

যাদবপুর বিশ্ববিদ্যালয়
কলকাতা-৭০০০৩২, ভারত



*JADAVPUR UNIVERSITY
KOLKATA-700 032, INDIA

Ref. No. : V-3/574/18
Dated : 10-Sep-18
12

Prof. Sanjib Sil
Calcutta Institute of Engineering & Management,
Deptt. of Electronics & Telecommunication Engg.
24/1A, Chandi Ghosh Road,
Kolkata - 700 040

Dear Sir/ Madam(s)

I am directed to inform you that you are requested to act as Guest Faculty for **M.Sc. Electronics Course** in the Department of **Physics** for the session **2018 - 2019 (started from 01.07.2018)**.

You are also informed that you will be required to take **05 periods / week** and you will be paid an honorarium @ **Rs. 750/- per lecture period**.

You are, therefore, requested to be in touch with the concerned Convener for the probable dates and time of your lectures. You are also requested to submit a joining report to the undersigned through concerned Convener.

Yours faithfully,

Rehin
REGISTRAR 11/9/18

* Established on and from 24th December, 1955 vide Notification No.10986-Edn/IU-42/55 dated 6th December, 1955 under Jadavpur University Act, 1955 (West Bengal Act XXIII of 1955) followed by Jadavpur University Act,1981 (West Bengal Act XXIV of 1981)

দুরভাসঃ ২৪১৪-৬৬৬৬/৬১৯৪/৬৬৪৩/৬৪৯৫/৬৪৪৩
দুরবার্তাঃ (৯১)-০৩৩-২৪১৪-৬৪১৪/২৪১৩-৭১২১

Website: www.jadavpur.edu
E-mail: registrar@admin.jdvu.ac.in

Phone : 2414-6666/6194/6643/6495/6443
Fax : (91)-033-2414-6414/2413-7121



Course Co-ordinator
Prof. S.K. Sarkar

**ELECTRONICS & TELECOMMUNICATION ENGINEERING DEPARTMENT
JADAVPUR UNIVERSITY, KOLKATA - 700032**

[PG Course (evening) in VLSI Design & Microelectronics Technology]

Tel: 24572406 & 24146217

E-mail : juicentre@gmail.com

ROUTINE FOR THEORETICAL & PRACTICAL

(FOR 4TH SEMESTER)

Room No. = T-4-7 (3rd Floor)

Date	Time	Subject	Faculty
Monday	6.00 PM to 7.30 PM	VLSI Architecture System Design	SKS
	7.30 PM to 9.00 PM	VLSI Architecture System Design	SAS
Tuesday	6.00 PM to 9.00 PM	Practical	
Wednesday	6.00 PM to 7.30 PM	EMC/EMI and System Testing & testable Design	BG
	7.30 PM to 9.00 PM	(EMC/EMI and System Testing & testable Design	SAS
Thursday	6.00 PM to 9.00 PM	Advance DSP	SS
Friday	6.00 PM to 9.00 PM	Practical	

SS : Prof. Salil Kumar Sanyal
BG : Prof. Bhaskar Gupta
SA : Mr. Shah Alam Sardar

[Prof. Subir Kumar Sarkar]
Course Co-ordinator

Date: December 30, 2019

যাদবপুর বিশ্ববিদ্যালয়
কলকাতা-৭০০০৩২, ভারত



*JADAVPUR UNIVERSITY
KOLKATA-700 032, INDIA

Ref. No. : V-3/624/19
Dated : 20-Nov-19
22

Dr. Sanjib Sil
Professor
Calcutta Institute of Engg. & Management
Deptt. of Electronics & Tele-communication Engg.
24/1A, Chandi Ghosh Road
Kolkata- 700 040

Dear Sir,

In partial modification of the University letter Ref. No. V-3/461/19 dated 09/13-Aug-19, I am directed to request you to act as Guest Faculty for **M.Sc. Electronics Course** in the Department of **Physics** at the **Main Campus** of this University for the **session 2019 - 2020**.

You are required to take **04 classes instead of 02 classes** as under and you will be paid an honorarium @ **Rs. 750/- per lecture period**.

Subject(s)	Class/Yr.	No. of Pds./Wk.	Total Weeks	Total No. of Classes
Communication System	PG-II	04	35	140

You are, therefore, requested to contact the Head of the Department of **Physics** for probable dates and time of your classes and kindly send through him / her an acceptance report at an early date.

Yours faithfully,

Sanjib Sil
20.11.19

REGISTRAR

* Established on and from 24th December, 1955 vide Notification No.10986-Edn/IU-42/55 dated 6th December, 1955 under Jadavpur University Act, 1955 (West Bengal Act XXIII of 1955) followed by Jadavpur University Act, 1981 (West Bengal Act XXIV of 1981)

দূরভাষাঃ ২৪১৪-৬৬৬৬/৬১৯৪/৬৬৪৩/৬৪৯৫/৬৪৪৩
দূরবার্তাঃ (৯১)-০৩৩-২৪১৪-৬৪১৪/২৪১৩-৭১২১

Website: www.jaduniv.edu.in
E-mail: registrar@admin.jdvu.ac.in

Phone : 2414-6666/6194/6643/6495/6443
Fax : (91)-033-2414-6414/2413-7121

To
The Principal
Calcutta Institute of Engineering & Management
Tollygunge
Kolkata- 700040

06/01/2020

Sub: Seeking permission for Part time lecture at Jadavpur University

Respected Sir,

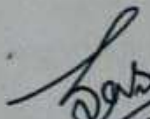
I got an opportunity to take the part time classes at Jadavpur University ETCE department in evening section (after 6 PM to 9:30 PM). My duties are as follows

Monday : 6:00 P.M to 9:00 P.M.(Paper-VLSI Architecture and System Design)
Wednesday : 7:30 P.M. to 9:00 P.M. (EMC/EMI and System Testing and Testable Design)


I will be highly obliged if you kindly give the permission for the same.

Thanking you

Yours faithfully


6/1/2020

[Shah Alam Sardar]
Asst. Prof. ECE dept.

Forwarded

06.01.20

Appointment as Visiting Faculty to ECE Dept. at CGEC

Memo No. 53/A/CGEC/2020

Dated: 28.01.2020

Vide the recommendation from the HOD of ECE Dept. the undersigned would be pleased to request **Mr. Sudipto Ghosh**, son of Late Shyamsundar Ghosh, working presently as Associate Professor of ECE Dept. of Calcutta Institute of Engineering and Management, Kolkata to act as a visiting faculty for our ECE Department to teach papers Satellite Communication at 4th Year and Analog Communication for 2nd Year in this even semester, 2019-2020 and to complete the syllabus of the above-mentioned papers in due time (by the end of the dissolving of the classes).

As the institution is a Government engineering college, therefore, kindly note that as per Government regulation the remuneration per class will be Rs. 250/- only. In addition to this as per same guideline the candidate must submit the proof of his full time engagement in the teaching job at CIEM under MAKAUT before the HOD of ECE at the time of his joining the duties as a visiting faculty to ECE Dept. of CGEC

Yours faithfully,



(Dr. Prabal Deb)

Principal

Cooch Behar Govt. Engineering College

Principal

Cooch Behar Govt. Engg. College
10, Ch. Anuman, Dist. Cooch Behar

To
The Principal
Calcutta Institute of Engineering and Management
Kol-40

Date: 29/01/20

Subject: Request for Permission to Attend Classes at Cooch Behar Government
Engineering(CGEC)

*Permitted
Date
29/1/20*

Dear Sir,

I hope this message finds you well. I am writing to respectfully request your permission to engage as Visiting Faculty in Electronics and Communication Engineering Department of Cooch Behar Government Engineering College in Even semester-2019-2020

I assure you that my commitment towards our college remains unwavering, and I will ensure that attending classes at Cooch Behar Engineering College does not interfere with my academic responsibilities here. I am fully prepared to manage my schedule efficiently to accommodate both sets of classes.

I understand that such a request requires careful consideration, and I am more than willing to discuss any concerns or questions you may have regarding this matter. I am also prepared to comply with any conditions or requirements set forth by the administration in granting this permission.

Thank you for considering my request and oblige.

Warm regards,

Sudipta Ghosh
29/01/20
Dr Sudipta Ghosh
Associate Professor
ECE Department
CIEM

যাদবপুর বিশ্ববিদ্যালয়
কলকাতা-৭০০০৩২, ভারত



*JADAVPUR UNIVERSITY
KOLKATA-700 032, INDIA

Ref. No. : V-3/273/2020
Dated : 9-Dec-20
14

Dr. Sanjib Sil
Professor
Electronics & Communication Engg. Deptt.
Techno India College of Technology (TICI)
New Town, Rajarhat
Kolkata- 700 156

Dear Sir,

I am directed to request you to act as Guest Faculty for M.Sc. Electronics Course in the Department of Physics at the Main Campus of this University for the session 2020 - 2021 (started on 01.09.2020).

You are required to conduct classes as under and you will be paid an honorarium @ Rs. 750/- per lecture period.

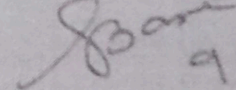
Subject(s)	Class/Yr.	No. of Pds./Wk.	Total Weeks/Semt.	Total No. of Pds./Semt.
Communication System	PG-II	04	35	140

You are, therefore, requested to be in touch with the concerned Convener for the probable dates and time of your lectures. You are also requested to submit a joining report to the undersigned through concerned Convener/HOD.

You are further, requested to submit your claim for classes with necessary proof for online classes, like screenshots (with date & time stamp), along with a table specifically mentioning classes taken with dates for smooth processing of payment.

A format for the purpose is enclosed for ready reference.

Yours faithfully,


9.12.2020

REGISTRAR

জাদবপুর বিশ্ববিদ্যালয়
কলকাতা-৭০০০৩২, ভারত



*JADAVPUR UNIVERSITY
KOLKATA-700 032, INDIA

Ref. No. : V-3/321/21
Dated : 5 July 2021

Mr. Shah Alam Sardar
Vill - Raipur
P.O. - Multi
Dist. - South 24-Pgs.
Pin - 743 610 (West Bengal)

Dear Sir,

I am directed to request you to act as **Guest Faculty** for 6th Semester Part-time M.Tech. (Eve.) Course on VLSI Design & Microelectronics Technology in the Deptt. of E.T.C.E. of this University for 2nd, 4th & 6th Semester (from 1st March, 2021)

You are also informed that you will be required to take classes as under and you will be paid an honorarium @ Rs. 500/- per pd./class.

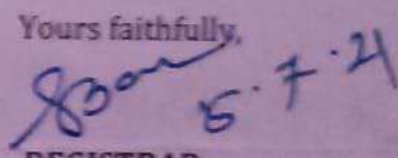
Subject(s)	Class/Yr.	No. of Pds./Wk.	Total Weeks/Semt.	Max. No. of Pds./Semt.
EME/EMI and System Testing & Testable Design	2 nd , 4 th & 6 th Semt.	01	16	16

You are, therefore, requested to get in touch with the Course Coordinator for your teaching schedule and also submit a joining report through him of your acceptance.

You are further, requested to submit your claim for classes with necessary proof for online classes, like screenshots (with date & time stamp), along with a table specifically mentioning classes taken with dates for smooth processing of payment.

A format for the purpose is enclosed for ready reference.

Yours faithfully,


REGISTRAR



Government of West Bengal
Office of the Principal
Cooch Behar Government Engineering College (CGCE)
Vill.-Harinchawra, Post.- Ghughumari, Dist.-Cooch Behar-736170.

Date: 05/05/2021

Memo No. 162/CGEC/2021

To,
Dr.Sudipta Ghosh
Associate Professor
Calcutta Institute of Engineering and Management, W.B.

Sub: Engagement as Visiting Faculty in Electronics and Communication Engineering Department in Even Semester, 2021

You are requested to act as a visiting faculty for our Electronics and Communication Engineering Department in this even semester, 2020-2021.

Your engagement is purely on temporary basis for this even semester, 2020-21 and remuneration per class is Rs.250/- subjected to maximum of 5000/- per month. You are requested to take classes from 06/05/2021 and as per curriculum of Maulana Abul Kalam Azad University of Technology (M.A.K.A.U.T).

The authority is not liable for renewal of this contract or any other engagement if claimed on the basis of this.

The remuneration for taken classes will be paid subject to the availability of fund in the appropriate head of A/C and the authority should not be held for delay in payment due to shortage or unavailability of fund.

The incumbent is requested to accept the engagement letter, only if he agrees to all the terms and conditions as stated above.

(Dr. Prabal Deb)
Principal

Cooch Behar Government Engineering College

Principal
Cooch Behar Govt. Engg. College
PO Ghughumari, Dist- Cooch Behar
Pin-736170, West Bengal (India)

Date

Memo No:

Copy to

1. Dr. Sourish Sanyal, HOD of Electronics and Communication Engineering Department, Cooch Behar Government Engineering College
2. Dr. Gautam Das, Academic Committee Co-ordinator, Cooch Behar Government Engineering College
3. Accounts Officer & D.D.O, Cooch Behar Government Engineering College

Sd/-

(Dr. Prabal Deb)
Principal

Cooch Behar Government Engineering College



Government of West Bengal
Office of the Principal
Cooch Behar Government Engineering College
Vill.-Harinchawra, Post.- Ghughumari, Dist.-Cooch Behar-736170.

Memo No. 127/CGEC/2020

Date: 15/07/2020

To,
Dr. Sudipta Ghosh
Associate Professor,
Calcutta Institute of Engineering and Management, Tollygunge, Kolkata

Sub: Engagement as Visiting Faculty in Electronics and Communication Engineering Department in Odd Semester, 2020

As per recommendation of the HOD of ECE Department, the undersigned would be pleased to request Dr. Sudipta Ghosh to act as a visiting faculty for our ECE Department in this odd semester, 2020.

Your engagement is purely on temporary basis for this odd semester, 2020 and remuneration per class is Rs.250/- subjected to maximum of 5000/- per month. You are requested to take classes from 16/07/2020 and as per curriculum of Maulana Abul Kalam Azad University of Technology (M.A.K.A.U.T).

The authority is not liable for renewal of this contract or any other engagement if claimed on the basis of this.

The remuneration for taken classes will be paid subject to the availability of fund in the appropriate head of A/C and the authority should not be held for delay in payment due to shortage or unavailability of fund.

The incumbent is requested to accept the engagement letter, only if he agrees to all the terms and conditions as stated above.

(Dr. Prabal Deb)
Principal

Cooch Behar Government Engineering College

Principal

Cooch Behar Govt. Engg. College

PO: Ghughumari, Dist: Cooch Behar

Pin-736170, West Bengal (India) Date

Memo No:

Copy to

1. Dr. Sourish Sanyal, HOD of Electronics and Communication Engineering Department, Cooch Behar Government Engineering College
2. Dr. Gautam Das, Academic Committee Co-ordinator, Cooch Behar Government Engineering College
3. Mr. Nani Gopal Adhikary, Accounts Officer & D.D.O, Cooch Behar Government Engineering College

Sd/-

(Dr. Prabal Deb)

Principal

Cooch Behar Government Engineering College

To
The Principal
Calcutta Institute of Engineering and Management
Kol-40

Date:

06/05/21

Subject: Request for Permission to Attend Classes at Cooch Behar Government
Engineering College

or permitted
Drew
06/5/21

Dear Sir,

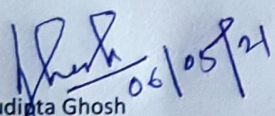
I hope this message finds you well. I am writing to respectfully request your permission to engage as Visiting Faculty in Electronics and Communication Engineering Department of Cooch Behar Government Engineering College in Even semester-2021

I assure you that my commitment towards our college remains unwavering, and I will ensure that attending classes at Cooch Behar Engineering College does not interfere with my academic responsibilities here. I am fully prepared to manage my schedule efficiently to accommodate both sets of classes.

I understand that such a request requires careful consideration, and I am more than willing to discuss any concerns or questions you may have regarding this matter. I am also prepared to comply with any conditions or requirements set forth by the administration in granting this permission.

Thank you for considering my request and oblige.

Warm regards,


Dr Sudipta Ghosh
Associate Professor
ECE Department
CIEM

06/05/21

To
The Principal
Calcutta Institute of Engineering and Management
Kol-40

Date: 15/07/2020

Subject: Request for Permission to Attend Classes at Cooch Behar Government
Engineering College

or permitted.
Dm
16/07/2020

Dear Sir,

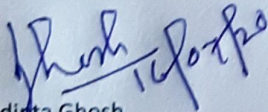
I hope this message finds you well. I am writing to respectfully request your permission to engage as Visiting Faculty in Electronics and Communication Engineering Department of Cooch Behar Government Engineering College in odd semester-2020.

I assure you that my commitment towards our college remains unwavering, and I will ensure that attending classes at Cooch Behar Engineering College does not interfere with my academic responsibilities here. I am fully prepared to manage my schedule efficiently to accommodate both sets of classes.

I understand that such a request requires careful consideration, and I am more than willing to discuss any concerns or questions you may have regarding this matter. I am also prepared to comply with any conditions or requirements set forth by the administration in granting this permission.

Thank you for considering my request and oblige.

Warm regards,


Dr Sudipta Ghosh
Associate Professor
ECE Department
CIEM



Ref. No. : V-3/108/p2
Dated : 17.02.2022
23

DR. SUBHRA DE
Flat 3B, Tulip Apartment
1260/3, Survey Park,
Santoshpur
Pin - 700 075.

Madam,

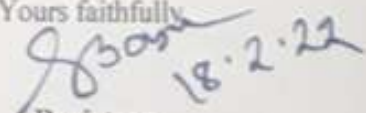
I am directed to inform you that you are requested to act as Guest / Visiting faculty to conduct Theory / Laboratory classes related to the subjects mentioned below for the Part-time Degree Course (Evening) in Dept. of Electrical Engineering with effect from September, 2020 to February, 2021 for the session 2020 - 2021 (1st Semester). You will be paid honourarium of Rs 500/- (Rupees Five hundred only) per period. Classes are held between 6 p.m. and 9 p.m. of the working days.

You are requested to contact with the Departmental Coordinator of the Part-time Degree Course in Electrical Engineering for other information and kindly send through him / her a joining report to the undersigned at the earliest.

You are further, requested to submit your claim for classes along with a table specifically mentioning classes taken with dates duly certified by the H.O.D. / Director / Coordinator for smooth processing of payment.

A format for the purpose is enclosed for ready reference.

Yours faithfully


Registrar

Subject (s)	Year	T/L/S	Periods / week	Total Pds/Wk
Power System Planning & Design	3 rd year	T	1.5	4.5
Electrical Engg. Lab. - III (P/S Lab.)	3 rd year	L	3	

Date :- 09/11/2022

To,
The Director
C.I.E.M Tollygunge
Prasanta Saha Campus
Kolkata - 700040

Subject :- Permission for Taking classes at Civil Engineering Department
of Jadavpur University.

Respected Sir,

I, Saptarshi Roy would like to state that, I am
appointed as adhoc faculty in the department of civil
engineering of this institute from ~~01.03.2022~~ 01.03.2022. ~~So~~ I
am also taking classes at Jadavpur University on Wednesday
from 11:00 AM - 2:00 PM. as guest faculty.

So as per our talk on ~~07~~ 07.11.2022. Please allow me
to move out from the campus at said time so that
I can take the class as per schedule.

Thanking You

Yours faithfully

Saptarshi - Roy,

forwarded.

May be allowed

Sanerji

9/11/22

Allowed to me
for a week
9/11/22

Director
Calcutta Institute of
Engineering and Management

al Roll Sheet)
ar
A1

1st/2nd/3rd Term
Month Jan, Feb, Mar, April
Date 2022
No. of Lectures 36

Kol-32

যাদবপুর বিশ্ববিদ্যালয়
কলকাতা-৭০০০৩২, ভারত



*JADAVPUR UNIVERSITY
KOLKATA-700 032, INDIA

ou, 1. S
the Dep
Semester
letter (R

Ref. No. V-3/80/22
Dated 15-Feb-22
A

Mr. Saptarshi Roy
114/9, Diamond Harbour Road
Udayan Pally, P.O. - Barisha
Dist. - South 24-Pgs.
Kolkata - 700 008 (W.B.)

Dear Sir,

I am directed to request you to act as Guest Faculty in the Department of Civil Engg. at the Main Campus of this University for the 2nd Semester of the session 2021 - 2022.

You are required to conduct classes as under and you will be paid an honorarium @ Rs.500/- per period, with a monthly ceiling of Rs.17,000/- (subject to decision by the authority) on production of a certificate from the H.O.D.

Subject(s)	Class/Yr.	No. of Pds./Wk.	Total Weeks/Semt.	Max. No. of Pds./Semt.
Quantity Survey & Estimation Sec-A (Sessional)	Civil -II	03	16	48
Quantity Survey & Estimation Sec-B (Sessional)	Civil -II	03	16	48
			Total	96

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5. A1

You are, therefore, requested to contact the Head of the Department of Civil Engg. for probable dates and time of your classes and kindly send through him / her an acceptance report at an early date.

You are further, requested to submit your claim for classes along with a table specifically mentioning classes taken with dates duly certified by the H.O.D./ Director/ Coordinator, for smooth processing of payment.

A format for the purpose is enclosed for ready reference.

Yours faithfully,

REGISTRAR

* Established on and from 24th December, 1955 vide Notification No.10986/Edn/II-42/55 dated 6th December, 1955 under Jadavpur University Act, 1955 (West Bengal Act XXIII of 1955) followed by Jadavpur University Act, 1981 (West Bengal Act XXIV of 1981)

পূর্বাপেক্ষিত নথি সহ
স্বাক্ষরিত (সস)-০০০-৪৪০০-০৪২৪/২৪০০-৭৩২২

Website: www.jaduniv.edu.in
E-mail: registrar@admin.jdpu.ac.in

Phone : 2414-6666/6194/6643/6495/6443
Fax : (91)-033-2414-6414/2413-7121

To
The Principal
Calcutta Institute of Engineering and Management
Kol-40

Date: 22/02/2022

*Permitted
22/2/22*

Subject: Request for Permission to take Classes at Jadavpur University as Guest faculty

Dear Sir,

I hope this message finds you well. I am writing to respectfully request your permission to engage as Visiting Faculty in Electrical Engineering Department of Jadavpur University in 1st Semester-2020-2021(Sep-2020-Feb-2021).

I assure you that my commitment towards our college remains unwavering, and I will ensure that attending classes at Jadavpur University does not interfere with my academic responsibilities here. I am fully prepared to manage my schedule efficiently to accommodate both sets of classes.

I understand that such a request requires careful consideration, and I am more than willing to discuss any concerns or questions you may have regarding this matter. I am also prepared to comply with any conditions or requirements set forth by the administration in granting this permission.

Thank you for considering my request and oblige.

Warm regards,

Subhra De

Dr. Subhra De
Assistant Professor
EE Department
CIEM

যাদবপুর বিশ্ববিদ্যালয়
কলকাতা-৭০০০৩২, ভারত



*JADAVPUR UNIVERSITY
KOLKATA-700 032, INDIA

Ref. No. : ✓-3/182/22
Dated : 28-Mar-22
29

Professor Sanjib Sil

Calcutta Institute of Engineering & Management,
Chandi Ghosh Road
Kolkata - 700 040

Dear Sir,

I am directed to request you to act as Guest Faculty for **M.Sc. Electronics Course** in the Department of **Physics** at the **Main Campus** of this University for **2nd Semester** of the **session 2021 - 2022**.

You are required to conduct classes as under and you will be paid an honorarium @ **Rs. 750/- per lecture period**.

Subject(s)	Class/Yr.	No. of Pds./Wk.	Total Weeks/Semt.	Total No. of Pds./Semt.
Electronics Communications	PG-II	04	15	60

You are, therefore, requested to be in touch with the concerned Convener for the probable dates and time of your lectures. You are also requested to submit a joining report to the undersigned through concerned Convener/HOD.

You are further, requested to submit your claim for classes **along with a table specifically mentioning classes taken with dates** duly certified by the H.O.D./ Director/ Coordinator, for smooth processing of payment.

A format for the purpose is enclosed for ready reference.

Yours faithfully,

Sanjib Sil
28.03.22
REGISTRAR

*Established on and from 24th December, 1955 vide Notification No.10986-Edn/IU-42/55 dated 6th December, 1955 under Jadavpur University Act, 1955 (West Bengal Act XXIII of 1955) followed by Jadavpur University Act, 1981 (West Bengal Act XXIV of 1981)

দূরভাষা: ২৪১৪-৬৬৬৬/৬১৯৪/৬৬৪০/ ৬৪৯৫/৬৪৪০

দূরবার্তা: (৯১)-০৩০-২৪১৪-৬৪১৪/২৪১০-৭১২১

Website : www.jaduniv.edu.in

E-mail : registrar@jadavpuruniversity.in

Phone : 2414-6666/6194/6643/6495/6443

Fax : (91)-033-2414-6414/2413-7121



Government of West Bengal
Office of the Director General of Police
Telecommunication West Bengal
3, ManikBandyopadhyaySarani, Kolkata - 700 040
Phone: 2377-0400, 2377-1701, Fax: 2311-0651
e-Mail : telecomhqrs@gmail.com

Memo No.: 2006/P

Date: 7/6/22

To
Prof. (Dr.) Sanjib Sil
Principal (C.C.-165)
Calcutta Institute of Engineering and Management
Prasanta Sur Campus,
24/1A, ChandiGhosh Road,
Kolkata - 700040

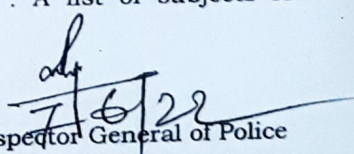
Sub : Requirement of faculties and laboratories for the
training of newly recruited Telecom Officers

Dear Sir,

Recruitment in the rank of direct Wireless Operator and Supervisor Technical Grade-II are under process and it is expected that will be completed soon . It has been planned that 6 months basic technical & operational training of 74 (Seventy Four) Supervisor Technical Grade-II will be conducted at Telecommunication Head Quarters , 3 , Manik Bandyopadhyay Sarani , Kolkata-700 040 and also 6 months basic technical & operational training of 1251 (One Thousand Two Hundred Fifty One) Wireless Operator will be conducted at or from Telecommunication Head Quarters phase by phase . Syllabus of theoretical & practical training of both Operators and Supervisors have been approved .

This office is in an need for expert assistance in preparation of study material & power point presentation , guest faculties for both the theoretical & practical classes and well equipped laboratories for practical classes . It is planned in a day for three theory classes each of 1 hour at first half and two practical classes each of 1.5 hrs at second half . This office may provide Rs 800/- per class as honorarium to the guest faculties as per Government Order.

You are requested to communicate with this office (OC Training 8777709610) from your end for further detail discussion and planning . A list of subjects is enclosed.


Deputy Inspector General of Police
Telecommunication , West Bengal



JIS College of Engineering

(An Autonomous Institute)

Block 'A' Phase-III, Kalyani, Nadia, Pin-741235

Phone: (033) 2582-2865 Fax: (033) 2582-2138

Website: www.jiscollege.ac.in, Email: info.jiscollege@jisgroup.org

In reply please quote this letter
number and the date

No. CoE/M/Exam/PG/ODD/2021/184

Date: 12/02/2022

From:
The Controller of Examinations
JIS College of Engineering (An Autonomous Institute)
Kalyani 741235
West Bengal

To
Dr. Sudipto Ghosh
Calcutta Institute of Engineering and Management

Dear Sir/Madam,

I am glad to inform you that you have been appointed as a Moderator for the following subject/subjects for the upcoming Semester End Examinations, ODD SEM, 2021 - 2022 to be held in January 2022.

Paper Name: ADVANCED DIGITAL COMMUNICATION
Paper Code: MCE102
Regulation: R18

We take the opportunity in expressing our full confidence in your wisdom and capability as a Moderator of the above subject.

At the outset, we would like to reiterate as a formality for your ready information that this assignment being strictly confidential, the fact that you are associated with this work should not be divulged to anyone and without any conflict of interest. For all correspondence and for any assistance please contact the undersigned only.

I would be obliged if you kindly moderate the soft copy of the question paper and send it through the e-mail id given below preferably within 2 days .

Question Paper submission e-mail ID: coe.jisce@jisgroup.org (do not make any CC and BCC to others)



JIS College of Engineering

(An Autonomous Institute)

Block 'A' Phase-III, Kalyani, Nadia, Pin-741235

Phone: (033) 2582-2865 Fax: (033) 2582-2138

Website: www.jiscollege.ac.in, Email: info.jiscollege@jisgroup.org

Guideline for Moderation

1. You are requested to generate one single set of question paper from the question bank attached herewith.
2. The moderated question paper must contain **7 (seven) Questions each of 14 Marks.**
3. Please maintain the format (template for moderated question is attached herewith).
4. Please avoid the repetitions of questions.

Please Note:

- a) At least 40% questions should be analytical type.
- b) Last date of submission of moderated question paper **14/02/2022.**
- c) Paper setting format is attached here with (please maintain the format)
- d) Paper submission e-mail ID: coe.jisce@jisgroup.org (do not make any CC and BCC to others)
- e) File name should be: Paper Code_Paper Name_Regulation. For Example, IT301_Data Structure_R18.

All correspondence in this connection should be addressed to the Controller of Examination and marked Confidential.

Enclosures:

- (1) Question Paper Template for Moderated Question.
- (2) Syllabus.
- (3) Question Bank.
- (4) Question Paper of previous year.

Yours Faithfully

Debasish Jaiswal

Controller of Examinations/Assistant Controller of Examinations

Yahoo@update.com.

From: ghoshsudipta12@yahoo.co.in

To: RAKHI BHATTACHARJEE, Mala Sau Giri, Jhimlee Adhikari Ray

Wed, 21 Feb at 1:47 pm

----- Forwarded message -----

From: Yahoo@update.com. <ghoshsudipta12@yahoo.co.in>

To: Rakhi Bhattacharjee <rakhibhatta@gmail.com>

Sent: Monday, 7 August, 2023 at 01:45:02 pm IST

Subject: Fw: Request for Moderation of Question Paper of ODD Semester 2021 - 2022

----- Forwarded message -----

From: Yahoo@update.com. <ghoshsudipta12@yahoo.co.in>

To: Ruma Mukherjee <ruma53ruma@gmail.com>

Sent: Wednesday, 16 February, 2022 at 10:31:40 am IST

Subject: Fw: Request for Moderation of Question Paper of ODD Semester 2021 - 2022

Dear Sir/Madam,

I am glad to inform you that you have been appointed as a Moderator for the following subject/subjects for the upcoming Semester End Examinations, ODD SEM, 2021 - 2022 to be held in January 2022.

Paper Name: ADVANCED DIGITAL COMMUNICATION

Paper Code: MCE102

Regulation: R18

We take the opportunity in expressing our full confidence in your wisdom and capability as a Moderator of the above subject.

At the outset, we would like to reiterate as a formality for your ready information that this assignment being strictly confidential, the fact that you are associated with this work should not be divulged to anyone and without any conflict of interest. For all correspondence and for any assistance please contact the undersigned only.

I would be obliged if you kindly moderate the soft copy of the question paper and send it through the e-mail id given below preferably within 2 days .

Question Paper submission e-mail ID: coe.jisce@jisgroup.org (do not make any CC and BCC to others)

Guideline for Moderation

1. You are requested to generate one single set of question paper from the question bank attached herewith.

To,
The Principal
Calcutta Institute of Engineering and Management
Kol-40

DATE: 13/02/22

Subject: Request for Permission to Work as Moderator for JIS College of Engineering

Dr. Sudi
13/2/22

Dear Sir,

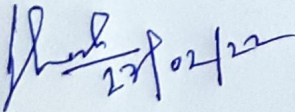
I hope this message finds you well. I am writing to request your permission to serve as a moderator for JIS College of Engineering for the upcoming ODD Semester examination to be held in the month of January, 2022.

As a dedicated professional, I have always been deeply committed to academic excellence and fostering a culture of collaboration within our institution. I believe that serving as a moderator for another college presents a valuable opportunity for personal growth, professional development, and the exchange of knowledge.

I understand that taking on this responsibility will require careful consideration of my existing academic commitments and responsibilities at our college. Rest assured, I am fully prepared to manage my time effectively to ensure that my duties as a moderator do not interfere with my college duties.

Thank you for considering my request. I am eager to discuss this opportunity further and address any concerns or questions you may have. Your support and guidance in this matter would be greatly appreciated.

Warm regards,

 13/02/22

Dr. Sudipta Ghosh
Associate Professor
ECE Department
CIEM



MCKV INSTITUTE OF ENGINEERING
243, G.T. ROAD (NORTH) LILUAH, HOWRAH-711204, WEST BENGAL, INDIA
(An Autonomous Institute Affiliated to MAKAUT)

Ref. No: COE/Moderator/Sem-1&3/2021-22/006

Date: 13/01/2022

From:
Controller of Examinations,
MCKV Institute of Engineering
(An Autonomous Institute)

To:
Mr. / Mrs. / Prof. / Dr. Sudipta Ghosh

Dear Sir/Madam,

This is to inform that you have been appointed as an Expert for Moderation of Question Paper of the MCKV Institute of Engineering (An Autonomous Institution affiliated to Maulana Abul Kalam Azad University of Technology, WB) for Odd Semester Examination, 2021-22. The relevant particulars are given below:

Degree: B.Tech. / M.Tech. / MBA 1st Year 1st Sem & 2nd Year 3rd Sem, 2021-22.

Course: B.Tech. / M.Tech. / MBA

Name of the paper: Advanced Communication Networks; Wireless and Mobile Communication; Optical Networks; Remote Sensing.

Paper Code: PC-MCE101; PC-MCE102; PE-MCE101B; PE-MCE301C.

Date of Moderation: 14/01/2022

You are requested to accept the assignment and submit a consent letter (appended below) at the earliest. For any further clarification do not hesitate to contact the undersigned or this office. **NB.** In case any of your near relation appearing at the concerned examination, you are requested to decline the offer within 2 days of receipt of the assignment by mentioning the reason through email on coe@mckvie.edu.in. Thanking you in anticipation of acceptance & best of co-operation.

Yours sincerely

Controller of Examinations

To
The Controller of Examinations
MCKV Institute of Engineering
(An Autonomous Institute)

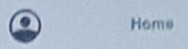
In terms of your letter under Ref No: COE/Moderator/Sem-1&3/2021-22/006 dated 13/01/2022 I hereby consent to act as an Expert for Moderation of question papers in the subject of Advanced Communication Networks; Wireless and Mobile Communication; Optical Networks; Remote Sensing and Paper Code PC-MCE101; PC-MCE102; PE-MCE101B; PE-MCE301C for the Question Paper of the MCKV Institute of Engineering (An Autonomous Institution affiliated to Maulana Abul Kalam Azad University of Technology, WB) for Odd Semester Examination, 2021-22. I declare that I have understood all the terms and conditions and none of my near relation is appearing in the Examination of MCKV Institute of Engineering. I promise that I will not disclose any of the information of my assignment to anybody except to the MCKV Institute official on demand. This question paper is the property of the MCKV Institute of Engineering and will not be submitted anywhere in any form.

NAME OF EXPERT:

Signature :

Date :

Sent x Search in sent... Advanced v



Compose

Navigation icons: Back, Forward, Archive, Move, Delete, Spam, etc.

- Inbox 29T
- Unread
- Starred
- Drafts 17A
- Sent**
- Archive
- Spam
- Deleted Items
- ^ Less
- Views Hide
- Photos
- Documents
- Subscriptions
- Receipts
- Credits
- Travel
- Folders Show

--- Forwarded message ---

From: Yahoo@update.com, <ghoshsudipta12@yahoo.co.in>
To: Ruma Mukherjee <ruma53ruma@gmail.com>
Sent: Wednesday, 16 February, 2022 at 10:31:40 am IST
Subject: Fw: Request for Moderation of Question Paper of ODD Semester 2021 - 2022

Dear Sir/Madam,

I am glad to inform you that you have been appointed as a Moderator for the following subject/subjects for the upcoming Semester End Examinations, ODD SEM, 2021 - 2022 to be held in January 2022.

Paper Name: ADVANCED DIGITAL COMMUNICATION
 Paper Code: MCE102
 Regulation: R18

We take the opportunity in expressing our full confidence in your wisdom and capability as a Moderator of the above subject.

At the outset, we would like to reiterate as a formality for your ready information that this assignment being strictly confidential, the fact that you are associated with this work should not be divulged to anyone and without any conflict of interest. For all correspondence and for any assistance please contact the undersigned only.

I would be obliged if you kindly moderate the soft copy of the question paper and send it through the e-mail id given below preferably within 2 days .

Question	Paper	Submission	e-mail	ID
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To
The Principal,
Calcutta Institute of Engineering and Management
Kol-40

DATE: 14/01/22

Subject: Request for Permission to Work as Moderator for MCKV INSTITUTE OF ENGINEERING

Dr. Sudipta Ghosh
14/1/22

Dear Sir,

I hope this message finds you well. I am writing to request your permission to serve as a moderator for MCKV INSTITUTE OF ENGINEERING for the upcoming ODD Semester examination 2021-2022.

As a dedicated professional, I have always been deeply committed to academic excellence and fostering a culture of collaboration within our institution. I believe that serving as a moderator for another college presents a valuable opportunity for personal growth, professional development, and the exchange of knowledge.

I understand that taking on this responsibility will require careful consideration of my existing academic commitments and responsibilities at our college. Rest assured, I am fully prepared to manage my time effectively to ensure that my duties as a moderator do not interfere with my college duties.

Thank you for considering my request. I am eager to discuss this opportunity further and address any concerns or questions you may have. Your support and guidance in this matter would be greatly appreciated.

Warm regards,

Dr. Sudipta Ghosh
14/01/22

Dr. Sudipta Ghosh
Associate Professor
ECE Department
CIEM

CONFIDENTIAL

NO.F.8/CBSE/NVS/EXAM/OBS. NOV 2022/

Date: 26/11/2022

MR.SUMANTA DAS
ASSISTANT PROFESSOR

Subject: APPOINTMENT OF OBSERVER FOR NVS/NOVEMBER, 2022 Examination FOR 30TH NOVEMBER 2022 1ST SHIFTS.

Dear Sir/Madam,

You may be aware that NVS, Recruitment Exam is scheduled to be held on 28,29& 30 November 2022. in Computer Based Mode all over India in identified cities. The Competent Authority of the Board is pleased to appoint you as an Observer at «Kolkata»for NVS, Test to be held on 30th November 2022 at MBC Sudhir Memorial Institute (between 9-12 A.M).

You are requested to reach the destination/duty place well in advance on day of examination at _name and address of the centre and inform your arrival to the City Coordinator of the concerned city otherwise alternate arrangement will be made by the City Coordinator by appointing another person in your place.

Please ensure your presence at the centre till the whole process of examination is over. The Observer should ensure about fair and smooth conduct of the examination and also provide report on technical issues, if any, arise during examination. A copy of the same should be sent to CTET Unit through mail on ctetjuly20@gmail.com.

Needless to mention that NVS being prestigious and high stake Recruitment test, therefore, you are expected to be very alert and careful throughout the conduct of the exam to ensure that the examination is conducted absolutely in a fair and smooth manner.

The rates of remuneration payable to the observers are as follows:-

Local Observer	Rs.3000/- for Paper I or Paper II only (Rs.2000/- + 1000/- fixed conveyance) Rs.4000/- for Paper I and Paper II both (Rs.3000/- + 1000/- fixed conveyance)
----------------	---

NOTE :-Kindly send your consent as per proforma enclosed through return mail immediately on receipt of this appointment letter to the undersigned. You need to furnish the details of your bank account as per bank record.

You are requested to submit your report online at the exam centre on the link provided by centre Incharge. Since you are required to fill your bank account details while submitting report so you are advised to carry with you copy of bank account passbook or cancelled cheque please fill the details correctly.

All the payment will be made through a link provided by Board and Bank details provided by you. The claims submitted in online mode will be self-certified by the concerned and there will not be any requirement of submission of supporting invoice/voucher/receipt. Payment of your claim will be remitted by NEFT/RTGS directly in your bank account.

CC: Director CTET
ctet.cbse@nic.in



Yours sincerely,

Udairaj Singh
City Coordinator

Kolkata
City Coordinator
Kolkata

CONFIDENTIAL

NO.F.8/CBSE/CTET/EXAM/OBS. CTET 2022-23/

Date: 16 /01/2023

MR. SUMANTA DAS
ASSITANT PROFESSOR

Subject: APPOINTMENT OF OBSERVER FOR CTET/JAN.-FEB. 2022-23 Examination.

Dear Sir/Madam,

You may be aware that CTET Exam is scheduled to be held on **Jan.-Feb. 2022-23** in Computer Based Mode all over India in identified cities.

The Competent Authority of the Board is pleased to appoint you as an Observer at «**KOLKATA**» for CTET, Exam to be held on **17th January 2023** at **Vishnu Solutions Pvt. Ltd, Nandi Commercial Building, 14-B Camac Street, First Floor, Kolkata , West Bengal -700017**

You are requested to reach the destination/duty place well in advance on day of examination at name and address of the centre and inform your arrival to the City Coordinator of the concerned city otherwise alternate arrangement will be made by the City Coordinator by appointing another person in your place.

Please ensure your presence at the centre till the whole process of examination is over. The Observer should ensure about fair and smooth conduct of the examination and also provide report on technical issues, if any, arise during examination. A copy of the same should be sent to CTET Unit through mail on ctetjuly20@gmail.com.

Needless to mention that CTET being prestigious and high stake Exam, therefore, you are expected to be very alert and careful throughout the conduct of the exam to ensure that the examination is conducted absolutely in a fair and smooth manner.

The rates of remuneration payable to the observers are as follows:-

Local Observer	Rs.3000/- for Paper I or Paper II only (Rs.2000/- + 1000/- fixed conveyance) Rs.4000/- for Paper I and Paper II both (Rs.3000/- + 1000/- fixed conveyance)
----------------	---

NOTE :-Kindly send your consent as per proforma enclosed through return mail immediately on receipt of this appointment letter to the undersigned. You need to furnish the details of your bank account as per bank record.

You are requested to submit your report online at the exam centre on the link provided by centre Incharge. Since you are required to fill your bank account details while submitting report so you are advised to carry with you copy of bank account passbook or cancelled cheque please fill the details correctly.

All the payment will be made through a link provided by Board and Bank details provided by you. The claims submitted in online mode will be self-certified by the concerned and there will not be any requirement of submission of supporting invoice/voucher/receipt. Payment of your claim will be remitted by NEFT/RTGS directly in your bank account.

Yours Faithfully,



Udairaj Singh 16/1/23
Udairaj Singh
City Coordinator
PRINCIPAL
Indira Gandhi Memorial High School
456, P.K. Guha Road, Kol-28

CONFIDENTIAL

NO.F.8/CBSE/NVS/EXAM/OBS. NOV 2022/

Date: 26 /11/2022

MS.RAKHI BHATTACHARJEE
ASSISTANT PROFESSOR

Subject: APPOINTMENT OF OBSERVER FOR NVS/NOVEMBER, 2022 Examination FOR 29TH
BOTH SHIFTS & 30TH NOVEMBER 2022 1ST SHIFT ONLY.

Dear Sir/Madam,

You may be aware that NVS, Recruitment Exam is scheduled to be held on 28,29& 30 November 2022. in Computer Based Mode all over India in identified cities.

The Competent Authority of the Board is pleased to appoint you as an Observer at «Kolkata» for NVS, Test to be held on 29th (Both shifts 9-12 A.M & 3-6P.M)& 30th November 2022(9-12 A.M) at MANTHAN.

You are requested to reach the destination/duty place well in advance on day of examination at _name and address of the centre and inform your arrival to the City Coordinator of the concerned city otherwise alternate arrangement will be made by the City Coordinator by appointing another person in your place.

Please ensure your presence at the centre till the whole process of examination is over. The Observer should ensure about fair and smooth conduct of the examination and also provide report on technical issues, if any, arise during examination. A copy of the same should be sent to CTET Unit through mail on ctetjuly20@gmail.com.

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Local Observer	Rs.3000/- for Paper I or Paper II only (Rs.2000/- + 1000/- fixed conveyance) Rs.4000/- for Paper I and Paper II both (Rs.3000/- + 1000/- fixed conveyance)
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You are requested to submit your report online at the exam centre on the link provided by centre Incharge. Since you are required to fill your bank account details while submitting report so you are advised to carry with you copy of bank account passbook or cancelled cheque please fill the details correctly.

All the payment will be made through a link provided by Board and Bank details provided by you. The claims submitted in online mode will be self-certified by the concerned and there will not be any requirement of submission of supporting invoice/voucher/receipt. Payment of your claim will be remitted by NEFT/RTGS directly in your bank account.

CC: Director CTET
ctet.cbse@nic.in



Yours sincerely,

26/11/22
Udairaj Singh
City Coordinator
Kolkata
Kolkata



Institution of Electronics & Telecommunication Engineers

2, Institutional Area, Lodi Road, New Delhi

Phone; 011-43538846/48, E-mail: iete.coe@gmail.com

CONFIDENTIAL

Ref: IETE/CoE/Paper Setter/J2018

06 Sep 2018

Dr Rakhi Bhattacharjee
CIEM, Kolkata

OFFER TO SET QUESTION PAPER

Dear Sir/Madam,

We are pleased to provide you an offer to set one set of question paper for the following subjects:

S. No.	Subject	Subject Code	Level Degree/Diploma
01	VLSI Design	AE74	Degree
02	Control engineering	DE65	Diploma

The question papers must be set strictly as per the guidelines and syllabus provided with this offer letter. Bring it into the notice of CoE immediately, if you find any mismatch between the syllabus and sample paper provided to you. **Question paper along with MCQ key in word and pdf format can be sent through e-mail after encryption and password protection. Password is to be sent on mobile No. 8860020897.** If unable to encrypt then printed or legibly handwritten hardcopy must be sent through speed post/courier to **CONTROLLER OF EXAMINATIONS, IETE, 2, INSTITUTIONAL AREA, LODI ROAD, NEW DELHI – 110013**, within 10 days from the date of issue of this offer letter. Following documents are attached herewith:

- (a) Guidelines - To be read and followed strictly
 - (b) Old Question Papers for each subject- For reference
 - (c) Syllabus for each subject - All questions must be set from the syllabus
 - (d) Checklist proforma
 - (e) Acceptance letter cum undertaking
 - (f) Honorarium claim proforma
- } To be filled and submitted along with question paper

You can claim honorarium in the attached proforma as per the following rates:

- (a) (i) For setting of one QP of ALCCS/AMIETE : Rs.1000/-
- (ii) For setting of one QP of DipIETE : Rs.750/-
- (b) Stationary and Postal Charges (Maximum, if sent through post): Rs.100/-

It is to be noted that violation of guidelines or extraordinary delay in sending question paper may lead to rejection of question paper and no honorarium shall be paid in such case. **Please inform the undersigned in case you are not able to complete the task in time due to any reason, so that task can be assigned to another faculty member.**

Please acknowledge the receipt of offer letter and in case the offer is not accepted due to any reason then please inform us through email.

With kind regards



Harish Chander Mahendru
Controller of Examinations
I.E.T.E.
2, Institutional Area, Lodi Road
New Delhi-110 003



Name: RAKHI BHATTACHARJEE


Test Admin ID: NTA-TA-O-33207

Organization: ELECTRONICS AND COMMUNICATION ENGINEERING, CIEM 24/1A CHANDI GHOSH ROAD TO, KOLKATA, WEST BENGAL

Subject: Provisional appointment as Observer for the conduct of Common University Entrance Test [CUET (UG) -2022] Phase-3.

Dear Observer,

- The National Testing Agency (NTA) is conducting the **CUET (UG) -2022** in Computer Based Test (CBT) mode in 567 cities across the country.
- I am pleased to inform you that you have been appointed as **Observer** by NTA for the conduct of the below-given Examination(s) and the details of the duties are as follows:

	Examination	Date and Shift(s) of Duty*
	Common University Entrance Test [CUET (UG) -2022] Phase-3	30-08-2022,

* Payment will be made only for duty days.

PwD Candidate: It is to be noted that Scribe will be provided by NTA only. The PwD Candidate will NOT be allowed to bring his/her own Scribe. The facility of Scribe will be provided, in case he/she has a physical limitation and a scribe is essential to write the examination on his/her behalf, being so certified in the prescribed format (given in Information Bulletin).

Compensatory time for PwD candidates of 20 minutes for one-hour examination, whether PwD candidate uses the facility of Scribe or not.

** The details of examination centre, shift, candidates count, Centre contact details, National Coordinator, Zonal Coordinator, Regional Coordinator, City Coordinator, Observer and Deputy/Independent Observer is available on Test Admin dashboard.

- Observers are NTA representatives entrusted with the responsibility to monitor all aspects of the conduct of examination and ensure that the examinations are conducted in a punctual fair and transparent manner at the examination Centre, thus enhancing the general credibility of the NTA examination system. **At the same time, the Observer needs to ensure that COVID-19 related guidelines in accordance with the state government, safety measures and social distancing norms are being followed religiously.**

4. It is mandatory to attend the Orientation/Training/Briefing Session (Phase-1) as per the schedule given below or as advised separately:

#	Date & Time	Date & Time
Observers / Deputy Observer	Date: 14 August 2022 03:00 P.M. to 04:00 P.M.	Date: 16 August 2022 03:00 P.M. to 04:00 P.M.





सत्यमेव जयते



राष्ट्रीय परीक्षा एजेंसी
National Testing Agency

Excellence in Assessment



आज़ादी का
अमृत महोत्सव

(उच्चतर शिक्षा विभाग, शिक्षा मंत्रालय, भारत सरकार के तहत एक स्वायत्त संगठन)
(An Autonomous Organization under the Department of Higher Education, Ministry of Education, Government of India)

5. In order to perform their duties effectively, Observers are requested to download and read carefully Guidelines and COVID-19 related Advisory available at NTA Test Admin Dashboard <https://www.nta.ac.in/Testadmin/Landing>.
6. **Responsibilities of Observers in addition to those related to COVID-19 Advisory are given below**

Pre-Exam:

1. To establish communication with the City Coordinator and share the consent
2. Date and time of the mock drill is available on your dashboard, coordinate with the concerned persons at Centre for the same. In case of any confusion or non-cooperation, kindly inform the concerned City Coordinator immediately

On Examination Day:

- I. Observers must report at the Centre by 06:45 A.M. for Shift 1 (and the corresponding time as per Shifts 2. They must wear gloves and masks and follow social distancing and sanitization norms.
- II. They need to participate in the briefing convened by Centre Head for Invigilators, security persons/volunteers and all concerned staff about the important instructions, do's and don'ts of the conduct of the Examination, including-
 - Candidates' entry and frisking plan (both for male and female).
 - COVID-19 related social distancing norms and safety measures
 - Admit Card verification through bar code reader and Identity proof verification
 - Prohibited items
 - Invigilation norms
 - Registration processes (Only photograph, No thumb impression)
 - De-mapping and Re-mapping of students, etc.
- III. While the examination is in process, Observers would inspect the Examination Centre and halls/rooms following social distancing norms and safety measures, observe and verify that –
 - a) The seating arrangement is as per social distancing norms, comfortable for candidates, and rules out the possibility of any malpractice.
 - b) Thermal scanning, Contact-less Frisking through HHMD, and identity verification of candidates are being done as per the NTA norms (refer guidelines) while adhering strictly to COVID-19 related norms. Please ensure those female candidates are frisked at the entry point inside enclosure, with sensitivity and care.



एक कदम स्वच्छता की ओर

प्रथम तल, एनएसआईसी-एमडीबीपी बिल्डिंग, ओखला इंडस्ट्रियल एस्टेट, नई दिल्ली -110020
First Floor, NSIC-MDBP Building, Okhla Industrial Estate, New Delhi -110020





सत्यमेव जयते



राष्ट्रीय परीक्षा एजेंसी
National Testing Agency

Excellence in Assessment



आज़ादी का
अमृत महोत्सव

(उच्चतर शिक्षा विभाग, शिक्षा मंत्रालय, भारत सरकार के तहत एक स्वायत्त संगठन)

(An Autonomous Organization under the Department of Higher Education, Ministry of Education, Government of India)

Note: Frisking staff should be oriented about the gender/religious/socio-cultural sensitivity issues associated with frisking and must be instructed to respect diversity and not hurt sentiments, but strictly follow security norms.

- c) Invigilators and all examination functionaries deputed at the Centre are active and vigilant and are following COVID 19 related guidelines
- d) No candidate or any person at the Centre is engaged in any kind of Unfair Means or Malpractice related to the examination.
- e) Candidates are guided appropriately to drop Admit Card, undertaking and Rough Sheets in the designated boxes
- f) The details of examination centre, shift, candidates count, centre contact details, National Coordinator, Regional Coordinator, City Coordinator is available on Test Admin dashboard.

- IV. Besides observing server connectivity and setting (s) in Control/ Server Room Observers need to observe/certify that Server Activation and Question paper downloading is done with due diligence and as per confidentiality norms.
- V. Observers must ensure adherence to the time schedule, especially the Timing of Gate closure in close coordination with the Centre Head.
- VI. In case of any major risk and exceptions, they must inform NTA Control Room, as applicable on given contact numbers

Post Examination:

- a. Submit report /online feedback (Annexure 1 (day-wise), annexure 1b (shift-wise), and annexure 2 (day-wise) on the Test Admin Dashboard (for each Duty/Examination Day)
- b. To observe, verify and validate the following documents compiled by the Centre Head/TCA after each Shift

Proforma 1: Details of Persons/Invigilators on Examination Duty

Proforma 2: No Relation Certificate

Proforma 3: Sample Attendance Sheet

Proforma 4: Consolidated Attendance-Cum-Absentee Statement

Proforma 5: De-Mapping and Re-Mapping of Candidate from Allotted Seat to Other seat

Proforma 6: Certificate of Conduct of Examination

Proforma 7: Declaration by PwD Candidate and Scribe

Proforma 8: Declaration from Candidate (Undertaking)

Proforma 9: Declaration by PwD Candidate and Scribe

Proforma 10: Declaration by PwD Candidate for not using the Scribe facility



एक कदम स्वच्छता की ओर

प्रथम तल, एनएसआईसी-एमडीबीपी बिल्डिंग, ओखला इंडस्ट्रियल एस्टेट, नई दिल्ली -110020

First Floor, NSIC-MDBP Building, Okhla Industrial Estate, New Delhi -110020





सत्यमेव जयते



राष्ट्रीय परीक्षा एजेंसी
National Testing Agency

Excellence in Assessment



आज़ादी का
अमृत महोत्सव

(उच्चतर शिक्षा विभाग, शिक्षा मंत्रालय, भारत सरकार के तहत एक स्वायत्त संगठन)

(An Autonomous Organization under the Department of Higher Education, Ministry of Education, Government of India)

c. **Fill Annexure (A-4) (Observer / Deputy Observer's remuneration declaration form) submit it to Venue Head. Send a soft copy of these to the City Coordinator via email. (Immediately after completion of exam)**

3. Observers are requested to coordinate with the City Coordinator before the examination, reach the Centre allocated as per the schedule. Please do not forget to carry your **duty letter, a valid Govt Id proof, and 2 photographs.**

4. Details of remuneration/ honorarium and other expenses payable are as under:

1. **Honorarium @ ₹ 4000/- (subject to TDS) per day for each day of examination duty* mentioned in Point 2.**
2. **Fixed Local Conveyance @ Rs 1000/- per day for each day of duty**
3. **Submission of Mock Drill Report online by day end by Observers will be essential to process the payment related to the mock drill, including Travel Allowances.**
4. **Due to COVID-19 restrictions please carry your own water and food to the Centre. NTA will pay food allowance @ ₹ 300/- (Rupees Three hundred only) per day for the duty day(s).**
5. **If there is more than one Examination scheduled for the day the Observer will be entitled for Remuneration of one Examination only, whichever is higher.**

Note:

- *Honorarium and fixed local conveyance of Observers would be disbursed through City Coordinator only after receipt of attendance, reports, online feedback (Annexure 1 (day-wise), annexure 1b (shift-wise), and annexure 2 (day-wise) Annexure-4(Observer/ Deputy Observer's declaration).*
- *Their details would be available on the NTA Test Admin dashboard <https://www.nta.ac.in/Testadmin/Landing>.*
- You may also send any finance-related queries to finance@nta.ac.in, bs@nta.ac.in for clarification.
- 5. Please update your details on <https://www.nta.ac.in/Testadmin/Landing> using your login credentials. In case of any technical difficulty, SMS @ 7827980293, 7827980289 or Email: testadmin@nta.ac.in and your issue will be resolved at the earliest.
- You may send any other Queries/Report on the official email only i.e., testadmin@nta.ac.in.



एक कदम स्वच्छता की ओर

प्रथम तल, एनएसआईसी-एमडीबीपी बिल्डिंग, ओखला इंडस्ट्रियल एस्टेट, नई दिल्ली -110020
First Floor, NSIC-MDBP Building, Okhla Industrial Estate, New Delhi -110020





राष्ट्रीय परीक्षा एजेंसी
National Testing Agency

Excellence in Assessment



(उच्चतर शिक्षा विभाग, शिक्षा मंत्रालय, भारत सरकार के तहत एक स्वायत्त संगठन)

(An Autonomous Organization under the Department of Higher Education, Ministry of Education, Government of India)

6. Further, this may be treated as **official duty** and **duty leave** may be claimed subject to the agreement of the Institute / Organization.

The NTA has reposed its faith in you for the conduct of these prestigious and high-stake examinations. We expect that you would be very alert and careful throughout the conduct of the examination. I am sure that together we can change society by ensuring fair conduct of examinations.

Regards

Sadhana Parashar

Dr Sadhana Parashar
Senior Director, NTA



प्रथम तल, एनएसआईसी-एमडीबीपी बिल्डिंग, ओखला इंडस्ट्रियल एस्टेट, नई दिल्ली -110020
First Floor, NSIC-MDBP Building, Okhla Industrial Estate, New Delhi -110020



To
The Principal
Calcutta Institute of Engineering and Management
Koi-40

Date: 28/11/2022

Respected Sir,

I hope this letter finds you well. I am writing to request your permission to serve as an observer for **CBSE/NVS/November 2022 Examinations for 29th Both Shifts and 30th November 2022 1st Shift only at MANTHAN**. As a faculty member in the ECE department. I assure you that my absence from campus during the specified dates will not disrupt the normal functioning of the department. I have made arrangements to ensure that my responsibilities, classes and any other academic activities will be managed effectively in my absence.

I am more than willing to provide further information or address any concerns you may have regarding my request.

Thank you for considering my request.

Warm regards,

RP 28/11/2022
Dr. Rakhi Bhattacharjee
Associate Professor
ECE Department
CIEM

To
The Principal
Calcutta Institute of Engineering and Management
Kol-40

Date: 12/08/2022

Handwritten signature and date: 12/8/22

Respected Sir,

I hope this letter finds you well. I am writing to request your permission to serve as **an observer for the conduct of Common University Entrance Test(CUEY(UG)-2022] Phase-3 on 30.08.2022**. As a faculty member in the ECE department. I assure you that my absence from campus during the specified dates will not disrupt the normal functioning of the department. I have made arrangements to ensure that my responsibilities, classes and any other academic activities will be managed effectively in my absence.

I am more than willing to provide further information or address any concerns you may have regarding my request.

Thank you for considering my request.

Warm regards,

RPB, 12/08/2022
Dr. Rakhi Bhattacharjee
Associate Professor
ECE Department
CIEM

To,
The Principal
Calcutta Institute of Engineering and Management
Kol-40

DATE: 07/09/2018

Subject: Request for Permission to Work as Question paper Setter

Dr. Rakhi
07/09/2018

Dear Sir,

I am writing to seek your approval to serve as a Question Paper Setter for the Institution of Electronics and Telecommunication Engineers for the subjects AE74(Degree Level) and DE65(Diploma Level)

As a committed professional, I have consistently prioritized academic excellence and the cultivation of a collaborative environment within our institution.

I am aware that assuming this responsibility necessitates careful consideration of my current academic commitments and duties within our college. Please be assured that I am fully equipped to manage my time efficiently to ensure that my role as a question paper setter does not disrupt my responsibilities at our institution.

Thank you for taking the time to review my request. I am keen to explore this opportunity further and address any queries or concerns you may have. Your support and guidance in this matter would be sincerely appreciated.

Warm regards,

Dr. Rakhi Bhattacharjee

Assistant Professor

Department of Electronics and Communication Engineering

CIEM

যাদবপুর বিশ্ববিদ্যালয়
কলকাতা-৭০০০৩২, ভারত



*JADAVPUR UNIVERSITY
KOLKATA-700 032, INDIA

Ref. No. : J-3/34/23
Dated : 27-Jan-23

Prof. Sanjib Sil
AB - 52/6 Salt Lake
Kolkata - 700 064

Dear Sir,

I am directed to request you to act as Guest Faculty for **M.Sc. Electronics Science Course** in the Department of **Physics** at the **Main Campus** of this University for **PG-II class 2nd Semester** of the **session 2022 - 2023**.

You are required to conduct classes as under and you will be paid an honorarium @ **Rs. 750/- per lecture period**.

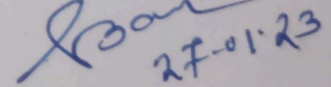
Subject(s)	Class/Yr.	No. of Pds./Wk.	Total Weeks/Semt.	Total No. of Pds./Semt.
Electronics Communications	PG-II	06	15	90

You are requested to submit a joining report of your acceptance through the concerned Coordinator / HoD.

You are further, requested to submit your claim for classes **along with a table specifically mentioning classes taken with dates** duly certified by the H.O.D./ Director/ Coordinator, for smooth processing of payment.

A format for the purpose is enclosed for ready reference.

Yours faithfully,


27-01-23
REGISTRAR

*Established on and from 24th December, 1955 vide Notification No.10986-Edn/IU-42/55 dated 6th December, 1955 under Jadavpur University Act, 1955 (West Bengal Act XXIII of 1955) followed by Jadavpur University Act,1981 (West Bengal Act XXIV of 1981)

দুরভাষ: ২৪১৪-৬৬৬৬/৬১৯৪/৬৬৪৩/৬৪৯৫/৬৪৪৩

Website : www.jaduniv.edu.in

Phone : 2414-6666/6194/6643/6495/6443

দুরবার্তা: (৯১)-০৩৩-২৪১৪-৬৪১৪/২৪১৩-৭১২১

E-mail : registrar@jadavpuruniversity.in

Fax : (91)-033-2414-6414/2413-7121



CALCUTTA INSTITUTE OF ENGINEERING AND MANAGEMENT PRASANTA SUR CAMPUS

APPROVED BY A.I.C.T.E AND AFFILIATED TO M.A.K.A.U.T.
24/1A, CHANDI GHOSH ROAD, TOLLYGUNGE, KOLKATA - 700 040
TEL. : (033) 2421 9951/8998 ● TELEFAX : 2481-6767 WEBSITE : www.ciem.ac.in

CIEM/Admin/2022-2023/1109

30.01.2023

To
Deputy Inspector General of Police
Holding charge of SP Telecom WB
& Principal STC Telecom HQ

Subject : Requirement of faculties for Pre-promotional training of Supervisor Grade – I for promotion to the rank of Inspector Telecom at STC, Telecommunication HQ, Kolkata.

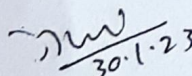
Dear Sir,

With reference to your Memo No. 232/P dated : 24.01.2023, we are pleased to inform you that we gladly accept the pre-promotional training of Supervisor Grade – I for promotion to the rank of Inspector Telecom at STC, Telecommunication HQ, Kolkata.

In this connection, we are deputing suitable faculties under the leadership of Dr. Sudipta Ghosh, Associate Professor, Department of Electronics and Communication Engineering from our institute for taking technical classes from 06.02.2023 as per the proposed technical schedule in consultation with Subsidiary Training Centre, Telecom Hqrs.

Thanking you in anticipation.

Yours sincerely,


30.1.23
Principal (College Code 165)
Dr. Sanjib Sil, Ph.D. Engg.
Principal
Calcutta Institute of
Engineering and Management





CALCUTTA INSTITUTE OF ENGINEERING AND MANAGEMENT PRASANTA SUR CAMPUS

APPROVED BY A.I.C.T.E AND AFFILIATED TO M.A.K.A.U.T.
24/1A, CHANDI GHOSH ROAD, TOLLYGUNGE, KOLKATA - 700 040
TEL. : (033) 2421 9951/8998 • TELEFAX : 2481-6767 WEBSITE : www.ciem.ac.in

CIEM/Admin/2022-2023/226

01.02.2023

To
Deputy Inspector General of Police
Holding charge of SP Telecom WB
& Principal STC Telecom HQ

Subject : Nomination of faculty members for Pre-promotional training of Supervisor Grade – I
for promotion to the rank of Inspector Telecom at STC, Telecommunication HQ, Kolkata.

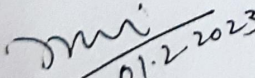
Dear Sir,

In continuation to our earlier letter No. CIEM/Admin/2022-2023/1109 dated 30.01.2023, we are pleased to give the names of the undermentioned faculty members who have been nominated to conduct the pre-promotional training classes of Supervisor Grade – I for promotion to the rank of Inspector Telecom at STC, Telecommunication HQ, Kolkata from our institute to be held from 06.02.2023 as per the scheduled routine.

Sl. No.	Name of the faculty members	Designation	Department
01.	Dr. Sudipta Ghosh	Associate Professor	Electronics and Communication Engineering
02.	Mr. Sourish Mullick	Assistant Professor	Information Technology
03.	Mrs. Anupa Chatterjee	Assistant Professor	Electronics and Communication Engineering
04.	Mrs. Jhimlee Adhikari Ray	Assistant Professor	Electronics and Communication Engineering

Thanking you in anticipation.

Yours sincerely,


01.2.2023
Principal (College Code 165)

CIEM
Prof. (Dr.) Sanjib Sii, Ph.D. Engg.
Principal
Calcutta Institute of
Engineering and Management





Government of West Bengal
Office of the Principal
Cooch Behar Government Engineering College
Vill.-Harinchawra, Post.- Ghughumari, Dist.-Cooch Behar-736170.

Memo No. 303/CGEC/2023

Date: 21/07/2023

To,
Dr. Sudipta Ghosh
Associate Professor,
Calcutta Institute of Engineering and Management, Tollygunge, Kolkata

Sub: Engagement as Visiting Faculty in Electronics and Communication Engineering Department in Odd Semester, 2023-24.

You are requested to act as a visiting faculty for our Electronics and Communication Engineering Department in this odd semester, 2023-2024.

Your engagement is purely on temporary basis for this odd semester, 2023-24 and remuneration per class is Rs.250/- subjected to maximum of 5000/- per month. You are requested to take classes from 01/08/2023 and as per curriculum of Maulana Abul Kalam Azad University of Technology (M.A.K.A.U.T).

The authority is not liable for renewal of this contract or any other engagement if claimed on the basis of this.

The remuneration for taken classes will be paid subject to the availability of fund in the appropriate head of A/C and the authority should not be held for delay in payment due to shortage or unavailability of fund.

The incumbent is requested to accept the engagement letter, only if he agrees to all the terms and conditions as stated above.

Sd/-

(Dr. Prabal Deb)

Principal

Cooch Behar Government Engineering College

Memo No:

Date

Copy to

1. Dr. Palash Das, HOD of Electronics and Communication Engineering Department, CGEC
2. Dr. Gautam Das, Academic Committee Co-ordinator, CGEC
3. The Registrar, Cooch Behar Government Engineering College
4. The Accounts Officer & D.D.O, Cooch Behar Government Engineering College.

(Dr. Prabal Deb)

Principal

Cooch Behar Government Engineering College
Principal

Cooch Behar Govt. Engg. College
P.O. Ghughumari, Dist. Cooch Behar
Pin-736170, West Bengal (India)

To
The Principal
Calcutta Institute of Engineering and Management
Kol-40

Date: 22/07/23

Subject: Request for Permission to Attend Classes at Cooch Behar Government
Engineering College

OK permitted
Dm
24/7/23

Dear Sir,

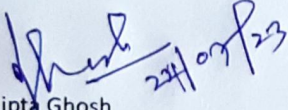
I hope this message finds you well. I am writing to respectfully request your permission to engage as Visiting Faculty in Electronics and Communication Engineering Department of Cooch Behar Government Engineering College in odd semester-2023-24

I assure you that my commitment towards our college remains unwavering, and I will ensure that attending classes at Cooch Behar Engineering College does not interfere with my academic responsibilities here. I am fully prepared to manage my schedule efficiently to accommodate both sets of classes.

I understand that such a request requires careful consideration, and I am more than willing to discuss any concerns or questions you may have regarding this matter. I am also prepared to comply with any conditions or requirements set forth by the administration in granting this permission.

Thank you for considering my request and oblige.

Warm regards,


Dr Sudipta Ghosh
Associate Professor
ECE Department
CIEM