

OFFICE OF THE PRINCIPAL
DR. B.K.B. COLLEGE

P.O. : Puranigudam, Nagaon - 782141 (Assam)

Estd. 1967

From :

Dr. Nripen Ch. Das

Principal & Secretary

Dr. B.K.B. College, Puranigudam

Cont. No. +91-8638733591

E-Mail: bkb.college@hotmail.com

Website: www.bkbcollege.in

Ref. No.

Date

POLICY DOCUMENT

ON

POOR FUND, DR. B.K.B. COLLEGE, PURANIGUDAM

The Poor Fund of Dr. B.K.B. College, Puranigudam was formed in order to provide financial assistance to the economically weaker students of the college or students living Below the Poverty Line (BPL) for their educational upliftment. Accordingly a meeting was organized in the presence of the Principal and other faculty members of the college on 15th February, 2003 in order to form a committee for designing a policy document for selection of beneficiaries and disbursement of fund for smooth functioning and management of the poor fund of the college. In the meeting it was decided to form the working committee of the Poor Fund by including the following members.

1. **Principal of the College, Chairman,**
2. **Vice Principal of the College, Member**
3. **Three faculty members of the college.**

From the time of the inception, the Poor Fund has been playing an important role and providing financial assistance to the economically backward students of college for their all kinds of educational requirements.

Presently the Committee of the Poor Fund consists of the following members-

1. **Dr. Nripen Ch. Das (Principal), Chairman**
2. **Dr. Kamal Ch. Saikia (Vice Principal), Member**
3. **Biju Borah (Faculty Member), Joint Coordinator**
4. **Dr. Mallika Bora (Faculty Member), Joint Coordinator**
5. **Dr. Som Nath Bora (Faculty Member), Member**
6. **Meghali Gayan, Member**
7. **President, Student Union Body**

The Committee formulated the following procedures or policies in order to select the beneficiaries and disburse fund to the students for the smooth functioning of the Fund.

1. Applications are called at the beginning from the financially weaker students of the college asking for financial assistance to solve their academic matters, like admission, examination form fill-up, buying of books, etc. Here the financially weaker students are identified on the basis of their parental annual income.

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2. After the submission of the application form by the students mentioning their financial requirements the application form will be scrutinized by the working committee of the poor fund. Here the applications will be securitized on the basis of the parental annual income and the relevance of the requirements.
3. After scrutinizing the application forms by the working committee it is forwarded to the mentor of the students for final verification and approval
4. Once the application is verified and approved by the mentors of the students the financial grant is disbursed to the students.
5. After the disbursement of fund to the needy students the working committee monitors and reviews the progress for the proper utilization of fund.

Dr. Nripen Ch. Das
Chairman
Poor Fund,
Dr. B.K.B. College, Puranigudam

Principal
Dr. B.K.B. College
Puranigudam
Nagaon (Assam)

Biju Bora

Dr. Mallika Bora and Biju Bora
Joint Coordinator
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1. Principal of the College, Chairman,
2. Vice Principal of the College, Member
3. Three faculty members of the college.

Activities and achievements of the "Poor Fund" are summarized as follows –

- (1) **Meeting held on 15th February, 2003:-** In the meeting a committee was formed for designing a policy document for selection of beneficiaries and disbursement of fund for smooth functioning and management of the poor fund of the college.
- (2) **Meeting held on 23rd June, 2004:-** Applications were scrutinized by the working committee and finally 15 (Fifteen only) nos. of students were selected as beneficiaries.
- (3) **Meeting held on 16th September, 2006:-** In the meeting the previous policy document was reviewed on beneficiary selection process and minor modifications were made by the working committee.
- (4) **Meeting held on 31st October, 2006:-** Progress of the entire process was reviewed.
- (5) **Meeting held on 17th December, 2006:-** In the meeting previously submitted applications were reviewed by the committee and mentors and finally 34 (Thirty Four Only) nos. of students were selected for financial assistance (beneficiaries) at the rate of Rs. 400/- (Four Hundred Only) for each beneficiary.

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- (6) **Meeting held on 7th November, 2007:-** A total of 28 numbers of students were selected for financial assistance by the committee. However, a total of 18 numbers of applications were kept pending for further scrutiny and 4 (Four only) nos. of applications were rejected.
- (7) **Meeting held on 16th October, 2008 :-** After scrutinizing the application forms by the committee and mentors a total of 19 (Nineteen Only) numbers of students were selected for financial assistance of Rs 500 /- (Five hundred) each. Therefore a total of Rs 9500/- had been disbursed from the poor fund to the students for fulfilling their educational requirements.
- (8) **Meeting held on 1st December, 2008:-** Out of the total 70 (Seventy only) nos. of applications 28 (Twenty Eight) number of applications was selected for getting financial assistance of Rs 400/- (Four Hundred Only) each under the fund.
- (9) **Meeting held on 15th February, 2010 :-** A total of 56 (Fifty Six Only) numbers of students were selected as beneficiaries for getting the financial assistance of Rs 400/- (Four Hundred Only) each (Total :- Rs 22400) in the meeting .
- (10) **Meeting held on 7th October, 2010:-** In the meeting after verifying the application forms finally 35 (Thirty Five) numbers of students were selected as beneficiaries to get a financial of Rs 300/- (Three Hundred Only) each. Therefore a total of Rs 10500/- had been disbursed from the poor fund to the students for fulfilling their educational requirements.
- (11) **Meeting held on 15th November, 2014:-** In the meeting a review of the entire progress of the poor fund was done and minor modifications were made on the beneficiary selection and fund disbursement process.
- (12) **Meeting held on 23rd October, 2019:-** In the meeting a resolution was taken for effective circulation of information calling for application forms among the students for timely submission of applications. A total of 2 (Two only) numbers of students were selected for financial assistance of Rs 1000/- (One Thousand Only) each in the same meeting.

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- (13) **Meeting held on 29th June, 2019:-** After scrutinizing the application forms a total of 12 (Twelve Only) numbers of beneficiaries were selected for financial assistance of Rs 1500 (Fifteen Hundred) each for the purpose of admission. One student for Assamese Department was given a financial assistance of Rs 2000/- (Two Thousand Only) for study purpose.
- (14) **Meeting held on 31st July, 2021:-** In the meeting a review of the progress was done. The committee also decided to select beneficiaries department wise. A total of 22 (Twenty Two Only) numbers of students were selected for financial assistance of Rs 1000/- (One Thousand Only) each in the same meeting.

Presently the committee of the Poor Fund consists of the following members-

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3. Biju Borah (Faculty Member), Joint Coordinator
4. Dr. Mallika Bora (Faculty Member), Joint Coordinator
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