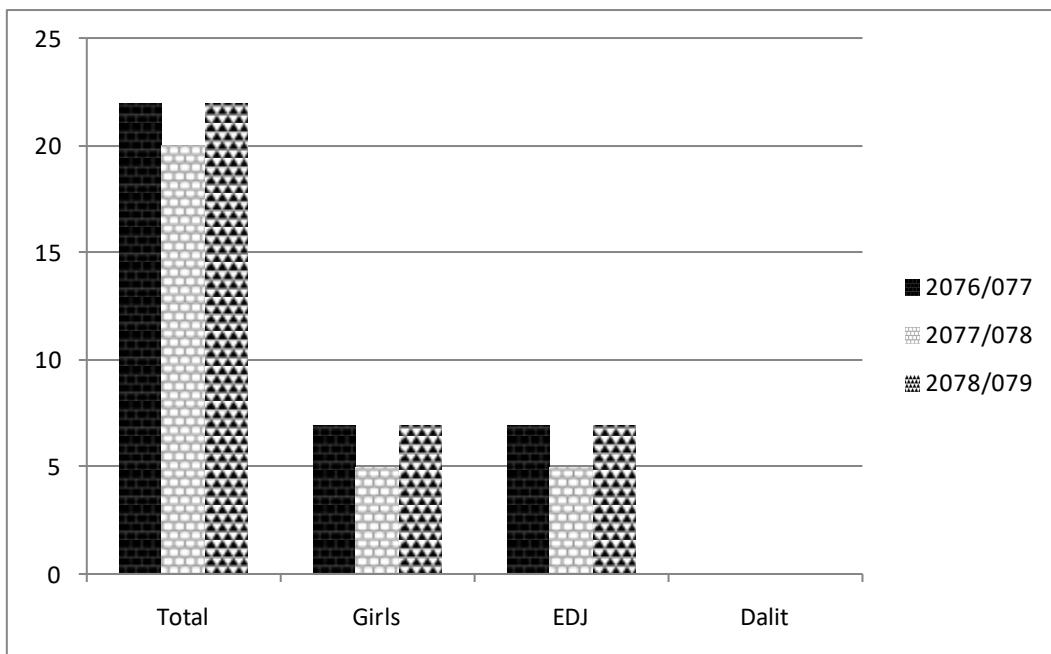


Table 4 It is seen that every year student's enrollment is increasing.

Table 5. Enrollment students of Master Level (MBS) in the last three years.

Year	Level : Master		Program : MBS	
	Total	Girls	EDJ	Dalit
2076/077	12	8	3	0
2077/078	25	14	5	1
2078/079	29	14	5	1

Figure 5. Enrolment of Program wise number of student

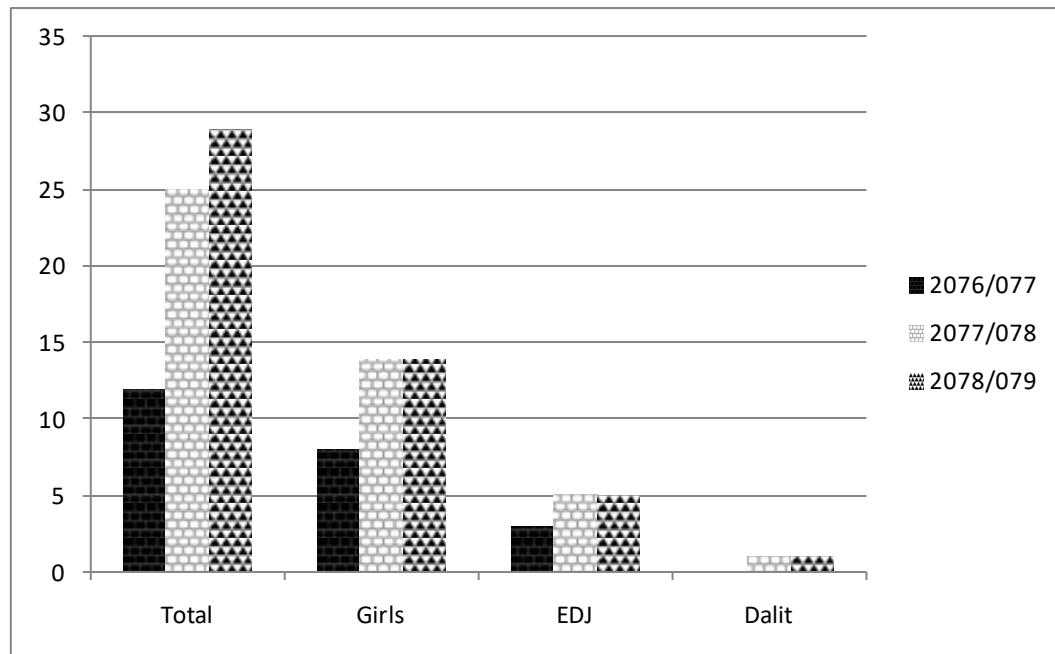


Table 5 It is seen that every year student's enrollment is increasing.

3. Section 3

Pass rate

Student pass rate reflects the performance of any educational institution. This section presents the student pass rate of the college.

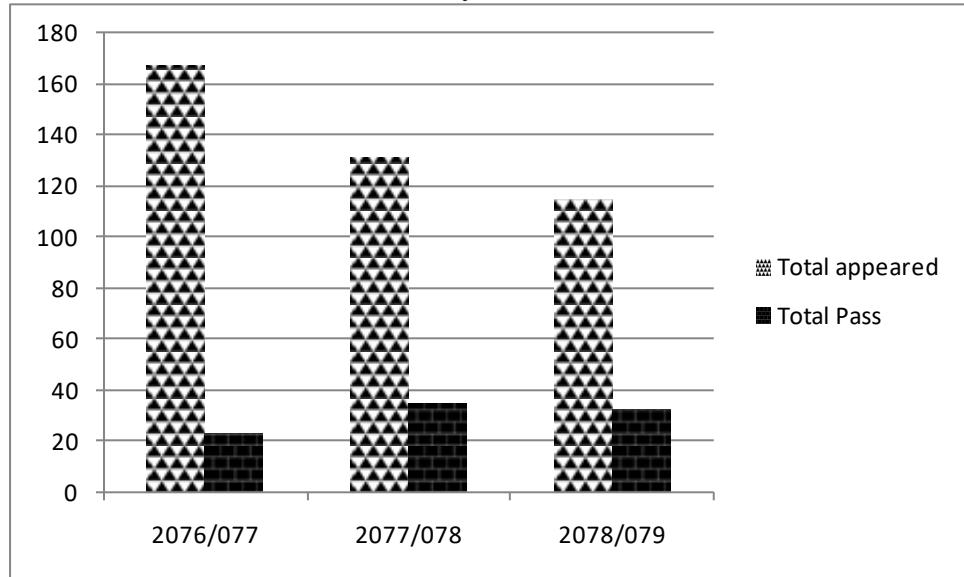
The pass rate of college is analyzed in terms of the types of programs, gender, EDJ Dalit and academic year.

3.1 Pass rate of BBS in the last three years

Table 6. Pass rate of BBS in the last three years

Year	Level: Bachelor			Program:BBS											
	Total appeared	Total Pass	Pass %	Girls			EDJ			Dalit			Others		
				Total appeared	Total Pass	Pass%									
2076/077	167	23	14	93	14	15	26	03	12	07	03	30	85	12	14
2077/078	131	35	27	93	21	23	16	03	19	13	04	31	102	28	27
2078/079	115	33	30.4	86	25	29	11	3	27.27	11	2	18.18	92	31	34

Figure 6. Pass rate of BBS in the last three years.



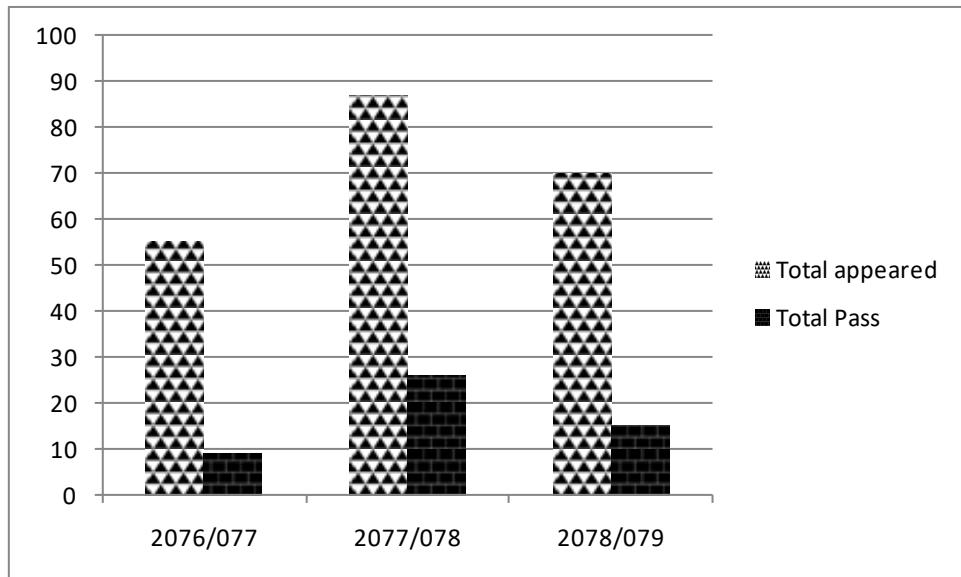
From Table 6 It is seen that pass rate of every academic year is increasing. And the pass rate of girls EDJs and others are increasing and Dalit are decreasing.

3.2 Pass rate of B.Ed. in the last three years

Table 7. Pass rate of B.Ed. in the last three years

Year	Level: Bachelor			Program:BED							
	Total appeared	Total Pass	Pass %	Girls		EDJ		Dalit		Others	
				Total appeared	Total Pass%						
2076/077	55	9	16	61	8	16	0	7	3	48	4
2077/078	87	26	30	80	23	18	5	10	2	59	19
2078/079	70	15	21.4	66	14	13	4	9	2	47	9

Figure 7. Passed rate of B.Ed. in the last 3 years



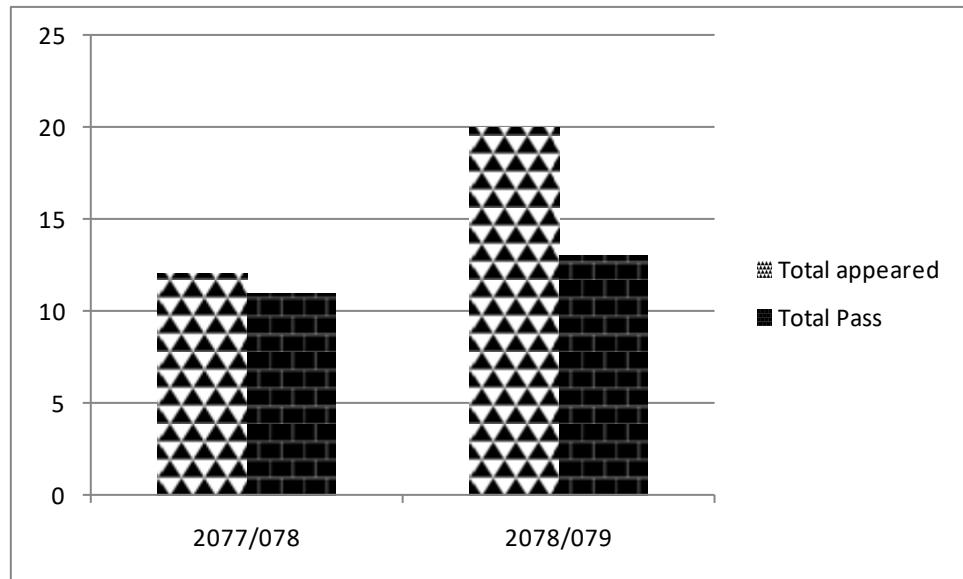
From Table 7 it is seen that pass rate of 2077/078 academic year is higher than other academic year. And the pass rate of girls EDJs and Dalits are almost similar.

3.3 Pass rate of BCA in the last year.

Table 8. Pass rate of BCA in the last year.

Year	Level: Bachelor			Program:BCA							
	Total appeared	Total Pass	Pass %	Girls		EDJ		Dalit		Others	
				Total appeared	Total Pass						
2077/078	12	11	92	5	5	3	3	0	0	9	8
2078/079	20	13	65	5	5	5	3	0	0	9	5

Figure 8. Passed rate of B.Ed. in the last 3 years



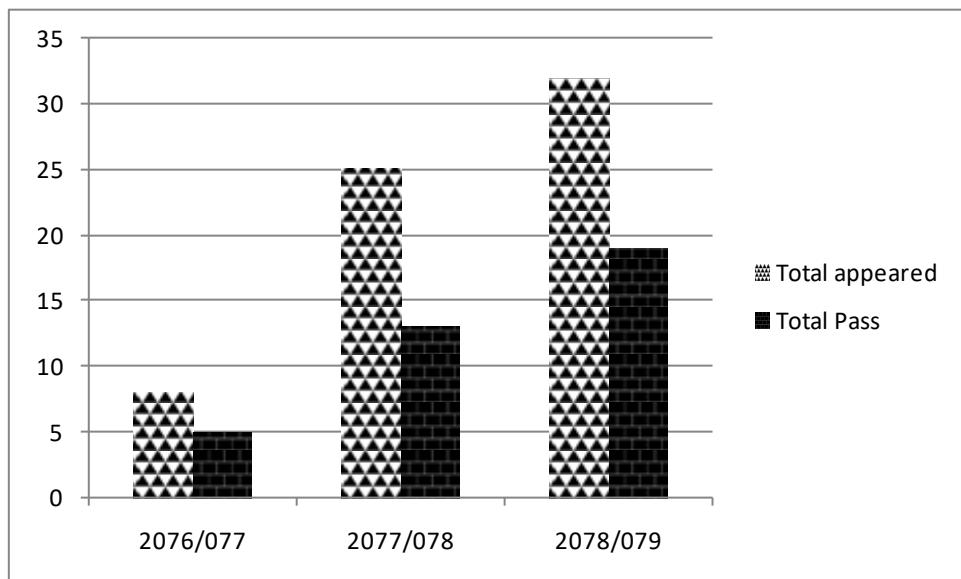
From Table 8 it is seen that pass rate of 2077/078 academic year is higher than other academic year. And the pass rate of girls EDJs and Dalits are almost similar.

3.4 Pass rate of MBS in the last year.

Table 9. Pass rate of MBS in the last year

Year	Level: Master			Program:MBS							
	Total appeared	Total Pass	Pass %	Girls		EDJ		Dalit		Others	
				Total appeared	Total Pass						
2076/077	8	5		4	3	2	1	0	0	6	1
2077/078	25	13	52	12	7	4	1	0	0	21	12
2078/079	32	19	59.3	15	9	7	3	0	0	17	12

Figure 9. Passed rate of MBS in the last 3 years



From Table 9 it is seen that pass rate of 2078/079 academic year is higher than other academic year. And the pass rate of girls EDJs and Dalits are almost similar.

3.5 Average Pass rate of Programmes (BBS, BEd, BCA, MBS) for the last three academic years.

Table 10. Average Pass rate of Programmes (BBS, BEd, BCA, MBS) for the last three academic years

Programmes	Avg. Pass %
BBS	23.8
BEd.	22.46
BCA	78.5
MBS	57.85
Avg. of Avg.	45.65

4. Section 4

Number of Graduates

4.1 Graduate Trend analysis of the Last three Years program wise (BBS/BED)

Data presented in this table is based on the college's record list as well as the statistical data form that submitted on the UGC.

Table 11. Number of graduate in Bachelor Level

Level: Bachelor					
Year	Total	Girls	Boys	EDJ	DALIT
2076/077	19	16	3	3	1
2077/078	16	12	4	5	1
2078/079	22	16	6	5	1

Figure 10. Graduate numbers in bachelor level in terms of Girls, EDJs and Dalits

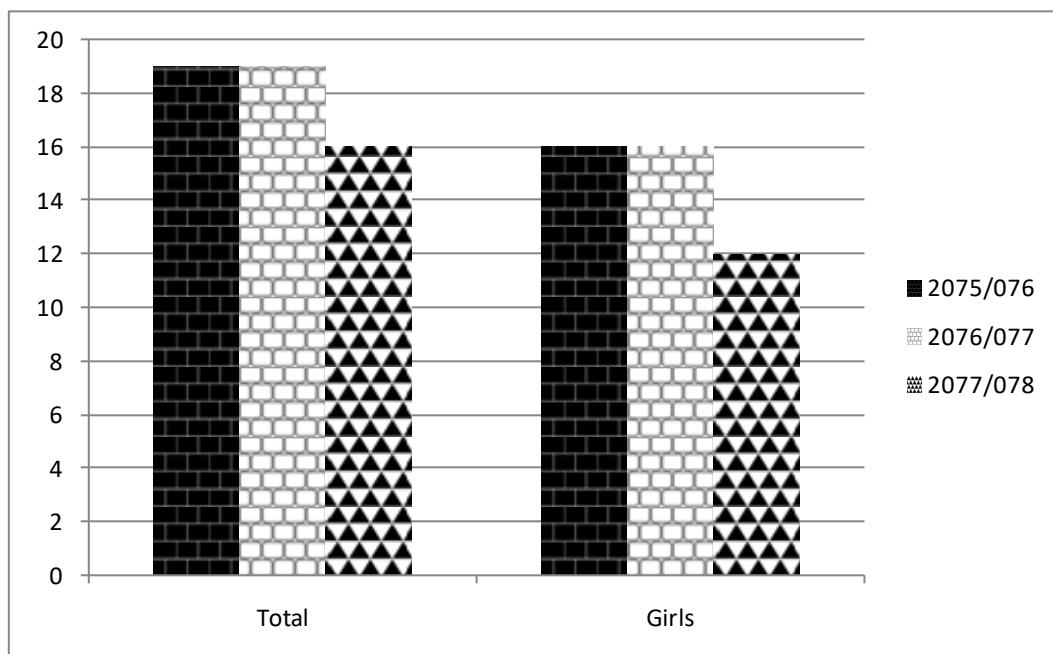


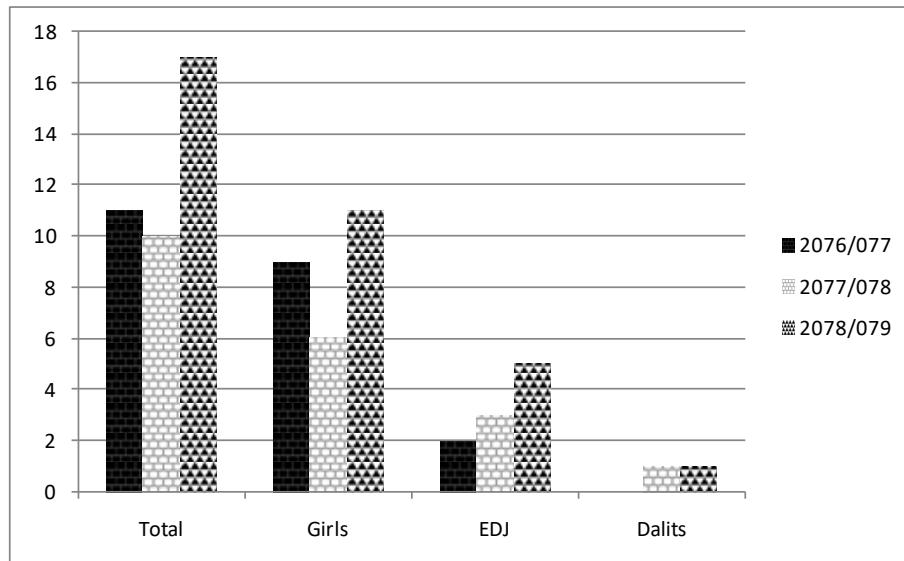
Table 12. Number of SSC in Master Level

Level: Master					
Year	Total	Girls	Boys	EDJ	DALIT
2078/079	5	2	3	1	0

Above Table 11 & 12 shows the number of graduate of SSC in the last three years. The Highest number of graduates is in the year of 2078/079. Of the 62 graduate 46 graduates are girls. Among Girls, EDJs and Dalit, the share of Dalits have least

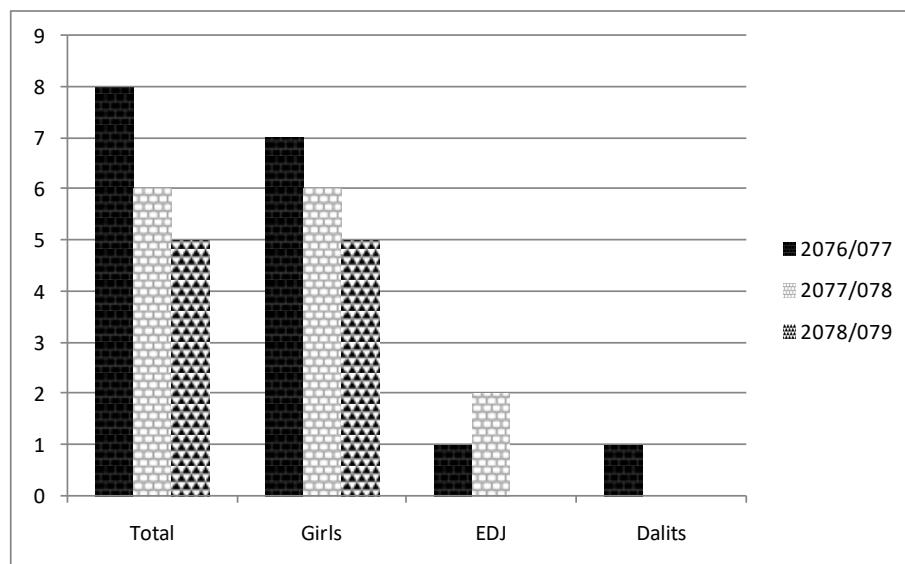
Table 13. Number of Graduate in Program-wise

Year	Program: BBS				Program : B.Ed.				Program : MBS			
	Total	Girls	EDJ	Dalits	Total	Girls	EDJ	Dalits	Total	Girls	EDJ	Dalits
2076/077	11	9	2	0	8	7	1	1				
2077/078	10	6	3	1	6	6	2	0				
2078/079	17	11	5	1	5	5	0	0	5	2	1	0

Figure 11. Graduate number in BBS programme interms of Girls, EDJ's and Dalits in the last three years.

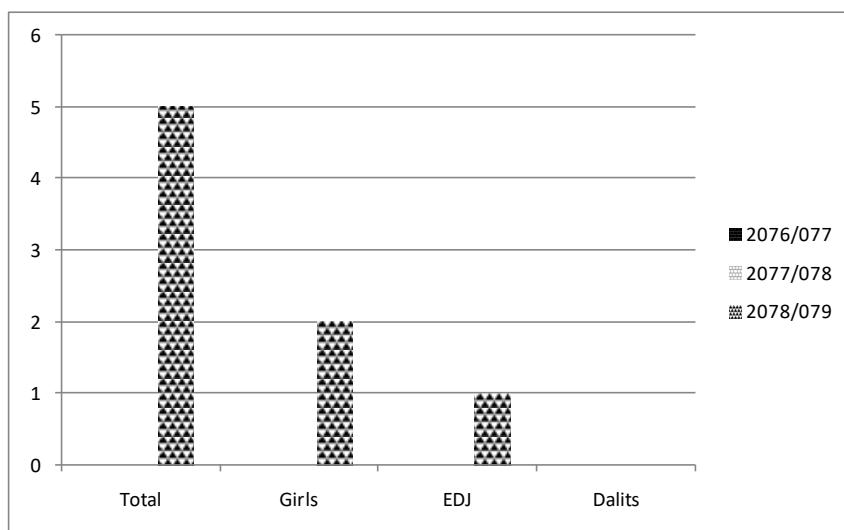
Programme: BBS

Figure 12. Graduate numbers of B.Ed. programme in terms of Girls, EDJs and Dalits in the last three years.



Programme: B.Ed.

Figure 13. Graduate numbers of MBS programme in terms of Girls, EDJs and Dalits in the last three years.



Programme: MBS

Above table 13 shows number of graduate for different program of bachelor level in the last three year. BBS program has higher number of graduates compared to B. Ed. & MBS program. This table also shows the graduation of female in both program is more than graduation of boys. Similarly of the total graduate about 27.4 percentage students are EDJs and Dalits having 72.6 percent for others.

5. Section 5

5.1 Programs

In this institute, there are both higher secondary level and college level educational program. Higher secondary level has been conducted by taking the affiliation from Higher Secondary Education Board of Nepal. In higher secondary section (+2), there are many subjects in two years program of commerce, education, hotel management, travel and tourism and humanities faculties. The college has got its affiliation from Tribhuwan University. It has conducted MBS and four year diploma in education and management having different major subjects like Account, Nepali, English, Population, Health, Hotel Management, Travel and Tourism, etc.

Table 14. Academic programs of college

Level	Programs
+ 2	Class 11and 12
Bachelor	BBS and BEd. and BCA
Master	MBS

6. Section 6

6.1 Educational Pedagogy

Teaching learning process is the backbone of any educational institution. To make the teaching learning process effective, it needs different resources and support. The college conducts different workshops, seminars with the management of department to enhance the capacity of lectures. The college also provides different reference materials, training to lecturers. The college has also recently decided to provide on job facilities for further study like M.Phil. and P.H.D. Although the affiliated University, Tribhuwan University conducts the final examination and publishes results, the college has formed a separate examination committee to conduct the internal examination and prepare the results. So that the students can attend the final examination with experience of examination. The college conducts three internal examinations in an academic year and publishes results. These internal examinations motivate the students in study and they can achieve the best result

6.2 Faculties

Head of Management faculty	Chhabindra Dawadi
Members	Raju Bhat
	Kiran Sigdel
	Yuvaraj Adhikari
	Shreekanta Dhakal
Head of Education faculty	Arun Bilash Adhikari
Members	Bhanu Bhakta Aryal
	Milan Poudel
	Rudra Adhikari
	Gaura Adhikari
Head of Humanities faculty	Del raj Aryal
Members	Yurung Pakhrin
	Lila Bhandari
	Madhav Kafle
	Saroj Gyawali

7. Section 7

7.1 Management Committee

The management committee is the highest organ of this college. The management committee is selected by the general convention of local people, guardians and other stakeholders. The tenure of a committee is of 3 years. the present management committee of this college is as follows.

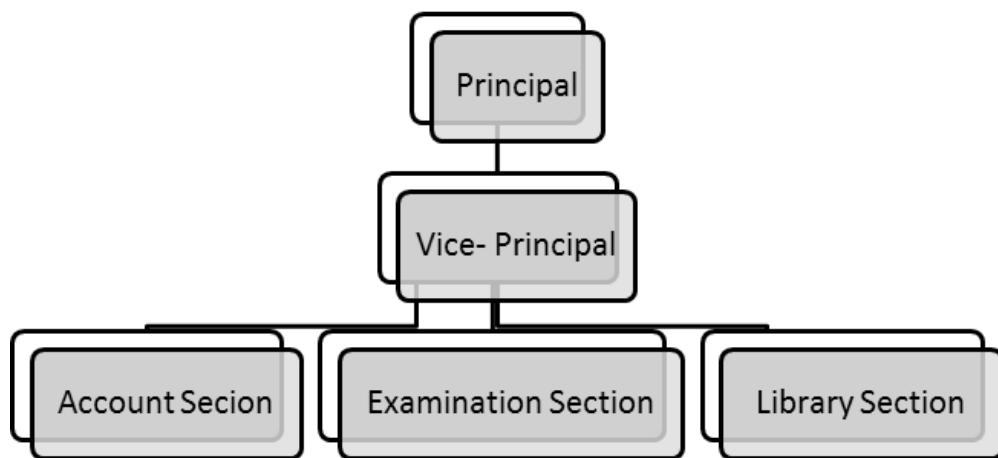
Management Committee

President	Bel Bahadur Gurung
Member	Krishna Hari Aryal
Member	Chandra Dhoj Gurung
Member	Topman Singh Gurung
Member	Dhan Bahadur Gurung
Member	Nar Bahadur Gurung
Member	Sarita Gurung
Member	Honorable Balram Poudel
Member	Honorable Bishnu Maya Pariya
Member	Karna Bahadur Gurung
Member	Dr. Surya Kanta Ghimire
Member	Bich Ram Karna
Member	Bindu Poudel
Member	Bishnu Prasad Dhakal
Member	Shigha Raj Gurung
Member	Sheskanta Adhikari
Member	Sub. Hum Bahadur Chhetri
Member	Cpt. Hutman Gurung
Member	TU Representative
Secretary	Principal: Basanta Kumar Poudel

7.2 Administration

To run the academic and other regular activities, there is the administration of the college. The head of the administration is the principal of college. Under the leadership of principal there is a provision of vice-principal. There are also account Section, Examination Section and Library Section of the college. The structure of college administration is as follows.

Administration of college



8. Section 8

Physical Progress

8.1 Infrastructures Development

One of the most important aspects of any educational institution is its infrastructure. Unless the building, library and other facilities are not sufficient, the whole program of this institution including teaching learning process is disturbed. So, it is clear that every educational institutional should have strong and sufficient infrastructure. Shaheed Smarak College, Bakhanpur, Sharadanagar was established as the branch of Balkumari College in 2051 B.S. Then in 2053 B.S. it took the affiliation from T.U. At the beginning the building for the class rooms was provided by Sharada High School, Sharadanagar now which is replaced by new building constructed with the help of UGC grants and other. As the time passed, the need of class rooms was felt and a building with 2 floors (RCC roof) constructed in 2060 B.S., then another floor was added in the same building in 2065 B.S. by own sources of college as well as other donor. Meantime in 2069 BS another building of two floor was constructed with the help of UGC under SHEP scheme. Similarly under the HERP third floor of existing building is constructed and fourth floor is completed and use it to Seminar Hall. The building, library and other infrastructures of this college are as follows

Table 15. Furnitures

Particulars	Qty.
Sofa	6 sets
Desk/ Bench	620
Tables	40
Tables Steel	17
Tea Tables	09
Chairs	125
Wooden Racks	05
Steel racks	20
Cupboards	10
Meeting Table	01

8.2 Educational Aids

To make learning very effective it is not only necessary to utilize the factors and techniques that facilitate learning, the teachers are to create certain conditions in the class room that may improve learning. These conditions are providing educational aids. Therefore college has focused on the educational aids to use it in the classroom.

Table 16. Educational Equipment's and vehicle

Particulars	Qty.
Computers	37
Printers	04
Photocopy	02
Overhead Projectors	05
Fax	01
Bus	01

Table 17. Physical infrastructure of SSC

Particulars	Qty.
Number of building	03
Number of classroom	25
Library Building	01
Laboratory	02
Basketball Court	01
Cycle stand	02
Toilets	05
Table tennis court	03
Volley Ball court	01
Seminar Hall	01
Meeting Hall	01
Canteen	01

9. Section 9

Financial Progress

9.1 Source of Income

Regular Sources (Internal and External)

College has following internal and external income sources.

- Student's Admission and Tuition Fee
- Land
- Interest
- Constitution Assembly fund
- Other donors
- Grants Sought
- UGC Grants
- Municipality Grants
- DDC Grants
- Other Grants

Table 18. Income sources of the last three years

Year	Self Generated	UGC & Government	Others
2076/077	1,39,76,000.00	72,12,688.00	11,60,915.00
2077/078	1,14,43,420.67	1,04,05,513.63	7,20,449.91
2078/079	2,21,65,566.00	18,52,400.00	27,76,449.57

Figure 14. Income sources of the last three years

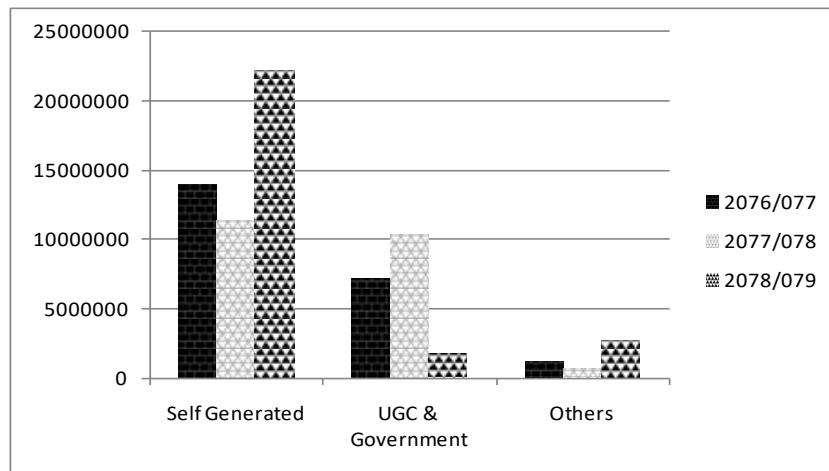


Table 18 presents the income of the college. Self-Generated income is the key sources of income.

9.2 Expenditures Trends.

College has following Capital and recurrent Expenditure. Capital expenditure includes building, books, furniture's and education equipment whereas recurrent expenditure includes salary and others.

Table 19. Expenditure of the last three years

Year	Capital Expenditure	Recurrent Expenditure
2076/077	70,36,794.00	1,36,53,633.00
2077/078	1,12,59,831.60	1,22,76,206.00
2078/079	31,44,896.81	2,43,32,254.79

Figure 15. Expenditure of last three years

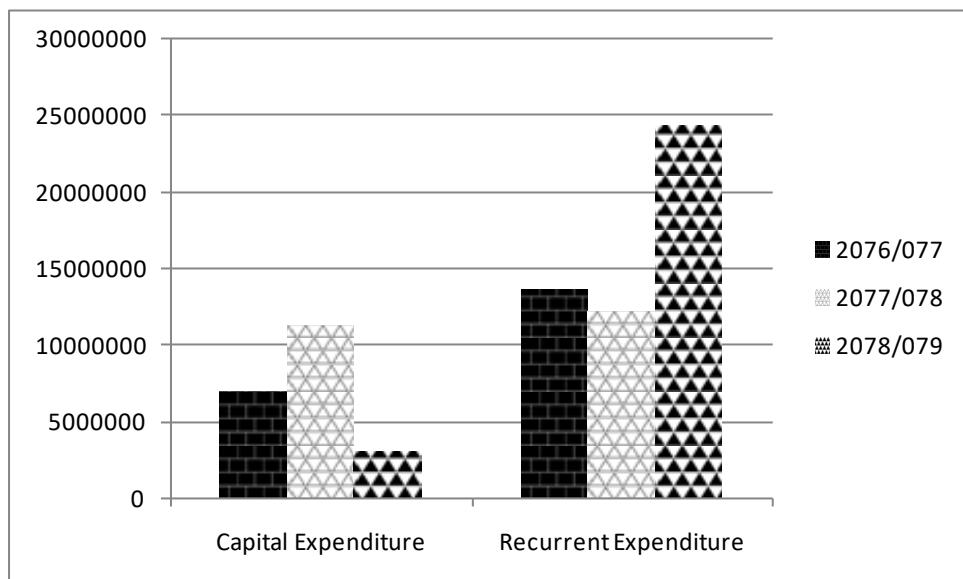


Table 19 presents the Expenditure of the college of the last 3 years. Comparing Capital Expenditure and Recurring expenditure, it shows that recurrent expenditure is steadily greater than capital expenditure.

10. Section 10

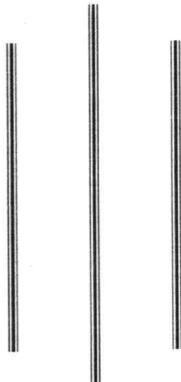
10.1 Auditing

College is the following double entry system of book-keeping and auditing take place every year at the end of fiscal year and issues and steps are taken to mitigate the issues raised by Audit Observations. The Audit report of the last year is given below:



शाहिद स्मारक कलेज
भरतपुर वडा नं. १९, वखानपुर, शारादानगर, चितवन
सार्विक : शारादानगर १, वखानपुर, चितवन

लेखापरीक्षण प्रतिवेदन



(मिति २०७८ आवण ०९ गते देखी मिति २०७९ आषाढ ३२ गते सम्मको)

आर.ए. शारद कुमार बतौला
नि.बतौला एसोसिएट्स

सदस्य नेपाल चाटड एकाउन्टेन्ट्स सम्प्या सदस्यता नं. ३३८३, वर्ग स्त्री

नेपाल चाटड एकाउन्टेन्ट्स सम्प्याचाट प्राप्त पंशागत प्रमाण पत्र नं. २६१९

भरतपुर १२, वाइपास रोड, चितवन

पान ३००८३३४३९

मो.न. ९८५५०६०३४५

खेत्रहर्षी नगरपालिका वडा नं. १२, चितवन

फोन : ०१६ ५३०९९९

skbartaula@yahoo.com
bassociates3099@gmail.com

शहिद स्मारक कलेज

भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन ।
अध्यक्ष तथा सचालक सदस्य महानुभावज्युहरु समक्ष प्रस्तुत प्रतिवेदन

स्वतन्त्र लेखापरीक्षण प्रतिवेदन

१. मन्तव्य

हामीले यस शहिद स्मारक कलेज भरतपुर १९, बखानपुर, शारादानगर, चितवनको वित्तिय विवरण, जसले २०७९, आपाढ मसान्तसम्मको वासलात, सोही मितिमा समाप्त भएको आर्थिक वर्ष २०७८-२०७९, को आय विवरण, नगद प्रवाह विवरण, इक्वीटीमा भएको परिवर्तन तथा वित्तिय विवरणहरूसँग सम्बन्धित निति तथा टिप्पणीहरू समावेश गर्दछ ।

हाम्रो रायमा तथा हामीले पाएसम्मको सूचना स्पष्टीकरणको आधारमा संलग्न वित्तिय विवरण र सोमा उल्लेख गरिएका लेखा नीति एवम् टिप्पणीहरूका विभिन्न बुदाहरुले वित्तिय विवरणमा गरेका असर बाहेक ।

- क) वासलातले कलेजको २०७९, आपाढ मसान्तको आर्थिक अवस्था,
- ख) आयव्यय विवरणले कलेजको उक्त मितिमा समाप्त वर्षको संचालन निति तथा,
- ग) नगद प्रवाह विवरणले कलेजको उक्त मितिमा समाप्त वर्षको नगद प्रवाहको उचित तथा यथांत चित्रण गर्दछ ।

२. मन्तव्यका आधार

हामीले नेपाल लेखापरीक्षण मान एवम् सर्वमान्य सिद्धान्तहरूको आधारमा लेखापरीक्षण सम्पन्न गरिएको छ । वित्तिय विवरणहरू सारभूतरूपमा गलत आँकडा रहित छ भन्ने कुरामा विश्वस्त हुनको लागि ती लेखापरीक्षण मान अनुसार लेखापरीक्षण योजना तयार गरी तदनुसार लेखापरीक्षण सम्पन्न गरिएको छ । वित्तिय विवरणमा उल्लेखित रकम र खुलाईएका अन्य विवरणलाई पुष्ट्याई गर्ने प्रमाणको छइकं परीक्षणलाई समेत लेखापरीक्षणमा समावेश गरिएको छ । सम्याले अवलम्बन गरेको लेखा सिद्धान्त, व्यवस्थापनले गरेको महत्वपूर्ण अनुमान तथा वित्तिय विवरण प्रस्तुतीको समग्र स्थितिको मूल्याकन पर्न लेखापरीक्षणमा समावेश गरिएको छ । लेखापरीक्षण प्रकृयाले हाम्रो मन्तव्यलाई पर्याप्त आधार प्रदान गर्ने कुरामा हामी विश्वस्त छौं ।

३. व्यवस्थापनको उत्तरदायित्व

प्रचलित कानून तथा नेपाल लेखामान वमोजिम वित्तिय विवरणको तयारी र यथांत प्रस्तुतिकरण गर्ने शहिद स्मारक कलेज भरतपुर १९, बखानपुर, शारादानगर, चितवनको व्यवस्थापनको उत्तरदायित्व हो । यस उत्तरदायित्व अन्तर्गत वित्तिय विवरण गलत आँकडा, जालसाजी वा त्रुटीको कारण रहित छ भनि तयारी र प्रस्तुतिकरण गर्ने कार्यसंग सम्बन्धित नियन्त्रण प्रणालीको तर्जुमा गर्ने, लागू गर्ने र अद्यावधिक बनाई राख्ने, उपयुक्त लेखानीतिहरूको छनौट गर्ने र लागू गर्ने तथा तत्कालिन अवस्थामा उपयुक्त लेखा अनुमानहरू गर्ने कार्यहरू पर्दछन् ।



४. लेखापरीक्षकको उत्तरदायित्व

व्यवस्थापनले तयार गरेका ती वित्तिय विवरणहरु उपर लेखापरीक्षणको आधारमा आफ्नो मन्तव्य जारी गर्नु हाम्रो उत्तरदायित्व हो । व्यवस्थापनले तयार गरेका ती वीत्रय विवरणहरु गल्ती तथा ठगीको कारणबाट गलत हिसाबले तगार परिएको छ छैन भनि उचित आश्वासन प्राप्त गर्नु र त्यसको आधारमा गयसहितको मन्तव्य व्यक्त गर्नु हाम्रो उदेश्य हो । उचित आश्वासन प्राप्त गर्नुले गल्ती तथा ठगीबाट हुने गलत हिसाब सधैम पत्ता लाग्छ भनेर एकिन गर्न सकिदैन् । गल्ती ठगीबाट हुने त्यस्तो गलत हिसाबलाई मात्रै उपयुक्त मानिन्दू, जसले मोहिं हिसाबको आधारमा गरिने निर्णयलाई प्रभाव पार्दछ ।

४. मुख्य लेखापरीक्षण व्यहोराहरु

अन्य कानूनि तथा नियमनकारी आवश्यकता माथिको प्रतिवेदन
क. लेखापरीक्षण सम्पन्न गर्न आवश्यक ठानेका सुचाना र स्पष्टीकरणहरु उपलब्ध भएका छन् तथा उपलब्ध भएका हर-हिसाब र विवरणहरु संतोषजनक छन् ।

ख. संलग्न वासलात आयव्यय विवरण र सन्तुलन परीक्षण तथा तत् सम्बन्धि अनुसूचिहरु लेखाको सिद्धान्त अनुरूप तोकेको ढाँचामा तयार भएको छ र उक्त विवरणहरु विद्यालयले राखेका लेखासँग दुरुस्त रहेको छन् ।

ग. हाम्रो विचारमा विद्यालयले आफ्नो हिसाब-किताब र लेखा कानुन तथा प्रचलन अनुसार ठीकसँग राखेको देखिन्दू ।

घ. हाम्रो रायमा लेखापरीक्षणको सिलसिलामा उपव्य गराइएका स्पष्टीकरण र सुचानाहरुको आधारमा एवम् यसैसाथ संलग्न टिप्पणीहरुका साथ अध्ययन गर्दा :

अ) आयव्यय विवरण र उक्त मितिमा तयार गरेका विवरणले उक्त मितिमा समाप्त वर्षको विद्यालयको समुच्चीत तथा यर्थाथ चित्रण गर्दछ ।

आ) प्रचतिल श्रम ऐन २०७४ सम्बन्धित प्रावधान तथा सम्पति शुद्धिकरण निवारण सम्बन्धि कलेजलाई जारि गरिएको निर्देशन २०७४ का प्रावधानहरु पूर्ण रूपमा लागु भएका छैन ।

अन्त्यमा लेखा परीक्षण अवधिमा सहयोग गर्नुहुने कलेजका अध्यक्ष, कलेज प्रमुख, संचालक सदस्यज्यूहरु तथा लेखापालज्यूलाई धन्यवाद जापन गर्दै आगामी दिनमा कलेजको उत्तरोत्तर प्रगतिको हार्दिक कामना गर्दछौं ।

बोधार्थ :

- १) श्री त्रिभुवन विश्वविद्यालय, किरितपुर, काठमाण्डौ ।
- २) श्री भरतपुर म.न.पा.को कार्यालय चितवन ।
- ३) नेपाल चार्टर्ड एकाउन्टन्टेस कलेज वबरमहल काठमाण्डौ ।
- ४) आन्तरिक राजश्व कार्यालय भरतपुर, चितवन ।



(आर.ए. शरदकुमार वतौला)

नि. वतौला एसोसिएट्स

मिति : २०७९/०५/२९

स्थान : भरतपुर १२, वाईपास रोड, चितवन ।

शहिद स्मारक क्लेज

भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन
अनुसूचि-१९

लेखा निति तथा लेखा सम्बन्धि टिप्पणीहरु

मिति २०७९ साल आषाढ मसाल्तको

क्लेजले अपनाएका प्रमुख लेखा नितिहरु तथा लेखा सम्बन्धि टिप्पणीहरु निम्नानुसार छन्।

१) क्लेजको सामान्य जानाकारी

क) यस क्लेज भरतपुर महानगरपालिका वडा नं. १९, चितवनमा मिति २०५४ भाद्र १५ गतेवाट वि.वि.एन वमोजिम त्रिभुवन विश्वविद्यालयमा दर्ता भई शहिद स्मारक क्लेजको स्थापना भएको एक सिमित दायित्व भएको सामुदायिक क्लेज हो। साथै आन्तरिक राजश्व कार्यालयमा स्थानेन लिई करको दायरामा आएको देखिदैन्।

२) वित्तीय विवरण प्रस्तुतीकरणको आधार

क) वित्तीय विवरण सामान्यतया लेखाका सर्वमान्य सिद्धान्तहरु, विद्यमानलेखा नितिहरु, नेपाल लेखामान वि.वि.एन एवं जारी निर्देशनको आधारमा तयार पारिएको छ।

ख) वित्तीय विवरणहरु अन्यथा उल्लेख गरेको बाहेक ऐतिहासिक लागतको अवधारणा अनुरूप तयार गरिएको छ। ति विवरणहरु अन्यथा उल्लेख गरिएको बाहेक वित्तीय कारोबारहरुको प्रोद्भावी आधारमा (Accrual Basis) लेखाकन गरी सोही अनुरूप तयार गरिएका छन्।

ग) क्लेजको वित्तीय विवरणहरु तयार पार्दा आधार मानिएका लेखा नीतिहरु तल उल्लेख गरिएका छन्। अन्यथा लेखिएकोमा बाहेक यी नीतिहरुको पालना निरन्तर रूपमा गरिएको छ।

३) स्थिर सम्पत्ति तथा हासकटी :

क) स्थिर सम्पत्तिको ऐतिहासिक लागत अवधारणा अनुरूप लेखाडकन गरि देखाइएको छ।

ख) क्लेज क्लेजको स्थिर सम्पत्तिहरुमा आयकर ऐन २०५८ वमोजिम घटदो दरमा वार्षिक रूपमा हासकटी खर्च सो को हासकटी व्यवस्था गरी हिसाब मिलान गरिएको छ।

सम्पत्तिको वर्ग	हासकटी कर
जग्गा जमिन	-
भवन तथा कम्पाउण्ड	५
कार्यालय साधन/उपकरण, फर्निचर सामाग्री	२५
सवारी साधन	२०
सफ्टवेयर	२५
मेशिन तथा उपकरण	१५



४) खर्च लेखांकन निति

क) तलब तथा प्रशासनिक खर्चलाई प्रोद्धभावी आधारमा लेखांकन गरिएको छ ।

ख) अन्य खर्चलाई प्रोद्धभावी आधारमा लेखांकन गरिएको छ ।

५) विद्यार्थी शुल्क तथा अन्य आम्दानी :

कलेजले शिक्षण शुल्क वापत प्राप्त रकमहरू र प्राप्त भएको आधारमा सम्बन्धित आर्थिक वर्षको हिसाबमा आम्दानी जनाउने गरिएको छ ।

६) कर्मचारी सापटी :

कलेजमा कार्यरत कर्मचारीहरूलाई सञ्चालक समितिको निर्णय र कर्मचारी प्रशासन नियमावली बमोजिम उपलब्ध गराइएको कर्मचारी सापटी रकमलाई पेशकी हिसाबमा देखाईएको छ ।

७) पूँजीकृत नगरिने सम्पत्ति:

प्रति इकाई रु १,०००/०० सम्म लागत पर्ने सम्पत्तिहरूलाई खरिद गर्दाको समयमानै खर्चको रूपमा गर्ने पद्धति अवलम्बन गरिएको छ ।

८) कर्मचारी अवकाश सुविधा :

कलेजको स्थायी कर्मचारीहरूको लागि कर्मचारी संचयकोष तथा कर्मचारी उपदान कोष वापत वार्षिक रूपमा छुट्याईएको रकम मध्ये कर्मचारी संचयकोषको रकम कर्मचारी संचयकोष बचत खातामा कर्मचारीकै नाममा जम्मा गर्ने गरेको र कर्मचारी प्रशासन नियमावलीमा भएको व्यवस्था बमोजिम उपदान कोष वापतको रकम कलेजमै उपदान कोष खडा गरी खुद हुन आउने रकम अनुमान गरी वार्षिक रूपमा जम्मा गर्ने गरिएको छैन ।

९) कर्मचारी औषधि उपचार खर्च:

कर्मचारी प्रशासन नियमावली बमोजिम कलेजमा १ वर्ष भन्दा बढी अवीध काम गरेको कर्मचारीलाई वर्षको १५ दिनको खाइपाई आएको तलब वरावरको रकम हरेक वर्षको आषाढमा औषधि उपचार कोष खडा गरि उक्त कोषमा रकम जम्मा गर्ने गरिएको छ ।

१०) कर्मचारी सचित विदा :

कलेजमा कार्यरत कर्मचारीहरूको मानव संमाधन नीति बमोजिम पाकेको विदामा उपयोग गरी सचित रहेको विदाको आर्थिक वर्षको अन्तमा वास्तविक दायित्वको गणना गरी हुन आउने रकम दायित्व हिसाब अन्तर्गत व्यवस्था गरिएको छैन । साथै उक्त सचित विदाको रकम सोही आर्थिक वर्षमा वितरण गरिएको देखिन्दू ।

११) मसलन्द मौज्दात :

मौज्दातमा रहने गरी छपाई/ खरिद गरिएका मसलद सामाग्रीहरू र स्टेशनरी सामानहरूको मौज्दातलाई लागत मुल्यको आधारमा मसलन्द मौज्दात हिसाबमा लेखांकन गर्ने र उपयोग गरेको समयमा खर्च जनाउने गरिएको छैन ।



१२) आयकर :

यस कलेजले आयकर ऐन २०५८ वमोजिम कर गणना गरि आयकरको व्यवस्था गरिएको छैन । साथै भुक्तानी गर्दा कट्टा गरेको श्रोतमा कर कट्टा रकम आयकर ऐन वमोजिम अर्को महिनाको २५ गते भित्र सम्बन्धित कर शीर्षकमा दाखिला गर्ने गरिएको छैन ।

लेखा सम्बन्धी टिप्पणीहरु

१३) साधारण सभाको सूचना सम्बन्धमा :

क) कलेजले कलेज मूल्य, मान्यता र सिद्धान्तको साथै कलेज ऐन, नियम, नीति र परिपत्रहरूको पूर्ण रूपमा पालना गरेको छ ।

ख) कलेजले सदस्यहरूलाई कलेजको गतिविधिहरूको वारेमा जानकारी गराउने गरेको छ जस्तै : सूचना पाई, चिठ्ठीपत्र, बैठक आदि ।

ग) कलेजको आर्थिक गतिविधिको वारेमा सहज रूपमा सदस्यहरूलाई समय समयमा जानकारी गराउने र संचालक समितिले गरेका निर्णयहरु वार्षिक साधारण सभामा विस्तृत रूपमा छलफल हुने गरेको छ ।

घ) संथाले साधारण सभाको मिति, स्थान, समय र छलफलका विषय सहित उल्लेख गरि सूचना दिईने गरिएको र यसरी गरिएको सूचनाका आधारमा साधारण सभामा उल्लेख सदस्यको उपस्थिती भएकाले सूचना प्रणाली भरपदों देखिएको छ ।

१४) लेखा परीक्षकको स्वीकृति सम्बन्धमा :

क) यस कलेजको लेखापरीक्षणको लागि अधिलो साधारण सभावाट सञ्चालक समितिलाई लेखापरीक्षक नियुक्त गर्न अखिलयारी प्रदान गरेको र सोही वमोजिम सञ्चालक समितिको बैठकवाट निर्णय अनुसार स्वीकृति प्राप्त भएको छ ।

१५) खाता सम्बन्धमा :

क) वि.वि. ऐन २०७५, कलेज नियमावली र कलेजको विनियमले तोके वमोजिमका सम्पूर्ण खाताहरु अद्यावधिक गरी राखिएको छ ।

ख) कलेजले सम्पूर्ण लेखाअभिलेख र कारोबारसंग सम्बन्धित सान्दर्भिक आर्थिक विवरणहरू कम्प्यूटर सफ्टवेयर प्रणालीमा राखि सम्पर्की, दायित्व, आमदानी, खर्च, वचत तथा लगानीहरूका सहायक खातालाई कम्प्यूटर सफ्टवेयरवाट निकालि प्रमाणित गरि राखिएको छ ।

बोधार्थ

१) श्री त्रिभुवन विश्वविद्यालय, किर्तिपुर, काठमाण्डौ ।

२) श्री भरतपुर म.न.पा.को कार्यालय चितवन ।

३) नेपाल चार्टर्ड एकाउन्टेन्ट्स कलेज बबरमहल काठमाण्डौ ।

४) आन्तरिक राजश्व कार्यालय भरतपुर, चितवन ।



(आर ए शरदकमार बतौला)

नि. बतौला एसोसिएट्स

मिति : २०७८।०९।१३

स्थान : भरतपुर १२, वाईपास रोड, चितवन ।


शहिद स्मारक कॉलेज
 भरतपुर महानगरपालिका वडा/म. नं. ७३ बखानपुर, शारादानगर, चितवन
 आ.व. २०७८/२०७९ को मिति २०७९ आषाढ मसान्तको
वासलात

क्र. सं.	पूँजी तथा दायित्व	अनुसूची	यस वर्षको	गत वर्षको
१	वचत कोष हिसाव विवरण	६	२३,९३०,४७६.७३	२२,३६०,७१५.९५
२	अनुदान हिसाव विवरण	५	११,१८२,१३८.६३	१०,४०५,५१३.६३
३	भूक्तानी दिनुपर्न हिसाव विवरण	४	३,७९,६२४.००	४,२७३,५२६.००
४	धनधान्याङ्गल हिसाव विवरण	१८	१२,१३३,२५८.२१	११,३७०,३९३.००
जम्मा पूँजी तथा दायित्व			५१,०६७,४९७.५७	४९,४९०,०६८.५८
क्र. सं.	सम्पत्ति		यस वर्षको	गत वर्षको
१	नगद तथा बैंक मौज्जात	१	३,७९,०४९.३१	१,३४९,२५१.३१
२	पेशकी, सापटी तथा धरौटी हिसाव विवरण	१६	५२०,०००.००	४५०,०००.००
३	सम्पत्ति हिसाव विवरण	१७	४६,६२८,४५८.२६	४७,२१०,८९३.९०
जम्मा सम्पत्ति			५१,०६७,४९७.५७	४९,४९०,०६८.५८

प्रमुख लेखा नीति तथा टिप्पणीहरु अनुसूचि १०

आजको मितिको सलग्न प्रातिवेदनको आधारमा

(Signature)
युवराज थापा
लेखापाल

(Signature)
(वसन्तकमार पौडेल)
कलेज प्रमुख



(Signature)
(शरदकमार वर्तौला)
लेखापरीक्षक

आजको मितिमा सलग्न प्रातिवेदन अनुसार
मिति २०७९/०१/२९

शहिद स्मारक कलेज

भरतपुर महानगरपालिका वडा नं. १३, लेखानपुर, शारादानगर, चितवन
आ.व. २०७८/२०७९ को मिति २०७९ आषाढ मसान्तसम्मको

आय व्यय विवरण

क्र. सं.	आय विवरण	अनुसूचि	यस वर्षको	गत वर्षको
१	संचालन शुल्क (आम्दानी हिसाब विवरण)	२	२२,१६५,५६६.००	११,४४३,४२०.६६
२	अन्य आम्दानी हिसाब विवरण	३	२,७७६,४४९.५७	३२०,४४९.९९
क			२४,९४२,०१५.५७	१२,१६३,८७०.५८
क्र. सं.	व्यय विवरण	अनुसूचि	यस वर्षको	गत वर्षको
१	तलब तथा भन्ना खर्च हिसाब विवरण	४	१६,१४९,३८९.००	१०,३०९,४३८.००
२	प्रशासनिक खर्च हिसाब विवरण	५	१,३५७,४५२.०३	८५४,३१८.६३
३	परीक्षा खर्च हिसाब विवरण	६	१,५१३,६०५.००	११३,०८०.००
४	अतिरिक्त क्याकलाप संचालन खर्च हिसाब विवरण	७	५६,०००.००	८८,६५०.००
५	आर्थिक सहयोग हिसाब विवरण	८	१,२८९,७७९.००	३०८,१५०.००
६	विज्ञापन खर्च हिसाब विवरण	९	७६,८५०.००	८६,६३२.००
७	अन्य खर्च हिसाब विवरण	१०	१६९,९३०.००	८३,३५२.००
८	द्वासकटी	११	३,७२७,२५७.७६	३,९६६,३२२.६१
ख			२४,३३२,२४४.७९	१६,९६५,९८९.२४
ग यस वर्षको वचत तथा नाफा (क-ख-ग)			६०९,७६०.७८	(४,८०२,११८.६६)

प्रमुख लेखा नीति तथा टिप्पणीहरु अनुसूचि १०

आजको मितिको संलग्न प्रतिवेदनको आधारमा

(युवराज थापा)
लेखापाल

(वसन्तकुमार पौडेल) (वेलवहादुर गुरुङ)
कलेज प्रमुख (विद्यार्थी) अध्यक्ष

(शरदकुमार वतौला)
लेखापरीक्षक

हामी आजको मितिमा संलग्न प्रतिवेदन अनमार
मिति २०७९/०८/२१



शाहिद स्मारक कलेज

भरतपुर महानगरपालिका वडा नं १२, बखानपुर, शारादानगर, चितवन
आ.व. २०७८/२०७९ को मिति २०७९ आषाढ मसान्तसम्मको

सन्तुलन परीक्षण

डेविट विवरण	अनुसूचि	रकम रु.
बैंक तथा नगद हिसाब विवरण	१	३,७९९,०४९.३१
तलब तथा भत्ता खर्च हिसाब विवरण	३	१६,१४९,३८९.००
प्रशासनिक खर्च हिसाब विवरण	८	१,३५३,४५२.०३
परीक्षा खर्च हिसाब विवरण	९	१,५९३,६०५.००
अतिरिक्त क्रयाकलाप सचालन खर्च हिसाब विवरण	१०	५६,०००.००
आर्थिक सहयोग हिसाब विवरण	११	१,२८९,३७१.००
विज्ञापन खर्च हिसाब विवरण	१४	५६,८५०.००
अन्य खर्च हिसाब विवरण	१५	१६९,९३०.००
पेशकी, सापटी तथा धरौटी हिसाब विवरण	१६	७२०,०००.००
द्वासकटी	१७	३,७२७,२५७.७६
सम्पत्ति हिसाब विवरण	१७	४६,६२८,४५६.२६
जम्मा		७५,३९९,७५२.३६

केडिट विवरण	अनुसूचि	रकम रु.
संचालन (शुल्क) आमदानी हिसाब विवरण	२	२२,१६५,५६६.००
अन्य आमदानी हिसाब विवरण	३	२,७७६,४४९.५७
भुक्तानी दिनुपर्ने हिसाब विवरण	४	३,३८९,६२४.००
अनुदान हिसाब विवरण	५	११,१८२,१३८.६३
वचत कोष हिसाब विवरण	६	२३,३६०,७१५.९५
धनधार्याङ्कल हिसाब विवरण	१८	१२,१३३,२५८.२१
जम्मा		७५,३९९,७५२.३६

युवराज थापा
लेखापाल

(वसन्तकुमार पौडेल)
कलेज प्रमुख
(वेलवहादुर गुरुङ)
अध्यक्ष

(शरदकुमार बतौला)
लेखापरीक्षक
हामो आजको मितिमा सत्रान प्रारंभिक अन्तमा
मिति २०७९/०५/२१

शहिद समारक कलेज

भरतपुर महानगरपालिका वडा नं १९ बेखानपुर, शारादानगर, चितवन
आ.व. २०७८/२०७९ को मिति देव०९ आश्राद मसान्तसम्मको

नगद प्रवाह विवरण

क्र.स.	विवरण	यस वर्षको रकम	गत वर्षको रकम
क.	संचालन क्रियाकलापहरुवाट नगद प्रवाह		
१	आयकरपाइको खुद वचत मुनाफा	६०९,७६०.७८	(४,८०२,११८.६६)
	समायोजन :		
	हाम खर्च	-	-
	चालु पूँजी परिवर्तन अधिको सञ्चालन नगद प्रवाह	६०९,७६०.७८	(४,८०२,११८.६६)
२	चालु पूँजी परिवर्तन समायोजन		
२.१	अन्तम मौज्दात (वृद्धि) कर्म	-	
२.२	मुक्तानी दिनुपर्ने दायित्वमा वृद्धि (कर्म)	(४९९,९००.००)	(२,५८०,८९६.००)
२.३	पेशकी, सापटी, धरौटी तथा पाउनुपर्ने हिसावमा (वृद्धि) कर्म	(२३०,०००.००)	(२३०,०००.००)
	खुद संचालन क्रियाकलापहरुवाट नगद प्रवाह (क)	(१५२,१४९.२२)	(७,६५२,७३४.६६)
ख.	लगानी सम्बन्धि क्रियाकलापहरुवाट नगद प्रवाह		
१	स्थिर सम्पत्ति धप (वृद्धि) कर्म	५८२,३६०.९३	(४,२०३,४९४.५६)
२	ऋण लगानीमा (वृद्धि) कर्म	-	-
३	शेयर लगानी (वृद्धि) कर्म	-	-
	खुद लगानी सम्बन्धि क्रियाकलापहरुवाट नगद प्रवाह (ख)	५८२,३६०.९३	(४,२०३,४९४.५६)
ग.	वित्त सम्बन्धि क्रियाकलापहरुवाट नगद प्रवाह		
१	शेयर पूँजीमा वृद्धि (कर्म)	-	-
२	अनुदान हिसावमा वृद्धि (कर्म)	३६६,६२५.००	८,५४२,५९३.६३
३	ऋण हिसावमा वृद्धि (कर्म)	-	-
४	अन्य कोष अन्य धपघट हिसाव वृद्धि (कर्म)	७६२,९४५.२१	१,६००,४३२.००
	खुद वित्त सम्बन्धि क्रियाकलापहरुवाट नगद प्रवाह (ग)	१,५३९,५७०.२१	१०,१४२,९४५.६३
घ.	खुद नगद प्रवाहमा आएको परिवर्तन (क + ख + ग)	१,९६९,३८९.९२	(१,७१३,२०३.५९)
	गतवर्षको नगद तथा वैक मौज्दात	१,७४०,२५९.३०	३,४६२,४५४.९८
	यसवर्षको नगद तथा वैक मौज्दात	३,७९९,०४९.३१	१,७४०,२५९.३०

युवराज यापा
लेखापाल



(शरदकुमार वतौला)
लेखापरीक्षक
हामो आजको मितिमा मल्लम धनबदन अन्तर
मिति २०७९/०१/२९

शहीद स्मारक कलेज

भरतपुर महानगरपालिका वडा नं १३, बखानपुर, शारादानगर, चितवन
आ.व. २०७८/२०७९ का मिति २०७९, आषाढ मसाल्तसम्मको

अनुसूचि - १

बैंक तथा नगद हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	न्लोवल आई.एम.ई बैंक वि.हि.न. ०४३००२०१९३१८९.०९	३००,९८७.२०	२९९,३०९.२८
२	नेपाल बैंक लि. हि.न. २४१११८०३५	३,३०५.५०	३,३०५.५०
३	नेपाल बैंक लि. हि.न. ०२४०९०००५३९७८३.१	२०,७२८.७५	२०,७२८.७५
४	नेपाल बैंक लि. हि.न. २४१११८०३५	३,४९८.८६	३,४९८.८६
५	नेपाल बैंक लि. हि.न. ०८५००१०११	५९,३०५.००	५९,३०५.००
६	नेपाल बैंक लि. मुद्रित खाता	७५०,०००.००	७५०,०००.००
७	प्रभु बैंक	११,६९२.००	११,६९२.००
८	राष्ट्रिय बाणिज्य बैंक लि.	२,४८४,५०९.००	६६४,११८.००
९	नगद मौज्दात	८४,२९५.००	९६,५७४.००
जम्मा		३,४९,०४९.३१	१,७४९,२५९.३९

अनुसूचि - २

संचालन (शुल्क) आमदानी हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	भर्ता शुल्क	६,९९३,५६६.००	१,१४,७३२.९२
२	शिक्षण शुल्क	१३,१५,६५०.००	१,१६८,३००.००
३	भर्ता आवेदन फाराम शुल्क	१५०,५००.००	३१५,१००.००
४	त्रि. वि. तथा उच्च मा. वि. दर्ता शुल्क	९५१,१५०.००	७८५,२४७.७५
५	परीक्षा फाराम शुल्क	२३४,१५०.००	-
६	चारित्रीक प्रमाण पत्र शुल्क	३२६,५००.००	५०,५००.००
७	आन्तरिक परीक्षा शुल्क	२९,६००.००	-
८	अभ्यास शिक्षण शुल्क	१३४,४५०.००	-
९	रेडक्स शुल्क	६३,५००.००	४४,९००.००
१०	टाई. टि. स्टर्ट तथा अन्य विक्रीवाट आमदानी	१०,५००.००	५४,२००.००
जम्मा		२२,१६५,५६६.००	११,४४३,४२०.६७

(युवराज यापा)
लेखापाल

(बसन्तकुमार पौडेल)
कलेज प्रमुख

(बलबहादुर गुरुङ)
लेखापरीक्षक

शरदकुमार वतौला

हासो आजको मितिमा सलमन प्राविदेन अनुमान



शाहिद स्मारक कलेज

भरतपुर महानगरपालिका वडा नं. ११, बखानपुर, शारादानगर, चितवन
आ.व. २०७८/२०७९ का मिति २०७९ आषाढ मसान्तसम्मको



अनुसूचि - ३

अन्य आमदानी हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	विश्व विद्यालय अनुदान	१,४५६,४००.००	-
२	उ.मा.वि. मार्फत केन्द्र संचालन आमदानी	१३१,३९६.००	१२४,२६९.५०
३	ब्याज आमदानी	१६,५३०.९२	१०,३८३.४९
४	भरतपुर महानगरपालिका वडा नं. ११, को कार्यालयबाट	३१६,०००.००	-
५	बस भाडा आमदानी	६३३,९००.००	३२०,०००.००
६	सिफारिस शुल्क	३,८००.००	८००.००
७	अन्य आमदानी	१,३,९३,६५	२६४,६०५.००
जम्मा		२,७५६,४४९.५७	७२०,४४९.९१

अनुसूचि - ४

भुक्तानी दिनुपर्ने हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	प्रशासनिक तलब खर्च हिसाव	५८०,२८४.००	४३०,१२८.००
२	शिक्षण तलब खर्च हिसाव	२९९,४,५९०.००	३,७२८,३८८.००
३	भत्ता खर्च	६०,३२०.००	६६,८८०.००
४	आन्तरिक राजश्व कार्यालय	१०९,९९०.००	-
५	रेडियो शिवर्शक्ति	-	५,०००.००
६	न्यू गण्डकी पुस्तक पसल	-	१२,७३०.००
७	क्रियटिभ सिस्टम प्राली	१५,०००.००	-
८	ले.प. शुल्क	३०,०००.००	३०,०००.००
जम्मा		३,७८१,६२४.००	४,२७३,५२६.००

युवराज थापा
लेखापाल



(शरदकुमार वतीला)
लेखापरीक्षक
हामी आजको मिनिमा मत्तून प्रतिवेदन अनुमान
मिति २०७९।०१।२९



शहिद स्मारक क्लेज

भरतपुर महानगरपालिका वडा नं. १२ बखानपुर, शारादानगर, चितवन
आ.व. २०७८/२०७९ को मिति २०७९ आषाढ मसान्तसम्मको



अनुसूचि - ५

अनुदान हिसाब विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	प्रदेश सरकारवाट प्राप्त	२,४९९,०००.००	२,४९९,०००.००
२	भरतपुर महानगरपालिकाको कार्यालय	७७६,६२५.००	-
३	विश्व विद्यालय अनुदान आयोग	७,९०६,५९३.६३	७,९०६,५९३.६३
जम्मा		११,१८२,१३८.६३	१०,४०५,५९३.६३

अनुसूचि - ६

वचत कोष हिसाब विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	गत वर्षको	२३,३६०,७५५.९५	२८,१६२,८३४.८९
२	यस वर्षको वचत	६००,७६०.७८	(४,८०२,११८.६६)
जम्मा		२३,९३०,४७६.७३	२३,३६०,७५५.९५

अनुसूचि - ७

तलव तथा भत्ता खर्च हिसाब विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	तलव प्रशासन खर्च	२,१७१,७२८.००	१,३८९,९५२.००
२	तलव शिक्षण खर्च	१३,८२८,७६९.००	९,९६७,३६६.००
३	भत्ता खर्च	१४२,९००.००	१४४,१२०.००
४	दैनिक भ्रमण भत्ता	८,०००.००	-
जम्मा		१६,१४९,३८९.००	१०,७०९,४३८.००

युवराज थापा
लेखापाल



(शरदकुमार वर्तौला)
लेखापरीक्षक
हासी आजको मितिमा सल्लन प्रतिवेदन भेनसार
मिति २०७९/०२/२९

शहिद स्मारक कलेज
भरतपुर महानगरपालिका वडा नं. १३ विख्यातपुर, शारादानगर, चितवन
आ.व. २०७८/२०७९, क्र. मिति २०७९ आषाढ मसान्तसम्मको

अनुसूचि - ८

प्रशासनिक खर्च हिसाब विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	छपाई तथा मसलन्ध खर्च	१६,२६९.००	५४,९६६.००
२	टेलिफोन महशुल तथा नेट जडान खर्च	२५,२८४.००	२९,३१०.००
३	अतिथि सत्कार खर्च	१९,९५५.००	२९,५८५.००
४	लेखापरीक्षण खर्च (यस वर्षको)	३०,०००.००	३०,०००.००
५	मर्मत संभार खर्च	२०,३३३.०३	-
६	विद्युत महशुल	६०,८४५.००	४५,७४३.००
७	सरसफाई खर्च	६२,८२५.००	-
८	इन्धन खर्च	३८३,५७९.००	१७,२९८.००
९	बस भाडा खर्च	५७,५००.००	५१,१००.००
१०	सवारी साधन मर्मत संभार खर्च	२४९,५१९.००	१०३,६२९.००
११	बैंक क्रमिशन खर्च	१,०५०.००	२६०.००
१२	आर्थिक सहयोग तथा उपचार खर्च	-	५,०००.००
१३	ज्याला खर्च	९,५००.००	-
१४	सम्बन्धन तथा नविकरण शुल्क खर्च	-	९९,५५०.००
१५	भ्रमण तथा यातायात खर्च	७२,३१४.००	४४,८५५.००
१६	सफ्टवेयर खर्च	१०६,९३०.००	८९,१००.००
१७	बस विमा शुल्क	४५,०५०.००	५८,४९७.००
१८	सवारी कर	२३,८५०.००	१७,३१९.००
२०	विविध खर्च	३,४६५.००	२१,२६६.६३

जम्मा १,३५७,४५२.०३ दर ४,३९८.६३

(युवराज थापा)
लेखापाल

(वसन्तकुमार पौडेल)
कलेज प्रमुख

(शरदकुमार बतौला)
लेखापरीक्षक

जाम्मा आजको मितिमा सलन्त घोषित अनुमान
मिति २०७९/०१/२९

शहिद स्मारक क्लेज

भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन
आ.व. २०७८/२०७९ का मिति २०७८ आषाढ मसान्तसम्मको

अनुसूचि - ९

परीक्षा खर्च हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	आन्तरिक परीक्षा	३८,८२९.००	६५,२०५.००
२	फर्म तथा परीक्षा शुल्क	६६९,३५०.००	३९६,०००.००
३	दत्ता शुल्क	१३४,२२०.००	३४,८००.००
४	HM प्रयोगात्मक सामाग्री खरिद	६५,६४०.००	३३,९४५.००
५	प्रयोगात्मक परीक्षा	-	३६,५५०.००
६	परीक्षा खर्च हिसाव विवरण	१८३,२८१.००	१४०,२३०.००
७	CMAT खर्च	४९,५००.००	२८,५००.००
८	अन्यास शिक्षण शुल्क	२१९,१००.००	३६,५५०.००
९	त्रि. वि. सेवा शुल्क खर्च	१३०,६५०.००	४९,६००.००
१०	टाई खरिद खर्च	२६,०३५.००	५२,५००.००
जम्मा		१,५१३,६०५.००	९१७,०८०.००

अनुसूचि - १०

अतिरिक्त कृयाकलाप संचालन खर्च हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	आर्थिक उत्सव कार्यक्रम तथा समारोह खर्च	-	४८,९५०.००
२	शैक्षक भ्रमण खर्च	५६,०००.००	२०,०००.००
३	खेलकुद खर्च	-	५००.००
जम्मा		५६,०००.००	६८,९५०.००

अनुसूचि - ११

आर्थिक सहयोग हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	द्वाव्रवृत्ति खर्च	१,२८२,१५१.००	३०८,९५०.००
२	आर्थिक सहयोग खर्च	७,६२०.००	-
जम्मा		१,२८९,७७१.००	३०८,९५०.००

(Signature)

यशवराज थापा
लेखापरीक्षक



(शरदकुमार वतोला)
लेखापरीक्षक
द्वावा आज्जो मिति मल्लन द्वावदेव अनुमान
मिति २०७९/०८/२९

शाहिद स्मारक क्लेज

भरतपुर महानगरपालिका वडा नं. १५, बुखानपुर, शारादानगर, चितवन
आ.व. २०७८/२०७९ को मिति २०७९ अष्टाव असान्तसम्मको

अनुसूचि - १२

शैक्षिक सामाग्री खरिद हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	वेव साईट निर्माण खर्च	-	-
२	खेलकुद सामाग्री	-	-
जम्मा		-	-

अनुसूचि - १३

अन्य सम्पत्ति खरिद हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	कम्प्यूटर खरिद खर्च यसवर्ष	२६,६००.००	२५,५००.००
२	फर्निचर खर्च	३३९,२६५.००	३,०००.००
३	पुस्तक खरिद	१७३,४६६.००	८०,६९४.००
४	विजुली जडान खर्च वस खरिद (वसको किस्ता र व्याज खर्च	१४९,६९३.००	१३०,४७४.००
५	समायोजन गर्न वाकी।	५८९,८५४.००	५८९,८५४.००
६	प्रोजेक्टर मेर्शिन तथा अन्य सामान खरिद	५५,०००.००	-
७	हाजिरी मेर्शिन	१४,०००.००	-
८	भवन तथा तारपोल निर्माण खर्च	१,८०५,०९४.८१	७,४६६,७६९.१८
जम्मा		३,१४४,८९६.८१	८,३०९,२९९.१८

अनुसूचि - १४

विज्ञापन खर्च हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	प्रचारप्रसार तथा सुपरिवेक्षण खर्च	७६,८५०.००	८६,६७५.००
जम्मा		७६,८५०.००	८६,६७५.००

युवराज थापा
लेखापाल

बैलबहादुर गुरुङ[✓]
(बसन्तकुमार पौडेल)
क्लेज प्रमुख

शारदकुमार वतीला
लेखापरीक्षक
हासा आजको मिति २०७९/०८/२९

शहीद स्मारक क्लेज

भरतपुर महानगरपालिका बडा नं. १९, बख्तानपुर, शारादानगर, चितवन
आ.व. २०७८/२०७९ का सात २०७९ आषाढ मसान्तसम्मको

अनुसूचि - १५

अन्य खर्च हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	सभासमारोह खर्च	१५९,९३०.००	-
२	फुल वर्गीचा तथा सरसफाई खर्च	-	२०,४३५.००
३	रेडक्स कार्यक्रम खर्च	-	३७,९३५.००
४	तालिम, गोष्ठी तथा प्रशिक्षण खर्च	-	४,९४५.००
५	पब्लिक क्याम्पस संघ खर्च	२,०००.००	-
जम्मा		१६१,९३०.००	६३,३५५.००

अनुसूचि - १६

पेशकी, सापटी तथा धरौटी हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	गुञ्जमान ई. वर्कशप	१२०,०००.००	२०,०००.००
२	के डी आल्मुनियम एण्ड स्टिल	-	२००,०००.००
३	भवन निर्माण ठेकेदार प्रेमकुमार गाई	६००,०००.००	२३०,०००.००
जम्मा		७२०,०००.००	४५०,०००.००

अनुसूचि - १७

धनधान्याभ्यल तथा चन्दा हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	गत वर्षको रकम	११,३३०,३९३.००	९,७६९,८८९.००
२	यस वर्षको रकम	७६२,९४५.२१	१,६००,४३२.००
जम्मा		१२,१३३,२५८.२१	११,३७०,३९३.००

Yashapal.

यशपाल चापा
लेखापाल

W.A.

(वसन्तकुमार पौडेल)
कलेज प्रमुख

V.A.

(बेलबहादुर गुरुङ)
अध्यक्ष

Shrestha

(शरदकुमार वतीला)
लेखापरीक्षक

हाम्रो आजको मितिमा मल्लम एनेवडन भनिन्दै
मिति २०७९/०१/२९

शहिद स्मारक क्लेज

भरतपुर महानगरपालिका बडा न १९, बखानपुर, शारादानगर, चितवन।

लड़कर्म लेखापरीक्षण प्रतिवेदन

(आ.व. २०७८/०७९)

(क्लेज संस्थाको लेखापरीक्षण निर्देशिकासम्बन्धित)

हामीलाई उपलब्ध गराइएको जानकारी, हामीवाट लेखापरीक्षणको सिलसिलामा भएको छइके जाँच (Random Sampling Test) एवम् संस्थाको व्यवस्थापनद्वारा प्रमाणित गरी उपलब्ध गराइएको विवरण अनुसार क्लेज विभागद्वारा जारी गरिएको क्लेज संस्थाको लेखापरीक्षण निर्देशिका २०७५ को दफा १४ र अनुसूची ३ वमोजिमको लड़कर्म लेखा परीक्षण प्रतिवेदन देहाय वमोजिम रहेको व्यावहार संस्थाका सदस्य महानुभावहरू लगायत नियामक निकायलाई जानकारी गराउँदछौं।

*

१. लेखापरीक्षण टोली

१.१ प्रमुख तथा सदस्यहरु

प्रमुख : आर.ए. शरद कुमार बतौला

सहायक : सविक सेठाई

१.२ स्वतन्त्रताको स्वधोषणा

- म बतौला एसेसियट्सको प्रोप्राइटर आर.ए. शरद कुमार बतौला श्री शहिद स्मारक क्लेज भरतपुर १९, बखानपुर, शारादानगर, चितवनको लेखापरीक्षण गर्न आइक्यानद्वारा जारी पेशागत आचारसंहिता अन्य प्रचलित कानून वमोजिम स्वतन्त्र र योग्य रहेको तथा क्लेज ऐन २०७४ को दफा ७७ को उपदफा १ मा रहेका कुनै अवस्था विद्यमान नभएको धोषणा गर्दछु।
- म सविक सेठाई, लेखापरीक्षण सहायक, श्री शहिद स्मारक क्लेज भरतपुर १९, बखानपुर, शारादानगर, चितवनसंग कुनै स्वार्थ नरहेको, सञ्चालक तथा व्यवस्थापकसंग कुनै नाता वा साझेदारी नरहेको र उक्त संस्थाको लेखापरीक्षण गर्न स्वतन्त्र र योग्य रहेको धोषणा गर्दछु।

२. लेखापरीक्षण पहुँच

२.१ पालना गरिएका मानकहरु

- लेखापरीक्षणका सर्वमान्य पेशागत मानक तथा समय-समयमा प्रचलित कानून वमोजिम नेपाल चार्टर्ड एकाउन्टेन्ट्स संस्थाद्वारा जारी गरिएका नेपाल लेखापरीक्षण मानकहरु तथा पेशागत आचारसंहिता,
- विद्यमान क्लेज ऐन, नियमावली तथा ती ऐननियमावली वमोजिम क्लेज विभागवाट जारी गरिएका लेखापरीक्षणसम्बन्धी निर्देशिका २०७५ तथा समय-समयका परिपत्रहरु,
- नेपाल सरकारद्वारा जारी गरिएको सम्पत्ति शुद्धिकरण निवारणसम्बन्धी संस्थालाई जारी गरिएको निर्देशन,



- कर सम्बन्धी विद्यमान ऐन र आयकर ऐनमा पृथक व्यवस्था भएकोमा आयकर ऐन २०५८ (संशोधनसहित तथा आयकर नियमावली (संशोधनसहित) का व्यवस्था पालना गरिएको।

२.२ लेखापरीक्षकीय जोखिमको लेखाजोखा तथा अपनाइएका अल्पीकरणका उपाय

- लेखापरीक्षणका जोखिमहरु जस्तै अन्तर्निर्धारित जोखिम (Inherent Risks), नियन्त्रण जोखिम (Control Risks) र औल्याउन नसकिने जोखिम (Detection Risks) का कारण प्राप्त वित्तीय विवरणहरूले वित्तीय अवस्थाको शत् प्रतिशत यथार्थ चित्रण गर्दछन् भन्ने गाह्रो हुने भए पनि वित्तीय विवरणले True and Fair View प्रस्तुत गर्दछ भन्ने सन्दर्भमा उचित आश्वसना (Reasonable Assurance) प्राप्त गर्नका लागि लेखापरीक्षकले लेखापरीक्षकीय जोखिमको मूल्याइकरण गर्नु र तदनुसार लेखापरीक्षण योजना तर्जुमा र विधिको छनौट गर्नु आवश्यक छ। वित्तीय विवरण जालसाजीको कारणले होस् या गल्तीको कारणले होस् सारभूत रूपमा गलत आंकडारहित छ भन्नका लागि गल्ती र जालसाजीको जोखिमको लेखाजोखा र त्यसप्रति लेखापरीक्षकको प्रतिक्रिया नेपाल लेखापरीक्षण मान २४० वित्तीय विवरणको लेखापरीक्षणमा जालसाजी र गल्तीप्रति लेखापरीक्षकको दायित्व The Auditor's Responsibilities to Consider Errors and Fraud in Audit of Financial Statement, नेपाल लेखापरीक्षण मान ३३० (निर्धारित जोखिम उपर लेखापरीक्षको प्रतिक्रिया The Auditor's Responses to Assessed Risks) र लेखापरीक्षण मान ६१० (आन्तरिक लेखापरीक्षकको कार्यको उपयोग Using the Work of Internal Auditor) आधारमा गरिएको छ।
- सक्षेपमा भन्दा जोखिम लेखाजोखाका लागि सञ्चालक समिति, अृण उपर्यामिति, लेखासमिति, सल्लाहकारसंग लेखापरीक्षण शुरु गर्नुभन्दा अगाडि वैठक सम्पन्न गर्नुका साथै कर्मचारीहरूसँग पनि सूचना लिने कार्य गरियो। आन्तरिक नियन्त्रण प्रणाली भए नभएको, भएको भए वर्षभरि नै प्रभाकारी रहे नरहेको कुरा लेखा समितिको माइन्युट, सञ्चालक समितिको माइन्युट, संस्थाको कर्मचारी र सञ्चालकले दायित्व र अधिकारको वर्गीकरण तथा कार्य लेआउटमेतको मूल्याइकरण गरियो।
- नेपाल लेखापरीक्षण मान ३१५ (निकाय र यसको वातावरणको बुझाइवाट वित्तीय विवरण सारभूत रूपमा गलत हुनसक्नेजोखिमको पहिचान र निर्धारण Identifying and Assessing the Risk of Material Misstatement) गर्न सकिन्दै भन्ने कुरालाई आत्मसाथ गरी सो को अध्ययन गरियो। यसवाट लेखापरीक्षकीय जोखिमको तह र क्षेत्र पहिचान भए वर्मोजिम नेपाल लेखापरीक्षण मान २३० (लेखापरीक्षण योजना) अनुसार लेखापरीक्षण योजना तर्जुमा गरी नेपाल लेखापरीक्षण मान ५३० (Audit Sampling and Other Selective Testing Procedures) अपनाइ आवश्यकता अनुसार Test Check or Substantial Procedures वाट पर्याप्त उपयुक्त प्रमाण (Sufficient Appropriate Audit Evidence-NSA 500) का आधारमा वित्तीय विवरण सारभूत रूपमा गलत आंकडारहित भएको (Financial Statements are free from Material Misstatement) कुराको उचित आश्वसना (Reasonable Assurance: high but not absolute assurance) प्राप्त गरिएको छ। यस क्रममा ६ दिनको योजना भए पनि ५ दिन लेखापरीक्षणका लागि उपयोग भएको छ।



२.३ नमूना तथा छनौट प्रक्रिया

- नेपाल लेखापरीक्षण मान ५३० (Audit Sampling and Other Selective Testing Procedures) को मूल मर्मलाई आत्मसाथ गरी लेखापरीक्षणका लागि मूलतः दैवाङ्ग नमूना छनौट प्रक्रिया (Random Sampling) अपनाइएको र संवेदनशील क्षेत्रको विस्तृत परीक्षण गरियो ।

२.४ विधिगत सीमा

- हामीलाई उपलब्ध गराइएकातथाङ्ग तथा विवरणलाई सघनताको आधारमा वर्गीकरण गरी दैवाङ्ग छनौट (Random Judgemental Sampling Method) को आधारमा लेखापरीक्षण गरिन् । उपयुक्त लागेका टेस्ट चेक (Test Check) को आधारमा पनि लेखापरीक्षण गरिन् । वित्तीय विवरणमा उल्लेखित रकम र खुलाइएका अन्य विवरणलाई पुष्टयाई गर्ने प्रमाणको छाइके परीक्षण गरिन् ।
- संस्थाले अवलम्बन गरेको लेखा मिडाल्ट, व्यवस्थापनले गरेको महत्वपूर्ण अनुमान एंव वित्तीय विवरण प्रस्तुतीकरणको समग्र स्थितिको मूल्याङ्कनका लागि लेखापरीक्षकको Judgement का आधारमा आवश्यकता महसूस भए अनुसार तथ्याङ्को विश्लेषण तथा अनुमान गरिन् ।
- नेपाल लेखामान अनुरूप यथार्थ र उचित स्थितीको चित्रण गर्ने वित्तीय विवरणहरू तयार एंव प्रस्तुत गर्ने जिम्मेवारी जस अन्तर्गत सारभूत किसिमले वृटीरहित वित्तीय विवरण, चाहे जालसाजी वा गलीवाट होम्, तयार गर्नेमन्वन्धी आन्तरिक नियन्त्रण प्रणालीको तर्जुमा, कार्यान्वयन र मूल्याङ्कन गर्ने कार्य, लेखानीतिहरूको छनौट तथा कार्यान्वयन एंव परिवर्त्यात अनुसार लेखासम्बन्धी महत्वपूर्ण अनुमान गर्ने कार्यहरू पर्दछन्, व्यवस्थापनको हुन् ।
- संस्थाले पुरा गर्नुपर्ने कानुनी दायित्व पुरा गरे नगरेको, कारोबारलाई पुष्टयाई गर्न आवश्यक कागजात जम्मा गरे नगरेको आदि विषय लेखापरीक्षणको दायरामा त्याङ्गको भए पनि संस्थाले तयार गरेको वित्तीय विवरणहरूले संस्थाको समर्चित (true and fair) वित्तीय अवस्था प्रतिवर्त्यात गर्दै या गर्दैन भन्ने कुरामा आफ्नो राय व्यक्त गर्ने उद्देश्यले लेखापरीक्षण सम्पन्न गरिने हुनाले संस्थासँग सम्बन्धित हरेक कुरालाई हामीले लेखापरीक्षणमा सलग्न नगरी मुख्यतः वित्तीय विवरणलाई असर पार्न सक्ने लेखासँग सम्बन्धित विषयहरूलाई यस लेखापरीक्षणमा समावेश गरिएको छ । लेखापरीक्षणका प्रमुख सीमाहरू निम्नानुसार बुँदागत रूपमा प्रस्तुत गर्न सकिन्छ ।
- वित्तीय विवरणलाई असर पार्न सक्ने लेखासँग सम्बन्धित विषयहरूलाई मात्र मूलभूतरूपमा लेखापरीक्षणमा सलग्न गरिन् ।
- आ.व. २०७८/०७९ मा भए गरेका कारोबारहरूको मात्र अध्ययन गरी यो प्रातिवेदन तयार गरिनु र सो भन्दा अधि या पछिका कारोबार या विवरणलाई सलग्न गर्न नसक्नु ।
- समय र साधन स्रोतको निश्चित परिवर्त्यात रहेका काम गर्नुपर्ने भएकाले छनौट मिडाल्टका आधारमा आर्थिक कारोबारको अध्ययन गरिएकाले शात् प्रतिशत कारोबारको अध्ययन नहुन् । र संस्थाको अन्य व्यवस्थापकीय क्षेत्रहरूको विस्तृत अध्ययन यस प्रतिवेदनमा सलग्न नहुन् ।



- लेखापरीक्षणका जोखिमहरु जस्तै अन्तरनिहित जोखिम (Inherent Risks), नियन्त्रण जोखिम (Control Risks) र औल्याउन नसकिने जोखिम (Detection Risks) का कारण प्राप्त वित्तीय विवरणहरुले वित्तीय अवस्थाको शत प्रतिशत यथार्थ चित्रण गर्दछन् भल्ल गाहो हुन् ।
- व्यवस्थापनले उपलब्ध गराएका विवरणहरुका आधारमा लेखापरीक्षण सम्पन्न गरिएको हुनाले ती विवरणहरुको विश्वसनियता र यथार्थतामा हामीले आफ्नो राय व्यक्त गर्नु साथै अधिकांश आर्थिक कारोबारका प्रमाणहरु सर्व स्वीकार्य (Pervasive) नभएर विश्वास गर्नुपर्ने खालका (Conclusive) हुन् ।

३. कार्ययोजना कार्यान्वयनमा टिप्पणी

३.१ व्यवस्थापकीय सहयोग

लेखापरीक्षणका शिलशिलामा सम्पादको सञ्चालक समिति, लेखा लगायतबाट प्राप्त गर्नुपर्ने कागजात, सूचना, स्पष्टीकरण तथा अन्य सहयोग सन्तोषजनक रूपमा प्राप्त भयो ।

३.२ अभिलेखको पर्याप्तता

कागजात तथा अभिलेखहरु चेक गर्ने तथा सदर गर्ने क्रममा केही प्रक्रियागत छुटफूट तथा कमीकमजोरी भएको भए पनि तयार गरिएको वित्तीय विवरणलाई पुष्टि गर्न आवश्यक अभिलेखहरु सम्पाले तयार गरी सुरक्षित राखेको पाइयो ।

४. नगदको सुरक्षा

- नगद मौज्दात सीमा समितिले तोकेको छ छैन : छ । नगद रकम दैनिक रूपमा वैकमा दाखिला हुने गरेको ।

५. आन्तरिक लेखापरीक्षण (आन्तरिक लेखापरीक्षकको व्यवस्था, आन्तरिक लेखापरीक्षणको नियमितता, लेखा सुपरिवेक्षण समितिको प्रभावकारीता) :

आन्तरिक लेखापरीक्षकको छुटौटै व्यवस्था नभएको तर लेखा सुपरिवेक्षण समय समयमा हर्हाहसाव हेर्ने, निर्णय गर्ने तथा सञ्चालक वैठकमा आवश्यकता अनुसार छलफल हुने गरेको । लेखा समितिले अझ प्रभावकारी भूमिका निवाह गर्नुपर्ने देखिन्दछ ।

६. आन्तरिक नियन्त्रणको पर्याप्तता (यस भागका माथिका बुद्धासमेतको लेखाजोखाका आधारमा सम्पादको सुशासनको आधारभूत सर्तका रूपमा आन्तरिक नियन्त्रणको अवस्थामा राय :

सम्पादको छुटौटै सुशासन नीति निर्माण गरिएको छ छैन । यस सम्पादको आन्तरिक नियन्त्रण प्रणाली स्थापित भएको तर नभए तापनि आन्तरिक नियन्त्रण प्रणालीलाई प्रभावकारी बनाउनुपर्ने देखिन्दछ ।

७. खर्च

बजेटद्वारा निर्दिष्ट खर्च प्रणाली, गरिएको, अनुमानित र वास्तविकको समीक्षा गञ्चालक समितिको वैठकद्वारा समयसमयमा आवश्यक छलफलपश्चात अनुमोदन, विगत र वर्तमानका खर्चको तुलना तथा मितव्यिता, औचित्यता र पारदर्शितालाई ध्यानमा राखी खर्च गर्ने गरिएको । बजेट मन्दा अधिक भएको खर्चलाई आगामी साधारण सभाद्वारा अनुमोदन गराउनुपर्ने देखिन्दछ ।



८. आयव्ययमा सूच्यवस्था :

आम्दानी खर्च बजेटद्वारा निर्देशित गरिएको, आयव्ययसम्बन्धमा अंपक्षित र उपलब्धिको समीक्षा गर्ने परिपाटी भएको एवं सानातिना बाहेक खर्च गर्दा सञ्चालक समितिको बैठकद्वारा निर्णय गर्ने गरिएको साथै मितव्यिता, औचित्यता र पारदर्शितालाई कलेजले अवलम्बन गरेको हुनाले आयव्ययमा सुशासनको प्रयास भएको देखिन्छ ।

९. लेखापालन

संस्थाले कलेज एन नियमले तोके वमोजिमका लेखा राख्ने खाता पल्स प्लस सफ्टवेयरमा राखेको छ । दोहोरो लेखाप्रणालीमा लेखा रहेको छ ।

१०. साधारण सभाको स्वीकृती

साधारणसभाको काम, कर्तव्य र अधिकारको पालना भएको देखिन्छ तर लेखापरीक्षक नियुक्त गर्ने र पारिश्रामिक तोक्ने अधिकार भने साधारण सभाले ३ जना लेखापरीक्षकहरु तोकी निजहरूमध्ये कुनै एकलाई नियुक्त गर्ने अधिकार सञ्चालक समितिलाई हस्तान्तरण गरेको पाइयो ।

११. सम्पत्ति शुद्धिकरण निवारणसम्बन्धी कलेज संस्थाहरूलाई दिएको निर्देशन २०७४ को पालना

यसको सन्दर्भमा कार्यहरूतर्फ कार्यान्वयन भएको देखिदैन ।

१२. व्यवस्थापन सूचना प्रणालीमा प्रतिवेदन

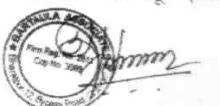
संस्थाले मूलतः आर्थिक कारोबारहरूको अभिलेखन र प्रतिवेदनका लागि सफ्टवेयरको उपयोग गरेको छ, एकीकृत व्यवस्थापन सूचना प्रणालीको उपयोग गरेको छ । निर्णय प्रक्रियाका लागि आवश्यक सूचनाका लागि संस्थाले सफ्टवेयरबाट प्राप्त सूचना र म्यानुअल रेकर्डबाट उपलब्ध सूचना उपयोग गर्ने गरेको छ । सूचनाको आवद्धता, अद्यावधिकरण र तथ्याइकीय अन्तर आदिका लागि संस्थाले सूचना प्रणालीमा विशेष ध्यान दिन आवश्यक छ ।

१३. परिपालना प्रभावकारिता

संस्थाले एनका व्यवस्थाहरू र नियामक परिपालनासम्बन्धी विषयवस्तुहरू सामान्यतः पालना गरेको कारणले संस्थाको कारोबार वृद्धिसँगै सम्भागत छावि पनि उच्च रहेको देखिन्छ ।

१४. खास लेखा परीक्षकीय विषयवस्तु (Key Audit Matter : KAM)

अन्तर्राष्ट्रिय लेखापरीक्षणमान ७०१ - ISA 701 : Communicating Key Audit Matters in the Independent Auditor's Report स्वतन्त्र लेखापरीक्षकको प्रतिवेदनमा खास लेखा परीक्षकीय विषयवस्तुको सञ्चार वमोजिम लिस्टेड कम्पनीको वित्तीय विवरणको लेखापरीक्षणमा, लेखापरीक्षकलाई यस्ता विषयवस्तु सञ्चार गर्न उपयुक्त लागेको अन्य अवस्थामा अन्य निकायको र कानून वा नियमावलीले निर्देश गरेकोमा लेखापरीक्षकले KAM प्रस्तुत गर्नु पर्दछ । Key Audit Matters भन्नाले लेखापरीक्षकको व्यावसायिक ठम्पाइ (Professional Judgement) अनुसार चालु वर्षको वित्तीय विवरणको लेखापरीक्षणमा अन्यतः महत्वपूर्ण (Most Significant) लागेका विषयवस्तु भन्ने बुझिन्छ ।



वित्तीय विवरण सारभूतरूपमा गलत आँकडासमितिको हुनसम्बन्धे गरी गरी उच्च जोखिमयुक्त लागेका विषयवस्तु (Areas of higher assessed risk of material misstatement, or significant risks identified in accordance with ISA/NSA 315 (Revised), *Identifying and Assessing the Risks of Material Misstatement through Understanding the Entity and Its Environment*), व्यवस्थापनले महत्वपूर्ण अनुमान गर्नुपर्ने तर अनुमानमा उच्च अनिश्चितता भएका विषयवस्तु (Significant auditor judgments relating to areas in the financial statements that involved significant management judgment, including accounting estimates that have been identified as having high estimation uncertainty) र चालु वर्ष भएका महत्वपूर्ण घटना वा कारोबारको लेखापरीक्षणमा परेको प्रभाव (The effect on the audit of significant events or transactions that occurred during the period) Key Audit Matters) बन्न सक्छन् र लेखापरीक्षकलाई यस्ता कुराहरुले संस्था तथा सदस्यको हित नगर्ने कुरा लागेमा र सम्पर्क शुद्धिकरण निवारण ऐन लगायतका ऐनतथा पेशागत आचरसमिति अनुसार गोप्य राख्नुपर्ने अवस्था भएमा, वाहेक आफ्नो प्रतिवेदनमा उल्लेख गर्नुपर्दछ ।



(आर.ए. शरद कुमार बतौला)
 बतौला एसोसियट्स
 रजिस्टर्ड अडिटर्स
 मिति : २०७९/०५/२२
 स्थान : भरतपुर १२, चितवन ।

11. Section-11

Social Progress

11.1 Campus's Involvement in Social Activities:

As a Community college, this college has some social duties and responsibilities. By realizing its responsibility, this college involves in social based programs. It has its separate unit of youth Red Cross Circle which provides voluntary services and conduct blood donation programs frequently. Realizing the importance of environment, this college involved in the cleanliness and sanitation programs in local level. This college also coordinates with other government and non-government organization like Jaycees, Red-Cross for Social and humanitarian activities. Providing fund for the victim of natural climates like earth quack 2072 B.S. justify the college involvement in social activities.

11.2 Society's contributions for campus:

This is community college established by social workers, intellectuals and aware guardian of society so that society contributes this college in various sectors. Providing fund by the community people for the construction of building, library, computer lab, sports and teaching materials are remarkably unforgettable. Different people provides fund for scholarship that will give a high-quality educational experience to the most deserving students, regardless of their family's income. Entire management of college is handling by the community people because of which college is providing quality education to its students. So society contribution for this college is really remarkable.

11.3 Plan for Campus's Contribution to Society:

Education encompasses our lives; it is the foundation of our society. Education helps to stimulate of our minds and mold inquisitive minds into intellectuals. Higher learning takes the intellect to the next level, providing a deeper understanding of the society around us. The importance of education in society is indispensable and cohering, which is why society and knowledge cannot be ever separated into distinct entities. Contribute not only educate the people but also plays its continues role in all aspect of society. The reason being that college plan for contribution to society the following are the step of plans.

- Giving higher level education in their own region in affordable cost.
- Assisting poor students in improving then quality education.
- Increasing the enrollment of both female and extremely poor students.
- Aimed to stimulate participatory community development through education.
- Identify and implement new career and technical education programs of study.
- Organize the interaction programs with stake holders.
- Co-ordinate with government and non-government organization as well as ther educational institution.

11.4 Plan for increased involvement of society in the campus.

College, parents and the community should work together to promote the learning of all students. When colleges actively involve parents and engage community resources they are able to respond more effectively to the educational related needs of students as well as physical infrastructure. Therefore college is interested for increased involvement of society in the campus. The college shall adopt and implement policies and procedures related to.

- Promotion of a college environment that is conducive to learning and supports strong family and community partnership.
- College shall frequently communicate college performance, student progress, personalized learning strategies and academic opportunities.
- College shall work with agencies and business to support community based development activities.
- College shall prompt collaboration among parents, other educational institution and community on college improvement and student achievement projects.
- College shall strive and harness all available community resources, including but not limited to organizations, business, talented individuals, natural resources, technology, to engage each student in achieving the necessary skills and knowledge.
- College shall encourage business partnerships to assist students in the successful transition to employment or further education.

12. Section 12

Issues and Challenges

SSC has played a great role in the development of education in the western chitwan of Nepal. For over two decades, SSC has been working to uplift its educational standard by providing quality higher educational standard by providing quality higher education to the people of western chitwan but there are many obstacles and hurdles that are emerging. Following are short term and long term challenges of the college:

12.1 Short term challenges

- Laking sufficient class room to meet the requirement in near future.
- Laking of sufficient technical equipment.
- Laking the well equipped library.
- Unable to provide carer development oppourtunity to human resources.
- Unable to intriduces new and technical educational programs.
- Do not fulfill the need of students in new area of faculty.
- Do not have sufficient fund to confidently plan and execute them.
- Decreasing the indolment of the students.

12.2 Long term challenges

- Fulfill the need of unrest students.
- Fulfill the need of technical and vocational education.
- Providing the profecctional and academic opportunity for teachers.
- Quality education
- Over come the limited economic situation.
- Getting a clear cut and concrete police of the government of the issues of public campus.
- Academic calender of T.U.
- Least number of Pass rate and pass out students.
- Updatated incuerage to intridutes new teaching mathods in the class rooms.

12.3 Mitigation Measures Taken to Address the Issues and Meet the Challenges

SSC do not have sufficient fund to confidently plan and execute then. Most of its undertakings are peice mead and dependent on the available resources and opportunities, which come in pieces as well. The other challenging issue is the improvmnt of academic quality. In the changed national and global context we must be competitive to survive and meet the social requirements. These challenges of quality education, limited economic situation and other political and social problem to address in the best manner in future.

Despite the government efforts from time to time, no concrete policy has been framed on the issues of public campus so far, now we need a clear cut and concrete policy of the government for the betterment of it. This college is run by social personality and not motivated for personal gain or economic benefit and established for providing social service. The management committee of the college being self-motivated to uplift the status of this college and ever contemplating on how to spread the light of education and in the society has regularly conducted the meetings and interactions and conferences of students to overcome challenges.

12.4 Plan for the addressing the issues and challenges

Strategic plan of this college for five year (2019-2024) has been formulated by management committee by interacting with different stakeholders including local political parties, parents, faculty members, administrative staffs, students union to overcome these issues and challenges

Strategies plan for the college is pointed as follows.

- Introducing new educational programs
- Infrastructure management
- Quality Management
- Students Enrolment & Support Mission
- Skill development of administration and Human Resources
- Value add program
- Institutional Reform

12.4.1 Strategy priority I: Introducing new educational programs:

Mission

Shaheed Smarak College will open new educational programs as per the need of students.

Objectives

- To start B.I.M and B.B.A from 2023/2024 session.
- To start Bachelor in Hotel Management from 2024/2025 session.
- To start Bachelor in Business Administration M.ED. from 2021/2022 session.
- To start Bachelor in Science (B.Sc.) from 2023/2024 session.
- To Start master in Education M.Ed. from 2023/2024.

Action Plan

- Preparation of required documents for affiliation of programs from University every year for new programs.
- Obtain affiliation from University.

- Prepare rules and regulations.
- Recruitment of competent teaching staffs.

Measures of Success:

- Minutes of meetings
- Documentation records of university affiliation letter
- Entrance, Admission, Attendance Register, Progress Report
- Number of enrollment and staffing in each program.

Procedures

- Program in Charge (PC) will follow the strategic plan and prepare action plan to open new program.
- Program in Charge (PC) submit the progress report to the assessment committee in every 3 months.
- PC will organize meetings participated by concerned authorities to discuss issues concerning new programs in every 3 months.
- Reference Documents
- Strategic plan of Shaheed Samrak College (5 years)
- Action plan of Shaheed Samarak College for opening new programs (5 years)
- Progress report prepared by PC (1 year)
- Meeting register

12.4.2 Strategy Priority II: Infrastructure Development

Mission

Shaheed Smarak College prepare infrastructure for new programs games and others by constructing the Truss Over the third floor regarding undergoing construction building, furniture, seminar hall, lab, canteen, basketball court, toilet, parking shed, pure drinking water plant, tiling or marbling the courtyard of main building at Chitawan-3, Chitwan.

Objectives

- Prepare scheme, estimation and mapping to construct the building, furniture, toilet, seminar hall, basketball court, lab and parking shed, drinking water plant.
- Start construction work of the building, furniture, toilet, seminar hall, basketball court, lab and parking shed, drinking water plant by formally appointing Construction Company as per rule of UGC.

Measures of Success

- Documents regarding scheme, estimation and mapping of building, furniture, toilet, seminar hall, basketball court, lab and parking shed, drinking water plant.

- Documentation report of appointing procedure of registered Construction Company.
- Progress report and visual pictures of the work.
- Report and documentation of observation of UGC Technical team.

Action Plan

Year	Activities
2019/2020	Prepare map, scheme and cost estimation of building, furnitures, toilet, seminar hall, basketball court ,lab and parking shed,drinking water plant .
	Appoint the Construction Company under the provision and rules of UGC.
2020-2024	Continue working to complete the proposed building, furniture, toilet, seminar hall, basketball court ,lab and parking shed, drinking water plant .

Follow the rules and direction of UGC

Procedures

- Program coordinator (PC) will follow the strategic plan and prepare action plan for infrastructure development.
- PC will submit the progress report to assessment committee in every 3 months.
- PC will organize meetings with concerned authority as per the requirements.

Reference Documents

- Strategic plan of Shaheed Smarak College (2019-2024)
- Action plan for infrastructure development (2020-2024)
- Progress report (every year)
- Meeting register

12.4.3 Strategic priority III: Quality Management

Mission

Shaheed Smarak College will maintain high quality service to the students.

Objectives

- Development of comprehensive mechanism to improve the quality teaching.
- Increment in the pass out percentage by 5% every year.
- More opportunities will be provided for academic study in local area by additional 4 years graduate programs.
- Application of project base learning system.

- Demonstrate the assessment of program student learning outcomes.
- Enhance teaching and learning through faculty development opportunities.

Measures of success

- Production of competent graduates
- Increase in pass out rate
- Evaluation of students after the course
- Evaluation of teaching by administration, faculty peers and students
- Faculty documentation of activities used to improve quality of teaching
- Tracer study

Plan of Action

Year	Activities
2019/2020	<ul style="list-style-type: none"> • develop the mechanism • communicate effectively to faculty members • preparation of necessary documents
2020-2024	<ul style="list-style-type: none"> • Annually program review • evaluation of implemented methods • corrective action if necessary • discussion with concerned faculties

Procedures

- Program in charge will have to follow strategic plan
- Program in charge should encourage to prepare annual work plan to all faculty members according to operation calendar of the college.
- PC will continue the meetings with faculty members every month to ensure the effective implementation of work plan.
- PC will observe the classes of teachers and provide feedback.
- PC will submit the progress report to assessment committee.

Reference Documents

- Strategic plan for quality teaching (2019-2024)
- Annual work plan (every year from 2019-2024)
- Class observation records
- Minute of meeting with faculty members
- Progress report

12.4.4 Strategy Priority IV: Students Enrollment & Support Mission

Shaheed Smarak College will provide quality enrollment management and support program to students.

Objectives

- Enrollment of students in various faculties will be managed properly.
- A good learning environment will be created in classroom and outside classroom.
- Introducing comprehensive academic and counseling programs to students.
- Practice of students centered culture to encourage the personal, career and intellectual development of students.
- Identifying and implement new career and technical education programs of study
- Expand project based and other career- focused learning experiences for students.
- Measure of Success
- Enrollment, retention, graduation, transfer rates
- Record of students admission, pass out students
- Survey reports of students satisfaction
- Service like library facilities, internet facilities used by students.

Action Plan

Year	Activities
2018-2019	<p>Establish baseline levels of retention, graduation, transfer service utilization.</p> <p>Develop comprehensive enrollment plan to cover retention, recruitment and marketing based on regional population data.</p>
2020-2024	<ul style="list-style-type: none">• establish and expand the web based information system and registration procedure• increase the level of co-ordination with other educational institute• improve the counseling programs to the students for their personal development and academic development• evaluation of action plan and make improvements continuously

Procedures

- Program in charge will have to follow the strategic plan.
- Program in charge will prepare action plan for every year.
- PC will submit the progress report to assessment committee in every 3 months.
- PC will organize the meeting in every 3 months to discuss issues relating to further development

Reference Documents

- Strategic plan for 2019-2024
- Action plan for student enrollment and support
- Progress report
- Meeting register

12.4.5 Strategy Priority V: Skill development of administration and Human Resources

Mission

Shaheed Smarak College will promote the activities for skill development of administration and human resources in order to maintain the quality requirement for college.

Objectives

- Administration will be empowered to make all the operating decisions.
- Facilities and access for skill development of faculty and other staffs will be provided.
- Financial support and scholarship program will be conducted for further study, research and other activities.
- Promote and create the environment so that junior members can learn from senior's experience.
- Adequate no. of faculty and staffs will be recruited to meet the correct teacher student ratio.
- Operating training seminar and workshops on contemporary issues related to education for teachers, administrative staffs

Measures of Success

- Records of written decision of skill development programs.
- Participation of Human Resources in skill development programs.
- Survey of Human Resources, needs and satisfaction.
- Number of Human Resources, teacher student ration, class size.

Action Plan

Year	Activities
2019/2020	<ul style="list-style-type: none">• determine the programs of skill development• effective communication to faculty and staffs to participate in selected program

2020-2024	<ul style="list-style-type: none"> • establish a forum of faculty to exchange the information and experience • manage information on full range of development opportunities for faculty administration and staffs • support programs for further study, research work and trainings
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Procedures

- Vice principal is responsible to prepare action plan to implement the skill development programs.
- Vice principal will submit the progress report to assessment committee in every three months.
- VP will organize meetings in every three months with concerned faculty and staffs.

Reference Documents

- Strategic plan of college for 2016-2021
- Action plan of skill development of Human resource
- Progress report
- Meeting register.

12.4.6 Strategic priority VI : Value add Program

Mission

Shaheed smarak college will maintain and improve the education by constructing lab (science, computer, HM),expanding and upgrading library by creating e-library equipped with IT access, installation of high quality IT system (Account, administration and examination), establishment of solar power plant ,organize and extend extra- curricular activities.

Objectves:

- Expanding and upgrading library and creation of e-library equipped with IT access.
- Develop and extend computer lab, science lab as per need of B.C.A ,B.Sc. and other science and technical programs.
- Organize and extend extra- curricular activities.
- Installation of high quality software program in account system, library, and examination board.
- Establish of solar power plant.
- Furnishing the building with furniture and flooring

Measures of success

- Documentation and records as per procedure of library
- Documentation and records of IT system as per procedures of computer department.
- Documentation and records of lab as per procedures of science department.
- Documentation and records of extra-curricular activitives as per procedures of HOD of extra activities.

Action Plan

Year	Activities
2019/2021	<ul style="list-style-type: none">• Programs are launched according to annual budget.• Financial sub- committee should be more accountability.• Extension of science lab as per need of science programs• Staffing trained lab boys.
2019-2024	<ul style="list-style-type: none">• establish a forum of extra-curricular activities to plan and organize programs• Install a solar plant

Procedures

- Vice principal will follow the strategic plan.
- Vice principal is responsible to prepare action plan to implement the value add programs.
- Vice principal will submit the progress report to assessment committee in every three months.
- VP will organize meetings in every three months with concerned faculty and staffs.

Reference Documents

- Strategic plan of college for 2016-2021
- Action plan of value add program.
- Progress report
- Meeting register.

12.4.7 Strategic priority VII : Institutional Reform

Mission

Shaheed Smarak college is evaluating efforts by community colleges to increase student success through institution-wide reforms, including using information about students' progress over time to make better-informed programming decisions and developing well-structured, well-supported pathways for students from entry to degree completion.

Objectives:

- Enhance administrative and financial sector of the college.
- Capacity development of teachers, administrative and support staff.
- Improve the service delivery of the administrative units of college.
- Necessary step should be taken for effective evaluation and supervision. Effective mobilization of all the organ of college.
- To meet the QAA assessment criteria and qualify for accreditation.

Measures of success

- Organization development study report.
- Staff efficiency.
- Decisions taken by CMC for necessary reforms.
- Campus Bidhan document.
- Rules and regulation approved by CMC.
- No. of person participation in the visit.
- Amount of budget allocation in training and computerization.

Action Plan

Year	Activities
2019/2024	To conduct an Organizational development study and reviewing the existing organization structure ,Rule and regulation. Reviewing and revise the existing campus constitution (Bidhan). Exposure visit of QAA certified colleges. Professional skill development programs. Computerization of office systems and procedures.

Procedures

- Vice principal will follow the strategic plan.
- Vice principal is responsible to prepare action plan to implement the Institutional reform.
- Vice principal will submit the progress report to assessment committee in every three months.
- VP will organize meetings in every three months with concerned faculty and staffs.

Reference Documents

- Strategic plan of college for 2019-2024.
- Action plan of Institutional reform.
- Progress report

- Meeting register.

Five Yearly action plans with detail cost and financial activities

Action Plan	Cost (NRs.)	Financing	Schedule & Responsibility
1. Introducing New Educational Program as per strategic priority one			
Cost as per estimation for B.I.M	10,00,000.0	UGC grants and college as per MOU	As per plans and procedure
Cost as per estimation for BBA	10,00,000.0		
Cost as per estimation for BHM	15,00,000.0		
Cost as per estimation for B.Sc.	15,00,000.0		
Cost as per estimation for BCA	10,00,000.0		
Procedures	150000.0		
2. Infrastructure Development as per strategic priority two			
Estimation and consultancy for scheme of building, furnitures, hall, tiling, toilet and parking shed	1,50,000.0	Do	Do
Publicity of notice board for qualified construction company	2,00,000.0		
Construction of building, furnitures, hall, tiling, parking shed, toilet as per estimation	50,00,000.0		
Drinking water	5,00,000.0		
Preparation for the program	15,00,000.0		
Construction of Basketball Court	6,00,000.0		
Gardening	5,00,000.0		
3. Quality Management as per strategic priority three			
Planning and orientation	50,000.0	Do	Do
Educational Materials	22,00,000.0		
Training	3,00,000.0		
Scholarship, Prize and Awards	15,00,000.0		
Educational Visit	5,00,000.0		
Internet/Email	5,00,000.0		
Books	7,00,000.0		
Procedures	5,00,000.0		
4. Student Enrollment and Support as per strategic priority four			

Action Plan	Cost (NRs.)	Financing	Schedule & Responsibility
Advertising	5,00,000.0		
Counseling	2,00,000.0		
Improvement of Library (e-library)	15,00,000.0		
Improvement of Learning Environment	5,00,000.0		
Student center program	2,00,000.0		
Relation with other institutions	3,00,000.0	Do	Do
Website	2,00,000.0		
Guardian Interaction Program	6,00,000.0		
Curricular Activities and Co-Curricular Activities	5,00,000.0		
Procedures	50,000.0		

5. Skill Development of Administration and Human Resources as strategic priority five

Scholarship and financial support for human resource	25,00,000.0		
Seminar and workshops	8,00,000.0		
Baseline survey	5,00,000.0		
Improvement of Accounting System and Administration	10,00,000.0		Do
Facilities and maintenance for classroom	7,00,000.0		
Publication	2,00,000.0		
Procedures	40,000.0		

6. Value add program as strategic priority six

Establish solar plant	7,00,000.0		
Installation of high quality software program	5,00,000.0		
Organize extra-curricular activities	7,00,000.0		
Extend the library with books, journals	12,00,000.0	Do	Do
Furnitures and internet			
Develop and extend lab (science, computer, HM) procedures	15,00,000.0		
	50,000.0		

Annual Work Plan and Budget of the Current Fiscal year (2078/079).

SN	Planned Activities	Duration		Budget Allocation	Responsible Unit / Person	Remarks (approved by CMC - 'Yes' and if not - 'No')
		Expected Starting Date	Expected Completion Date			
1	New program	2079/09/22	2079/12/08	1500,000	VP	Yes
2	Basketball court	2079/11/22	2079/01/08	1200,000	VP	Yes
3	Purchase of vehicle	2079/10/02	2079/12/08	3500,000	VP	Yes
4	temple	2079/11/15	2080/02/17	1500,000	VP	Yes
5	Training	2079/09/22	2079/12/08	500,000	VP	Yes
6	Maintenance	2079/09/22	2080/03/08	1500,000	VP	Yes
7	Books	2079/09/22	2080/03/09	500,000	VP	Yes
8	Guardian Interaction	2079/12/26	2080/02/08	100,000	VP	Yes
9	Scholarship	2079/12/22	2080/02/15	500,000	VP	Yes
11	Furniture	2079/09/22	2080/03/19	1500,000	VP	Yes
12	Wall compounding	2079/11/05	2080/02/25	2000,000	VP	Yes
13	ICT Lab	2079/05/28	2080/02/25	2500,000	VP	Yes
14	E-Library	2079/04/21	2080/03/18	1500,000	VP	Yes
15	Production & Publication of E-books, Audio & Video, Animation, Gaming Learning Materials	2079/04/21	2080/03/18	1000,000	VP	Yes
16	Professional Enhencement of Staffs & Teachers	2079/04/21	2080/03/18	1000,000	VP	Yes
17	Enhencement of EMIS System	2079/04/21	2080/03/18	1000,000	VP	Yes

Estimated budget 2079/080

Income Details	Actual Fy2078/079	Fy 2079/080 Estimated	Expenditures Details	Actual Fy 2078/079	Fy 2079/080 Estimated
Global Ime Bank 043002019318901	300,987.20	1,50,000.00	Teaching Salary	1,38,26,761.00	1,80,00,000.00
NepalBank 24/11/8075	7,705.50	17,705.00	Administrative Salary	21,71,728.00	25,00,000.00
NepalBank 024010005397831	20728.75	50,728.00	Upadan	0	90,000.00
NepalBank 24/11/1578	7498.86	57,498.00	Wages	9500.00	60,000.00
NepalBank 085001011	51705.00	1,51,705.00	Allowance	142,900.00	2,00,000.00
NepalBank (Fixed)	7,50,000.00	7,50,000.00	Ta/Da	8,000.00	25,000.00
Prabhu Bank	11,612.00	1,11,612.00	Print and others	96,261.00	1,00,000.00
RastriyaBaniyja Bank	24,84,509.00	7,00,000.00	Telephone and internet	25,284.00	35,000.00
Pity Cash	84,295.00	25,000.00	News Magazine	0	10,000.00
Admission Fee	69,13,566.00	75,00,000.00	Maintenance	30,333.03	4,00,000.00
Annual Fee	1,31,71,650.00	1,40,00,000.00	Reception	99,955.00	1,50,000.00
Admission Form	1,50,500.00	4,00,000.00	Audit Fee	30,000.00	35,000.00
Registration Fee	9,51,150.00	10,00,000.00	Electricity	60,845.00	80,000.00
Exam Fee	3,34,150.00	5,00,000.00	Fuel	3,83,571.00	5,75,000.00
Character certificate Fee	3,26,500.00	3,50,000.00	Vehicle	57,500.00	1,00,000.00
Internal Exam Fee	29,600.00	50,000.00	Vehicle Maintenance	2,49,519.00	4,00,000.00
Practical Exam Fee	1,34,450.00	1,50,000.00	Bank Commission	1050.00	2,000.00
Identity card ,Tie,T-shirt Fee	90,500.00	1,12,000.00	Upachar	0	20,000.00
Red cross Fee	63,500.00	74,900.00	Travel &Transportation	72,314.00	100,000.00
UGC Grant	14,56,400.00	15,00,000.00	Affiliation	0	10,00,000.00
Exam Center Income	1,71,796.00	1,90,000.00	Book & Stationery	1,73,466.00	200,000.00
Interest	16,579.92	30,000.00	Insurance	45,050.00	70,000.00
Bharatpur M.Na.Pa-19 Grant	3,96,000.00	5,00,000.00	Vehicle Tax	23,850.00	30,000.00
Transportation Fee	6,33,900.00	8,00,000.00	Miscellaneous	3,465.00	50,000.00
Bagmati Government	-	10,00,000.00	Internal Exam	38,829.00	60,000.00
Recommendation Fee	3800.00	5000.00	Exam Form	6,69,350.00	8,00,000.00
Other Income	97,973.65	100,000.00	Registration	1,34,220.00	200,000.00
			HM Materials	65,640.00	80,000.00
			Exam Expenditure	1,83,281.00	200,000.00
			Teaching Practice	2,19,100.00	2,50,000.00
			TU service Fee	1,30,650.00	1,60,990.00
			Annual Day	0	100,000.00
			Educational Tour	56,000.00	1,00,000.00
			Sports	0	1,00,000.00
			Scholarship	12,82,151.00	15,00,000.00
			Clean	62825.00	90,000.00
			Public College Renew	2000.00	2000.00
			College Annual Program	159,930.00	200,000.00
			Depreciation	372,257.76	450,000.00
			Internet & Software Cost	106,130.00	150,000.00

Income Details	Actual Fy2078/079	Fy 2079/080 Estimated	Expenditures Details	Actual Fy 2078/079	Fy 2079/080 Estimated
			Tie	23,035.00	50,000.00
			Donation	7,620.00	10,000.00
			CMAT	49,500.00	60,000.00
			Advertizing & Supervision	76,850.00	100,000.00
			Computer Purchase	-	50,000.00
			Furniture	-	5,00,000.00
			Electricity	-	2,00,000.00
			Projector Purchase	-	2,00,000.00
			Attendance Machine	-	20,000.00
			Building Construction	-	20,00,000.00
			CC Camera	-	1,00,000.00
			Research	-	5,00,000.00
			Journal		1,00,000.00
Total	2,49,42,015.57	3,02,76,148.00	Total	2,43,32,254.79	3,25,64,990.00

आज निम्न २०६८-असार २२ ते असलवारी वेळे
प्रसाहितस्मात् कलेज वर्गान्पुर शासकीय विद्यालय का
अनुसार आठ व्यवस्थापत समिति (RMC) का संचोलक
श्री बाजु आठकी संचोलकत्वमा वर्देके बैठकले
तपशिलका प्रस्तावकृ माली दुलभल गरी निर्णय स्वेच्छा
गरियो।

उपस्थिति

संचोलक : श्री बाजु अ/र
सदस्य : श्री डिकेटर ट्रावल
सदस्य : श्री किलोमा रामेश
सदस्य : श्री परिराम महले
सदस्य : श्री चुवाल चालिकारी
सदस्य : श्री निलाम घोडल

प्रस्तावकृ

- १) अभियुक्तीकरण कार्यक्रम सम्बन्धमा।
- २) सुप्राकाशन लिएकी सम्बन्धमा।
- ३) जोखाना प्रकाशन सम्बन्धमा।

निर्णय नं १) प्रस्ताव नं १ माली दुलभल गर्दै अप्रकल्पनामा
अद्यमन्तर रूपातक तह (BBS/B.Ed) को वर्ष २
कलोरकोरेटर तह (M.Ed) को सेमेटर मा अद्यमन्तर
कार्यक्रम Research Projects प्राप्ति सम्बन्ध
जालकारी द्वारा उद्देश्यले याहु भित्ति २०६८ असार २९
उत्ते शुक्रवार अभियुक्तीकरण कार्यक्रम सम्पन्न गर्ने
सर्वसम्मत निर्णय गरियो।

निर्णय नं २) प्रस्ताव नं २ माली दुलभल गर्दै अप्र
कलोरकामा अद्यमन्तर विद्यार्थीहरु मध्ये स्नातोकर
तहलाई को सेमेटर मा अद्यमन्तर विद्यार्थीहरु २
BBS को बाबमा अद्यमन्तर विद्यार्थीहरुलाई
अनुसन्धान प्रतिवेदन लेखनमा सहजीकरण कार्याग्री

तपाकिलका प्रायस्तक्कलका नियम उन्हें लिंग
नारियो ।

- (1) श्री दुर्विद्वादी
- (2) श्री किरणार्थी सिंहेल
- (3) श्री चुवारेन अधिकारी

लिंग नं (3) प्रत्यावर्ती क्रमाग्री नायक दुर्विद्वादी
मध्य छान्ति स्मारक कलेज वर्षान्तुर शास्त्रानगरको
क्रमानुसार व्यवस्थापन समिति (KMC) ले रोपाया
प्रकाशन उन्हें संक्षिप्त लिंग नारी ।





Shaheed Smarak College

GRIEVANCE REDRESSAL MCHANISM

College tries to ensure that the students of the college are provided with the maximum opportunity to express their views and suggestions and the administration is committed to address the concerns of the students. The Grievance Redressal Cell of the college facilitates the students and the administration to interact with each other to keep the atmosphere of the college with a sense of transparency and accountability. The Grievance Redressal Cell of the college is in direct contact with the concerned authority and the concerned authority is obliged to take necessary action within a reasonable time frame. The Grievance Redressal Cell of the college is headed by the Vice-Chancellor of the college and the Vice-Chancellor is the overall in-charge of the Grievance Redressal Cell.



This policy is of the Grievance Cell to ensure that the students are given a platform for expressing their views and suggestions to the concerned authority. The Grievance Redressal Cell of the college is in direct contact with the concerned authority.

The Grievance Cell should be headed by the Vice-Chancellor of the college and the Vice-Chancellor is the overall in-charge of the Grievance Redressal Cell. The Grievance Redressal Cell of the college is headed by the Vice-Chancellor of the college and the Vice-Chancellor is the overall in-charge of the Grievance Redressal Cell.



Operational Guidelines-2079

Bharatpur Metropolitan City -19 Bakhanpur, Sharadanagar, Chitwan



GRIEVANCE REDRESSAL MCHANISM

PREAMBLE

Shaheed Smarak College is committed in providing a safe, fair and harmonious learning and work environment. As suggested by University Grants Commission, the College has established an Grievance Redressal Cell, to provide a mechanism for redressal of students' grievances and ensure the transparency in admission, and prevention of unfair practices, etc. The function of the cell is to look into the complaints lodged by any student, and judge its merit. The Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the department members in person, or in consultation with the officer in-charge Grievance Redressal Cell. In case the person is unwilling to appear in self, grievances may be dropped in writing at the letterbox/ suggestion box of the Grievance Cell at Administrative Block. Grievances may also be sent through e-mail to the officer in-charge of Student's Grievance Cell.

Objective:

The objective of the Grievance Cell is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute.

A Grievance Cell should be constituted for the redressal of the problems reported by the Students of the College with the following objectives:

- Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student-teacher relationship etc.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box will be installed in front of the Administrative Block in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising all the Students to refrain from inciting Students against other Students, teachers and College administration.



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- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- To prohibit any form ragging in and outside the institution..

Scope :

The cell will deal with Grievances received in writing from the students about any of the following matters:-

- Academic Matters: Related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters.
- Financial Matters: Related to dues and payments for various items from library, hostels etc.
- Other Matters: Related to certain misgivings about conditions of sanitation, preparation of food, availability of transport, victimization by teachers etc.

Functions :

- The cases will be attended promptly on receipt of written grievances from the students. The cell formally will review all cases and will act accordingly as per the Management policy.
- The cell will give report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.

Procedure for lodging complaint :

- The students may feel free to put up a grievance in writing/or in the format available in the admin dept. and drop it in boxes.
- The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.
- The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell.
- Students can register their compliance through this E-Mail info@sscbakhanpur.edu.in

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Grievance Appeal and Redressal Committee Members :

Sl No.	Name	Nominated as
1.	Raju Ranabhat	Coordinator
2.	Delraj Aryal	Member
3.	Yurung Pakhrin	Member
4.	Saroj Gyawali	Member
5.	Kiran Sigdel	Member



Operational Guidelines-2075





Shaheed Smarak College

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Guidelines of EMIS Cell- 2076

Bharatpur Metropolitan City -19,Bakhanpur , Sharadanagar, Chitwan



BMSA

Preamble



Education Management Information System Cell (EMISC)

Education Management Information System (EMIS) Cell ssc is a central data depository system of this college which is responsible for the collection, processing, analyzing, publication, distribution, and rendering of information services for users of students, faculties, staffs, administration, and academic activities. It also substantially aids efforts made to assess the performance of an education system in the college. It also closely monitors the equitable distribution of resources, and plays an active role in providing information to college management. EMIS cell is also responsible for continuously developing, through training and work, the capacity of its own EMIS staff as well as other staff in the ssc in order to generate a sustainable and self-sufficient centre for the provision, development, and maintenance of an educational information system.

objectives

The major objectives of the EMIS Cell of SSC is to promote educational development in the college through informed decision-making practices by increasing demand for information use and to collect, organize and report accurate, relevant and timely data for planning and decision making purposes.

The specific objectives of the EMIS cell are:

- To create an organized unit within the campus that can collect, process, analyze, publish, store, disseminate, and provide efficient services of educational information for users
- To promote the use of education information, both internally and externally, by increasing its quality
- To create a network of users and producers and increase the role of information in the development of education
- To cultivate the ability of EMIS cell personnel in the areas of analysis and use of educational information, and managing, monitoring, and evaluating the EMIS activities
- To strengthen the overall management of EMIS unit of the campus.





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Functions of EMIS Cell

- Survey administration of college – instrument design, testing, redesign, distribution, and collection
- Organizing, processing, compiling, and cleaning of data
- Analysis, interpretation, and use of educational information
- Publication, distribution, and dissemination of the outputs to users of educational information
- The overall management and planning of EMIS activities, and the promotion of decision making support systems
- Monitoring and evaluating of all EMIS activities
- Training of all levels of EMIS personnel

Scope of EMIS Unit

- Student Records and Information
- Student Academic Record keeping
- General Staff Management
- General Staff Management
- Teacher information
- Financial Information
- Procurement and Asset Data
- Physical facilities
- Textbooks and Instructional Material
- Planning and Scheduling

Responsibilities of EMIS cell

1. To assist the administration in designing and develop EMIS software as per the requirement of the college.
2. To orient, the faculties, staffs, and students operate of EMIS software.
3. To update the education information, disseminate, and publish.



EMIS COMMITTEE MEMBERS

Cordinatoe- Raju Ranabhat

Member- Arun Bilas Adhikari

Member- Janaki Sapkota

Member – Yubraj Thapa

Member - Rabina Tamang



Guidelines of EMIS C2i- 2076

आज दिनी २०६९ मेरिं ७५ जाते युक्तामा दिन
मध्य शाहेकरमाक कर्नेजका रहा - प्रिवेपल तवा सार्वजनिक
सुचाला सकारात समितिहा कर्नेजका श्री बाबु आरके
संस्कृतकर्मा वर्षेके वैलेले दिन प्रस्तावकू मावी कलापल
गारी लिंग तारीचे ।

उपरिविति

- संस्कृतका : श्री बाबु आरके
- संस्कृत : श्री अंगोविलाप शास्त्रिया (१.१.१०००)
- संस्कृत : श्री दिवेश देवार्थी
- संस्कृत : श्री निलत पांडे
- संस्कृत : श्री जातकी वैडल शास्त्रिया
- संस्कृत : श्री उल्लग अर्थोल
- विशेष उपरिविति : प्रिवेपल श्री वस्त्रकुमार पांडे

प्रताप नं १ : Public information policy तवा निमिंग
निमिंग सम्बन्धामा ।

लिंग नं १ : प्रताप नं १ गावी जापु कलापल गारी
मध्य कलोजमा गाडीत सार्वजनिक सुचाला प्रकारात
सामिति (Public Information Policy) नाई सम्बन्धामा
क्वाउलकी नाडी (विशेष समिति तजुंगा तारी
उद्देश्यले Public Information Policy तवा
निमिंग निमिंग गारी सर्वसम्मत लिंग
गारीचो ।

प्रताप नं २ : वैडिल व्याहोंदर समित्ता करावात ।
लिंग नं २ (प्रताप नं २ गावी इनकाल तारी वैडिल सं
२०६९/१०८० की नाडी निमिंग गारिसकू वैडिल व्याहोंदर
मा सामग्री कापु वीजना हुन गावी जापु
समित्ता गारीकी नाडी स्वाक्षर विष्य कुलापल
व्याहोंदर लिंग गारीचो ।

- १ लला नाना (छोटा)
- श्रीराम शाह (Chelaup).

प्रस्ताव नं. १. प्रादेशिक कृषियार्थको कार्यसमय संबन्धमा।

विर्णिया नं. १. प्रस्ताव नं. १ मात्रम् इलाल गाँवी रामित २०६६ लाल्लाहार ०२ गाँवे वस्त्रिका संग्रहालय समितिको बैठकले प्रादेशिक कृषियार्थको कार्यसमय विदाव ७९.०० रुपै सम्म गाँवी गाँवे विर्णियालाई यसै छान्तिक्षम २०६८/०६९ बाट अवधारितु कुप्रयोग गाँवी विर्णियार्थको कार्यसमय ७९ बजा खम्च बास्तव नस्तकले प्रादेशिक इलाल यार्थकालमा सम्म रारेवत साक्षर विर्णियार्थको पनि जारीयो।

प्रस्ताव नं. २. वार्षिक प्रतिवेदन संबन्धमा।

विर्णिया नं. २. प्रस्ताव नं. २ गाँवी इलाल गाँवी शान्ति वर्ष २०६६/०६७ वार्षिक प्रतिवेदन अनुमोदन गाँवी विर्णियार्थको।

प्रस्ताव नं. ३. अनुसन्धान प्रबन्धन को लागि ब्रेक्योट विनियोजन सम्बन्धमा।

विर्णिया नं. ३. प्रस्ताव नं. ३ गाँवी इलाल गाँवी कृलजीका प्रादेशिक कृषियार्थको इलाल वा संस्कृत अन्वेषणको संदर्भमा। तर अनुसन्धान परियाजनाका इलाल वा संस्कृत अन्वेषणका संदर्भमा। तर अनुसन्धान गाँवी विकासी लाइब्रेरी प्रस्ताव लाई अनुसन्धान इलाल गाँवी अनुसन्धान गाँवी विकासी लाइब्रेरी अस्तना परियाजनाका संलग्न गाँवी ब्रेक्योट प्रबन्ध तथा। गाँवी अस्तना प्रदान गाँवी कृलजीका कृलजीका वार्षिक ब्रेक्योटो ५% (पाँच प्रतिशत) रकम विनियोजन गाँवी विर्णियार्थको।

प्रस्ताव नं. ४ अनिवार्य फ्रेला गाँवी संबन्धमा।

विर्णिया नं. ४. प्रस्ताव नं. ४ गाँवी इलाल गाँवी अनिवार्य फ्रेला कृलजीका वार्षिक गाँवी विनियोजन का जानकारी दिनका बापू विनियोजन अस्तना कृलजीका वार्षिक परीक्षामा आयोगा वार्षिक ताताइ इकलौ अनिवार्य फ्रेला अनिवार्य फ्रेला उपरिभूत गाँवी विनियोजन अनिवार्य फ्रेला गाँवी विर्णियार्थको।

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उग्र गिरि 2066 काति का निर्माण करने वाले का निर्माण विषय सर्वाधिक समर्पित
करने वालों वालों का अवश्यक विषय आप बड़ा लाभ उठाकर अवश्यकता का
विषय बढ़ाव देने वालों का प्रयत्न विषय नाम से इलाज करने
तिवारुसार का निर्माण करना।

त्रिपुरा

31 दिसंबर - श्री आस लकड़ा (लाला) जिल्हाधारी

31 दिसंबर - श्री हेठोडी अमाल जिल्हाधारी

1 - श्री अंबेडकर गुड्डी, जिल्हाधारी

1 - श्री तोपान तिंडु गुड्डी, जिल्हाधारी

1 - श्री दान लकड़ा (गुड्डी), जिल्हाधारी

1 - श्री नर लकड़ा (गुड्डी), जिल्हाधारी

1 - श्री वयो रुदा लकड़ा (गुड्डी), जिल्हाधारी

1 - श्री सराता गुड्डी, जिल्हाधारी

1 - जो श्री तल्लाग गुड्डी, जिल्हाधारी

1 - श्री खेल लकड़ा (गुड्डी), जिल्हाधारी

1 - श्री बीमराग गुड्डी, जिल्हाधारी

1 - श्री कुम किल्लू गुड्डी वरिया (गुड्डी), जिल्हाधारी

1 - श्री वर्धम लकड़ा, जिल्हाधारी

1 - श्री गोदरा यस्ता अमरिकारी, जिल्हाधारी

1 - श्री चांधोल अमरिकारी, जिल्हाधारी

1 - श्री लुट्टा यस्ता अमरिकारी, जिल्हाधारी

1 - श्री कुम लकड़ा (गुड्डी), जिल्हाधारी

1 - श्री गांगा (गुड्डी), जिल्हाधारी

1 - श्री य-36- लाला गोकर्ण, जिल्हाधारी

1 - श्री वर्धम लकड़ा (गुड्डी), जिल्हाधारी

प्रदर्शन नं. 9. कालिकोट्टे संस्करण 1

ପ୍ରଦ୍ରମ୍ବନ୍ ନି. ୭. କାଲିକ୍ରାତ୍ୟେ ସମ୍ବନ୍ଧିତ ।

ਪ੍ਰਕਾਸ਼ਨ-2. ਅਡੀਟ (ਨਿਯੁਕਤ ਕਰਨ ਲਈ ਸੰਵਾਦ)

નિર્ણયનંબર. ૭. પ્રસ્તાવ મે. ૧૯૪૪ એલાયલ ગેરી યાદ કુલેજનો દ્વારા આંગારીનો તસ્વીર
સંદર્ભ અમિતભાવનાના ૨૦૬૬ મંસુર મદીનામા ઉત્તે નિર્ણય ગારિયો।

निंदाये ते. २ - प्रस्तावने इमाइ दलकल गरी आज वा २०८५/०८६ को आयोद्यय को लारेवायरियोनो लाई दर्तावाल लारका परीक्षण लियक्त गरी लेराय परीक्षण गर्न निर्णय गरियो ।

प्रस्ताव नं. २. + २ संचालन संबंधित
निर्णय नं. २. यस अलंकार के संबंधित रहा + २ कार्यक्रमांक तक वापसी कर
प्रशासनिक उपर संचालन गति की लागतार अमात्यका अद्यतना की
दृष्टि अनुरुद्धरण किया जाना चाहिए + २ कार्यक्रमांक संचालन का नियम
रहा + २ संचालन का नियम गता / *Barak*