



STANDARD OPERATING PROCEDURE (SOP) OF SC/ST CELL

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



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PIN- 787057

STANDARD OPERATING PROCEDURE (SOP) OF SC/ST CELL

The Rules and Regulations of OBC Cell, Moridhal College amended on 08-⁰⁶09-2023 as Standard Operating Procedure (SOP) of SC/ST Cell, Moridhal College. This Standard Operating Procedure (SOP) is in force with due approval of the Governing Body as operational guidelines for SC/ST Cell of the college.

Formation of the Cell

The SC/ST 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 : One Senior Faculty of SC/ST category
- Secretary : -do-
- Teacher Members : 02 (Two) (01 (one) male and one female)
- Members from Non-Teaching Staff : 1 or 2 (one/two)
- Student Members : Two students (one male and one female from SC/ST Category)

Objectives

- To oversee the effective implementation of policies and programmes meant for SC/ST category.
- To create awareness among students of SC/ST Category on various rights and provisions enshrined in the Indian Constitution.
- To ensure an inclusive environment with trust and respect among the diversity within the campus.

Functions

- The Cell will organise awareness programmes on rights and provisions for SC/ST category facilitated by State and Central Govt. of India.
- The Cell will look into the grievances of the SC/ST Category of students and suggest amicable solution to their problems.

- The Cell will disseminate information related to schemes and programmes for the welfare of the SC/ST category 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 procedures for admission/ registration of students belonging to the SC/ST category.
- 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 SC/ST category.
- 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.

N.B.: The Cell 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.