

**Govt. of West Bengal  
Directorate of Madrasah Education  
Bikash Bhavan, Salt Lake, Kolkata - 700 091**

Phone No.- 033-2337 1307/19; email id:- acesmadrasah\_bikashbhawan@yahoo.in; Website-www.wbmadrasahdte.gov.in

**Survey of Resources on Institution (as on 31.03.2015). Format may be downloaded from website**

(Data to be updated as on 30.09 of each year)

**Instruction:- Please tick on appropriate boxes & fill in the others. No item should be unmarked**

1 **\*Name of the Institution:**

2 **\*Location :** Rural  Urban  Semi Urban

3 **\*District :**

4 **\*Category :** Junior High  High  Higher Secondary  Senior   
 Madhyamik Shiksha Kendra  Madhyamik Shiksha Kendra(Sr. Madrasah Type)  Madrasah Shiksha Kendra  Shishu Shiksha Kendra

5 **\*Index No.**

6 **Address :** (incude P.O., Pin, G.P./Ward No., Block/Municipality/Municipality Corporation) :

VILL/P.O./Rd  G.P./Ward No.  PS

\*Block/Municipality/Municipal Corporation  \*Pin :

7 **a)Telephone No(s)(with STD code)**

Institution Telephone :

H.M./Any other staff :

**b) E-Mail ID, if any;** :

8 **Distance from** :

a) Block Headquarters :  KM

b) Nearest Secondary School/Madrasah & name of the Institution :  K.M. 

Name of the Institution	<input type="text"/>
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Instruction:- Please tick on appropriate boxes & fill in the others. No item should be unmarked

9 a) Recognition Details :

Establishment	From		Resolution No.-		Date:-
	From	To	Resolution/ Memo Number with date:		Renewal Obtained (Y/N)
Recognition as Junior High			Memo No.-	Date:-	
Upgradation as High			Memo No.-	Date:-	
Upgradation as Higher Secondary			Memo No.-	Date:-	

9 b) Subjects introduced at the H.S./Fazil level

10 \*Medium of instruction (Please tick on the appropriate box):

Urdu  Bengali  Bi-lingual  if other, please mention

11 \*Type (Please tick on the appropriate box):

Boys  Girls  Co-educational

12 a) Total Land Area in acre & decimal: ..... Acre ..... Decimal  
 b) Built-up area (in square feet)   
 c) Open Space (in square feet)

d) Whether the land record is in the name of INSTITUTION

13 a) Building Details :

Nature Of Building (Please tick) (Ground/1st/2nd/3rd/none of these)	a) Total		b) Breakup of the total Number of rooms with their sizes(length & breadth in feet) used as								
	No of rooms	Total area	Class-room	Office-room	Staff-room	H.M'S room	Laboratory	Library	Common room	Computer room	Kitchen
Brick built wall, cemented floor with reinforced roof											
Brick built wall, cemented floor with tally/tin/asbestos shed											
Mud built with tally/tin/asbestos											
Mud built with thatched shed											
Wooden posts covered by fences chanch/bamboo strips with tin/tallyshed											
If Others, Please Specify :											
Total :											

b) Class room pupil ratio(sft per student)

c) Photo from diferent angles(4) in hard and soft copy(to DOMA/O.C./Minority cell):

d) Hostel Facility Yes No If yes a) i) Area in sft ii) Accomodation for Students  
 b) for Boys for Girls

14 Please tick on the appropriate box:

i) Length of the Boundary of the Institution area (in Feet)   
 ii) Boundary wall: Yes  No  Partially  length  ft  
 If Yes: Pucca  ft Kacha  ft Open  ft  
 iii) Fencing: Yes  No   
 If Yes: Permanent  ft Temporary  ft

Instruction:- Please tick on appropriate boxes & fill in the others. No item should be unmarked

**15 Classroom and school environment :**

		Yes	Pertial	No	Remarks(Specify)
i)	The school has separate classroom for each grade/Class unit				
ii)	There is a partitioned room for all grades in the school				
iii)	Ten square feet per child classroom space available in the school				
iv)	All classes in the school have cemented floor				
v)	All rooms of the school have leak proof roof				
vi)	Functional and smooth black board is available in each grade/Class				
b)	Drinking water is available for children and teachers				
c)	Functional toilets used in the school is as per sanitation norms				
d)	Computer Facility				
e)	Electric Facility				

**16 Safe Drinking Water : Source (s)**

a) Tap Water (P H E)       b) Tube Well Deep  Shallow       c) No. of Toilet       d) Others  Specify

    ↳ i) Boys   
    ↳ ii) Girls

**17 \*Gender-wise, social group-wise enrolment:**

Gender	Social Group	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	TOTAL
Girls	Muslim													
	O.B.C.													
	Hindu (Gen)													
	S.C.													
	S.T.													
Total Girls Drop out														
Boys	Muslim													
	O.B.C.													
	Hindu (Gen)													
	S.C.													
	S.T.													
Total Boys Drop out														
Total Drop out														
Total enrolment														
No. of units/sections														

**18 Performance:**

A) Academic:

Total No of Students (I/V-VII-X/XII) of the Institution	No of students appeared at the Alim/High Madrasah exam or VIII th & XIIth students exam	No of students enrolled class vii & IX registered with WBBME & XI previous year	No of Student PASSED in the VIII th standard(Jr.)/ H.M./ Alim				Unsuccessful	No of Student			
			75% & above	74-60%	59-45%	44-25%		Passed	Failed	Passed	Failed
								H.S.		Fazil	

B) CO-Curricular activities:      a) NCC       BOYS' SCOUT       GIRLS GUIDE       B. RATHACHARI       FIRST AID       Social Service/Service

b) Participated in the Sub-division District       STATE level sports & Games

c) No of Students competed at the State/National level       Position achieved

C) Other Achievements:      District Level       State Level       National Level

If YES, Mention:- .....

**18 Staff Pattern :**

**(a) \*Teaching : No. of staff working**

Category	Male/Female	Muslim(Gen)	Hindu(Gen)	S.C.	S.T.	O.B.C.		Total
						Hindu	Muslim	
						Regular Teaching	Female	
	Male							
Regular Non-Teaching	Female							
	Male							
Para Teacher	Female							
	Male							
Contractual/ Part Time	Female							
	Male							

Sanctioned Post		Primary	Secondary Section (V-X)						Higher Secondary / Fazil / (XI-XII)					Total	
		I - IV	H.M/ Suptd. MSS	Lang- uage	Sc & Math	Ad. Arabic/ Theology	Social Science	W.E/ P.E.	Para teachers	Arts	Science/ Theology	Comaerce/ Islamic study	Contract (Part time)		Others
No. of sanctioned Teaching posts	Permanent														
	Temporary														
No. of Teachers															
No. of Vacancy															

In case of vacancy of HM / Superintendent

a) Vacancy report submitted vide DIS/S(SE) Memo No:

Date: ...../...../20..... Or not reported (Stike out which is not applicable)

**Not for MSK/SSK**

b) TIC working since.....

c) Reason for not filling-up the POST: .....

**18 (b) \*Non-Teaching :**

Category	Clerk	Librarian	Group-D				Total	Remarks					
			Lab-attendant	Peon	Matron	Night Guard		GEN		SC	ST	OBC	
Sanctioned Post								Hindu	Muslim			Hindu	Muslim
Staff in position (Working )													
Vacancy													

Instruction:- Please tick on appropriate boxes & fill in the others. No item should be unmarked

**19 Details of funds received from different sources since 2007-08 financial year :**

Choose from the list and fill-up "SOURCE" column(School Edn. Deptt.,SSA/DPEP(SSM),MPLAD,BEUP,,Zilla Parishad,Panchayat Samity/GP, BADP,MSDP, 11th Finance Commission, others )

Name Of Grant	Source	Sanctioning Authority	Date of receipt	Amount Sanctioned	Amount received	Amount Utilized	Remarks
1. ACR							
2. Common Room for Girls DWT							
3. Improvement of Library & Reading room							
4. Maintenance & Repair							
5. Construction of Hostel for Minority students							
6.Assistance to Mess & Hostel							
7.Equipments for Laboratories							
8. Equipments & Furniture							
9. Library Books							
10.Sports & gaming equipments							
11. Play ground repairing							
12. Computer grant							
13. others							

**20** Audit of Expenditure done upto..... (Financial year) by.....(Name of the Firm)

**21 Furniture :**

Type →	Almirah	Chair	Table	Bench		Bookshelf	Others if any
				Low	High		
No →							

**22 Computers & Peripherals :**

Type →	Monitor	CPU	UPS	Keyboard	Mouse	Printer/Fax/Scanner	Internet/Lan
No. →							

Instruction:- Please tick on appropriate boxes & fill in the others. No item should be unmarked

**23 Teaching & Non- Teaching Staff Management :**

Sl. No.	Name	Date of Birth	Date of Joining	Date of Superannuation	Approval No. &Date	Teaching Subject	Academic Qualification (Subjects to be Mentioned)	Professional/ Training Qualification	Others, if any,	Distance of Residence
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
21										

**24 Library :**

Library : YES  NO  If yes, Area  sft

Total No. of Books :  No. of I) Book selves  II)Almirahs

Reading room: YES  NO  If yes, Area  sft

Accommodation: Sitting arrangement for  students at a time

**25 Laboratories:**

If YES, Please "tick" against appropriate boxes:-

PHYSICS  CHEMISTRY  Maths Labs  LIFE SCIENCE  GEOGRAPHY

NUTRITION/ HOME MANAGEMENT & SCIENCE  COMPUTER  COMPOSITE

If there is Computer Lab-

i) No. of Computers

ii) Area of the Computer Lab (in Sft)

**Instruction:- Please tick on appropriate boxes & fill in the others. No item should be unmarked**

**26 Sports Facilities :**

I) a) Play-Ground : **Yes**  **No**  b) If Yes, Area .....sq. ft c) Length..... d) Breadth .....

Name	Football	Cricket	Kho-kho	Volley	Table-tennis	Chess	Basketball	OTHER
→								

\* Please put a tick (✓) mark in the appropriate box.

II) Whether the students participated in the SUB-DIVISION/STATE sports meet per year **YES**  **NO**

**27 Mid-day Meal** **Yes**  **No**

If yes, 1) Date of Introduction   
2) Upto What Class

**28** Whether other Govt. Programmes like Pulse Polio/ICDS/NCC, Immunisation Programme/ Vaccination Programme etc. held in the Madrasah :

i) Name

ii) Period /Date

**29** Vocational courses : (Please tick)  
**Yes**  **No**

Level....  
If yes, Name them.

i) VIII pass

ii) X pass

	Trade	No of Candidate
i)		
ii)		
iii)		
iv)		
v)		

	Trade	No of Candidate
i)		
ii)		
iii)		
iv)		
v)		

Instruction:- Please tick on appropriate boxes & fill in the others. No item should be unmarked

**30 Learners' Incentives Available in the Institution :**

Sl. No	Name of the Incentive	Boys	Girls	Rate per Unit/head	Govt/Non- Govt	Kind	Cash	No of Beneficiaries	Amount	Source	Remarks
a)	School Dress										
b)	Mid day meal										
c)	Incentive (Girls)										
d)	Pre Matric School Grant										
e)	Post Matric School Grant										
f)	By-Cycle Grant										
g)	Others										
h)	N.T.B.										
i)	Bookgrant										

\* Note: Write N.A. if Not Applicable. All the rows must be filled in the Table.

No of rows may be increased if necessary.

**31 Declaration:**

*The data has been supplied after proper verification of original records.*

Signature of  
Headmaster / Superintendent/ Teacher-in-charge

Signature of  
Secretary / Administrator / D.D.O.

Checked, Verified and found correct

Countersigned by

Assistant Inspector of Schools (Madrasah )

District Inspector of Schools (S.E.)

For office use of the Directorate of Madrasah Education :

The District Officer Minority Affairs, /O.C. Minority/Nodal Officer

**FOR OFFICE (DIRECTORATE) USE ONLY**

Instruction:- Please tick on appropriate boxes & fill in the others. No item should be unmarked