

UNIVERSITY GRANTS COMMISSION

UTILISATION CERTIFICATE

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It is certified that the grant of Rs. Rs. 1,50,000.00 (Rupees One Lakh Fifty Thousand Only) sanctioned by the U.G.C. (NERO) for the "**MINOR RESEARCH PROJECT**" entitled "**A Study on the level of Occupational stress among College Teachers of Kokrajhar district**" to Kokrajhar Govt. College, P.O. & Dist. Kokrajhar (Assam), Account **Mrs. Ritamani Das**, Department of **Education** vide UGC Sanction letter no. F.5-190/2013-14/(MRP/NERO)/396, dt. 31.03.2014 and released vide letter No. F.5-190/2013-14/(MRP/NERO)/1508, dt. 19.07.2014 & F.5-190/2013-14/(MRP/NERO)/554A, dt. 31.12.2015 has been fully utilized as per statement annexed, for the purpose for which it was sanctioned and in accordance with the terms and conditions laid down by the U.G.C.

SIGNATURE OF  
PRINCIPAL  
INVESTIGATOR

*Ritamani Das*

*Ram*  
PRINCIPAL  
Principal  
Kokrajhar Govt. College  
Kokrajhar



of HARISH K AGARWAL &  
CHARTERED ACCOUNTANTS  
*[Signature]*  
HARISH KUMAR AGARWALA  
Proprietor  
Membership No. 061829  
Firm Regd. No. 37313

STATUTORY AUDITOR

Harish Kumar Agarwala  
F.C.A.



HARISH K AGARWAL & CO.

CHARTERED ACCOUNTANTS  
A O C ROAD

PO & DIST BONGAIGAON  
ASSAM-783 380

Phone (03664) 230228

Mobile 094350-23187

E mail.agarwalahk@rediffmail.com

PAN- ACGPA 9264 J

Firm Regd No 325104E

KOKRAJHAR GOVT. COLLEGE  
P.O. & DIST. - KOKRAJHAR,  
ASSAM - 783370  
ACCOUNT :- MRS. RITAMANI DAS  
LECTURER, DEPTT. OF EDUCATION

Statement of Receipt & Expenditure in respect of Financial Assistance to teachers working in colleges for undertaking "MINOR RESEARCH PROJECT" in the project entitled "A Study on the level of Occupational stress among College Teachers of Kokrajhar district".

| RECEIPT                                                                                                                    | AMOUNT    | PAYMENT                                     | AMOUNT           |                     |
|----------------------------------------------------------------------------------------------------------------------------|-----------|---------------------------------------------|------------------|---------------------|
|                                                                                                                            |           |                                             | Already Utilized | Current Utilization |
| To Total Allocation vide Letter No. F.5-190/2013-14/(MRP/NERO)/396 dt. 31.03.2014                                          | 150000.00 |                                             |                  |                     |
| To GRANT IN AID, Received from U.G.C. NERO, vide Letter No. F.5-190/2013-14/(MRP/NERO)/1508 dt.19.07.2014(1st Installment) | 140000.00 | <b>By Non Recurring</b><br>Books & Journal  | 56018.00         | 0.00                |
|                                                                                                                            |           | Equipments                                  | 67202.00         | 0.00                |
| To GRANT IN AID, Received from U.G.C. NERO, vide Letter No. F.5-190/2013-14/(MRP/NERO)/554A dt.31.12.2015(2nd Installment) | 8000.00   | <b>By Recurring</b><br>Field works & Travel | 14000.00         | 0.00                |
|                                                                                                                            |           | Contingency incl. special needs             | 2815.00          | 10000.00            |
| To Expenditure Incurred by Mrs. Ritamani Das in anticipation of balance amount of Grants from U.G.C.                       | 2035.00   |                                             |                  |                     |
|                                                                                                                            |           | SUB TOTAL                                   | 140035.00        | 10000.00            |
|                                                                                                                            | 150035.00 |                                             |                  | 150035.00           |

We have examined the above statement of Receipt & Expenditure of Mrs. Ritamani Das, Dept of Education, Kokrajhar Govt. College, P.O. & Dist. Kokrajhar in respect of Financial Assistance to teachers working in colleges for undertaking "MINOR RESEARCH PROJECT" in the project entitled "A Study on the level of Occupational stress among College Teachers of Kokrajhar district" and certify the same are true & correct as per records, documents and vouchers produced for our verification & as per information & explanation given to us.

Place : Bongaigaon

Date : 30.08.2016



FOR : HARISH K AGARWAL & CO.,

CHARTERED ACCOUNTANTS

FR. NO. 325104E

(HARISH KUMAR AGARWALA)

PROPRIETOR

MEMBERSHIP NO. 061829



विश्वविद्यालय अनुदान आयोग  
University Grants Commission,  
भारत विकास विभाग, भारत सरकार  
(Ministry of Human Resource Development, Govt. of India)  
पूर्वोत्तर क्षेत्रीय कार्यालय/North Eastern Regional Office  
इलाहाबाद भवन/Hauslaal Complex  
इलाहाबाद रोड / Beltola-Bachishta Road  
गुवाहाटी/Guwahati-781006  
Phone: 0361-2267721 (O) Fax: 0361-2267056  
E-mail: ugcner@gmail.com, Website: www.ugc.ac.in

FD Dairy No.  
Dated:

No.F.5-190/2013-14(MRP/NERO)/378

Date: 03 MAR 2017

To  
The Accounts Officer  
University Grants Commission  
North Eastern Regional Office, Guwahati - 781 006

Subject: Release of Grants to Kokrajhar Govt. College, Dist. - Kokrajhar, BTC, Assam - 783 370 for the year 2016-17 under Plan in respect of Minor Research Project entitled A..... Assam awarded to Ritamani Das, Department of Education

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of grant of Rs. 2,000/- (Rupees Two Thousand) under Final Settlement for the year 2016-17 towards the scheme of Minor Research Project to the Principal Kokrajhar Govt. College, Dist. - Kokrajhar, BTC, Assam - 783 370 for the year 2016-17 (Plan / Non-Plan) expenditure to be incurred during 2016-17 as per details given below:

| Name of the Item       | Allocation (Rs.) | BE/RE (Rs.) | Grant already sanctioned (Rs.) | Grant now being sanctioned (Rs.) | Unspent balance if any / adj. (Rs.) | Balance grant (Rs.) |
|------------------------|------------------|-------------|--------------------------------|----------------------------------|-------------------------------------|---------------------|
| Minor Research Project | 1,50,000/-       |             | 1,48,000/-                     | 2,000/-                          |                                     | Nil                 |

- The sanctioned amount is debitable to Head of Account 30050 (2552.00.131.02.01.31 & 35) and is valid for payment during the financial year 2016-17 only.
- The amount of the grant shall be drawn by the Drawing and Disbursing Officer, University Grants Commission, NERO, Guwahati on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following details:

|    | Details (Name & Address) of Account Holder: |                                                                             |
|----|---------------------------------------------|-----------------------------------------------------------------------------|
| a. | Principal,                                  | Principal, Kokrajhar Govt. College, Dist. - Kokrajhar, BTC, Assam - 783 370 |
| b. | Account No.                                 | 11029618730                                                                 |
| c. | Name & Address of Branch:                   | State Bank of India, Kokrajhar (Court Para)                                 |
| d. | MICR Code of Branch                         | 783002302                                                                   |
| e. | IFSC Code                                   | SBIN0000119                                                                 |
| f. | Type of Account: SB/Current/Cash Credit     | SB                                                                          |

- The grant is subject to the adjustment on the basis of Utilization Certificate in the prescribed Proforma submitted by the University / College / Institution
- The University / College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure.
- The University / Institution may follow the General Financial Rules, 2005 and take necessary action to amend their manuals of financial procedures may adopt the provisions of GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions / Guidelines there under from time to time.

*Donman*  
*Eliz*

GEN

18/11/15  
STEED POST



UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (0)  
FAX : 0361 - 2267056  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcneroghy@rediffmail.com](mailto:ugcneroghy@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

FD Diary No \_\_\_\_\_

Dated \_\_\_\_\_

No. F.5-190/2013-14/(MRP/NERO) / 554 A

Date 31 DEC 2015

The Accounts Officer,  
University Grants Commission,  
North-Eastern Regional Office,  
Housefed Complex,  
Dispur, Guwahati (Assam) – 781006

**Subject :-**Release of Grants-in-aid to Kokrajhar Govt. College, P.O. & T.O. Kokrajhar-783370, Dist.- Kokrajhar, BTC (Assam) (Affiliated to Gauhati University, GopinathBordoloi Nagar, Guwahati-781014, Assam, India) for the year 2015-16 under Plan in respect of Minor Research Project entitled "A study on the level of.....Assam" awarded to Mrs. Ritamani Das, Department of Education. Tenure of project is 24 months.

Sir/Madam,

I am directed to convey the sanction of the University Grants Commission for payment of grant of ₹8,000/- (Rupees Eight Thousand) only as 2nd instalment towards Minor Research Project to the Principal, Kokrajhar Govt. College, P.O. & T.O. Kokrajhar-783370, Dist.- Kokrajhar, BTC (Assam) for the Plan expenditure to be incurred during the financial year 2015-16

1.

| Amount Allocated<br>W<br>(₹) | Head of Account<br>[4(ii)b]                      | Amount already<br>released<br>X<br>(₹) | Amount being<br>released<br>Y<br>(₹) | Balance Grant<br>[W-(X+Y)]<br>(₹) |
|------------------------------|--------------------------------------------------|----------------------------------------|--------------------------------------|-----------------------------------|
| 1,50,000/-                   | 2C(i) – General<br>2C (ii) – SC<br>2C (iii) – ST | 1,40,000/-                             | 8,000/-                              | 2,000/-                           |

- The sanctioned amount is debit to the Minor Research Project Head 4(ii)b and is valid for payment during the current financial year.
- The amount of the grant shall be drawn by the Joint Secretary, University Grants Commission, North Eastern Regional Office, Guwahati, on the Grant-in-aid bill and shall be disbursed to and credited to the Principal, Kokrajhar Govt. College, P.O. & T.O. Kokrajhar-783370, Dist.- Kokrajhar, BTC (Assam) through RTGS/NEFT as per the following details.

*[Signature]*  
31/12/15



UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (O)  
FAX : 0361- 2267056  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcneroghy@rediffmail.com](mailto:ugcneroghy@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

No. F.5-190/2013-14/ (MRP/NERO) / 396 ✓

The Principal,  
Kokrajhar Govt. College,  
P. O. & T. O Kokrajhar, Dist Kokrajhar, BTC (Assam).

Dated : March, 2014

06 MAY 2014

Sub : Financial Assistance to Teachers working in the colleges for undertaking **Minor Research Project (MRP)**  
on "A Study.....Assam".

Sir/Madam,

With reference to the **MRP** submitted by **Ritamani Das**, Department of **Education** of your college for financial assistance under the above scheme, this is to inform you that the University Grants Commission has approved a grant of Rs. **1,50,000/- (Rupees One Lakh Fifty Thousand)** only for undertaking the above research project for the items listed below -

| Recurring Items                     | Amount (Rs) | Non-Recurring Items | Amount(Rs) | Total(Rs)             |
|-------------------------------------|-------------|---------------------|------------|-----------------------|
| Chemical and Glass Works            | nil         | Books & Journals    | 60,000/-   | 60,000/-              |
| Field Works and Travel              | 15,000/-    | Equipments          | 70,000/-   | 85,000/-              |
| Contingency including special needs | 5,000/-     |                     |            | 5000/-                |
| Any other items                     | nil         | Any other items     | nil        | nil                   |
| <b>Grand Total</b>                  |             |                     |            | <b>Rs. 1,50,000/-</b> |

**Terms & Conditions**

- The Principal Investigator (P.I.) is requested to submit acceptance certificate as per the format of the UGC Guidelines within 30 days from the date of issue of this letter.
- Date of implementation of project will be the received date of 1<sup>st</sup> installment of grant.
- The Research Project has to be completed within a period of 24 months. No extension in tenure is permissible in any circumstances.
- The second installment of grant 40% will be released on receipt of the progress report of the work done, utilization certificate itemwise statement of expenditure duly certified by the Principal Investigator/ Registrar/ Principal/ Head of the Institution.
- The detailed terms and conditions of availing Minor Research Project (12<sup>th</sup> Plan) may be seen at [www.ugc.ac.in](http://www.ugc.ac.in)
- The suggestions given by the subject expert/s (if any) are enclosed for the benefit of investigator

(Dr. Mohammad Arif)  
Joint Secretary

Copy to -

- Ritamani Das, Department of Education, Kokrajhar Govt. College, P. O. & T. O. Kokrajhar, Dist. Kokrajhar, BTC (Assam).
- The Director, College Development Council, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
- The Registrar, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
- The Secretary to State Govt. of Assam (Education Department), Assam Secreterial, Dispur, Guwahati-781 006, Assam.
- The Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati - 781028
- The Director of Higher Education, Kahilipara, Guwahati- 781019, Assam.
- Guard File

(A. K. Verma)  
Education Officer

24/03/14


15. The University / Institution shall take immediate action for its accreditation by National Assessment and Accreditation Council (NAAC).
16. The accounts of the University / Institution will be open for audit by the Comptroller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
17. The annual accounts i.e., balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.
18. It is certified that an amount of ₹.....out of the grant of ₹.....sanctioned vide Letter No. F.5-190/2013-14/ (MRP/NERO) Dated .....has been utilized by the University/College/Institution for the purpose for which it was sanctioned, Utilization Certificate for ₹.....has already been entered at Page No. .... S.No..... Now we may enter Utilization Certificate for ₹..... in the U.C. Register at Page No. .... S.No.....
19. It is also certified from the B.C.R. that the funds are available under the scheme. Entered in BCR at S.No. .... Page No. ....
20. Funds to the extent of ₹.....are available under the scheme of BE/RE of the year.
21. This issues with the concurrence of I/D Vide No. Diary No. ....Dated .....
22. This issues with the approval of the **Joint Secretary (Minor Research Project)**,Vide Diary No. ....Dated .....

Yours faithfully,

  
(Dr. Mohammad Arif)  
Joint Secretary  
UGC-NERO

**Copy forwarded for information and necessary action to:**

1. Ritamani Das, Department of Education, Kokrajhar Govt. College, P. O. & T. O. Kokrajhar, Dist. Kokrajhar, BTC (Assam).
2. The Principal, Kokrajhar Govt. College, P. O. & T. O. Kokrajhar, Dist. Kokrajhar, BTC (Assam).
3. The Registrar, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
4. The Director, College Development Council, Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India.
5. Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati - 781028.
6. The Director of Higher Education, Kahilipara, Guwahati- 781019, Assam.
7. Guard File.

  
24/03/14  
(A. K. Verma)  
Education Officer  
UGC-NERO



UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (0)  
FAX : 0361 - 2267056  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcneroghy@rediffmail.com](mailto:ugcneroghy@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

FD Diary No. 1508

Dated 19 JUL 2014

19 JUL 2014

1 March, 2014 2014

No. F.5-190/2013-14/ (MRP/NERO)

The Accounts Officer,  
University Grants Commission,  
North-Eastern Regional Office,  
Housefed Complex,  
Dispur, Guwahati (Assam) – 781006

**Subject** :-Release of Grants-in-aid to Kokrajhar Govt. College, P. O. & T. O. Kokrajhar, Dist. Kokrajhar, BTC (Assam) (Affiliated to Gauhati University, Gopinath Bordoloi Nagar, Guwahati - 781 014, Assam, India) for the year 2013-14 under Plan in respect of Minor Research Project entitled "A Study.....Assam" awarded to Ritamani Das, Department of Education. Tenure of project is 24 months.

Sir/Madam,

I am directed to convey the sanction of the University Grants Commission for payment of grant of 1,40,000/- (Rupees One Lakh Forty Thousand) only as the First Installment for the year 2013-14 towards Minor Research Project to the Principal, Kokrajhar Govt. College, P. O. & T. O. Kokrajhar, Dist. Kokrajhar, BTC (Assam) for the Plan expenditure to be incurred during 2013-14.

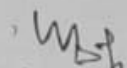
1

| Sl. No.                       | Name of the Item       | Amount Allocated (₹) W | Head of Account [4(ii)b]                       | BE/RE for 2013-14(₹) | Amount Already Released (₹) X | Amount Being Released (₹) Y | Total grant (₹) Z=(X+Y) | Balance Grant (₹) (W-Z) |
|-------------------------------|------------------------|------------------------|------------------------------------------------|----------------------|-------------------------------|-----------------------------|-------------------------|-------------------------|
| <b>A. Non- Recurring (35)</b> |                        |                        |                                                |                      |                               |                             |                         |                         |
| (i)                           | Books & Journal        | 60,000/-               | 2C(i) - General<br>2C(ii) - SC<br>2C(iii) - ST |                      | nil                           | 1,30,000/-                  | 1,30,000/-              | Nil                     |
| (ii)                          | Equipment              | 70,000/-               |                                                |                      |                               |                             |                         |                         |
| (iii)                         | Any Other Item         | nil                    |                                                |                      |                               |                             |                         |                         |
| <b>B. Recurring (31)</b>      |                        |                        |                                                |                      |                               |                             |                         |                         |
| (i)                           | Chemical & Glass Works | nil                    | 2C(i) - General<br>2C(ii) - SC<br>2C(iii) - ST |                      | nil                           | 10,000/-                    | 10,000/-                | 10,000/-                |
| (ii)                          | Contingency            | 5,000/-                |                                                |                      |                               |                             |                         |                         |
| (v)                           | Travel / Fieldwork     | 15,000/-               |                                                |                      |                               |                             |                         |                         |
| (vi)                          | Any Other Item         | nil                    |                                                |                      |                               |                             |                         |                         |
| <b>Total =</b>                |                        | <b>1,50,000/-</b>      |                                                |                      | <b>nil</b>                    | <b>1,40,000/-</b>           | <b>1,40,000/-</b>       | <b>10,000/-</b>         |

No. F.5-190/2013-14/(MRP/NERO)

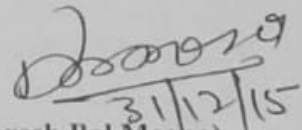
17. The annual accounts i.e., balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.
18. It is also certified from the B.C.R. that the funds are available under the scheme. Entered in BCR at S.No. .... Page No. ....
19. Funds to the extent of ₹.....are available under the scheme of BE/RE of the year.
20. This issues with the concurrence of IFD Vide No. Diary No. ....Dated .....
21. This issues with the approval of the **Joint Secretary (Minor Research Project)**, Vide Diary No. ....Dated .....

Yours faithfully,

  
(Dr. Mohammad Arif)  
Joint Secretary  
UGC-NERO

**Copy forwarded for information and necessary action to:**

1. Mrs. Ritamani Das, Department of Education, Kokrajhar Govt. College, P.O. & T.O. Kokrajhar-783370, Dist.- Kokrajhar, BTC (Assam).
2. The Principal, Kokrajhar Govt. College, P.O. & T.O. Kokrajhar-783370, Dist.- Kokrajhar, BTC (Assam).
3. The Registrar, Gauhati University, GopinathBordoloi Nagar, Guwahati-781014, Assam, India.
4. The Director, College Development Council, Gauhati University, GopinathBordoloi Nagar, Guwahati-781014, Assam, India.
5. Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati: 781028.
6. The Director of Higher Education, Kahilipara, Guwahati 781019, Assam, India.
7. Guard File.

  
(Naresh Pal Meena)  
Education Officer  
UGC-NERO



To,

The Joint Secretary  
UGC NERO  
Housefed Complex, Beltola-Basishtha Road  
Dispur, Guwahati-781006

Through the Principal, Kokrajhar Govt. College, Kokrajhar

Date: 4<sup>th</sup> February, 2017

Subject: Submission of Final Report and Utilization certificate of Minor Research Project

Ref. No. F.5-190/2013-14/(MRP/NERO)/396 Dated 6<sup>th</sup> May 2014

Sir,

With reference to the subject mentioned above, I have the honour to inform you that the minor Research Project entitled "A Study on the Level of Occupational Stress Among College Teachers of Kokrajhar District of Assam" has been completed for which UGC sanctioned a Grant-in-aid of Rs. 1,50,000/- (One lakh fifty thousand only). In this connection, I am herewith submitting the Final Report and Utilization certificate of the same.

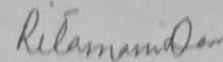
This is for your kind information and necessary action.

Thanking you,

**Enclo:**

- 1) Annexure-III
- 2) Annexure-V
- 3) Annexure-VII
- 4) Asset submission Certificate
- 5) Accession Certificate
- 6) Hard Copy of Project Report
- 7) Soft copy of Project Report

Yours faithfully



Ritamani Das  
Kokrajhar Govt. College  
Kokrajhar

Harish Kumar Agarwala  
F.C.A.



**HARISH K AGARWAL & CO.**  
CHARTERED ACCOUNTANTS  
A.O.C. ROAD  
P.O. & DIST. BONGAIGAON  
ASSAM-783 380  
Phone (03664) 230228  
Mobile 094350-23187  
E mail: agarwalahk@rediffmail.com  
PAN- ACGPA 9264 J  
Firm Regd. No. 325104E

**KOKRAJHAR GOVT. COLLEGE**  
P.O. & DIST. - KOKRAJHAR,  
ASSAM - 783370  
**ACCOUNT :- MRS. RITAMANI DAS**  
**LECTURER, DEPT. OF EDUCATION**

Statement of Receipt & Expenditure in respect of Financial Assistance to teachers working in colleges for undertaking "MINOR RESEARCH PROJECT" in the project entitled "A Study on the level of Occupational stress among College Teachers of Kokrajhar district".

| RECEIPT                                                                                                                    | AMOUNT    | PAYMENT                                                                        | AMOUNT               |                     |
|----------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------|----------------------|---------------------|
| To Total Allocation vide Letter No. F.5-190/2013-14/(MRP/NERO)/396 dt. 31.03.2014                                          | 150000.00 |                                                                                | Already Utilized     | Current Utilization |
| To GRANT IN AID, Received from U.G.C. NERO, vide Letter No. F.5-190/2013-14/(MRP/NERO)/1508 dt.19.07.2014(1st Installment) | 140000.00 | <b>By Non Recurring</b><br>Books & Journal<br>Equipments                       | 56018.00<br>67202.00 | 0.00<br>0.00        |
| To GRANT IN AID, Received from U.G.C. NERO, vide Letter No. F.5-190/2013-14/(MRP/NERO)/554A dt.31.12.2015(2nd Installment) | 8000.00   | <b>By Recurring</b><br>Field works & Travel<br>Contingency incl. special needs | 14000.00<br>2815.00  | 0.00<br>10000.00    |
| To Expenditure Incurred by <b>Mrs. Ritamani Das</b> in anticipation of balance amount of Grants from U.G.C.                | 2035.00   | <b>SUB TOTAL</b>                                                               | 140035.00            | 10000.00            |
|                                                                                                                            | 150035.00 |                                                                                |                      | 150035.00           |

We have examined the above statement of Receipt & Expenditure of **Mrs. Ritamani Das**, Dept. of Education, Kokrajhar Govt. College, P.O. & Dist. Kokrajhar in respect of Financial Assistance to teachers working in colleges for undertaking "MINOR RESEARCH PROJECT" in the project entitled "A Study on the level of Occupational stress among College Teachers of Kokrajhar district" and certify the same are true & correct as per records, documents and vouchers produced for our verification & as per information & explanation given to us.

Place : Bongaigaon

Date : 30.08.2016



FOR : **HARISH K AGARWAL & CO.,**  
CHARTERED ACCOUNTANTS  
**FR. NO. 325104E**

(HARISH KUMAR AGARWALA)  
PROPRIETOR  
**MEMBERSHIP NO. 061829**

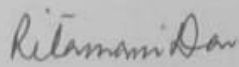
**UNIVERSITY GRANTS COMMISSION  
BAHADUR SHAH ZAFAR MARG  
NEW DELHI - 110 002**

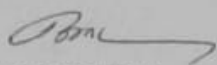
**STATEMENT OF EXPENDITURE IN RESPECT OF MINOR RESEARCH PROJECT**

1. Name of Principal Investigator: **RITAMANI DAS**
2. Department of PI : **EDUCATION**
3. UGC approval Letter No. and Date: **KOKRAJHAR GOVT. COLLEGE  
F.5-190/2013-14/(MRP/NERO)/396  
Dated 6<sup>th</sup> May 2014**
4. Title of the Research Project : **"A Study on the Level of Occupational Stress Among  
College Teachers of Kokrajhar District of Assam"**
5. Effective date of starting the project : **08-09-2014**
6. a. Period of Expenditure: From **08-09-2014** to **20-10-2015**  
b. Details of Expenditure

| S.No.  | Item                                                | Amount Approved<br>(Rs.) | Expenditure<br>Incurred<br>(Rs.) |
|--------|-----------------------------------------------------|--------------------------|----------------------------------|
| i.     | Books & Journals                                    | 60,000/-                 | 56,018/-                         |
| ii.    | Equipment                                           | 70,000/-                 | 67,202/-                         |
| iii.   | Contingency including special needs                 | 5,000/-                  | 12,815/-                         |
| iv.    | Field Work/Travel<br>(Give details in the proforma) | 15,000/-                 | 14,000/-                         |
| v.     | Hiring Services                                     | Nil                      |                                  |
| vi.    | Chemicals & Glassware                               | Nil                      |                                  |
| Total: |                                                     | 1,50,000/-               | 1,50,035/-                       |

7. If as a result of check or audit objection some irregularity is noticed at later date, action will be taken to refund, adjust or regularize the objected amounts.
8. It is certified that the grant of Rs. 1,50,000/- (Rupees *One Lakh fifty thousand* only) received from the University Grants Commission under the scheme of support for Minor Research Project entitled "*A Study on the Level of Occupational Stress Among College Teachers of Kokrajhar District of Assam*" vide UGC letter No. *F.5-190/2013-14/(MRP/NERO)/396* Dated *6<sup>th</sup> May 2014* has been fully utilized for the purpose for which it was sanctioned and in accordance with the terms and conditions laid down by the University Grants Commission.

  
SIGNATURE OF PRINCIPAL INVESTIGATOR

  
PRINCIPAL  
(Seal)  
Principal  
Kokrajhar Govt. College  
Kokrajhar

UNIVERSITY GRANTS COMMISSION  
BAHADUR SHAH ZAFAR MARG  
NEW DELHI – 110 002

PROFORMA FOR SUBMISSION OF INFORMATION AT THE TIME OF SENDING  
THE FINAL REPORT OF THE WORK DONE ON THE PROJECT

1. Title of the Project: *"A Study on the Level of Occupational Stress among College Teachers of Kokrajhar District of Assam"*
2. NAME AND ADDRESS OF THE PRINCIPAL INVESTIGATOR:  
*Ritamani Das, Hatimatha, Ward No-8, Kokrajhar, Assam, PIN-783370*
3. NAME AND ADDRESS OF THE INSTITUTION:  
*Kokrajhar Govt. College, Kokrajhar, Assam, PIN-783370*
4. UGC APPROVAL LETTER NO. AND DATE:  
*F.5-190/2013-14/(MRP/NERO)/396 Dated 6<sup>th</sup> May 2014*
5. DATE OF IMPLEMENTATION: *19<sup>th</sup> July, 2014*
6. TENURE OF THE PROJECT: *2 years*
7. TOTAL GRANT ALLOCATED: *1,50,000/-*
8. TOTAL GRANT RECEIVED: *1,48,000/-*
9. FINAL EXPENDITURE: *1,50,035/-*
10. TITLE OF THE PROJECT : *"A Study on the Level of Occupational Stress among College Teachers of Kokrajhar District of Assam"*
11. OBJECTIVES OF THE PROJECT: *To know the level of occupational stress*
12. WHETHER OBJECTIVES WERE ACHIEVED (GIVE DETAILS):  
*In this study an attempt was made to find out the level of occupational stress among the teachers who work in various degree colleges of Kokrajhar district. It has been found that majority of the teachers have experienced moderate level of stress. Among 250 teachers, 127 teachers (50.8%) have occupational stress. Pupil misbehaviour, lack of work appraisal, unhealthy staff relation, time pressure, too much paper work etc. have been identified as source of their stress. The investigator has achieved the objectives posed for the study.*
13. ACHIEVEMENTS FROM THE PROJECT:

right direction. The investigator has offered some implementable suggestions which if implemented properly would go a long way in improving the working environment of educational institutions. Efforts should be made to reduce the effect of occupational stress which ultimately induces the teachers to provide efficient and effective service to the society. The most important benefit in reducing occupational stress is that it will promote a pleasurable work environment for all. Such environment is very much essential for all which offers tremendous opportunity for everyone to become efficient and productive member of our society.

15. CONTRIBUTION TO THE SOCIETY ( GIVE DETAILS ):

Teachers play an extraordinarily important role in shaping the future of students for a better nation. For that reason, teachers-the backbone of our society needs to remain in a safe and better position. It is therefore, necessary to identify the factors which might further deplete the strength of teaching community. The objective of making our country a developed one cannot be fulfilled unless the teachers are satisfied and free from stresses and strains. This study was conducted to know the level of stress among the college teachers of Kokrajhar district. By examining the stress levels of college teachers, one can better recognize the early signs of stress which may further lead to burnout and take measures to prevent it. This study also sheds light on the relationship between teachers' occupation stress and their job satisfaction. It is expected that this study will help the administrators to learn more about the organizational behavior so that they may be able to improve the job conditions and bring a direct benefit to teachers. It may be mentioned that any kind of study can be considered fruitful and effective which helps us to know the current status and condition of teacher for betterment of our society.

16. WHETHER ANY PH.D. ENROLLED/PRODUCED OUT OF THE PROJECT: *No*

17. NO. OF PUBLICATIONS OUT OF THE PROJECT ( PLEASE ATTACH): *Nil*

PRINCIPAL INVESTIGATOR

*Ritamain Dora*

*Boni*

PRINCIPAL  
(Seal)

Principal  
Kokrajhar Govt. College  
Kokrajhar

*The findings of the study are expected to help the teaching community to excel in their effectiveness and efficiency in job situation. Nobody can deny the harmful effects of stress on the individual and society. So it is necessary to provide conducive environment and support to each and every one to overcome the negative effects of stress. In order to maintain mental health of the teacher and student, various measures should be taken by making use of different management strategies at regular intervals or by providing effective guidance and counseling. At the same time various programmes like workshops, seminars and periodical stress management programmes needed to be organized among the teachers. Further, some major points should be taken care by the authority to improve organization climate that is, supervision, support and relationship with the teachers' need to be corrected and enhanced most strongly.*

#### 14. SUMMARY OF THE FINDINGS (IN 500 WORDS):

*Now-a-days teaching community has found to be one of the stressful occupations. The increasing workload on teachers, the multiple roles, and the increased class size against one teacher and an increasing number of pupil misbehaviour are some of the trends which accelerate the level of stress among the teachers. It was worth studying the stress related issue, so as to minimize the adverse effects of stress on the students, classrooms and teachers themselves. Excessive or improperly managed stress leads to anger and other adjustment problems. It is essential and important for the management and teachers to work together to improve the working environment and conditions so as to fight against their work related problem. Therefore, mental health of teachers is a crucial issue to be tackled by educationists and all those who are concerned with the teaching profession.*

*In the present study, an effort has been made to throw light on the level of occupational stress among the college teachers of Kokrajhar district. The investigator after his elaborate study has come to the conclusion that moderate level of occupational stress is prevailing among the teachers working in various government, provincialised and private colleges. As mentioned earlier eustress is very much needed for boosting one's productivity and efficiency. At the same time one should remain aware of the negative consequences of high and moderate level of occupational stress. The moderate level of stress found among the teachers needed to be channeled in the*