

MONTHLY ACTION PLAN OF RUSA ASSAM



Target to be achieved	Constraints to be overcome	Action to be taken	RUSA Phase & Component Name	Concerned responsible officers/ Branch	Time Line	Targeted Date of Completion
Follow up action with the colleges for which expenditure limits has been set for 100% UC submission	Lack of data of expenditure made by colleges as per SNA dashboard by PIM Branch	The required information will be provided by FAA branch and PIM Branch will take follow up action with the institutions	RUSA 2.0: Infrastructure grants to Colleges	Planning Implementation and Monitoring Branch and Finance and Accounts Branch	10 Days	10 th May 2022

Target to be achieved	Constraints to be overcome	Action to be taken	RUSA Phase & Component Name	Concerned responsible officers/ Branch	Time Line	Targeted Date of Completion
Follow up action with Sibsagarh college and Arya Vidyapeeth College regarding expenditure limits has set for next 3 months. Follow up action for 100% UC submission	Lack of data of expenditure made by colleges as per SNA dashboard by PIM Branch	The required information will be provided by FAA branch and PIM Branch will take follow up action with the institutions	RUSA 1.0 : Equity Initiatives	Planning , Implementation and Monitoring Branch and Finance and Accounts Branch	10 Days	10 th May 2022

Target to be achieved	Constraints to be overcome	Action to be taken	RUSA Phase & Component Name	Concerned responsible officers/ Branch	Time Line	Targeted Date of Completion
Follow up action with 12 numbers of institutions for 100% UC submission for which limit of expenditure have been set for next 3 months.	Lack of data of expenditure made by colleges as per SNA dashboard by PIM Branch	The required information will be provided by FAA branch and PIM Branch will take follow up action with the institutions	RUSA 1.0: Upgradation of existing degree colleges to MDCs	Planning Implementation & Monitoring Branch and Finance and Accounts Branch	10 Days	10 th May 2022

Target to be achieved	Constraints to be overcome	Action to be taken	RUSA Phase & Component Name	Concerned responsible officers/ Branch	Time Line	Targeted Date of Completion
Follow up action with 2 numbers of universities for 100% UC submission for which limit of expenditure have been set for next 3 months	Lack of data of expenditure made by colleges as per SNA dashboard by PIM Branch	The required information will be provided by FAA branch and PIM Branch will take follow up action with the institutions	RUSA 1.0 : Infrastructure grants to Universities	Planning , Implementation and Monitoring Branch and Finance and Accounts Branch	10 days	10 th May 2022

Target to be achieved	Constraints to be overcome	Action to be taken	RUSA Phase & Component Name	Concerned responsible officers/ Branch	Time Line	Targeted Date of Completion
75% utilization of fund by UGC HRDC Guwahati University	Coordination with the Centre , collection of UC, tracking of physical progress	Physical inspection at UGC-HRDC Gauhati University.	RUSA 2.0 : Faculty Improvement	Planning Implementation & Monitoring Branch	20 Days	20 th May 2022

Target to be achieved	Constraints to be overcome	Action to be taken	RUSA Phase & Component Name	Concerned responsible officers/ Branch	Time Line	Targeted Date of Completion
1.Payment of running bills for MDC Dima Hasao and submission of 75% utilization report to Govt. of India. 2. Collection of 75% UC from MDC Baksa	1.Verification of progress of work at the site and payment of bills 2. Follow up action with PWD (B) for sunning bill submission	1.Physical inspection at MDC Dima Hasao and submission of UC to Govt of India . 2.Communication with PWD (B) regarding Baksa MDC	RUSA 2.0 : New MDC	Planning , Implementation and Monitoring Branch & Finance and Accounts Branch	10 days	10 th May 2022

Target to be achieved	Constraints to be overcome	Action to be taken	RUSA Phase & Component Name	Concerned responsible officers/ Branch	Time Line	Targeted Date of Completion
Submission of proposal for 2 nd instalment to Govt. of India for MDC Dima Hasao.	Preparation of proposal	Preparation and submission of proposal with all necessary supporting documents	RUSA 2.0: New MDC	Planning Implementation & Monitoring Branch	10 days	10 th May 2022

Target to be achieved	Constraints to be overcome	Action to be taken	RUSA Phase & Component Name	Concerned responsible officers/ Branch	Time Line	Targeted Date of Completion
Follow up action with Namrup College, Rabindranath Tagore University, Paschim Guwahati College, Dispur College, MDKG College, RS Girls college, Womens coll Silchar, JB College, Guwahati College, Karimganj College, MC College, Naharkatia College, Chilarai, Margherita, and Suren Das College for submission of 100% UC	Follow up action for UC submission	Follow up action over telephone and also in written form	RUSA 1.0 Infrastructure grants to colleges	Planning & Implementation & Monitoring Branch	15 days	15 th May 2022

Target to be achieved	Constraints to be overcome	Action to be taken	RUSA Phase & Component Name	Concerned responsible officers/ Branch	Time Line	Targeted Date of Completion
Follow up action with Kokrajhar Govt College, Rabindranath Tagore University, Gauhati Commerce College, Cotton University, Birjhora Mahavidyalaya, PB College, DR College, SS College, Jorhat Engineering College	Follow up action with the institutions for 100% utilization of unspent fund	Follow up action over telephone and written communication	RUSA 1.0 Equity Initiatives	Planning Implementation & Monitoring Branch	20 Days	10 th May 2022

Target to be achieved	Constraints to be overcome	Action to be taken	RUSA Phase & Component Name	Concerned responsible officers/ Branch	Time Line	Targeted Date of Completion
Follow up action with Sibsagarh Girls College for 100% UC submission	Speeding up of the construction process	Follow up actions with the institutions and PWD (B)	RUSA 1.0 Upgradation of Existing Degree colleges to MDCs	Planning Implementation & Monitoring Branch	10 Days	10 th May 2022

Target to be achieved	Constraints to be overcome	Action to be taken	RUSA Phase & Component Name	Concerned responsible officers/ Branch	Time Line	Targeted Date of Completion
Collection of 75% running bills from MDC Samaguri, Lahorighat and Katlichera	Land issues at MDC Katlichera and slow progress of work at MDC Lahorighat and Samaguri	Follow up action with concerned DC regarding land issue and follow up action with PWD (B) for speeding up of the process of construction	RUSA 1.0: New MDC	Planning Implementation & Monitoring Branch	31 Days	31 st May 2022

Target to be achieved	Constraints to be overcome	Action to be taken	RUSA Phase & Component Name	Concerned responsible officers/ Branch	Time Line	Targeted Date of Completion
Collection of 75% utilization certificate for Professional college Udalguri and Nagaon	Slow growth of construction	Follow up action with PWD (B) and physical inspection	RUSA 1.0 : Professional Colleges	Planning Implementation and Monitoring Branch & Finance and Accounts branch and Engineering and Monitoring Branch	30 Days	31 st May 2022

Some of the other important targets to be achieved

Target to be achieved	Constraints to be overcome	Action to be taken	Concerned Responsible officers/ Branch	Timeline	Targeted Date of Completion
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Updating of Tax, Labour cess , CGST etc data against each bill of MDC component at PMS portal	Incomplete information updated by till date	Collection of detail bills from FAA branch and uploading of the same by PIM branch	Planning Implementation and Monitoring Branch & Finance and Accounts Branch	10 Days	10 th May 2022
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Addition of SNA checklist at the online portal on “report generation for ministry”	Development of the portal and finalization of the format	Format preparation and development	Planning Implementation and Monitoring Branch & Engineering & Information Technology Branch	15 Days	15 th May 2022
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Development of portal to report the daily activity of RUSA employees to MD RUSA Assam on daily basis	Format finalization	Finalization of the format and system development	All branches of RUSA Assam	15 Days	15 th May 2022
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Publication of E Magazine 5 th Edition	Collection of articles	Follow up actions with individuals, students and college	Planning Implementation and Monitoring Branch	30 Days	30 th May 2022
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Finalization of interest data at URFR and RUSA bank account and returning of the same to Govt. of India	Calculation of interest accrued	Calculation, sorting of data	Finance and Accounts Branch & PIM branch	15 Days	15 th May 2022
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Updating of online portal for unspent preparatory grants	Daily updating	Data entry	Finance and Accounts Branch	30 Days	30 th May 2022
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100% Assamese typing by all employees of RUSA Assam	Assamese typing practice	Learning and application	All branches of RUSA Assam	10 Days	10 th May 2022
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100% uploading of enrolment data at HEIS by the 612 institutions	Follow up with institutions	Uploading of data and follow up actions with institutions	Planning Implementation and Monitoring Branch, Engineering and IT branch	30 Days	30 th May 2022
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Publication of Analytical Report Volume III	Collection of chapters, designing of the report book	Collection, compilation of chapters, designing of the report	All branches of RUSA Assam	20 Days	20 th May 2022
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Finalization of online portal "Cheque Management System"	Development of the same	Development and data entry	Engineering and IT Branch	15 Days	15 th May 2022
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100% collection of data and report generation under Institutional asset Record System of RUSA Assam	Plan & Formulation of the structure	data entry by institution and report generation by RUSA office	Engineering and IT branch	20 Days	20 th May 2022
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Preparation of at least 8 report generation format for HEIS	Plan and formulation of the structure	Creation and development of report	Planning Implementation and Monitoring Branch and Engineering and IT Branch	20 Days	20 th May 2022
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Formulation of topic for student internship	Plan & Formulation of the topics	Plan and formulation of suitable topics	Planning Implementation and Monitoring Branch	15 Days	15 th May 2022
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Physical inspection at least 10 colleges	Fixation of date	Fixation of date and inspection and report submission	All Branches of RUSA Assam	30 Days	30 th May 2022
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At least 10 Workshop and training for capacity building of institutions for NAAC accreditation	Fixation of date, finalization of resource person	Finalization of date and invitation of Resource Person, participants	Planning Implementation and Monitoring Branch	30 Days	30 th May 2022
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