IPSAR CAREER COUNSELLING

On dt.17.12.2022 Career Counselling and Placement Cell organized a Career Counselling session in collaboration with ISAR, Cuttack at 10.30am in the Smart class room.Dr.Ajanta Nayak ,OIC, CC&PC presided over the meeting. Dr. Jiten Kumar Mishra,Chairman,IPSAR gave a career counselling session followed by a quiz competition for both UG and PG final year students.Dr.Shakti Prasad Mahapatra, Principal,IPSAR, Bibhubhusan Das and Ms Mitra Das also attended the meeting. The session was ended with a vote of thanks by Ms. Padmja Jagati,Member,CC & PC.



As part of the correct councilling and placement call, a carrier councilling semion was organized by IPSAR on 17.1222 at 10.20 am in the smart claimon Dr. Ajonta Mayen, our ceaper priented own the meeting Dr. Jeten kuman Myhra, chairman IPSAR Babhubhagan Dad, Hop De Shakli prasad Mahapetra principal Ms Mitra Das attended the semion The semion followed his a quiz computation Both on and por students participated in the program Ms. ... padmija Jagati mumbers of ceape attended the program. The semion seems of ceape intended the program. The semion ended with a vote of thems to the chap

Signature (clarme)

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We, the undersigned hereby declare that we have got the consent of our parents for the Outreach Programme to be conducted by school of topplied sciences, KIIT University, Bhuhaneswar on 13/04/2022 from Science Departments (Physics, Chemistry, Levlogy, Botany & Maltiemalies) of S. B. Women's (A) College, Cuttack. We state that we will Jollew discipline and rules strictly. We are going to participate in the said programme at our own risk and the accompanying leachers will not be held. responsible for any unloward encident in the laid

Roll no. Signature of the Mudent Dept. - BS19-341 Cham estreny 1. Bernabandita Jena (9348735103) BS-19-328 Chemistry 2. Sonali mohapatra (9861851756) Chemistry 3 · Sandhyanant Pal · (8984569604) 31-19-315 35-19-319 4. Jayash rese Sahou (7735465634) chemistry 5. braidanka Maxang. (1202104612) Chemistry BJ-19-352 6. Manusa Mandareyi (986160613Q) Chemistry B 1-19-356 7. Arepita Mayak (8260101047) A Chemistry Bs-19-406 Subharbur Tringadoushini (B&60675998) B5-19-411 Chemistry

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Mathematics

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6.	BS -19 - 389	Pournima Bhatta
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8.	BS-19-379	Smruttrekha Mohapatra
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H-O.D Mathematic

OF STUDENTS FOR OUTREACH PROGRAMME ORGANISED (DEPARTMENT OF PHYSICS) Roll no. Name BS19 - 306 Shauti Upasana Sahoo Tripada Pratin 308 Anasuya Rout 309 Sarmestha Samal Harapkiya Pali 313 - Dipti Pragyan Digal 350 Lozméprája Mahali 393 Babli Muduli 362 Suhana Průjadarisini Sahoo 371 - Saena Mishtra 372 — Sudipta Biswal 376 Tantsha 381 Směta Saměxshya Mishka 382 Aryabala Pradhan 386 - Arcpeta Swaen 388 Rosalin Das 394 Nayarti'ka Turga Samanta 397 Megha Kamilya 400 Sonale Swain 404 Namkata Parida 417 Sagariera Dash 419 Sai Samaleswhee 423 Samékshya Jena 424 Nibedita Behera 425 Teacher to accompany with the students - Kircannayce Sahu

Loology: Kist of Students of UG Vith Som Verteach Programme to KIIT. (Final Yeas). 1. Subhalaxmi Sahu - Subhalaxmi Sahu. 2 Jayasmita Kar Payanka Sethi 3. Priyanka Sethi Nayami Digol. Nayami Digal pm Priyodambini PM Pricyadarushum Gragatrie Muduli 6. Grayatri Muduli shradha s. Rout 7. Shradha Sanvati Padmeni Patoa Padmini Patoa Priyanka Majli Samuel - Sushmee Satarupa Samal Prizyanka Majhi 10. Sushree Saturupa 11. Japanya Inlasee - Taparya Turaree 12. Tyostnarani Judu. Jyotsna Rani Tudu - Kadambarci Nack Rashminesha Mishra - Rashni Rekla Mishna. Kadambari Natk 13. 14. A. Alshawasya Roth 4mian Alswareya Rath Anisha Dey Armisha Das Saswati Mishrea Saswati Mishra Subhashnee Priyadarshini 18. Southashoree Progradarshini diprila Jarai Lipsita Janai Prangy asmita swain 20. Phangyarmita Swaln Alisha Nanda Atisha Nanda Scelagna Moharty 22 - Gulagna Mohanty 23. N. Anvesha N. Amesha Sonali Bhuyan 24. Soruli Bhuyan 25. Ankita silpi Ankita shipi 26 Emputinekha Katlanalyak - Smellinekha fortrautel Accompanying teacher: Miss Sushree Shibance Das,

of the brudent Chemistry Dept: digt of a hidents of for KITT University Bis Dabandita Jena Boswabandeta Jena m 13/04/22 Osonali Monapatra Sonali mohapatra boudaying bahod 3 Soudayene Sahoo Subhashull Phiyadaveshini Surar. @ Subnashmer premadarshing Sasmeta beherea. Stritue Das. (5) Sabrilta Behera @ stuter Das Soneli Mahanana (9) Sonale Mahakana Priyanko Maxanda (8) premanka Marande? 1 Ampera Namar Arepita Nayak Tanmaya Bismul (10) Tanmanya Bigwal Manisa Mandangi 11) Maneba Mandangel Bidyut Prava Berbria (12) Bedynsphana Bebhna Sagufa Nasreen 19 saguja Nasnees Baesnali Pradhan (14) Baisnabe preadhan (15) Bandhmarano pal Sandhyanani Pal. Jayashree Sahoo. (16) Janashkee Bahoo Monalesa Babalea (17) Monalesa Bahalea (16) Thotsnakano Trega Jyotsnakoni Treiya Accompanying teacher: Mr. Manaj Kn. Das, Guest Faculty,



INDUSTRIAL VISIT REPORT

On 22nd December, keeping in view to the enhancement of skills,30 nos of students from Home Science and Commerce Departments has visited to Jay Bharat Spices Limited at Ramadaspur Industrial Estate, Godisahi on 22.12.2022 at 10AM. Dr. Suprna Patel from Home Science department accompany the students and guide the tour.





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V. megen

p-p-Rout Kallmin School of Flotel Management - (SOA) Caren Counselling Bession.

As part of the activities of Carrer Courselling and placement cell (cce pc) of Shailabala women's Chuto college, a session of career counselling was organized by School of Flotel Management (SOA), Bhubaneswad on dt. 11 02 2023 en the collège Auditarium. Dr. Ajanta Nayak, OIC (ccepc) gave her evelcome address and breif entraduction of the presided ave the meeting. Dr. Ansumar Lamal, professor. dept of Tourism & Managerical studies gave his talk an hespitality e toursen margeneut Dr. halat Indu husea Assiparat dept of hoomsand division management fave her deliberation on food and beverages endustries and Dr. partha darathe patra Saculty of hospitality . Toursen mangement gave his session regarding bravel and Commercication. In this server around 100 students from both UG and PG feral year wice remain present. The descorros ended with a vote of thanks by the Acadhara Nayak, member (cce pc). Us. paduaja fagat Member (cca pc) also present in that session

Members Present 1. Dr. Lalat Mishra (Asst. Professor) Lelet Life Micra

a. Dr. Ansuman Semal (Profess) Amondant

3. Dr. partha. S. patrice - chan librarian - th 4. Smt. Fridurekha Mahapaba-HOD-HSC . Interest 5. Dr. Ajanta Nayak - DTC (C. C2 pc) 1/25

5. Ms. Arcadhana Nayak-Member (c.cepc) - 100,12.23

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14 DAYS INTERSHIP REPORT



SHAILABALA WOMEN'S AUTONOMOUS COLLEGE, CUTTACK

DEPARTMENT OF NUTRITION PG HOME SCIENCE

ROLL NO:-PG22HSC029

MA IN HOMESCIENCE

2022-2024



SCHOOL OF HOTEL MANAGEMENT, SOA (DEEMED TO BE UNIVERSITY)

ACKNOWLEDGEMENT

First of all I would like to thanks our principal of sailabala women's autonomous college **Prof Gayatri Biswal** for supporting us and for giving us an opportunity to go on this internship and to get valuable knowledge that can be used in our further studies.

I would like to thanks our Hod madam **Smit Indulekha Mohapatra** for support and continuous inspiration to work hard and to get such chances in future as well.

I would like to express my special thanks to **Dr. Ajanta Nayak** madam for accon us for this journey and who helped understand this internship in better manner and to get most out of this internship

From my bottom of my heart I would like to express my special thanks of gratitude to **Prof. (Dr.) Susanta Ranjan** Chaini Dean & Programme Director ,**Dr. Lalat Indu Misra** Asst. Professor & Programme Coordinator and other faculty member of School of Hotel Management, Faculty of Hospitality & Tourism Management Siksha 'O' Anusandhan Deemed to be University, Bhubaneswar, Odisha, India for giving me this opportunity to do an internship within their organization

DATE:-22/11/2023

FATIMA BUSHRA

PG 2ND YEAR OF HOMESCIENCE

PG22HSC029

CONTENT

1	Quantity Training Kitchen
2	Bakery and Confectionary
3	Basic Training Kitchen
4	Front Office
5	Bakery and Confectionary
6	Basic Training Kitchen
7	Bar Service
8	Bakery and Confectionary
9	Quantity Training Kitchen
10.	Quantity Training Kitchen
11.	Bakery and Confectionary
12.	Basic Training Kitchen
13.	Quantity Training Kitchen
14.	Housekeeping

INTRODUCTION

School of Hotel Management or SHM is the faculty of Hospitality and Tourism Management of SOA University or Siksha 'O' Anusandhan University.

Placements: All the students got placed during the pandemic in 2021. One of them got placed at Reliance as a store manager with a salary package of 6 LPA. More than 70 companies visit to this college and recruit more than 450 students. college provides good placements for deserving students.

Infrastructure: The infrastructure of this college is good. It provides a good lodging facility for students.

Faculty: College provides the best course curriculum and exam patterns that help students to study well. The pass percentage depends on the hard work of the students.

Other: It gives a good campus life. Campus crowd includes students from different states and countries.

The four major operational departments of a hotel are:

- 1. Food production (kitchen) department
- 2. Food and beverage service department,
- 3. Front office department.
- 4. Housekeeping department

Food production :-

Food production department is also called kitchen department. It is responsible for the actual preparation of food items. Chef, sous chef, cook, kitchen porter, and kitchen manager are some of the most important job roles in this department.

Food and beverage service department:-

Foods made in the kitchen and drinks prepared in the bar need to go customers. This is the responsibility of the food and beverage service department. This department ensures that the waiters, waitresses, and whoever else involved take foods and drinks the customer's tables as per their demands and serve them in a hospitable manner.

Front office:-

Front office staff are the first point of contact of a hotel's guests. Front office department is responsible to ensure that the guests are welcomed in a friendly and professional manner, and they are assigned with rooms according to their bookings.

Housing keeping:-

This is a very important department of a hotel that impacts directly on guest experience. It ensures that guest rooms, common areas, lobbies, hallways, restrooms, and any other public areas are clean and ready to use.

Housekeepers carry out a deep cleaning of rooms once the guests check out to ensure that the new guests come to pristine rooms or suites. In fact, the main job of the housekeeping department is to ensure that the hotel always maintains high standards in cleanliness.

OBJECTIVE

- To make theoretical knowledge clear and exact.
- To increase the value of theoretical knowledge.
- To implement the knowledge of practical training in the practical life.
- To get practical knowledge about the institution.
- To know how to solve managerial problems.
- For reporting practice.
- To know about the present situation of the institutions.
- To expand the span of knowledge.
- To implement the knowledge of practical training in the practical life.
- To innovate new techniques of management.

QUANTITY TRAINING KITCHEN

We reached at our destination "Soa School of Hotel Management" for around 10pm on 6th November, 2023. We were given a warm welcome by the program Coordinator. They provided us basic equipment for our practical education.



Our first practical session was held at **quantity training** kitchen which was conducted by **malik sir**. Then sir instructed us to prepare 6 different traditional dish of india which is mention in this picture below.



After having our lunch we attended theoretical class where Anshuman sir gave us basic knowledge about 4 major sector of hotel management.

- 1. Food production (kitchen) department
- 2. Food and beverage service department
- 3. Front office department
- 4. Housekeeping department

BAKERY AND CONFECTIONARY

On **7th November, Ranjan sir** took our first practical class of bakery and confectionery who instructed us to make basic bakery items such as **white bread, bread roll and croissant** from the same batter. Flour was the basic ingredient in this recipe. we made different shapes from the same batter. He also guided us and made us understand how measurement of every quantity is useful. He also shows us that how sugar is beneficial and plays a major role in activating yeast.







Following our lunch at a restaurant, Mr. Satyabrata Sir gave a talk about career opportunities in tourisim and hospitality.

He explained how profitable this field is, and how it survived the covid times with all it's charms intact. The best part is that it has multiple branches and he explained us about the connectivity of this topic with our subject.

BASIC TRAINING KITCHEN

On 8th November, it was our 1st class of basic training kitchen where Chef Dasarathi Sir demonstrated Spanish Appetizer, Cream-de-tomato soup in which tomato is the hero ingredient and we also learnt three different salads like Waldorf salad, Salad de pomme de tere, Tossed salad, Green salad. In this, we learnt the different types of cutting, how to cut fruits and vegetables and also learnt the 4 basic parts of a salad which are- the base, the body, the garnish, and the dressing.







In the theory lesson, Satyabrata Sir provided extensive knowledge on the subject of food costing. He talked about methods for efficiently controlling food costs and clarified the advantages that come with them. In addition, sir, provided a brief explanation of room classificatio

Day 4 FRONT OFFICE

On 9 th November our practical session taken by Mou ma'am, who define front office and what are great carrier opposities related to it. mam also covered the difference between non- automated and semi- automated front offices as we'll as proper guest behavior. Additionally, she showed us beautiful videos of obero Udaivilas and leela palace.

Mou ma'am led our practical session on November 9th, explaining what front office is and what excellent carrier opportunities are associated with it. Ma'am also talked about appropriate guest behaviour and the distinction between non-automated and semi-automated front desks. She also played stunning footage of Leela Palace and Obero Udaivilas for us.





Akash Sir attended this theory class; he explained the variations between hospitals and tourists. He also told us about the booming online platforms that are making tourism a lot more fun and profitable.

BAKERY AND CONFECTIONARY

On **10th November** in bakery and confectionery **chef ranjan** sir shows different cookies in which we learn how to make different shapes of (star, flowers, circle, heart) **cookies** by using soft dough of white flour and bake it at 150 degree Celsius Temperature for 15 to 20 minutes. In addition to that he also mentioned and showed a **Madeleine** traditional recipe of France in which Madeleine are dipped in melted jam, rolled in desiccated coconut and decorated with cherry and jamor little icing .



Following lunch, we also got to take part in the cake-mixing ritual, where we used our hands to blend fruit with alcohol for Christmas. For all of us, it was a unique experience.

Day 6

BASIC TRAINING KITCHEN

On 11th November, our second class of basic training kitchen was taken by Chef Amar Nayak sir, who demonstrated us to some Italian dishes like Penne Pasta Napoletana in which Meatless Italian tomato was sauce used for dressing pasta which is known as napolitana sauce, waldrof salad made up of apple and minestrone soup which was initially made from small things leftover from previous meals, combined so as not to waste perfectly good food.



A trainer was scheduled to do practicals after lunch by Dean Sir. After showing us how to put out a fire using a cylinder, the instructor let us try putting out the fire on our own.



Day 7 BAR SERVICE

On **13th November**, the practical session of Bar Service on mocktails was conducted by **chef Navin sir**. He demonstrate various types of glassware and educated on their respective names and the specific drinks that are to be served in each glass.

He provided instruction on the preparation 10 different mocktails, that includes Berry Blush Sangria, Lemony Bliss Iced Tea, Tropic Thunder Pina Colada, Cuban Magic, Pom Brust Sparkler, Dual Delight, Cinderella, Appletini, Shirley Temple and Indian Ocean Dreams. Bar Service: Navin sir provided a detailed breakdown of the ingredients and their respective percentage in each mocktails. Additionally he taught us various techniques for folding napkins.



A resource person led the resource class. He gave us insight into the process of opening a pub. And the skill of serving bears. They also taught us about the difference between various drinks like Cocktail and mocktail. The first one is alcohol based and the later one is non alcohol based.

Day 8

BAKERY AND CONFECTIONARY

On **14th November** in **bakery and confectionery** Chef Ranjan Sir demonstrated Italian homemade pizza - **Chicken Pizza, Mushroom Pizza and Paneer Pizza**, which has three main elements: crust, sauce, and toppings. Traditional Italian pizza crust is similar to bread dough. It's a combination of flour, water, yeast, sugar, salt, and oil. In this we learned that ingredients like chicken, pineapple, steaks, tomato sauce and even mayonnaise were never a part of the traditional pizza. It all happened only after the fusion of flavours took place in the name of modern.



We learned about the classification of hotels and restaurants in the theory lesson from Akash Sir, who gave us a thorough explanation of each kind. He told us about how expensive hotels are classified.

BASIC TRAINING KITCHEN

On **15th November** in basic training kitchen **chef Amar Nayak sir** demonstrated about indian main course **pakki ghost ki Chicken briyani** and **veg- biriyani**. At first we cooked chicken korma beside that we deep fry all vegetables for veg- briyani. Then we cook soaked rice upto 70 percent. Place chicken korma over the rice then again cover it with rice in a big utensil and left under slow flame for half and hour.

He additionally showed us Indian **desert Shahi tukra** which is made up of bread. At first bread is soaked in sugar syrup then into milk then it is deep fried in oil and decorated by silver coatings.



The theory class was led by a resource person who discussed food storage, including both cold and hot storage, and provided an in-depth understanding of food production.

QUANTITY TRAINING KITCHEN

On **16th November** in quantity training kitchen **lenka sir** instructed us to prepare 5 different traditional South Indian dishes such as **idli, masala dosa, upma, sambar and coconut chutney.** Idli is made by steaming of smooth batter which is made up of soaked rice and black gram. Again masala dosha is made by batter of rice and Black gram spread over the griddle into an oval shape with the help of pouring a teaspoon of flat from the sides of the spoon spreading on the pan.



Lalat Sir was in charge of instructing us on the front office in the theory lesson. He gave information about five-star hotels in the United States and abroad. Show some excellent footage of a five-star hotel as well. Additionally, sir displays images of various types of bedrooms.

BAKERY AND CONFECTIONARY

On **17th November** in the last class of bakery and confectionery **Ranjan sir** demonstrated us how to make **pastry** in which we learned two types of pastry one is **chocolate pastry** and another is **vanilla pastry**

And we also learned how to make cake by using premix powder which is already available in the market along with that we learned how to make icing cream for cake which is made up of full fat cream that is used for decorate the pastries and cakes by using different nosal designs.



Mou, ma'am, was in the theory class. She conducted a class about front office and mentioned the guest cycle. How are all the room divisions and the guest assistance services at the front de

BASIC TRAINING KITCHEN

On **18th November** in the last class of basic training kitchen chef amar naik sir demonstrated Chinese dishes which includes Vegetable Hot N Sour Soup, Chilly chicken, Vegetable Manchurian, Vegetable Fried Rice in which common ingredients were spring onion, carrots, beans, cabbage, and Monosodium Glutamate.



Subhra Mam led a theory class in which we were able to ask questions and voice any reservations we had, and she would offer us with all the answers.it is very intractive session.

QUANTITY TRAINING KITCHEN

In the final session of the Quantity training kitchen, on November 20, Lenka Sir demonstrated the making of, some delectable Indian main courses, such as Vegetable Pulao, Masala Dal, Kadhai Paneer, and Aloo Ki Tikki. He also gave us instructions for one drink, Jal Jeera, and one dessert, Kheer.



Subhra mam led a theory lesson in the style of a question-and-answer period where we could ask whatever questions we had and she would answer them all.

HOUSEKEEPING

Our time at the SOA university's School of Hotel Management officially ended on November 21. Following our practical and theoretical lesson on housekeeping, which was led by Smita Mam, who gave us a thorough overview of the subject, we proceeded to the housekeeping lab, where she demonstrated how to make a bed, allowing everyone to observe and learn the process in a befitting manner.



She also taught us about the many purposes of the conventional and contemporary cleaning supplies and machinery used in housekeeping.

She also demonstrated how to make a gorgeous bouquet of roses and gerberas at the conclusion.

After a filling lunch, there was a farewell party. Several students shared their internship experiences during this occasion. We were individually given certificates by Dean Sir and Jyoti Sir, signifying our successful program completion. These 14 days have been incredibly beneficial, giving us a plethora of knowledge about hotel administration. Without any doubt, this internship shall always have a particular place in our heart and mind.



CONCLUSION:-

From this 14-day SOA internship. I learned a lot of new and fascinating things. This field offers a great deal of employment opportunities in a variety of fields, making it enjoyable for individuals who work in it. I want to express my gratitude to every staff member for giving me extensive knowledge about hotel management. In addition, I want to thank you for the excellent lodging and boarding facilities. This internship has allowed me to form close friendships with people all across the world. I would advise all of my juniors to participate in this internship.

ignature

V. megen

p-p-Rout Kallmin School of Flotel Management - (SOA) Caren Counselling Bession.

As part of the activities of Carrer Courselling and placement cell (cce pc) of Shailabala women's Chuto college, a session of career counselling was organized by School of Flotel Management (SOA), Bhubaneswad on dt. 11 02 2023 en the collège Auditorium. Dr. Ajanta Nayak, OIC (ccepc) gave her evelcome address and breif entraduction of the presided ave the meeting. Dr. Ansumar Lamal, professor. dept of Tourism & Managerical studies gave his talk an hespitality e toursen margeneut Dr. halat Indu husea Assiparat dept of hoomsand division management fave her deliberation on food and beverages endustries and Dr. partha darathe patra Saculty of hospitality . Toursen mangement gave his session regarding bravel and Commercication. In this server around 100 students from both UG and PG feral year wice remain present. The descorros ended with a vote of thanks by the Acadhara Nayak, member (cce pc). Us. paduaja fagat Member (cca pc) also present in that session

Members Present 1. Dr. Lalat Mishra (Asst. Professor) Lelet Life Micra

a. Dr. Ansuman Semal (Profess) Amondant

3. Dr. partha. S. patrice - chan librarian - th 4. Smt. Fridurekha Mahapaba-HOD-HSC . Interest 5. Dr. Ajanta Nayak - DTC (C. C2 pc) 1/25

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We, the undersigned hereby declare that we have got the consent of our parents for the Outreach Programme to be conducted by school of topplied sciences, KIIT University, Bhuhaneswar on 13/04/2022 from Science Departments (Physics, Chemistry, Levlogy, Botany & Maltiemalies) of S. B. Women's (A) College, Cuttack. We state that we will Jollew discipline and rules strictly. We are going to participate in the said programme at our own risk and the accompanying leachers will not be held. responsible for any unloward encident in the laid

Roll no. Signature of the Mudent Dept. - BS19-341 Cham estreny 1. Bernabandita Jena (9348735103) BS-19-328 Chemistry 2. Sonali mohapatra (9861851756) Chemistry 3 · Sandhyanant Pal · (8984569604) 31-19-315 35-19-319 4. Jayash rese Sahou (7735465634) chemistry 5. braidanka Maxang. (1202104612) Chemistry BJ-19-352 6. Manusa Mandareyi (986160613Q) Chemistry B 1-19-356 7. Arepita Mayak (8260101047) A Chemistry Bs-19-406 Subharbur Tringadoushini (B&60675998) B5-19-411 Chemistry

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Mathematics

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Memorandum of Understanding (MoU)

This Memorandum of Understanding (MoU) is made in this 02nd March 2023 at Cuttack.

BETWEEN

"Shailabala Women's Autonomous College", Cuttack represented bythe Principal as party of the first part.

AND

"Jayadev Institute of Social Sciences and Research (JISSR)",
Bhubaneswar represented bythe Managing Trustee, Sri Brahmananda Rout,
aged about 51 years, S/o Late Bulaki Ch, Rout having its registered office at
Plot No-473, Kalinga Market, Nayapalli, Bhubaneswar-751012, District Khurdaas party of the second part.

AND

Whereas the Government of Odisha in the Department of Higher EducationOrder No.35535 / HE-PTC-POLICY-0004-2022 / HE, dtd.23rd Aug 2022 has recommended and accorded permission to sign MoU between

Page 1 of 6

Gorgali Menal 02 03 23

S.B. Women's (Auto) College Cuttack Managing Trustee

I I HAR 2023 7 & FEB 2023 ADDL TREASURRY OF STAMP VENDOR S.R. KHANDAGIRI, BBSR.

parties hereto in connection with letter No.35244/HE dtd.20-08-2022 of Higher Education Department, Government of Odisha

AND

Subsequent Agreement signed by both the parties to commence the SFC for B.Sc. ITM on dtd.19th Oct 2022. With reference to clause no 1 of the such Agreement for opening of rest 3 nos oftwo years courses like MSW, M. Com (F&C) and MBA.

AND

Whereas, both the parties have mutually agreed now in addition to Bachelor in Science and Information Technology Management in short known as (B.Sc. ITM) will commence the rest Self-Finance two years courses like Master of Social Work in short known as MSW, Master of Commerce (Finance & Control) in short known as M.Com (F&C) and Master of Business Administrative in short known as MBA in Shailabala Women's Autonomous College Cuttack Campus as approved and sanctioned by the department of Higher Education, Government of Odisha on the course curriculum and Syllabus as desired and approved by the Academic Council of Shailabala Women's College, Cuttack and to be affiliated to Ramadevi Women's University, Bhubaneswar on the following terms and conditions.

Now, it is hereby expressly declared by and between the parties hereto as follows:

1. The whole SFC will be shifted to the RCC Roof Building near Science Block of Shailabala Women's Autonomous College immediately after completion of the construction work. Further the 2nd party will also shift the B.Sc. (ITM) course to the RCC Roof Building after completion of the construction work. A separate Sub-meter is to be installed by the 2nd party in the RCC Roof Building so that the 2nd Party will pay the electricity bill as per actual consumption.

2. The 1st Party and 2nd party shall prepare syllabus and course curriculum fointly as per the prescribed guidelines of affiliating University and shall nominate one person of the College, as expert and two members of Second party preferably related to the respective course curriculum to the syllabus

Page 2 of 6

Gayathi borrand 23.

S.B. Women's (Auto) College Cuttack committee for selection of faculty members for the course and also to supervise conduct of the course.

- 3. The 1st Party shall select and admit the students for all SFC courses like B.Sc. (ITM), MSW, M. Com (F&C) and MBA on merit-cum-first in first out basis as per the approved guidelines and regulation of the college and also to conduct examination and take care of certification and to issue university registration number to students admitted into the course. Only girl students shall be admitted in the above course since the college in question is declared Women's Autonomous College.
- 4. The 1st Party shall render all co-operation to the 2nd party for obtaining NOC, if any from the Govt. of Odisha as well as affiliation from Ramadevi Women's University, Bhubaneswar and shall also deploy academic staff (Group A) as course coordinator (part time) preferably related to the respective course curriculum for supervision for self-financing course in consultation and co-ordination with 2nd party. However, the UGC guidelines for starting of new courses in the Autonomous College shall be followed scrupulously.
- The 2nd Party shall provide required refundable pledge money/security condeposit for the purpose of affiliation to the concerned University as per the norms and procedure prevailing in the field.
- 6. All advertisements for the courses including admission of students with required application form, prospectus and other related paper / formats shall be printed by the 2nd party at his cost and responsibility for the commencement of course with due approval of 1st party and the expenditure will be met by the 2nd Party out of Sale price of the application form and prospectus.
- The course fees and strength of students forthese SFC as approved by the Department are as below; three year's Bachelor in Science and InformationTechnology Management B.Sc. (ITM) is Rs.50,000.00 per year and intake capacity is 64; for two years Master of Social Work (MSW) shall be Rs. 35,000.00 and intake capacity is 64; Maste of Commerce (Finance and Control) shall be Rs.25,000.00 with intake capacity of 96 and Master of

Page 3 of 6

Gayala minul.

Principal S.B. Women's (Auto) College Cuttack Managing Trustee

Business Administration (MBA) shall be Rs.40,000.00 with intake capacity of 96 subject to increase or decrease as determined by the appropriate authority.

- Fees shall be deposited by the students in the form of Online Payment through Bank or by crossed Bank Draft drawn on any Nationalized bank payable to Shailabala Women's Autonomous College, Cuttack.
- Shailabala Women's Autonomous College, Cuttack shall pay to the party of second part 70% of the course fees and retain 30% of the course fee as user fees share of the party of the first part.
- 10. Admission fee, examination fees, certification fees and University charges shall be collected separately as per Shailabala Women's Autonomous College, Cuttack, norms from time to time by the party of the first part. The party of the second part shall have no claim over such fees collected.
- 11. The 2nd Party shall physically conduct the theory, practical classes for the courses out of approved panel of faculty members as duly selected by five member's Selection Committee as per the Syllabus and rules framed and approved by the Academic Council of the College and guidelines issued by the College from time to time.
- 12. The 2nd Party shall develop and maintain on its own cost and resources, library, laboratory, other equipment, hardware and software etc. as may be required from time to time for successful conduct of course. However, it is clarified here that in order to discharge its obligations the 2nd party entitled to hire other agencies or professions or persons at their own discretion.
- 13. The 2nd Party shall make necessary renovation, addition, alteration and shall maintain the premises filtering in good condition at his own cost. After completion of renovation work in case of variation of area no further user fees is payable. But the ratio as mentioned in clause No.9 is applicable.

14. It is purely the duty and responsibility of the 2nd Party to complete the respective courses at his own cost. The 1st Party is not liable for any financial surplus or deficit of such related activities required for commencement of such course.

Page 4 of 6

Principal
S.B. Women's (Auto) College
Cuttack

Managing Trustee

Managing Trustee

- 15. The 2nd Party shall not allow any other agency/party and such other related activities in the premises and shall use the premises exclusively for the purpose of B.Sc. (ITM), MSW, M. Com (F&C) and MBA Courses.
- 16. The 2nd Party shall pay the electricity dues as per the bill on actual consumption after installation of new meter.
- 17. It is the utmost duty of the 2nd Party to care and maintain discipline as per the norms and procedure prescribed by the college from time to time, in order to avoid unpleasant situation and future complicacy, if any. All students shall abide the prescribed dress code/uniforms rule of the College. Any deviation if found shall be seriously viewed. This MoU shall come into force and shall remain valid for a period of ten years from the date of signing of the MoU between the parties unless terminated earlier in the manner provided here in after and may be renewed in such terms and conditions if so advised.
- 18. The MoU is terminable if either of the parties / both fail to perform the condition herein by giving a three-calendar month's prior notice by either of the parties. However, such termination shall be effected soon after completion of the academic sessions of that year.
- 19. That in the event of any dispute arising out of this MoU between the parties shall be resolved through mutual consultation or by an arbitrator appointed by both the parties under the provision of the Arbitration and Conciliation Act, 1996.
- 20 (i) That any issues or doubts regarding implementation of this MoU shall be referred to appropriate authority of Government of Odisha, whose decision shall be final and binding on all concerned.
- (ii) Government in Higher Education Department shall have the power to issue guidelines and instructions from time to time to operationalize this MoU.
- 21. The MoU is governed by the Indian Laws for the time being in the force. The court of the Cuttack shall have exclusive jurisdiction in all matters arising out of this MoU.

In witness thereof the parties hereto have their respective hands on the day, month and year here in before mentioned.

Page 5 of 6

Principal S.B. Women's (Auto) College Cuttack

In the presence of witness:

1. Name:

Prof. (Dr.) Gayatri Biswal

Principal, Shailabala Women's Autonomous College

Address: Shailabala Women's Autonomous College, Cuttack

Mission Road, Cuttack

Signature, (Party of the first part)

Witness: 1. hum k - 2 - 02 - 03 - 23 2. Formada le Samult on Mars

Name:

Brahmananda Rout

Managing Trustee

Address: Jayadev Institute of Social Sciences&Research,

473, Kalinga Market, Nayapalli, Bhubaneswar-12

Ranaging Trustee

Signature, (Party of the Second part)

Witness: 1. St

As part of the correct councilling and placement call, a carrier councilling semion was organized by IPSAR on 17.1222 at 10.20 am in the smart claimon Dr. Ajonta Mayen, our ceape premoted own the meeting Dr. Jeten kuman Myhra, channan IPSAR Babhubhapen Dat, Hop. De Shakli prasad Mahapetra principal Ms Mitra Das attended the semion The semion followed hype a quiz computation Both vor and por students participated in the program Ms.... padmija Jagati mumbers of ceape attended the program. In semion ended with a vote of the program. In semion ended with a vote of thems to the chan

Signature (clarme)

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Gorgali Menal 02 03 23

S.B. Women's (Auto) College Cuttack Managing Trustee

I I HAR 2023 7 & FEB 2023 ADDL TREASURRY OF STAMP VENDOR S.R. KHANDAGIRI, BBSR.

parties hereto in connection with letter No.35244/HE dtd.20-08-2022 of Higher Education Department, Government of Odisha

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Principal
S.B. Women's (Auto) College
Cuttack

Managing Trustee

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In witness thereof the parties hereto have their respective hands on the day, month and year here in before mentioned.

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Principal S.B. Women's (Auto) College Cuttack

In the presence of witness:

1. Name:

Prof. (Dr.) Gayatri Biswal

Principal, Shailabala Women's Autonomous College

Address: Shailabala Women's Autonomous College, Cuttack

Mission Road, Cuttack

Signature, (Party of the first part)

Witness: 1. hum k - 2 - 02 - 23 - 23 2. Formada le Samult on Mars

Name:

Brahmananda Rout

Managing Trustee

Address: Jayadev Institute of Social Sciences&Research,

473, Kalinga Market, Nayapalli, Bhubaneswar-12

Ranaging Trustee

Signature, (Party of the Second part)

Witness: 1. St