

# KARIM CITY COLLEGE

# A MUSLIM MINORITY INSTITUTION RUN AND MANAGED BY KARIM'S TRUST JAMSHEDPUR - 831001

Permanently Affiliated to Kolhan University, Chaibasa, Jharkhand (INDIA)

NAAC Re-accredited Institution

Principal (O): 2431778 Fax: 2430495

Website: www.karimcitycollege.org e-mail: office@karimcitycollege.org

Date: ... 13.02.2024

Ref. No. KCC/P/24/ 606

Lt Col VIRENDER SINGH

Director (Administration)
National Human Rights Commission
Manav Adhikar Bhawan, C-Block
GPO Complex, INA,
New Delhi - 110023

Dear Sir,

With reference to your letter no F. No. T- 11/22/2023- Trg, dated 5<sup>th</sup> January 2024, we are immensely grateful to you for considering and approving our proposal on Human Rights Training.

The programme, with your endorsement, has been scheduled for the 6<sup>th</sup> of March, 2024, Wednesday, and will be held in the College Auditorium with four resource persons addressing around a hundred participants.

The details of the session are attached for your perusal.

We would be very grateful to receive a nominee from you to grace the occasion as Chief Guest.

We would like to assure that we will adhere to the financial norms of NHRC and the sanctioned budget.

We also request you to expedite the process and release the advance payment as per the particulars provided in the mandate form. We will send the hard copy of the attachments shortly.

Warm regards

Dr. Mohammad Reyaz

Principal

Karim City College, Jamshedpur.

Phone: 2423863, 2440206, 2437386, 2440463, 2431779



#### CONFERMATION OF PROGRAMME DETAIL MANDATE FORM

office kccjsr <office@karimcitycollege.org> To: srotrg.nhrc@nic.in Tue, Feb 13, 2024 at 6:21 PM

Dear Sir,

With reference to your letter no F. No. T- 11/22/2023- Trg, dated 5<sup>th</sup> January 2024, we are immensely grateful to you for considering and approving our proposal on Human Rights Training.

The programme, with your endorsement, has been scheduled for the 6<sup>th</sup> of March, 2024, Wednesday, and will be held in the College Auditorium with four resource persons addressing around a hundred participants.

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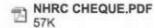
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Warm regards

Dr. Mohammad Reyaz Principal Karim City College

#### 3 attachments



NHRC MANDATE FORM.PDF

NHRC TRN PROG SCHEDULE.docx

# CITY CO

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Principal (0): 2431778 Fax: 2430495 Website: www.karimcitycollege.org e-mail: office@karimcitycollege.org

Ref. No	Date

NOTICE

05.03.2024

The Department of Political Science in collaboration with National Human Rights Commission, New Delhi is organising a One-day Training Programme on the Human Rights of Minorities and Tribals of Jharkhand on 6th March, 2024 at 10.00 a.m. in the College Auditorium.

**Dr. Rajendra Bharti**, Hon'ble Registrar, Kolhan University, Chaibasa has kindly consented to be the Chief Guest during the event.

All the faculty members are requested to attend the programme.

Dr. Anwar Shahab

Convenor & HOD, Deptt. of Pol.Sc.

Dr. Mohammad Reyaz

Principal

# DEPARTMENT OF POLITICAL SCIENCE KARIM CITY COLLEGE, JAMSHEDPUR (JHARKHAND) IN ASSOCIATION WITH

# NATIONAL HUMAN RIGHTS COMMISSION, NEW DELHI ORGANISES A

ONE DAY TRAINING PROGRAMME ON

## HUMAN RIGHTS OF MINORITIES AND TRIBALS OF JHARKHAND

DATE: 6TH MARCH (WEDNESDAY) 2024

VENUE: COLLEGE AUDITORIUM

#### PROGRAM SCHEDULE

9.00 a.m. – 10.00 a.m.	Registration of students		
Compere: Mobina Begum and Sneha Sharma	Introduction and Welcome		
Lighting of the lamp	By Guests		
Felicitation of Guests	By The Principal		
Welcome Address	Dr. Mohammad Reyaz, Principal		
Convenor's note	Dr. Anwar Shahab, HOD, Political Science		
Formal Start with words of Blessings by The Chief Guest	Dr. Rajendra Bharti, Registrar, Kolhan University, Chalbasa.		
SESSION I – Dr. Sonali Singh 10.00 a.m. – 11.30 a.m.	Introduction to Human Rights Meaning and importance of Human Rights, Constitutional Provisions, Functioning of NHRC.		
Session I – Dr. Aman Mohd. Khan	Universal Declaration on Human Rights 1948		
11.30 am - 11.45 am	Tea Break		
SESSION II- Dr. Abhay Sagar Minz	Community Development		
11.45 a.m. – 1.15 p.m	Social Display and Economic Opportunities		
	Education, Health and well-being		
	Sustainable Development Initiatives		
1.15 p.m. – 1.45 p.m.	LUNCH BREAK		
SESSION III – Prof. Mohd. Ayub	Legal Empowerment of Minorities and Tribals		
1.45 p.m. – 3.15 p.m.	Legal framework		
	Rights of Minorities and Tribals		
	Avenues for empowerment		
3.15 p.m. – 3.30 p.m.	Tea Break		
SESSION IV- Dr. Rajendra Bharti	Cultural Preservation and Empowerment		
3.30 p.m. – 5.00 p.m.	Emphasis on Cultural Identity		
	Education , Community and Awareness		
	Strategies of Cultural Preservation		
Vote Of Thanks	Dr. Tanweer Jamal Kazmi		
NATIONA	LANTHEM		

निदेशक ( प्रशासन ) Lt Col VIRENDER SINGH Director (Administration)

Trg Andrew skeles of the F.No.T-11/22/2023-Trg

Dear Sir/Madam,

राष्ट्रीय मानव अधिकार आयोग

मानव अधिकार भवन, सी-ब्लॉक, जीपीओ कम्पलेक्स, आईएनए, नई दिल्ली-110 023 भारत

NATIONAL HUMAN RIGHTS COMMISSION

Manay Adhikar Bhawan, C-Block, GP.O Complex, INA, New Delhi-110 023 India Ph. No. (O) 011-24663466 / 24663282

5th January, 2024

It is to inform you that the Commission has considered your Human Rights Training Proposal and approved the following programme and budget, to be conducted at the earliest within the current Financial Year 2023-24 (upto 31st March, 2024):

"One (One-Day) Basic Training Programme on Human Rights for at least 100 participants with total approved budget of Rs.75,000/- (Rupees seventy five thousand only) as Grant in Aid/Financial Assistance from NHRC and minimum Rs.7,500/- (Rupees Seven Thousand Five Hundred only) as institution contribution [Total Budget= Rs.67,500/- (Rupees Sixty Seven Thousand Five Hundred only!"

- 2. You may intimate the date of the program. You may please go ahead and make all the necessary arrangements for conducting the said training programme as per schedule & budget annexed and adhere with the financial norms of the Commission, otherwise amount will be deducted from the sanctioned budget as per the norms of NHRC. Please also inform us the dates, venue and detailed programme schedule (Session wise name of the Resources Persons alongwith a nominee from NHRC/SHRC to grace the function as Chief Guest/resource person). This may be ensured as non-adherence of this stipulation and holding the programme without sufficient timely intimation may result in non-payment of financial assistance. You may download reading material from our website www.nhrc.nic.in.
- 3. Only on receipt of the detailed programme schedule (Session-wise with names of the Resource Persons) subject to approval of the same by the Commission, advance part payment of the sanctioned amount will be released. Please inform us in whose favour [Designation & Address only in whose name A/c of the Institution is maintained - for electronic clearing services, kindly submit Mandate Form - copy enclosed] the payment has to be sent. Once again, I take this opportunity to thank you for the proposal and looking forward for more interaction in promotion of Human Rights.
- It is also informed as soon as the event is conducted, on the same day, photographs 4. and brief of the program should be shared with the Training Division. These will be used for NHRC Tweets posts and coverage in monthly Newsletter.

It may be considered on the priority basis as the programme has to be completed well in time, as well as the Utilization Certificate (GFR 19-A format only- copy enclosed) along with detailed Expenditure Statement duly audited and signed by the Authorized Signatory, Detailed Programme Report, List of Participants & Resource Persons with their address & contact numbers, Photographs of the event, wherein the banner displaying the name of Commission and theme should be clearly visible (few hard copies and rest complete photos by pen drive), Video Recording of the programme (Mandatory), Feedback Forms etc. of the programme must be submitted within 20 days from the commencement of the same, so as to settle accounts of the Commission

With regards,

Yours sincerely

(Lt Col Virender Singh) Director

Encl.: Annexure- V, VI, GFR-19A & ECS Mandate Form

To:

Principal, Karim City College, Jharkhand



MANDATE FORM

... Electronic Clearing Service (Credit Clearing)/ Real Time Gross Settlement (RTGS) facility for receiving payments.

Α.	Details	of	Accounts	Holders:-
----	---------	----	----------	-----------

Name of Account Holder	
Complete Contact Address	
Telephone Number/Fax/E-mail	

#### B. Bank Account Details:-

Bank Name	
Branch Name with Complete Address, Telephone No. and E-mail	
Whether the Branch is computerized?	
Whether the Branch is RTGS enabled? If yes then what is the Branch's IFSC Code	
Is the Branch also NEFT enabled?	
Type of Bank Account (SB/Current /Cash Credit)	
Complete Bank Account No. (Latest)	
MICR Code of Bank	

#### Date of effect:-

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the use Institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the Scheme.

Signature of Customer

Date

Certified that the particulars furnished above are correct as per our records.

(Bank's Stamp)

Date:

Signature of Customer

1. Please attach a photocopy of cheque along with the verification obtained from the bank.

 In case your Bank Branch is presently not "RTGS enabled", then upon its up gradation to "RTGS Enabled" branch, please submit the information again in the above proforms to the Department at earliest.

#### GFR 12 - A

[(See Rule 238 (1)]

#### FORM OF UTILIZATION CERTIFICATE FOR AUTONOMOUS BODIES OF THE GRANTEE ORGANIZATION

	UTILIZATION CERTIFICATE FOR THE YEAR
1.	Name of the Scheme
2.	SAL U

- 3. Grants position at the beginning of the Financial year
  - (i) Cash in Hand/Bank
  - (ii) Unadjusted advances
  - (iii) Total
- 4. Details of grants received, expenditure incurred and closing balances: (Actuals)

Unspent Balances of Grants received years (figure as at SI. No. 3 (iii))	Interest Earned thereon	Interest deposited back to the Govern- ment	Grant received during the year		Total Available funds (1+2- 3+4)	Expanditure incurred	Closing Bolonces [5-6]	
1	2	3	4		5	6	7	
			Sanction No. (i)	Date (ii)	Amount (iii)			

#### Component wise utilization of grants:

Grant-in-aid- General	Grant-in-aid- Salary	Grant-in-aid-creation of capital assets	Total

Details of grants position at the end of the year

- (i) Cash in Hand/Bank
- (ii) Unadjusted Advances
- (iii) Total

Certified that I have satisfied myself that the conditions on which grants were sanctioned have been duly fulfilled/one being fulfilled and that I have exercised following checks to see that the money has been actually utilized for the purpose for which it was sanctioned:

- (i) The main accounts and other subsidiary accounts and registers (including assets registers) are maintained as prescribed in the relevant Act/Rules/Standing instructions (mention the Act/Rules) and have been duly audited by designated auditors. The figures depicted above tally with the audited figures mentioned in financial statements/accounts.
- (ii) There exist internal controls for safeguarding public funds/assets, watching autcomes and achievements of physical targets against the financial inputs, ensuring quality in asset creation etc. & the periodic evaluation of internal controls is exercised to ensure their effectiveness.
- (iii) To the best of our knowledge and belief, no transactions have been entered that are in violation of relevant Act/Rules/standing instructions and scheme guidelines.
- (iv) The responsibilities among the key functionaries for execution of the scheme have been assigned in clear terms and are not general in nature.
- (v) The benefits were extended to the intended beneficiaries and only such areas/districts were covered where the scheme was intended to operate.
- (vi) The expenditure on various components of the scheme was in the proportions authorized as per the scheme guidelines and terms and conditions of the grants-in-oid.
- (viii)The utilization of the fund resulted in automes given at Annexura It duly enclosed (to be formulated by the Ministry/Department concerned as per their requirements/specifications.)
- (ix) Details of various schemes executed by the agency through grants-in-aid received from the same Ministry or from other Ministries is enclosed at Annexure –II (to be formulated by the Ministry/Department concerned as per their requirements/specifications).

Date: Place:

Signature	Signature		
Nome	Nome		
Chief Finance Officer	Head of the Organisation		
(Head of the Finance)	. Touch the Organisation		

(Strike out inapplicable terms)

# Proposed Budget for a One Day Basic Training Programme on Human Rights for Universities/Colleges

No. of Participants: 100 No. of Days: 1

Sl. No.	Item of Expenditure	Total Expenditure (In Rs.)
1.	Meals & Tea Charges @ Rs.350/- per participant	35,000.00
2	Honorarium and TA for 4 Resource Persons @ Rs.3,000/- per Resource Person for taking session of 1½ Hrs.	12,000.00
3	Training related Expenses including Training Kit @ Rs.130/- per participant	13,000.00
4	Misc. & Contingencies inclusive of Hall charges, Recording/Photography, etc.	15,000.00
	Total*	75,000.00
Cont	ribution of the Institution/Organisation**	7,500.00
Gran	t to be accorded by the NHRC	67,500.00

<sup>\*</sup> Maximum budget allowed would be Rs.75,000/-(inclusive of Institution/Organisation contribution + Grant in aid of NHRC) and excess would be borne by the concerned apart from their institution/organization contribution.

<sup>\*\*</sup>Financial contribution by concerned Institution is exclusive of Logistics, Staff and other support.

#### Sample Format

Comparative Statement for One Day Training Programme by University/ College (for 100 participants)

S. No.	item of Expenditure	Head-wise Budget sanctioned byNHRC	Expenditure Incurred by organization	Deviation, if any, with justification	Enclosed Voucher No at pg No.
			(sub-head wise)		
1	Meal & Tea Charges @ Rs. 350/- per participants	35000			
2	Honorarium and TA for 4 Resource Persons @ Rs. 3000 per Resource Person for taking session of 1 7 hr.	12000			
3	Training related Expenses including Training Kit @ Rs. 100/- per participant	13,000			
4	Misc. & Contingencies inclusive of Hall Charges Recording /Photography etc.	15,000			
	Total	75,000			
	Less: ORGANIZATION'S CONTRIBUTION (10% of Total Expenditure incurred)	7,500			
	Net TOTAL	67,500			

- (Please go through the Training Guidelines available on NHRC's Website at the given path https://nhrc.nic.in/training-&-research/training-programmes/training-guidelines) (Annexure- V).
  - You are also requested to kindly send all the relevant documents i.e. original bills/ receipts /vouchers of payment of each heads matching with the SOE (in physical form).



## Approved Sanction order

Monika Joon <srotrg.nhrc@nic.in>
To: Office <Office@karimcitycollege.org>

Thu, Feb 29, 2024 at 4:46 PM

Sir

Please find attached approved Sanction order of Rs. 33750/- as an advance part payment towards your organization for conducting collaborative training program on 6/3/2024.

Section Officer (Training)
National Human Rights Commission,
Manavadhikar Bhawan,
Block - C, GPO Complex,
I.N.A., New Delhi
011-24663371



#### 2 attachments

karim City college Sanction order.pdf 229K

Officer, Senior.vcf

#### F.No. T-17011/13/2024-Tog National Human Rights Commission, New Delhi Training Division

Date: 27th February, 2024

#### SANCTIONOFOER

Sanction of the Computent Authority is hereby conveyed for the release of advance of its 30.750%. (Rupers Thirty Three Thousand Seven Hundred and Fifty Only to Karim City College, Jamshedpur, Jharkhand by the Commission vide its order as per details provided in Mandate Form for 01 (One day) Basic Thaining Programme on human rights on 6th March, 2014. The organization is approved with the total budget of Rs. 67500/- to comfort the program.

2. The expenditure will be mot our of the grants-in-aids of the Commission for the Financial Year 2025-2022 and is debitable to the Budget Head of B.H.2. Training

(D.M. Trepathy) Under Secretary

DDO, NHRC: Payment may please be research through NEFT/RTGS or Cheque only in the favour of Karim City College, Jamshedpur, Jharkhand as detailed below:

i. Bank Name : Pumish & Sind Hard

ii. Branch Name: Sakehi Jamshedbur Branch, Jhorkhand- 831001

iii. Account No.: 076310000000722

iv. IFS Code:

PS180000763

#### Copy to:

Office Copy.

2. Master Sanction File. Trg. I. visioni.

3. Dr. Anwar Shahab, Associated Professor, Kartin City College, Sakchi, Jamshedpur, Jhreichand Kindly and newledge receipt of the amount please.

#### GFR 12 - A [(See Rule 238 (1)]

# FORM OF UTILIZATION CERTIFICATE FOR AUTONOMOUS BODIES OF THE GRANTEE ORGANIZATION

UTILIZATION CERTIFICATE FOR THE YEAR. 2023 - 24 in respect of recurring/non-recurring

GRANTS-IN-AID/SALARIES/CREATION OF CAPITAL ASSETS

- 1. Name of the Scheme ONEDAY TRAINING PROGRAMME ON HUMAN RIGHTS
- 3. Grants position at the beginning of the Financial year

MIL

(i) Cosh in Hand/Bank - NIL

(ii) Unadjusted advances - NI L

(iii) Total

- NIL

4. Details of grants received, expenditure incurred and closing balances: (Actuals)

Unspent Balances of Grants received years [figure as at Sl. No. 3 (iii)]	Interest Eorned Ihereon	Interest deposited back to the Govern- ment	Grant received during the year		Total Available funds (1+2- 3+4)	Expenditure incurred	Closing Balances (5-6)	
1	2	3		4		5	6	7
			Sanction No. (i)	Date (ii)	Amount (iii)			
NIL	NIL	NIL	T-1701	7.02.24	02,756	OJEE	77725	(4397

Component wise utilization of grants:

Grant-in-aid- General	Grant-in-aid- Salary	Grant-in-aid-creation of capital assets	Total	
MIL	NIL	MIL		

Details of grants position at the end of the year

(i) Cosh in Hand/Bank MIL

[ii] Unadjusted Advances NIL

(iii) Total

NIL

Accountants 194 KARIM CITY COLLEGE JAMSHEDPUR

Bursey

KARIM CITY COLLEGE
JAMSHEDPUR

Karim City Colleg Jamshedpur

#### Sample Format

Comparative Statement for One Day Training Programme by University/ College (for 100 participants)

S. No.	tiem of Expenditure	Head-wise Budget sanctioned byNHRC	Expenditure incurred by organization	Deviation, if any, with justification	Enclosed Voucher No at pg No.
			(sub-head wise)		Stag red.
1	Meal & Tea Charges @ Rs. 350/- per participants	35000	33327	Food Biy	VR-6
2	Honorarium and TA for 4 Resource Persons @ Rs. 3000 per Resource Person for taking session of 1 7 hr.	12000	12000	T.A.P Remunosa	VR-E
3	Training related Expenses including Training Kit @ Rs. 100 per participant	13,000	14615	Serviner Wit	VR-(3)
	Misc. & Contingencies inclusive of Hall Charges Recording /Photography etc.	15,000	2793 3954 1900 5950 3186	Memento Treat House! Shewals Photography	- ve-8 Bill-ve-(
	Total	75,000	77725	0	
	Less: ORGANIZATION'S CONTRIBUTION (10% of Total Expenditure incurred)	7,500			
	Net TOTAL	67,800			

- (Please go through the Training Guidelines available on NHRC's Website at the given path https://nhrc.nic.in/training-&-research/training-programmes/training-guidelines) (Annexure- V).
  - You are also requested to kindly send all the relevant documents i.e. original bills/ receipts /vouchers of payment of each heads matching with the SOE (in physical form).

Agcount KARIM CITY COLLEGE

**JAMSHEDPUR** 

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**JAMSHEDPUR** 

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F.NO T 1701 1/13/2024 Tre

National Human Ri, hts County Sales , New Delbi-Training Cavisson

Durer a ch February, 2024

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Sanction of the Commission of Actions of College, Jamshedpur, Jharkhand by the Commission vide to add a details provided in Mandate Form for or Clare days Bacchand and Pinty Ontonia Regions of College, Jamshedpur, Jharkhand by the Commission vide to add a details provided in Mandate Form for or Clare days Bacchand and a Programme on human rights on 6th March, 1932, 1946, page 100 long a mure of with the total budget of Rs. 67500/- tax and a take page 100 long a mure of with the total

2. The expenditure of the method is a construction of the Commission for the Farman variety and the condition of the Budge Heat of the Line variety.

(D.M. Tripathy)

DDO, NHRC Payment may dear be to used to high NEFT/RTGS or Cheque only in the faron of Kastie filty tollage, Jamshedpur, Jharkhand as detailed below

i. Bank Name: Paral and Table

ii. Branch Name: Saxani Janushed un Branch, Paradiand-831001

iii. Account No.: o76 nonemoras

iv. IFS Code Palancourage

### Copy 1:

1. Office Cupy.

2. Master Sarcian File Tee Lession ...

3. Dr. Anwar Shahab, Property of the Second Second College. Sakchi, Jamshedpur, Burner and English and American second college amount please.





# KARIM CITY COLLEGE

A MUSLIM MINORITY INSTITUTION RUNAND MANAGED BY KARIM'S TRUST

JAMSHEDPUR-831001

Permanently Affiliated to Kolhan University, Chaibasa, Jharkhand (INDIA)

NAAC Re-accredited Institution

Principal (O): 2431778 Fax: 2430495

Website; www.karimcitycollege.org e-mail; office@karimcitycollege.org

Ref. No. KCC/P/659

Date 21-03-2024

Lt. Col Virender Singh

Director (Administration)
National Human Rights Commission
Manav Adhikar Bhawan, C-Block
GPO Complex, INA,
New Delhi- 110023

Dear Sir

Sub: Submission of utilization, final bills etc. (Please Refer your letter no F. No. T -11/22/2023 - Trg, dated 05/01/2024 and release of advance vide F. No T-17011/13/2024-Trg)

We are very thankful to you and National Human Rights Commission for accepting our proposal and allowing us to organise a one-day training program on human rights of minorities and tribals of Jharkhand. This event was organised in our college by the department of political science on 6<sup>th</sup> March 2024 under the convenorship of Dr. Anwar Shahab, Associate Professor and head, Department of political Science of our college. An advance of Rs. 33750/- only (Rupees thirty-three thousand seven hundred and fifty only) was released by NHRC vide F. No T-17011/13/2024-Trg for this event and received by us.

We are hereby submitting the following for your kind attention and necessary action for release of remaining funds:

- 1. Utilization Certificate (GFR 12-A) (Duly audited and signed by authorised signatory)
- Details of expenditures with voucher number (Duly audited and signed by authorised signatory)
- 3. Detailed Program Report
- 4. List of participants
- 5. List of Resource persons (With their name, addresses and contact number)
- Hard copies of few photographs of the program
- 7. Pen drive 32 GB with photographs and full video recording
- 8. Few feedback forms

Warm Regards

Dr. Mohammad Réyaz

Principal

Karim City College,

Jamshedpur-831001

Jharkhand



# Approval for Conducting NHRC Collaborative Training Program on Human Rights

Deepak Kumar <srotrg.nhrc@nic.in> To: Office@karimcitycollege.org Fri, Jan 5, 2024 at 6:14 PM

Greetings of the day from National Human Rights Commission!

Please find attached herewith an approval in regards to your proposal for conducting NHRC Collaborative Training Program on Human Rights. You may strictly adhere to the NHRC Training Guidelines.

In case of any query, please feel free to contact on 011-24663371, 24663283.

Section Officer (Training)
National Human Rights Commission,
Manavadhikar Bhawan,
Block - C, GPO Complex,
I.N.A., New Delhi
011-24663283

(A)			

#### 2 attachments

karim city college.pdf

Officer, Senior.vcf