## **OFFICE OF THE PRINCIPAL** HABRAGHAT MAHAVIDYALA

Affiliated to Gauhati University, Guwahati, Assam The college is covered under Section 2(f) and 12(B) of the UGC Act, 1956

Dr. Mantu Kr. Das, M.A. Ph. D, PGDCA Principal & Secretary/DDO Habraghat Mahavidyalaya, Krishnai, Goalpara, Assam



P.O: Krishnai Pin: 783126

Phone: 03663-292866 Mob: 9435024669 email:mantudas68@yahoo.co.in habraghatcollege@gmail.com Dist: Goalpara (Assam) Website: www.habraghatcollege.in

## Ref. No:

Date: 10/8/2022

## Service Rules and Procedure

Habraghat Mahavidyalaya is a Govt. Provincialized College. As a Govt. Provincialized College, the college is bound to follow service rules and procedures set by the Government of Assam, Department of Higher Education. In this regard the College follows Assam Service Discipline and Appeal Rules 1964, Assam College Employees Provincialization Rules 2010, The Assam Education Service Rules 1982, The Assam Right to Public Service ACT 2012, The Assam SC and ST Reservation in Services Act 1978, The Assam Services Pension Rules 1969 etc. Along with these rules the college has its own set of rules to run the college administration smoothly.

In the procedural framework the Department of Higher Education, Govt. of Assam is the apex administrative agency to look into the matter of Higher Educational institutions of the state. As such Department of Higher Education is the overall controlling authority of the College. Again, in respect of in campus, College administration Governing body is the apex body to implement the Service Rules. Principal as the Secretary to the Governing body and as the head of the institution ensures successful implementation of the rules. Following is the iconic view of procedure of service Rules implementation.



