



SMU SIKKIM MANIPAL UNIVERSITY

Established under Govt. of Sikkim, Act 9 of 1995, recognised under 2(f) of the UGC Act, 1956



ANNUAL SDG REPORT 2024

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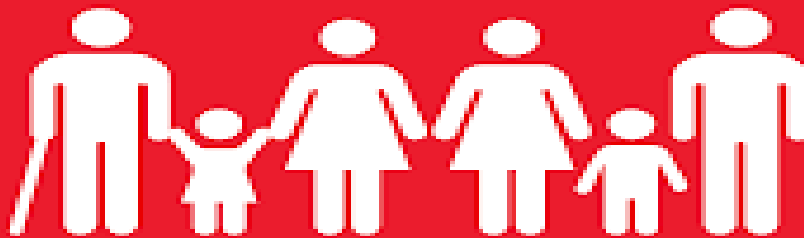


SMU SIKKIM
MANIPAL
UNIVERSITY
Established under Govt. of Sikkim, Act 9 of 1993, recognized under 23B of the UGC Act, 1956



SDG 1

**1 NO
POVERTY**



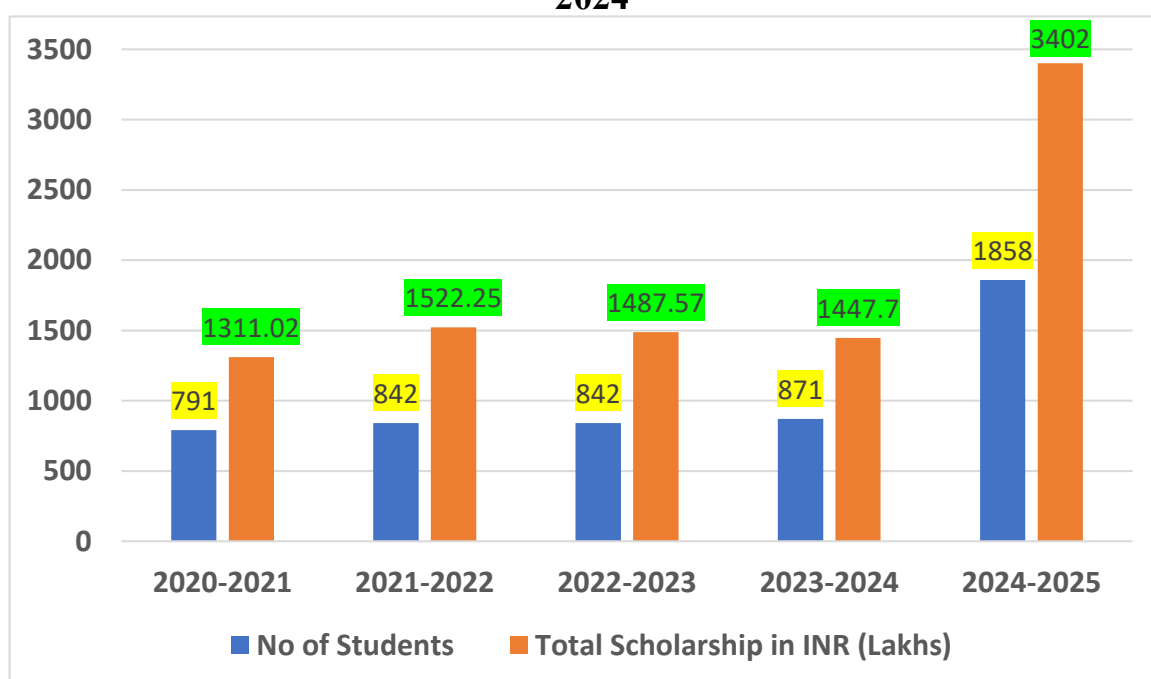


SDG 1: ROLE OF SMU IN AILING POVERTY IN THE STATE OF SIKKIM & NE REGION

SMU was setup in 1995 with a vision to cater quality education in fields of Medical & Technical education and provide quality healthcare to the state of Sikkim & adjoining states.

SMU has always taken a giant leap to provide quality medical and health education to the aspiring engineers and medical professionals from the state of Sikkim. Sikkim has the highest level of poverty across the Indian States during 1995. Based upon the report released by Planning Commission of India, Sikkim has 30.9% population below BPL. Considering the facts during the time of establishment SMU has started providing 20% seats to the students of Sikkim with a scholarship of 75% in the course fees so that even the common people of the society can think about sending their wards to professional programmes such as Engineering and Medical when it was a costly affair for normal people. Scholarship of 75% in the course fees can be seen as one of the turning points in the economic prosperity of the state of Sikkim as today SMU has produced more than 2400 Engineers & 300 Doctors from the state of Sikkim who have directly or indirectly helped the state to grow in terms of economic aspect.

The following are the data related to the Number of low income students receiving financial from the state of Sikkim in the Academic Year 2020-2024



The number of Seats reserved provided under Sikkim Quota to the government for Academic Year 2024-2025: **554**

Details is provided at annexure 1

Number of Students Quota Candidate qualifying for degree in the year 2024-25 is: 261

List of Students passing the degree in the year

SL No	Reg No	Name of the student	Program Name
1	202001021	NIKKITA GUPTA	MBBS
2	202001022	PREETI ADHIKARI	MBBS
3	202001023	SHAKHER SHARMA	MBBS
4	202001024	DEPENDRA CHETTRI	MBBS
5	202001025	MUKUNDA KESOR NEOPANEY	MBBS
6	202001026	SAFAL NIROULA	MBBS
7	202001027	NIMDEY BHUTIA	MBBS
8	202001028	SANGAY EDEN BHUTIA	MBBS
9	202001029	TSHERING CHODEN TAMANG	MBBS
10	202001030	RIGZYAL PINTSO TAKAPA	MBBS
11	202001031	SHREYA RAI	MBBS
12	202001032	PINCHO NORGAY SHERPA	MBBS
13	202001033	TSERING DOLKAR BHUTIA	MBBS
14	202001034	RAM KUMAR TAMANG	MBBS
15	202001035	ROJALIN LEPCHA	MBBS
16	202001036	SWEECHA GURUNG	MBBS
17	202001037	SANSKRITI LAMICHANEY	MBBS
18	202001043	SABINA MANGER	MBBS
19	202001075	VAISHNAVI HANGMA THAPA	MBBS
20	202001044	NIRMALA MANGER	MBBS
21	202109004	SHRISTI SHARMA	BSC NURSING
22	202109017	DEEPSHIKA CHETTRI	BSC NURSING
23	202109018	SHRADHA RAI	BSC NURSING
24	202109022	NIKITA TAMANG	BSC NURSING
25	202109079	SADIKSHYA SADEN SUNAR	BSC NURSING
26	202109080	MANJANA GURUNG	BSC NURSING
27	202109081	SEEMRAN RAI	BSC NURSING
28	202109083	ANKILA LEPCHA	BSC NURSING
29	202109084	PRIYANKA CHAMLAGAI	BSC NURSING
30	202109086	SUJANA RAI	BSC NURSING
31	202109087	DIPTEE SHERPA	BSC NURSING
32	202109088	PRANISHA DAHAL	BSC NURSING
33	202109089	RUBINA RAI	BSC NURSING
34	202109090	DEEKCHA TAMANG	BSC NURSING
35	202109098	AASTHA CHETTRI	BSC NURSING
36	202109099	NISHIKA TEWARI	BSC NURSING
37	202109100	CHRISTINA RAI	BSC NURSING
38	202109101	UDEN SHERPA	BSC NURSING
39	202109103	BIRSHIKA TAMANG	BSC NURSING
40	202106004	CHATAN BASNET	BPT
41	202106012	SUYOG BHANDARI	BPT

42	202106022	ANUPRIYA CHETTRI	BPT
43	202106023	SABBATH GURUNG	BPT
44	202106027	SAKNON LEPCHA	BPT
45	202106032	DOMA TSHERING LEPCHA	BPT
46	202106040	KARMA KELSANG W. BHUTIA	BPT
47	202253016	DR. MUKTA MUKHIA	MD/MS- Pediatrics
48	202253017	DR. RINZING ONGMU BHUTIA	MD/MS- Radiology
49	202253019	DR. SONICA RAI	MD/MS-OBG
50	202220408	ADITYA RAJ GURUNG	BSC-BIOTECH
51	202220411	NISHANT TIKHATRI	BSC-BIOTECH
52	202320903	SAROJ KHATIWADA	MSC-BIOTECH
53	202320909	PHURBA DORJEY TAMANG	MSC-BIOTECH
54	202320913	AYUSH PRADHAN	MSC-BIOTECH
55	202320918	SUBARNA GURUNG	MSC-BIOTECH
56	202320921	TASHI CHODEN BHUTIA	MSC-BIOTECH
57	202305003	SONAM ONGMU TAMANG	MHA
58	202305007	ATLINA BHUTIA	MHA
59	202305010	TSHERING DOLMA BHUTIA	MHA
60	202305011	AAMAN HANG SUBBA	MHA
61	202305012	ARYAN BHATTARAI	MHA
62	202363002	KADENLA SHERPA	MSC NURSING
63	202363003	NORPANDI LEPCHA	MSC NURSING
64	202363004	SONGMIT LEPCHA	MSC NURSING
65	202363011	CHONG UDEN BHUTIA	MSC NURSING
66	202363012	ARCHANA PRADHAN	MSC NURSING
67	202304001	JIGMEE SHERPA	MPT
68	202304005	TENZING TSEYANG BHUTIA	MPT
69	202112502	SHUBAEL PRAKASH KHAKHA	BTECH EC
70	202100097	GAMIN GHALEY	BTECH CSE
71	202100158	SULAYEN HANG LIMBOO	BTECH CSE
72	202100197	ANUSHKA RAI	BTECH CSE
73	202100041	ACHINTAYA SHARMA	BTECH CSE
74	202100108	MRIDULA RAJALIM RAI	BTECH CE
75	202100157	ADARSH KHATIWARA	BTECH CE
76	202100224	AKRITEE PANDEY	BTECH EE
77	202100249	SHRADHANJALI CHETTRI	BTECH EE
78	202100100	YUVAAN PRADHAN	BTECH CSE
79	202100007	JATIN SHARMA	BTECH CSE
80	202100024	CHEWANG LADEN BHUTIA	BTECH CE
81	202100029	SHRIJAN SHARMA	BTECH ME
82	202100033	KUNAL SHARMA	BTECH CSE
83	202100051	DIPEN CHANDRA SAHA	BTECH CSE

84	202100065	PHUNTSOK GYALTSEN THAKARPA	BTECH CSE
85	202100083	ARYAMAN PRADHAN	BTECH CSE
86	202100084	ADARSH SHARMA	BTECH CSE
87	202100088	DIPANSHU PRADHAN	BTECH ME
88	202100101	SIMRAN KUMARI	BTECH CSE
89	202100102	SUMIRAN RAI	BTECH CE
90	202100110	ADITYA RAJ CHETTRI	BTECH CSE
91	202100112	RIVALD GURUNG	BTECH EE
92	202100120	TENZIN PHINTSO DOPHAPA	BTECH CE
93	202100161	DARSHAN SHARMA	BTECH CE
94	202100172	TUSHAR RAI	BTECH CSE
95	202100198	PRASHANT REGMI	BTECH CE
96	202100204	KALZANG WONGCHUK BHUTIA	BTECH CE
97	202100221	SUSHMITA GURUNG	BTECH EE
98	202100230	KAVIN PRADHAN	BTECH CSE
99	202100254	GIRMEE DORJEE SHERPA	BTECH CE
100	202100279	APEKCHA SAPKOTA	BTECH CE
101	202100283	SUBHAM PRADHAN	BTECH EE
102	202100295	MAHESHWARI KHARGA	BTECH CSE
103	202100296	TANAM HANG SUBBA	BTECH CE
104	202100309	SAILENDRA GAUTAM	BTECH CSE
105	202100310	KUSANGLA PALJOR LEPCHA	BTECH CSE
106	202100316	RHEAH PUNDI OBEROI	BTECH CSE
107	202100319	AMOS RAI	BTECH CSE
108	202100350	CHEWANG DORJEE BHUTIA	BTECH EE
109	202100356	ASHISH KUMAR	BTECH CSE
110	202100373	YANGCHUK DOMA BHUTIA	BTECH CE
111	202100375	AYUSH GURUNG	BTECH CE
112	202100386	SODHUNGGEN SUBBA	BTECH CSE
113	202100388	TASHI GYALTSEN BHUTIA	BTECH IT
114	202100397	KHUSEN CHETTRI	BTECH AI&DS
115	202100415	REZA PRADHAN	BTECH EC
116	202100434	HRISHAL THAPA MANGER	BTECH CE
117	202100469	JIGMEE RINZING YENTEN BHUTIA	BTECH CE
118	202213501	BASHUDA GIRI	BTECH EE
119	202218511	PRISHKILA RAI	BTECH CE
120	202218513	MANIA DARNAL	BTECH CE
121	202218504	SONAM DONKA BHUTIA	BTECH CE
122	202218517	CHIMI YANZOM BHUTIA	BTECH CE
123	202211502	DEPSIKA SARKI	BTECH CSE
124	202213503	AM PRAKASH BHANDARI	BTECH EE
125	202213504	ADITYA PRADHAN	BTECH EE

126	202213505	LOKESH DULAL	BTECH EE
127	202213507	KARMA JURMEE BHUTIA	BTECH EE
128	202213508	RAYWAT LIMBU	BTECH EE
129	202213509	PRITAM CHETTRI	BTECH EE
130	202213511	OM PRAKASH DARJEE	BTECH EE
131	202213512	KARMA TENZING GURUNG	BTECH EE
132	202213513	PRANAB PRADHAN	BTECH EE
133	202213514	BIBASNA SHARMA	BTECH EE
134	202213515	PREYNA GURUNG	BTECH EE
135	202213516	SARDA KHANAL	BTECH EE
136	202213521	PINTSHO SHERPA	BTECH EE
137	202213523	NIRAJ SHARMA	BTECH EE
138	202213524	LHAKMIT LEPCHA	BTECH EE
139	202213525	RAKESH SUBBA	BTECH EE
140	202213526	SANGEETA LIMBOO	BTECH EE
141	202214504	RESHIKA LAMICHANEY	BTECH IT
142	202215501	SURAJ BASNETT	BTECH ME
143	202215502	AVISHEK TAMANG	BTECH ME
144	202215506	PRAVESH RAI	BTECH ME
145	202215507	PRAVASH CHETTRI	BTECH ME
146	202215508	GYALCHEN MOKTAN	BTECH ME
147	202215509	GYALCHEN TAMANG	BTECH ME
148	202215512	ASWIN SHARMA	BTECH ME
149	202218501	TSHERING ONGDA BHUTIA	BTECH CE
150	202218502	SUMIRAN TAMANG	BTECH CE
151	202218505	MEENA SHARMA	BTECH CE
152	202218508	YANGCHEN DOMA BHUTIA	BTECH CE
153	202218512	PRASHANT MOTHEY	BTECH CE
154	202218516	YOEAL LEPCHA	BTECH CE
155	202218519	MONI KUMAR LIMBOO SUBBA	BTECH CE
156	202218520	LASANG DOLMA TAMANG	BTECH CE
157	202218522	PRITIKA GURUNG	BTECH CE
158	202218524	PEMA NAMGYAL KAZI	BTECH CE
159	202218528	SABIN RAI	BTECH CE
160	202237502	SARDA SHARMA	BTECH AI&DS
161	202236504	PRAZAL BHATTARAI	BSC MATH
162	202236506	ANURAG SHARMA	BSC MATH
163	202236507	CLARA PEGA	BSC MATH
164	202236510	AKSHATA KHANAL	BSC MATH
165	202219017	SONAM WANGYAL BHUTIA	BBA
166	202219022	SUMIRAN KHAREL	BBA
167	202219026	ESHAN KARIN THATAL	BBA
168	202219032	SABNAM CHETTRI	BBA

169	202219037	ESHA PRADHAN	BBA
170	202219038	ANJALI RIZAL	BBA
171	202219039	SANSKRITI KUMARI	BBA
172	202219044	SIDDHANT ACHARYA SHARMA	BBA
173	202219057	SUBARNA JOGI	BBA
174	202219059	SHREYA SUBBA	BBA
175	202219060	HITESH SHARMA	BBA
176	202216020	ABHISHEK SHARMA	BCA
177	202216028	PRASEEV RAI	BCA
178	202216032	AYUSH CHETTRI	BCA
179	202216054	JENOSH LIMBOO	BCA
180	202216064	NUHANG LIMBOO	BCA
181	202216078	JUNED ALAM	BCA
182	202216079	RAJ KUMAR GUPTA	BCA
183	202325001	CHEWANG THUTEN SHERPA	M Tech EE
184	202327001	MAHIMA TAMANG	MTech CSE
185	202327002	PRATIK RAJ GURUNG	MTech CSE
186	202327007	SAMIR LIMBOO	MTech CSE
187	202327008	AA YUSH AMHAR PRADHAN	MTech CSE
188	202327011	PEMA DECHEN BHUTIA	MTech CSE
189	202333001	REBECCA RAI	MTech CE
190	202333003	NITISH RAI	MTech CE
191	202333004	BHUPESH ADHIKARI	MTech CE
192	202333005	JALAJ PRADHAN	MTech CE
193	202333006	VERONICA R PEGHA	MTech CE
194	202333007	BIVEK CHETTRI	MTech CE
195	202223070	TENZING LODAY BHUTIA	MBA
196	202323012	TANUJA ADHIKARI	MBA
197	202323013	AVINASH PRADHAN	MBA
198	202323022	DECHEN BHUTIA	MBA
199	202323023	SRUTI THAKURI	MBA
200	202323025	KRISHNA KUMAR PRASAD	MBA
201	202323039	KISHANG TAMANG	MBA
202	202323040	NEMASH PANDAY	MBA
203	202323044	RACHANA SHARMA	MBA
204	202323046	ASAPH TAMANG	MBA
205	202323047	ANNEY LEPCHA	MBA
206	202323048	KRISHNA BIR RAI	MBA
207	202323050	TENZING DOMA BHUTIA	MBA
208	202323051	ASMITA CHETTRI	MBA
209	202323054	KINZANG BHUTIA	MBA
210	202323061	REETIK THAKUR	MBA
211	202323065	APSARA SUNAR	MBA



212	202322021	NITESH KHANAL	MCA
213	202322027	SONAM TSHERING LEPCHA	MCA
214	202322028	PEMA CHOPEL LEPCHA	MCA
215	202321201	ANISHA SHARMA	MSC PHY
216	202321203	PRANITA PRADHAN	MSC PHY
217	202321207	SMRITI DARJEE	MSC PHY
218	202321209	VIDHAN SHARMA	MSC PHY
219	202321210	PRAVEEN SHARMA NEPAL	MSC PHY
220	202321211	SMIRITI SHARMA	MSC PHY
221	202321212	RASNA KARKI	MSC PHY
222	202321213	SUSMITA RAI	MSC PHY
223	202321215	ANUMA LIMBOO	MSC PHY
224	202321218	PRAKASH BHATTARAI	MSC PHY
225	202321305	DIVYA SANGROULA	MSC CHEM
226	202321306	ASHME CHHETRI	MSC CHEM
227	202321311	TSHERING UDEN LEPCHA	MSC CHEM
228	202321313	BASANTA KUMAR RAI	MSC CHEM
229	202321402	SHERAB DORJEE BHUTIA	MSC MATH
230	202321404	PRERNA SUBBA	MSC MATH
231	202321406	MAMTA SHARMA	MSC MATH
232	202321408	SUSHMITA GURUNG	MSC MATH
233	202321412	PRAVIN NEOPANEY	MSC MATH
234	202321416	SANDHIYA CHETTRI	MSC MATH
235	202321417	BIBEK BASNET	MSC MATH
236	202321418	SUMIRAN BHATTARAI	MSC MATH
237	202321420	ASHIKA SHARMA	MSC MATH
238	202321422	YOGESH CHETTRI	MSC MATH
239	202321432	ABISHEK CHETTRI	MSC MATH
240	202321433	ARUNA LEPCHA	MSC MATH
241	202254017	NORBU PALDON BHUTIA	B.Com
242	202254025	CHETISH LIMBOO	B.Com
243	202256002	TASHI THENDUP BHUTIA	B.A
244	202256013	SMRITI RAI	B.A
245	202256036	JEMIMAH GURUNG	B.A
246	202355001	RITIKA BASNETT	M.Com
247	202355007	PHUNG PONA LIMBOO	M.Com
248	202355012	BIRGEN LEPCHA	M.Com
249	202355013	KARMA SHERPA	M.Com
250	202355015	PRATIKSHA GURUNG	M.Com
251	202355017	PEMPO TASHI BHUTIA	M.Com
252	202355018	CHHUMI SHIWAHANG RAI	M.Com
253	202355021	SAKCHUM LEPCHA	M.Com
254	202357019	ADITYA PRADHAN	M.A



255	202357035	FRENCSES DARNAL	M.A
256	202357038	INGSA YONGHANG LIMBOO	M.A
257	202357042	NAMGYAL BHUTIA	M.A
258	202357059	KUNZANG ONGMU LEPCHA	M.A
259	202357075	YASODA GURUNG	M.A
260	202357090	BIMLA DEVI CHETTRI	M.A
261	202357091	PRERNA TAMANG	M.A

SPECIAL SCHOLARSHIPS FOR STUDENTS OF UNDER DEVELOPED COUNTRIES

Sikkim is not only in Northeast but is also closer to the developing countries of East Asia such as Bhutan, Bangladesh & Nepal. Poverty level in this country is also high and many students prefers India for quality education as it is near and economical to them provided, we share same culture. Many students from these countries who are willing to pursue professional courses for higher education lacks financially to support those students SMU has started providing financial assistance in technical programs from academic year 2018-2019 onwards.

The following are the data related to the students of Nepal, Bhutan & Bangladesh who has received scholarship in the Academic Year 2020-2024

Academic Year	No of Students from Nepal, Bhutan & Bangladesh	Total Amount of Scholarship provided in lakhs (Rs)
2020-2021	14	09.26
2021-2022	8	4.13
2022-2023	21	11.96

2023-2024	21	12.29
2024-2025	08	4.44

DR. RAMDAS M PAI SCHOLARSHIP

On the occasion of the 86th Birthday of Dr. Ramdas Pai, a scholarship scheme was launched from 2022 by SMU for deserving meritorious students who have unfortunately lost their sole earning member (father or mother) of the family during their course of study at SMU. The scholarship is in the form of 100% course fee waiver for the remaining duration of the study at the Universities. The following are the details of students who has received Dr Ramdas M Pai Scholarship for academic year 2024-25

Sl No	Reg No	Name	Program Name	Amount of Scholarship
1	202316057	PRATHAM LIMBOO	BCA	1,31,654
2	202423018	KHUSHBOO SARDA	MBA	1,11,100
3	202209078	MAYURI SINGHA ROY	BSC NURSING	1,35,000.00
4	202206031	PAWAN SINGH	BPT	1,43,150.00



Recipient of Dr Ramdas M Pai Scholarship with SMU Leadership

SCHOLARSHIP FROM BENEVOLENT FUND

Objectives of the Practice: To provide financial support to students to continue their studies in case they lose the member to death/incapacitation, who provides financial support.

The context: In the year 2001, a student of 3rd year lost his father – the only earning member of the family, and consequently it appeared that he had to discontinue his studies at our technical institution-SMIT. Individual faculty members of SMIT provided him with financial support, and he could complete his studies. This incident underlined the need for us to have a better mechanism in the case where a student suffers a similar fate. The benevolent fund concept was proposed in the year 2002 and accepted by the management in 2003. A similar fund is also available in SMIMS.

The Practice: The fund is based on transferring a part of the fee of students to the fund. Individual contributions are also allowed.

Evidence of Success: Help has been extended to all deserving cases.

Details of Benevolent Funds Received During 20-24 (AY)

Academic Year	No of Students receiving Benevolent Fund	Total Amount of Scholarship provided in lakhs (Rs)
2020-2021	13	11.84
2021-2022	10	12.51
2023-2024	03	03.01
2024-2025	07	07.52

SEED SCHOOL FOR UNDERPRIVILEGE STUDENTS OF MAJITAR VILLAGE

SEED School is a social initiative taken up by Society of Electrical and Electronics Department (SEED), Sikkim Manipal Institute of Technology in 2009 to teach underprivileged students of Majitar Village. It is a successful initiative and the response to it is immense that it is continued and is run every year.

SEED School is an open resource, free of cost school to help the students in and around Majitar. SEED conducts evening classes for children from 4th standard up to 10th standard. Classes are taken by the students of the college who voluntarily take up the role of teachers to help children with their homework, identify the problem areas and teach them in second languages if needed. Subjects such as English, Mathematics and Science is focussed but is not limited to these subjects.





Students enjoying Seed School at Technical Campus

ASSISTANCE TO THE LOCAL COMMUNITY SUPPORTING START UP OF FINANCIALLY & SOCIALLY SUSTAINABLE BUSINESSES THROUGH RELEVANT EDUCATION & RESOURCES

SMU was selected by NITI Aayog to setup Northeast first Atal Incubation centre in 2018. Atal Incubation Centre Sikkim Manipal University Technology Business AIC-SMUTBI persistently encourages young entrepreneurs from the state of Sikkim & NE region to hone their skills in generating valued services to the society.

As on date AIC SMUTBI has 88 startups registered on it out of which mostly are from NE region. This start ups have supported local business & provided 1015 internships & jobs to locals from Sikkim & NE region mostly.

List of Startups

Sl No.	Name of Venture/Startup	DPIIT/Start up India Registration No.	Year of recognition by DPIIT/startup India (2020-21/ 2021-22/
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			2022-23/ 2023-24)
1	Aaharan Edusmart Pvt. Ltd.	DIPP51906	01.01.2020
2	Adventure Zone	Not Available	Not Available
3	AUGTRAVELER	DIPP16547	16.02.2018
4	Agri J	DIPP90777	08.12.2021
5	AIS Bilingual Vitae (OPC) Pvt. Ltd.	DIPP80027	17.05.2021
6	Akumen AI (OPC) Pvt. Ltd.	DIPP90244	30.11.2021
7	Asal (OPC) Pvt. Ltd.	Not Available	Not Available
8	Association for Research, Innovation and Development (ARID)	Not Available	Not Available
9	ATBC Technology PVT. LTD.	DIPP102902	16.06.2022
10	Avidia Labs	DIPP51404	26.12.2024
11	Awpara Technologies	DIPP112714	26.10.2022
12	Baasthan	Not Available	Not Available
13	Bee Gypsy	Not Available	Not Available
14	Bisons Engineers (Proprietor)	Not Available	Not Available
15	Cas Collective LLP	DIPP92842	19.01.2022
16	Cropzo	Not Available	Not Available
17	CustKart Merchandise Pvt. Ltd.	Not Available	Not Available
18	Dash	Not Available	Not Available
19	Delivative services Pvt. Ltd.	DIPP86859	22.09.2021
20	DNR Foods Pvt. Ltd.	DIPP98178	02.04.2022
21	DreamHives PVT. LTD.	DIPP85916	06.09.2021
22	Earth & Home	Not Available	Not Available
23	Earthier (Soten Group)	Not Available	Not Available
24	ENCAMP TOURISM PRIVATE LIMITED	DIPP60176	11.06.2020
25	Efforbe Beauty	DIPP93976	04.02.2022
26	Ethnographic art private limited	DIPP87018	24.09.2021
27	EVOLOG Pvt. Ltd.	DIPP114164	15.11.2022
28	Farmeasy Technologies Pvt Ltd	DIPP52385	02.01.2020
29	Fin Soft Lab Pvt. Ltd.	Not Available	Not Available
30	Gladiolus Language Nectar Pvt. ltd.	DIPP102274	07.06.2022
31	GoldenBac Motor Pvt. Ltd.	DIPP101961	02.06.2022
32	Good To Take	Not Available	Not Available
33	HOOFIT	Not Available	Not Available
34	Imphalvery Pvt. Ltd.	DIPP90758	08.12.2021
35	Interioverse Design Pvt. Ltd.	DIPP129020	13.04.2023
36	Mathematics.buzz	Not Available	Not Available

37	Mauka Education Pvt Ltd.	DIPP75395	19.02.2021
38	MeMeraki Retail and Tech Pvt Ltd	DIPP99196	19.04.2022
39	Money Mileage Investment Pvt Ltd.	DIPP83064	13.07.2021
40	My Kangla Tours & Travels Pvt. Ltd.	DIPP33582	06.04.2018
41	Naubatasunya Pvt. Ltd.	DIPP78846	27.04.2021
42	Nibiaa Devices Pvt. Ltd.	DIPP72543	03.12.2020
43	Neso Fugensus Pvt. Ltd.	DIPP89720	17.11.2021
44	O2 Himalaya	DIPP111994	13.10.2022
45	O8 Blue Sky Logistics Pvt. Ltd.	DIPP74367	04.02.21
46	Opzen Pvt. Ltd.	DIPP132116	18.05.2023
47	Orgreen Market	Not Available	Not Available
48	Pandim Online solution Pvt. Ltd.	Not Available	Not Available
49	peAR Technologies (DVDP Technologies Private Limited)	DIPP46950	10.10.2019
50	Purpur Media Pvt. Ltd	DIPP163249	18.04.2024
51	QuantumQuest Pvt. Ltd.	Not Available	Not Available
52	Rabdentse Systems Pvt. Ltd.	Not Available	Not Available
53	Ripra Clothing Pvt. Ltd.	Not Available	Not Available
54	Sai Kunti Pvt. Ltd.	Not Available	Not Available
55	SunMoon Organics Pvt. Ltd.	Not Available	Not Available
56	Syang's	DIPP129088	14.04.2023
57	Tagbudy	Not Available	Not Available
58	Talentverse	DIPP118477	04.01.2023
59	Taste in Lawaray	DIPP136577	22.06.2023
60	The Chakras Farm Pvt. Ltd	DIPP73857	Not Available
61	Top View Infolabs (OUR GUEST)	DIPP5080	14.06.2017
62	TheFewCreators	Not Available	Not Available
63	Turbit Mixed Reality Services Pvt. Ltd.	DIPP137924	03.07.2023
64	Turuk garden LLP	Not Available	Not Available
65	Urgehlep Pvt. Ltd.	DIPP93916	04.02.2022
66	Urjjahev Mobility Private Limited	DIPP97973	30.03.2022
67	Wari	Not Available	Not Available
68	WhitePebbles Construction Tech PVT. LTD.	DIPP82422	03.07.2021
69	Purpur Media Pvt. Ltd	DIPP163249	18.04.2024
70	Awpara Technologies	DIPP112714	13.10.2021
71	Aveti Learning	DIPP51906	02.11.2018
72	MeMeraki Retail and Tech Pvt Ltd	DIPP99196	19.04.2022
73	peAR Technologies (DVDP Technologies Private Limited)	DIPP46950	10.10.2019
74	Turbit Mixed Reality Services Pvt. Ltd.	DIPP137924	03.07.2023
75	Agspert Technologies Pvt. Ltd	DIPP61127	08.06.2020
76	QuantumQuest Pvt. Ltd.	DIPP138484	11.07.2023

77	Talentverse	DIPP118477	04.01.2023
78	MeroDarjeeling Organics Pvt. Ltd.	DIPP156980	14.02.2024
79	Interioverse Design Pvt. Ltd.	DIPP129020	13.04.2023
80	Opzen Pvt. Ltd.	DIPP132116	18.05.2023
81	JUJU RIDE	DIPP166218	21.05.2024
82	GREEN BOTECH ECOSOLUTIONS PVT LTD	DIPP10012	06.10.2017
83	Sharolyn EcoEmpower	Not Available	Not Available
84	JOME FOODS PRIVATE LIMITED	DIPP123274	04.03.2021
85	Eco Farm	Not Available	Not Available
86	Crafted Fibers	130/51/RB	Not Available
87	SS Bamboowala Pvt. Ltd.	DIPP33879	05.03.2019
88	Farameasy Technologies Pvt Ltd	DIPP52385	02.01.2020

All the startups registered under AIC SMUTBI are allowed to access facilities available at AIC SMUTBI (Office Room; Designated Space for fabrication; Conference Room with video calling facility and many more).

AIC SMUTBI organises continuous mentorship programmes & training workshop in coordination with different government & non-government agencies to foster entrepreneurship amongst the new generation and enable startups that is registered with AIC SMUTBI.

Events by AIC SMTBI for fostering Entrepreneurship in the region:

Building Innovation and Startup Ecosystem NITI Aayog

18/11/2024: Two-day Peer learning Workshop on “Building Innovation & Startup Ecosystem for North-East” is the second workshop in the series for

building

startup

ecosystems.

A fireside chat featuring our innovative startups was hosted alongside Dr. Chintan Vaishnav, Mission Director of AIM and NITI Aayog Atal Innovation Mission Official. The session began with startups presenting their unique ventures and solutions. The Mission Director then engaged them in a discussion about the challenges they face in the current landscape and how the state innovation policy can offer support. The dialogue continued with questions from the audience, fostering a collaborative environment that encouraged the exchange of ideas and potential solutions.

Participants for this session included Siddhartha Bora from AgSpeak™ Agspert Technologies Pvt. Ltd., Lalrinngheti Sangsiamia from Quantum Quests Pvt. Ltd., Medo Putsure from JOME FOODS PRIVATE LIMITED, Bhutesh Niroula from Interioverse Pvt. Ltd., and Abhimanyu Dhakal from Earthier, startups that have been supported by AIC-SMU Technology Business Incubator.



Digi-SAPNE 2.0 Roadshow at Mizoram

30/10/2024:

Digi – SAPNE Roadshow was conducted by AIC – SMU Technology Business Incubator at the Tharthilthlentu – TiLi incubator in Aizawl, Mizoram on 30/10/2024. The event was attended by over 30 founders who came together, sharing their ideas and experiences. It provided a valuable opportunity for entrepreneurs to delve into the program's features and benefits.

The roadshow commenced with registration from 10:30 AM to 11:00 AM, followed by a warm welcome note from Ms. Lakshyaa Gurung. Ms. Sushmita Prasad introduced Digi-SAPNE, setting the stage for an insightful gathering. Mr. Sonam Wangdi Bhutia delivered a presentation about the incubator, followed by a founders note by Ms. Lalrin Sangsiama, founder of QuantumQuests selected

under the META XR Startup Program. The CEO of TiLi further shared his insights and encouraged startups to apply.

The event concluded with a vote of thanks by Ms. Lakshyaa Gurung. Founders participated in a Q&A session and received guidance on form filling along with networking and building connect.



IGNITE

02/05/2024: A gathering led to empower entrepreneurs to recognise, discover, and network with the startup community was held at AIC-SMU TBI. With the goal of igniting the spark of innovation, collaboration, and growth, IGNITE was

graced by the presence of Mr. Niranjan Demanna, VP, CSR HDFC Bank, Mr. Utkarsh Mishra, Global Innovation, Hero MotoCorp, and Mr. Gulshan Purswani, Delivery Head, Bosch Global Software Technologies and Board of Directors of AIC-SMUTBI.

Seven innovative startups, distinguished by their creative approaches to driving positive change and fostering sustainable development, showcased a significant impact on the region's growth and socio-economic landscape. These startups further received the grant included Crafted Fibers., Green Biotech Ecosolutions Pvt. Ltd., Farameasy Technologies Pvt. Ltd, Eco Far, Jome Foods Pvt. Ltd, Sharolyn Ecoempower (Maity Ghar), and SS Bamboowala Pvt. Ltd.

Concurrently, business, innovation, and technology topics were explored during Bootcamp workshop, attended by 30+ startups across the North East and Darjeeling Hills region. Mr. Gulshan Purswani, from Bosch Global Software Technologies, mentor at AIC-SMUTBI, aimed to refine startup business models and provide essential entrepreneurial skills. Through active group discussions and participation, the workshops emphasized practical skills and strategic insights, encouraging startups to develop measurable supply-side goals alongside building business funnels.



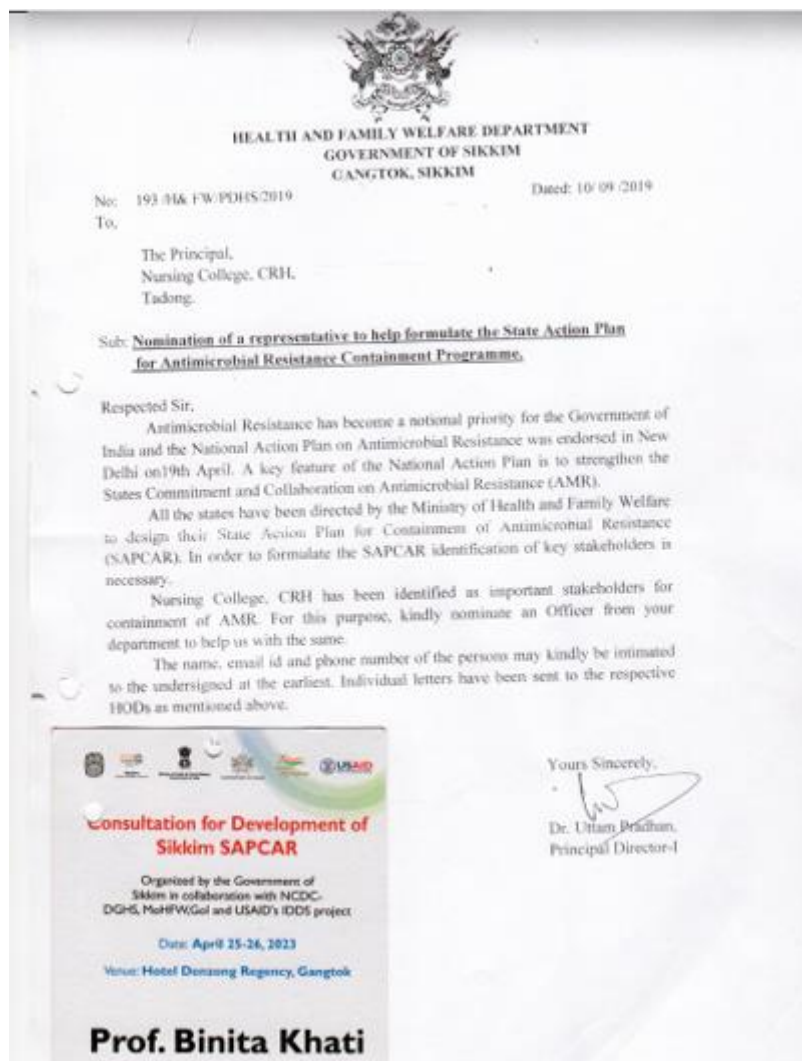
Policy Addressing Poverty:

Faculty of University takes active part in policy making at different levels to end poverty in all its dimensions. The following are few examples of our faculty members who are members at local, regional, national & global policy making

Local:



Regional:



National:

LINKEN

r Tej Chingtham is the first and only face from North East India in this Council. He is currently the CEO, of Atal Incubation Centre (NITI AAYOG) at Sikkim Manipal University.

© Team: Saad@saad
November 11, 2011



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1000

SDG 1: No Poverty

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 **SMIMS** SIKKIM MANIPAL UNIVERSITY
SIKKIM MANIPAL INSTITUTE OF MEDICAL SCIENCES

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> Dept & Faculty > Faculty List > **Muralidhar V Pai**



Dr. Muralidhar V Pai
Dean
Department of Obstetrics & Gynaecology

-  [SCOPUS Profile](#)
-  [VIDWAN Profile](#)
-  [ORCID Profile](#)
-  [Google Scholar Profile](#)
-  dean@smims.smu.edu.in, mvpai@smims.smu.edu.in
-  +91 98456 37928

ACADEMIC

EXPERTISE

CURRENT ACADEMIC ROLE & RESPONSIBILITIES

Dean – Over all administration of SMIMS, SMCON, SMCPT, MHA, Paramedical courses, Dept of Medical Biotechnology

ACADEMIC QUALIFICATIONS

Degree	Specialisation	Institute	Year of passing
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12:51



SMU SIKKIM
MANIPAL
UNIVERSITY

Established under Govt. of Sikkim, Act 9 of 1995, recognised under 2(f) of the UGC Act, 1956

013/SMU/REG/SQ/143/2024

06 May 2024

To

**The Director
Technical and Higher Education
Education Department
Government of Sikkim
Gangtok**

ADMISSION OF STATE NOMINATED CANDIDATES TO SMU AND ITS CONSTITUENT INSTITUTIONS AND COLLEGES DURING THE ACADEMIC YEAR 2024-25; UNDER SIKKIM QUOTA

Sir,

1. As per the Agreement between Govt of Sikkim and Sikkim Manipal University, and Addendum to the Agreement dated 06 July 2021, 20% seats in various courses and 50 Free Seats and 30 Full payment seats of MBBS conducted by Sikkim Manipal University have been reserved for nomination of Sikkimese candidates by Government of Sikkim.
2. This letter includes the following: -
 - (a) Course-wise details of the seats as per Appendix A.
 - (b) Eligibility criteria as per Appendix B
 - (c) Fees Structure as per Appendix C
 - (d) Hostel and Messing Fees as per Appendix D.
3. For any other information not covered in this communication, you are requested to kindly visit SMU website www.smu.edu.in
4. It is requested that selection & nomination of eligible students of our state may please be facilitated by 14 July 2024.
5. SMU, therefore, requests Government of Sikkim to kindly direct the sponsored candidates to report to the following appointments for admission well in advance: -

For Programs at Majitar Campus

- (a) **Chairman Admission
Sikkim Manipal Institute of Technology
Majitar-Rangpo-737132**



Contd...../-2

OFFICE COPY

For Programs at Tadong Campus

- (b) Admission Officer (Medical Campus)
Sikkim Manipal Institute of Medical Sciences
5th Mile Tadong (Gangtok)-737102

With warm regards,



Yours Sincerely,

(Prof (Dr) K.S. Sherpa)
Registrar

OFFICE COPY

Copy to

1. Additional Chief Secretary
Education Department
Government of Sikkim
Gangtok
2. Additional Secretary
Education Department
Government of Sikkim
Gangtok

NOT ON ORIGINAL

1. Dean SMIMS
2. Director, SMIMS
3. Principal, SMCON
4. Principal, SMCPT
5. Convenor FHSS&LA
6. Coordinator Paramedical Courses
7. Offg HoD, Dept of Medical Biotech
8. Coordinator, Hospital Administration
9. Chairman Admission, SMIT
10. Admission Officer, SMIMS



COURSES OFFERED

<u>MAJITAR CAMPUS</u>			
Ser No	Course	No of Seats allotted	Remarks
<u>B. TECH ENGINEERING COURSES (4 yrs)</u>			
(a)	Civil Engineering (CE)	12	
(b)	Computer Science & Engineering (CSE)	36	
(c)	Computer Science & Engineering (Artificial Intelligence and Machine Learning) (CSE(AI&ML))	12	
(d)	Computer Science & Engineering (CSE)(IoT & Cyber Security including Blockchain Technology)	12	
(e)	Computer Science & Technology (CST) #	06	
(f)	Computer Sc. & Engineering (Data Science) CSE(DS)	12	
(g)	Electronics & Communication Engineering (ECE)	06	
(h)	Electronics Engineering (VLSI Design & Technology) (EE(VLSI Design & Technology))	06	
(i)	Electrical & Electronics Engineering (EEE)	06	
(j)	Information Technology (IT)	06	
(k)	Mechanical Engineering(ME)	06	
<u>B.TECH LATERAL ENTRY</u>			
(a)	Civil Engineering	15	
(b)	Computer Science & Engineering	08	
(c)	Computer Science Engineering (AI & ML))	02	
(d)	Computer Sc. & Engg. (IoT & Cyber Security including Blockchain Technology)	15	
(e)	Computer Science & Engineering (Data Science)	04	
(f)	Electronics & Communication Engineering	15	
(g)	Electronics Engineering (VLSI Technology)	15	
(h)	Electrical & Electronics Engineering	15	
(i)	Information Technology	15	
(j)	Mechanical Engineering	15	
<u>OTHER COURSES</u>			
(a)	BBA– 3 years. <i>With an option as</i> BBA (Hons) – 4 years. BBA (Hons with Research) – 4 years	24	Students have option to exit after three years in case of 4 yrs course.
(b)	BCA– 3 years. <i>With an option as</i> BCA (Hons) – 4 years BCA (Hons with Research) – 4 years	24	Students have option to exit after three years in case of 4 yrs course.
(c)	B. Sc Mathematics - 3 years <i>With an option as</i> B. Sc Mathematics (Hons) – 4 years B. Sc Mathematics (Hons with Research) – 4 years	08	Students have option to exit after three years in case of 4 yrs course.



(d)	B. Sc Chemistry - 3 years <i>With an option as</i> B. Sc Chemistry (Hons) – 4 years B. Sc Chemistry (Hons with Research – 4 years	08	Students have option to exit after three years in case of 4 yrs course.
(e)	B. Sc Physics -3 years <i>With an option as</i> B. Sc Physics (Hons) – 4 years B. Sc Physics (Hons with Research – 4 years	08	Students have option to exit after three years in case of 4 yrs course.
(f)	B. Sc Economics - 3 years <i>With an option as</i> B. Sc Economics (Hons) – 4 years B. Sc Economics (Hons with Research – 4 years	08	Students have option to exit after three years in case of 4 yrs course.
(g)	B. Sc Computer Science with AI & IoT - 3 years <i>With an option as</i> B. Sc Computer Science with AI & IoT (Hons) – 4 years B. Sc Computer Science with AI & IoT (Hons with Research – 4 years	08	Students have option to exit after three years in case of 4 yrs course.
(h)	B. Sc Clinical Psychology - 3 years <i>With an option as</i> B. Sc Clinical Psychology (Hons) – 4 years B. Sc Clinical Psychology (Hons with Research – 4 years	08	Students have option to exit after three years in case of 4 yrs course.
(i)	B. Sc Physical Education & Sports - 3 years <i>With an option as</i> B. Sc Physical Education & Sports (Hons) – 4 years B. Sc Physical Education & Sports (Hons with Research – 4 years	08	Students have option to exit after three years in case of 4 yrs course.
(j)	B. A. Psychology - 3 years <i>With an option as</i> B. A. Psychology (Hons) – 4 years B. A. Psychology (Hons with Research – 4 years	04	Students have option to exit after three years in case of 4 yrs course.
(k)	M.Sc. (Chemistry) - 2yrs	12	
(l)	M.Sc. (Mathematics) - 2yrs	12	
(m)	M.Sc. (Physics) - 2yrs	12	
(n)	M. Tech Structural Engineering - 2yrs	04	
(o)	M. Tech Computer Science & Engineering - 2yrs	04	
(p)	M Tech Power Electronics - 2yrs	06	
(q)	MCA - 2yrs	06	
(r)	MBA - 2yrs	24	

TADONG CAMPUS

MEDICAL COURSES

(a)	MBBS	80	*50 free seats and 30 with full course fees.
(b)	MD Paediatric Anaesthesia Psychiatry	01 01 01	Total seats: 07 For in service doctors nominated by Dept. of Healthcare, Health



(c)	B.Sc. in Cardiovascular Technology	01	-
(d)	B.Sc. in Medical Laboratory Technology	01	-

<u>FACULTY OF HUMANITIES, SOCIAL SCIENCES & LIBERAL ARTS</u>			
(a)	B.A. English - 3 yrs <i>With an option as</i> B.A. English (Hons.) – 4 yrs B.A. English (Hons. With Research) – 4 yrs	04	Students have option to exit after three years in case of 4 yrs course.
(b)	B.A. Political Science - 3 yrs <i>With an option as</i> B.A. Political Science (Hons.) – 4 yrs B.A. Political Science (Hons. With Research) – 4 yrs	04	Students have option to exit after three years in case of 4 yrs course.
(c)	Bachelor of Arts (B.A.) Sociology <ul style="list-style-type: none"> • B.A. Sociology - 3 yrs • B.A. Sociology (Hons.) – 4 yrs • B.A. Sociology (Hons. With Research) – 4 yrs 	04	Students have option to exit after three years in case of 4 yrs course.
(d)	B. Com. - 3 yrs <i>With an option as</i> B.Com. (Hons.) – 4 yrs B.Com. (Hons. With Research) – 4 yrs	08	Students have option to exit after three years in case of 4 yrs course.
(e)	Master of Arts (M.A.) English (2 yrs)	04	-
(f)	Master of Arts (M.A.) Political Science (2 yrs)	04	-
(g)	Master of Arts (M.A.) Sociology (2 yrs)	04	-
(h)	Master of Commerce (M. Com) (2 yrs)	06	-

Subject to approval of Regulatory body.





SDG 3



3 GOOD HEALTH
AND WELL-BEING



**Ensure healthy
lives and promote
well-being for
all at all ages**

SDG3: SMU ROLE FOR GOOD HEALTH & WELL BEING

Good Health & Wellbeing of the Society is one of the priorities of SMU and its teaching Hospital Central Referral Hospital. Sikkim Manipal University is offering programs on Healthcare and Allied Medical Sciences since its inception. Students of Healthcare and Allied Medical Sciences has to compulsory undergo compulsory community posting at Urban Healthcare Centres, Rural Healthcare Centres, Government run Hospital & university's own Teaching Hospital.

The following are the initiatives that has been taken by SMU & its constitute unit for promoting Good Health & Well Being of Society:

a. Health camps:

Central Referral Hospital & Sikkim Manipal University has been conducting Health camps across the State and neighbouring state since its inception. These health camps are organised in coordination with various local organisations and local bodies like Panchayats, NGOs, PHCs, pvt companies etc.

In these health camps, CRH provides free consultation, free tests and free distribution of medicines to the patients coming to the camp.

Central Referral Hospital has conducted more than 86 camps in last 3 years and is benefitted by more than 6,137 patients.

Statistics

SI No	FY	No of camps in Sikkim	No of camps in other regions	OP nos	IP nos
1	2022-23	25	14	1417	200
2	2023-24	29	1	2970	96
3	2024-25	16	1	1333	121

Glimpse of Health Camps conducted:



b. Periodical Health Check-up:

CRH committed towards a healthier society extends free quality healthcare facility to orphanage centre and free periodical health check-up to the children of

1- Kalyan Ashram, Ranipool,

2- Drishya Child Care Centre, AHO Busty &

3- Mamtalaya, Association for Social Health in India (ASHI), Gangtok.

A thorough health check-up of children are done, including a series of required investigations and consultations like Dermatology, Dental, Ophthalmology etc. During the health check CRH provides free diet to students. Post Screening, they are released from hospital happy and healthy.

c. Health Awareness Camp

Sikkim Manipal College of Nursing conducts regular Health Awareness Camp across the state of Sikkim and sensitising locals about Personal hygiene and Prevention of household accidents, Non communicable diseases, Worm infestation & Substance Abuse, Ill effects of alcohol, Tuberculosis and its prevention.

The details of events conducted by Sikkim Manipal College of Nursing in last 5 years on health awareness camp are as follows :

Academic Year	No of Health Awareness Camp Conducted
2021-22	07
2022-23	08
2023-24	06
2024-25	09

Event Report Sample:

Health Camp and Mass Health Awareness : Organized by SMCON students in collaboration with HWC Rawtey Rumtek

On 7th November 2024, in collaboration with the Health and wellness Centre, Rawtey Rumtek, the students of 7th Semester B.Sc. Nursing & 1st and 2nd Year MSc. Nursing (Department of Community Health nursing) of Sikkim Manipal College of Nursing has organized **a health camp along with Mass health awareness on the topic Scrub Typhus** at Govt Primary School ground, Sazong, Timpem Rawtey Rumtek. Around 50 community people including the school staff attended the programme. Students provided health education on Scrub Typhus discussing about its risk factors, sign and symptoms, complications, and its preventive measures with the help of multiple attractive audio-visual aids which was followed by a short quiz session. A health check-up / screening was also done for the community people where blood pressure, BMI, random blood sugar test and estimation of haemoglobin was carried out and recorded and accordingly were advised for further management and follow up. The programme was remarked exceptional by the participants along with appreciation from the professors and tutors from SMCON, members of the School, staff from the HWC and ICDS.



Program: School Health Awareness Program (Group Project)

Date: 27.09.2024

Final Year B.Sc. Nursing students from Sikkim Manipal College of Nursing (SMCON) has organized a School Health Awareness Program on topic Nutritional diet and Anaemia and a Health camp was also conducted at Government Junior High School, Tumlabung, East sikkim. Around 50 students along with 10 teachers of Tumlabong GJHS attended the program. The program started with a welcome address by M.C followed by an educative role play on Importance of Nutritional Diet by the students of SMCON. Student has also provided health education on nutritional diet and anaemia discussing about its types, causes, disease process, sign and symptoms, diagnostic evaluation, prevention ,its management, and complications with help of multiple attractive audio-visual aids. Students also emphasized on National Anaemia Elimination Program (NAEP) which is an initiative by Government of India to

Sikkim Manipal University 5 SDG 3: Good Health & Well Being

eliminate Anaemia by the end of the year 2025, that is five years ahead of the global target and they also discuss about Nutrition Diet and its Importance. A quiz session was conducted to evaluate the knowledge of the students on the above-mentioned topics and a small token of appreciation was given to the students of GJHS who took part enthusiastically. lastly a health checkup was conducted for the students and teachers of TGJHS as a screening purpose for Blood pressure, BMI, Random blood sugar test and estimation of Hemoglobin was recorded and were recommended to visit the near-by hospital for further treatment accordingly. The program was remarked exceptional by the Headmaster Sir Mr. Arjun Gurung and he further informed the gathering about the significance of Nutritional Diet and why awareness about Anaemia is necessary in school and community. The program ended with positive feedback by the attendees of school and with a vote of thanks.



d. Activities by Different Student Clubs:

Sikkim Manipal University & its constituent unit has different student clubs who takes active part promoting Good Health & Well being by conducting various events and activities. In last 3 years different clubs has conducted 18 events promoting Health & wellbeing in the society were conducted by various clubs

Glimpse of events conducted



e. Access to mental health support for students and staffs :

Sikkim Manipal University has its own teaching hospital Central Referral Hospital where department of Psychiatry is one of the eminent departments and plays active support for mental health wellbeing of students and staffs.

SMU has appointed/selected as following list of experts as Counsellor to support good mental health and wellbeing of Students & staffs

SL No	Name of Counsellor	Gender	Qualification
1	Dr Sanjiba Dutta	Male	MBBS,MD

2	Dr. Geeta Soohinda	Female	DNB, Psychiatry
3	Dr. Harshavardhan Sampath	Male	DPM, DNB Psychiatry
4	Dr Anmol Pradhan	Male	MBBS,MD
5	Dr Samrat Singh Bhandari	Male	MBBS,MD
6	Ms. Shraddha Gurung	Female	M.Sc. in Counselling Psychology
7	Ms Sweta Bandana Tirkey	Female	M.Phil Clinical Psychology

In our technical campus i.e., Sikkim Manipal Institute of Technology: Any case where support to the students is required is reported to the Institute counselor and coordinator of the SHAYYAM (student support group) It works with Associate Director(Students Affair). It coordinates with student council, Gender Champions, Teacher Guardians, Chief Warden, Wardens and Floor Wardens. A faculty member if notices any case of stress or anxiety in student may report to HoD immediately. All the cases are forwarded to Professional Counselor through coordinator SHAYYAM.

A student may directly visit to the counsellor .

The Professional Counselor is available in the campus every Saturday. Though she is available online on other days. The information of her visit is disseminated to the

faculties and the students through different WhatsApp groups via Institute counselor, HoD, student council and Class representatives.

Similarly in Medical campus i.e., Sikkim Manipal Institute of Medical Sciences: A dedicated 24/7 helpline is active for mental health-related concerns. WhatsApp is used for confidential communication, scheduling appointments, and follow-ups. Case records (Confidential) are being maintained to document student progress and service utilization is maintained as hard copy.

Also recently SMU Launches Student Mental Health Booklet “FEEL.DEAL.HEAL.” and Inaugurated Psychiatry Department Extension of its teaching hospital

The details of reports are as:

Gangtok, June 25, 2025 — In a major initiative toward promoting mental wellness, Sikkim Manipal University (SMU), in collaboration with the Department of Psychiatry at Sikkim Manipal Institute of Medical Sciences (SMIMS), launched a comprehensive student mental health booklet titled “FEEL.DEAL.HEAL.” today.

The booklet aims to serve as a practical and accessible guide for students to understand, process, and manage common mental health challenges. It covers early signs of stress, anxiety, depression, and burnout, while offering coping strategies based on principles

of Mindfulness and Acceptance and Commitment Therapy (ACT). It also lists professional mental health resources available both on and off campus.

Co-authored by Dr. Harshavardhan and Dr. Geeta Soohinda, Associate Professors in the Department of Psychiatry, SMIMS, the booklet will be freely accessible to students, staff, and the general public through the official SMU website. Copies will also be distributed via campus wellness centers and academic departments.

The launch event was held at the SMIMS campus and was formally inaugurated by AVM (Dr.) Dilip Chandra Agarwal, VSM (Retd), Vice Chancellor of SMU. Addressing the gathering, Dr. Agarwal underlined the importance of emotional well-being in academic life: “At Sikkim Manipal University, we’ve always believed that real education goes beyond lectures and exams. It’s about developing resilience, empathy, and wisdom. The FEEL.DEAL.HEAL. guide is more than a resource—it’s a reminder that emotional well-being is as essential as academic success.” Pro Vice Chancellor Designate and Dean of SMIMS, Dr. Muralidhar V. Pai, echoed this sentiment, urging students to seek help without hesitation. “Seeking psychiatric help is a sign of strength, not weakness. This booklet is a heartfelt effort to walk with students on their mental health journey, offering strategies rooted in science to build resilience and stay connected to what truly matters.”

Prof. (Dr.) Sanjiba Dutta, Head of the Department of Psychiatry, highlighted the alignment of the initiative with University Grants Commission (UGC) directives on student mental health and the institute's role in supporting student well-being.

In her address, co-author Dr. Geeta Soohinda highlighted the need to promote a culture of holistic well-being. She also spoke on the key themes of the booklet, especially interpersonal issues and includes important helpline numbers for mental health support.

The event also saw participation from senior university officials including Registrar Prof. (Dr.) Karma Sonam Sherpa, SMIT Director Dr. G.L. Sharma, COO (CRH) Mr. Subhendu Prakash, and Deputy Medical Superintendent Dr. Mohonish N. Chettri. Undergraduate students contributed creative expressions in a poster competition on the theme “Strong Minds, Open Hearts, Connected Campus.”

Earlier in the day, the Vice Chancellor also inaugurated the newly extended wing of the Psychiatry Out-Patient Department (OPD) at SMIMS. Dr. Sanjiba Dutta noted that the expanded facility was designed to improve patient handling and maintain confidentiality, keeping pace with rising awareness and demand for mental health care. Importantly, Dr. Dutta also announced that the department is in the process of introducing Repetitive Transcranial Magnetic Stimulation (rTMS)—a non-invasive

treatment for psychiatric disorders. Once operational, SMIMS will be the first hospital in the entire Northeast region to offer this cutting-edge therapy.

These twin initiatives mark a substantial step in SMU's broader commitment to building a healthier, more compassionate academic environment, while simultaneously strengthening mental health infrastructure in the region

Glimpse of Event:



Link of the booklet: <https://smu.edu.in/admin/photo/8/announcement/90.pdf>

Similarly, Sikkim Manipal University also promotes mental health and wellbeing of staff by organising various awareness events & supports them during their hard times.

Sample report of recently conducted awareness event report are as follows:

1	TITLE OF EVENT:	Seminar on “ Mental Health Awareness ” 2025
2	ORGANIZED BY (DEPT/ (CLUB/BODY ETC):	CDOE, SMU
3	UNDER THE BANNER OF (DEPT./OFFICE/CELL ETC):	CDOE, SMU
4	COLLABORATION WITH:	NA
5	STUDENT EVENT: YES / NO	NO
6	EXTERNALLY FUNDED: YES / NO	NO
7	IF EXTERNALLY FUNDED, THEN NAME OF FUNDING AGENCY	NA
8	NATURE: INTERNAL PARTICIPANTS / EXTERNAL PARTICIPANTS / BOTH	INTERNAL
9	NO. OF PARTICIPANTS:	36
9A	INTERNAL:	YES
9B	EXTERNAL	NO
10	MODE: ONLINE / OFFLINE	OFFLINE
10A	IF ONLINE PROVIDE LINK	NA

11A	DATE FROM	23-06-25
11B	DATE TO:	23-06-25
12	COORDINATOR:	Mr. Vivek Pandey, CIQA Co-ordinator
13	ATTACH LIST OF PARTICIPANTS	YES

RESOURCE PERSON(S):

SL. NO.	NAME	AFFILIATION
1	Dr. Jyotika Sharma	Head, Department of Psychology, SMIT.

**BRIEF DESCRIPTION/REPORT WITH GEO-TAGGED PHOTOGRAPH OR
SCREEN SHOTS:**

A seminar on *Mental Health Awareness* was successfully conducted on 23rd June 2025 at 10:00 AM in the CDOE Conference Hall. The event aimed to promote awareness about mental well-being and encourage participants to overcome negative self-talk through mindfulness and positive practices.

The session was graced by the presence of Dr. Jyotika Sharma, Head of the Psychology Department, SMIT, who served as the keynote speaker. She was warmly welcomed with a traditional *khada* by Dr. Kushal Pokhrel, Deputy Director, CDOE.

The seminar witnessed enthusiastic participation from all faculty and staff members of CDOE, who showed a deep interest in the topic.

Dr. Sharma began the session by outlining the objectives, emphasizing the importance of mindfulness in both personal and professional settings. She elaborated on various types of mental health issues and highlighted the growing concern of critical suicidal thoughts among students and the general population. She encouraged attendees to adopt an empathetic approach rather than a sympathetic one, sharing real-life examples to stress the importance of understanding and compassion.

Key points covered during the seminar included:

- Definition of mental health as per WHO
- Differences between mental health and mental illness
- Types of mental health challenges
- Youth at risk: suicide and mortality rates
- Common disorders: anxiety, depression, and burnout
- The hidden nature of mental struggles
- Recognizing signs when help is needed
- Avoiding unhealthy coping strategies such as self-harm, isolation, impulsive shopping, and digital overload
- The importance of seeking support through helplines, podcasts, and professional help

Dr. Sharma also spoke about replacing negative thought patterns with positive affirmations. She concluded the session by inviting each participant to share a positive affirmation, creating an uplifting and interactive environment.

The seminar ended on a positive and therapeutic note, leaving a lasting impact on the attendees. Participants appreciated the initiative and requested Dr. Jyotika Sharma to conduct more such sessions in the future.









Date: 23/06/25

List of Attendees

Sl. No	Name	Designation	Signature
01	Tenzin Nyima Bhutia	Assistant Professor	
02	Sayanitani Ghosh	Asst. Prof / CC	
03	Dr. Poornima R. Vijaya	Asst. Prof / Political Sci.	
04	Padan Rai	" , PC	
05	Anubika Rai	Asst Prof / Sociology	
06	Shruti Sharma	Asst Prof Pol Science	
07	Anshu Chhetri	" English	
08	Lalim Mukhopadhyay	Asst. Prof. English	
09	Jayashree Basak	Asst. Prof. MCA	
10	Tsh. Gyenden	Asst Prof (Commerce)	
11	Devi P. Khan	Asst Prof (History)	
12	Dr. Kapil Tamang	Asst. Prof / PC	
13	Dr. Suresh Chandra	Asst. Prof / PC	
14	Dr. Anupam Pandey	Asst Prof / PC	
15	Ajay Kumar N	Asst. Prof / PC	
16	Shubham Sah	Asst. Prof / PC	
17	Pradeep Das	Asst. Prof / PC	
18	Himanshu Sharma	Assistant Professor, MCA	
19	Dr. Ujjayini	Assistant Professor, MCA	
20	Sudhi Chakraborty	Asst Prof. Pol. Sci.	
21	Anuska Chakraborty	" " "	
22	Nilanjana Sinha	Asst Prof. English	
23	Arpan Gantam	" " MCA	
24	Ashwin Sen Roy	Technical Assistant	
25	Sanjeev Pradhan	Section Officer	
26	Ishwer Shrivastava	Asst. Director	

1	TITLE OF EVENT:	Awareness program on drug abuse, mental and social health, legal implications and values of relationships.
2	ORGANIZED BY (DEPT/(CLUB/BODY ETC):	Office of Associate Director (Student Affairs)
3	LOCATION	Seminar Hall
4	UNDER THE BANNER OF(DEPT./OFFICE/CELL ETC):	-
5	COLLABORATION WITH:	Gender Champions, SMIT Student Council
6	STUDENT EVENT: YES / NO	Yes
7	EXTERNALLY FUNDED: YES / NO	No
8	IF EXTERNALLY FUNDED, THEN NAME OF FUNDING AGENCY	NA

9	NATURE: INTERNAL PARTICIPANTS / EXTERNAL PARTICIPANTS / BOTH	Internal
10	NO. OF PARTICIPANTS:	40
10A	INTERNAL:	40
10B	EXTERNAL	None
11	MODE: ONLINE / OFFLINE	Offline
11A	IF ONLINE PROVIDE LINK	NA
12A	DATE FROM	13 th June, 2025
12B	DATE TO:	13 th June, 2025
13	TEACHER COORDINATOR:	Col. DB Chettri, Head Admin

EVENT SUMMARY:

On the 13th of June 2025, Shri Arnab Ganguly, a Drug Enforcement Officer from the Central Bureau of Narcotics, Lucknow was invited by Sikkim Manipal Institute of Technology, to inculcate awareness on sensitive subjects like **drug abuse, mental and social health, legal implications and values of relationships.**

The officer has nearly 25 years of experience in law enforcement across several states and is an expert in the stringent NDPS Act 1985 which lays down the application of law with respect to the licit use and illicit abuse of Narcotic Drugs and Psychotropic substances.

During the course of the two hour(s) session, the staff and faculty of SMIT were educated about the finer points of substance abuse, some of the ways to detect and prevent trafficking and use, and remedial measures. In particular, the wardens of the hostels, the security staff at the institute gates (as also within the campus) were apprised of ways of flagging suspicious activities.

The interactive final session focused on known examples and case studies in such matters and dilemma faced by young individuals when confronted with mental and social issues.

The programme was held in a very congenial and informal environment with smooth interaction amongst the attendees. It concluded with a determination by all present, that they would first and foremost ensure that at the first visible signs of distress, the matter would be brought to the attention of the appropriate authority before it can escalate any further.

The officer also promised all help and 24x7 unlimited access and consultation on legal matters. The Director, Admin Head, Associate Director (Student Affairs), and staff and faculty members committed to being fully receptive to any student or individual undergoing mental, social or emotional issues.

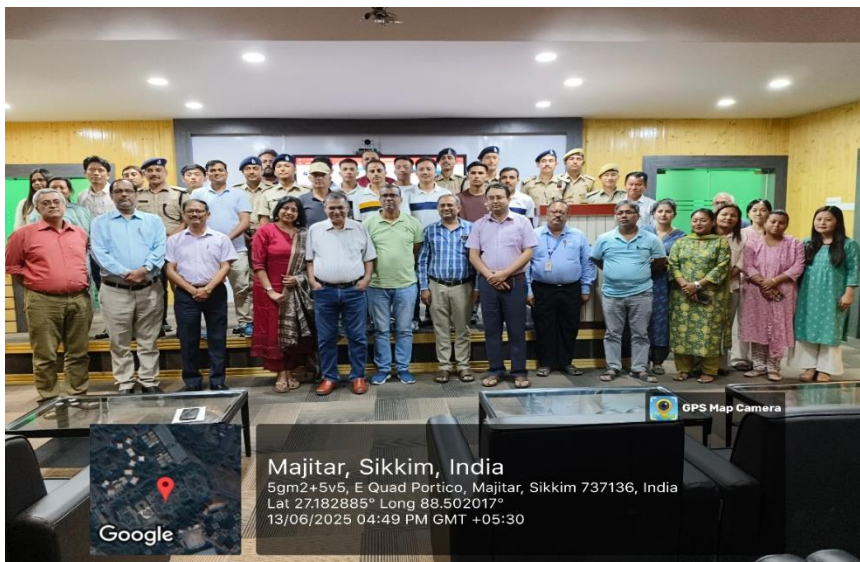
The programme was attended by Prof. (Dr) G. L Sharma - Director, SMIT, Prof. (Dr.) Pankaj Chettri, Associate Director (Student Affairs), Head Administration - Retd Col. D.B. Chettri, various head of the department and faculty with non teaching staffs.

RESOURCE PERSON

S.No	Name	Affiliations
1.	Shri Arnab Ganguly	Drug Enforcement Officer from the Central Bureau of Narcotics, Lucknow

GEO-TAGGED PHOTOGRAPH OR SCREENSHOTS:





MENSTRUAL HYGIENE AWARENESS

Program: Mass Health Awareness Programme on the topic Overall Women's Health including Breast and Cervical Cancer

Conducted By: Final Year B.Sc. Nursing

Date: 28.05.2025

The Final Year B.Sc. Nursing students of Sikkim Manipal College of Nursing (SMCON) organized a Mass Health Awareness Programme on the occasion of International Action Day of Women's Health, observed annually on 28th May since 1987. The event also marked the celebration of 50 Glorious Years of Sikkim Statehood.

The programme held at ICDS Majhi Gaon Colony, Rangpo, East Sikkim, focused on

promoting overall women's health, emphasising on breast and cervical cancer. It was attended by around 30 women along with their children from the Majhi Gaon. The event started with a welcome address by the Master of Ceremony, followed by an educative role play performed by the students to encourage women to prioritize their health. This was followed by an informative health education on important topics such as mental health, menstrual hygiene, reproductive health and disorders, and the significance of Breast Self-Examination (BSE). The students also emphasized the importance of nutrition in women's health, using engaging audio-visual aids to enhance understanding.

As part of the 50th Statehood Anniversary of Sikkim, the students integrated messages of state pride and community awareness. An interactive quiz session was conducted to assess the knowledge of the participants, and tokens of appreciation were awarded to those who participated actively. The programme received high praise from the Lady Health Visitor of PHC Rangpo, Anganwadi Workers (AWWs), and Assistant Professor Mrs. Pranita Sharma from SMCON, who highlighted the significance of sustained health education in the community. The event concluded with positive feedback from the attendees and a heartfelt vote of thanks

Group photo



SMU HEALTHCARE SUPPORT FOR BPL THROUGH ITS TEACHING HOSPITAL CENTRAL REFERRAL HOSPITAL

Central Referral Hospital (CRH) offers quality healthcare to different populace of the society. Central Referral Hospital provides different schemes for Below Poverty Line (BPL) population of Sikkim, These are:

a. Sikkim Manipal Swasthya Suraksha:

For people living below poverty line, an illness not only represents a permanent threat to their income earning capacity, in many cases it could result in the family falling into a debt trap. When the need to get the treatment arises for poor families they often ignore it because of lack of resources or wait till the last moment when it's too late. Even if

they do decide to get the desired health care it consumes their savings, forces them to sell their assets and property or cut other important spending like children's education. Alternatively, they have to take on huge debts. Ignoring the treatment may lead to unnecessary suffering and death while selling property or taking debts may end a family's hope of ever escaping poverty.

Understanding the importance of health schemes for the people of Sikkim and its neighbouring states, a comprehensive health scheme was launched on 31 Jan 2014 by Central Referral Hospital, Sikkim Manipal University for the people of Sikkim and its neighbouring states. An initiative of CRH, SMU to assist the state Govt. in providing added health care facilities and protection to the people from financial inabilities arising out of health setbacks. The Scheme which is affordable and accessible is a comprehensive health Scheme with manifold benefits and is primarily designed to provide latest and quality health care facilities to the general public of Sikkim.

Highlights of the Scheme:

- Cashless facility
- Entry age- No limits
- Membership fee based on the category of services chosen
- Pre-existing diseases are covered
- Maternity Benefits.

- The Scheme will cover hospitalization expenses in GENERAL WARD only at Central Referral Hospital, 5th mile Tadong, Gangtok in case of an accident or illness to an extent of Rs. 1,00,000 on a family floater basis.

Registration/ Enrolment to the Schemes- A nominal amount as decided by the management is to be paid by the family/ individual for registration in to the scheme.

b. Concessional beds for poor patients

CRH has introduced 75 concessional beds in the hospital dedicated to the poor and financially unsound individuals and families of Sikkim and neighbouring areas of West Bengal. These beds aim to facilitate general people to access the quality health care at the State's second largest hospital.

Those eligible for the concessional beds are BPL patient, patient admitted for academic purposes, those referred from health camps conducted by CRH who cannot afford healthcare at CRH and requires hospital care. Also eligible are patients requiring hospital treatment brought by registered NGOs and unidentified road traffic accident cases brought by administration/ police/ good Samaritans. This scheme subsidised total patient cost to 60 – 70% on total billed amount in general ward excluding ICUs and Super Speciality facility.

Based upon the economical condition post COVID. SMU has converted 75 concessional bed scheme to 150 concessional bed since 2022 onwards.



CRH

SIKKIM
MANIPAL
UNIVERSITY
CENTRAL REFERRAL HOSPITAL - SMIMS

✚ अब CRH अस्पतालको

150 जनेरल बेडमा

FREE उपचार उपलब्ध छ*

NOTE: यो योजना भर्ना भएका बिरामीहरूका लागि मात्र लागू हुन्छ।

- FREE कन्सल्टेन्स
- FREE मेडिसिन
- FREE ब्लड टेस्ट, एक्स-रे, सिटी स्क्यान, एम आर आई, अल्ट्रासाउन्ड
- FREE डाइट
- FREE नर्सिङ केर
- FREE सर्जरी

✚



c. CRH Janani Welfare Scheme

As a part of our Corporate Social Responsibilities (CSR), Central Referral Hospital, 5th Mile Tadong, East Sikkim has identified to provide free services to the pregnant mothers under the CRH JANANI WELFARE SCHEME. Under this scheme Normal Deliveries will be provided free of cost to patients admitted in General ward. The scheme will be valid initially for one year.

d. Psychiatric Rehabilitation and Recovery Program

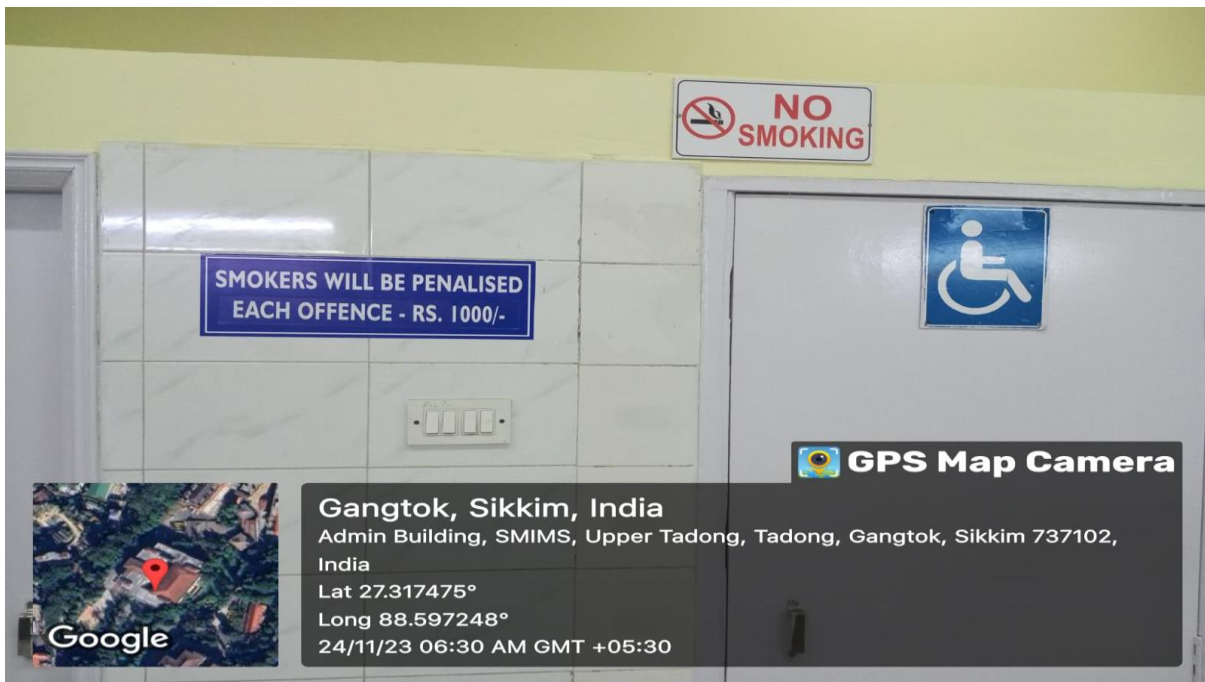
CRH also provide Psychiatric Rehabilitation and Recovery Program- Psychiatric rehabilitation is an important component in the management of the mentally ill. The

Psychiatric Rehabilitation and Recovery Program at Central Referral Hospital provides free treatment to an individual with psychiatric disabilities including their diet. The focus of rehabilitation program is on wellness and optimum quality of life. Both hospital and community-based services are available. The program offers specialized interventions to reduce symptoms, alleviate distress, and to support individuals to live meaningful lives. The Psychiatric Rehabilitation and Recovery Program provides assessment, treatment, and rehabilitation to individuals with a serious mental illness, or with a developmental disability and recognizes that in both population streams, there are often other co-occurring physical and mental health issues present that require treatment.

SMOKE FREE POLICY

Sikkim Manipal University follows the policies as mentioned by University Grant Commission, GoI and amends necessary changes as per their suggestions & accordingly **(details of policy is provided in Annexure A)**.

Boards are placed at different location across the university mentioning no smoking zone.



Strict action is taken against students if found smoking or carrying illicit items inside the campus (**Standard instruction is provided in Annexure B**)

Events Organised to promote Good Health & Wellbeing

1	TITLE OF EVENT:	INTRA-UNIVERSITY BASKETBALL TRIALS 2024
2	ORGANIZED BY (DEPT/(CLUB/BODY ETC):	SPORTS COUNCIL '24, DEPARTMENT OF PHYSICAL EDUCATION & SPORTS
3	UNDER THE BANNER OF (DEPT./OFFICE/CELL ETC):	Associate Director (Student Affairs), SMIT
4	COLLABORATION WITH:	-
5	STUDENT EVENT: YES / NO	YES
6	EXTERNALLY FUNDED: YES / NO	NO
7	IF EXTERNALLY FUNDED, THEN NAME OF FUNDING AGENCY	-
8	NATURE: INTERNAL PARTICIPANTS /	Internal Participants only

	EXTERNAL PARTICIPANTS / BOTH	
9	NO. OF PARTICIPANTS:	32
9A	INTERNAL	32
9B	EXTERNAL	-
10	MODE: ONLINE / OFFLINE	Offline
10A	IF ONLINE PROVIDE LINK	-
11A	DATE FROM:	04/09/2024 (6:00PM)
11B	DATE TO:	04/09/2024 (8:30PM)
12A	TEACHER COORDINATOR:	Ms. Karishma Pathak
12B	STUDENT COORDINATORS:	Pema Eden Bhutia, Thushara Shenoi, Akhil Madhu Menon

DESCRIPTION:

On September 4th, 2024, the Sports Council, SMIT organized the Intra-University Basketball Trials 2024. Students from all the branches and years are eligible to participate in this, where they will be competing against each other to be on the college

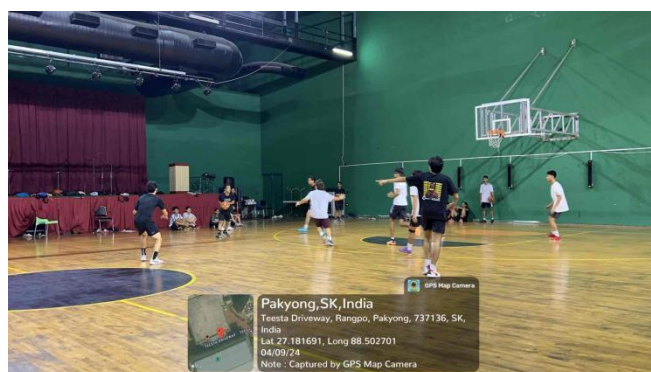
team. This college team will be competing against the other sister colleges that come under Sikkim Manipal University (SMU) on 8th September 2024.

No. of participants: 26(Boys) + 6(Girls) = 32 Participants

- List of Participants: [Intra-University Basketball Selection Trials 2024 \(Registration Form\)\(1-17\).xlsx](#)

Additional Resources:

- Photos & Videos: [Photos & Videos](#)
- List of Selected Students: [Intra-University Basketball Team \(SMIT\)](#)



EVENT REPORT

1	TITLE OF EVENT:	INTRA-UNIVERSITY SWIMMING TRIALS 2024
2	ORGANIZED BY (DEPT/(CLUB/BODY ETC):	SPORTS COUNCIL '24, DEPARTMENT OF PHYSICAL EDUCATION & SPORTS
3	UNDER THE BANNER OF (DEPT./OFFICE/CELL ETC):	Associate Director (Student Affairs), SMIT
4	COLLABORATION WITH:	-
5	STUDENT EVENT: YES / NO	YES
6	EXTERNALLY FUNDED: YES / NO	NO

7	IF EXTERNALLY FUNDED, THEN NAME OF FUNDING AGENCY	-
8	NATURE: INTERNAL PARTICIPANTS / EXTERNAL PARTICIPANTS / BOTH	Internal Participants only
9	NO. OF PARTICIPANTS:	14
9A	INTERNAL	14
9B	EXTERNAL	-
10	MODE: ONLINE / OFFLINE	Offline
10A	IF ONLINE PROVIDE LINK	-
11A	DATE FROM:	1/09/2024 (9:00AM)
11B	DATE TO:	1/09/2024 (11:00AM)
12A	TEACHER COORDINATOR:	Dr. Rakesh Vishwakarma
12B	STUDENT COORDINATORS:	Tanisha Roy, Thushara Sheno, Akhil Madhu Menon, Sampreet Dey

DESCRIPTION:

On September 1st, 2024, the Sports Council organized the Intra-University Swimming Trials 2024. Students from all the branches and years are eligible to participate in this,

where they will be competing against each other to be in the college team for these events:

1. Freestyle (50m, 100m)
2. Backstroke (50m, 100m)
3. Breaststroke (50m, 100m)
4. Butterfly (50m, 100m)
5. Medley (4 * 25m)

These categories are open for both boys and girls, and in this event the students who will be representing the college team were selected.

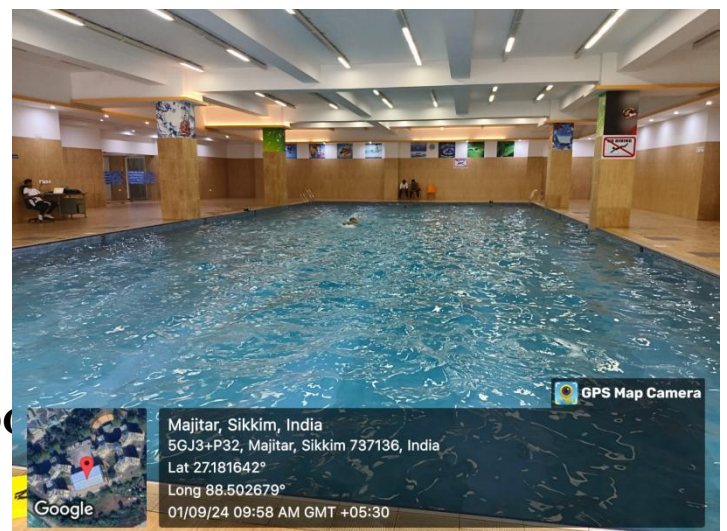
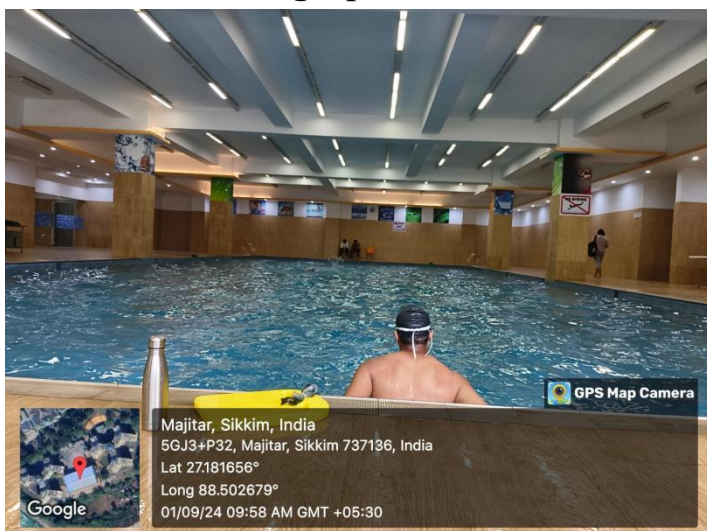
No. of participants: 13

- List of Participants: [Intra-University Swimming Selection Trials 2024 \(Registration Form\)\(1-13\).xlsx](#)

Additional Resources:

- Photos & Videos: [Swimming Photos & Videos](#)

Event Photographs:



1	Title/Name of Event:	SMIT International Day of Yoga 2024
2	Organized By (Dept. / (Club/Body Etc.):	Department of Physical Education and Sports
3	Under The Banner Of (Dept./Office/Cell Etc.):	Sikkim Manipal Institute of Technology
4	Collaboration With:	Na
5	Student Event: Yes / No	Yes

6	Externally Funded: Yes / No	No
7	If Externally Funded, Then Name of Funding Agency	
8	Nature: Internal Participants / External Participants / Both	Internal Participants
9	No. Of Participants:	
9A	Internal:	30
9B	External	0
10	Mode: Online / Offline	Offline
10A	If Online Provide Link	No
11A	Date From	20 th June 2024
11B	Date To:	21 st June 2024
12	Coordinator:	Dr. Rakesh Vishwakarma, Ms. Karishma Pathak, and Mr. Rupak Dutta
13	Attach List Of Participants	

Resource Person(S): No

Brief Description/Report with Geo-Tagged Photograph or Screen Shots:

The Department of physical education and sports at Sikkim Manipal Institute of Technology organized a 2 days event to celebrate International day of yoga 2024.

Arrange a yoga session indoor in a Marena basketball court. Invite a yoga instructor to lead the session and guide participants through different yoga saunas and breathing exercises. A 2 days program has been planned of the yoga day celebration this year. The program was conducted by external experts of yoga guides on the first day and internal guides on the second day.

The yoga program commenced 1st day at 6 am to 7:30 am and 2nd day at 6:30 am to 7:30 am, ensuring that participants could engage in the practice before the start of their daily activities. The chosen time slot allowed maximum participation from the faculty, staff, and students at the institute. The event witnessed an enthusiastic response from the entire Sikkim Manipal Institute of Technology community. Faculty members, administrative staff, and students from various departments actively participated in the daily yoga sessions. The inclusive nature of the event encouraged individuals of all fitness levels and yoga expertise to join, fostering a sense of unity and well-being.

The yoga sessions included a diverse range of activities, such as yoga asanas (postures), pranayama (breathing exercises), meditation and relaxation, and Surya Namaskar (sun salutation). These activities provided numerous benefits to the participants, including improved physical health, mental well-being, community bonding, and holistic development. Director of Sikkim Manipal Institute of Technology, Sikkim also took the session on yoga, especially Surya Namaskar and pranayama. The International Day of Yoga 2024 celebration at Sikkim

Manipal Institute of Technology was a resounding success.

Poster of the events was circulated through WhatsApp group and official Email-ID. :



SMIT
SIKKIM MANIPAL UNIVERSITY
SIKKIM MANIPAL INSTITUTE OF TECHNOLOGY



INTERNATIONAL DAY OF YOGA-2024

(Prime Minister's Awards for Yoga 2024, n.d.)

Organised by
DEPARTMENT OF PHYSICAL EDUCATION & SPORTS
DATE: 20 JUNE AND 21 JUNE
Venue: MARENA (Basketball Court)
Time: 6:00 - 8:00 AM



DAY 1ST (20/06/2024)

The following yogic activities has been covered:

- Warm-up
- Gayatri Mantra

- Various types of yoga
- Kapol Shakti vikasak pranayama



The list of participants as under:

SL. NO.	NAME	DEGINATION
1	Dr. Satadru Jha	Faculty
2	Anjan Raychuduri	Faculty

3	Santanu Sovapandit	Faculty
4	Udit Kr. Chakraborty	Faculty
5	Chandralika Chakraborty	Faculty
6	Doibee Chakraborty	Faculty Child
7	Jayanta Kr. Barah	Faculty
8	Suman Das	Faculty
9	Santosh Das	Staff
10	Kumar Gurung	Staff
11	Sebam Mukherjee	Staff
12	Karishma Pathak	Staff
13	Sanjeev Kumar	Faculty
14	Rupak Dutta	Staff
15	Dr. Rakesh Vishwakarma	Faculty
16	Ram Kr. Rai	Staff

17	Aryan Bhujel	Staff
----	--------------	-------

~~DAY 2nd~~ (21/06/2024)

The following yogic activities has been covered:

- **Warm-up**
- **Om Mantra**
- **Surya Namaskar**
- **Pranayam**
- **Laughter Yoga**
- **Meditation Yoga**





The list of participants as under:

SL. NO.	NAME	DEGINATION
1	Archit Yajnik	Faculty
2	Anjan Raychuduri	Faculty
3	Anindita Adhikary	Faculty
4	Udit Kr. Chakraborty	Faculty
5	Chandralika Chakraborty	Faculty
6	Doibee Chakraborty	Faculty Child
7	Jayanta Kr. Barah	Faculty
8	Suman Das	Faculty
9	Santosh Das	Staff
10	Kumar Gurung	Staff
11	Sebam Mukherjee	Staff
12	Karishma Pathak	Staff
13	Sanjeev Kumar	Faculty
14	Rupak Dutta	Staff
15	Dr. Rakesh Vishwakarma	Faculty
16	Ram Kr. Rai	Staff (sports)
17	Aryan Bhujel	Staff (sports)
18	N. K. Bhattarcharyya	Faculty

19	Mousumi Ghosh	Faculty
20	Minakshi Roy	Faculty
21	J. S. Tamang	Faculty
22	Amit Kr. Singh	Faculty
23	Swarup Sarkar	Faculty
24	Sanjeebon Sarkar	Faculty Child
25	Sanjukta Sarkar	Faculty Child
26	Abhiraj Biswkarma	Staff (sports)
27	Manju Majhi	Staff (sports)

Overall, International Yoga Day serves as a reminder of the importance of incorporating yoga into daily life for enhanced physical, mental, and spiritual well-being, and it continues to inspire millions to adopt a healthier lifestyle through yoga practice.

SCHOOL HEALTH PROGRAMME

The Programme: On 30th August 2024, a School Health Programme was organized at Sai Gurukul Academy of Gidang, Namli GPU by the Vth Semester B.Sc. Nursing students of Sikkim Manipal College of Nursing on the topic “Personal Hygiene, Environmental Sanitation and Prevention of Accidents and Injuries.” The programme started at 10 am with a welcome speech by Ms Priyamshree Pradhan, student of SMCON and felicitation of the School In charge and the tutors of SMCON.

The total participants of the programme were 60 students and 4 teachers of the school. The students conducted a short role play on maintenance of Personal Hygiene and Environmental Sanitation followed by the Health Education on Prevention of Accidents and Injuries with attractive AV Aids. The programme concluded with a small quiz for the students and a vote of thanks by the students of SMCON.

The program was well accepted and appreciated by the teachers of Gurukul Academy. The students also gained knowledge and enjoyed the programme.



232/SMU/REG/AIA/10/2022

08 February 2022

To

Dean, SMIMS

Director, SMIT

Principal, SMCPT

Principal, SMCON

MS, CRH

Convenor, DHSS

Head Department of Medical Biotechnology

Department of Paramedical Courses

Department of Hospital Administration

Head, HR SMU

Sr. Finance Officer, SMU

Head GS, SMU

**FOLLOWING OF UGC POLICY FOR CREATING A HEALTH & TOBACCO
FREE ENVIRONMENT IN SIKKIM MANIPAL UNIVERSITY (SMU) & ITS
CONSTITUENT UNITS**

A copy of University Grant Commission policy vide letter F.No- 21-129/2021(CPP-II) dated 04 February 2022 is forwarded herewith for the strict compliance please.



(Prof (Dr) K.S. Sherpa)
Registrar

Encls: One page



ज्ञान-विज्ञान विमुक्तये

प्रो. रजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



विश्वविद्यालय अनुदान आयोग
University Grants Commission

(शिक्षा मंत्रालय, भारत सरकार)
(Ministry of Education, Govt. of India)

बहादुरशाह जफर मार्ग, नई दिल्ली-110002
Bahadur Shah Zafar Marg, New Delhi-110002

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F.No. 21-129/2021(CPP-II)

04 FEB 2022
2nd February, 2022

Subject : Creating a health and tobacco free environment in Educational Institutions

Respected Madam/Sir,

As you are aware, tobacco control has been one of the high priorities of the Government of India. UGC has been issuing letters to all the HEIs to take steps for both prevention of initiation of tobacco use among the youth and providing cessation services. Cigarettes and Other Tobacco Products Act (COTPA)-2003 contains specific provision to discourage tobacco use among youth, such as ban on smoking in public places in higher educational institutions and prohibition of sales of tobacco products within 100 yards of any educational institutions.

You may also be aware that Ministry of Health and Family Welfare, Government of India have notified the guidelines for Tobacco Free Educational Institution containing measures for tobacco control and role and responsibilities of Educational Institutions to achieve the objective of creating tobacco free environment. These guidelines are available on <https://ntcp.nhp.gov.in/assets/document/TEFI-Guidelines.pdf>.

It is important that all possible measures are taken to curb the use of tobacco and create awareness about harms due to tobacco use. All HEIs are requested to take appropriate action/measures to create awareness among students on the harmful effects of tobacco use which shall lead to realize the goal of creating a healthy and tobacco free environment in educational institutions.

With kind regards,

Yours sincerely,

(Rajnish Jain)

To,

The Vice-Chancellors of All Universities



Ministry of Health
& Family Welfare
Government of India



Guidelines

FOR TOBACCO FREE
EDUCATIONAL
INSTITUTION
(Revised)

Guidelines for Tobacco Free Educational Institution (Revised)

1. BACKGROUND:

1.1 Tobacco Prevalence:

- 1.1.1 Tobacco use is the single largest cause of preventable deaths and illness worldwide and it kills half of its users prematurely, mostly in their most reproductive age. Tobacco use is a major risk factor for Cancer, Cardiovascular Diseases (CVD), Diabetes, Chronic Lung Disease, stroke, infertility, blindness, Tuberculosis (TB), Oral Cavities etc. There are mainly two forms of tobacco – Smoking Tobacco and Smokeless Tobacco. Cigarettes, bidi, hookah are smoking tobacco whereas khaini, zarda, gutkha etc. are smokeless tobacco.
- 1.1.2 According to the Global Adult Tobacco Survey (2016-17), 28.6% of adults (15 year and above) in India use tobacco, overall there are about 27 crore tobacco users: 20 crore of them smokeless tobacco users, 10 crore smokers and 3.2 crore use smoking as well as smokeless tobacco. The prevalence of tobacco use is highest in Tripura (64.5%) followed by Mizoram (58.7%) and Manipur (55.1%).
- 1.1.3 As per the Global Youth Tobacco Survey (GYTS), 2009, 14.6% of students in India aged between 13 to 15 years use tobacco. GYTS is a nationally representative school-based survey of students in grades associated with age 13 to 15 years.
- 1.1.4 In India, over 13.00 lakh people die from tobacco use every year, i.e. about 3500 people die in India everyday due to tobacco use.
- 1.1.5 Exposure to Second-hand Smoke (SHS) or passive smoking causes numerous health problems in infants, children and adults including more frequent and severe asthma attacks, respiratory infections, ear infections, sudden infant death syndrome (SIDS), coronary heart disease, stroke, lung cancer etc.
- 1.1.6 Spitting of tobacco/tobacco products is also a public health hazard, as it may lead to spread of swine flu, pneumonia, gastro-intestinal diseases, creating a potential risk of transmission of Tuberculosis as Tuberculosis Bacilli can survive in spit for an entire day or nuisance to the people in general.

1.2 Tobacco Control Efforts:

- 1.2.1 The Government of India enacted its comprehensive tobacco control law the Cigarettes and other Tobacco Products (Prohibition of Advertisement and Regulation of Trade and Commerce, Production, Supply and Distribution) Act, 2003 (COTPA 2003) in 2004, with a view to make provisions to effect reduction in tobacco use.
- 1.2.2 Various Rules were notified for effective regulation of tobacco products from time to time. These provided for prohibition of;
 - Smoking in public places,
 - Sales of tobacco products to and by minors,
 - Sale of tobacco products within 100 yards of educational institutions and,
 - Direct and indirect advertising and promotion of tobacco products.
- 1.2.3 Apart from these provisions, display of statutory warning on tobacco packs was also

implemented. The same has now been revised for 85% of pack area to be covered with the warnings along with display of the national quit-line number.

- 1.2.4 India has also effectively implemented the rules for restricting the depiction of tobacco products in films and television programs. It is mandatory to display the statutory warning during the display of tobacco products in films & television programmes and anti-tobacco video spot & disclaimer at beginning and middle of the films.
- 1.2.5 Smokeless Tobacco Products such as Gutkha, Zarda, Khaini etc. have been prohibited vide the Food Safety and Standards (Prohibition and Restrictions on Sales) Regulation, 2011 under Food Safety and Standards Act, 2006.
- 1.2.6 Tobacco control efforts of India gained a fresh impetus with launch of the National Tobacco Control Programme (NTCP) in 2007-08. NTCP is a comprehensive programme, which not only provides a robust framework for implementation of tobacco control laws/initiatives but also focuses on community engagement, school programme, IEC and advocacy.
- 1.2.7 Various cessation services have been set up under the NTCP. A national quitline was launched in 2016. The capacities of the quitline have now been expanded to cater to the higher volume of calls from prospective quitters in view of display of the quitline number on tobacco packs. The quitline caters to around 2.5 lakh telephone calls every month. Over 400 Tobacco Cessation Centers have been set up. “mCessation” services are also being provided through a mobile app.

A summary provisions for tobacco control under various Acts and Rules is given in Annexure I.

2. Introduction:

- 2.1 The second round of Global Adult Tobacco Survey (GATS2) was carried out in 2016-17 and its report was published in 2018. A 6% absolute decline in tobacco use has been observed in GATS2. This demonstrates the success of India’s tobacco control efforts.
- 2.2 However, tobacco use remains very high and these efforts need to be scaled up and sustained. New and emerging electronic products (e-cigarettes and like products) pose new challenges to these efforts.
- 2.3 Given that the GYTS and GATS indicated that there is significant tobacco use among adolescents and young adults as they are most vulnerable to the exposure to tobacco use, the Government of India had released\launched\prepared the “Guidelines for Tobacco Free Schools/Educational Institutions” in 2008 and “Step by Step Guidelines for implementation of Section 6 (b) of the Act and Rules” in 2017. Many new initiatives have since been taken. The GATS2 data has also suggested that there is need to review the earlier guidelines, hence these guidelines.
- 2.4 Objective of these Guidelines is to provide a fresh momentum to implementation of tobacco control initiatives among adolescents and young adults. These guidelines may be implemented by any educational institution, including schools at all levels, colleges for higher or professional education and universities, both in public and private sector.

2.5 Implementation of these guidelines should result in –

- More awareness about harmful effects and long-term health impact of tobacco use amongst the students, teachers, workers and officials in educational institutions.
- Awareness about various avenues available for tobacco cessation.
- A healthy and tobacco free environment in educational institutions and all educational institutions becoming tobacco free.
- Better implementation of legal provisions regarding sale and use of tobacco products, especially those related to educational institutions, public places, statutory warnings and minors.

2.6 These guidelines provide a framework for achieving the above-mentioned objectives. Apart from specifying the factors for a Tobacco Free Educational Institution (ToFEI), these guidelines also detail the roles and responsibilities for various stakeholders.

3. TOBACCO FREE EDUCATIONAL INSTITUTION

- 3.1 An Educational Institution (EI) should display “Tobacco Free Educational Institution” signage as specified in **Annexure II** in the premises of the EI; and a “Tobacco Free Area” signage as specified in **Annexure III** outside the EI. The signage could be in the form of boards or wall paints. It may be noted that the formats given in the Annexures II and III are only suggestive. The Educational Institution is encouraged to innovate or adapt the signage according to their capacity and context. Care should also be taken to communicate the correct intended message while customizing the signage. The signage should be displayed in the language of instruction in the Educational Institution and also in the local language if it is so possible.
- 3.2 The signage should be displayed at prominent places outside and in the premises such as on the boundary wall, the main entrance, the official notice boards and any such place where the management thinks that these would communicate the intended message effectively.
- 3.3 The Educational Institution should designate Tobacco Monitor(s) from amongst their staff, an official or a teacher or a student representative (the student from class IX onwards). Health & Wellness Ambassadors should also be designated as Tobacco Monitors. The name, designation and phone number of the Tobacco Monitor(s) should also be mentioned on the signages. Multiple Tobacco Monitors may be designated and in-fact it might be a good idea to do so. For example – appointment of a Tobacco Monitor for each class from amongst the students in the class. Participation of the most important stakeholder, the students of secondary school (classes IX to XII), would be key to successful implementation of the initiative. Care should be taken that tobacco users may not be designated as Tobacco Monitors.
- 3.4 The EI management should ensure that *no tobacco products are sold* inside the premises and in an area within a 100 yards from the premises. Any violation should be reported to the National Quitline at 1800-11-2356. The Management should also, if possible, with the help of local law enforcement authorities and community, including parents, make efforts to stop such sales. It may be noted that the Head of the Institution is also authorized to collect fine for violation of section 6(b), sale of tobacco products within 100 yards of an educational institution. EI should also with the help of local authorities mark such boundaries /area which clearly defines the 100

yards area to ensure that no tobacco products are sold within marked area.

- 3.5 The EI management must not permit any use of tobacco products in the premises of the institution by anybody, including students, teachers, other staff members, school buses' drivers & staff and visitors. Observance of the "No Tobacco Use" norm should be included in EI's code of conduct guidelines and action should be taken against such violations as per EI's internal policy. This may include community service, information to and discussions with parents. Another suggestion is to make tobacco users ineligible for the Student\Teacher\Staff of the Year Award or other awards given for co-curricular excellence.
- 3.6 Since the premises of all EIs by their nature are public places, smoking inside the premises of an EI is a violation of section 4 of the COTPA. The Head of all Educational Institutions are also authorized to impose and collect fine under the COTPA, 2003 for such violations.
- 3.7 The Food Safety and Standards (Prohibition and Restrictions on Sales) Regulation, 2011 prohibits the use of tobacco and nicotine as ingredients in food products and as such various States have issued necessary orders for prohibiting the sale of Gutkha and Pan Masala (containing tobacco or nicotine). In 2016, communication was sent to all States/UTs to pass necessary orders in compliance of the Hon`ble Supreme Court order dated 23.09.2016 and ensure that the manufacture, storage, distribution or sale of gutkha and pan masala (containing tobacco or nicotine) and any other products marketed separately having tobacco or nicotine in the final product by whatever name called, whether packaged or un-packaged and/or sold as one product, or though packaged as separate products, sold or distributed in such a manner so as to easily facilitate mixing by the consumer is prohibited in the jurisdiction of the respective States. Though Pan Masala without tobacco and/or nicotine is a standardized product under the Food Safety and Standards Act, 2006 and Regulations made thereunder, it may be noted that it is injurious to health and its use should be discouraged.
- 3.8 The EI should also help tobacco users and tobacco addicts to quit tobacco by encouraging them to avail the Quitline services and mCessation services. Information about these services can be obtained from the Quitline.
- 3.9 A ToFEI must not participate in any event sponsored by any firm or a subsidiary of a firm or a seller, which promotes the use of or manufactures or sells tobacco products in any form. EIs/ Students should also not accept any prize or scholarship instituted by such firms.
- 3.10 The EI management and the Tobacco Monitors must also be vigilant to note the tobacco substitutes such as e-cigarettes and the like devices viz. Heat-Not-Burn devices, Vape, e-Sheesha, e-Nicotine Flavoured Hookah. Such products, though not tobacco products, are also harmful for health. E-cigarettes come in many shapes and sizes which look like regular cigarettes, cigars, pipes, pens, USB flash drives, with sleek high-tech design with re-chargeable batteries. These products are usually marketed as being safer alternatives for conventional cigarettes but such notion of safety is false. There is evidence that these products induce adolescents and young adults to nicotine use leading to addiction. Any use of such products on the campus may be reported to the Quitline.
- 3.11 The Institution may use the Self-Evaluation Scorecard for Tobacco Free Educational Institution given in **Annexure IV**, to assess the status of implementation of the ToEFI Guidelines in their institution on half-yearly basis and to get a certificate to this effect to those EIs who score 90% and above marks. Once the EI is satisfied that they have achieved the benchmark score, the

EI can choose to participate in the ToFEI Award Scheme. A ToFEI Certificate will be awarded to a ToFEI if the EI's score is found to be equal to or more than the benchmark score after verification. Details of the ToFEI Award Scheme will be issued separately by the MoHFW.

3.12 Tobacco Control activities: The EI should undertake tobacco control activities from time to time. Some suggestive activities are as under –

- Assemblies for taking pledge against tobacco,
- Poster/slogan/essay/quiz/debate competitions and street plays etc. Posters so developed with information about the harmful effects of tobacco should be displayed at prominent places in the educational institution.
- The EI management should encourage tobacco control initiatives by students /teachers/ other staff and certificates of appreciation or awards may be given to those who take initiative and do good work in this regard.
- The EI should invite the local law enforcement authorities /and health authorities to be the part of school assembly and deliver an address on tobacco control. This will facilitate in advocating the policy makers on tobacco related issues.
- Marking of 100 yards area from the outer limit of boundary wall / fence of the EI.

The above list is only suggestive and the EI team should explore other options as well.

4. ROLES & RESPONSIBILITIES

4.1 Ministry of Health & Family Welfare – Tobacco Control Division (National Tobacco Control Cell)

- 4.1.1 To ensure that communications/advisories are sent to State Tobacco Control Cell for monitoring these guidelines at regular intervals.
- 4.1.2 IEC materials/ prototypes like posters, flip charts, brochures must be disseminated to States and uploaded on the NTCP website www.ntcp.nhp.gov.in
- 4.1.3 To collaborate with Ministry of Human Resource Development (Department of School Education and Department of Higher Education) for inclusion of a chapter on the harmful effects of tobacco use in curricula.
- 4.1.4 To develop a monitoring mechanism for evaluation and assessment of implementation of Guidelines for ToFEI through internal review mechanism.
- 4.1.5 The National Cell will also put a mechanism in place for certification of EIs and for providing a Certificate to an EI that successfully reaches the benchmark score of 90/100.

4.2 STATE/DISTRICT TOBACCO CONTROL CELL:

- 4.2.1 Coordinate with State Education Departments (School/Higher/Technical/Medical Education) to institutionalize tobacco control by incorporating tobacco control activities in their Academic calendar. Efforts should also be made to make these guidelines a part of the terms and conditions for affiliation to the State Education Board.

- 4.2.2 Coordinate with State Education Departments for sending circular to all Heads of Institutions to comply with the guidelines and permitting them to utilize the funds available under the untied grants available to Educational Institutions through government grants.
- 4.2.3 District Authorities and Local Bodies should be encouraged to set up institutional mechanisms to facilitate implementation of these guidelines and monitoring and review implementation and also to provide support to managements of institutions taking initiative for helping enforcement of COTPA.
- 4.2.4 To ensure the dissemination of these guidelines in all educational institutions in coordination with Education Departments. Funds under National Tobacco Control Programme can be utilized for this.
- 4.2.5 To make efforts to get questions related to 'Tobacco Free Educational Institution' included in existing monitoring/inspection mechanism of Education Departments.
- 4.2.6 To engage with Department of Rural Development/Urban Administration for setting up institutional mechanism for supervision and monitoring of these guidelines through Village Health, Sanitation & Nutrition Committees in rural areas and Mahila Arogya Samitis and Mohalla Samitis\Ward Sabhas in urban areas.
- 4.2.7 Representatives of the State Education Departments (School/Higher/Technical/Medical Education) should be co-opted in the State and District Level Coordination Committees and status of implementation of these guidelines should be reviewed in each of their meetings.

4.3 Civil Society Organizations:

Civil Society Organizations (CSO) can play a pivotal role in implementation of guidelines, specially in its dissemination and in building capacities of managements and teams in Educational Institutions. CSO can also support the STCCs, DTCCs and EIs by providing inputs such as technical assistance for IEC. The CSOs can also undertake assessment of implementation status of these guidelines in an EI and assist the institution in removing gaps in implementation or mobilize support from the local institutions, wherever necessary. The STCCs and DTCCs can and should look to actively partner with CSOs, wherever possible, for not only implementation but also for eliciting valuable feedback about implementation status and challenges, to effect course corrections.

ANNEXURE - I

ACT	Section	Offence	Penalties	
COTPA	Section 4*	Smoking in Public Places	Fine upto Rs.200 under section 21	
	Section 6a*	Sale of tobacco products to or by minors	Fine upto Rs.200 under section 24	
	Section 6b*	Sale of tobacco products within 100 yards of any Educational Institute	Fine upto Rs.200 under section 24	
	Section 5	Direct/indirect advertisement of tobacco products and scholarship/ sponsorship of any event by tobacco companies	Under Section 22- First Offence: Fine up to Rs. 1000/- or imprisonment up to two years or both Subsequent offence: Fine up to Rs. 5000/- or imprisonment up to five years or both	
	Section 7	Mandatory display of specified health warnings on all tobacco product packs	Under Section 20 – First Offence for Producer or Manufacturer: Fine up to Rs 5,000/- or imprisonment up to two years or both. Subsequent Offence: Fine up to Rs 10,000/- and imprisonment up to five years	Under Section 20 – First Offence for Seller or distributor: Fine up to Rs 1,000/- or imprisonment up to one year or both. Subsequent Offence: Fine up to Rs 3,000/- and imprisonment up to two years
Juvenile Justice Act	Section 77	Giving or causing to give any addictive substance including tobacco to minors	Upto 1 lakh fine and 7 years imprisonment	
Indian Penal Code	Section 268	Creating Public nuisance which causes any common injury, danger or annoyance to the public	Fine upto Rs. 200/-	
	Section 269	Negligent act likely to spread infection of disease dangerous to life	Imprisonment upto 6 Months or Fine or both	
	Section 278	Making atmosphere noxious to health	Fine upto Rs. 500/-	
Food Safety and Standards Act, 2006 (FSSA, 2006)	Regulation 2.3.4 of Food Safety and Standards (Prohibition and Restrictions on sales) Regulations, 2011	Use of Tobacco and nicotine as ingredients in any food products.	Penalty not exceeding Rs. 10.00 lakh under Section 57 (1) (ii) of FSSA, 2006	

* A list of authorized officers to enforce the provisions of COTPA, 2003 and Rules made thereunder is as under;

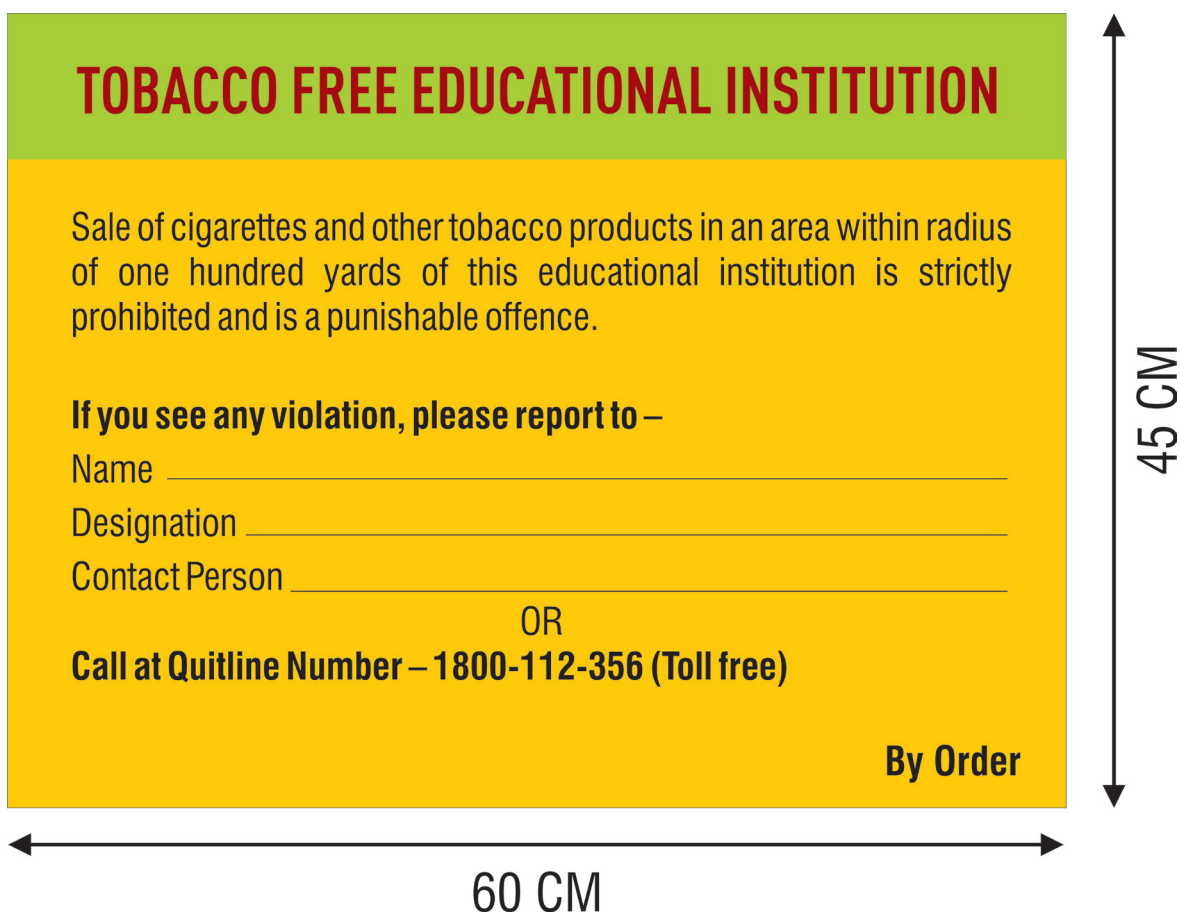
Following persons shall be authorized to impose and collect the fine against the violation of Section 4

Sl. No.	Person Authorized to take action	Description of Public Place
1	Inspectors of Central Excise / Income tax/ Customs/ Sales Tax/Health/Transport and above	All Public Places within their jurisdiction
2	Station Master/Asstt. Station Master/ Station Head/Station in charge	Railways and all its Premises
3	All Gazetted Officers of State/ Central Government or equivalent rank and above in Autonomous Organizations /PSU	Government offices / premises and offices of the autonomous bodies and corporations
4	Director/ Medical Superintendent/ Hospital Administrator	Government and Private Hospital
5	Post Master & Above	Respective Post Office in their jurisdiction.
6	Head of the Institution/HR Manager/Head of Administration	Private Offices / Workplaces
7	College / School/Headmaster Principal/Teacher	Respective Educational Institutions
8	Librarian/Asstt. Librarian/Library in-charge/ other administrative staff in library	Libraries/ Reading Rooms.
9	Airport Manager/Officers of Airport Authority of India and Officers of all schedule Airlines	Airports
10	Director Public Health/ Director Health Services	All Public Places
11	In charge Administration in Central/ State Government.	All Public Places
12	Nodal Officers/Focal Points of Anti-Tobacco Cell at District and State level	All Public Places
13	Police Officers not below the rank of Sub-Inspector of Police	All Public Places within their jurisdiction.
14	Officers of State Food & Drug Administration not below the rank of Sub-Inspector of Police.	All Public Places within their jurisdiction.
15	Representatives of Panchyati Raj Institutions (Sarpanch / Panchayat Secretary)	All Public Places within their jurisdiction.
16	Dist Program Manager/ Finance Manager – Dist Health Society (National Rural Health Mission)	All Public Places within their jurisdiction.
17	Civil Surgeon /Chief Medical Officer(CMO) at District Hospital/ Medical Officer at Primary Health Centre (PHC)	Hospital Buildings /Health Institutions/ dispensaries
18	Registrar/ Deputy Registrar/ Public Prosecutors/ Government Counsels.	Court Buildings
19	Inspector of Schools/ District Education officer	Educational Institutions
20	Traffic Superintendents /Asst Traffic Superintendents / Bus Station Officer / Ticket Collector or Conductor.	Public Conveyances
21	Travelling ticket Examiner/ Chief Ticket Inspectors/ Ticket Collectors/ Officers not below the rank of ticket collector or equivalent rank not below the rank of Asst Sub-Inspector of Railway Protection Force	Railways

Following persons shall be authorized to impose and collect the fine against the violation of Section 6 (a & b)

Sl. No.	Authorized Person to enforce section 6 (a & b)
1.	Vice Chancellor or Director or Proctor or Principal or Headmaster or In-Charge of an Educational Institution
2.	Assistant Labour Commissioner from the Department of Labour
3.	All officers of the rank of Sub-Inspector in State Food and Drug Administration from the Department of Food and Drugs
4.	All officers of the rank of Inspectors from the Department of Education
5.	All police officers of the rank of Sub-Inspector of Police and above
6.	Municipal Health Officers
7.	Representatives of Panchayati Raj Institutions (Chairperson or Sarpanch or Panchayat Secretary)
8.	District Programme Manager or Finance Manager- District Health Society (National Rural Health Mission)
9.	Civil Surgeon or Chief Medical Officer at District Hospital or Medical Officer at Primary Health Centre (PHC)
10.	Block Development Officer, Block Extension Educator(BEE)
11.	Director or Joint Director Department of Health, and Department of Education in the State Government
12.	Nodal Officers of State and District Tobacco Control Cell under National Tobacco Control Programme

ANNEXURE - II
(Prototype Sign Board/Wall Paint)



The image shows a prototype sign board or wall paint for a tobacco-free educational institution. It consists of a rectangular board with a green header and a yellow body. The header contains the title 'TOBACCO FREE EDUCATIONAL INSTITUTION' in bold red letters. The yellow body contains a black text paragraph, a bold instruction to report violations, three lines for contact information, an 'OR' separator, a bold quitline number, and the words 'By Order' in the bottom right corner. Dimension lines indicate the board is 60 cm wide and 45 cm high.

TOBACCO FREE EDUCATIONAL INSTITUTION

Sale of cigarettes and other tobacco products in an area within radius of one hundred yards of this educational institution is strictly prohibited and is a punishable offence.

If you see any violation, please report to –
Name _____
Designation _____
Contact Person _____

OR

Call at Quitline Number – 1800-112-356 (Toll free)

By Order

60 CM

45 CM

ANNEXURE –III
(Prototype Sign Board / Wall Paint)

  	<div style="text-align: center;"><h2 style="margin: 0;">TOBACCO FREE AREA</h2><p style="margin: 0;">Tobacco Use here is a Punishable Offence</p></div> <hr style="border: 0.5px solid black;"/> <p>If you see any violation, please report to - Name Designation..... Contact No......</p> <p style="text-align: center;">OR</p> <p>Call at Quitline Number – 1800-112-356 (Toll free)</p>
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60 CM

45 CM

ANNEXURE - IV

Self-Evaluation Scorecard for Tobacco Free Educational Institution

Name of the Educational Institution:-

Name and Designation of Evaluator:-

Date of Evaluation:-

Final Score of the Educational Institute:

Sl. No.	Criteria	Weightage Points	Scored points by the Institute
1	Display of 'Tobacco Free Area' Signage inside the premise of Educational Institute at all prominent place(s).	Mandatory (10)	
	The name/designation/contact number are mentioned / updated in the signage	Mandatory (10)	
2	Display of "Tobacco Free Education Institution" signage at entrance/ boundary wall of Educational Institute.	Mandatory (10)	
	The name/designation/contact number are mentioned / updated in the signage	Mandatory (10)	
3	No evidence of use of tobacco products inside the premise i.e. cigarette/beedi butts or discarded gutka/tobacco pouches, spitting spots.	Mandatory (10)	
4	Poster or other awareness materials on harms of tobacco displayed in the premise.	9	
5	Organisation of at least one tobacco control activity during last 6 months.	9	
6	Designation of Tobacco Monitors and their names, designations, and contact number are mentioned on the signages	9	
7	Inclusion of "No Tobacco Use" norm in the EI's code of conduct guidelines	9	
8	Marking of 100 yards area from the outer limit of boundary wall / fence of the EI.	7	
9	No shops selling tobacco products within 100 yards of the Educational Institute.	7	

Prototype of a receipt

(Name and Address of educational institution)

RECEIPT

Receipt No. 851

Date :.....

Received Rs. (in words)
from D/S/o.....
R/o.....
.....on account of fine for violation of
Section-4/Section-6/Others at.....(Name of the Place) under the provisions
of the Cigarettes and other tobacco products (prohibition of advertisement and regulation of
trade and commerce, production, supply and distribution) Act, 2003

Signature of the Offender

Signature of the Authorized Officer

Abbreviations used in the Guidelines

COTPA	Cigarettes and Other Tobacco Products (Prohibition of Advertisement and Regulation of Trade and Commerce, Production, Supply and Distribution) Act, 2003
CSO	Civil Society Organizations
CVD	Cardio Vascular Diseases
DTCC	District Tobacco Control Cell
EI	Educational Institutions
GATS	Global Adult Tobacco Survey
NTCP	National Tobacco Control Programme
STCC	State Tobacco Control Cell
ToFEI	Tobacco Free Educational Institution

STANDING INSTRUCTION NO 01 DATED 06 JUL 2020

HANDLING OF CASES OF INDISCIPLINE

1. Reference Standing Instruction No 05 dated 19 Apr 2018.

2. The labelling of offences and their Points and Dots accrued thereto has facilitated the Institute Authority at large in dealing with the disciplinary aspects of students. However, it is found that a number of offences committed by the students has not been included in above Standing Instruction and needs to be incorporated. Hence, after a thoughtful deliberation, the aforesaid Standing Instructions No 05 dated 19 Apr 2018 has been re-framed duly incorporating the relevant offences often committed by the students.

3. **Acts of Indiscipline.** The following acts on the part of students during his/her course of studies at SMIT will be considered as acts of Indiscipline. Henceforth all acts of indiscipline will be labeled and graded as follows and their cumulative scores will be marked by dots as mentioned below. The acts not covered by the tables below will be examined separately in the Disciplinary Committee/Hostel Management Committee and these offences will be assigned points as deemed fit. The range of scores of each DOT and the list of offences and their individual scores are also summarized below :-

(a) **LEVELS OF OFFENCES AND THEIR POINTS AND DOTS :-**

(i) **Level –I Offences, Range: 1 –5 (Points) • (1 dot)**

S/No	Descriptions	Points
(i)	Late Entry in the hostel	01
(ii)	Missing from allotted room without any information to hostel staff during night attendance but available in the hostel	01
(iii)	Late entry in the campus by hostellers in the evening (Beyond 08.00 P.M.)	02
(iv)	Present in campus but entering late in the hostel (after 10 P.M.) without permission from hostel authority, Floor Warden.	02
(v)	Not keeping the door open during night attendance check from 10 P.M. to 11.30 P.M.	02
(vi)	Unintentional damage of college property due to negligence, e.g; causing damage to window panes while playing at unauthorized places besides sharing the financial loss.	02
(vii)	Using unparliamentarily/abusive word/racial slur to the colleagues.	02
(viii)	Caught in playing Computer games at mid/late night as an act of betting.	02
(ix)	Playing loud music in hostel room & disturbing fellow students.	02
(x)	Arguing with teacher demanding late entry or attendance for late entry in the class	02

(xi)	Creating nuisance in the class	02
(xii)	Use of mobile phones during the class and showing disobedience to the teacher	02
(xiii)	Excessive argument with teacher demanding late entry/attendance for late entry	02
(xiv)	Violating rules (Do's and Don'ts of lab)	02
(xv)	Disfiguring the walls of the room with filthy words/figures/paintings/posters	03
(xvi)	Possession, distribution and consumption of cigarette and chewable tobacco as well as smoking in the hostel.	03
(xvii)	Creating public nuisance and disturbing the natural ambience by means of shouting; burning crackers, banging doors etc.	03
(xviii)	Resisting the Security personnel in checking at the Main Gate.	03
(xix)	Unauthorised stay of student's in hostel for a period of 1-3 days	03
(xi)	Making wrong entry in the IN/OUT Register for hiding one's identity at Main Gate.	04
(xxi)	Hostel students not entering details in the register at the main gate while leaving & returning to the campus	04
(xxii)	Entering the Campus in intoxicated state.	05

(ii) Level -II Offences, Range: 6-10 (Points), •• (2 dots)

S/No	Descriptions	Points
(i)	Accumulation of multiple offences of Level-I with aggregation of scores ≥ 6	≥ 6
(ii)	Possession and consumption of alcoholic drinks as well as other banned substances (marijuana etc.) in the college campus.	06
(iii)	Having unauthorised meals in mess and being in unauthorised possession of mess utensils.	06
(iv)	Misleading Hostel Authority by hiding truth about unauthorised absence of roommate.	06
(v)	Use of information technology through various means to disturb class/Department/Hostel/Institute	06
(vi)	Escorting & helping a day scholar to enter hostel without permission. Both the students will be held equally responsible.	06
(vii)	Inter Hostel Movement without permission	06
(viii)	Act of disrespect towards the Faculty/Staff Members	06
(ix)	Fighting/using abusive language with fellow students/hostel staff/Mess boys/Security guards/attenders etc., but not amounting to groupism or ragging or not resulting in physical injury to any individual.	07
(x)	Deliberate and intentional act of any kind resulting in minor financial loss to the college like unauthorised use of electrical appliances, tapping of Wi Fi connection for personal gain.	07
(xi)	Unethical means of promoting oneself or others during Students' council election.	08
(xii)	Helping a day scholar to have unauthorised meal in student mess, both the students will be held equally responsible.	08
(xiii)	Dodging hostel staff, TG, Floor Warden, Warden, Chief Warden when a hostel student is called to attend an official enquiry or counseling.	08
(xiv)	Unauthorised absence from hostel during night.	09
(xv)	Showing obscene postures in public place.	09



(xvi)	Proceeding on leave without getting leave approved from floor warden and making entries in the movement register.	09
(xvii)	Breach of Confidentiality (Sharing of student information, company information or any other similar act including publication in social media without permission).	09
(xviii)	Instigating fellow students for hooliganism, gherao and strike etc.	10

(iv) Level -III Offences, Range: 11-25 (Points),●●● (3 dots)

S/No	Descriptions	Points
(i)	Accumulation of multiple offences of Level-I and/or Level II with aggregation of scores ≥ 11	≥ 11
(ii)	Carrying prohibited substances including alcoholic liquor in quantity suggesting that the same being carried for further distribution to fellow students	11
(iii)	Possession and consumption of narcotics in hostel/college premises	15
(iv)	Deliberate and intentional destruction of hostel/college/fellow mate's properties	17
(v)	Offensive acts of cyber crime amounting to sexual harassment/undermining human dignity of fellow students.	18
(vi)	Stealing of money or costly electronic items like Laptop, Smart watch, Mobile or Camera etc.	19
(vii)	Use of abusive language and/or threatening faculty and non teaching staff of SMIT	20
(viii)	Physical assault/fight causing serious/significant injury	20
(ix)	Physical assault/fight amounting to groupism or regionalism.	21
(x)	Keeping weapons/arms in person/room which when used can result in serious injury to other students.	21
(xi)	Found in objectionable posture with opposite sex.	22
(xii)	Getting involved into act of minor sexual harassment	23
(xiii)	Possession of banned substances in significant amount (>20 gms) for commercial benefit.	24
(xiv)	Forging documents intentionally, changing of marks during personal seeing of answer scripts.	25
(xv)	Instigating fellow students for hooliganism, gherao and strike etc.	25

(iv) Level -IV Offences, Range: 26-55 (Points),●●●● (4 dots)

S/No	Descriptions	Points
(i)	Accumulation of multiple offences of Level-I, Level II and/or Level III with aggregation of scores ≥ 26	≥ 26
(ii)	Use of social media to tarnish the image of Institute, staff members and students of the Institute. Any other acts of indiscipline that tarnishes the image of the Institute.	30
(iii)	Misbehavior with company representatives/faculty and staff involved during placement drive.	40
(iv)	Physical assault/fight culminating into group clash with large scale repercussion including action for vacating hostel and unwanted and temporary closure of the college.	45



(v)	Intentional creation of situations that can potentially endanger the life of fellow students or any hostel/mess/security staff.	45
(vi)	Trying to influence the selection process by using unfair/unethical means.	50
(vii)	Sexual harassment of serious/very serious nature.	52
(viii)	Causing life threatening injury to fellow students or any hostel/mess/security staff.	55
(ix)	Physical assault on faculty members/staff.	55
(x)	Deliberate act of mental harassment to any fellow student causing psychological trauma of serious nature amounting to ragging as per UGC guidelines.	55
(xi)	Possession of narcotics in quantity indicative of intention for sale to other students	55

(v) Level-V: Accumulation Level- I offences Range: 56-80 (Points) ••••• (5 dots)

S/No	Descriptions	Points
(i)	Misbehavior with company representatives/faculty and staff involved during placement drive	60

(vi) Level – VI: Accumulation Level-I offences Range:81-100 (Points) ••••••(6 dots)

(b) Reversal of accumulated punishment points**

S/No	Criteria		Punishments	Remarks
(i)	Incentives for good attendance			Average attendance of previous as well as current semesters will be considered
	(aa)	90-100%	Reduction of 3 points	
	(ab)	80-90%	Reduction of 2 points	
	(ac)	75-80%	Reduction of 1 point	
(ii)	Improvement in CGPA/Extra Curricular Activities of post punishment period by 0.2			
	(aa)	II SEM	Reduction of 1 point	
	(ab)	III SEM	Reduction of 2 points	
	(ac)	IV SEM	Reduction of 3 points	
	(ad)	V SEM	Reduction of 4 points	
	(ae)	VI SEM	Reduction of 5 points	
	(af)	VII SEM	Reduction of 6 points	
	(ag)	Academic Recognition/ Citation from External Agency	Reduction of 5 points	
	(ah)	Awards from external agencies for sports/ athletics/literary & debate	Reduction of 4 points	
(iii)	Active participation and Contribution for social cause			
	(a)	Blood Donation Drive, Disaster Relief, Adoption of Village and Bravery acts	Reduction of 4 points	

****at the discretion of competent authority.**

(c) Punishment for various dots :-

S/No	Dots	Points	Punishments	Remarks
(i)	•	1-5	Written warning to the students	For every offence, warning letter shall be issued and to be recorded in his/her personal file and will come up during placements.
(ii)	••	6-10	Written warning to the students with a copy to Parents/Guardian.	
(iii)	•••	11-25	Suspension for 3-4 days from the class with the provision of expulsion from the hostel.	
(iv)	••••	26-55	Suspension for 15 days from the class in addition to permanent expulsion from the hostel.	Corresponding dots will be marked in the personal file of the students.
(v)	•••••	56-80	Rustication for one full semester from the class in addition to permanent expulsion from the hostel.	
(vi)	••••••	81-100	Permanent rustication from the Institute.	

- ✓ 4. The committee will not consider multiple offences within a single offence and add the points to arrive at a larger number. The most serious offence within the single offence should be taken as the benchmark for the points to be recorded against the act of Indiscipline.
- ✗ 5. This Standing Instruction supersedes the Standing Instruction No 05 dated 19 Apr 2018.

Place : Majitar-Rangpo

Dated : 06 Jul 2020

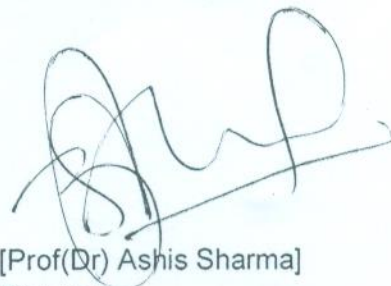
To,

- | | | |
|----------------------------|---|---|
| 1. Associate Director (A) | } | - To disseminate the above information to all Faculty/Student of their respective Dept. |
| 2. Associate Director (SA) | | |
| 3. All HODs | | |
| 4. All Wardens | | |
| 5. Head Administration | | |
| 6. Chief Warden | | |
| 7. Head, SMU-IT | | - For uploading in Suchana (Faculty and Students) |

Copy to :-

1. Vice Chancellor, SMU
2. Registrar, SMU




[Prof. (Dr) Ashis Sharma]
Director



SMU SIKKIM
MANIPAL
UNIVERSITY
Established under Govt. of Sikkim, Act 9 of 1993, recognised under 2(f) of the UGC Act, 1956



SDG 4



Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all

SDG 4: SMU ROLE FOR QUALITY EDUCATION

Sikkim Manipal University offers quality education in the field of medical, engineering, nursing, physiotherapy, medical biotechnology, humanities & basic sciences programs. The programs are developed based upon considering local, national, regional, global developmental and social needs.

Sikkim Manipal University believes inclusive and equitable quality education and promote lifelong learning opportunities for all class of society.

Northeastern states of India are mostly underdeveloped and many parts of it are not widely connected with rest of India properly considering the fact Sikkim Manipal University came to existence in 1992 with an agreement between Govt. of Sikkim and well know Manipal Group with a vision of education for all and to harbour quality professional education for the people of Northeast and the state of Sikkim.

The following are the initiatives taken by Sikkim Manipal University:

a. Reservation of Seats for the people of Sikkim:

20% to 50% seats with 75% freeship in course fee are reserved in all the programme for the people of Sikkim where even a student from BPL can apply and join the programmes. Sikkim Manipal University has students strength from 28 states who are studying in various programmes. More than 30% students are studying from NE states where development has not reached in many parts.

b. Vocational Training on Capital Market Professional:

Sikkim Manipal University has partnered with National Stock Exchange of India Limited to offer NSE Certified Capital Market Professional (NCCMP).

It is offered to impart knowledge and awareness about the securities market and thereby upgrade the skills and proficiency of the participants (candidates) of the course. Student of Sikkim Manipal University can attend the courses as value added courses and are offered after college hours where the experts from NSE along with faculty from Dept. of humanities & social sciences, SMU takes classes on virtual and offline mode.



c. Vocational Training: Building Innovation and Startup Ecosystem

NITI Aayog:

18/11/2024: Two-day Peer learning Workshop on “Building Innovation & Startup Ecosystem for North-East” is the second workshop in the series for building startup ecosystems.

A fireside chat featuring our innovative startups was hosted alongside Dr. Chintan Vaishnav, Mission Director of AIM and NITI Aayog Atal Innovation Mission Official. The session began with startups presenting their unique ventures and solutions. The Mission Director then engaged them in a discussion about the challenges they face in the current landscape and how the state innovation policy can offer support. The dialogue continued with questions from the audience, fostering a collaborative environment that encouraged the exchange of ideas and potential solutions.

Participants for this session included Siddhartha Bora from AgSpeak™ Agspert Technologies Pvt. Ltd., Lalrinngheti Sangsiamia from Quantum Quests Pvt. Ltd., Medo Putsure from JOME FOODS PRIVATE LIMITED, Bhutesh Niroula from Interioverse Pvt. Ltd., and Abhimanyu Dhakal from Earthier, startups that have been supported by AIC-SMU Technology Business Incubator.



Building Innovation and Startup Ecosystem NITI Aayog

On 12th November, 2024 Atal Innovation Mission Official NITI Aayog hosted the second Peer Learning workshop, ‘Building Innovation & Start-up Ecosystem for North East’ at Gangtok, Sikkim. During the event, Prof (Dr) Tej Chingtham was invited to conduct a session on the Impact of Policy on Innovation and Entrepreneurship in North Eastern states.

Prof. (Dr.) Tej Chingtham shared the three key stages of policy impact as the visualization for a vibrant entrepreneurial ecosystem that sparks innovation,

implementation and the nuts and bolts of putting these policies into action and finally the outcome. He further highlighted the opportunities in the North Eastern region filled with untapped potential and rich cultural diversity.

The session was attended together by a diverse group of stakeholders from across the North eastern states, creating an incredible opportunity for collaboration and idea-sharing.

The sensitization of Digi SAPNE 2.0 for North Eastern stakeholders was also done during the workshop.



d. SEED School for underprivileged students of Majitar Village:

Many school going students in Majitar village leaves their education at early age as no one in their family is educated and can give time to them at home for teaching them after school. Looking into the fact Society of Electrical and Electronics Department (SEED), Sikkim Manipal Institute of Technology in 2009 started SEED School to provide quality education to underprivileged students of Majitar Village.

SEED school conducts classes for students from 4th to 10th standard. Classes are conducted after college hours inside the college classes. Classes are conducted by the students of college who helps children with their homework, help them complete their study work post school hours. SEED School has been supportive for the underprivileged school students with quality education after school hours.





e. SMU part of NSDC under the PMKVY 4.0 program

SMU is a designated training partner with NSDC under the PMKVY 4.0 program of Ministry of Skill Development, GOI.

a) The following vocational programs are being offered under the Pradhan Mantri Kaushal Vikas Yojana 4.0 (PMKVY 4.0) scheme.

b) The five job roles/ course we have selected are as follows:

Job Role	Sector
Assistant Technician-CCTV	Electronics
Software Developer Associate	IT-ITeS
Electrician-Aide	Construction
Internet Support Technician	Telecom
Software Programmer	IT-ITeS

In first phase training was of the session SMU has trained 25 students in above mentioned programs





GPS Map
Camera Lite

C-Quad Portico, Majitar, Sikkim 737136, India

Latitude
27.1825011°

Longitude
88.5019855°

Local 03:03:29 PM
GMT 09:33:29 AM

Altitude 338 meters
Wednesday, 24.05.2023



Members present.

- (a) Prof.Dr. Gurdaman Lal Sharma, Director, SMIT
- (b) Prof. (Dr.) Udit Kr Chakraborty, HOD CSE & Head QC
- (c) Dr. Bikash Sharma, Head e cell
- (d) Dr. Amrita Biswas, Deputy Registrar(A)
- (e) Dr. Satadru Jha, Dept of Chemistry
- (f) Dr. Abhinandan Baruah, Dept. of ME
- (g) Dr. Dipendra Gurung, Dept. of CA
- (h) Prof. (Dr.) Rabindranath Bera, Dept. of CSE(DS)

MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN

17000 ft Foundation (17000ft)

AND

Manipal Foundation

This is a MOU dated 1 July 2021 ("Effective Date") by and between

17000 ft FOUNDATION is a non-profit organisation, registered under Sec 25 (Non Profit) of the Indian Company Act 1956, and having its office at Q-139, Ground Floor, South City, Gurugram-12003, Haryana (hereinafter referred to as "**17000ft**" which term shall unless repugnant to the context include its successor, representatives, administrators and permitted assign)

and

Manipal Foundation a trust established under the Indian Trust Act, having its registered office at University Building, Madhava Nagar, Manipal – 576104, hereafter referred to as '**Manipal Foundation**' which expression shall include its permitted assigns)

for the purpose of providing access to Quality Education for children living in the rural areas of Sikkim, by 17000ft.

Both the Parties hereto collectively referred to as the "Parties" and individually as the "Party".

- 17000ft is a non-profit organisation working to improve lives of the people of remote, high altitude mountainous villages of the Indian Himalayan region.
 - Manipal Foundation is engaged in funding and implementing social projects in five focus areas of Education, Healthcare, Women Empowerment, Skill Training & Employability and Environment & Civic initiatives independently and with help of other service providers.
- Manipal Foundation contemplates to carry out an Educational project by which 3 schools and the students studying in those schools, located at remote Sikkim will benefit and would like to collaborate with 17000ft in this initiative.
- From the Effective Date, Manipal Foundation with a view of promoting Education as an approved activity as per Schedule VII of the Companies Act 2013, governing the Corporate Social Responsibility Policy of the Company under the said Act, will provide to 17000ft, a **onetime amount of INR 30,00,000/- (Rupees Thirty Lakhs Only) for a year**, towards 17000ft's project aimed at providing access to quality education for children in three rural Govt. schools of Sikkim by setting up a Digital Education Program (DigiLab) and a Library Program, as listed in the annexure to this agreement. The contribution shall be made at the start of the Project, on formalization of this agreement

The funds are being provided in accordance with and so as to comply with various laws, rules or regulations as laid down by Companies Act, 2013, Income Tax Act, 1961, etc. or any such other law, rules or regulations as may come in force during the course of this Agreement.

- Disbursement to funds shall be made in Indian Rupees (INR) and funds so disbursed shall be deposited in the bank account of Foundation shared below:

A/c Holder:	17000 FT FOUNDATION
Bank Name:	HDFC Bank
Branch:	VATIKA BUSINESS PARK, BADSHAHPUR, GURGAON
A/c No.:	10981450000110
Type:	SAVINGS
IFSC:	HDFC0001098

5. 17000ft agrees to provide all necessary and required documentation to Manipal Foundation to enable its compliance under the various laws, rules or regulations as laid down by Companies Act, 2013, Income Tax Act, 1961, etc. or any such other law, rules or regulations as may come in force during the course of this Agreement.
6. 17000ft agrees to provide specifically all required and necessary documentation required by Manipal Foundation from time-to-time claim expenditure/ deduction on account of CSR contributions made by it to 17000ft for compliance and tax deduction purposes as applicable with specific reference to where CSR expenditure is specifically allowable under the applicable laws.
7. **Reports:**
 - a) **Progress Report:** 17000ft shall submit quarterly Progress Report on the Project, on a mutually agreed format finalized at the project start. The Final Completion Report of the project will be submitted by 17000ft, within 45 days of completion of the said project, incorporating scope of work met, benefits achieved, financial details mentioned and recommendations made by 17000ft along with photographs (at no extra costs to Manipal Foundation).
 - b) **Financial Reports:** 17000ft shall furnish to Manipal Foundation receipt for the funds received. 17000ft shall submit to Manipal Foundation ONE utilization certification from a Chartered Accountant-Independent Auditor for the aforesaid contribution, within 45 days of the completion of the Project Term.
8. **Inspection, Evaluation and Audit:** Manipal Foundation shall, at its discretion, undertake or cause to undertaken, evaluation of the impact and cost effectiveness or an audit of the Projects. Such evaluation/audits shall be carried out during the tenure of this Agreement. 17000ft shall when notified by a thirty (30) day notice, give Manipal Foundation or its representative reasonable co-operation and access to its records in connection with this Agreement.
9. 17000ft reserves its right to return in part or in whole the funds provided by Manipal Foundation if the work envisaged cannot be reasonably executed by 17000ft or if such work does not fall within the intended interests of 17000ft.
10. 17000ft shall acknowledge the support received from Manipal Foundation in such manner and in such communications as may be mutually agreed to by the parties. For on-site physical branding, Manipal Foundation to provide all design and material for installation by 17000ft. Promotional videos, if required, will be quoted for separately.
11. Media interaction with the beneficiaries and their relatives may be arranged by 17000ft and the Manipal Foundation with prior intimation and co-ordination and under controlled circumstances.

The Manipal Foundation shall be entitled to use the photographs of the beneficiaries for promotion. 17000ft shall be responsible to secure appropriate no objection certificate (NOC) from the concerned beneficiaries in this regard. This utilization shall be applicable during and after the period of MoU with and the promotional material should mention "in association with 17000ft".
12. **Term and Termination:** This MoU shall be effective from 1 July 2021 and shall be valid until 30 June 2022 ("Term"). The Parties agreed and acknowledged that for the implementation of the CSR Project they may renew the MoU on mutual consent of both the Parties in writing at least thirty (30) days prior to the expiry of the MoU.
13. **Relationship:** Both the Parties acknowledge that they are acting for the limited and exclusive purpose of the Agreement. This Agreement does not constitute any Party as a servant, employee, partner, a joint venture partner or an agent of the other Party and no Party shall have no authority to bind the other Party in any respect whatsoever and shall not hold itself out as owned by or associated with the any Party other than as specifically authorized and permitted under the terms and conditions of the Agreement herein set forth. At no point of time, none of the employees of the Party shall be construed or deemed to be the employees of the other Party at any time.

14. **Intellectual Property:** 17000ft shall not have or claim to have any rights in or to the Manipal Foundation title, or any such property provided by the Manipal Foundation. Similarly, the Manipal Foundation shall not have or claim to have any right in or to 17000ft title, trademarks, trade names logo or any such property provided by 17000ft.
15. **Assignment:** Neither Party shall be entitled to assign its rights and obligations under this Agreement without the prior written consent of the other Party.
16. **Notices:** Any notice required to be given under the terms of this Agreement shall be in writing and delivered to the Parties at the address given above, including any changes communicated thereon.
17. **Force Majeure:** Parties shall not be liable for any loss or damage for delay in delivery of the Project activities due to causes beyond its reasonable control, including, but not limited to, acts of civil or military authority, priorities, fire, strikes, floods, extreme weather conditions, epidemics, quarantine restrictions, war, riots, road blockage, delay in transportation, car shortages, economic recession, acts of government or compliance with any governmental rules or regulations, acts of terrorism and in such a delay occur, Parties may reasonably extend the Project activities for such delayed period.
18. **Amendment:** The Parties shall always have the right to add, delete, amend or alter any of the terms and conditions of this Agreement as may be required by business exigencies and/or any change made by the regulatory authority and/or statutory changes and such terms and conditions as mutually agreed shall be reduced in writing and shall be binding on the Parties.
19. **Governing Laws:**
- (a) All disputes, differences and/or claims arising out of this Agreement shall be settled by mutual resolution within 30 (thirty) days, failing of which, the same shall be subjected to the exclusive jurisdiction of the Courts of Bangalore.
- (b) This Agreement shall be governed and construed in accordance with the laws of India.

IN WITNESS WHEREOF the Parties hereto have hereunto executed these presents on the Effective Date first hereinabove written.


For Manipal Foundation


Name: Harinarayan Sharma
Designation: Chief Executive Officer
Date: 1 July 2021

For 17000 ft Foundation


Digitally signed by SANDEEP SAHU
Date: 2021.07.02 10:59:39 +05'30'
Name: Sandeep Sahu
Designation: Director
Date: 1 July 2021

Witness:


(Saritha K)

Witness:

ADDENDUM TO MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN

17000 ft FOUNDATION (17000ft)

AND

MANIPAL FOUNDATION

In view of certain additions in the earlier MoU executed on 1st July 2021 between **17000 ft Foundation**, a non-profit organisation, registered under Sec 25 (Non Profit) of the Indian Company Act 1956, and having its office at Q-139, Ground Floor, South City, Gurugram-12003, Haryana and **Manipal Foundation**, a trust established under the Indian Trust Act, having its registered office at University Building, Madhava Nagar, Manipal – 576104, hereafter referred to as '**Manipal Foundation**'; both parties are executing an addendum to the earlier Memorandum of Understanding. This addendum to the MOU is made at Gurgaon and signed on 6th December 2021.

1. From the Effective Date, Manipal Foundation with a view of promoting Education as an approved activity as per Schedule VII of the Companies Act 2013, governing the Corporate Social Responsibility Policy of the Company under the said Act, will provide to 17000ft, a **onetime amount of INR 11,87,514 (Rupees Eleven Lakh Eighty Seven Thousand Five Hundred and Four Only)**, towards 17000ft's project aimed at improving the infrastructure in three rural Govt. schools of Sikkim by setting up an Outdoor Playground, as listed in the annexure to this agreement. The contribution shall be made at the start of the Project, on formalization of this agreement

The funds are being provided in accordance with and so as to comply with various laws, rules or regulations as laid down by Companies Act, 2013, Income Tax Act, 1961, etc. or any such other law, rules or regulations as may come in force during the course of this Agreement.

2. Disbursement to funds shall be made in Indian Rupees (INR) and funds so disbursed shall be deposited in the bank account of Foundation shared below:

A/c Holder: **17000 ft Foundation**

Bank Name: HDFC Bank

Branch: VATIKA BUSINESS PARK, BADSHAHPUR, GURGAON

A/c No.: 10981450000110

Type: SAVINGS

IFSC: HDFC0001098

3. **Term and Termination:** This MoU shall be effective from 1 July 2021 and shall be valid until 30 June 2022 ("Term"). The Parties agreed and acknowledged that for the implementation of the CSR Project they may renew the MoU on mutual consent of both the Parties in writing at least thirty (30) days prior to the expiry of the MoU.

4. All the other terms and conditions of the original MOU remain unchanged.

IN WITNESS WHEREOF the Parties hereto have hereunto executed these presents on the Effective Date first hereinabove written.

For Manipal Foundation



Name: Harinarayan Sharma
Designation: Chief Executive Officer
Date:

Witness:

For 17000 ft Foundation

17000 ft Foundation



Name: Sandeep Sahu *Director*
Designation: Co-Founder & Director
Date:

Witness:



SDG 5



SDG 5: Gender Equality

SMU provides an inclusive environment for both students and employees by promoting gender equity through curricular and extracurricular activities. SMU provides adequate safety and security for girls, counselling and common rooms for girls and a daycare centre to enable working women to leave their children. SMU has integrated courses related to Gender studies as part of the curriculum in various programs to ensure the holistic development of students.

The following are the courses:

- **Gender & Society:** is being offered as part of MA Sociology
- **Gender Studies in Literature:** as part of MA English Program.

Gender Equity Programs are being conducted for all the students. Gender Champion have been identified to sensitize students university for students & for faculty

In addition to the integration of cross-cutting issues into the curriculum, the University also encourages students to participate in environment and community outreach programs.

SMU provides an inclusive environment for both students and employees by promoting gender equity through curricular and co-curricular activities. SMU constituent units select gender champions as per the guidelines of UGC. One boy and one girl student are selected after several rounds of screening and personal interviews. The gender champions selected are entrusted with the task of

propagating the concept of gender equity on all fronts. The concept is popularised by organizing debates, essay competitions, talks and plays. Posters and messages pertaining to gender equality are displayed across various poster boards and notice boards. Every faculty is sensitized regarding gender equity and faculty member spreads the importance of gender equity during interaction with the students in the regular classes. Be it sports, cultural, mess and other activities of students, institute follows a policy of having a representative each from both the boys and girls. This ensures fair participation and better understanding amongst the students. More details: <https://smu.edu.in/event-details.php?url=293>

Every year, Human Resource Department (HRD) conducts a Gender Sensitization program for all employees of the university. SMU also promotes gender equity through the curriculum.

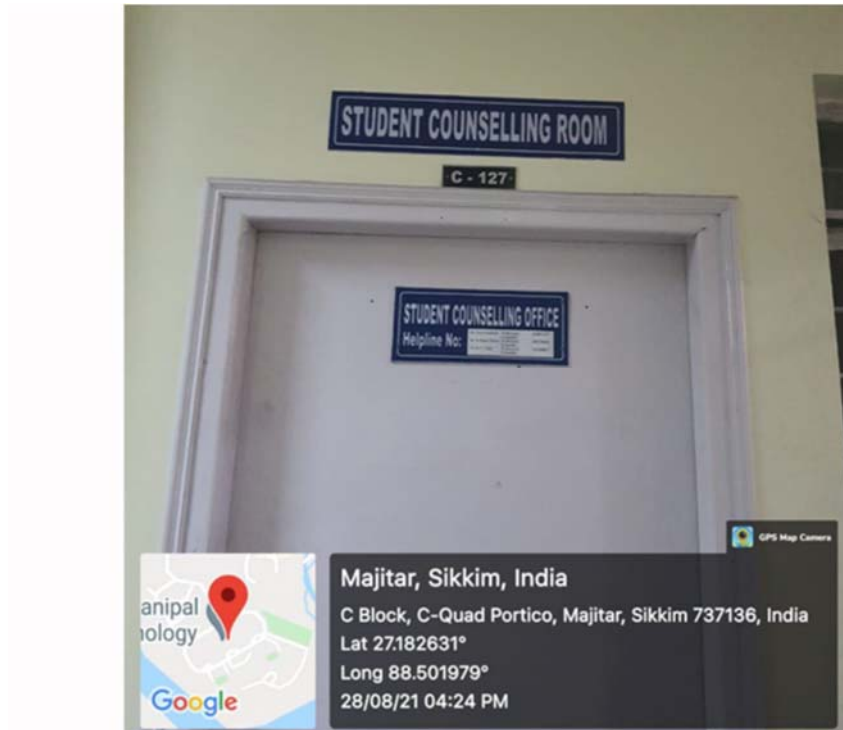
Safety and security:

The safety of girls is given prime importance on the campus. SMU has standard laid down rules on the campus for providing a safe environment to the girls within the campus. Every issue of girls is handled by a female staff keeping in consideration the special requirement of girls. All the staffs in the girls' hostel are ladies and the hostel warden are ladies from the teaching fraternity. Teacher guardians allotted to the girls' students regularly apprise the parents about the performance and other issues of their daughter.

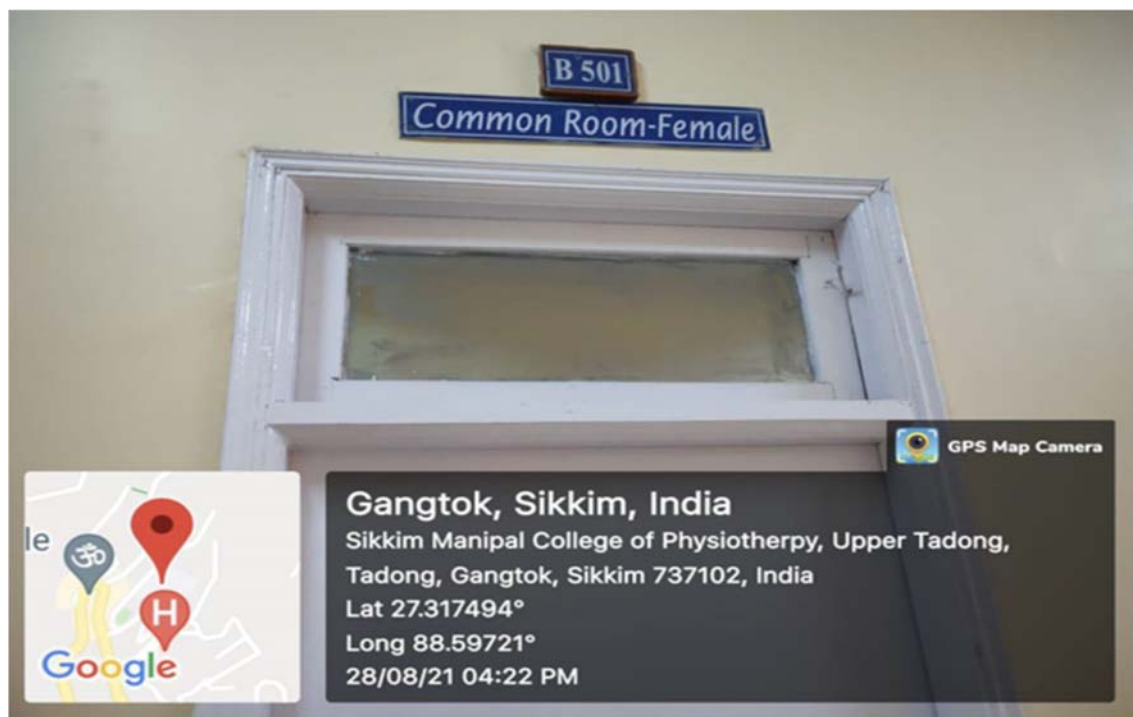
Facilities for Women Safety:



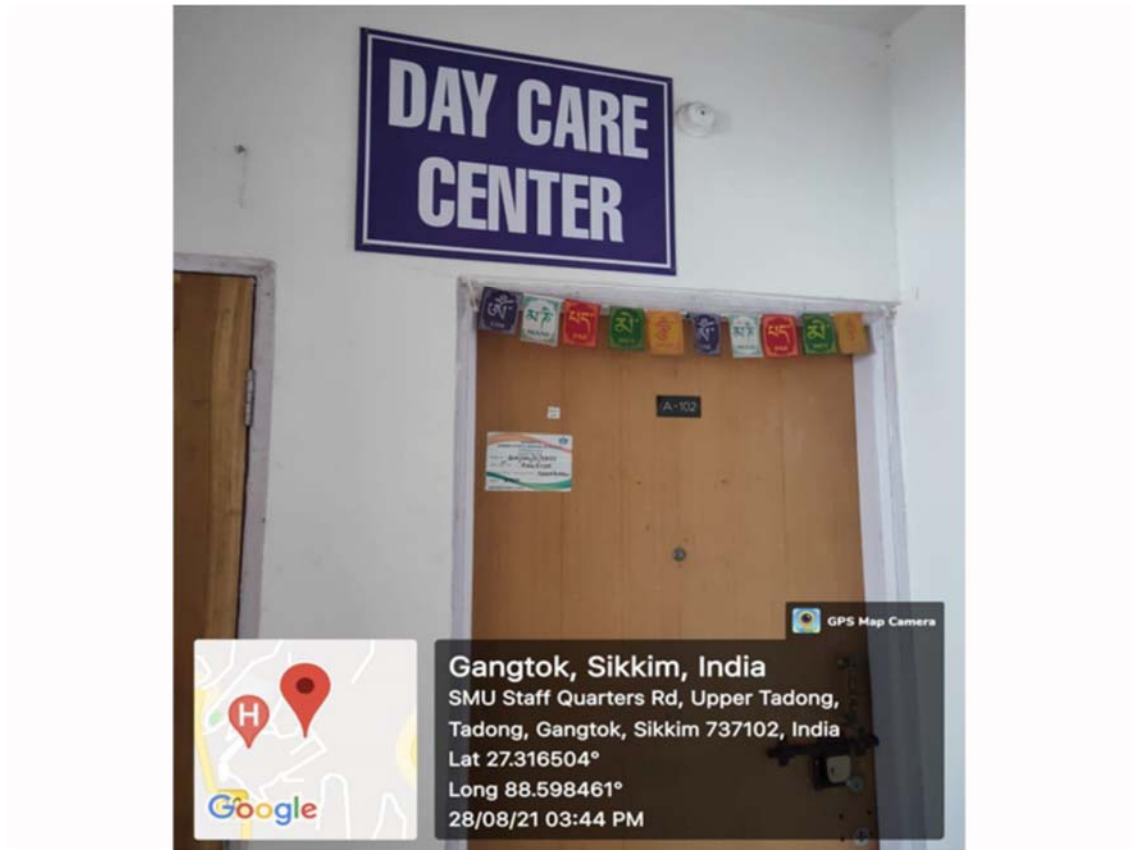
Counseling: SMU has designated counseling rooms with male and female counselors.



Common Rooms: There is a common room for females.



Daycare center for children: SMU has provided dedicated space for the Daycare center to enable women to leave their children in the daycare center during office & college hours.



The details of Gender Champions & committee to look after Gender Equality is provided in **Annexure A**

To motivate women students SMU provides various scheme scholarship for technical campus:

- **Beti Bachao and Beti Padhao: 20 % concession on course fee for underprivileged female students whose parent annual income is less than 08 Lakh***
- **Single Mother: 20 % concession on course fee for Male or Female Student of a Single Mother having Annual Income less than 08 Lakhs***

Details is provided in Annexure B

Maternity Policy:

Maternity Leave is admissible only to women employees employed either on contract/probation/confirmation directly by the university or any of the constituent units of the university. A woman employee whether permanent or otherwise shall be entitled to maternity leave benefits provided she has worked for a period of not less than 80 days during the twelve months, immediately preceding the date of her expected delivery, in the SMU, or its constituent units.

Maternity benefit is granted up to two living children. Under the MB Amendment Act, this benefit could be availed by women for a period extending up to 8 weeks before the expected delivery date and remaining 18 weeks can be

availed post childbirth. For women who are expecting after having 2 children, the duration of paid maternity leave shall be 12 weeks (i.e., 6 weeks pre and 6 weeks post expected date of delivery). Entitlement is based on number of living children and not on number of deliveries. A woman employee giving birth to twins in the first delivery shall not be entitled for the maternity leave for second delivery. However, a woman employee with one living child from the first delivery shall be eligible for the maternity leave even if she gives birth to twins in the second delivery.

The maximum period of entitlement for maternity leave shall be 26 weeks with full pay, of which not more than 45 days shall precede the date of expected delivery.

In case of a miscarriage or medical termination of pregnancy before seven months, a woman employee, on production of prescribed proof, shall be entitled to 45 days leave with pay immediately following the day of miscarriage or medical termination of pregnancy. This benefit can be availed only once in the entire service span of an employee.

In case of miscarriage or medical termination of pregnancy after seven months, a woman employee on production of prescribed proof shall be entitled to 90 days leave or less than that, depending upon the physical status of the employee as mentioned in the medical certificate issued by the consultant, following the day of miscarriage or medical termination of pregnancy)

A woman employee with fewer than two surviving children on valid adoption of a child below the age of one year may be granted child adoption leave for a period of 90 days immediately after the date of valid adoption.

Intimation to the HOD and the HOI must be done at least one month before availing maternity leave.

Medical certificate mentioning the expected date of delivery shall be submitted to HOI for availing of the maternity leave.

Leave of any other kind, except casual leave, may be granted in continuation of maternity leave, if the request for its grant is supported by a medical certificate.



International Women's Day Celebration - 2024

08 Mar 2024: The IIC Cell at SMIT celebrated International Women's Day in collaboration with the Department of Management Studies on 8th March 2024, in the C - Quad. The event served as both inspiration and acknowledgment of the importance of gender equality in social and professional spheres. To achieve the event's aim, a poster competition was organized, with six teams of students participating enthusiastically with their creative and innovative ideas, all while keeping the theme of the day in mind.

EVENT REPORT

1	TITLE/NAME OF EVENT:
2	ORGANIZED BY (DEPT/(CLUB/BODY ETC):
3	UNDER THE BANNER OF(DEPT./OFFICE/CELL ETC):
4	COLLABORATION WITH:
5	STUDENT EVENT:
6	EXTERNALLY FUNDED:



7	IF EXTERNALLY FUNDED, THEN NAME OF FUNDING AGENCY
8	NATURE:
9	NO. OF PARTICIPANTS:
9A	INTERNAL:
9B	EXTERNAL
10	MODE:
10A	IF ONLINE PROVIDE LINK
11A	DATE FROM
11B	DATE TO:
12	Place of Event
13	COORDINATOR:

BRIEF DESCRIPTION:

The IIC Cell at SMIT celebrated International Women's Day in collaboration with the Department of Management Studies on 8th March 2024, in the C - Quad. The event served as both inspiration and acknowledgment of the importance of gender equality in social and professional spheres. To achieve the event's aim, a poster

competition was organized, with six teams of students participating enthusiastically with their creative and innovative ideas, all while keeping the theme of the day in mind. In total, 30 students were divided into six teams, with five members in each team, alongside other volunteers who assisted in managing the entire event. These six teams showcased various aspects of gender equality, including the empowerment of women, the evolution of women's roles from the past to the present, and strategies for overcoming challenges.

The event was graced by the presence of AD(A) Prof. Sangeeta Jha, AD(SA) Prof. Nayan Kamal Bhattacharyya, Vice President and Convener respectively of the IIC Cell, along with Dr. Bikash Sharma and Dr. Dhruba Ningombam, and Dr. Bibeth Sharma, Head of the Management Department. All dignitaries visited the six poster presentations and appreciated the hard work and innovative ideas displayed by the teams.

The competition's voting was conducted online, and Team 3 (BBA XI SEM.) emerged as the winner.

In honor of International Women's Day, the IIC Cell felicitated female faculty members, including AD(A), and students as well. A high tea was provided by the IIC Cell to all the felicitators. Additionally, a selfie point was set up at the venue by the volunteers, which remained a center of attraction throughout the event.

The event concluded with the distribution of hampers to the winning team. Dr. Bikash Sharma announced the winning team's names with a positive note on

International Women's Day. The prizes were presented to the team by Dr. Manjari & Ms. Soumili, the coordinators of the event.

Overall, the event was a tremendous success, conveying a positive message emphasizing equality and gender empowerment.









Ref No: SMIMS/ADMO/2021-206

Date: 26.07.2021

OFFICE ORDER

SKILL LAB COMMITTEE

A Skill Lab Committee for Competency Based Undergraduate Curriculum for MBBS course comprising with the under mention faculty members of Sikkim Manipal Institute of Medical Sciences (SMIMS):

Sl. No	Name	Designation	Position
1.	Dr. Sanjay Kumar	Prof & HOD Physiology	Chairperson
2.	Dr. Chandrakala Sharma	Prof Pharmacology	Co-Chairperson
3.	Dr. Binod Tamang	Prof & HOD Anatomy	Member Secretary
4.	Dr. Ashish Pradhan	Professor Dept. of Pediatrics	Member
5.	Dr. Pesona G.L	Professor Dept. of OBG	Member
6.	Dr. Varun Kumar Singh	Professor Dept. of Surgery	Member
7.	Dr. Aradhna Sinha	Associate Prof Anesthesiology	Member
8.	Dr. Thejaswi S. G.	Associate Prof Orthopedics	Member
9.	Dr. Mohonish Chettri	Associate Professor	Member
10.	Dr. Lekha Laxmi Pradhan	SR Dept. of Medicine	Member

- This will be implemented from the Academic Session 2020-21.
- This is issued as per the guidelines of National Medical Commission.

Dr Muralidhar V Pai
Dean SMIMS

Copy to:

- Registrar, SMU
- Medical Superintendent, CRH
- Associate Dean – Academic
- Associate Dean – Student Affairs
- All HOD's of Pre, Para & Clinical Departments
- MEU Coordinator, SMIMS
- All Concerned Members

Dean
Sikkim Manipal Institute of Medical Science
5th Mile, Tadong, Gangtok-737102



SMIT

SIKKIM
MANIPAL
UNIVERSITY
SIKKIM MANIPAL INSTITUTE OF TECHNOLOGY

92

Institute Scholarships 2023-24

(To be published on the website and prospectus)

A. Merit Scholarship:

Applicable for B. Tech Candidates only

Scholarships	Eligibility
40% concession on Course fee	≥ 90% {Average PCM % (Physics, Maths and Chemistry)}
30% concession on Course fee	≥ 85% to < 90%. {Average PCM % (Physics, Maths and Chemistry)}
20% concession on Course fee	≥ 80% to < 85%. {Average PCM % (Physics, Maths and Chemistry)}
10% concession on Course fee	≥ 75% to < 80% {Average PCM % (Physics, Maths and Chemistry)}

Applicable for B. Tech Admission through JEE score.

Scholarship	Eligibility
40% concession on Course fee	JEE (Main) [All India Rank {Common Rank List} (GEN) below 03 Lakhs]

B. Siblings and Alumni Scholarship:

Applicable for All courses

Scholarship	Eligibility
20% concession on Course fee	Immediate siblings and Alumni of SMIT Students of all courses

C. Merit Cum Means (EWS) Scholarships:

Special Concession for B. Tech courses (Except CSE) and other courses as per merit

For the Economically Weaker section having Annual Income of parent (s) less than 08 Lakhs

The scholarship will also be applicable to the economically weak students based upon the income of the parent/Guardian (subject to recommendation by the institutional scholarship committee on case-to-case basis along with verification of requisite documents**).

D. UG Scholarships:

Applicable for UG courses [B.Sc., BBA, BCA]

Scholarship	Eligibility
15% concession on Course fee	Aggregate of Class XII marks more than 80%
10% concession on Course fee	Aggregate of Class XII marks more than 75% up to 80%

E. PG scholarships:

Applicable for PG courses [MTech, MBA, MCA, M.Sc.]

Scholarship	Eligibility
20% concession on Course fee	Percentage of marks in qualifying exam more than 75% or 7.5 CGPA
10% concession on	Percentage of marks in qualifying exam in-between 65% up to 75% or 6.5 up to 7.5 CGPA

F. Special Scholarships:

Category I: Divyang Scholarship

Applicable for All Courses

Scholarship	Eligibility
20% concession on Course fee	Divyang Students: (40-75% Differently abled)
40% concession on Course fee	Divyang Students: (Above 75% Differently abled)

Concerned Certificate to be produced to avail this Scholarship

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Category II: Girl Child [Beti Bachao and Beti Padhao]

Applicable for All courses

Scholarship

Eligibility

20%

"Beti Bachao and Beti Padhao" to attract brilliant underprivileged female students whose parent annual income is less than 08 Lakh*

Category III: Single Mother

Applicable for All courses

Scholarship

Eligibility

20%

Male or Female Student of a Single Mother having Annual Income less than 08 Lakhs*

Category IV: Sportsman Scholarship

Applicable for All courses

Scholarship

Eligibility

30%

Extra Ordinary Achievement Sports: Candidate must have represented in any sports at State level or above. Limited to Only One candidate per batch/ section.

Category V: Competition Winners (Technical, Innovation, startup etc.)

Applicable for All courses

Scholarship

Eligibility

20%

Technical: Winner of Hackathon / Ted Talk / Programming / Ethical Hacking/Innovation/ Startup event organised by MNCs/Govt. inst. [Limited to Only One candidate per batch]

Category VI: Wards of Armed Forces and Para Military Forces Martyrs

Applicable for All courses

Scholarship

Eligibility

20%

Applicant must submit the certificate of martyrdom issued by the government authority.

Category VII: State Topper

Applicable for All courses

Scholarship

Eligibility

40%

State topper of Class 12 exam conducted by CBSE / ISC / Recognised State Boards

G: International Candidates:

Applicable for All UG & PG courses [Except B. TECH]

Scholarship

Eligibility

20% (For SAARC students except India)

% of marks in the qualifying exam more than 75% or above 7.5 CGPA

20% (For Students other than SAARC country)

Any Overseas Candidate

H: International Candidates: Applicable for B. Tech Courses [Except CSE]

Scholarship /Fee Concession

Eligibility

100 % Tuition Fee scholarship and Hostel Fee scholarship up to 2 years

For students of SAARC (except India) and Other Foreign Countries. Applicable for B. Tech Candidates [except CSE]

20%

For students of SAARC (except India) and Other Foreign Countries. Applicable for B. Tech CSE Candidates

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Page 2 of 4
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90

I. Regional Scholarship

Applicable for SIKKIM DOMICILE only for all courses

Scholarship /Fee Concession	Eligibility
75% Tuition Fee Scholarship	For students sponsored by Govt. of Sikkim

J. Lateral Entry Scholarships:

Applicable for B. Tech Lateral Entry Candidates only

Scholarship	Eligibility
50% concession on Course fee	$\geq 90\%$ (on Diploma Degree overall Percentage)
40% concession on Course fee	$\geq 80\%$ to $<90\%$ (on Diploma Degree overall Percentage)
30% concession on Course fee	$\geq 70\%$ to $<80\%$ (on Diploma Degree overall Percentage)
20% concession on Course fee	$\geq 60\%$ to $<70\%$ (on Diploma Degree overall Percentage)

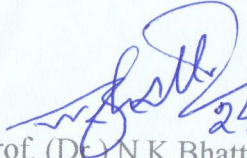
Note:


- All the percentage mentioned above are based on the candidate's 10+2 (class 12th) Board results for UG course admission.
- For JEE Scholarships candidate must furnish the current year Common Rank List JEE.
- All the percentage mentioned above are based on the candidate's undergraduate results for all PG courses admission.
- The Candidate should provide class 12th board/UG passing certificate (pass in all the subject) to enjoy any scholarship scheme in SMIT.
- Candidate can avail only one type of scholarship. Scholarship Schemes are applicable for the entire duration of their study, subject to fulfilment of criteria of CGPA ≥ 6.5 with no backlog and no disciplinary case.
- **The scholarship applicable to the economically weak students based upon the income of the parent/guardian (in absence of living or working parents) subject to verification of requisite documents by competent authority of SMIT case to case basis as per availability.
- ****Required Documents:** Application for special scholarship along with a mandatory (any) two documents from the below mentioned certificates need to submit through Chairman Admission for approval from HOI in advance:
 - Income Certificate issued from District Magistrate (Preferred)/SDO/SDM.
 - Income Affidavit from Notary by parents at the commencement of each semester.
 - Income Tax return (ITR V " Acknowledgement receipt" of two preceding financial years.)

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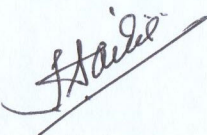
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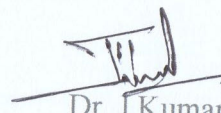

24/5/2023
Prof. (Dr.) N.K. Bhattacharyya

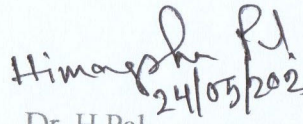

24/05/2023
Prof. (Dr.) S. Borah

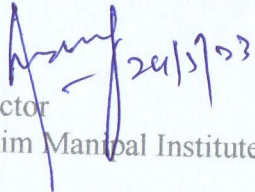
Mr. Nasir Ansari


Dr. H. Saikia


Mr. B. Hingmang


Dr. J. Kumar


24/05/2023
Dr. H. Pal


24/5/23
Director
Sikkim Manipal Institute of Technology

Extra Ordinary Scholarships (SMIT)

[# It is an internal document to be used for admission purpose only by core admission committee on case to case]

Scholarships Not to be Published on the website & prospectus will be offered case to case basis as prescribed by Institute committee and HOI	
A. Merit Cum Means (EWS) Scholarships only for vacant seats as prescribed by Institute committee and HOI:	
i) Special Concession for Btech courses (Except CSE)	
For the Economically Weaker section having Annual Income of parent (s) less than 08 Lakhs**	
Scholarship	Eligibility
40% concession on Course fee	Average PCM % (Physics, Maths and Chemistry) 80 and above.
30% concession on Course fee	Average PCM % (Physics, Maths and Chemistry) 75 \geq & < 80.
20% concession on Course fee	Average PCM % (Physics, Maths and Chemistry) 70 \geq & < 75.
10% concession on Course fee	Average PCM % (Physics, Maths and Chemistry) 60 \geq & < 70.
ii) Special Concession Other courses as per merit	
For the Economically Weaker section having Annual Income of parent (s) less than 08 Lakhs**	
Scholarship	Eligibility
40% concession on Course fee	Overall Aggregate percentage 80 and above.
30% concession on Course fee	Overall Aggregate percentage 75 \geq & < 80.
20% concession on Course fee	Overall Aggregate percentage 70 \geq & < 75.
10% concession on Course fee	Overall Aggregate percentage 60 \geq & < 70.
B. Exceptional cases [Case basis]	
Applicable for BTech Candidates [except CSE]	
Scholarship /Fee Concession	Eligibility
100% Tuition Fee Scholarship & Hostel Fee (01 year)	For Indian Students (Withdrawal cases)
Applicable for Btech and MBA Candidates	
Scholarship /Fee Concession	Eligibility
01 Year Hostel Fee Concession	For withdrawal cases only [Institute Committee will address with withdrawal case on case-to-case basis]
C. Add on Regional Scholarship*	
Applicable for Northeast State Domicile only for all courses	
Scholarship /Fee Concession	Eligibility
5% add on Scholarship	For Northeast state candidates only. Cannot be availed along with Sikkim Quota scholarship

Conditions:

- **Extraordinary Scholarship** which must not be communicated or published in website, or prospectus.
- Sole rights to offer these scholarships mentioned above to any candidate remains with recommendation from **the Institute Committee constituted by SMIT upon approval from HOI, SMIT.**

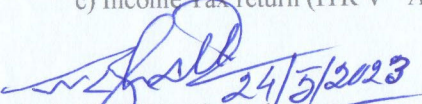
Note:

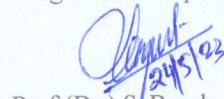
- All the percentage mentioned above are based on the candidate's 10+2 (class 12th) Board results for UG course admission.
- All the percentage mentioned above are based on the candidate's undergraduate results for all PG courses admission.
- The Candidate should provide class 12th board/UG passing certificate (pass in all the subject) to avail any scholarship scheme in SMIT.
- Candidate can avail only one type of scholarship (*except **Add on Regional Scholarship**). Scholarship Schemes are applicable for the entire duration of their study, subject to fulfilment of criteria of CGPA \geq 6.5 with no backlog and no disciplinary case.

- (87)
- **The scholarship applicable to the economically weak students based upon the income of the parent/guardian (in absence of living or working parents) subject to verification of requisite documents by competent authority of SMIT.

****Required Documents:** Application for special scholarship along with a mandatory (any) two documents from the below mentioned certificates need to submit through Chairman Admission for approval from HOI in advance:


- a) Income Certificate issued from District Magistrate (Preferred)/SDO/SDM.
- b) Income Affidavit from Notary by parents at the commencement of each semester.
- c) Income Tax return (ITR V " Acknowledgement receipt" of two preceding financial years.)

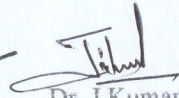

Prof. (Dr.) N.K Bhattacharyya

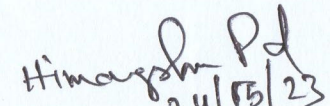

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Dr. J Kumar


Dr. H Pal

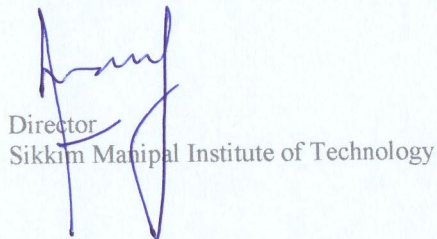

Director
Sikkim Manipal Institute of Technology

Table 1: Comparison of Existing scholarship scheme and proposed amendment – SMIT

Table 1: Comparison of Existing Scholarship scheme and proposed amendment - SMIT						
Sl. No.	Course	Existing Policy		Amendment Proposed		Remarks / Justifications
		Scholarship	Eligibility	Scholarship	Eligibility	
1	B. Tech	30% concession on Course fee	Average PCM (Physics, Mathematics and Chemistry) % 90% and above.	40% concession on Course fee	Average PCM % (Physics, Maths and Chemistry) 90% and above.	To attract more meritorious candidates, to generate more enquiry and applications also for more direct admission.
2		20% concession on Course fee	Average PCM % between 85 and 90.	30% concession on Course fee	Average PCM % between 85 and 90.	To meet the competition in the market from competitive colleges.
3		10% concession on Course fee	Average PCM % between 80 and 85.	20% concession on Course fee	Average PCM % between 80 and 85.	
4		NIL	Average PCM % between 75 and 80.	10% concession on Course fee	Average PCM % between 75 and 80.	To attract more applicants for admission and to restrict withdrawal, as this category of applicants gets similar and more attractive scholarship offers from competitive colleges. This will also help in getting applicants for other non- demanding branches.
5		20% concession on Course fee	Candidates of Nepal, Bhutan and Bangladesh (SAARC Countries excluding India)	40% concession on Course fee/ (Approx. 100% of Tuition fee)	PCM/equivalent 90% above	To increase the per year intake for SAARC countries through SII programme by Govt of India and have a competitive advantage over our competitors.
				30% concession on Course fee/ (Approx. 75% of Tuition fee)	PCM/equivalent 80% and above	
				25% concession on Course fee/ Approx. 50% of Tuition fee	Rest all	
6	NIL	Any Overseas Candidate apart from SAARC countries	25% concession on Course fee/ Approx. 50% on Tuition fee	Any Overseas Candidate	Promotion of our brand for diversity and which will regain our lost status. And also it's a trend amongst private universities to have a good chunk of foreign students which also attracts more Indian students.	
7	10% concession on Course fee	Immediate siblings of SMIT Students	20% concession on Course fee	Immediate siblings and Alumni of SMIT Students and	Referrals has always been the most and proven resource for admission conversions, in terms of marketing word of mouth is least	

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						expensive i.e. Less capital intensive and proves well in terms of ROI.
8		X	X	40% concession on Course fee	JEE (Main) (Category: General) Percentile 85% and above	Since SMET is not that famous amongst the masses and marketing it will be quite expensive at this moment. So to attract more students we need to bank upon JEE mains exam which will increase the chance for more admission conversions.
09	B. Tech (LE)	20% concession on Course fee	Diploma % >60% to <70%	No Changes		At par
10		30% concession on Course fee	Diploma % >70% to <80%			At par
11		40% concession on Course fee	Diploma % >80% to <90%			At par
12		50% concession on Course fee	Diploma % >90%			At par
13	BBA	X	X	15% concession on Course fee	Aggregate of Class XII marks more than 80%	To be at par with our competitive brands
14	BCA	X	X		Aggregate of Class XII marks more than 75% < 80%	To be at par with our competitive brands
15	BSc (Chem / Maths) / Computer	X	X	10% concession on Course fee		To be at par with our competitive brands
16	MSc	X	X	20% concession on Course fee	% Of marks in qualifying exam more than 75% or 7.5 CGPA	To be at par with our competitive brands
17	MBA	20% concession on Course fee	BBA Students of SMIT having CGPA above 8			Diversify our batch strength and encourage students from other universities as well.
18	MCA	20% concession on Course fee	BCA Students of SMIT having CGPA above 8	10% concession on Course fee	% Of marks in qualifying exam in-between 65% - 75% or In-between 6.5 - 7.5 CGPA [For any candidate]	Diversify our batch strength and encourage students from other universities as well.
19	M. Tech	50% concession on Course fee	Top 2 meritorious students on the basis of GATE Score / SMIT Entrance Test			Since GATE is quite famous amongst Mtech students and we need to bank upon the opportunity which will help increase our intake and thereby improve our financials

Table 2: Proposed Scholarship Scheme for the academic year 2023-24.

Sl	Scholarship Scheme	Applicable for Course	Scholarship %	Eligibility	Remarks / Justifications
1	Divyang Students	All Courses	20% 40%	Divyang Students: (40-75% Differently abled) Divyang Students: (Above 75% Differently abled)	1. For social obligations and responsibility 2. Better brand value.
2	"Beti Bachao and Beti Padhao"	All Courses	20%	"Beti Bachao and Beti Padhao" to attract the more brilliant underprivileged female students whose parent annual income is less than 08 Lakh*	1. For Social obligations and to promote the girl's child educations. 2. For Regulatory compliances
3	Single Mother	All Courses	20%	Male or Female Student of a Single Mother (Single Mother: <i>a widowed, divorced, or unmarried mother who has a dependent child or dependent children</i>) having Annual Income less than 08 Lakhs*	1. For Social obligations and to promote the girl's child educations. 2. For Regulatory compliances
3	Sports	All Courses	20%	Extra Ordinary Achievement Sports: Candidate must have played /represented in any sports at State level or above. <i>Limited to Only One candidate per batch/ section.</i> Institute Committee will be formed to shortlist the candidate	1. For Regulatory compliances 2. To Attract the talents
4	Technical	All Courses	20%	Extra Ordinary Achievement (to attract the talents) Technical: A winner of any Hackathon / TED-x/Ted Talk / Programming / Ethical Hacking/Innovation/ Startup event organised by MNCs/GOVT institutions at the state level or above <i>Limited to Only One candidate per batch/ section.</i> Institute Committee will be formed to shortlist the candidate.	1. For Regulatory compliances 2. To Attract the talents
5	Martyrs of Defense Personnel / Para Military Forces	All Courses	20%	Scholarships forwards of Martyrs of Defence Personnel / Para Military Forces. The student must submit the certificate of martyrdom issued by the government authority.	1. For Regulatory compliances 2. For social obligations

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Sl	Scholarship Scheme	Applicable for Course	Scholarship %	Eligibility	3. Remarks / Justifications
6	State Topper	All Courses	50%	Any State topper of Class 12 exam conducted by CBSE/ISC/Recognised State Boards of each stream Science, Commerce & Humanities.	1. For Regulatory compliances 2. To Attract the talents 3. To go for marketing
7	Alumni and Siblings	All Courses	20%	Immediate siblings and Alumni of SMIT Students	Since referrals have proven in better admissions conversions in past years
8	SAARC Countries excluding India)	All Courses (except B Tech)	20% concession on Course fee	% of marks in the qualifying exam more than 75% or above 7.5 CGPA	Experiencing the competition in SAARC countries like Bangladesh the students and parents look for scholarships as primary qualifying factor for admissions in India. As other brands are doing the same for other courses.
9	Any Overseas Candidate apart from SAARC countries	All Courses (except B Tech)	20% concession on Course fee	Any Overseas Candidate	To attract the students from other countries as which will improve our overall rankings as well.

Table 3: Special Scholarship for undersubscribed courses (Not to be published in prospectus or website)

Sl.	Course	Existing Policy		Amendment Proposed		Remarks / Justifications
		Scholarship	Eligibility	Scholarship %	Eligibility	
1	All Branches of B Tech (except CSE) and Other Courses	Upto 30% only for BTech (Except CSE) on a case-to-case basis	X	Special Concession up to 40% on a case-to-case basis depending on the unfilled seats.	For the Economically Weaker section having Annual Income of parent (s) less than 08 Lakhs*	To filled the non-demanding courses and also to attract the applicants of EWS category.

* **Required Documents:** Application for special scholarship along with a minimum (any) two documents from the below-mentioned certificates need to submit through Chairman Admission for approval from HOI in advance:

1. **Income Certificate** issued from District Magistrate (only)
2. **Income Affidavit** from Notary
3. **Income Tax return** (ITR V "Acknowledgement receipt" of two preceding financial years)

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H. SAIKIA


14/02/2023

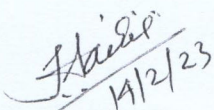
7. Modalities for the continuation of scholarship in succeeding year on promotion to higher semester/years:

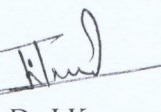
The Committee proposes changes in the continuation of scholarship in the succeeding year on promotion to higher semesters/years from existing criteria of $CGPA \geq 6.50$ to 7.00.


"Candidate can avail only one type of scholarship. Scholarship Schemes are applicable for the entire duration of their study, subject to fulfillment of criteria of $CGPA \geq 7.00$ with no backlog and no disciplinary case.

Submitted by

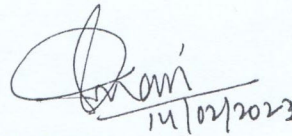

Prof (Dr) N.K. Bhattacharyya
Member



Dr H Saikia
Member


Dr J Kumar
Chairperson


Prof (Dr) S. Borah
Member


Mr H Pal
Member


Mr. Dr Nasir Ansari
Member


Mr B Hingmang
Member

SDG 7

Goal 7:

Ensure access to
affordable, reliable,
sustainable and
modern energy for all.



SDG 7 Affordable & Clean Energy

The University campuses are eco-friendly, landscaped and plastic-free. A clean source of energy is being utilized at the campus through solar water heaters and electrical systems. The University has implemented LED/sensor-based lighting systems and other power-efficient equipment as energy conservation measures

The University uses rainwater harvesting and wastewater recycling systems as water conservation measures to promote the sustainable use of water resources.

SMU puts efforts towards Carbon Neutrality by the restricting entry of automobiles as per policy, ban on the use of plastic, promoting battery-powered vehicles and landscaping the campus with trees and plants. The University has carried out an environmental audit of its campuses. SMU has received the “Swachha Bharat Internship:2019-20” award for 1st place in the state of

Sikkim



Solar Plant at Academic block at Engineering Campus



Solar Heater at Hostel



Sensor-based street light system at engineering campus



Sensor (Timer) based street light



Automatic Doors in sensor-based escalators



Power-efficient LED light at VC secretariat



Power-efficient LED light at the office

Report

on

Plantation Drive

(Ek Ped Maa Ke Naam)

18/09/2024

NSS, Sikkim Manipal University conducted a Plantation Drive in the University campus on 18th September 2024 under the Campaign “Ek Ped Maa Ke Naam” (एक पेड़ माँ के नाम) to mark the Birth Anniversary of Padma Bhushan Awardee Dr Ram Das M. Pai, Founding Pro-Chancellor, Sikkim Manipal University. The Drive started at 11 a.m. with a short briefing session wherein Hon’ble Vice Chancellor spoke about Dr Ram Das M. Pai and his contribution to the Education sector. Hon’ble Vice Chancellor also spoke about the importance of plantation drive towards Environmental protection, Biodiversity and Habitat Creation and Combatting Climate Change. The day witnessed planting of plants in the University campus. Hon’ble Vice Chancellor SMU; Registrar, SMU; Dean, SMIMS; HR Head; Programme Coordinator, NSS, SMU; Nodal Officers of different Units, NSS, SMU; Convenor, FHSSLA and NSS volunteers took part in the event.

Some Glimpses of the Event



SMU SIKKIM
MANIPAL
UNIVERSITY

Established under Govt. of Sikkim, Act 9 of 1985, recognized under 2(f) of the UGC Act, 1956



Gangtok, Sikkim, India
Sikkim Manipal University, 5th Mile, Tadong, Gangtok, Sikkim 737102, India
Lat 27.317725°
Long 88.597236°
18/09/24 11:03 AM GMT +05:30



Gangtok, Sikkim, India
Sikkim Manipal University, 5th Mile, Tadong, Gangtok, Sikkim 737102, India
Lat 27.317725°
Long 88.597236°
18/09/24 11:03 AM GMT +05:30



Gangtok, Sikkim, India
Sikkim Manipal College of Physiotherapy, Upper Tadong, Tadong, Gangtok, Sikkim 737102, India
Lat 27.318039°
Long 88.597181°
18/09/24 11:15 AM GMT +05:30



Gangtok, Sikkim, India
Sikkim Manipal University, 5th Mile, Tadong, Gangtok, Sikkim 737102, India
Lat 27.317725°
Long 88.597236°
18/09/24 11:15 AM GMT +05:30





Talk on "Sustainability and its Impact"

On 22nd August, 2024, the TP&IL in collaboration with JLL, organized an insightful tech-talk on "Sustainability and Its Impact." The Speaker for the event was Mrs. Umit Bhatia, Sr. Director, Sustainability Delivery Management, JLL.

Event Details	
TITLE/NAME OF EVENT	Talk on "Sustainability and its Impact"
ORGANIZED BY (DEPT/(CLUB/BODY ETC))	TP&IL
UNDER THE BANNER OF (DEPT./OFFICE/CELL ETC)	TP&IL
COLLABORATION WITH	JLL (Jones Lang LaSalle Incorporated)
STUDENT EVENT	YES
EXTERNALLY FUNDED	NO
IF EXTERNALLY FUNDED, THEN NAME OF FUNDING AGENCY	NO
NATURE	Internal Participants
NO. OF PARTICIPANTS	99 (84-Students, 15-Faculty)
INTERNAL	99 (84-Students, 15-Faculty)
EXTERNAL	NONE



MODE	OFFLINE
IF ONLINE PROVIDE LINK	NA
DATE FROM	22nd August, 2024
DATE TO	22nd August, 2024
PLACE OF EVENT	SMIT
COORDINATOR	TP&IL
ATTACH LIST OF PARTICIPANTS	Below

RESOURCE PERSON:

Sl. No.	Name	Affiliation
1	Mrs. Umit Bhatia	Sr. Director, Sustainability Delivery Management, JLL

On 22nd August, 2024, the TP&IL in collaboration with JLL, organized an insightful tech-talk on "Sustainability and Its Impact." The Speaker for the event was Mrs. Umit Bhatia, Sr. Director, Sustainability Delivery Management, JLL. Her talk aimed to shed light on the crucial role of sustainability in shaping the future of society, the economy, and the environment. The speaker began the talk by defining sustainability and emphasizing its importance in the contemporary world. She also explained the concept of sustainability, focusing on the Triple Bottom Line approach, which includes environmental, social, and economic dimensions. Following the presentation, the participants engaged in an interactive Q&A session, where attendees had the opportunity to ask questions and share their perspectives. The discussion touched on various aspects of sustainability, including the role of technology in driving sustainable development and the importance of education in fostering a culture of sustainability. The talk was

attended by students, faculty members, all keen to gain a deeper understanding of sustainability practices and their implications.





Webinar in "Innovations in Solar Photovoltaics: R&D Perspectives."

03 Aug 2024:

On 03.08.2024, the Department of Physics at Sikkim Manipal Institute of Technology hosted a webinar in "Innovations in Solar Photovoltaics: R&D Perspectives." Aimed at research scholars, faculty, and students...

EVENT REPORT

Sl. No.	Details
1	Title of Event: Webinar in "Innovations in Solar Photovoltaics: R&D Perspectives."
2	Organized By (Dept/Club/Body): Dept. of Physics, IIC, E-Cell SMIT, and SPIRE (Departmental Student Society)
3	Under the Banner of (Dept./Office/Cell): Dept. of Physics, IIC, E-Cell SMIT, and SPIRE (Departmental Student Society)
4	Student Event: Yes
5	Externally Funded: No
6	If Externally Funded, Then Name of Funding Agency: N/A
7	Nature: Internal Participants
8	No. of Participants: 34
9A	Internal: 34

9B	External: NIL
10	Mode: OFFLINE
10A	If Online, Provide Link: N/A
11A	Date From: 03.08.2024
11B	Date To: 03.08.2024
12	Coordinator: Dr. Sanat Kumar Das

Resource Person:

Dr. Dip Prakash Samajdar, Assistant Professor, Department of Electronics and Communication Engineering, PDPM Indian Institute of Information Technology, Design and Manufacturing Technology (IIITDM) Jabalpur, India

Brief Description/Report

On 03.08.2024, the Department of Physics at Sikkim Manipal Institute of Technology hosted a webinar on "Innovations in Solar Photovoltaics: R&D Perspectives." Aimed at research scholars, faculty, and students, the event featured prominent experts discussing the latest innovations and research in the field.

Key Highlights:

- Insights into new materials such as perovskite and tandem cells catering to the needs of global energy demand.
- Recent breakthroughs in photovoltaic efficiency and cost.
- Exploration of future research opportunities and integration with other renewable technologies.

The webinar included interactive Q&A sessions, allowing participants to engage directly with experts. Feedback indicated that attendees found the event highly informative and engaging.

Overall, the webinar successfully provided valuable knowledge and enlightened young minds about the present scenario and future advancements in solar photovoltaics.







SMU SIKKIM
MANIPAL
UNIVERSITY

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SDG 9

9 INDUSTRY, INNOVATION AND INFRASTRUCTURE



SDG 9: Industry, Innovation & Infrastructure

One of the prime objectives of Sikkim Manipal University is to promote technology through its technical campus that provides wide range of engineering & allied programs in Majitar Campus.

SMU encourage student innovations through Technology Business Incubator (TBI). Start-up ideas are nurtured and developed at the SMU Atal Incubation Centre. Atal Incubation Centre (AIC) is an initiative of Atal Innovation Mission (AIM), NITI Aayog to promote a culture of innovation and entrepreneurship. The incubation centre admits young entrepreneurs with innovative ideas that have market potential and guides them to become employers rather than being employees. This incubator envisions fostering an entrepreneur-friendly culture around academics & research through its state-of-the-art incubation centre, seed funding for entrepreneurs and a dedicated mentoring program.

AIC-SMU Technology Business Incubation Foundation is an incubator set up as an SPV (Special Purpose Vehicle) at Sikkim Manipal University, which is the first Atal Incubation Center in North East India. The incubator is set up under an MOU between SMU and NITI AAYOG as an autonomous entity and registered under the Ministry of Corporate Affairs, Government of India (as a Section 8 Company under Companies Act 2013).

The incubator has Vice-Chancellor of SMU, Registrar, SMU and Director, SMIT on its Board of Directors and members from NITI AAYOG and various Government and Corporate entities on its Board of advisor.

As SMU grows in its strength, we are committed to train and nurture not only our students but also to uplift the entire North East India and empower the youths of this region by honing their skills from being employees to becoming employers and help the country achieve the full potentials of AtmaNirbhar India, thereby creating employment and wealth creation in the region.

The main function of this center is to motivate and nurture young entrepreneurs by providing them the following:

- **Infrastructural support i.e. office space, meeting room**
- **Networking**
- **Funding (Including seed funds and VC/Investors connect)**
- **IPR**
- **Other Secretarial Services (Registration of company/ Compliances etc)**

AIC-SMUTBI helps students and youths of the region with strong entrepreneurial abilities by identifying them and supporting them with:

Incubation of early-stage entrepreneurial ventures based on technology and innovation. Create physical infrastructure and support systems necessary for business incubation activities.

Facilitate networking with professional resources, which include mentors, experts, consultants and advisors for the incubatee companies.

Identify technologies/innovations which have the potential for commercial ventures. Promote and foster the spirit of entrepreneurship. Carry out activities that facilitate knowledge creation, innovation and entrepreneurship activities

Activities at AIC-SMUTBI:

- **Some major activities that are being planned regularly are:**
- **Interaction with students to motivate and nurture them as entrepreneurs.**
- **Sensitize them of the resources that will be provided as support at SMIT/SMU.**
- **Organize workshops with more interaction with experts in the field.**
- **Organize Hackathons and Challenges of Technical designs and encourage them to convert them to commercially viable products.**
- **Invite some of our alumni who have started successful ventures and motivate our students.**

Some of the key events organized/Hosted by AIC-SMUTBI are:

1. Defence Innovation Startup Challenge by Ministry of Defence

2. Hackathon of Sikkim Cluster organized by BIRAC and IKP, Bangalore

Sikkim Manipal University

3 SDG 9: Industry, Innovation & Infrastructure

3.VFT organized by Wadhvani Foundation supported by Bill and Melinda Gates Foundation and AIM, NITI AAYOG

4.Fund Quest – An Investment summit with 50+ VCs participating in it for our startups to raise capital.

SMUTBI Website: <https://www.smutbi.com/>

Facilities at SMUTBI: <https://www.youtube.com/watch?v=-nSyHX0JEkg>

The following are the spin off that was established at least 3 years ago before 2024 and still active:

Sl No.	Name of Venture/Startup	DPIIT/Start up India Registration No.	Year of recognition by DPIIT/startup India (2020-21/ 2021-22/ 2022-23/ 2023-24)
1	Aaharan Edusmart Pvt. Ltd.	DIPP51906	01.01.2020
2	Adventure Zone	Not Available	Not Available
3	AUGTRAVELER	DIPP16547	16.02.2018
4	Agri J	DIPP90777	08.12.2021
5	AIS Bilingual Vitae (OPC) Pvt. Ltd.	DIPP80027	17.05.2021
6	Akumen AI (OPC) Pvt. Ltd.	DIPP90244	30.11.2021
7	Asal (OPC) Pvt. Ltd.	Not Available	Not Available
8	Association for Research, Innovation and Development (ARID)	Not Available	Not Available
9	ATBC Technology PVT. LTD.	DIPP102902	16.06.2022
10	Avidia Labs	DIPP51404	26.12.2024
11	Awpara Technologies	DIPP112714	26.10.2022
12	Baasthan	Not Available	Not Available



13	Bee Gypsy	Not Available	Not Available
14	Bisons Engineers (Proprietor)	Not Available	Not Available
15	Cas Collective LLP	DIPP92842	19.01.2022
16	Cropzo	Not Available	Not Available
17	CustKart Merchandise Pvt. Ltd.	Not Available	Not Available
18	Dash	Not Available	Not Available
19	Delivative services Pvt. Ltd.	DIPP86859	22.09.2021
20	DNR Foods Pvt. Ltd.	DIPP98178	02.04.2022
21	DreamHives PVT. LTD.	DIPP85916	06.09.2021
22	Earth & Home	Not Available	Not Available
23	Earthier (Soten Group)	Not Available	Not Available
24	ENCAMP TOURISM PRIVATE LIMITED	DIPP60176	11.06.2020
25	Efforbe Beauty	DIPP93976	04.02.2022
26	Ethnographic art private limited	DIPP87018	24.09.2021
27	EVOLOG Pvt. Ltd.	DIPP114164	15.11.2022
28	Farneasy Technologies Pvt Ltd	DIPP52385	02.01.202.0
29	Fin Soft Lab Pvt. Ltd.	Not Available	Not Available
30	Gladiolus Language Nectar Pvt. ltd.	DIPP102274	07.06.2022
31	GoldenBac Motor Pvt. Ltd.	DIPP101961	02.06.2022
32	Good To Take	Not Available	Not Available
33	HOOFIT	Not Available	Not Available
34	Imphalvery Pvt. Ltd.	DIPP90758	08.12.2021
35	Interioverse Design Pvt. Ltd.	DIPP129020	13.04.2023
36	Mathematics.buzz	Not Available	Not Available
37	Mauka Education Pvt Ltd.	DIPP75395	19.02.2021
38	MeMeraki Retail and Tech Pvt Ltd	DIPP99196	19.04.2022
39	Money Mileage Investment Pvt Ltd.	DIPP83064	13.07.2021
40	My Kangla Tours & Travels Pvt. Ltd.	DIPP33582	06.04.2018
41	Naubatasunya Pvt. Ltd.	DIPP78846	27.04.2021
42	Nibiaa Devices Pvt. Ltd.	DIPP72543	03.12.2020
43	Neso Fugensus Pvt. Ltd.	DIPP89720	17.11.2021
44	O2 Himalaya	DIPP111994	13.10.2022
45	O8 Blue Sky Logistics Pvt. Ltd.	DIPP74367	04.02.21
46	Opzen Pvt. Ltd.	DIPP132116	18.05.2023
47	Orgreen Market	Not Available	Not Available
48	Pandim Online solution Pvt. Ltd.	Not Available	Not Available
49	peAR Technologies (DVDP Technologies Private Limited)	DIPP46950	10.10.2019



50	Purpur Media Pvt. Ltd	DIPP163249	18.04.2024
51	QuantumQuest Pvt. Ltd.	Not Available	Not Available
52	Rabdentse Systems Pvt. Ltd.	Not Available	Not Available
53	Ripra Clothing Pvt. Ltd.	Not Available	Not Available
54	Sai Kunti Pvt. Ltd.	Not Available	Not Available
55	SunMoon Organics Pvt. Ltd.	Not Available	Not Available
56	Syang's	DIPP129088	14.04.2023
57	Tagbudy	Not Available	Not Available
58	Talentverse	DIPP118477	04.01.2023
59	Taste in Lawaray	DIPP136577	22.06.2023
60	The Chakras Farm Pvt. Ltd	DIPP73857	Not Available
61	Top View Infolabs (OUR GUEST)	DIPP5080	14.06.2017
62	TheFewCreators	Not Available	Not Available
63	Turbit Mixed Reality Services Pvt. Ltd.	DIPP137924	03.07.2023
64	Turuk garden LLP	Not Available	Not Available
65	Urgehlep Pvt. Ltd.	DIPP93916	04.02.2022
66	Urjjahev Mobility Private Limited	DIPP97973	30.03.2022
67	Wari	Not Available	Not Available
68	WhitePebbles Construction Tech PVT. LTD.	DIPP82422	03.07.2021
69	Purpur Media Pvt. Ltd	DIPP163249	18.04.2024
70	Awpara Technologies	DIPP112714	13.10.2021
71	Aveti Learning	DIPP51906	02.11.2018
72	MeMeraki Retail and Tech Pvt Ltd	DIPP99196	19.04.2022
73	peAR Technologies (DVDP Technologies Private Limited)	DIPP46950	10.10.2019
74	Turbit Mixed Reality Services Pvt. Ltd.	DIPP137924	03.07.2023
75	Agspert Technologies Pvt. Ltd	DIPP61127	08.06.2020
76	QuantumQuest Pvt. Ltd.	DIPP138484	11.07.2023
77	Talentverse	DIPP118477	04.01.2023
78	MeroDarjeeling Organics Pvt. Ltd.	DIPP156980	14.02.2024
79	Interioverse Design Pvt. Ltd.	DIPP129020	13.04.2023
80	Opzen Pvt. Ltd.	DIPP132116	18.05.2023
81	JUJU RIDE	DIPP166218	21.05.2024
82	GREEN BOTECH ECOSOLUTIONS PVT LTD	DIPP10012	06.10.2017
83	Sharolyn EcoEmpower	Not Available	Not Available
84	JOME FOODS PRIVATE LIMITED	DIPP123274	04.03.2021
85	Eco Farm	Not Available	Not Available



86	Crafted Fibers	130/51/RB	Not Available
87	SS Bamboowala Pvt. Ltd.	DIPP33879	05.03.2019
88	Farameasy Technologies Pvt Ltd	DIPP52385	02.01.2020

Innovation Grant from Govt. Organisation in 2024

Name of Government organisation from which grant is received	Name of the Program or Scheme	Amount of Grant received (in lacs)
MEITY	Samriddhi	30lacs
Govt. of Mizoram	RAHBI	10 lacs
Numaligarh Refinery Limited	NRL	50 lacs
Startup India	SISFS	15 lacs
Department of Science & Technology	Nidhi Prayas	6 lacs
Ministry of Agriculture and Farmers' Welfare	RKVY Raftaar	3 lacs

Funds received by spinoff from VC in Financial year 2024

Name of start ups	DPIIT No.	Amount received in lacs	Organisation Name
Green Biotech Pvt. Ltd	DIPP10012	4.25 lacs	HDFC
Jome Foods Pvt. Ltd.	DIPP123274	4.25 lacs	HDFC
Maity Ghar	Not Availaible	4.25 lacs	HDFC
Crafted Fibers	130/51/RB	4.25 lacs	HDFC
SS Bamboowala Pvt. Ltd.	DIPP33879	4.25 lacs	HDFC
Eco far LLP	Not Availaible	4.25 lacs	HDFC
Farameasy Pvt. Ltd	DIPP52385	4.25 lacs	HDFC
Green Biotech Pvt. Ltd	DIPP10012	30 lacs	NEDFI
Syang's Living food & Beverage Pvt. Ltd.	DIPP129088	15 lacs	Private Investor
Evolog Pvt. Ltd.	DIPP114164	35 lacs	Private Investor
Farameasy Pvt. Ltd	DIPP52385	20 lacs	NRL
Akumen Artificial Intelligence Pvt. Ltd.	DIPP80027	1 cr	NEDFI
Opzen Pvt. Ltd.	DIPP132116	32.05 lacs	Private Investor



Mauka Education Pvt Ltd.	DIPP75395	31 lacs	Angel Funding
Interioverse Design Pvt ltd	DIPP129020	15 lacs	Angel Funding

FDI investment to startup in 2024

Name of start ups	DPIIT No.	FDI investment received	Organization Name
Agspert Technologies Pvt. Ltd	DIPP61127	25 Lacs	INTERNATIONAL FUND FOR AGROECOLOGY DEVELOPMENT

Ventures/startups grown to turnover of 50 lacs in 2024

Name of Start-up	DPIIT No.	Company's Turnover
Green Biotech Ecosolutions Pvt. Ltd.	DIPP10012	72lacs
EVOLOG PVT. LTD	DIPP114164	90 lacs
Topview Infolabs Pvt. Ltd.	DIPP5080	2.07cr
My Kangla Pvt Ltd.	DIPP33582	1.08cr
NE Organics Pvt. Ltd.	DIPP89720	72 lacs
Interioverse Designs Pvt. Ltd	DIPP129020	50.2 Lacs
Jome Foods Pvt. Ltd	DIPP123274	90 lacs

INCUBATOR INFRASTRUCTURE



**TMA Pai Board Room –
Capacity 30 Pax**



**Ideation Hub (Meeting
Room) – Capacity 15 Pax**



**The Habitat (Coworking
Space) with 20 Seats**



Makerspace





Innovation-Entrepreneurship Ecosystem Partners



MoU has been signed:

TOTAL NO. OF INDUSTRIES / CORPORATE PARTNERS		
Sl no	Name of Organisation	Date of Signing
1	Mycrave Consultancy and Services	09.05.2020
2	Modern Incubator	02.11.2020
3	Samunnati Foundation	02.02.2021
4	Arthayan	11.02.2021
5	Raksha Agarwal and Associates	23.02.2021
6	Treelife Ventures	12.03.2021
7	Syndicap Venture Partners	06.05.2021
8	Aneev Advisory	23.06.2021
9	Lemon Ideas Innovation Pvt. Ltd.	14.06.2021
10	KIIT-TBI	09.07.2021



11	HDFC Bank Ltd.	09.07.2021
12	S.B Gokhale and Company	09.07.2021
13	Entrepreneurship Cell IIT Kharagpur	27.08.2021
14	Headstart Network Foundation	31.10.2021
15	Startup Reseau	27.01.2022
16	Standford India Pvt. Ltd.	04.02.2022
17	Numaligarh Refinery Limited	25.03.2022
18	NSRCEL IIM Bangalore	28.03.2022
19	Lets Venture Technologies	24.09.2022
20	NSE Academy	28.02.2020
21	Sunrator Technologies LLP	12.01.2018
22	Institute of Company Secretaries of India	18.11.2020
23	NHPC	27.02.2021

List of Patent Published & Granted in 2023- 2024:

Sl. No.	Patent Application No.	Inventor/s Name	Title of the Patent	Applicant/s Name	Patent Filed Date	Patent Published Date / Granted Date	Here, attach Source Proof Screenshots/URL/ Website Links, etc.
1	202341009618	Dr. Saumya Das	DUAL BAND HELMET INTEGRATED STACKED ANTENNA FOR WIRELESS COMMUNICATION	Dr. Saumya Das	14-02-2023	24-02-2023	https://smu.edu.in/content/dam/manipal/smu/NIRF/2024/Sr1.pdf
2	202321024432	Dr.Samrat Kumar Mukherjee	ANALYSIS OF GROWTH AND DEVELOPMENT OF " MAKE IN INDIA" TOWARDS ENERGY SECTOR	Dr.Samrat Kumar Mukherjee	31-03-2023	05-05-2023	https://smu.edu.in/content/dam/manipal/smu/NIRF/2024/Sr2.pdf
3	202331028981	AJEYA JHA, SANGEE TA JHA	DEEP LEARNING BASED PLANT GROWTH AND HARVESTING PREDICTION DEVICE AND METHOD THEREOF	AJEYA JHA, SANGEE TA JHA	21-04-2023	28-04-2023	https://smu.edu.in/content/dam/manipal/smu/NIRF/2024/Sr3.pdf



4	20234107 6873	DR. S. VISALAK SHI	SECURE IOT FRAMEWORK FOR REMOTE HEALTHCARE SERVICES USING MACHINE LEARNING AUTHENTICATION AND AUTHORIZATION	DR. S. VISALA KSHI	10-11- 2023	15-12- 2023	https://smu.edu.in/content/dam/manipal/smu/NIRF/2024/Sr4.pdf
5	389509- 001	SANJEE V KUMAR	HAND OPERATED FLEXIBLE LOAD PULLER	SANJEE V KUMAR	03-07- 2023	11-10- 2023	https://smu.edu.in/content/dam/manipal/smu/NIRF/2024/Sr5.pdf
6	20203103 3598	Dr. Ranjit Panigra hi/ Dr. Arun Kumar Singh	IOT BASED MEDICAL CONTAINER MANAGEMENT SYSTEM	Dr. Ranjit Panigra hi/ Dr. Arun Kumar Singh	06-08- 2020	14-12- 2023	https://smu.edu.in/content/dam/manipal/smu/NIRF/2024/Sr6.pdf

Research income from industry and commerce by subject area: Medicine in 2023-24

Sl No.	Name of the Project	Name of the Funding agency	Name of the Principal Investigator/ Co Investigator (if applicable)	Department	Funds provided (INR in lakhs)
1	ENRICH-AF STUDY	POPULATION HEALTH RESEARCH INSTITUTE	DR BIDITA KHANDELWAL	Medicine	0.86

Research income from industry and commerce by subject area: STEM in 2023-24

Sl No.	Name of the Project	Name of the Funding agency	Name of the Principal Investigator/ Co Investigator (if applicable)	Department	Funds provided (INR in lakhs)
21	HDFC Parivartan CSR grant	HDFC	Dr CT Singh	Computer Science & Engineering	35



Name of the consultant	Name of consultancy project	Consulting/Sponsoring agency with contact details	Revenue generated (INR in Lakhs)
TAMAL GHOSH & JYOTIPRASANNA SENGUPTA	TESTING OF MIX DESIGN M20,M25,M30 & M35 GRADE CONCRETE	BINOD KUMAR AGARWAL	1.46
TAMAL GHOSH & JYOTIPRASANNA SENGUPTA	MIX DESIGN OF M35 GRADE CONCRETE TEST DONE AT SMIT BY CIVIL ENGG FACULTY.	MUNGIPA TRADE LINKS PVT LTD	0.25
GURU PRASAD SHARMA & JYOTIPRASANNA SENGUPTA	TESTING OF CONCRETE CUBES AND STEEL	SIBIN GROUP	0.24
GURU PRASAD SHARMA	CONSULTANCY SERVICES FOR TESTING OF CONCRETE	HOSANNA	0.25
GURU PRASAD SHARMA	CONSULTANCY SERVICES FOR TESTING OF CONCRETE	B R DRILL PROJECTS	0.14
DR. PARTHA SARATHI NAYEK,MR.RAJDEEP ROY & MS. PRERNA GHALEY	CHECKING AND VETTING OF DESIGN AND VETTING OF DESIGN AND DRAWING OF 180FEET SPAN BAILY BRIDGER OVER TEESTA BRIDGE.	DR. SWASTIKA CHAKRABORTY,PROFESSOR NARULA INSTITUTE OF TECHNOLOGY	0.06
SAJAL SARKAR	TESTING OF COMPRESSIVE STRENGTH OF CONCRETE CUBES	SM INFRASTRUCTURE PVT.LTD	0.03
TAMAL GHOSH	CONSULTANCEY (MIX DESIGN OF CONCRETE (M20, M25, M30, M35)	SHANKER AGARWAL AND ASSOCIATES	1.00
SANDIP KUMAR GUPTA	GROUND RESTIVITY TEST OF DAM/SPILL WAY &GROUND RESTIVITY TEST OF SFT GOC, DC GOC AND SFT OUTLET	RITHWIK HIPL JOINT VENTURE	0.21



GURU PRASAD SHARMA	CHECKING AND VETTING OF DESIGN AND VETTING OF DESIGN AND DRAWING OF 115 MTR LONG, 1.2 FOOT WIDE SUSPENSION BRIDGE AT BALUTAR IN NHPC.	JAIPRAKASH ASSOCIATES LIMITED	0.72
GURU PRASAD SHARMA	CHECKING AND VETTING OF DESIGN AND VETTING OF DESIGN AND DRAWING OF 180 FEET SPAN BAILY BRIDGER OVER TEESTA BRIDGE.	JAI PRAKASH ASSOCIATES LIMITED	0.72



RECENT TRENDS IN ECE

07 Sep 2024:

1	TITLE OF EVENT:	RECENT TRENDS IN ECE
2	ORGANIZED BY (DEPT/(CLUB/BODY ETC):	ECE
3	UNDER THE BANNER OF(DEPT./OFFICE/CELL ETC):	ECSA
4	COLLABORATION WITH:	SRF
5	STUDENT EVENT: YES / NO	YES
6	EXTERNALLY FUNDED: YES / NO	NO
7	IF EXTERNALLY FUNDED, THEN NAME OF FUNDING AGENCY	NA



8	NATURE: INTERNAL PARTICIPANTS / EXTERNAL PARTICIPANTS / BOTH	BOTH
9	NO. OF PARTICIPANTS:	45
9A	INTERNAL:	43
9B	EXTERNAL	2
10	MODE: ONLINE / OFFLINE	ONLINE
10A	IF ONLINE PROVIDE LINK	LINK
11A	DATE FROM	07/09/2024
11B	DATE TO:	07/09/2024
12	COORDINATOR:	Student Coordinator: Anirudh Jaiswal Faculty Coordinator:



		Dr. A.K.Singh/Dr.S.N.Sur/Dr. J.Biswas
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RESOURCE PERSON(S): Ms. SoumyaSree Bera

The event titled "Recent Trends in ECE" was a joint seminar organized by both the ECSA Council as a part of alumni talk and Student Research Forum, SMIT, SMU as a part of Research activity scheduled for the month of August. The event was hosted in the Seminar Hall. The event started at 5:00 PM with the introduction part delivered by Rishikesh Kumar of VII Semester ECE Department, followed by HOD, ECE, Dr. Bikash Sharma sir sharing about his opinion regarding the same. Ms. Soumyasree Bera mam was the keynote speaker for the event. She shared her insights on the topic with her primary focus on the evolution of the communication systems from 2G to 6G and beyond. She also shared a brief details on the networking protocol and IOT technology. Finally, the event was concluded at 06:00 PM by the vote of thanks delivered by Anirudh Jaiswal.



IGNITE

02/05/2024: A gathering led to empower entrepreneurs to recognise, discover, and network with the startup community was held at AIC-SMU TBI. With the goal of igniting the spark of innovation, collaboration, and growth, IGNITE was graced by the presence of Mr. Niranjana Demanna, VP, CSR HDFC Bank, Mr. Utkarsh Mishra, Global Innovation, Hero MotoCorp, and Mr. Gulshan Purswani, Delivery Head, Bosch Global Software Technologies and Board of Directors of AIC-SMUTBI.

Seven innovative startups, distinguished by their creative approaches to driving positive change and fostering sustainable development, showcased a significant impact on the region's growth and socio-economic landscape. These startups further received the grant included Crafted Fibers., Green Biotech Ecosolutions Pvt. Ltd., Farneasy Technologies Pvt. Ltd, Eco Far, Jome Foods Pvt. Ltd, Sharolyn Ecoempower (Maity Ghar), and SS Bamboowala Pvt. Ltd.

Concurrently, business, innovation, and technology topics were explored during Bootcamp workshop, attended by 30+ startups across the North East and Darjeeling Hills region. Mr. Gulshan Purswani, from Bosch Global Software Technologies, mentor at AIC-SMUTBI, aimed to refine startup business models and provide essential entrepreneurial skills. Through active group discussions and

participation, the workshops emphasized practical skills and strategic insights, encouraging startups to develop measurable supply-side goals alongside building business funnels.





SMU SIKKIM
MANIPAL
UNIVERSITY
Established under Govt. of Sikkim, Act 9 of 1993, recognised under 2(f) of the UGC Act, 1956



SDG 11



SDG 11: Sustainable Cities & Communities

Sikkim Manipal University extends over an area of 22 acres of the medical campus and 34 acres of the engineering campus. The campus is green and eco-friendly with infrastructure facilities as per the requirement of Statutory Regulatory Authorities.

The University provides an excellent support system, residential facilities to cater to a diverse population of students. These facilities provide a comfortable and lively stay on campus with both academic and enriched vibrant cultural and world-class sporting facilities.

Technical campus with the constituent unit - Sikkim Manipal Institute of Technology (SMIT) located at Majitar, East Sikkim near West Bengal – Sikkim border is spread over 35 acres in a picturesque valley surrounded by green hills blessed with nature's finest gifts on the banks of river Teesta. The state-of-the art campus is the home of over 3000 students, over 200 faculties and a large and efficient team of support staff and the international standard infrastructure is an ideal setup for quality education, healthy lifestyle, and all-round growth of the students.



SMIT is a fully residential institute with separate hostel, mess and canteen for boys and girls.

Exhibiting a unique combination of Sikkimese style and modern architecture, our medical campus with Sikkim Manipal institute of Medical Sciences, Sikkim Manipal College of Nursing, Sikkim Manipal College of Physiotherapy with few University departments and the University Administrative office, is spread in a sprawling area of 25 acres of mountainous land. The campus provides a very congenial environment for academic activities with lecture theatres well equipped with all modern audio-visual amenities.



The campuses though located in a hilly terrain have adequate indoor and outdoor sports facilities to include Football, Badminton, Squash, Cricket, Tennis, Table tennis, Volleyball, Basketball, Swimming pool, Aerobics, and Gymnasium. The University has highly qualified Male & Female Sports officers always available on the campus responsible for coaching and conduct of various sports events. All outdoor courts/playgrounds have floodlights.

Medical facilities are provided to all by Central Referral Hospital (CRH). The University, with its aim 'education for all, provides a conducive environment for the differently-abled students/patients by providing lifts, ramps, and special toilets suitable to their needs.

The safety of students, faculty members & visitors is of paramount importance to us. The Home guards of Govt. of Sikkim and security guards of a private security agency are employed for providing security cover to the campus.

Campuses have ICT-enabled classrooms, laboratory and library infrastructure, which assist the faculty and students in their research activities.

The Technical campus has over 2000 seater hostels for boys and about 1000 seater hostels for girls. The Medical campus has over 500 seater hostels for boys and about 400 seater hostels for girls.

24 x 7 Wi-Fi connectivity is provided in all hostels, CCTV cameras at entrances of all hostels & at amphitheater, 24 x 7 electricity and water supply in all the



hostels; attenders, Laundry services, and housekeeping services are provided in all hostels during day and night. Solar panels are installed in all hostels for hot water and cafeterias.



Facilities (Technical Campus) - <https://smu.edu.in/smu/about-us/technical-campus.html>

Facilities (Medical Campus)- <https://smu.edu.in/smu/about-us/Medical-campus.html>

Library as a Learning Resource:

Sikkim Manipal University (SMU) has a state-of-the-art library at both Medical and Technical Campuses. SMU has an integrated Library Management System (ILMS) powered by EasyLib software

The Central Library of Sikkim Manipal Institute of Technology (SMIT) was established along with the establishment of Sikkim Manipal Institute of Technology in 1997 in order to meet the academic and research needs of the Teachers, Research Scholars, and Students. The Library is a two-storied building with a 2960 square meter carpet area. The total seating capacity of the Library is 428 users at a time. SMIT

Library has built up a rich collection of books and journals of all branches of Engineering, Science, and Management. SMIT Central Library is a member of DELNET for online access to e-journals and e-books



SMIT Library users can access the above e-resources remotely by login in through the **Knimbus-e-library portal**- <https://smu.new.knimbus.com>

Know more about SMIT Central Library -<https://smu.edu.in/smit/smit-experience/library.html>

Sikkim Manipal Institute of Medical Sciences (SMIMS) Library has a 1607 square meter carpet area. It has a collection of 16033 books. Out of which, 10694 are textbooks and 5339 reference books. The library has large collections of journals and e-journals. Central Library at Medical campus provides web-based access to its resources via SMUERP. Students can access library resources from Hostel.

Know more about SMIMS Central Library - <https://smu.edu.in/smims/why-smims/library.html>

1. Free Public Access to building year 2024:

Visit of Hon'ble Dr Arvind Virmani Visits AIC – SMU TBI

On 11-11-2024, Dr. Arvind Virmani, Hon'ble Member of NITI Aayog visited AIC – SMU Technology Business Incubator to review the Mission, Vision and Strategy of the incubator, providing advise on the way forward and the inclusive growth in the North East region.

Dr. Arvind Virmani, Hon'ble Member NITI Aayog, specializes in policy and institutional reforms for sustainable, fast, and inclusive economic growth. His distinguished career includes serving as the Executive Director at the International Monetary Fund (IMF) and as the Chief Economic Advisor in the Indian Ministry of Finance. He played a significant role in the economic reforms of the 1990s and 2000s, particularly in areas like tax, tariff, foreign exchange, financial sector, and expenditure policy reforms.

During his insightful address at AIC – SMU Technology Business Incubator, Dr. Virmani addressed key topics such as skill development and entrepreneurship, emphasizing the necessity of equipping individuals with the right skills to meet market demands. The day was marked by meaningful exchanges and a shared vision for the future of technology and entrepreneurship in India.



Visit of Shri Krishan Kumar Singh, Joint Secretary, MeitY, Government of India, and Shri Vishwas Shrivastava, Scientist, MeitY, Government of India

16/05/2024: We had the honor to have the presence of Shri Krishan Kumar Singh, Joint Secretary, MeitY, Government of India, and Shri Vishwas Shrivastava, Scientist, MeitY, Government of India, at AIC – SMU Technology Business Incubator.

During the Founders Connect, Shri K. K. Singh informed the startup founders of the importance of Intellectual Property and the potential for North Eastern

startups working on new technologies. He also highlighted the support that the Government of India provides to entrepreneurs in the region.

Founders Connect has further provided an opportunity for startup founders to network with each other, creating a foundation for mutually beneficial market connect and shared experiences.

Various startups like O2 Himalaya, Urjjah EV, Akumen Artificial Intelligence, Nibiaa Devices, Makaiko, Prakritiko, Maity Ghar, Studio Zeyma, Crafted Fibers, Craft and Clay, Syang's (Syangbo's Living Food and beverage Pvt Ltd), Gladiolus Language Nectar LLP, Puzzle Craft, Denzong Waters, IBC also showcased their products and services.

We would like to extend our deep gratitude to Shri Krishan Kumar Singh and Shri Vishwas Shrivastava for gracing us with their presence.



SEED School: A Report

Objective of the SEED School:

The Society of Electrical and Electronics Engineering (SEED), a student organization of the Department of Electrical and Electronics Engineering (EEE) at Sikkim Manipal Institute of Technology (SMIT), has been actively contributing to society through its initiative known as the SEED School. Since its inception on 15th August 2008, the SEED School aims to provide evening classes to students ranging from 4th to 12th grade from nearby areas, imparting knowledge in subjects such as 2nd language, English, Mathematics, Science, and Social

Sciences. The initiative also includes assistance with homework for lower-grade students, promoting holistic academic growth.

Challenges Faced:

Running the SEED School has presented its share of challenges. Gaining permissions from both schools and parents for students' participation, ensuring secure transportation within the campus premises, and maintaining a balance between the number of students entering and leaving the campus have been vital concerns. Winter months, with their shorter daylight hours, added complexity to ensuring the safety of students during their commute back home.

Impact:

The SEED School has made a significant impact since its inception. It has provided underprivileged students with the opportunity to receive valuable educational support, contributing to their academic growth and overall development. The involvement of SMIT's student volunteers has fostered a sense of community and familial bond, integrating the SEED School participants into the larger EEE family. Furthermore, the initiative's fundraising efforts have provided essential school supplies like copies, pencils, pens, and other stationary items, addressing the basic needs of the students.

Initiative Start Date: 15/08/2008

The SEED School initiative was officially launched on 15th August 2008. Since its commencement, it has remained dedicated to its objective of empowering students with knowledge and creating a nurturing environment for their academic advancement.















Visit by School Students of Local Schools



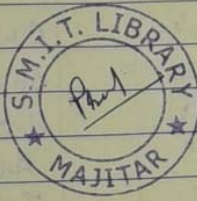


2. Free Public Access to libraries year 2024:

SMU provides free access to libraries for Others:

SIKKIM MANIPAL INSTITUTE OF TECHNOLOGY	
NAME OF RECORDS	VISITOR ENTRY
REGISTER NO.	VOL. 2
DATE OF OPENING	25-08-2022
DATE OF CLOSING	
RESPONSIBILITY	LIBRARIAN
LOCATION	CENTRAL LIBRARY
DISPOSITION METHOD	BY A CONSTITUTED DESTRUCTION BOARD



PURPOSE OF VISITOR	IN TIME	OUT TIME	SIGN	REMARKS
<p>It is certified that the Register contains 144 pages (one hundred and forty four) and all the pages are numbered.</p> <p style="text-align: right;"></p>				



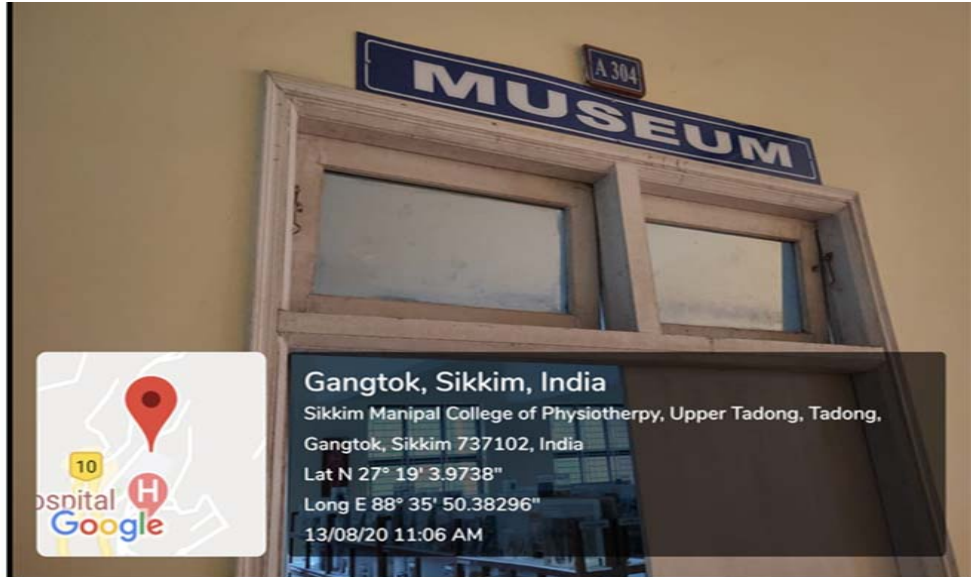
SL. NO.	DATE	NAME OF VISITOR	DESIGNATION WITH ADDRESS	PURPOSE OF VISITOR	IN TIME	OUT TIME	SIGN	REMARKS
	29/1/22	Vivek + 2	3/Visiting Faculty	Admission	4:14	4:23		
	04/11/2022	Pavani Prakash	SMUT					
	04/11/2022	Sabitri Pradhan	student	Campus Visit	12:10	12:05		
	04/11/2022	Yammit Lepcha	Student,	"	"	"		
	04/11/2022	Rajendran	"	"	"	"		
	04/11/22	Suman Chakrabarti	"	"	"	"		
	04/11/22	Komini Dey	Student, Tadong SSS	"	12:00	"		
	04/11/22	Santa Nakroshi	Student, T.S.S.S	"	12:01	"		
	04/11/22	Sajal Prapa	student, T.S.S.S	Campus visit	12:01	"		
	04/11/22	Bishal Chakrabarti	Student, West point SSS	Campus visit	12:02	"		
	04/11/22	Bibek Chettri	Student of W.P.S.S	Campus visit	12:04	"		
	04/11/22	Prabhat Thakur	Student of W.P.S.S	Campus visit	12:05	"		
	04/11/22	MANISHA MANIAR	FACULTY W.P.S.S	Campus visit	12:05	"		
	04/11/22	Kemali Latha	Faculty Teaching	"	"	"		
	04/11/22	Prithvi Thakur	Faculty W.P.S.S	Campus visit	12:05	"		
	16/11/22	Pragati Pradhan	Antar Secondary School	Campus Visit	11:00 am	11:11 am		
	"	Sajal Prapa	Student "	"	"	"		
	"	Nirash Ranjuly	"	"	"	"		
	"	Sudhansu Pradhan	"	"	"	"		
	"	NM Shreeji Lepcha	"	"	"	"		
	"	Shakshi Sinchury	"	"	"	"		
	"	Manita Sharma	"	"	"	"		
	"	Enka Rai	"	"	"	"		
	"	Aparna Tamang	"	"	"	"		
	"	Pashilo Shrestha	Faculty	"	"	"		
	"	Priyanka Saha	"	"	"	"		
	19/11/22	Alka Tamang	Turung dec school	"	10:58	11:15		
	19/11/22	Priyanka Saha	Turung Sec school	Library visit	11	"		
	19/11/22	Alka Tamang	"	"	"	"		
	19/11/22	Bidika Chettri	Student "	"	"	"		
	19/11/22	Rupa Banerjee	SMCON	Library Visit	1:30	1:45		
	19/11/22	Bidisha Datta	"	"	"	"		



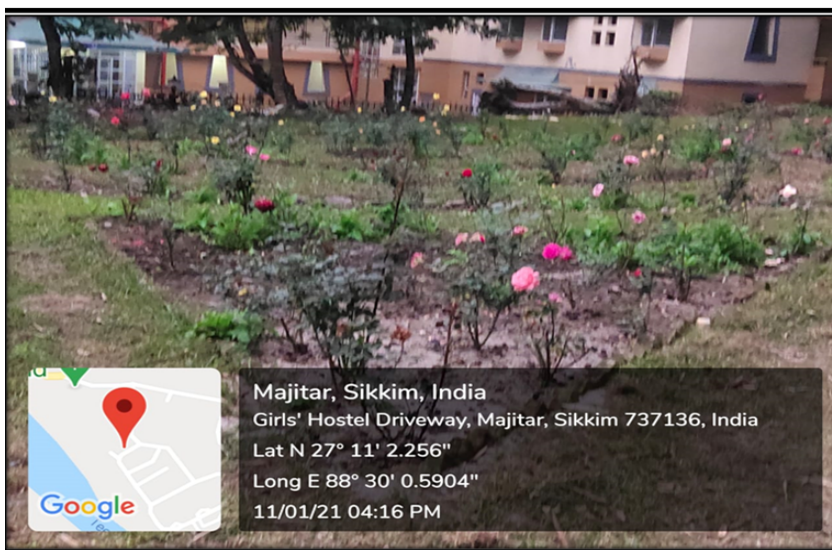
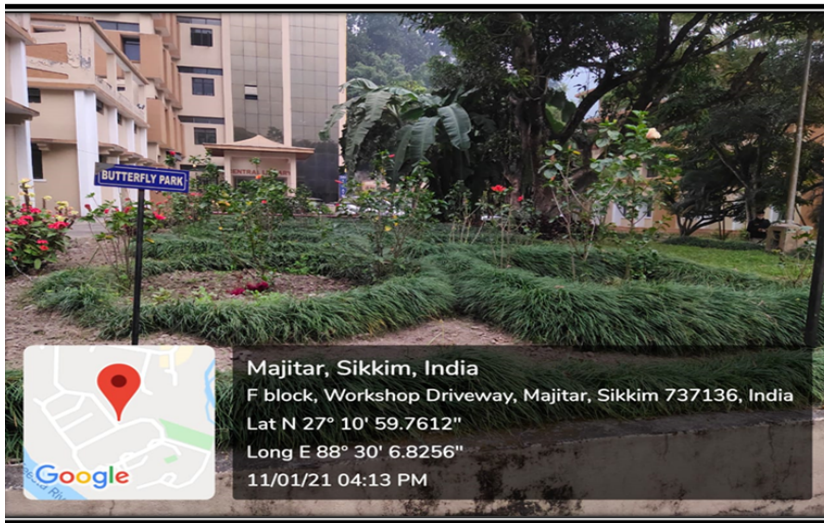
SL. NO.	DATE	NAME OF VISITOR	DESIGNATION WITH ADDRESS	PURPOSE OF VISITOR	IN TIME	OUT TIME	SIGN	REMARKS
1	20/11/22	Bijon Datta	Gayatri SMU	Visit	1:59	2:29	[Signature]	
2	"	Mihela Rai	"	"	"	2:29	[Signature]	
1.	21/11/22	Mihela Rai	" 3PM	"	11:55		[Signature]	
2.	21/11/22	Rupa Barua	" SHU	"	12:16		[Signature]	
3.	21/11/22	Balisha Datta	"	"	"		[Signature]	
22/11/22	22/11/22	Alkhilung + 30	Ingam Sec. School	Visit	11:48	12:01	[Signature]	
25/11/22	25/11/22	Saran Rai + 20	South Raga Sec. School	"	"	"	[Signature]	
23/11/22	23/11/22	Dambachung + 30	Majhikar Sec. School	"	11:50	"	[Signature]	
28/11/22	28/11/22	Raj Kumar Dey	Sunim Lingchey Sec. School (Maid)	Visit	11:30	11:45	[Signature]	
28/11/22	28/11/22	Sumiti Gungu + 5	Students "	"	"	"	[Signature]	
06/12/22	06/12/22	Sonnam Lal Rai	Damra Technical, Nepal	Visit	11:36	02:35	[Signature]	
10/12/22	10/12/22	Vinod + 24	"	"	"	"	[Signature]	
17/12/22	17/12/22	Parents + 3	Patna, Bihar	Visit	11:24	11:37	[Signature]	
8/12/22	8/12/22	Tara Pd Sharma	SU	Visit	13:44	17:51	[Signature]	
8/12/22	8/12/22	Kurban Mandal	Kolkata, WB	Visit	13:45	17:51	[Signature]	
22/12/22	22/12/22	Tarun Barman + 1	Siliguri, WB	AC	10:29 am	11:01 am	[Signature]	
30/12/2022	30/12/2022	Ajita Ganguly + 5	Jalpaiguri	Visit	4:20 PM	4:27	[Signature]	
24/01/23	24/01/23	Asst. Director Rupa Gang	SMUON	To check document	4pm		[Signature]	
24/01/23	24/01/23	" Aditi Barua	SMUON	= Do "	4pm		[Signature]	
25/01/23	25/01/23	Rakha Pandey	SMUON	Class	2pm	15:41	[Signature]	
"	"	Ashika Bama	"	"	"	"	[Signature]	
"	"	Toshika Dahal	"	"	"	"	[Signature]	
"	"	Dangjung Yanku	"	"	"	"	[Signature]	
"	"	Atsani Giza	SMUON	"	"	"	[Signature]	
"	"	Rupa Barua	"	"	"	"	[Signature]	
"	"	Shim Jhola	"	"	"	"	[Signature]	
"	"	Ritaban Choudhury	"	"	"	"	[Signature]	
"	"	Riya Choudhury	"	"	"	"	[Signature]	
"	"	Kayande Mahan	"	"	"	"	[Signature]	
"	"	Anusha Jhola	"	"	"	"	[Signature]	
"	"	Sanjana Rai	"	"	"	"	[Signature]	
"	"	Dyke Thakur	"	"	"	"	[Signature]	
"	"	Arjuli Tanang	"	"	"	"	[Signature]	

3. Public Access to Museums year 2024:

SMU provides free access to Museums for Others:



4. Free Public Access to green spaces 2022:



5. Arts & heritage contribution:



a. Bhutia Dance by Local Artist



b. Nepali Dance by Local Artist



c. Tibetan Dance by Local Artist



d. Tibetan Dance by Local Artist



e. Maruni Dance by Local Artist



f. Lepcha Dance by Local Artist



g. Nepali dance by Local Artist



h. Maruni dance by Local Artist



i. Tibetan dance by Local Artist



j. Tamang dance by Local Artist



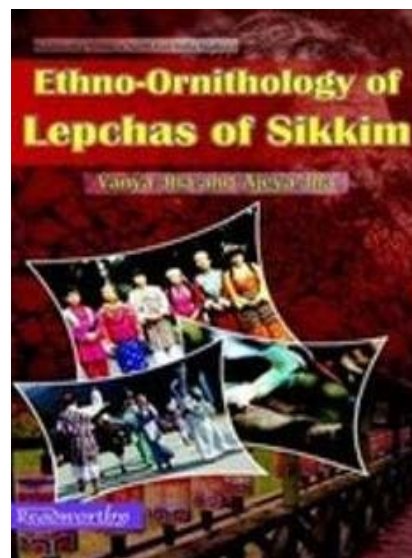
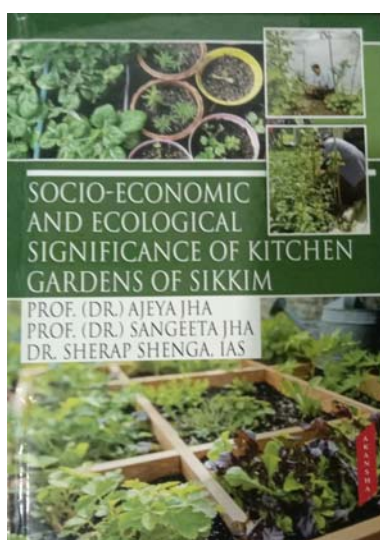
k. Maruni dance by Local Artist

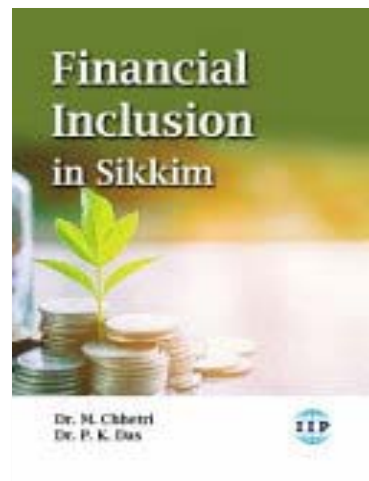
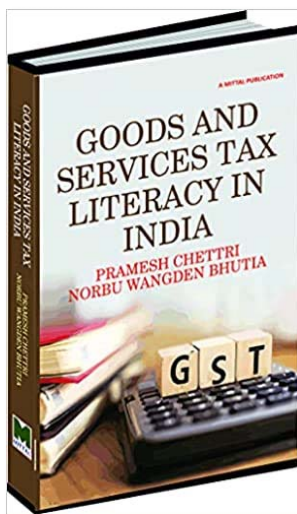
6. Record & preserve cultural heritage

SMU supports projects that preserves local folklore, traditions, languages and knowledge in the state of Sikkim

Completed Sikkim Based projects on:

- a. Mammals of Sikkim
- b. Reptiles and Amphibians of Sikkim
- c. Nature Folktales of Sikkim and Arunachal Pradesh
- d. Ethno-ornithology of Lepchas of Sikkim
- e. Food-plants of Lepchas
- f. Medicinal Plants of Lepchas
- g. Ecological Prudence of Lepchas
- h. Bamboo technology of Lepchas
- i. Lepcha Ritual of Death and bereavement
- j. Bird Behaviour as depicted in Lepcha folklores
- k. Medicinal Plants of Sherpas
- l. Traditional Knowledge on Disaster Management: A preliminary study of Lepchas of Sikkim
- m. Economic and ecological significance of Kitchen Gardens of Sikkim





Ongoing Research Project

Sl	Regn	Name	Date of Registration	Department	Title	Supervisor	Co-Supervisor
1	201810014	Ms Jhuma Sunwar	03-Jul-18	CSE	“Design and Implementation of Algorithm to Extract Dynamic Gesture from Real World Environment”	Dr Samarjeet Borah, Professor, Department of CA, SMIT	
2	201810023	Mr Ashish Pradhan	27-Nov-18	Mathematics	“Development of Intra-Chunk Dependency Nepali Parser Based on Conceptual Graph and Optimization Techniques”	Dr Archit Yajnik, Addl. Prof, Dept of Mathematics, SMIT	
3	202210009	Mr. Sital Sharma	17-Nov-21	CSE	AI Based Virtual Assistant System for Native Himalayan Language (Nepali)	Prof.(Dr.) Kalpana Sharma, Head, Department of CSE, SMIT	Dr Biswaraj Sen, Additional Professor, Department of CSE, SMIT

7. Measure & Set target for more Sustainable Commuting

Policy followed:

OFFICE OF HEAD ADMINISTRATION

CIRCULAR

No:1/HA/Circular/05/2019

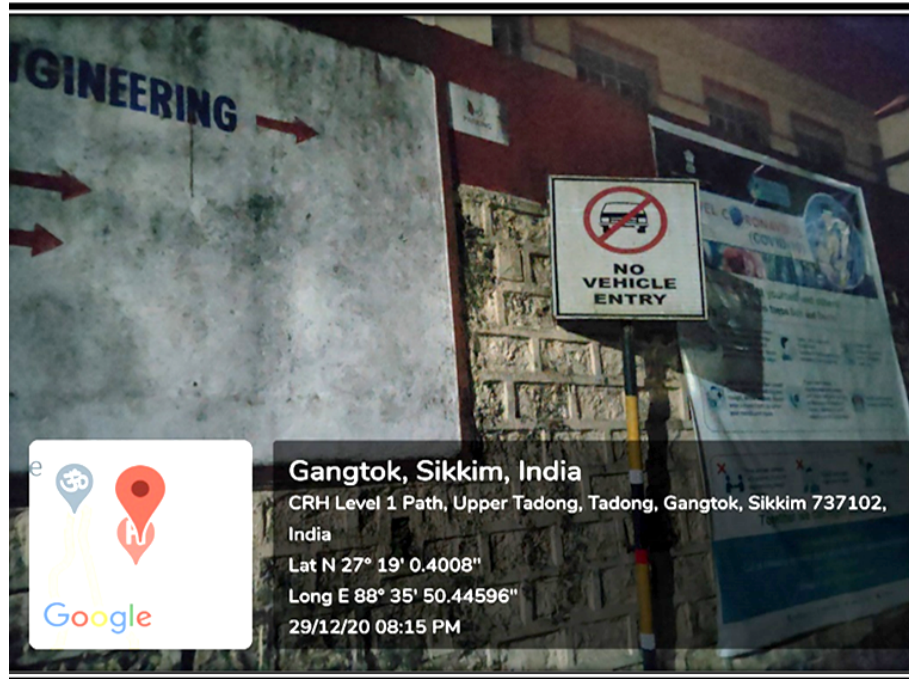
25 Feb 2019

1. Faculty/ Staff of SMIT are permitted to bring their light vehicle/ two wheelers for daily commuting to the SMIT campus. They would follow the speed limits as displayed on sign boards and park their vehicle at the designated parking places only.
2. Faculty/ Staff residing inside in staff quarters/ hostels will obtain SMIT Stickers from Head Admin and paste them in front of the vehicle for easy identification by security guards at the Main Gate of SMIT.
3. Students of SMIT, however, are NOT permitted to bring their vehicles (four/two wheelers).



Head of Administration,

SMIT, Majhitar
Lt Col D.B. Chhetri (Retd)
Head Administration
Sikkim Manipal Institute of Technology
Majhitar, Rangpo-737136, East Sikkim



Restricted entry of vehicle in Areas



Restricted entry of vehicle after 5:00 PM

8. Action to promote sustainable commuting:

SMU provides bus facilities to the staff to ply from their home to Offices every day based upon basic nominal fare.

Technical campus of SMU provides bus facilities for weekly marketing



Bus Facilities for Commutation

9. Affordable Housing:

SMU provides affordable housing to interested staff inside the campus premises. SOPs are prepared & followed for providing affordable housing to the staff of Sikkim Manipal University same is provided as **SOP for Housing**.



Staff housing at Medical Campus



Staff housing at Engineering Campus

10. Affordable Hostel:

SMU provides affordable housing to interested staff inside the campus premises. SOPs are prepared & followed for providing affordable housing to the staff of Sikkim Manipal University same is provided as **SOP for Hostel**.

There is separate hostel & mess facilities for boys and girls with 24X7 Wifi, Health & other basic amenities



SMIMS Hostel

Boys -67 rooms (201)
Girls -129 rooms (387)



Residents' Hostel

Studio Apartments (26)
Single Seaters (120)



Nursing Hostel

Girls -92 rooms (276)



SMIT Hostel

**Boys-972 rooms (1944)
Girls-393 rooms (786)**



11. Pedestrian priority on Campus



**Pedestrian Friendly Pathway from Hostel towards Academic Block
(Engineering Campus)**



**Pedestrian Friendly Pathway from Hostel towards Academic Block
(Medical Campus)**

12. Building on brownfield sites

Brownfield sites inside the campus premises are converted to build green house for plantation of flowers & vegetables.



Green house for plantation of vegetables



Green house for plantation of flowers

FIFTY RUPEES

पञ्चास रुपैयाँ



पचास रुपियाँ

NON-JUDICIAL

₹ ५०.००

Sl. No. A 127407

PROJECT MANAGEMENT AGREEMENT

THIS Agreement (the "Agreement") is entered into on this the 21st day of February, 2019 (Two Thousand and Nineteen)

BETWEEN

SIKKIM HOUSING AND DEVELOPMENT BOARD, a Statutory body constituted by Sikkim Housing and Development Board Act, 1979 represented by Secretary, Sikkim Housing and Development Board having its office at Awas Bhawan, Church Road, Gangtok, East Sikkim- 737101 (hereinafter referred to as the "SH&DB", which expression shall, unless repugnant to the context or meaning thereof, include its administrators, successors and assigns) of First Part;

AND

M/s Joy Majumdar & Co. of No. 4 Hindustan Park, Kolkata-700029 Post Office Rashbehari, Police Station Gariahat Kolkata West Bengal with Associate JDE **M/s Kuber World Pvt. Limited**, Gangtok, Sikkim, having its registered office at M.G Marg Gangtok Sikkim, represented by its Director/Officer Joy Majumdar duly authorized (hereinafter referred to as the "JDE" which expression shall, unless repugnant to the context or meaning thereof, include its successors and permitted assigns and substitutes) of the party at the "Second Part".

AND

Sikkim Manipal Institute of Technology, having its registered office at SMIT, Majitar, Rangpo, East Sikkim represented by its Director or any authorized representative (hereinafter referred to as the "Independent Project Monitoring Agency or IPMA" which expression shall, unless repugnant to the context or meaning thereof, include its successors and permitted assigns and substitutes) of the "Third Part".

SECRETARY
Sikkim Housing & Dev. Board
Govt. of Sikkim
Gangtok

Prof (Dr.) Ashis Sharma
Director
Sikkim Manipal Institute of Technology
Majitar, Rangpo-737136
East Sikkim

limited to the following:

- The IPMA shall discharge its duties and functions substantially in accordance with the provisions set forth in

SECRETARY
Sikkim Housing & Dev. B
Govt. of Sikkim
Gangtok

WHEREAS SH&DB and JDE is developing a Residential Property at Lumsey, 5th Mile Tadong, Gangtok, East Sikkim in accordance with the terms and conditions set forth in the Development Agreement dated 07th May, 2018 ;

AND WHEREAS, SH&DB and JDE had prescribed the technical and commercial terms and conditions for undertaking the Project of Developing the Residential Property including residential flats and other facilities and additional amenities area on land parcel measuring approximately 2 (Two) acres at Lumsey, 5th Mile Tadong, Gangtok, East Sikkim, and its operation and maintenance and transfer in accordance with the provision of Development Agreement dated 07th May , 2018.

WHEREAS, the SH&DB and JDE desires to jointly appoint and has issued Letter of Acceptance No. 895/SH&DB/656/18-19 dated 31.01.2019 to Sikkim Manipal Institute of Technology to provide certain services with respect to overseeing the development of the Project until all development work is completed and Sikkim Manipal Institute of Technology, Majitar desires to accept such appointment on behalf of both the JDE & SH&DB;

NOW, THEREFORE, in consideration of the foregoing, of the mutual promises of the parties hereto and of other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, it is agreed as follows:

1 Appointment.

- a. The SH&DB and JDE hereby appoints the Independent Project Monitoring Agency (IPMA) to render services to the SH&DB and JDE and confirms and ratifies the appointment of the IPMA with respect to services rendered for the SH&DB and JDE to date, in supervising and overseeing the development of the Project as herein contemplated.
- b. The IPMA shall be guided in its assignment by the Agreement executed between the JDE and SH&DB and the Manual of Specifications and Standards published by CPWD and State Manuals and Good Industry Practice.

2 Authority.

- a. The IPMA shall have the authority and the obligation to perform the services as described below. IPMA's services shall be performed in the name of and on behalf of the SH&DB and JDE.

3 OBJECTIVE

The IPMA is expected to play an independent role in Monitoring an orderly development of the Project as per the Construction Management Plan submitted by the JDE and approved by the SH&DB. The role and functions of the IPMA shall include but not be limited to the following:

- a. The IPMA shall discharge its duties and functions substantially in accordance with the provisions set forth in

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the Agreement and the Manual of Specifications and Standards.

- b. The IPMA shall submit regular periodic report (at least once every Quarter) on the physical progress of works with observations to the SH&DB.
- c. The IPMA shall review and confirm that the Tests carried out by the JDE are in accordance with the provisions of the Agreement.
- d. A true copy of all communications with enclosures sent by the IPMA to the SH&DB shall be invariably endorsed forthwith to the JDE save confidential communications.

4 Role and functions of the IPMA

- a. The role and functions of the IPMA shall include but not be limited to the following:
 - (i) review of the Construction Plans prepared by the JDE ;
 - (ii) monitoring of progress of Construction Works ;
 - (iii) recommending the costs of any works including the extra or substituted works or services and/or their reasonableness as may be claimed by the JDE;
 - (vii) recommending the period or any extension thereof claimed by the JDE for performing extra or substituted works.
 - (viii) Mediating between the JDE and SH&DB in resolution of Disputes as set forth in the agreement

The IPMA shall discharge its duties in a fair, impartial and efficient manner, consistent with the highest standards of professional integrity and Good Industry Practice.

5 Development Period

- a. The IPMA shall review any modified Drawings or support Documents made by the JDE and furnish its comments within a reasonable time not exceeding 30 (thirty) days of receiving such Drawings or Documents.
- b. The IPMA shall review the construction management plans, quality assurance procedures and other vital matters which may affect progress of works, quality of construction etc. followed by the JDE and furnish its comments within a reasonable time not exceeding 30 (thirty) days of receiving such plans or noticing them.

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- c. Upon reference by the SH&DB, the IPMA shall advise SH&DB on the Contracts for construction, operation and maintenance of the Project as may be sought by the SH&DB.

6 Construction Period

- a. The IPMA shall review and advise SH&DB in respect of the Drawings, Documents and Safety Report submitted by the JDE from time to time during the construction period.
- b. The IPMA shall review the monthly progress reports to be furnished by the JDE and send its comments thereon to the SH&DB immediately with copy endorsed to the JDE.

During the Construction Period, the IPMA shall inspect the construction site at regular intervals send "Inspection Reports" in reasonable details highlighting the defects or deficiencies, if any to the SH&DB with a copy to JDE who shall rectify and the defects or deficiencies stated in the Inspection Report promptly and submit a compliance report to the SH&DB.

- c. The IPMA shall review tests carried out by the JDE in order to conform to the Specifications and Standards of construction works as per the prescribed provisions of the NBC, IS Codes and CPWD/SPWD Specifications or equivalent specification in the State of Sikkim

The IPMA shall enjoy full authority to accept/ reject the results of such tests carried out by the JDE. In the event of the JDE carries out any remedial works for removal or rectification of any defects or deficiencies, the IPMA shall review and certify such works carried out by the JDE.

- e. In the event that the JDE fails to achieve any of the Project Milestones, the IPMA shall undertake a review of the progress of construction and identify causes of delays and actions to be taken to avoid potential delays. If the IPMA shall determine that completion of the Project is not feasible within the time specified in the Agreement, the JDE will indicate within 15 (fifteen) days the steps proposed to be taken to make up the delay by expediting progress indicating target dates of completion of the entire project work.

- f. If at any time during the Construction Period, the IPMA that the JDE has not made adequate arrangements for safety of workers and Users in the zone of construction or that any work is being carried out in a manner that threatens the safety of the workers and the Users, it shall make a recommendation to the SH&DB forthwith, identifying the whole or part of the Construction Works that should be suspended for ensuring safety in respect thereof.

- g. In the event that the JDE carries out any remedial measures to secure the safety of suspended works and Users, the IPMA shall inspect the suspended works, if any and make a report to the SH&DB forthwith, recommending whether or not such suspension may be revoked by the SH&DB.

- h. If suspension of Construction Works is for reasons not attributable to the JDE, the IPMA shall determine the extension of dates set forth in the Project Completion Schedule, to which the JDE is reasonably entitled, and shall notify the SH&DB and the JDE of the same.

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7 Operation and Maintenance Period

- a. In respect of the Drawings, Documents and Safety Report received by the IPMA from the JDE for its review and comments during the construction Period, the provisions of Paragraph 4 shall apply, mutatis mutandis.
- b. The IPMA shall review the annual Maintenance Programme furnished by the JDE and send its comments thereon to the SH&DB and the JDE within a reasonable period not exceeding 30 days from the date of receipt of the Maintenance Programme.
The IPMA shall review the monthly status report furnished by the JDE and send its comments thereon to the SH&DB and a copy endorsed to the JDE within a reasonable period not exceeding 30 days from the date of receipt of the said report.
- d. The IPMA shall inspect the Project once every quarter, on or before the 20th (twentieth) day of the last month of the quarter and make out an Inspection Report to be submitted to the SH&DB highlighting the status, quality and safety of construction including its conformity with the Maintenance, environmental and Safety Requirements. In a separate section of the Inspection Report, the IPMA shall describe in reasonable detail the lapses, defects or deficiencies observed by it in the ongoing Project. The IPMA shall endorse a copy of its Inspection Reports to the JDE within a reasonable period not exceeding 30 days from the date of such inspections.
- e. The IPMA shall in its Inspection Report specify the tests, if any, that the JDE shall carry out, or cause to be carried out, for the purpose of determining that the Project is in conformity with the Maintenance Requirements. It shall monitor and review the results of such tests and the remedial measures, if any, taken by the JDE in this behalf.
- f. In respect of any defect or deficiency the IPMA shall, specify the permissible limit of deviation or deterioration with reference to the Specifications and Standards and shall also specify the time limit for repair or rectification of any deviation or deterioration beyond the permissible limit.
- g. The IPMA shall determine if any delay has occurred in completion of repair or remedial works in accordance with the Agreement, and shall also determine the Damages, if any, payable by the JDE to the SH&DB for such delay.

3.6.8 In the event that the JDE notifies the SH&DB of any modifications that it proposes to make to the Project, the IPMA shall review the same and send its comments to the SH&DB and the JDE within a reasonable period not exceeding 30 days from the date of such proposal.

8 Completion and Termination

- a. At any time, not earlier than 45 days prior to likely Completion but not later than 15 (fifteen) days prior to such Completion, the IPMA shall, in the presence of a representative of the JDE, inspect the

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Project for determining compliance by the JDE with the Agreement and, if required, cause tests to be carried out at the JDE's cost for determining such compliance.

9 Determination of costs and time

- a. The IPMA shall determine the reasonableness that is required to be determined by it under the Agreement.
- b. The IPMA shall determine the period, or any extension thereof, that is required to be determined by it under the Agreement.

10 Assistance in Dispute resolution

- a. When called upon by either the SH&DB or the JDE in the event of any Dispute, the IPMA shall mediate and assist the Parties in arriving at an amicable settlement.
- b. In the event of any disagreement between the SH&DB or the JDE regarding the meaning, scope and nature of Good Industry Practice, as set forth in any provision of the Agreement, the IPMA shall specify such meaning, scope and nature by issuing a reasoned written statement relying on Good Industry Practice and authentic literature.

11 Miscellaneous

- a. The IPMA shall notify its programme of inspection to the SH&DB and to the JDE, who may, in their discretion, depute their respective representatives to be present during the inspection.
- b. A copy of all communications, comments, instructions, Drawings or Documents sent by the IPMA to the JDE pursuant to this agreement, and a copy of all the test results with comments of the IPMA thereon shall be furnished by the IPMA to the SH&DB forthwith.
- c. The IPMA shall obtain, and the JDE shall furnish in 2 (two) copies thereof, all communications and report required to be submitted, under this Agreement, by the JDE to the IPMA, whereupon the IPMA shall send 1 (one) of the copies to the SH&DB along with its comments thereon.
- d. The IPMA shall retain at least one copy each of all Drawings and Documents received by it, including 'as-built' Drawings, and keep them in its safe custody.
- e. Upon completion of its assignment hereunder, the IPMA shall duly classify and list all Drawings, Documents, results of tests and other relevant records, and hand them over to the SH&DB or such other person as the SH&DB may specify, and obtain written receipt thereof. Two copies of the said documents shall also be furnished in their editable digital format or in such other medium or manner as may be acceptable to the SH&DB.
- f. Wherever no period has been specified for delivery of services by the IPMA, the IPMA shall act with the efficiency and urgency necessary for discharging its functions in accordance with Good Industry Practice

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12 DELIVERABLES

The IPMA shall retain and deliver the following deliverables a) All documents received from JDE and b) Delivers with comments on the document submitted by the JDE, during the course of this Third party Project Monitoring Service (PMS).

a. Inception Report

On commencement of the Third party Project Monitoring Service (PMS), the IPMA shall submit an Inception Report which shall include the IPMA's submissions towards understanding of the Agreement, the methodology to be followed and the Work Plan.

b. Quarterly Implementation Status Report (QISR)

A quarterly Report shall be submitted by the IPMA to the SH&DB on the implementation status of the project. The QISR shall contain all the particulars relevant to the provisions of the Agreement pertaining to timely progress of the project.

c. Completion Report

IPMA shall obtain and compile all final 'As-Built' drawings, and final designs of the Project, design data, investigation report etc. in respect of all structures and elements of the Project from the JDE and submit to the SH&DB for record, reference and other necessary actions on the basis of which the agreement between the SH&DB and JDE will be concluded. The Drawings shall include electrical, plumbing, structural and architectural drawings.

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13 TIME AND PAYMENT SCHEDULE

- The total duration of the Third party PMS shall initially for 1460 days extendable to 1855 days from the date of signing of this agreement.
- The payment to the IPMA shall be borne by the SH&DB and JDE in the ratio of 50:50 as per the Development Agreement dated.07th May, 2018.
- Time schedule for important Deliverables (the "Key Dates") of the Third party PMS(Project Monitoring Service) payment schedule linked to the specified Deliverables is given below:

Key Date No	Description of Services	Payments
KD 1	Pro-rata monthly payment @1 lakhs per months for 5 months whereupon Project Management Committee reviews progress of the project. IPMA shall submit an Inception Report	Rs. 5 lakhs
KD 2	Monthly payment @1.0 lakhs per months for 18 months whereupon Project Management Committee quarterly reviews progress of the project and performance of the parties.	Rs. 18 lakhs

KD 3	Monthly payment @1 lakhs per months for 15 months whereupon Project Management Committee quarterly reviews progress of the project and performance of the parties.	Rs.15 lakhs
KD 4	Monthly payment @1.00 lakhs per months per month for 4 months whereupon Project Management Committee makes final reviews of progress of the project and performance of the IPMA	Rs. 4 lakhs
before last day of 60 th Month Handing over of Project	Last and final release of all payments(6 months)	Rs. 8 lakhs
	TOTAL	Rs. 50 lakhs

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payment under this contract will be made only in Indian Rupees. The fees/price may be quoted in Indian Rupees only. The IPMA shall be paid for the services rendered as per the payment schedule given above.

In case of extension, for the reasons not attributable to the IPMA, and foreclosure, pro-rata addition or deduction shall be done based on pro-rata advance quarterly payment for period only accounted for after the one year period.

MEETINGS

- The IPMA shall establish a Project Office which will be stationed at SMIT Complex, Majitar, Rangpo, East Sikkim. One or more Key Personnel shall be deployed at this office within 4 (four) weeks of the date of the Agreement. The authorized officials of the SH&DB may visit the Office of the IPMA any time during office hours for inspection and interaction with the Personnel of the IPMA..
- The IPMA shall mobilize and demobilize its Professional Personnel and Support Personnel as and when required under intimation to the SH&DB. A list of experts/specialists and personnel may be made available to the SH&DB as and when asked for

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15 INTERACTIONS AMONG THE THREE PARTIES AND REPORTING

- The IPMA will function on behalf of the SH&DB which will be duly intimated to the JDE by the SH&DB. The SH&DB shall constitute a high level Project Management Committee (PMC) with top members of the SH&DB, IPMA and the JDE in it. The PMC shall meet at least once in a quarter. The JDE shall disseminate data and information and facilitate discussions ensuring required reactions and responses to the IPMA and PMC. A senior technical personnel of the JDE shall function as the Secretary of the PMC unless otherwise declared by the SH&DB. The Secretary shall prepare the minutes which shall be submitted to the PMC through the IPMA.
- The IPMA shall interact with the JDE and SH&DB as required to ensure the timely execution of the works and the JDE and SH&DB shall extend full cooperation to it.

- c. The IPMA shall submit the regular quarterly reports and other reports as per the provisions of this agreement.

16. DATA TO BE MADE AVAILABLE BY THE SH&DB

- a. The SH&DB shall provide to the IPMA the following:

- (i) A copy of the Manual of Specifications and Standards. (SPWD, State Building and Housing Department manuals deemed Provided)
- (ii) A copy of the Development Agreement made with the JDE for the project.
- (iii) Other data as may be required by the IPMA shall be provided by the SH&DB and JDE promptly.

17. COMPLETION OF SERVICES

- a) Final 'As-built' drawings and complete design including design data and any other data submitted by the JDE shall be compiled, classified and submitted by the IPMA to the SH&DB in soft and hard form availing free service facilities such as printing, digitization etc to be provided by the SH&DB. Data submitted by the JDE and compiled by the IPMA shall remain the property of the SH&DB and shall not be used for any purpose other than that intended under these Agreement without the permission of the SH&DB. The Third party PMS shall stand completed on acceptance by the SH&DB of all the Deliverables of the IPMA. The SH&DB shall issue a certificate to that effect. The IPMA shall in any case be deemed to be completed upon expiry of 3 (three) years from the Effective Date, unless extended by mutual consent of the SH&DB, JDE and the IPMA.

- b) The terms and condition of service will be governed by the agreement to be drawn with the IPMA

18. OBLIGATIONS OF THE SH&DB

- a) The SH&DB shall make payments to the IPMA as per schedule on time and it will stand responsible for any delay in works of the IPMA due to delay in payments and in furnishing the data and information.
- b) The SH&DB shall issue an order notifying that the IPMA shall work on behalf of the SH&DB in project management and the JDE shall extend full cooperation to it failing which JDE shall stand responsible.

19. OBLIGATIONS OF THE JDE.

- a) All the Testing costs shall be borne by the JDE.
- b) The materials (concrete cube specimens, cement, Fine aggregates, coarse aggregates etc) used in the testing will be set and arranged by the JDE.
- c) The transportation charges for quality assurance shall be borne by JDE.

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Signature of Representative

Signature of Representative

- d) The JDE shall furnish in 2 (two) copies thereof, detailed list of materials used to the IPMA and SH&DB whenever required.
- e) The necessary data and certificates of the work shall be provided by JDE to SH&DB and IPMA.

20. Severability.

If any one or more of the provisions of this Agreement shall for any reason be held invalid, illegal or unenforceable, the remaining provisions of this Agreement shall remain unimpaired and shall continue in full force and effect.

21 Counterparts.

This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original copy and all of which together shall constitute one agreement binding on all parties hereto, notwithstanding that all the parties shall not have signed the same counterpart.

22. No Continuing Waiver.

The waiver by any party or any breach of this Agreement shall not operate or be construed to be a waiver of any subsequent breach.

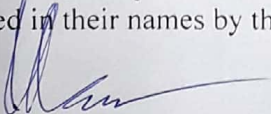
23. Entire Agreement

This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter as of the date hereof and supersedes all prior understandings, representations, proposals, discussions and negotiations whatsoever, whether oral or written, between the parties hereto.

24. Applicable Law.

This Agreement shall be construed and enforced in accordance with the laws of the State.


IN WITNESS WHEREOF, the parties hereto agree to the above terms and have caused it to be executed in their names by their duly authorized agent.

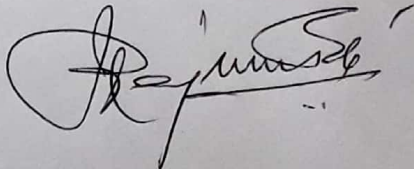

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1. Secretary,
Sikkim Housing and Development Board

2. Joint Development Entity.

3. Director,

Sikkim Manipal Institute of Technology.
Prof. (Dr.) Ashu Sharma
Director
Sikkim Manipal Institute of Technology
Majitar, Rangpo-737136
East Sikkim



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3. To whom issued.

(a) Name: S. D. B.

(b) Address: Gangtok

4. Vendor: Raj Kumar Sarda, Gangtok

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Review – SOP Quarter Allotment

1. Please refer to the draft SOP for allotment of quarters (Married & Single accommodations) dated 28 Jun 2022 and the remarks VC.
2. With reference to para (o) of the draft SOP, the following may be considered for maintaining seniority of allotment as being done in SMIT with additional points for consideration.
3. Allotment of Quarters to Key Appointments. Key appointment quarters will be allotted on joining the Institute. Allotment of quarter to an appointment if allotment of quarter has been included under terms & conditions of enrolment. Following are the key appointments: -
 - a. VC
 - b. HoIs
 - c. Registrar
 - d. Head GS
 - e. Head Finance
 - f. Head HR

Seniority of Allotment (As in practice in SMIT)

4. An allotment of Quarter is based on the following: -
 - a. Reckoned from date of joining the Institute and on availability (and not on date of application for accommodation).
 - b. Same Date of Joining
 - i. Teaching Staff
 - ii. Higher Salaried (Basic+AGP) Teaching Staff
 - iii. Date of Birth

5. Married Couple

- a. Associate Professor/Selection Grade and above when get married will get 2BHK quarter as per anti date seniority.
- b. One year Anti Date Seniority. To married staff members from the date of marriage.
- c. When two employees occupying separate quarters get married, then one of the quarters to be vacated within one month.
- d. When both husband and wife are employed in institute, one of them will be allotted a quarter based on their seniority.

6. On Promotions

- a. Seniority of allotment of quarter based on date of promotion.

7. Loss of Seniority

- a. If an employee refuses to occupy the quarter allotted to him/her within one month of allotment he/she will lose six months seniority.

8. Allotment from 1BHK to 2BHK

- a. Married employee on promotion to Associate Professor/Selection grade on availability

9. Change of Quarter

- a. Change of accommodation may be allowed on medical grounds, if accepted to the Quartering Committee.

- b. Mutual exchange of quarters is not permitted, unless processed through Quartering Committee.
 - c. Seniority for change of quarter will be from the date of application to Quartering Committee,
10. Undertaking
- a. Non-entitled employee may be allotted a 2BHK, if vacant on undertaking to vacate within one month when notice issued for vacation.

Additional Points for Consideration

11. Additional Responsibilities. Those in occupation of accommodation in campus may have to take additional responsibilities/ duties in any emergency/ special occasions decided by SMU management.
12. Allotment of Converted Quarter into Guest Rooms. Temporary allotment may be made to a new joinee for a specific period as a special case on discretion of VC/ Dean.

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50

29 June 2022

Subject: SOP for the allotment of quarters (Married & Single accommodation) to eligible employees

1. Please refer the following:

- a. Discussion on the subject in 52nd coordination meeting dated 05 May 2022.
- b. Discussion in the quartering committee on 04 June 2022.

2. The quartering committee chaired by Dean, SMIMS prepared the draft on SOP for the allotment of quarters (Married & Single accommodation) to the eligible employees.

3. Submitted for review please

Reviewed by:

Dr Muralidhar V Pai, Dean, SMIMS –

SV Ravi Sankar, SFO -

SV Ravi Sankar
2/7

Col Virender Yadav, Head GS -

Virender
01/7/22

Subramanian K.B, Head HR -

K.B. Sub
29/06/2022

P.T.O - Remarks overleaf

SOP – QUARTER ALLOTMENT

1. Objective

To frame uniform rules/ SOP for allotment of available married and single accommodation to the entitled employees posted in Tadong Campus.

2. Scope & Coverage

This policy covers all entitled teaching/ non-teaching employees of Sikkim Manipal University and its constituent units deployed at Tadong, Sikkim.

3. List of entitled teaching & non-teaching employees

Teaching staff

- a) Dean
- b) Professors
- c) Associate Professors
- d) Assistant Professors
- e) Lecturer
- f) Senior Resident/ Tutor
- g) JR/ MO/ (MBBS non-PG)
- h) JR-PG Students (MD/ MS/ DNB)

Non-teaching staff

- a) Vice Chancellor
- b) Registrar, Deputy Registrar, Assistant Registrar & Assistant Controller of exam.
- c) Head (HR/ Projects/ General Services/ Finance/ IT), Finance Officer/ equivalent designation Finance/ Management Executives/ Engineer or equivalent rank.
- d) Nurses/ Technician/ Others

SOP – QUARTER ALLOTMENT

4. Entitlement of Occupants

Teaching Staff	Single	Family
Heads of Institution/ Professor/ equivalent designation	2 BHK	2BHK in A & B block
Associate Professor	1 BHK	2BHK in A & B block
Assistant Professors/ Lecturers/ SR/ Tutor/ equivalent designation	Double Room/ Studio Apartment	1BHK
Super Specialist (DM/ MCH)	As per availability	3BHK
JR-MBBS (Non PG)/ JR-PG (MD/MS/DNB)	1 Room	NA

Note: All the allotments are subject to availability of rooms/ flat.

Non-Teaching Staff	Single	Family
Vice Chancellor	Earmarked	3BHK
Registrar/ Controller of Exams/ Dy Director/ Dy Registrar/ Head (HR/Projects/General Services/Finance)/ Finance Officer/ equivalent designation	1 BHK	2BHK
Assistant Registrar/ Assistant Controller of exams/ equivalent designation	Studio Apartment/Single hostel room/shared accommodation	1BHK
Nurses/Technician/Other	Hostel room on shared basis	NA
Technicians/Others	As per terms of appointment	As per terms of appointment

Note: All the allotments are subject to availability of rooms/ flat (other than staff quarters).

SOP – QUARTER ALLOTMENT

5. Criteria for Allotment

- a) Teaching staff of SMIMS, those who need to attend emergency calls at CRH, shall be given preference.
- b) The faculty of other constituent colleges of SMU at Tadong campus shall be considered if there is any surplus accommodation available.
- c) The employees residing in Gangtok Municipality Corporation area* shall not be provided accommodation.
(* GMC area – Tashi view point upto Ranipool)
- d) In the case of retirement/ completion of deputation/ completion of contract from the University/ Institute, the faculty/ staff can retain the room/ quarter for a period of one month by paying the applicable charges on room/ quarter, electricity and water.
- e) In the case of resignation/ termination, the faculty/ staff can retain the room/ quarter for a period of 7 days by paying the applicable charges on room/ quarter, electricity and water.
- f) Exception allowed on further extension/ retention of room/ quarter as mentioned in point 5(d) and 5(e) shall be with the approval of Dean and Vice Chancellor.
- g) Those members of teaching staff who proceed on unsanctioned/ unauthorized leave without information for more than 30 days & without vacating their accommodation shall forfeit their claim for accommodation and the same will be vacated after following due procedures.
- h) In case of new recruitment, allotment of the quarters shall be based on entitlement and availability.

SOP – QUARTER ALLOTMENT

- i) Persons engaged on contract for a period up to one year and staff members who are on deputation shall be entitled to housing as applicable to single/ family accommodation with charges as applicable.
- j) In case where both spouses are employed and deployed at Tadong Campus, allotment of quarter shall be determined on the basis of seniority in designation/ scale of pay.
- k) If any occupant continues to be working in the institute and vacates the house on any grounds, he/ she shall not be considered for re-allotment if there are people in waiting list for allotment. If there is no person in the waiting list, his/ her request may be considered for re-allotment at the discretion of the Quartering Committee.
- l) In case of vacating the accommodation during the month, license fee will be deducted for the number of days it was occupied. Cost of damages beyond normal wear and tear if any, shall be recovered from the occupants.
- m) Rooms allotted to JR-MBBS (non-PG) shall be charged Rs-1,000/- (Rupees One Thousand) per month. This will be excluding electricity and other maintenance charges.
- n) The allotment of accommodation to the entitled teaching and non-teaching employees should be strictly as per the seniority maintained.
- o) The seniority for allotment of accommodation shall be reckoned from the date of submitting the request for accommodation by the employee. However, preference shall be given in the following order:
 - I. If there are more than one request on the same date, seniority shall be decided based on the No: of years of service in SMIMS/ SMU.
 - II. Married (Both the spouses are deployed at Tadong campus)
 - III. Married (One of the spouse is deployed at Tadong campus)

SOP – QUARTER ALLOTMENT

- p) Any kind of exception in the entitlement and allotment can only be permitted after the approval of Vice Chancellor, SMU.

6. Composition of Committee Members:

The Quartering Committee of the University shall comprise of:

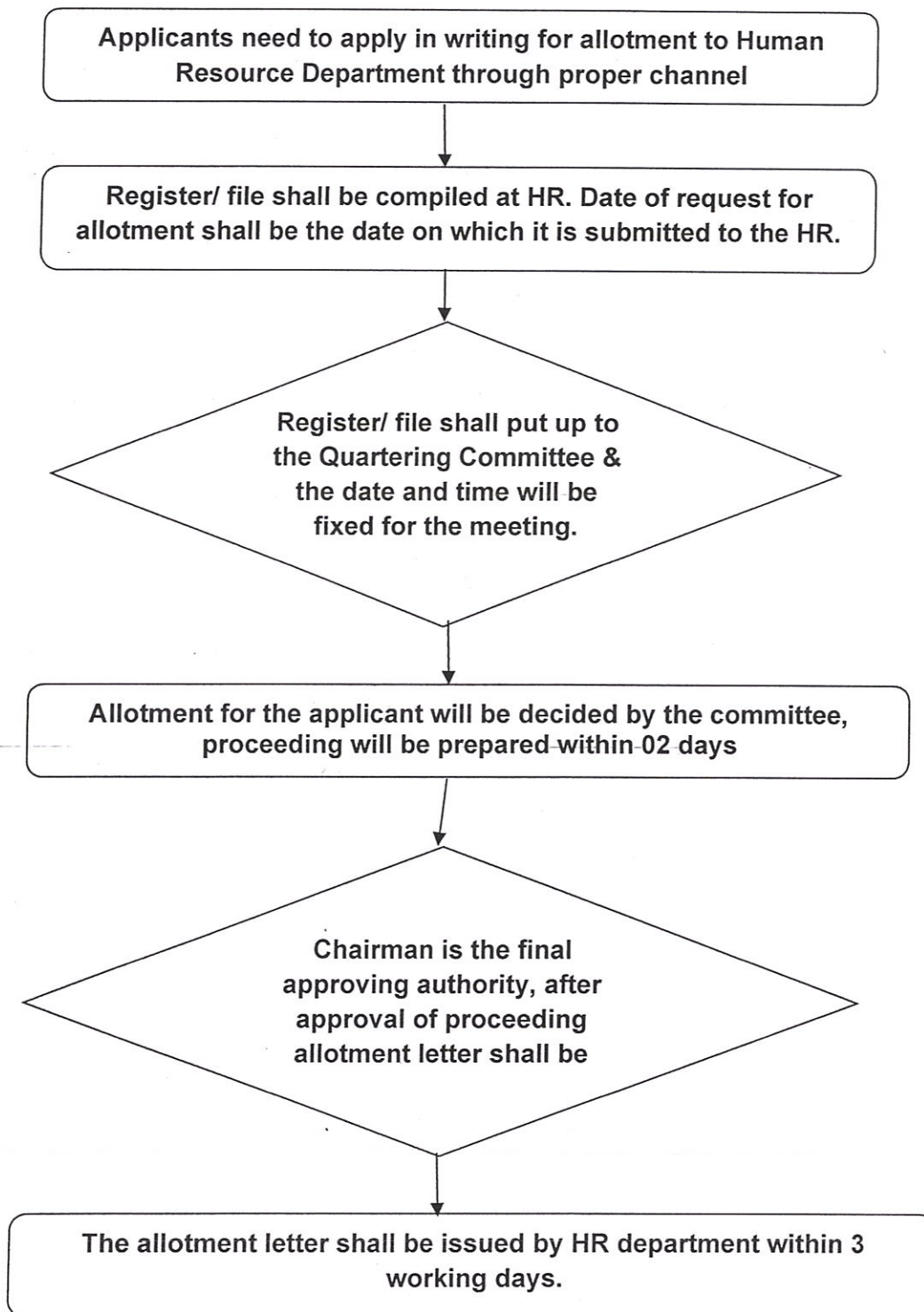
- Dean, SMIMS- Chairman
- Head HR, SMU- Member
- Head General Services, SMU- Member
- Senior Finance Officer, SMU- Member
- Representative from Engineering Department
- Representative from Human Resource Department

7. Powers of Quartering Committee

The Quartering Committee is empowered to allot quarters as per the entitlement, seniority and availability and sort out the problems of the occupants through discussions.

SOP – QUARTER ALLOTMENT

8. Process (general overview & flowchart)



SOP – QUARTER ALLOTMENT

9. Guidelines for handing over/ vacating of room/ flat

- After receiving the allotment letter, the employee shall liaise with the engineering office for taking over the accommodation.
- Representative of the engineering office shall hand over the said accommodation after duly taking signature on the necessary documents.
- In case of occupants desirous to vacate the room/ flat, an application form to be filled up to submit in HR department and engineering office. Application form can be collected from HR Office.
- Engineering department will check all the items issued to him/ her in the accommodation and provide clearance.

10. Licence Fee

License fee will be levied depending on the type of accommodation provided as under:

Type of Accommodation	License fee per month (RS)
3 BHK	As per the rules of Institution/ University (Shall be reviewed from time to time)
2BHK	
1 BHK	
Single room/ Shared accommodation in Quarters/ Hired accommodation	
Hostel room/ one room accommodation per occupant	

SOP – QUARTER ALLOTMENT

11. Reference Documents:

S. No.	Document Description	Document No.	
1	Fresh applicant Format	I	<u>..\..\Allotment of room.docx</u>
2	Change of Room Format	II	<u>..\..\Change of room.docx</u>
3	Withdrawal of Room Format	III	<u>..\..\Vacation of Rooms.docx</u>

12. Abbreviations

S No	Terms	Abbreviations
1	QTR	Quarter
2	BHK	Bedroom Hall Kitchen
3	SMIMS	Sikkim Manipal Institute of Medical Sciences
4	CRH	Central Referral Hospital
5	SR	Senior Resident
6	JR	Junior Resident
7	PG	Post Graduate
8	MO	Medical Officer



GANGTOK MUNICIPAL CORPORATION

1. FORMED IN MAY 2010.
2. POPULATION : 1,00,286 (CENSUS 2011)
3. AREA : 19.016 SQ. KM
4. 17 MUNICIPAL WARDS
5. BOUNDARY : TASHI VIEW POINT UPTO RANIPOL.
6. GMC ONE OF THE YOUNGEST & SMALLEST CORPORATION IN INDIA.

SIKKIM MANIPAL INSTITUTE OF TECHNOLOGY

MANAGEMENT OF HOSTEL

Introduction

1. Sikkim Manipal Institute of Technology (SMIT) is a residential institute with separate hostels for boys and girls, and provides excellent accommodation to over 3000 students. The hostel rooms are two-seaters, well furnished, and have attached bathrooms with hot water supply. There is a students' mess and a canteen providing vegetarian and non-vegetarian meals, separately for boys and girls. Recreation rooms with TVs, separate gymnasiums for boys and girls and sports facilities are available.

Purpose

The purpose of this manual is to lay down standard operating procedures which should be followed by all hostel staff and students.

Scope

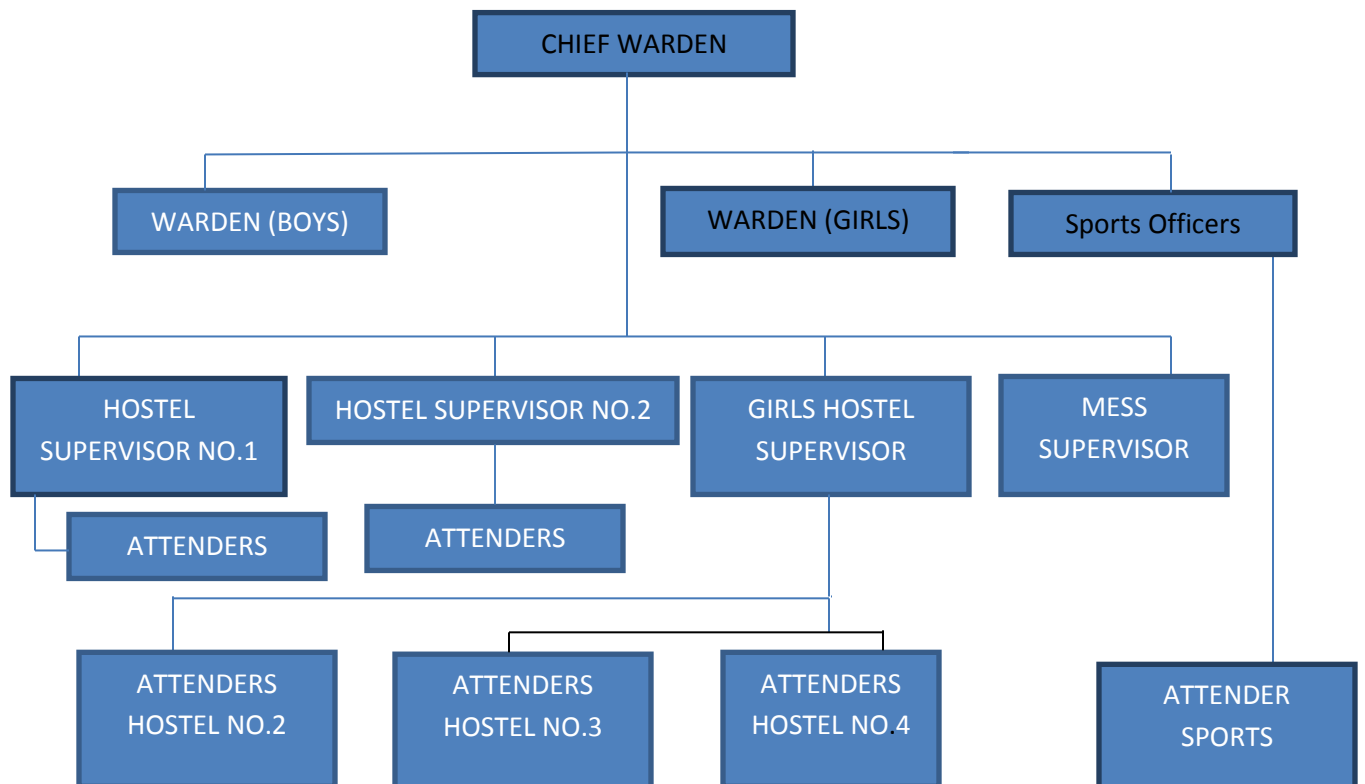
This manual will cover rules, regulations and duties of hostel staff and the code of conduct for students. This manual also list out all the activities related to hostel affairs in a structured manner for efficient management of hostel activities.

Responsibility

Chief Warden, SMIT will be responsible for laying down the procedure and their implementation. He shall review the manual every year in the month of January and introduce changes, if necessary. Rules and regulations of the institute will be kept in mind while introducing changes.

Organisational Structure

The organizational structure for management of Hostel:



Hostel Office

All the hostels are open round the clock and hostel staff is present always. All the hostels have been provided with the intercom facility.

Facilities in the Hostel

- a) **Laundry:** A laundry contractor provides services on day to day basis. In addition adequate washer men from local area are available and providing in hostel service.
- b) **Tuck Shop:** Tuck shops are provided in all the hostel for tea, coffee and light snacks from 10pm - 2am.
- c) **Elevators:** There are two Elevators in each Hostell including Girls Hostel.
- d) **Recreation:** There are two recreation halls (one each for boys & girls) where students can watch TV, play indoor games, like snooker, table tennis. It also has multi gym.
- e) **Drinking Water:** Boys Hostels are provided with RO drinking water. The Girls hostel has Aquaguard water supply and RO plant is being installed.
- g) **Supporting Staff for Maintenance:** All the hostels have supporting staff for the maintenance of the student's rooms.
- h) **Security:** Round the clock security of the hostels is done by Home Guards provided by Govt. of Sikkim and private security Guards.

j) Student Management System

- a) A multi tier administration system exists in hostel to address the various issues related to the administration, discipline, health and other related problems of students in the hostel. The system comprises the floor representatives who are students and are nominated by the respective wardens, hostel attenders, wardens who are faculty members and the chief warden.
- b) Identification of problems in hostel are two way traffic in which the students as well as hostel staff once identify the problems , it is brought to the notice of the concerned hostel staff/ maintenance staff to resolve the issue.
- c) All hostel related files are kept in the office of Chief Warden and respective hostels. These files are regularly maintained and information is circulated to all concerned. List of files is attached as **Appendix 'A'**.

K) Hygiene and Cleanliness of Hostel:

Once in a year, department of health care conducts pest control facility in an around hostel. The House keeping in the hostels is taken careThere is a team of dedicated house keeping staff Every hostel has cleaners in order to clean the corridors and hostel rooms of the student. Cleaning of the room is done on the demand of the students as and when required. All the cleaning work is supervised by the Hostel Supervisor/Attender. All hostels maintain the register for Hygiene & Sanitation.

Students are required to intimate the time of their presence in the room when room is required to be cleaned.

HOSTEL RULES AND REGULATION

8. The following rules and regulations shall apply to all the boarders of SMIT hostels for maintenance of discipline and good conduct within and outside the hostel premises.

GENERAL:

- 1.1 The institute shall provide residential accommodation in its hostels at campus to the students admitted to regular courses, including Teachers, Research project Staff/Assistant/Associate of the institute subject to availability of hostel seats. Hostel accommodation to the students is ensured for the normal duration of their respective courses, for any reason taking time beyond normal duration of their respective course for fiat the claim on the hostel accommodation. Such students will have to make arrangement for their accommodation outside the college campus. Hostel accommodation will not be available to students of part time programs, such as distance education programs, evening programs etc.
- 1.2 Every boarder must acquaint himself/herself with the rules and regulations of the hostel. He/she must obey these rules strictly. Ignorance of rules will not be accepted as an excuse.
- 1.3 All hostels shall remain closed during the period of semester break / vacation or at any time as notified by the institute authority. During such break/vacation, boarders are to vacate the rooms of the hostel. The room key and the key of the wardrobe and table shall have to be deposited by the boarders to the respective hostel supervisor who in turn shall inform the same to the Chief Warden. Students before handing over the room key to hostel staff will ensure that no valuable of their belonging is left, unlocked inside their rooms as during their absence rooms may be require to be opened either for repair or to accommodate certain people or to overcome any emergency. Student should carry their valuables along with them during long vacations or lock it is their respective wardrobe.
- 1.4 However, Ph.D. students and students having special requirement of course assignment or project work may be allowed to stay during vacation on recommendations of the concerned Head of the Department with due permission of the Chief Warden/Warden.
- 1.5 All boarders of a room or hostel shall jointly and/or as a whole be responsible for any loss/damage of the property of the hostel.
For any complaint, no boarder shall directly approach the Dean, Students' Affairs or any other higher official without approaching the Warden.
- 1.7 In the case of any outstanding dues payable by any boarder at the end of each semester, the Warden/Finance section may report it to the Deputy Controller of Examinations for withholding of his/her result until the outstanding dues are paid by the student. If a student leaves the institute without clearing all the hostel dues, the Finance Section may recover the outstanding dues from his/her hostel security and institute caution deposit. If any amount still remains unrecovered, notices to his/her guardian shall be sent who will finally be responsible to clear all outstanding dues.
- 1.8 All cases of illness shall be reported to the hostel supervisor/ staff on duty who in turn shall inform the Warden / Chief Warden and / or the Institute Medical Officer.

- 1.9 The Director with the recommendation of Dean, Student Affairs and Chief Warden will also appoint Wardens for each hostel from amongst the teaching staff to assist the Chief Warden. The appointment will be for a period of two years. The honorarium / charge allowance and other facilities to the Warden shall be as per the institute's norms.
- 1.10 The Warden shall appoint floor representatives for each floor in the hostel from amongst the boarders of the respective hostels for a period of one semester.
- 1.11 The Hostel Supervisor shall maintain permanent record (Stock Book) of all non-consumable articles of the hostel(s) supplied by the institute.
- 1.12 The Wardens shall administer and manage the hostel and the Hostel Supervisor, Hostel staff and Floor Representatives shall assist him/her in all respects.
- 1.13 There is a separate mess for boys and Girls. The mess of the hostel shall be maintained by the Mess Contractor. The dining hall shall remain open as per the timetable determined by the Mess Committee. Wardens will visit the students' mess daily as per the scheduled prepared by the Chief Warden. The Wardens on duty in the Mess are permitted to take food in the students' mess along with the students while interacting with them. The Wardens will also motivate the students during interaction with them. The mess contractor may raise the bill at the end of the month for the food taken by the Wardens. A register will be kept in the mess. The wardens will sign on the book. The book will be under the custody of the Mess Supervisor who will make the book available as and when required by the Wardens.
- 1.14 Electric bulbs / fluorescent tubes for all boarders shall be supplied by the Institute only at the time of fresh admission to the hostel. Replacements of the same shall be the responsibility of the boarders.
- 1.15 Boarders shall not use any electrical appliances such as electric heaters, electric stoves etc. in their rooms. However, boarders may use computers and music systems in their rooms.
- 1.16 Boarders are strictly prohibited to have in their possession at any time under any circumstances, dangerous materials including rod hammer or any such item can be used to physically harm any other persons, fire crackers, explosives, arms and weapons or any other items prohibited by law.

Boarders are expected to keep their rooms clean, tidy and maintain cleanliness. No rubbish should be thrown into the wash basin, drain, corridors or outside the rooms or in the surroundings. The bins kept for this purpose should be used.
- 1.17 Every boarder shall leave the hostel room clean at the time of vacating his/her hostel seat failing which the Warden/Hostel Superintendent shall not issue clearance certificate to the boarder(s).
- 1.18 Boarders shall not remove common room articles, dining hall utensils, furniture and other articles of the hostel from their normal place without the prior written permission of the hostel Warden/Superintendent.
- 1.19 Boarders on leaving their rooms shall always switch off the lights and fans.
- 1.20 Boarders shall close the water taps before moving out of the room.
- 1.21 No boarder is allowed to shift from his/her allotted room to any other room without written permission from the Chief Warden. The boarders are also not allowed to shift / exchange furniture and other assets from one room to another.
- 1.22 Rooms once allotted to the students for an academic year will normally not be changed.

- 1.23 All residents are required to maintain standards of behavior expected of students of a prestigious Institution such as ours. They are expected to behave courteously and fairly with everyone both inside and outside the campus.
- 1.24 All residents are required to carry their valid Identity Cards issued to them by the institute.
- 1.25 The rooms, common areas and surroundings should be kept clean and hygienic. Notices shall not be pasted on walls and walls shall not be scribbled on. Any defective of wall almirah or the door is a punishable offence. Student occupying the room will responsible for such damage and the cost of repair of such damages/defacing including panel deduction as decided by the appropriate authority will be imposed them. The collective fine on students will be imposed to recover the cost of damage of common areas where the responsibility of damage cannot be pin pointed.
- 1.26 The uses of audio systems which may cause inconvenience to other occupants are not allowed. The use of personal TV, VCR and VCD / DVD is prohibited. The students should not hire objectionable CDs from outside.
- 1.27 Use of PC for any other purpose except education is not allowed. Keeping of obscene material on computer and screening of movies/songs etc. is strictly forbidden. Strict disciplinary action will be taken against the defaulters. Students will not install LANs in the hostels unless provided by the institute.
- 1.28 In addition to these rules, boarders are also governed by the rules, orders, instructions etc. framed / issued by the competent authority from time to time.

2.0 ADMISSION TO HOSTELS

- 2.1 Application for admission to hostels shall be submitted at the time of admission in the prescribed application form, duly filled in and signed by the student and countersigned by his / her local guardian and parent / guardian.
- 2.2 A student if admitted to a hostel must furnish a written declaration in the prescribed form duly signed by the student and his / her guardian to the effect that the student shall abide by the institute rules, hostel rules and code of conduct.
- 2.3 Chief Warden/ Wardens will allot the hostel rooms at the time of admission.
- 2.4 Admission form as per **Appendix 'B'**

3.0 WITHDRAWAL FROM HOSTELS

- 3.1 Application for withdrawal from the hostel shall be countersigned by the father / mother / guardian and submitted to the Director through the Chief Warden. Such application shall be submitted after all hostel dues have been cleared. In spite of the fact that the boarder has actually vacated his/her room, he/she shall have to pay all the hostel dues including fines, up to the day he/she continues to be on the roll i.e. until his/her name is formally withdrawn. The student will fill up the room survey form and get the room checked from the hostel supervisor for any damages. The report will be sent to the project office for recovery, if any. Room Survey form as per **Appendix 'C'**

4.0 MEDICAL FACILITIES

In the case of illness of a boarder, the Warden/ supervisors/ Chief Warden shall inform the Medical Officer of the Institute for treatment and inform the local guardian.

Medical facility as detailed below shall be available to all the boarders:

- 4.1 The medical officer at SMIT Dispensary shall examine the cases at the OPD / indoor (at the hostel in the cases of serious illness) and take necessary line of treatment utilizing the available resources, free of cost. However, the cost of the medicine shall be paid by the boarder.
- 4.2 In case a patient (boarder), in the opinion of the Medical Officer, requires treatment outside the SMIT Dispensary, he/she may refer the case to the Central Referral Hospital, Gangtok. In such cases, for treatment outside the SMIT Dispensary, the boarders shall bear the entire cost of medical treatment etc. on his/her own. The institute shall provide the ambulance for transportation to the CRH to emergency cases on the recommendation of the Medical Officer.
- 4.3 Cases of a boarder requiring hospitalization will be reported to the local guardian and his/her parents/guardians at respective home addresses. It shall be the duty of the local guardian / parent / guardian to take care of their wards. In case of emergency, such ailing boarder shall be shifted to his / her local (home town) hospital or to a hospital at any other place by the Institute, as per advice of the Institute Medical Officer, on the condition that the expenses shall be borne by the boarder / guardian.

5.0 HOSTEL LEAVE RULES

- 5.1 For seeking leave from the hostel, the boarder must submit the application form. A boarder must obtain prior written permission from the competent authority before proceeding on leave. Girl students are required to obtain permission of their parents and concerned warden to speak to the parents. Girls students are required to get the signature of the local guardian/parents on the leave return form and submit the same to the warden/hostel office after their return.
- 5.2 Leave from the hostel up to three (3) consecutive days shall be granted by the Warden/ Chief Warden.
- 5.3 Leave from the hostel for more than three (3) consecutive days shall be granted by the Chief Warden on the recommendation of the Warden and the Head of the Department.
- 5.4 Absence from the hostel without prior permission from the Warden/ Hostel Superintendent is to be considered as an act of gross negligence and misconduct and would be liable for disciplinary action as per rules.

6.0 GUESTS

No boarder shall keep any guest(s) in the hostel without the written permission of the Chief Warden. Institute guest house facilities will be availed by students on first come first serve basis. No guest shall be allowed to share rooms with the boarders unless otherwise specially permitted on medical grounds. The host student shall have to pay the prescribed charges for the guest. No guest shall remain in the hostel for more than 2 days at a time.

7.0 VISITORS

7.1 Normally, visitor(s) shall not be allowed to visit hostel rooms. However, in exceptional cases this may be relaxed by the Warden. Under no circumstances the gents will be allowed to enter in the Girls hostel and ladies in the Boys hostel.

7.2 Visitors should be received in the Visitors' room (Hostel duty room in the absence of a visitor's room) only. Under special circumstances, written permission from the Warden must be obtained to take visitors to rooms.

7.3 Any visitor entering the hostel gate should put his / her signature and enter relevant particulars in the columns in the Visitor's Register kept for the purpose at the hostel entrance.

8.0 NIGHT ROLL CALL

8.1 A boarder has to return to his/ her hostel latest by 8:30 P.M. for Girls and 9:30 P.M. for Boys.

8.2 Attendance will be taken at 10:00- 11:00 P.M. by the Hostel staff. It is compulsory for each boarder to be present personally at the time of attendance.

8.3 Boarders are not allowed to leave the hostel after 8:30 P.M. for Girls and 9:30 P.M. for Boys

8.4 The time of return to the hostel may however be extended to 10:00 P.M. in specific cases as indicated below:

- Any boarder desiring to work late in the laboratory, library, computer center etc. must obtain a recommendation from the concerned Head of the Department. The Warden, if satisfied, gives permission for at most three days in a month. For more than three days in a month, permission shall be granted by the Chief Warden/Dean student Affairs on the recommendation of the Head of the Department and the Warden.
- A boarder taking permission for late-entry (after 9:30 P.M. to 10:00 P.M.) to the hostel should sign in the late-entry register kept with the security staff. The security personnel will not allow the boarder to enter the hostel gate if he/she cannot produce late entry permission pass and shall immediately inform the Warden.

9.0 HOSTEL DISCIPLINE:

Boarders are expected to maintain discipline and proper atmosphere of study in the Hostels. Disciplinary action shall be taken against a boarder if he/she is found to violate the rules and regulations of the Institute.

The following acts of indiscipline are strictly prohibited:

9.1 Ragging in any form in hostels or in the Institute campus.

9.2 Keeping of medicines, drugs without doctor's prescription. Drinking alcoholic beverages or using any other narcotic drugs and intoxicant of any kind inside as well as outside the Institute campus. Smoking inside the hostel and campus is strictly prohibited.

9.3 Committing insubordination or showing disrespect to the authority.

9.4 Absence from hostel and classes without permission from the Warden and Head of the Department

9.5 Playing of audio and visual systems and other musical instruments / systems inside the room or in the hostel premises causing disturbance to other boarders and neighbors.

- 9.6 Picking up quarrel or altercation with fellow boarders and employees of the hostel. Use of foul language or indulging in any unruly or indecent behavior. Involvement in any kind of regional, ethnic, religious grouping inside the campus to create disturbance.
- 9.7 Participating in or promoting any disruptive activity in the campus.
- 9.8 Making false official statement to any Institute/ university official, faculty or staff and altering Institute records.
- 9.9 Misuse of and/or damage caused to library books, journals and computer facilities.
- 9.10 Tampering with existing electrical fittings/systems.
- 9.11 Unauthorized possession of any property belonging to the Institute, hostel or any other individual.
- 9.12 Fraudulent use of Student Identity Card.
- 9.13 Organizing any meeting, function etc. in the hostel without prior permission from the Warden.
- 9.14 Any other acts which in the opinion of the Hostel Supervisor/Warden are detrimental to the interest of other boarders as well as to the Institute.
- 9.15 All kinds of shouting, hooting, violent knocking or any other act, movement or behaviors which are likely to cause disturbance or annoyance to others.
- 9.16 Leaving their room with the lights and fans on.
- 9.17 Entry of female visitors into the rooms of the boarders in Boys' Hostel and male visitors into the rooms of Girls' Hostel without written permission.
- 9.18 Maltreating or abusing the hostel employees, canteen staff and others including outsiders, students, teachers and other Institute employees.
- 9.19 Cooking inside the room.
- 9.20 Use of electric heaters, electric rod, electric stove and other similar electrical appliances in the room.
- 9.21 Any form of gambling inside or outside the campus.
- 9.22 Keeping fire arms, weapons etc. in the hostel.
- 9.23 Damaging, misusing and stealing of any hostel properties or stealing others' belongings.
- 9.24 Boarders staying outside overnight without prior permission from the Warden.
- 9.25 Staying in the Hostels during a semester break without permission from Warden.
- 9.26 Entry and hosting of outsiders in the Hostel without permission of the Warden.
- 9.27 Absence of boarders from the hostel after the stipulated time as fixed by the authority.
- 9.28 Cyber-crime: Involvement in use of any kind of media including compute, mobile etc for sending videos, text or e-mail etc. to girl students.
- 9.29 Defacing of walls, damage to windows and other fittings inside the hostel and campus premises.
- 9.30 Any form of Public Display of Affection (PDA) inside or outside the institute campus.

10. COLLECTIVE RESPONSIBILITIES

- 10.1 General damage to the hostel property will be the collective responsibility of all the Residents and they will be required to make good such damage, if the students who caused the damage could not be identified.
- 10.2 Residents should not indulge in practices / activities, which may endanger their own personal safety as well as others.

- 10.3 Residents will be personally responsible for the safety of their belongings.
- 10.4 Residents are required to obey all traffic rules inside the campus.
- 10.5 Residents are duty bound to report to the Hostel Superintendent/ Hostel Supervisor/staff/ Warden/ Chief Warden / Dean (Student Affairs) or the authority in case they notice any unwanted incident or undesirable activity going on in the hostel or on the campus.
- 10.6 Use of two wheeler/four wheeler by students in the campus is strictly prohibited. Residents violating this rule are liable for punishment. Students should not arrange any functions or meeting within the hostel or outside or within the Institute campus without specific permission of the concerned authorities.
- 10.8 Students should not arrange for any picnic outside without specific permission of the Dean (Student Affairs) / Chief Warden.
- 10.9 Residents are required to be conscious of the environment in which they live by keeping it clean, healthy and presentable. Students should not throw litter indiscriminately and should not use non-bio-degradable items, such as carry bags.
- 10.10 The residents of the hostel are responsible for the safe keeping of their personal belongings. They are advised to keep under lock (preferably a branded one) all valuable items such as Laptop, Mobile Phone, etc. and lock the room even when they are out for a short period.
- 10.11 Any case of theft should be reported promptly to the Chief Security Officer/Chief Warden.
- 10.12 The jurisdiction of SMIT is confined to the campus. If students create law and order problems outside the campus, they are answerable to the police.
- 10.13 In/Out registers must be filled at the main gate in while leaving the hostel for academic or private purpose failing which absentee will be marked and disciplinary action initiated against defaulter(s).

11.0 BREACH OF DISCIPLINE IN HOSTELS AND PUNISHMENT:

Boarders must follow the discipline as prescribed in clause No. 9.0. Violations of the same by any boarder will attract the following punishments:

- 11.1 Offenders of minor nature will be warned and appropriate fine will be imposed. Such punishment can be awarded on the spot by Chief Warden/ Wardens.
- 11.2 Major offences will lead to investigation by the Institute Disciplinary committee and punishment such as suspension and rustication may be awarded based on the gravity of offence.

12.0 STUDENTS DISCIPLINARY COMMITTEE:

Composition:

The composition of the committee will be decided by the Director SMIT as per the gravity of the offence and will be notified in the office Order.

13.0 RECORD OF PUNISHMENTS:

If a student is found guilty of violating the rules and regulations of the Institute/Hostel or any acts of indiscipline or misbehavior by the Disciplinary Committee following actions will be taken:

- a) All strictures/ warnings will be put in his personal files.
- b) If any punishment has been awarded by the disciplinary committee, the concern student will be debarred from holding any student counsel or other student appointments.
- c) If a student is punished by the Disciplinary committee thrice, including warnings, same will be reflected in his Character Certificate.

14.0 SUSPENSION/EXPULSION

Suspension is the temporary removal of a student from the rolls of the Institute as a punishment for indiscipline. The minimum period of rustication shall be one semester in addition to the remaining period of the semester during which the order is passed.

Expulsion is the permanent removal from the Institute /Hostel. An expelled student shall not be permitted to get fresh admission to the Institute.

15.0 PROCEDURE FOR SUSPENSION/EXPULSION FROM THE INSTITUTE/UNIVERSITY:

Before a student is rusticated / expelled the following procedure shall be observed:

- i) On receipt of the complaint against the conduct of student, the Dean Student Affairs/chief warden shall enquire into the matter within 2(two) days of receipt of the complaint and place it before the Disciplinary Committee not later than 3 (three) days from the date of receipt. If the Disciplinary Committee is satisfied that there is a prima-facie case for rustication/expulsion of the student, the student shall be allowed to explain in writing about the allegations against him/her or appear before the Disciplinary Committee to show-cause why he/she should not be rusticated/expelled.
- ii) The concerned student shall have to submit his/her explanation within 24 hours (one) day from the date of issue of the intimation by the Dean Student Affairs.
- iii) After receiving the explanation(s) or hearing in person, the Disciplinary Committee shall examine the case.
- iv) If at this stage the Disciplinary Committee is convinced that it is a fit case for rustication/expulsion, the Disciplinary Committee shall forward the recommendation for consideration and approval of the Director.

16.0 OTHER PROVISIONS RELATING TO SUSPENSION / EXPULSION:

- a).The date of rustication/expulsion: It shall be the date on which the order is issued by the Director, SMIT.
- b). Any disciplinary action taken against a student shall be intimated to the parent or guardian/Teacher Guardian of the student. The record of disciplinary action shall be mentioned in the files of the concerned student.

17.0 SPECIAL POWERS OF THE DIRECTOR:

Notwithstanding anything contained in these Rules, the Director shall have the authority to institute an enquiry against any student (s) regarding his / her misconduct and shall execute appropriate disciplinary actions. Students may appeal to the grievance redress committee for redress of punishment, which then have to be approved by the Director.

18.0 THE HOSTEL MESS

- 18.1 All boarders of the hostel shall automatically be members of the respective hostel mess.
- 18.2 Joining the mess is mandatory for all boarders.
- 18.3 No student other than the boarders of the respective hostel will be allowed to take food as guest. In case of emergency written permission has to be obtained from the Warden.
- 18.4 There is a separate mess for boys and Girls. The mess of the hostel shall be maintained by the Mess Contractor.
- 18.5 The dining hall shall remain open as per the timetable determined by the Mess Committee.
- 18.6 A duty faculty is nominated and Wardens will visit the students' mess daily as per the scheduled prepared by the Institute.
- 18.7 The duty faculties on duty in the Mess are permitted to take food in the students' mess along with the students while interacting with them. The duty faculty will also motivate the students during interaction with them.
- 18.8 The mess contractor may raise the bill at the end of the month for the food taken by the duty faculties.
- 18.9 Meals and refreshments shall be served in the dining hall of the hostel during the scheduled hours as notified from time to time. No meal or refreshments shall be served to boarders outside the dining hall except with the permission of Warden in case of illness.
- 18.10 Guest of a boarder may be allowed to take meal in the mess by payment of a charge determined from time to time by the Mess Committee. The mess manager should be informed of the matter at least three hours earlier.
- 18.11 Day scholar may also be allowed to join the mess by paying a certain charge to be determined from time to time by the Mess Committee.

Boarders shall not take any hostel utensil out of the dining hall except with the permission of the Wardens/Chief Warden on medical grounds. Unauthorized possessions of mess utensils in hostel rooms are a punishable offence.
- 18.12 In addition to these rules, the Mess Committee shall frame their own rules and regulations for proper management of the mess from time to time.

DUTIES AND RESPONSIBILITIES

9. Duties and responsibilities of various appointments of the hostel are as under:

CHIEF WARDEN

- (i) Chief Warden is expected to make surprise visits to the hostels on regular basis.

- (ii) He will call for wardens meeting twice in a month on the day as fixed by the Institute.
- (iii) The final forwarding of Students; Mess Bill lies with him. For this he will be assisted by Hostel supervisor
- (iv) Chief Warden is expected to make surprise visits to Mess and Cooking area.
- (v) As and when Disciplinary cases are reported by Wardens, the same must be reported to Director so that speedy action can be taken.
- (vi) The responsibility of sanctioning leave to Hostel Supervisors and Attendants lies with Chief Warden.
- (vii) Chief Warden has the responsibility of counseling students, under the recommendations of Wardens.
- (viii) Chief Warden holds the right to get the movement registers of students at the main gate as and when required.
- (ix) Any other duties that may be delegated by the higher authorities regarding hostel affairs from time to time.
- (x) Whenever Chief Warden's proceeds on leave, his duties will be performed by the Manager Administrator.
- (xi)** To forward the hostel daily report to the Director for perusal as per **Appendix 'D'**

WARDENS

Wardens have overall responsibility of their respective hostels. They will be assisted by Hostel Superintendent and Hostel Supervisors/Attendants.

- (i) Wardens are expected to make surprise visits at nights to their respective hostels. They are expected to interact with students as much as possible so that the students have confidence and faith in the hostel authorities.
- (ii) They are expected to conduct meeting with Floor Representative of their hostel at least once in a month and should submit a report to the Chief Warden without fail.
- (iii) All the hostels have offices within the hostel buildings. They are expected to sit in the hostel office for about an hour every day except Sundays. They are required to make a time table for their stay in the office as per their convenience. This however must be put-up on the hostel notice boards for the convenience of the students for effective meeting.
- (iv) Wardens will ensure that discipline is maintained in their hostels. For this they will assisted by Hostel Supervisor/Attendants. All the cases of

indiscipline/misconduct/abnormal behavior will be reported to the wardens who will in turn take necessary action in consultation with chief Wardens, if required.

- (v) Wardens are the final authority for approving leave of students from their Hostels. For this students must take prior approval from them. However during long vacations (Puja & Holi) and semester breaks students should sign on the movement register before leaving the hostel premises.
- (vi) Wardens are expected to make surprise visits to Mess and Cooking area. It is also expected that they sometimes eat with the students and reports about the same must be submitted to the Chief Wardens.
- (vii) Maintain all the files related to Students' Records (including Addresses, Names of their TGs & mobile numbers), Hostels Allotment, Medical Reports, Disciplinary Reports, Furniture Records and Daily Reports.
- (viii) Whenever Wardens go on leave, information regarding the same must be given to Chief Warden.
- (ix) Wardens have the responsibility of counseling students involved in cases of indiscipline, misconduct and abnormal behavior. In case they feel that they cannot handle the situation, they may refer such cases to Chief Warden.
- (x) Any other duties that may be delegated by the higher authorities regarding hostel affairs from time to time.

HOSTEL SUPERVISORS

- (i) To assist the Chief Warden and Hostel Superintendent as and when required and work under their supervision.
- (ii) To get the hostels rooms and hostel premises cleaned including the toilets.
- (iii) Taking attendance of students at night at the prescribed timings.
- (iv) To inform the Chief Warden if any article is found damaged or any hostel facility is being misused and to rectify the same.
- (v) To inform the Chief Warden without delay, of any sickness of students, undesirable misconduct or behavior, any matter of serious concern like ragging, physical assault etc. In case if a student is required to be taken to CRH, one attender shall accompany the student.
- (vi) Responsibilities for keeping unused rooms under lock and key.
- (vii) Taking attendance at night at the prescribed timings for boy's Hostel at 10pm and for the Girl's Hostel at 9.30pm.
- (viii) To intimate the concerned authorities including Engineering section regarding students complaints and follow up of the same.

- (ix) Daily report to the Chief Warden regarding hostel matters.
- (x) Any other duties that may be delegated by the higher authorities regarding hostel affairs from time to time.
- (xi) Forward the daily report to Chief Warden for perusal.

HOSTEL ATTENDANTS

- (i) To assist the Chief Warden and Supervisors as and when required and work under their supervision.
- (ii) To get the hostels rooms and hostel premises cleaned including the toilets.
- (iii) Taking attendance of students at night at the prescribed timings.
- (iv) To inform the Chief Warden if any article is found damaged or any hostel facility is being misused and to rectify the same.
- (v) To inform the Chief Warden without delay, of any sickness of students, undesirable misconduct or behavior, any matter of serious concern like ragging, physical assault etc. In case if a student is required to be taken to CRH, one attendant shall accompany the student.
- (vi) Responsibilities for keeping unused room under lock and key.
- (vii) Taking attendance at night at the prescribed timings for Boy's Hostel at 10pm and for the Girl's Hostel at 9.30pm.
- (viii) To intimate the concerned authorities including Engineering section regarding students complaints and follow up of the same.
- (ix) Daily report to the Hostel Superintendent regarding hostel matters.
- (x) To perform the duties and responsibilities of Hostel Supervisor in his/her absence /leave as seniority basis.
- (xi) Any other duties that may be delegated by the higher authorities regarding hostel affairs from time to time.

MESS SUPERVISOR

- a) Checking of quality of milk
- b) To ensure cleanliness and quality of food as per menu during preparation/cooking for the following:-
 - i. Breakfast.
 - ii. Lunch.
 - iii. Evening tea/snacks.
 - iv. Dinner.

- c) To supervise smooth distribution of food during:-
 - i. Breakfast.
 - ii. Lunch.
 - iii. Evening tea/snacks.
 - iv. Dinner.
- d) To ensure that there is no shortage of food and all students are provided with sufficient food during all services.
- e) To check quality of fresh and dry rations received in the Mess.
- f) Check cleanliness of Cook House, Dining Hall, Canteen, Stores, Deep Freeze and utensils.
- g) Check cleanliness of canteen, washing area, surrounding areas of mess and toilets in the Mess.
- h) Check condition of cooking appliances and their replacements.
- i) Hygiene and sanitation of mess staff/canteen staff and surrounding areas.
- j) Checking of dress and personal hygiene of mess/canteen staff.
- k) To maintain discipline of mess staff and the students in the mess premises/dining hall.
- l) Repair/maintenance of mess including electric fitting.
- m) Maintenance/cleaning of aqua guard installed in the mess.
- n) The above responsibilities are for both boys and girls students messes.
- o) Over all supervision of the students recreation hall.
- p) Any other duty & responsibilities assigned by the Chief warden/Institute.

ATTENDER SPORTS

1. To maintain all record of sports equipment.
2. To maintain the receipt and issue register for sports Items
3. To check correctness of the new items as per the bills.
4. To file report of the defaulters and initiate the recovery process.
5. To get the unserviceable items repaired through the Project office/Chairman sports committee.
6. Make arrangements for all sports events
7. Make arrangement for tea /water / lemons for sports events.
8. Maintenance of all the playgrounds with the help of maintains staff.

CONCLUSION

9. The above instructions laydown the procedures to be followed for hostel management. These should be reviewed and updated keeping in mind the changing scenario. Implementation of these instructions should be monitored by the auditors.

Appendix 'A'

MASTER LIST OF FILES AND REGISTERS

Sl. NO.	files	FILE NO
1	OFFICE ORDER	SMIT/CW/OO
2	CIRCULAR	SMIT/CW/CIRCU.
3	ION	SMIT/CW/ION
4	DAILY REPORT	SMIT/CW/DR
5	SUSPENSION & WARNING	SMIT/CW/SW
6	NOTICE	SMIT/CW/NOTICE
7	WARDEN CONFERENCE	SMIT/CW/WC
8	WARDENS REPORT	SMIT/CW/WR
9	WARDEN CORRESPONDANCE	SMIT/CW/W COR.
10	STUDENTS STATISTICS/ DATA (1/2) A&B	SMIT/CW/SS DATA
11	STAFF LEAVE RECORD	SMIT/CW/STAFF LR
12	STAFF RELATED DOCUMENTS	SMIT/CW/STAFF RD
13	INDISCIPLINE CASE/COMPLAINTS/STATEMENTS	SMIT/CW/DISC.
14	COMPLAINS/GRIVENCES/APPLICATION	SMIT/CW/COMP.

15	MESS MENU	SMIT/CW/MM
16	MESS POINTS/MESS METTING	SMIT/CW/M. MET.
17	SPORTS -QUOTATION/COMPARATIVE STATEMENTS/SUPPLY ORDER	SMIT/CW/SPI
18	SPORTS CLUB	SMIT/CW/SC
19	SPORTS GAMES	SMIT/CW/SG
20	EVENTS	SMIT/CW/EVENTS
21	CULTURAL PROGRAM	SMIT/CW/CP
22	HOSTEL ACCOMMODATION	SMIT/CW/HA
23	ROOM ALLOTMENT	SMIT/CW/RA
24	ALL APPROVAL / SANCTION ORDER	SMIT/CW/SANCTION
25	BILLS	SMIT/CW/BILLS
26	DAY SCHOLAR STUDENTS	SMIT/CW/DAYSCHOLAR
27	T.G LIST	SMIT/CW/TG
28	GENERAL	SMIT/CW/GEN
29	ANTI RAGGIN	SMIT/CW/AG
30	HOSTEL LEAVING APPLICATION	SMIT/CW/HLA
31	ROOM CHANGE	SMIT/CW/RC
32	RESULTS- EVENTS /SPORTS/CULTURAL	SMIT/CW/RESELTS
33	KALRAV 2010-2011	SMIT/CW/KALRAV /10-11
34	ISB 2010	SMIT/CW/ISB-2010
35	TELEPHONE DIRECTORY/PRESS/ADDRESS	SMIT/CW/TELE. DIR,
36	GIRLS HOSTEL	SMIT/CW/GH
37	BLANK FORM /FORMAT	SMIT/CW/BFF
38	ALL RULES & REGULATION	SMIT/CW/RULES
39	GENERAL FURNITURE RECORD	SMIT/CW/FURNITURE
40	APPLICATION FOR JOB/CONTRACTOR CORRESPONDENT	SMIT/CW/APP/JOB
41	UNDERTAKING & APPOLOGY	SMIT/CW/UT & APPO.
42	CONVENING ORDER	SMIT/CW/CONVENING/

43-60	Blank	
hostel no -01(boys)		
61	STUDENTS LEAVE RECORD (night out)	CW/BH-1/SLR
62	FURNITURE RECORDS	CW/BH-1/FR
63	ROOM CHANGE	CW/BH-1/RC
64	OFFICE ORDER	CW/BH-1/OO
65	SANCTIONED STUDENTS WITHDRWAL APPLICATION	CW/BH-1/WA
66	STUDENTS REJOIN SANCTIONED LETTERS	CW/BH-1/RA
67	STUDENTS MEDICAL RECORD FILE	CW/BH-1/MR
68	FINANCE CORRESPONDANCE FILE	CW/BH-1/FC
69	COMPUTER RELATED DOCUMENTS	CW/BH-1/CR
70	DISCIPLINARY CASE CORRESPONDANCE	CW/BH-1/DC
71	STUDENTS APOLOGY RECORD	CW/BH-1/AR
72	ROOM CHANGE APPLICATION	CW/BH-1/RCA
73	RECREATION HALL STOCK RECORD	CW/BH-1/RH
74	SUSPENSION & WARNING RECORD	CW/BH-1/SW
75	DAILY REPORT TO CHIEF WARDEN	CW/BH-1/DR
76	STAFF OCCUPANCY RECORD	CW/BH-1/SO
77	PROJECT CORRESPONDING FOR FURNITURE	CW/BH-1/PC
78	STUDENTS LIST & REGISTRATION	CW/BH-1/SL
79	DEMAND FILE	CW/BH-1/DF
80	STUDENTS WELFARE FILE	CW/BH-1/SWO-COR
81	PENDING RECORD FILE	CW/BH-1/PF
82-86	BLANK	
hostel no -02(boys)		
87	STUDENTS LEAVE RECORD	CW/BH-2/SLR
88	FURNITURE RECORD FILE	CW/BH-2/FR
89	ROOM CHANGE APPLICATION FILE	CW/BH-2/RCA
90	OFFICE ORDER	CW/BH-2/OO
91	SANCTIONED STUDENTS WITHDRWAL APPLICATION	CW/BH-2/SWA

92	SANCTIONED STUDENT REJOIN APPLICATION	CW/BH-2/SRA
93	MEDICAL RECORD FILE	CW/BH-2/MR
94	FINANCE CORRESPONDANCE DOCUMENTS	CW/BH-2/FC
95	DISCIPLINARY CASE CORRESPONDANCE	CW/BH-2/DC
96	STUDENTS APOLOGY RECORD	CW/BH-2/SAR
97	ROOM CHANGE PENDING APPLICATION	CW/BH-2/RCP
98	SUSPENSION & WARNING RECORD	CW/BH-2/SW
99	DAILY REPORT TO CHIEF WARDEN	CW/BH-2/DR
100	STAFF OCCUPANCY	CW/BH-2/SO
101	PROJECT CORRESPONDANCE FOR FURNITURE	CW/BH-2/PC
102	STUDENTS LIST AND REGISTRATION NUMBER	CW/BH-2/SRN
103	DEMAND FILE	CW/BH-2/DR
104	PENDING FILE	CW/BH-2/PF
105	HOUSE KEEPING ITEMS HANDING & TAKING	CW/BH-2/HKP
106-110	BLANK	
hostel no -02(girls)		
111	ROOM SURVEY REPORT	CW/GH-2/RSR
112	FURNITURE RECORD	CW/GH-2/FR
113	MAINTENANCE RECORD	CW/GH-2/MR
114	STUDENTS RECORDS	CW/GH-2/SR
115	GUEST BILL RECORD	CW/GH-2/GBR
116	SMU/INSTITUTE GUEST DETAILS	CW/GH-2/SD
117	ROOM ALLOTMENT	CW/GH-2/RA
118	DAILY REPORT	CW/GH-2/DR
119	STUDENST LEAVE APPLICATION	CW/GH-2/SLA
120	NOTICE	CW/GH-2/NOTICE
121	STUDENTS CONTACT NUMBER	CW/GH-2/SCN
122	HOUSE KEEPING ITEMS RECORD	CW/GH-2/HKR
123-127	BLANK	
hostel no -03(girls)		
128	STUDENTS HOSTEL REGISTRATION FILE	CW/GH-3/SR

129	NOTICE FILE	CW/GH-3/NOTICE
130	STUDENTS LEAVE APPLICATION	CW/GH-3/SLA
131	DAILY REPORT	CW/GH-3/DR
132	GUEST BILL RECORD	CW/GH-3/GBR
133	FURNITURE RECORD	CW/GH-3/FR
134	HOUSE KEEPING ITEMS RECORD	CW/GH-3/HKR
135	ROOM CHANGE APPLICATION	CW/GH-3/RCA
136	NEW ADMISSION STUDENTS FILE	CW/GH-3/NAF
137-141	BLANK	
hostel no -04(girls)		
142	FURNITURE STOCK VERIFICATION	CW/GH-4/FSV
143	RECREATION HALL STOCK RECORD	CW/GH-4/RHSR
144	NEW ADMISSION STUDENTS FILE	CW/GH-4/NAF
145	STUDENTS MONTHLY RECORDS	CW/GH-4/SMR
146	STUDENTS REJOIN SANCTIONED LETTERS	CW/GH-4/RA
147	SANCTIONED STUDENTS WITHDRWAL APPLICATION	CW/GH-4/WA
148	STUDENTS APOLOGY RECORD	CW/GH-4/SAR
149	DISCIPLINARY CASE RECORD	CW/GH-4/DCR
150	STUDENTS SUSPENSION/WARNING RECORD	CW/GH-4/SSWR
151	STUDENTS ROOM CHANGE	CW/GH-4/SRC
152	FINAL YEAR STUDENTS RECORD	CW/GH-4/FYSR
153	STAFF OCCUPANCY RECORD	CW/GH-4/SOR
154	FACULTY OCCUPANCY RECORD	CW/GH-4/FOR
155	HOUSE KEEPING ATTENDANCE RECORD	CW/GH-4/HKAR
156	WARDENS FILE	CW/GH-4/WF
157	NOTICE RECORD	CW/GH-4/NR
158	STUDENTS DAILY REPORT	CW/GH-4/SDR
159	STUDENTS APPLICATION NIGHT OUT RECORD	CW/GH-4/SANOR
160	OFFICIAL LETTER RECORD	CW/GH-4/OLR
161	STUDENTS ADDRESS & CONTACT RECORD	CW/GH-4/SACR
162	ROOM SURVEY RECORD	CW/GH-4/RSR

163	ITEMS RECEIVED & ISSUED RECORD	CW/GH-4/IRIR
164	GUEST PAYMENT RECORD	CW/GH-4/GPR
165	LOCK & KEY RECORD	CW/GH-4/LKR
166	STAFF DUTY ROSTER	CW/GH-4/SDR

Appendix 'A' Contd..

MASTER LIST OF REGISTER

<u>Sl. NO.</u>	REGISTER
R-1	STAFF ATTENDANCE REGISTER
R- 2	DISPATCHED RECORD REGISTER (CW)
hostel no -1 (boys)	
R-3	STOCK LEDGER BOOK (01)
R-4	STOCK LEDGER BOOK (02)
R-5	WARDEN VISIT REGISTER
R-6	HOUSE KEEPING REGISTER
R-7	CHAIR RECORDS (OLD & NEW)
R-8	ROOM SURVEY REGISTER
R-9	ROOM SURVEY DETAILS REGISTER
R-10	ROOM PAINTING LOG BOOK
R-11	HYGIENE & SANITATION REGISTER
R-12	PROJECT OFFICE COMPLAIN REGISTER

R-13	SPORTS STOCK ISSUE REGISTER
R-14	FURNITURE STOCK REGISTER
R-15	COMPLAIN REGISTER (CARPENTARY)
R-16	COMPLAIN REGISTER (SANITARY)
R-17	COMPLAIN REGISTER (ELECTRICAL)
R-18	STUDENTS MOVEMENT REGISTER(OUT GOING)
R-19	STUDENTS MOVEMENT REGISTER(IN COMING)
R-20	KEY ISSUED REGISTER
R-21	ATTENDANCE REGISTER HOUSE KEEPING STAFF
R-22	ROOM CLEANING LOG BOOK
R-23	STUDENTS ATTENDANCE REGISTER BLOCK WISE
R-24-29	BLANK
hostel no -2 (boys)	
R-30	WARDEN VISITING REGISTER
R-31	ATTENDANCE REGISTER HOUSE KEEPING STAFF
R-32	ROOM CLEANING LOG BOOK
R-33	GUEST ACCOMODATION DETAILS REGISTER
R-34	COMPLAIN REGISTER CARPENTARY
R-35	COMPLAIN REGISTER SANITARY
R-36	COMPLAIN REGISTER ELECTRICAL
R-37	STUDENTS MOVEMENT REGISTER
R-38	ROOM SURVEY DETAILS REGISTER

R-39	STUDENTS ATTENDANCE REGISTER BLOCK WISE
40-44	BLANK
hostel no -2 (girls)	
R-45	STUDENTS IN COMING REGISTER
R-46	STUDENTS NIGHT OUT PASS REGISTER
R-47	MOVEMENT REGISTER DAY OUT
R-48	COMPLAINED REGISTER
R-49	WARDEN VISIT REGISTER
R-50	VISITORS REGISTER
R-51	STUDENTS LETTERS RECEIVED REGISTER
R-52	GUEST RECORD
53-57	BLANK
hostel no -3 (girls)	
R-58	COMPLAIN REGISTER (PLUMBER)
R-59	COMPLAIN REGISTER (ELECTRICAL)
R-60	COMPLAIN REGISTER (CARPENTARY)
R-61	MOVEMENT REGISTER DAY OUT
R-62	STUDENTS NIGHT OUT PASS REGISTER
R-63	HOUSE KEEPING STAFF REGISTER (SWEEPERS)
R-64	VISITORS REGISTER
R-65	STUDENTS LETTERS RECEIVED REGISTER
R-66	WARDEN VISITING REGISTER
R-67	NEWS PAPERS RECORD REGISTER
R-68	ROOM SURVEY REGISTER

69-72	BLANK
hostel no -4 (girls)	
R-73	COMPLAIN REGISTER (PLUMBER)
R-74	COMPLAIN REGISTER (ELECTRICAL)
R-75	COMPLAIN REGISTER (CARPENTARY)
R-76	MOVEMENT REGISTER DAY OUT
R-77	STUDENTS OUT GOING REGISTER
R-78	STUDENTS IN COMING REGISTER
R-79	VISITORS REGISTER
R-80	STUDENTS LETTERS RECEIVED REGISTER
R-81	HOUSE KEEPING STAFF REGISTER (SWEEPERS)
R-82	RECREATION HALL RECORD
R-83	STUDENTS SICK REGISTER
R-84	WARDEN VISIT G REGISTER
R-85	GUEST RECORD REGISTER
R-86	STAFF MOVEMENT REGISTER
R-87	STAFF LEAVE RECORD
R-88	NEWS PAPERS RECORD REGISTER
R-89-95	BLANK

MESS	
R-96	MESS COMPLAIN REGISTER (BOYS)
R-97	MESS COMPLAIN REGISTER (GIRLS)

Appendix 'B'

HOSTEL REGISTRATION FORM

Name

Adm. No.....Regd. No.....Category.....

Teacher Guardian.....

Date of Birth.....

Course/Branch.....

Room No.....

If any Brother/Sister Studying at SMIT:

Name.....Year.....

Branch.....Hostel Room No.....Phone.....

Fathers Name.....Occupation.....

Mothers Name.....Occupation

Permanent Address

[illegible]

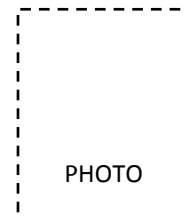
Correspondent Address



Contact No of Parents:

[illegible]

Any Major Medical Cases.....



[illegible]

Signature of occupants Total Amount

1.

Departmental Charges @25%

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Appendix 'C' Contd..

Net Chargeable Amount

Amount to be shared	Name	Regn.No	Amount	

Comments if any:

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Signature of Supervisor:

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<u>(XX) Material Used</u>	Date of Completion	
	Room Ready for use w.e.f.	
	Signature of Engineer	
	Signature of Chief Engineer	
	Signature of Store In chare	
	Signature of Supervisor	

Note: (XX) stands for office use only

No:	Room No. Handed Over:	
	Date of Handing Over :	
		Signature of supervisor

Appendix'D'

GIRLS HOSTEL DAILY REPORT

DATE :

T/STRENGTH	PRESENT	LEAVE	V/ROOM

Hostel No.	T/Strength	Present	Leave	Absent	V/Room

PROJECT:

1. Vacation/Occupation of Day-

a) Guest/Visitors-

b) Faculty-

c) Students-

2. Indiscipline cases,if any-

3. Medical cases,if any-

4. Feedback from Student/staff-

Signature of Supervisor

Signature of Chief Warden

Director

APPX 'D' Contd..

BOYS HOSTEL DAILY REPORT

DATE:

T/STRENGTH	PRESENT	LEAVE	V/ROOM

Hostel No.	T/Strength	Present	Leave	Absent	V/Room

PROJECT:

1. Vacation/Occupation of Day (MNO Block)-

- a)
- b)
- c)

2. Vacation/Occupation-Faculty(PQR Block)-

a) Faculty-

b) Visitors-

3. Occupation/Vacation(Other Blocks)

a) Hostel No.1

(i)

(ii)

b) Hostel No.2

(i)

(ii)

4. Indiscipline cases,if any-

5. Medical cases,if any-

6. Feedback from Student/Staff-

Signature of Supervisors

Hostel No.1

Hostel No.2

Signature of Chief Warden

Director