



# STANDARD OPERATING PROCEDURE (SOP) OF EQUAL OPPORTUNITY CELL

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**MORIDHAL COLLEGE  
P.O. MORIDHAL, DHEMAJI**



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**PIN- 787057**



**STANDARD OPERATING PROCEDURE (SOP)**  
**OF EQUAL OPPORTUNITY CELL**

The Rules and Regulations of Equal Opportunity Cell, Moridhal College amended on 08-09-2023 as Standard Operating Procedure (SOP) of Equal Opportunity Cell, Moridhal College. This Standard Operating Procedure (SOP) is in force with due approval of the Governing Body as operational guidelines for Equal Opportunity Cell of the college.

**Motto: Equal Opportunity and Equal Access**

**Formation of the Cell**

The Equal Opportunity Cell of the college is constituted by the Principal in consultation with IQAC subject to the approval of the Governing Body with the following officials and members for a tenure of 03 (Three) years:

- President : The Principal
- Working President : From faculty
- Co-ordinator : -do-
- Teacher Members : 05 (Five) from faculty other than the above, at least 02 (two) from women faculty
- Members from Non-Teaching Staff : 1 or 2 (one/two)
- Student Members : The President and the Secretary of Girls' Common Room, Student Union Body.

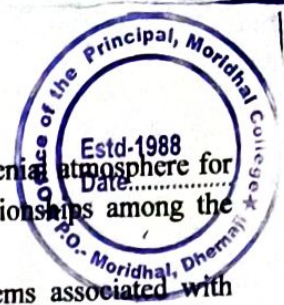
**Objectives**

- To oversee the effective implementation of policies and programmes for disadvantaged groups.
- To provide guidance and counselling in academic, financial, social and other matters.
- To ensure an inclusive environment with trust and respect among the diversity within the campus.

**Functions**

- The Cell will ensure equity and equal opportunity to the community at large in the college and bring about social inclusion.
- The Cell will encourage the diversity among the students, teaching and non-teaching staff and at the same time eliminate the perception of discrimination.





- The Cell will organise awareness programmes to create a socially congenial atmosphere for academic interaction and for the growth of healthy interpersonal relationships among the students coming from various social backgrounds.
- The Cell will sensitize the academic community regarding the problems associated with social exclusion as well as aspirations of the marginalized communities.
- The Cell will help individuals or a group of students belonging to the disadvantaged section of society to contain the problems related to discrimination.
- The Cell will look into the grievances of the weaker section of society and suggest amicable solution to their problems.
- The Cell will disseminate the information related to schemes and programmes for the welfare of the socially weaker section as well as notifications/memoranda, office orders of the Government, or other related agencies/organizations issued from time to time.
- The Cell will prepare barrier free formalities/procedures for admission/ registration of students belonging to the disadvantaged groups of society.
- The Cell will establish coordination with the Government and other agencies/organizations to mobilize academic and financial resources to provide assistance to students of the disadvantaged groups.
- The Cell will organize periodic meetings to monitor the progress of different schemes.
- The Cell will adopt measures to ensure due share of utilization by SC/ST in admissions, recruitments (teaching and non-teaching posts) and to improve their performances.
- The Cell will sensitize the college on the problems of SC/ST and other disadvantaged groups.

N.B.: The Committee may be re-constituted by the college authority in consultation with the IQAC subject to the approval of the Governing Body as and when required.

Approved  
Principal  
Moridhal College  
P.O.- Moridhal, Dhemaji