

REGD. NO.

18/31/11/22

## NOTARIAL CERTIFICATE



To ALL MEN THESE PRESENT SHALL COME I RANI MONJURI ROY, Advocate & Notary Practising as a NOTARY in the Alipore Judges Court within the District of SOUTH 24 PARGANAS of the State of West Bengal within Union of India, do hereby declare that the paper writing collectively marked 'A' annexed hereto hereinafter called the Paper Writing 'A' are presented before by the executant (S)

\* State Institute of Physical Education  
for women, Housing House Alipore, Kolkata  
ms

hereinafter referred to as the executant (S)

on this the 11th day of November

Two Thousand Twenty Two

Power of Attorney / Partnership / Will /

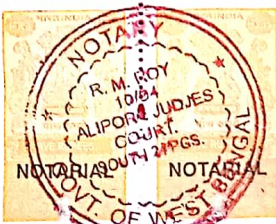
Agreement / Declaration / Others

The 'executant' (S) having admitted the execution of the Paper Writing 'A' in respective hand (S) in the presence of the witness (es) who as such subscribe (S) Signature (S) thereon and being satisfied as to the Identity of the executant (S) and the said execution of the Paper writing 'A' and testify that the said execution is in the respective hands (S) of the executant (S)

AN ACT WHEREOF being required of a Notary I have granted THESE PRESENTS as my NOTARIAL CERTIFICATE to serve and avail as need and occasion shall or may require

### IN FAITH AND TESTIMONY WHERE OF

I RANI MONJURI ROY the said Notary have hereunto set and subscribed my hand affixed my Notarial Seal of Office at Alipore Judges Court Compound, Kolkata - 27 11/11 day of November 2022



NOTARIAL STAMP

RANI MONJURI ROY  
NOTARY  
Room No. 17 (POND SIDE)  
Alipore Judges' Court  
Kolkata - 700027

  
**Rani Monjuri Roy**

MA Double, B. Ed. (Cal), LLB (Cal), Hindi Kovid.

Notary

Govt. of West Bengal

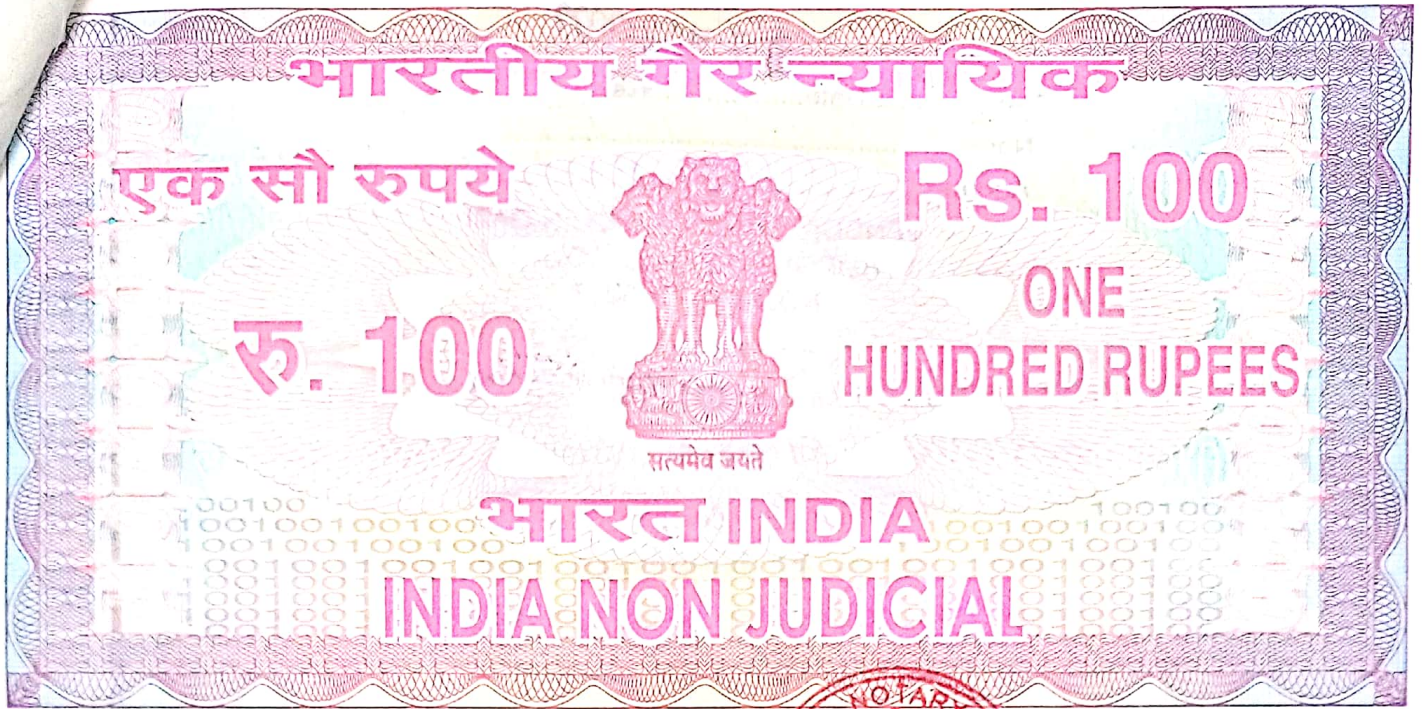
Regd. No. 10/34

Alipore Judges Court

Room No. 12 & 17

District South 24 Parganas

11 NOV 2022



पश्चिमबङ्ग पश्चिम बंगाल WEST BENGAL

AG 799360

Before the Notary of  
Alipore Judges Court,  
Calcutta-27

**MEMORANDUM OF UNDERSTANDING (MOU)****BETWEEN**

**STATE INSTITUTE OF PHYSICAL EDUCATION FOR WOMEN,  
HASTINGS HOUSE, ALIPORE, KOLKATA, WEST BENGAL**

**&**

**GOVERNMENT PHYSICAL EDUCATION COLLEGE FOR WOMEN,  
CHINSURAH, HOOGHLY, WEST BENGAL**

**FOR**

**RESOURCE SHARING, SKILL DEVELOPMENT AND OUTCOME BASED  
TEACHING LEARNING INTERNSHIP COURSE.**

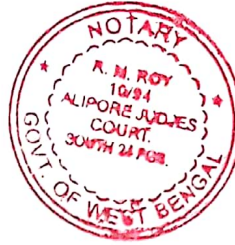
**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding (hereinafter called the MOU) is  
entered into on this the ..... Day of .....

11 1 NOV 2022

Officer-In-Charge  
State Institute of Physical  
Education for Women  
Alipore

Principal  
Govt. Phy. Edu. College for Women  
Hooghly



By and between

**STATE INSTITUTE OF PHYSICAL EDUCATION FOR WOMEN, HASTINGS HOUSE, ALIPORE, KOLKATA**, the **First Party**, represented herein by it's the Officer-in-Charge as Representative and Competent Authority, (herein after represented to as the 'First Party', which expression, unless excluded by or repugnant to the subject or context shall include its successors-in-office, administrators and assigns) (First Party and Second Party are herein after jointly referred to as 'Parties' and individually as 'Party'.

AND

**GOVERNMENT PHYSICAL EDUCATION COLLEGE FOR WOMEN, CHINSURAH, HOOGHLY**, the **Second Party** represented herein by The Principal as Representative and Completed Authority (herein after referred as 'Second Party', the institution which expression, unless excluded by or repugnant to the subject or context shall include its successors-in-office, administrators and assigns)

WHEREAS

- A) FIRST PARTY is a Higher Educational Institution named :
- i) **STATE INSTITUTE OF PHYSICAL EDUCATION FOR WOMEN, HASTINGS, ALIPORE, KOLKATA,**

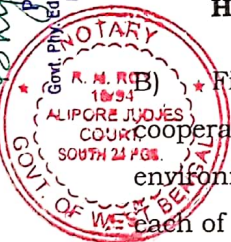
First Party and Second Party believe that Collaboration and cooperation between themselves will promote healthy teaching-learning environment for more effective use of each of their resources, and provide each of them with enhanced opportunities.

C) The Parties intent to cooperate and focus their efforts in cooperation and support within area of Higher Education, Development of teaching skill, Managerial efficiency and socio-cultural aspect of a teacher based on teaching internship course.

D) Both Parties, being legal entities in themselves desire to sign this MOU for advancing their mutual interests.

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Alipore

Principal  
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Hoochly



11 NOV 2022



E) The Second Party GOVERNMENT PHYSICAL EDUCATION COLLEGE FOR WOMEN, CHINSURAH, HOOGHLY, is a Higher Education Institution, is established under the direct control of Higher Education Department, Govt. of West Bengal and is engaged in imparting teachers training for aspirant female student in the field of Physical Education under the academic guide lines of NCTE and The University of Calcutta

F) The Second Party presently functions all activities from its own premises at Rice Research Station, Chinsurah, Hooghly - 712102. It has no other branch, wing, subsidiaries or extensions existing at present.

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES SET FORTH IN THIS MOU, THE PARTIES HERETO AGREE AS FOLLOWS :-

#### CLAUSE 1

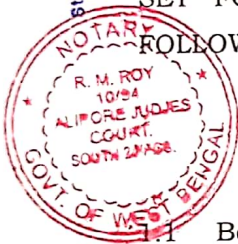
#### CO-OPERATION

Both Parties are united by common interests and objectives, and they shall establish channels of communication and co-operation that will promote and advance their respective operations within the Institution. The Parties shall keep each other informed of potential opportunities and shall share all information that may be relevant to secure additional opportunities for one another.

1.2 First Party and Second Party co-operate will facilitate effective utilization of the intellectual capabilities of the faculty of First Party providing significant inputs to them in developing suitable teaching, administrative & managerial skill, keeping in minds the needs of the students vis-à-vis the placement needs of the Schools and other departmental opportunities.

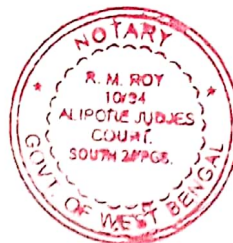
1.3 The general terms of co-operation shall be governed by this MOU. The Parties shall cooperative with each other and shall, as promptly as is reasonably practical, enter into all relevant agreements, deeds and documents (the 'Definitive Documents') as may be required to give effect to the actions contemplated in terms

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State Institute of Physical  
Education for Women  
Alipora



Principal  
Govt. Phy. Edu. College for Women  
Hooghly

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of this MOU. The term of Definitive Documents shall be mutually decided between the Parties. Along with the Definitive Documents, this MOU shall represent the entire understanding as to the subject matter hereof and shall supersede any prior understanding between the Parties on the subject matter hereof.

## CLAUSE 2

### SCOPE OF THE MOU

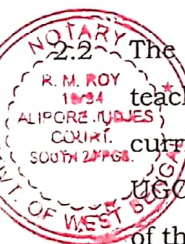
*[Signature]*

Officer-In-Charge  
State Institute of Physical  
Education for Women  
Alipore

2.1 The building graduates with physical Education & Sports background from the different colleges of different district of West Bengal will be provided with an unprecedented opportunity of having a convenient access to teacher education imparted by reputed and competent faculty. Both Parties believe that close co-operation between the two would be of major benefit to the student community to enhance their skills and knowledge.

*[Signature]*

Principal  
Govt. Phys. Edu. College for Women  
Hooghly



2.2 The First Party will give valuable inputs to the Second Party in teaching/training methodology and suitably customize the curriculum in accordance with the syllabus prescribed by NCTE & UGC for Physical Education Course, so that the students can avail of the best of modern and contemporary education and knowledge.

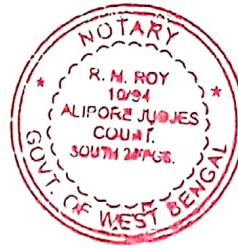
2.3 To provide a complete knowledge about the duties and responsibilities of the Physical Education teacher to be executed during actual school teaching environment.

2.4 To give experiences in the areas of teaching (Practical & Theoretical), managerial, organizational, official and administrative work for the trainee teachers.

2.5 To provide opportunity to the student for preparing herself as a good & complete leader in the field of Physical Education Profession.

2.6 Both Parties to obtain all internal approvals, government consents and permissions of whatsoever nature required for offering the Programmes on the terms specified herein.

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- 2.7 There is no financial commitment on the part of **STATE INSTITUTE OF PHYSICAL EDUCATION FOR WOMEN, HASTINGS HOUSE, ALIPORE, KOLKATA, the First Party** to take up any programme mentioned in the MOU, if there is any financial consideration, it will be dealt separately outside the ambit of this MOU as per the demand of the emergent situation.

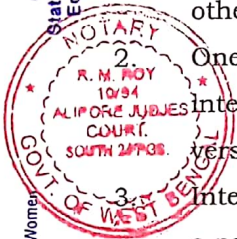
### CLAUSE 3

#### Terms & conditions for teaching-learning internship course of

#### Physical Education Teachers of B.P. Ed course 2 (yrs)

1. Concerned institute should intimate to the competent authority regarding sharing institutional facilities and infrastructure with other institution to run internship course.  
One batch comprises of **all** students of **B.P. Ed Sem - III** will do Internship at a time for 7 working days in one institution and vice versa.
2. Internship will start on ad from **14/11/2022 to 21/11/2022** for a period of 7 working days for each batch.
4. Each institution has to arrange accommodation and fooding for the students those are coming for internship as per existing rules of the institution authority.
5. All facilities like class room, play field, indoor hall, courts, office, library, laboratories, store room, mess, kitchen, etc. need to be provided to the students for those are coming for internship.
6. Working hours for internship course should be 42 hrs per week and **six hrs per day may be allotted.**
7. No financial assistance to the students those are coming for internship should be offered by the concerned institution.
8. An outing programme based on educative value may be arranged by the concerned institute.
9. During internship course if any Govt. property damaged or misplaced by any student then particular students has to replace / repair the instrument/material of her own.

*[Signature]*  
Officer-In-Charge  
State Institute of Physical  
Education for Women  
Alipore  
Govt. Phy. Edu. College for Women  
Hooghly  
Principal  
*[Signature]*



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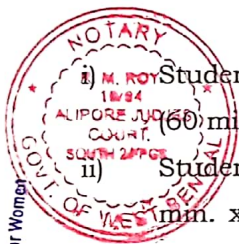
10. One coordinator (Teacher) for the internship group should be engaged by the concerned institution to run the course hazard free and smoothly.
11. At the end of the course a written test need to be conducted on internship course to justify the outcomes of the course.
12. The institution concerned will not born any financial liability in connection with Internship course.

*[Signature]*  
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 Education for Women  
 Alipore

#### **CLAUSE 4** **Course Design**

**Course Duration : 2520 minutes (42 Hrs.)**

#### **Teaching : (Guide lines)**



*[Signature]*  
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 Govt. Phy. Edu. College for Women  
 Hooghly

- i) Student has to assist six practical classes of 60 minutes duration. (60 min. x 6 classes = 360 mins).
- ii) Student has to take one practical class of one hour duration (60 min. x 1 class = 60 min.), need to be evaluated by the institute teacher.
- iii) Student should attend Six theory classes of their own choice (60 min. x 6 classes = 360 mins.).
- iv) Student has to take one theory class of 60 minutes duration (60 min. x 1 = 60 mins.), need to be evaluated by the institute teacher.

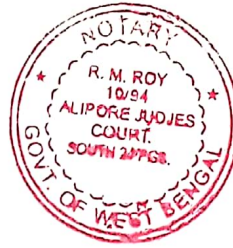
**Duration : 840 Minutes (14 Hrs.)**

#### **Organisational aspect : (Guide lines)**

Project work may be assigned to the students and they should act as an organizing committee. Organising committee should organize at least one tournament (Kho-kho, Kabadi, Badminton, Handball, Netball, Football, Volleyball, Calisthenics, aerobics, etc.) of two days by observing all duties related to pre-competition, during competition and post competition organizational work. Evaluation of whole organizational work to be done by observing preparation level, marking, officiating, competition (inaugural and closing) protocol, preparation of score sheet & report etc.

**Duration : 600 Minutes (10 Hrs.)**

**11 NOV 2022**

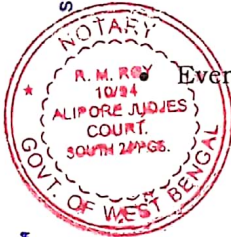


**Duties related with Administrative work : (Guide lines)**

- Preparation of time table
- Preparation of requisition list of sports equipment/material.
- Purchase procedure of sports equipments.
- Preparation of sports budget.
- Preparation of annual sports day.
- Maintenance of sports store.
- Use of library.
- Use of laboratories.

**Duration : 360 minutes (6 Hrs.)**

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State Institute of Physical  
Education for Women  
Alipore



**Cultural Demonstration : (Guide lines)**

Every student has to perform Cultural Activity

**Duration : 300 minutes (5 Hrs.)**

**Mess management : (Guide lines)**

- i) Food distribution method.
- ii) Sitting arrangement.
- iii) Cleanliness and maintenance of hygiene

**Duration : 420 minutes (7 Hrs.)**

*[Signature]*  
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Govt. Phy. Edu. College for Women  
Hooghly

**CLAUSE 5**

**EVALUATION**

At the end of internship evaluation sheet for each student has to be prepared on the basis of overall observation under the following areas and grading should be awarded in 10 point scale.

**AREAS OF EVALUATION:**

- a) Attendance, Discipline & Punctuality (10 Marks)
- b) Teaching performance (Practical) (20 Marks)
- c) Teaching performance (Theoretical) (20 Marks)
- d) Ability of organizing competition/tournament (10 Marks)
- e) Administrative/Leadership proficiency (10 Marks)

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f) Performance in cultural activities (10 Marks)

Performance on written examination (10 Marks)

Total Marks = 100

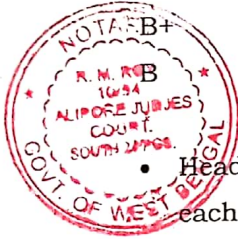
Marks Obtained :

Grade :

*[Signature]*  
Officer-In-Charge  
State Institute of Physical  
Education for Women  
Alipora

**GRADING INDEX :**

<u>Grade</u>		<u>Marks</u>	<u>Performance</u>
O	=	9.0 & above	(Outstanding)
A++	=	8.00-8.99	(Excellent)
A+	=	7.00-7.99	(Very Good)
A	=	6.00-6.99	(Good)
B+	=	5.0-5.99	(Satisfactory)
B	=	Below 5.00	(Average)



• Head of the institution should issue a completion certificate against each successful candidate for attending and completion of internship course with grade point.

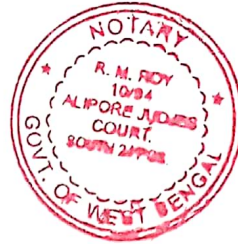
*[Signature]*  
Principal  
Govt. Phy. Edu. College for Women  
Hooghly

**CLAUSE 6**

**VALIDITY**

- This Agreement will be valid until it is expressly terminated by either Party on mutually agreed terms, during which period State Institute of Physical Education for Women, Hastings House, the Second Party, as the case may be, will take effective steps for implementation of this MOU. Any act on the part of the Second Party after termination of this Agreement by way of communication, correspondence etc. shall not be construed as an extension of this MOU.
- Both Parties may terminate this MOU upon 30 calendar days' notice in writing. In the event of Termination, both parties have to discharge their obligations, and will be absolved of all prior responsibilities.

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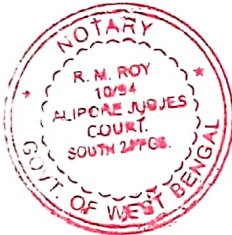


### CLAUSE 7

### RELATIONSHIP BETWEEN THE PARTIES

- It is expressly agreed that First Party and Second Party are acting under this MOU as independent contractors, and the relationship established under this MOU shall not be interpreted as a partnership. Neither Party is authorized to use the other Party's name in any way, to make any representations or create any obligation or liability, expressed or implied, on behalf of the other Party, without the prior written consent of the other Party, duly sanctioned by the Department of Higher Education, Government of West Bengal. Neither Party shall have, nor represent itself as having, any authority under the terms of this MOU to make agreements of any kind in the name of or binding upon the other Party, to pledge the other Party's credit, or to extend credit on behalf of the other Party.

  
Officer-in-Charge  
State Institute of Physical  
Education for Women  
Alipore



  
Principal  
Govt. Phy. Edu. College for Women  
Hooghly

#### **First Party**

#### **Second Party**

Any divergence of difference derived from the interpretation or application of the MOU shall be resolved by arbitration between the parties as per the Arbitration Act, 1996. The place of the arbitration shall be at District Head Quarters of the First Party. This undertaking is to be constructed in accordance with Indian Law with exclusive jurisdiction in the District Court of Alipore, Kolkata.

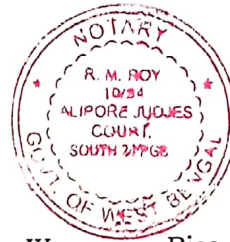
**Agreed**

For

For

State Institute of Physical Govt. Physical Education College

17 1 NOV 2022



Education for Women, Hastings  
House, Judges Court Road, Alipore,  
Kolkata - 27.

for Women, Rice Research  
Station, Chinsurah, Hooghly -  
712102.

Officer-In-Charge  
State Institute of Physical  
Education for Women  
Alipore

Authorised Signatory

Principal  
Govt. Phy. Edu. College for Women  
Hooghly

Authorised Signatory

State Institute of Physical  
Education for Women, Hastings  
House, Judges Court Road, Alipore,  
Kolkata - 27.

Govt. Physical Education College  
for Women, Rice Research  
Station, Chinsurah, Hooghly -  
712102.

Ph. No. 9732936963

Email: [selpintu@gmail.com](mailto:selpintu@gmail.com)

Website: <http://sipew.org>

Witness 1

Ph. No. 94331808

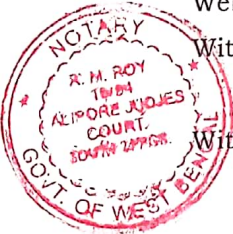
Email: [dkshyamalm@gmail.com](mailto:dkshyamalm@gmail.com)

Website: <http://gpecwhooghly.org>

Witness 2

Witness 3

Witness 4



Signature (s) Executed (s),  
attested on identification  
at Alipore Judges Court  
Cal-700027 under Notaries  
Act. 1952

Identified by me  
  
**RAMA DAS**  
Advocate  
Alipore Judges' Court  
WB-1334/2011

**RANI MONJURI ROY**  
NOTARY  
Room No.17 (POND SIDE)  
Alipore Judges' Court  
Kolkata - 700027

**R. M. ROY**  
Notary, Court of West Bengal  
Regd. No. - 10/94

11 NOV 2022



### Certificate of Internship

Certified that ~~smt.~~ \_\_\_\_\_ D/O. \_\_\_\_\_  
 of Government Physical Education College for women, Chinsurah, Hooghly studying in  
 B.P.Ed. Course, Semester -3 in the Session 2021-23 has successfully completed the  
 Internship Course of 7 days (42 Hrs Duration) held at State Institute of Physical  
 education for Women, Hastings House, Kolkata on and from \_\_\_\_\_  
 to \_\_\_\_\_ (7 Working days) and obtained \_\_\_\_\_ Grade  
 with \_\_\_\_\_ performance.

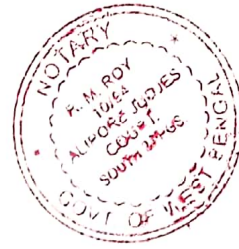
Sign. Coordinator  
 of  
 Internship Programme

Sign. Coordinator  
 of  
 IQAC, SIPEW

Signature  
 of  
 (Principal/OIC)  
 SIPEW



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**GRADING INDEX :**

<b><u>Grade</u></b>		<b><u>Marks</u></b>	<b><u>Performance</u></b>
O	=	9.0 & above	(Outstanding)
A++	=	8.00-8.99	(Excellent)
A+	=	7.00-7.99	(Very Good)
A	=	6.00-6.99	(Good)
B+	=	5.0-5.99	(Satisfactory)
B	=	Below 5.00	(Average)



**11 NOV 2022**



THE 11 DAY OF NOV 2022

**PAPER WRITING 'A'  
&  
THE RELATIVE NOTARIAL  
CERTIFICATE**



**Rani Monjuri Roy** Advocate

&

**NOTARY PUBLIC**

GOVT. OF WEST BENGAL

REGD. NO. - 10/94

**ADDRESS**

**OFFICE :**

New Room No. 12 (Pukurdhar)  
Alipore Judge Court  
Kolkata -700 027

**Residence :**

**RATNODEEP**  
6/3, Sashi Bhusan Mukherjee Rd.  
Kolkata - 700 034  
Phone : 2396 4902  
Mobile : 877725 3789

**CHAMBER:**

New Room No. 17

(Pukurdhar)

Alipore Judges Court  
Kolkata - 700 027



**BARUN HALDER**

Advocate's Clerk

11 NOV 2022