



RAMAKRISHNA SARADA MISSION  
VIVEKANANDA VIDYABHAVAN  
33, SRI MAA SARADA SARANI  
DUM DUM, KOLKATA-700055  
District : North 24 Parganas

Phone : (033) 2551-3452

**DURATION OF ADMINISTRATIVE TRAINING PROGRAMME OF NON-TEACHING/TEACHING STAFF**

2018-19:

Sl. No.	Name of Participant	Designation	Title of Administrative Training Programme	Dates (from-to) (DD-MM-YYYY)	Duration (in days)
1.	Pravrajika Amritarupaprana	Administrative-Staff	Academic & Administrative matter	31.07.2018	1
2.	Moumita Mallick	Administrative-Staff	Academic & Administrative matter	31.07.2018	1
3.	Poulami Chakroborty	Administrative-Staff	Academic & Administrative Audit	07.12.2018	1
4.	Pravrajika Amritarupaprana	Administrative-Staff	Academic & Administrative Audit	07.12.2018	1
5.	Pravrajika Bhaswaraprana	Principal	Higher Education Sector	14.01.2019	1
6.	Pravrajika Amritarupaprana	Administrative-Staff	Higher Education Sector	14.01.2019	1
7.	Pravrajika Amritarupaprana	Administrative-Staff	RUSA	18.02.2019	1
8.	Susmita Das	Administrative-Staff	RUSA	18.02.2019	1
9.	Pravrajika Amritarupaprana	Administrative-Staff	Admission & Registration	15.05.2019	1
10.	Moumita Mallick	Administrative-Staff	Admission & Registration	15.05.2019	1
11.	Pravrajika Amritarupaprana	Administrative-Staff	Admission	20.05.2019	1
12.	Susmita Das	Administrative-Staff	Admission	20.05.2019	1

In 2018-19, 5 Non-Teaching Staff participated in administrative training programmes.

*P. Vedarupaprana*  
Principal  
Ramakrishna Sarada Mission  
Vivekananda Vidyabhavan



2019-20  
Phone: 2551-3452 (College)  
2551-3202 (Ashrama)

Sl. No.	Name of Participant	Designation	Title of Administrative Training Programme	Dates (from-to) (DD-MM-YYYY)	Duration (in days)
1.	Pravrajika Amritarupaprana	Administrative-Staff	Registration & Examination	25.09.2019	1
2.	Susmita Das	Administrative-Staff	Registration & Examination	25.09.2019	1
3.	Pravrajika Amritarupaprana	Administrative-Staff	EAT Module Training	26.12.2019	1
4.	Susmita Das	Administrative-Staff	EAT Module Training	26.12.2019	1
5.	Pravrajika Vedarupaprana	Vice-Principal	Hon'ble MIC	27.02.2020	1
6.	Sanghamitra Mukherjee	Assistant Professor	Hon'ble MIC	27.02.2020	1

In 2019-20, 3 Non-Teaching Staff and 1 Teaching Staff participated in administrative training programmes.

#### 2020-21

Sl. No.	Name of Participant	Designation	Title of Administrative Training Programme	Dates (from-to) (DD-MM-YYYY)	Duration (in days)
1.	Pravrajika Amritarupaprana	Administrative-Staff	Registration	02.07.2020	1
2.	Moumita Mallick	Administrative-Staff	Registration	02.07.2020	1
3.	Pravrajika Amritarupaprana	Administrative-Staff	Registration	04.09.2020	1
4.	Moumita Mallick	Administrative-Staff	Registration	04.09.2020	1
5.	Pravrajika Amritarupaprana	Administrative-Staff	Examination	19.09.2020	1
6.	Susmita Das	Administrative-Staff	Examination	19.09.2020	1

In 2020-21, 3 Non-Teaching Staff participated in administrative training programmes.

*P. Vedarupaprana*



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2021-22:

Sl. No.	Name of Participant	Designation	Title of Administrative Training Programme	Dates (from-to) (DD-MM-YYYY)	Duration (in days)
1.	Kabita Nath	Asst. Professor	West Bengal Health Scheme	10.12.2021	1
2.	Moumita Mallick	Administrative-Staff	West Bengal Health Scheme	10.12.2021	1

In 2020-21, 1 Non-Teaching Staff and 1 Teaching Staff participated in administrative training programmes.

2022-23:

Sl. No.	Name of Participant	Designation	Title of Administrative Training Programme	Dates (from-to) (DD-MM-YYYY)	Duration (in days)
1.	Pravrajika Amritarupaprana	Administrative-Staff	RUSA	18.08.2022	1
2.	Susmita Das	Administrative-Staff	RUSA	18.08.2022	1
3.	Pravrajika Amritarupaprana	Administrative-Staff	NEP	17.08.2023	1
4.	Moumita Mallick	Administrative-Staff	NEP	17.08.2023	1
5.	Pravrajika Vedarupaprana	Principal	NEP	28.11.2023	1

In 2020-21, 4 Non-Teaching Staff including the Principal participated in administrative training programmes.

*P. Vedarupaprana*  
Principal  
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