

Madan Bhandari Memorial College

New Baneshwor, Kathmandu || Website: www.mbmc.edu.np

List of Annexes

Volume 1 (Annex 1 to 8)

Annex 1	College Statute
Annex 2	Faculty and Staff Regulation
Annex 3	Financial Regulation
Annex 4	IQAC Work Procedure
Annex 5	Research Management Committee Work Procedure
Annex 6	EMIS Work Procedure
Annex 7	Public Information Management Cell Work Procedure
Annex 8	Library Manual

Volume 2 (Annex 9 to 17)

Annex 11StrAnnex 12MaAnnex 13Op	ocuments related to Review of Strategic Development Plan 2019-2023, 2019 rategic Development Plan 2019-2023, 2019 laster Plan
Annex 12 Ma Annex 13 Op	laster Plan
Annex 13 Op	
•	norational Calendary 2077 2081
Annex 14 Ac	perational Calendars 2077-2081
	cademic Calendar
Annex 15 Bu	udget 2081-082
Annex 16 Le	esson Plans and Class Log Books
Annex 17 Cla	ass Routines

Volume 3 (Annex 18 to 22)

Annex 18	Minutes of AGM
Annex 19	Minutes of CMC
Annex 20	Minutes of Executive
Annex 21	IQAC Minutes
Annex 22	Departmental Meeting Minutes

Volume 4 (Annex 23 to 31)

Annex 23	Academic Administrative Audit Reports
Annex 24	Audit Reports
Annex 25	Annual Report 2079-080
Annex 26	Tracer Study Reports
Annex 27	Students' Perceptions Survey
Annex 28	Report of Reform Consultant
Annex 29	Statistical Data Forms 2077-2080
Annex 30	Student Data 2077-2079
Annex 31	Student Data 2080-081



Madan Bhandari Memorial College New Baneshwor, Kathmandu || Website: www.mbmc.edu.np List of Annexes

Volume 5 (Annex 32 to 50)

Annex 32	Journal of Productive Discourse (ProD)
Annex 33	Shweta Shardul
Annex 34	Records of Teachers' Research related Activities
Annex 35	Research related Documents of Students
Annex 36	Documents related to Faculties' Involvement in Consultancy Service and Curricula Reviews
Annex 37	Documents related to Trainings, Workshops and Non-Credit Courses for Students
Annex 38	Documents related to Trainings and Workshops for Faculties and Staff
Annex 39	Documents related to RMC
Annex 40	Documents related to Extension and Outreach Programs
Annex 41	Educational Tour and Excursion
Annex 42	Documents related to Internal Examinations - Samples
Annex 43	Documents related to Remedial - Bridge Classes
Annex 44	Documents related to Guest Lectures
Annex 45	Documents related to Internship
Annex 46	Documents related to Student Counseling and Placement Information Cell
Annex 47	Documents related to ECA
Annex 48	Documents related to IdeaX Event
Annex 49	Documents related to Sports and Other Competitions
Annex 50	Documents related to Students Orientation Programs

Volume 6 (Annex 51 to 84)

Annex 51	Documents related to Students Admission
Annex 52	College Prospectus and Brochures
Annex 53	Documents related to Student Council
Annex 54	Communication and Correspondence with Foreign Universities
Annex 55	MoUs and Contracts
Annex 56	Affiliation Letters
Annex 57	Community College Identity
Annex 58	Land and Building Ownership Certificates and Map
Annex 59	Name List of CMC
Annex 60	Appointment Letters and ToRs of Faculties and Staff
Annex 61	Faculties and Staff Appraisal Documents
Annex 62	List of Faculties and Staff
Annex 63	Evaluation of Faculties by Students
Annex 64	Documents related to Selection of Best Employees and Student of the Year
Annex 65	Documents related to Recruitment - Samples
Annex 66	Documents related to Library
Annex 67	Stakeholders' Responses
Annex 68	Documents related to Grievance Redress Cell



Madan Bhandari Memorial College New Baneshwor, Kathmandu || Website: www.mbmc.edu.np List of Annexes

Annex 69	Documents related to EMIS
Annex 70	Documents related to PIMC
Annex 71	Management Committee and Staff Interaction Program - Rapporteur's Notes
Annex 72	Documents related to Alumni
Annex 73	Documents related to Scholarships
Annex 74	Documents related to Maintenance
Annex 75	Records of College Inventories
Annex 76	Photographs of Facilities and Services
Annex 77	Screenshots of EMIS Software
Annex 78	Screenshots of Website and Social Media
Annex 79	Documents related to usages of Infrastructure by External Organizations
Annex 80	O&M Survey Report
Annex 81	Impact Analysis of EMIS and PIMS
Annex 82	HRD Plan 2024-2028
Annex 83	Departmental Progress Reports
Annex 84	Documents Related to Separation of Higher Education and +2 Programs

Volume 7 (Annex 85 to 100)

Annex 85	Documents related to Revised O&M Survey and Organogram
Annex 86	Documents related to Re-structuring of Committees and Cells
Annex 87	Documents related to External Academic Audit
Annex 88	Documents related to Faculty Training Programs
Annex 89	Documents related to Curriculum Review
Annex 90	Documents related to Non-Credit Courses
Annex 91	Departmental Meeting Minutes
Annex 92	Documents related to Student Perception Survey
Annex 93	Documents related to Faculty Evaluation by Students
Annex 94	Documents related to RMC
Annex 95	MoUs related to Placement and Internship
Annex 96	Documents related to Alumni
Annex 97	Impact Analysis of EMIS and PIMS
Annex 98	Documents related to Article Publication by Faculties
Annex 99	Appraisal Guidelines and Appraisal Forms
Annex 100	Minutes of Student Council



Volume 8 (Annex 101 to 137)

	nnex 101 to 137)
Annex 101	Student Council Work-Procedure 2081
Annex 102	Strategies Enrollment Growth, Pass Rate Improvement and Dropout Reduction 2081
Annex 103	Guidelines for Strengthening the Grievance Redressal System 2081
Annex 104	Financial Sustainability Plan 2081
Annex 105	Environmental and Social Safeguard Policy/ Framework 2081
Annex 106	Strengthening Good Governance for Sustainable Quality Enhancement 2081
Annex 107	Disaster Risk Reduction (DRR) Strategy 2081
Annex 108	Screenshots of Website
Annex 109	Land Lease Contract
Annex 110	Documents related to Reformation of Students' Council
Annex 111	IQAC Progress Report 2080-081
Annex 112	RMC Progress Report 2080-081
Annex 113	ECA Progress Report 2080-081
Annex 114	Review Report of Strategic Development Plan 2024
Annex 115	IQAC Minutes
Annex 116	Minutes of CMC
Annex 117	Documents related to the External Academic Audit
Annex 118	Documents related to Non-Credit Courses
Annex 119	Documents related to Lesson Plan
Annex 120	Minutes of Executive
Annex 121	Departmental Meeting Minutes
Annex 122	Standard Operating Procedure for Lab
Annex 123	Proposal for Digitalization
Annex 124	Documents related to RMC
Annex 125	MoUs and Contracts
Annex 126	Documents related to International Conference
Annex 127	Documents related to ECA
Annex 128	Documents related to Orientation Program and Online Resources
Annex 129	Photographs of Facilities and Services
Annex 130	Documents related to Procurement of Vehicles
Annex 131	Documents related to Alumni
Annex 132	Minutes of Students' Council
Annex 133	Documents related to Fee Structure
Annex 134	Documents related to Internship
Annex 135	EMIS Report 2080-081
Annex 136	Documents related to EMIS
Annex 137	Documents related to Stakeholders Surveys
Annex 138	Implementation Plans