

14-3-53

Principal

I am enclosing herewith the confidential
reports of the following members of the staff of
our department. The enclosed forms are returnable.

- 1) Dr. N. L. Ghosh.
- 2) Sri. M. Roychowdhury
- 3) " M. K. Roy
- 4) " K. K. D.
- 5) " S. S. Mukherjee

J. K. Banerji

Government of West Bengal

EDUCATION Department.

Annual Confidential Report

For the year 1942 -19453

Gazetted Officers

Name..... Dr. Sanat Kumar Basu

Rank..... Head of the Department, Mathematics.

Service..... W.B.S.E.S.

Branch..... Teaching.

					Assessment.
1.	Personality	<u>Satisfactory</u>
2.	Capacity for sustained work	<u>Very Good</u>
3.	Tact and ability to work with others	<u>Satisfactory</u>
4.	Ability to control subordinates	<u>Satisfactory</u>
5.	Reliability in carrying out instructions	<u>Very Good</u>
6.	Ability to state a case	<u>Satisfactory</u>
7.	Initiative	<u>Good</u>
8.	Power of taking responsibility	<u>Good</u>
9.	Power to inspire confidence in the general public	<u>Satisfactory</u>
10.	Devotion to duty	<u>Very Good</u>
11.	<u>Knowledge of his work</u>	<u>Very Good</u>

The above assessment should be one of the four—Very good/Satisfactory/Indifferent/Poor.

General remarks (including a statement on integrity, character and physical fitness and a note of any special qualification not covered by the above).

An officer of integrity and character and physically fit. He is a sound teacher with scholarly habits and interest for research work. He has an amiable disposition and is a willing worker.

Signature..... Dr. Sanat Kumar Basu 30/3/53

Rank..... Date.....

Remarks by Countersigning Officer or Officers.

Signature.....
(Countersigning Officer.)

Signature.....
(Head of Department.)

Note.—The attention of reporting officers is drawn to the importance of the General Remarks section. Particularly in the case of senior officers it is desirable that this should be adequately and carefully filled in.

Government of West Bengal

Educational Department

Annual Confidential Report

For the year 1952-1953

Gazetted Officers

Name... Dr. Nanda Lal Ghosh
Rank... Professor of Mathematics, Presidency College, Calcutta
Service... W.B.S.E.S. Branch... Teaching

1. Personality	Assessment
				Satisfactory
2. Capacity for sustained work	Indifferent
3. Tact and ability to work with others	Indifferent
4. Ability to control subordinates	Indifferent
5. Reliability in carrying out instructions	Satisfactory
6. Ability to state a case	Satisfactory
7. Initiative	Indifferent
8. Power of taking responsibility	Indifferent
9. Power to inspire confidence in the general public	Satisfactory
10. Devotion to duty	Indifferent
11. Knowledge of his work	Satisfactory

The above assessment should be one of the four—Very good/Satisfactory/Indifferent/Poor.

General remarks (including a statement on integrity, character and physical fitness and a note of any special qualifications not covered by the above).

He is a popular teacher. He is regular. He is active and polished in manners.

Signature... Janak Kumar Basu

Rank... Head of Deptt. Date... 14-3-53
j Mathematics
Presidency

Remarks by Countersigning Officer or Officers.

He has joined during the year. Has a reputation as a good teacher. He is also interested in research work. He is well behaved.

Signature... K. S. Bhattacharya 30/3
(Countersigning Officer.)

Signature...
(Head of Department).

Note.—The attention of reporting officers is drawn to the importance of the General Remarks section. Particularly in the case of senior officers it is desirable that this should be adequately and carefully filled in.

Government of West Bengal

Education Department

Annual Confidential Report

For the year 1952-1953.

Gazetted Officers

Name..... Sri. Murari Mohan Roy Chowdhury.....

Rank..... Asstt. Professor of Mathematics, Presidency College

Service..... W.B.E.S.....

Branch..... Teaching.....

Assessment.

1. Personality	Satisfactory
2. Capacity for sustained work	Satisfactory
3. Tact and ability to work with others	Very Good
4. Ability to control subordinates	Satisfactory
5. Reliability in carrying out instructions	Very Good
6. Ability to state a case	Satisfactory
7. Initiative	Indifferent
8. Power of taking responsibility	Satisfactory
9. Power to inspire confidence in the general public	Satisfactory
10. Devotion to duty	Satisfactory
11. Knowledge of his work	Satisfactory

The above assessment should be one of the four—Very good/Satisfactory/Indifferent/Poor.

General remarks (including a statement on integrity, character and physical fitness and a note of any special qualifications not covered by the above).

He is a conscientious worker. He is very regular. He is a popular teacher. He is very sober. He is active and sincere.

Signature..... Somakumar Basu.....

Rank..... Head of M. P. C. & Date..... 14.3.53

g. Mathematics
Presidency College

Remarks by Countersigning Officer or Officers.

A sound and efficient teacher. He is respected for his being very sober and sound.

Signature..... Dr. Venkatesh 30/3/53
(Countersigning Officer.)

Signature.....
(Head of Department).

Note.—The attention of reporting officers is drawn to the importance of the General Remarks section. Particularly in the case of senior officers it is desirable that this should be adequately and carefully filled in.

Government of West Bengal

Education

Department.

Annual Confidential Report

For the year 1942-1943

Gazetted Officers

Name... Sri Manindra Kumar Roy

Rank... Asst. Professor of Mathematics, Presidency College, Calcutta

Service... W.B.E.S.

Branch... Teaching

					Assessment.
1. Personality	Indifferent
2. Capacity for sustained work	Indifferent
3. Tact and ability to work with others	Indifferent
4. Ability to control subordinates	Indifferent
5. Reliability in carrying out instructions	Satisfactory
6. Ability to state a case	Satisfactory
7. Initiative	Indifferent
8. Power of taking responsibility	Satisfactory
9. Power to inspire confidence in the general public	Indifferent
10. Devotion to duty	Satisfactory
11. Knowledge of his work	Satisfactory

The above assessment should be one of the four—Very good/Satisfactory/Indifferent/Poor.

General remarks (including a statement on integrity, character and physical fitness and a note of any special qualifications not covered by the above).

He is honest and sincere. He is active and possesses sound health. He is much and well behaved.

Signature... Janat Kumar Basu...

Rank... Head of Mr. Dept. Date... 10/3/53

*J. M. Basu
Presidency College,
Calcutta*

Remarks by Countersigning Officer or Officers.

*A sincere and hardworking teacher with
active habits*

Signature... J. C. Dutt 30/3/53
(Countersigning Officer.)

Signature...
(Head of Department).

Note.—The attention of reporting officers is drawn to the importance of the General Remarks section. Particularly in the case of senior officers it is desirable that this should be adequately and carefully filled in.

Government of West Bengal

Education Department

Annual Confidential Report

For the year 1942-1943

Gazetted Officers

Name. Sri Kamini Kumar D.E.

Rank. Asstt. Professor of Mathematics, Presidency Collg, Calcutta

Service. W.B.E.S.

Branch. Teaching

				Assessment.
1. Personality	Indifferent
2. Capacity for sustained work	Satisfactory
3. Tact and ability to work with others	Satisfactory
4. Ability to control subordinates	Indifferent
5. Reliability in carrying out instructions	Very good
6. Ability to state a case	Satisfactory
7. Initiative	Indifferent
8. Power of taking responsibility	Satisfactory
9. Power to inspire confidence in the general public	Satisfactory
10. Devotion to duty	Very good
11. Knowledge of his work	Satisfactory

The above assessment should be one of the four—Very good/Satisfactory/Indifferent/Poor.

General remarks (including a statement on integrity, character and physical fitness and a note of any special qualifications not covered by the above).

He is very honest and sincere. He is a man of character. He can be completely relied upon. He is very amiable.

Signature. ... Samit Kumar Basu.

Rank. Head of Deptt. Date.

of Mathematics,
Presidency Collg,
Calcutta

Remarks by Countersigning Officer or Officers.

He is a good Scholar and experienced and competent teacher, of amiable manners.

Signature. ... Dr. S. N. Ghosh 30/3/53
(Countersigning Officer.)

Signature.
(Head of Department).

Note.—The attention of reporting officers is drawn to the importance of the General Remarks section. Particularly in the case of senior officers it is desirable that this should be adequately and carefully filled in.

GOVERNMENT OF WEST BENGAL

Education Department

Confidential Annual Report on Members of the Staff

For the year 1952-1953

Name.... Sri. Shyam Sastha Mukherjee.....

Rank.... Lecturer in Mathematics, Govt. Branch..... Teacher.....

Date of:—(a) Birth.. 11.1.23..... (b) Entry to Government Service.. 17.12.1952 Present Grade.....

(For notes on compiling the report, see page 2.)

Section I.—Performance of Duties in Present Grade.

		Markings.	Remarks.
1. Knowledge—			
(a) of Branch	B	
(b) of Department	B	
2. Personality and force of character	A	
3. Judgement	B	
4. Power of taking responsibility	A	
5. Initiative	B	
6. Accuracy	A	
7. Address and tact	B	
8. Power of supervising staff	B	
9. Zeal and industry	B	
10. Health	C	
11. Attendance [see note (2)]	Very regular and punctual	
12. Official conduct (discipline) [see note (2)]	Very good	
13. (a) Capacity to note	B	
(b) Capacity to draft	B	

General remarks (including a statement on integrity and reliability and a note of any special qualifications not included above). He is very honest and sincere and possesses a sound moral character. He can be completely relied upon. He is very polished in behaviour. He is an earnest teacher who is likely to make a name. He is quite intelligent.

Section II.—Degree of Fitness for Promotion.

Delete all but one of the following:—

Exceptionally well qualified/Highly qualified/Qualified/Not yet qualified.

Remarks— He joined the department as a lecturer only recently (17th Dec. 1952) and has not gained much experience.

I HEREBY CERTIFY THAT IN MY opinion the conduct, standard of efficiency, and degree of fitness for promotion of the officer named hereon are as stated.

Date..... 14.3.53..... Signature (Certifying Officer)..... Somnath Kumar Basu.....

Rank..... Head of the Department of Mathematics.....

Remarks by Countersigning Officer.

Prasanta Chandra Ghosh.

He has joined the College ~~as~~ during the year. He is a sincere, hardworking and reliable teacher.

P. Ch. Ghosh

30/3/53

Signature (Head of Department).....

Date.....

Notes.**Section I.**

Note (1).—Insert in this column A, B, C, D, or E, against each item to the following appraisement:—

- A. Outstanding.
- B. Very good.
- C. Satisfactory.
- D. Indifferent.
- E. Poor.

Note (2).—An A or B marking is inappropriate for these items.

Note (3).—This report is to be regarded as confidential: but an E marking against any item must be communicated in duplicate by the Head of the Sub-Department to the officer concerned, except in the following circumstances:—

- (i) Where in the opinion of the Head of the Sub-Department communication is considered likely to affect adversely the officer's health.
- (ii) Where the marking is due to inexperience owing to less than one year's service on the grade (except in cases of unsatisfactory conduct, laziness, etc.).
- (iii) Where the weakness has already been notified and it is clear that no useful purpose can be served by repeated notifications, in such cases the officer should be advised of the proposal to discontinue future notifications to the same effect as those he has previously received. Any change, for better or worse, should be notified to the officer.

The officer should be required to sign and return to the Establishment Branch, one copy of intimations of E markings as evidence that he has been notified: he may, if he so desires, add observations.

Section II.

Note (4).—The estimate of fitness for promotion should be related to the officer's capacity for the performance of the duties of the grade above. If he is marked "Exceptionally well qualified" or "Not yet qualified" the reasons for the marking should be stated; and in general reporting officers should make the fullest use of the "Remarks" space.

General.

Note (5).—Every effort should be made to arrive at a just estimate of the qualities of the officer at the time the report is made. Reporting officers should rely on their own judgement and experience, and should in no circumstances have access to previous reports on the same officer by other reporting officers.