

Government of West Bengal
Finance Department
Budget Branch

ORDER

No. – 50-SB(SM)-20

Howrah, the 23rd day of March, 2020

Subject: Constitution of the West Bengal State Emergency Relief Fund

The State Government is required to take urgent steps to provide relief and assistance for combating emergencies which are not related to natural disaster.

2. In order to effectively combat these unforeseen emergencies, it is decided to create “The West Bengal State Emergency Relief Fund” so that additional resources are quickly mobilized to cope up with the situation and to provide immediate relief.

3. Object:

The purpose of the fund will be as follows:

- (i) to provide relief to the people affected by the emergency situations.
- (ii) to assist the State Government for creation/upgradation of infrastructure and other logistics to cope with the emergency.
- (iii) to provide funds for transportation and rehabilitation for persons affected by the emergency.
- (iv) to provide fund for mass awareness among the public about the emergency and ways to prevent it.
- (v) to provide funds for R&D/ development of newer methods / techniques for affectively coping with the emergency.
- (vi) any other aspects related to prevention and control of situation arising out of emergency.

4. Source

The contribution to the West Bengal State Emergency Relief Fund may be received in cash and kind from the following sources: -

- (i) Donations/contributions from Charitable Institutions/ Organizations/ Trusts and individuals.
- (ii) Contribution from the State and Central Public Sector Companies.
- (iii) Contribution from the Private Sector Companies.

(iv) Any other source as may be deemed appropriate.

5. The said Fund shall be **operated by the Finance Department.**

6. Manner of Administration of the Fund.

(a) The criteria as well as the amount for allocation for specific purposes, shall be decided by a Committee to be known as the West Bengal State Emergency Relief Fund Management Committee.

(b) The Managing Committee shall comprise of the following –

- i. Chief Secretary to the Government of West Bengal, – Chairman
- ii. Secretary to the Government of West Bengal, Finance Department – Member will act as convener,
- iii. Secretary to the Government of West Bengal, Home Department – Member
- iv. Secretary to the Government of West Bengal, Disaster Management and Civil Defence Department – Member

(b) The Committee shall determine its own procedure.

7. All cash contributions received in the fund shall be kept in a dedicated Bank Account to be opened for this purpose.

8. The fund will be audited by a Chartered Accountant firm empanelled by the Accountant General, West Bengal.

9. Joint Secretary, Finance will act as the Nodal Officer for managing the contributions received under the fund. Details of the Nodal officer are as follows:

(i) **For contribution in Kind: Shri Sanjay Bansal, IAS, Secretary, Health, Mobile: 9051022000, email: wbsacs@gmail.com**

(ii) **For contribution by Cheque/ Draft/ Online payments: Shri. Khalid A. Anwar, IAS, Joint Secretary Finance, Mobile: 9903236466, email: wbserf@gmail.com**

10. Details of the Bank Account for the West Bengal State Emergency Relief Fund are as follows: **Bank: ICICI Bank Ltd., Branch: Howrah, A/c No: 628005501339, IFSC Code: ICIC0006280, MICR Code: 700229010**

Sd/-

H.K. Dwivedi

Additional Chief Secretary
to the Govt. of West Bengal

Finance Department

No. 50-SB(SM)-20

Dated: 23rd March, 2020

Copy forwarded for information & necessary action to:

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata-700 001.
2. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Govt. Place (West), Kolkata-700 001.
3. The Accountant General (R.W. & L.B. Audit), West Bengal, C.G.O. Complex, 'C' East Wing, 5th Floor, Salt Lake, Sector-I, Kolkata-700 064.
4. Accountant General (E &RSA) West Bengal, 3rd MSO Building, CGO Complex, DF Block, 5th Floor, Sector-1, Salt Lake, Kolkata-700 064.
5. Group/ Branch, Finance Department.
6. Sr. P.S. to Chief Secretary.
7. The Additional Chief Secretary/Principal Secretary/Secretary, Department.
8. The Director of Treasuries & Accounts, West Bengal, 3rd Floor, Mitra Building, 8 , Lyons Range, Kolkata - 700 001.
9. The State Information Officer, National Informatics Centre, Bidyut Bhaban, Ground Floor, D.J. Block, Sector-II, Salt Lake, Kolkata- 700 091
10. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I 81/2/2, Phears Lane Kolkata 700 012
11. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II P-1 Hyde Lane Kolkata 700 012
12. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III IB Market, 1st Floor, Salt Lake, Sector-III Kolkata 700 106.
13. The Commissioner,Division
14. District Magistrate, District.
15. The Treasury Officer,.....Treasury.

Sd/-
Joint Secretary
to the Government of West Bengal
Finance Department



ज्ञान-विज्ञान विमुक्तये

प्रो. धीरेन्द्र पाल सिंह
अध्यक्ष

Prof. D. P. Singh
Chairman



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)

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

दूरभाष Phone : कार्यालय Off. : 011-23234019, 23236350
फैक्स Fax : 011-23239659, e-mail : cm.ugc@nic.in | web: www.ugc.ac.in

28th March, 2020

APPEAL: For Contribution to Combat COVID-19

Dear Colleagues,

Our country and the world as a whole are passing through unprecedented times due to COVID-19 pandemic. The number of persons infected with Corona virus are increasing day by day. We, the educational fraternity, have a great responsibility of not only making the people aware of preventive and precautionary measures to safeguard themselves and check the further spread of this virus, but also come forward to contribute financially to strengthen the efforts of the Government to combat the COVID-19 pandemic.

We, at UGC, have decided to make a humble contribution of One Day Salary to the Prime Minister's National Relief Fund. I appeal to the Vice Chancellors of the Universities and Directors/Principals of Institutes/Colleges to urge the teaching and non-teaching colleagues of their institutions to come forward and contribute for this noble cause. I am sure that this humble contribution of the educational fraternity will go a long way in serving the humanity in present moments of crisis.

Let us stand together for the well-being of our countrymen and the mankind as a whole during this challenging time.

Best wishes,

Prof. D. P. Singh
Chairman

Government of West Bengal
Department of Higher Education
Bikash Bhavan, 6th Floor
Salt Lake City, Kolkata – 700 091

No. 17-Pr.Secy-HED/2020

Date:30.07.2020

From: Manish Jain
Principal Secretary to the Govt. of West Bengal

To: Vice Chancellor,
_____ University

SUB: Communication to combat spread of Novel Corona Virus (COVID-19).

Sir / Madam,

In continuation to this office communication number 12-Pr.Secy-HED/2020 dt.30.05.2020 and No.15-Pr.Secy-HED/2020 dt.23.06.2020 on the subject, I am directed by the competent authority in the Government of West Bengal to convey that all Government, Government aided, private educational institutions, training institutions including hostels, will remain closed upto 31st August, 2020, in public interest. Rest instructions issued vide earlier communication as stated above, will remain unaltered.

However as State Government has announced admission process in UG level courses, concerned teaching / non teaching staff deployed for the purpose will remain exempted from the restrictions imposed vide earlier orders. However COVID-19 norms /protocol shall be maintained as per government order issued from time to time.

This is for your kind information and necessary action, with a request that all colleges under your control may also be advised accordingly.

Yours faithfully,


(Manish Jain)
Principal Secretary

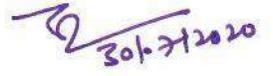
(2)

No. 17/1(4)-Pr.Secy-HED/2020

Dated, July 30, 2020

Copy forwarded for kind information and necessary action to :

1. Special Secretary (All), Higher Education Department,
2. Director of Public Instruction, Higher Education Department,
3. Joint Secretary (All), Higher Education Department,
4. PS to HMIC, Higher Education Department,


30.7.2020

(Manish Jain)
Principal Secretary



ज्ञान-विज्ञान विमुक्तये

प्रो. रजनीश जैन
सचिव

Prof. Rajnish Jain
Secretary



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग
University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)
(Ministry of Human Resource Development, Govt. of India)

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

Ph.: 011-23236288/23239337

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E-mail : secy.ugc@nic.in

F. No 1-1/2020(Secy)

5th April, 2020

Subject: Mental Health & Well-Being of Students during and after COVID-19 outbreak

Ref : D.O. No Secy(HE)/MHRD/2020 dated 4th April, 2020

Dear Madam/Sir,

The University Grants Commission has been issuing regular advisories requesting HEIs to take all possible preventive and precautionary measures to ensure the safety and security of students, whether on campus in hostels or outside, as we confront the COVID-19 outbreak. During the period of national lockdown, it is equally important to address any kind of mental health and psychosocial concerns of the student community during and after COVID-19.

Therefore, in order to reassure the student community to avoid any kind of stress or panic in the prevailing situation vis-a-vis their studies, health and related issues, Universities and Colleges are requested to take the following measures for the mental health, psychosocial aspects and well-being of the students:

1. Set up help lines for mental health, psychosocial concerns and well-being of students in Universities / Colleges. To be regularly monitored and managed by Counsellors and other identified faculty members.
2. Regular mentoring of students through interactions, and appeals/letters by the Universities/Colleges to remain calm and stress free. This can be achieved through telephones, e-mails, digital and social media platforms.
3. Form COVID-19 help groups of students, headed by hostel wardens / senior faculty who can identify friends/classmates in need of help and provide immediate necessary help.

4. Share the following video links of Ministry of Health & Family Welfare <https://www.mohfw.gov.in/> on your University/College website, and with students and faculty via e-mail, through social media like Facebook, WhatsApp and twitter etc.:

- Practical tips to take care of your Mental Health during the Stay In <https://www.youtube.com/watch?v=uHB3WJsLJ8s&feature=youtu.be>
- Minding our minds during the COVID-19 <https://www.mohfw.gov.in/pdf/MindingourmindsduringCoronaeditedat.pdf>
- Various Health Experts on how to manage Mental health & Well Being during COVID-19 outbreak <https://www.youtube.com/watch?v=iuKhtSehp24&feature=youtu.be>
- Behavioural Health: Pschy-Social toll free helpline - 0804611007

The implementation of the above measures may be regularly monitored and actions taken in this regard may be submitted on the University Activity Monitoring Portal of UGC at ugc.ac.in/uamp.

Stay Indoors. Stay Healthy. Stay Safe.

With kind regards,

Yours sincerely,



(Rajnish Jain)

To

The Vice Chancellors of all the Universities

The Principals of all the Colleges

Minding our minds during the COVID-19

These can be difficult times for all of us as we hear about spread of COVID-19 from all over the world, through television, social media, newspapers, family and friends and other sources. The most common emotion faced by all is Fear. It makes us anxious, panicky and can even possibly make us think, say or do things that we might not consider appropriate under normal circumstances.

Understanding the importance of Lockdown

Lockdown is meant to prevent the spread of infection from one person to another, to protect ourselves and others. This means, not stepping out of the house except for buying necessities, reducing the number of trips outside, and ideally only a single, healthy family member making the trips when absolutely necessary. If there is anyone in the house who is very sick and may need to get medical help, you must be aware of the health facility nearest to you.

Handling Social isolation

Staying at home can be quite nice for some time, but can also be boring and restricting. Here are some ways to keep positive and cheerful.

1. Be busy. Have a regular schedule. Help in doing some of the work at home.
2. Distract yourself from negative emotions by listening to music, reading, watching an entertaining programme on television. If you had old hobbies like painting, gardening or stitching, go back to them. Rediscover your hobbies.
3. Eat well and drink plenty of fluids.
4. Be physically active. Do simple indoor exercises that will keep you fit and feeling fit.
5. Sharing is caring. Understand if someone around you needs advice, food or other essentials. Be willing to share.
6. Elderly people may feel confused, lost and need help. Offer them help by getting them what they need, their medicines, daily needs etc.
7. If you have children at home, keep them busy by allowing them to help in the household chores - make them feel responsible and acquire new skills.

Focus on facts, reject rumours and theories

1. Knowledge is power; the more you know about a certain issue, the less fearful you may feel. Make sure to access and believe only the most reliable sources of information for self-protection.
2. Do not follow sensational news or social media posts which may impact your mental state. Do not spread or share any unverified news or information further.
3. Do not keep discussing all the time about who got sick and how. Instead learn about who got well and recovered.
4. Stick to the known advice- hand hygiene and keeping a physical distance from others. It is being careful about yourself, and also about care of others.
5. A common cold is not Corona infection. The symptoms of Corona have been well described. Follow etiquette of sneezing, coughing, avoiding spitting in public places etc.

6. In most people, the Corona infection causes mild symptoms and the person only needs to follow social distancing till he/she stops being infective, usually 2 weeks. Mild infection does not require a person to be admitted in hospital. Only people who have breathing difficulties need to be in hospital. Most people recover.

Handling emotional problems

1. At times of anxiety, practice breathing slowly for a few minutes. Try and distance the thoughts that are making you anxious. Think of something calm and serene, and slow down your mind.
2. When feeling angry and irritated, calming your mind, counting back from 10 to 1, distracting yourself helps.
3. Even when feeling afraid, deal with it by asking yourself:
 - a. What is under my control?
 - b. Am I unnecessarily worrying about the worst thing that can happen?
 - c. When I have been stressed in the past, how have I managed?
 - d. What are the things I can do to help myself and be positive?
4. Feeling lonely or sad is also quite common. Stay connected with others. Communication can help you to connect with family and friends. Call up people whom you haven't spoken to and surprise them. Discuss happy events, common interests, exchange cooking tips, share music.
5. If any of these emotions persist continuously for several days, despite your trying to get out of it, talk about it with someone. If the feelings worsen, a person may feel helpless, hopeless and feel that life is not worth living. If that happens, call at helpline number (080-46110007) for advice from a mental health professional or contact your doctor / mental health professional.

What is NOT advisable

1. Avoid tobacco, alcohol and other drugs. Use of tobacco or alcohol or other drugs to cope with emotions or boredom can worsen physical, mental health and reduce immunity. People who already have a substance use problem may require professional help, especially when they feel low in mood or stressed.
2. Do not shun or judge people with a CoVid infection. While you need to maintain a physical distance and keep yourself safe to prevent such infection, remember they need care and concern. If you know someone who might have the infection, tell them about precautions, and how to get medical assistance, if required.
3. If you happen to get infected with Corona, remember most people get better. Do not panic. Practice self-isolation and take medications that are advised.

Emotional issues after recovery

1. While it is wonderful to recover from Covid infection, you may actually face stress after you have recovered and wish to get back into the community. You may have fear about your loved ones falling ill.
2. People who do not understand the illness well may actually keep you at a distance, which is also very stressful and isolating.

3. You may experience feelings of guilt that you were not able to work or care for others. This may lead to feelings of depression, helplessness or frustration.
4. Use the ways mentioned earlier to deal with these feelings. Share your positive story that it is possible to recover from COVID infection.

Recognise mental health problems in your near and dear ones

Just as you can recognise your own mental health problems, be sensitive to such problems in your near and dear ones, which may include:

1. Changes in sleep patterns
2. Difficulty in sleeping and concentrating
3. Worsening of health problems
4. Increased use of alcohol, tobacco or drugs

Be supportive to them. If the problems persist, please contact the helpline (080-46110007) or contact your doctor or a mental health professional.

Persons with mental illness

Persons who had previous mental illness may face newer challenges during self-isolation or Covid infection:

1. They would also have the same fears and stress as others which may worsen their previous mental health condition
2. Social isolation may make them more withdrawn, moody and irritable
3. They may not seek/ get easy access to medicines and counselling

Help and support is vital for persons with mental illness from their families and other care givers. Health helplines can provide support, in addition to regular taking of prescribed medication, a regular daily routine, keeping engaged and positive.

Remember, good mental status in the difficult times may win you the battle more easily!



GARHBETA COLLEGE

(Affiliated to Vidyasagar University)

Accredited by NAAC

P.O.: GARHBETA ☆ DIST.: PASCHIM MEDINIPUR (W.B.)

PIN- 721127 ☆ PHONE NO. - (03227) 265143/267154

Website: www.garhbetacollege.in

E-mail : garhbetacollege48@gmail.com

COVID-19 HELP GROUP

Date: 8th April, 2020

Due to emergence of Corona Virus, the entire world and the mankind are facing serious threats. This is unprecedented in long history of mankind. Its prolonged harmful existence has forced us to confine our corporal lives within the four walls of our houses. Now we are amidst lock down. In such a situation, unfortunately we have also been encountering many hardships along with some psychological setbacks due to stress, anxiety, distress etc. So, it is imperative that we stand by the side of our respected colleagues and particularly our students to get rid of hardships and setbacks. Following the advisory of the UGC vide *F. No 1-1/2020 (Secy)* dated **05.04.2020** the group is formed to help our students and staff by identifying friends/ classmates in need of help and provide them immediate necessary help during and after COVID-19 crisis period. The following members (faculty member as well as student member) may be contacted for this purpose:

<i>Name of the Faculty Member</i>	<i>Mobile /WhatsApp Number</i>
1. Prof. (Dr.) Prithwish Kr. Hait , Associate Professor in Economics & Co-ordinator, IQAC	9434939714 (WhatsApp) 9647413342
2. Prof. (Dr.) Rajlaxmi Mukherjee , Assistant Professor in Mathematics & Secretary, Teachers' Council	9163409079
3. Prof. Alarif Mollah, Associate Professor & HOD in Mathematics	9932033758
4. Prof. Sankar Adak, Associate Professor & HOD in Philosophy	9434894951
5. Prof. (Dr.) Mahadeb Maity, Associate Professor & HOD in Chemistry & Hostel Superintendent	9434128477
6. Prof. (Dr.) Avinandan Rana, Assistant Professor in Chemistry	9434805127
7. Prof. Soma Samanta, Associate Professor in Philosophy & Joint Convenor of Hostel Sub-committee	9475214062
8. Prof. Susanta Kumar Mandal, Assistant Professor in History & PG Co-ordinator, Department of History	8967491680
9. Prof. Rabindranath Mudi, Assistant Professor in Bengali & PG Co-ordinator, Department of Bengali	9933913906
10. Prof. Souraditya Chakraborty, Assistant Professor & HOD in Zoology	9832519396 (WhatsApp) 8906875866
11. Prof. (Dr.) Sajed Biswas, Assistant Professor in History	9433439465 (WhatsApp) 9051819248
12. Prof. (Dr.) Sk. Sahanawaz Alam, Assistant Professor in Botany	9732760683

(Dr. Hariprasad Sarkar)

Principal

Garhbeta College



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PIN- 721127 ☆ PHONE NO. - (03227) 265143/267154

Website: www.garhbetacollege.in

E-mail : garhbetacollege48@gmail.com

<i>Name of the Student Member</i>	<i>Subject (with year/semester)</i>	<i>Contact/ WhatsApp Number</i>
1. Bibhas Dutta	4 th Semester, M. A., Bengali	8513995852
2. Reetam Roy	4 th Semester, English (Hons.)	7047198882
3. Saikat Mukherjee	4 th Semester, Sanskrit (Hons.)	7076642151
4. Suranjana Hembram	4 th Semester, Santali (Hons.)	9932504284
5. Shanu Gazra	4 th Semester, History (Hons.)	7679175359
6. Sonali Garai	4 th Semester, Philosophy (Hons.)	8537871377
7. Debasis Das	4 th Semester, B. Com. (Hons.)	8158099808
8. Santanu Saren	6 th Semester, Botany (Hons.)	9635019087
9. Sutanu Ghosh	4 th Semester, M. Sc., Mathematics	9547645843
10. Sudip Dey	4 th Semester, Zoology (Hons.)	8927950363
11. Purabi Rana	6 th Semester, Chemistry (Hons.)	8328743484
12. Somnath Mandal	4 th Semester, Physics (Hons.)	9733692817
13. Soumya Chandra	6 th Semester, Geography (Hons.)	7319051087
14. Saptaparna Mukherjee	4 th Semester, Physiology (Hons.)	7063104729
15. Sukriti Ghosh	4 th Semester, B. A. (General)	9547667947
16. Shubhadeep Dutta (NCC Cadet)	4 th Semester, B. A. (General)	8167487685
17. Soumen Nandi	4 th Semester, B. Sc. (General)	7583918608
18. Sanjoy Pal	4 th Semester, B. Sc. (Bio General)	8370861579
19. Banamali Mondal	4 th Semester, B. C. A.	7031014903
20. Rimpa Betal	2 nd Semester, B. P. Ed.	9933883696

(Dr. Hariprasad Sarkar)

Principal

Garhbeta College

শ্রেয়সী: সুমিত কি করছিস?

সুমিত: আর কি করব.... সারাদিন বাড়ি বসে বসে,
ফোন scroll করে করে, আর দিনের শেষে ভাবছি
.....কি করলাম.... ভবিষ্যতে কি যে হবে!!!!

শ্রেয়সী: ওহ: তা তুই তো ওই **Madam** দের
সাথে যোগাযোগ করতে.....

সুমিত: -ধুর্এ আবার কাউকে বলার কথা না
কি!.....এ তো নিজেকেই ঠিক করতে হয়....

শ্রেয়সী: তুই ঠিকই বলেছিস, আমি ও তাই
ভাবতাম শোভনের সাথে **Break up** এর পর
....নষ্ট করে ফেলেছিলাম আমার অনেকদিন
....আর এখন কত কি শিখছিওনার সাথে
কথা বলার পর.....সব থেকে ভালোলাগে
যে.....আমার কথা সম্পূর্ণ গোপন থাকে.....

সুমিত: ও তাই..... আচ্ছা ফোন করব
তাহলে.....দেখি.....

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উদ্যোগ

কঠিন সামাজিক
পরিস্থিতিতে মনের
কথা শোনার জন্য

Clinical Psychologist --

Smt. Atreyee Chandra

Mobile & Whatsapp: 9804246337

Email ID: atreyeechandra17@gmail.com

Date & Time: Monday and Friday

6.30pm to 8pm

Counsellor --

Smt. Srabani Seal

Mobile & Whatsapp: 9432186405

Email ID: sulekhassrabani4@gmail.com

Date & Time :-Wednesday & Saturday

4pm- 5:30 pm