



GOVERNMENT OF TRIPURA

**Prospectus of  
MAHILA ASHRAM**

DIRECTORATE OF EDUCATION  
SOCIAL WELFARE SECTION  
TRIPURA  
1972.

## **PROSPECTUS OF THE STATE MAHILA ASHRAM, ABHOYNAGAR, TRIPURA STATE**

### **1. Mahila Ashram—Year of Establishment :**

Education Department of the Government of Tripura has set-up the State Mahila Ashram on 27th May, 1960 under of one of the Schemes of Social Welfare.

### **2. Location :**

The Institution is ideally located at Abhoynagar on Abhoynagar main road under Agartala Municipal (extended) area. The Institution is about 2 Furlongs south east of Raj Bhavan, Tripura, Agartala and is within the easy reach from Buddha Mandir Bus Stop or from Circuit House Bus Stop on Agartala town Bus route No. 2, 4 and 5.

### **3. Objective of the Mahila Ashram :**

Providing shelter, care, protection and rehabilitation of destitute women of Tripura State.

### **4. Admission Requirements and Eligibility for Admission :**

(i) Destitute women must be Indian Nationals and must possess citizenship Registration cards issued by the appropriate Authority.

(ii) Candidates must have continuous stay in Tripura State for at least two

years and should possess certificate of Residence either from Members of Tripura Legislative Assembly or Members of Loka Sabha and Rajya Sabha from Tripura or from a Gazetted Officer of either the State or Central Government.

(iii) Destitute women of the age-group 18 and 30 will usually be eligible for admission.

(iv) Young widows with vulnerable age of the age-group 18 and 30 having no issues and having no reasonable source of income are eligible for admission. Such destitute women must possess a certificate of income from any of the persons as mentioned in (ii) above.

(v) Legally divorced destitute women of the age-group 18 and 30 having no other encumbrance and having no reasonable source of income are also eligible for admission. Income certificate from any of the persons as mentioned in (ii) above need be produced.

(vi) Unmarried aged orphaned ladies of the age-group 18 and 30 having no reasonable source of income are eligible for admission. Such destitute ladies also must possess a certificate of income from any of the persons as mentioned in (ii) above.

(vii) Destitute women of the age-group 18 and 30 separated from husband owing to natural calamities such as earthquake, flood ect. having no reasonable source of income may also be eligible for admission if they have no other liability.

(viii) Destitute women of the age group 18 and 30 who had their schooling upto Vth grade are usually eligible for admission.

(ix) Physically fit and mentally sound destitute women having no chronic illness and having no contagious diseases are only eligible for admission. Candidates must possess Medical certificate from to this effect from Registered Medical Practitioner.

### 5. Applications :

Prescribed printed application form will be supplied to the candidates free of cost from the Social Welfare Section, Education Directorate, Tripura upon receipt of an application in plain paper addressed to the Social Welfare Officer, Tripura, Abhoynagar stating name, age, permanent address of the applicant stating also the circumstances for which applying for admission. Prescribed applications as approved by the Director of Education vide No. F. 18(2-6)-DE/66 dated 9. 6. 1966 are to be submitted in duplicate for each candidate to the Social Welfare Officer, Tripura together with all required certificates etc. within the stipulated date as indicated therein.

#### **6. Interviews & Investigations :**

The candidates if found prima facie eligible will be called for interview at Abhoynagar, Agartala or at places indicated in the letter of Interview. Candidates are to appear at the Interviews at their own cost. Detailed enquiry or investigation may precede or follow the interview for ascertaining real conditions of the applicant.

#### **7. Admissions :**

Admission is opened throughout the year provided there is vacant seat. Candidates provisionally selected for admission will have to undergo internal medical examinations by Lady Medical Officers of Government Hospitals in Tripura. Final letter of admissions will be issued after receipts of Reports of medical examinations. The Superintendent of Mahila Ashram will accept a selected candidate if the candidate concerned produces in writing the acceptance of terms and conditions of the admission order and 3 copies of passport size recent photographs duly attested by a Member of Tripura Legislative Assembly, M.P. from Tripura for Loka Sabha or Rajya Sabha or any Gazetted Officer.

#### **8. Accommodation :**

The finally selected destitute women candidate will be provided with free accommodation at the Dormitory (cottage) of the Mahila Ashram located at Abhoynagar, West Tripura. Lighting will also be provided free to the inmates.

#### **9. Food, Clothings & Beddings :**

As soon as a destitute woman will be allowed admission into the Mahila Ashram she will become

an inmate of the Residential Institution and will be allowed free food, clothings and bedding as per existing scale fixed by the Government for this purpose or as would be fixed by the Government from time to time in this regard. But on the day of admission the candidate must bring with her extra one set of clothings of everyday use. Use of clothings and beddings provided by the Institution is only admissible.

#### **10. Duration of care at Mahila Ashram :**

A destitute woman will usually be allowed admission for a period of three years or as would be indicated in the admission order. The Director of Education, Tripura may however allow continuance of care of a particular inmate for such period as he would deem it necessary in the interest of the inmate. The candidate shall have to return to her original residence as soon as care at the Institution would be over or at any time specified by the Government in this regard.

#### **11. Daily Routine at the Mahila Ashram :**

The cleaning of dormitory (cottages) of the Ashram and the Kitchen and other places of activities for the inmates are to be done by the inmates as per instruction of the Superintendent from time to time. Generally the following time table will be adhered to subject to changes as and when necessary.

- 4 A.M.—4-30 A.M. — Rising Bell and personal cleanliness.  
4-30 A.M. to 5 A.M. — Prayer.

- 5 A.M. to 5-30 A.M. — Breakfast.
- 5-30 A.M. to 5-55 A.M. — Preparing lessons.
- 6 A.M. to 8-30 A.M. — Attending academic classes
- 8-30 A.M. to 10 A.M. — Receiving rations—preparing and cooking of food (group by rotation)  
—garden works, bathing of cows, cleaning of Poultry and cow shed etc.
- 10 A.M. to 11 A.M. — Bathing of inmates and dressing up.
- 11 A.M. to 11-50 A.M. — Lunch.
- 12 A.M. to 4 P.M. — Attending vocational courses.
- 4-30 P.M. to 5 P.M. — Tiffin.
- 5 P.M. to 5-55 P.M. — Kitchen garden and flower garden works, cooking, safai etc.
- 6 P.M. to 6-30 P.M. — Prayer.
- 6-30 P.M. to 9 P.M. — Preparing lessons.
- 9 P.M. to 9-50 P.M. — Dinner.
- 10 P.M. — Light off.

## 12. Academic & Vocational Training :

There is arrangement of literacy classes leading upto VIIIth grade within the campus. The classes are generally held in the morning. Two Tutors are assigned with duties in this regard. The participation in the classes are compulsory for every inmate.

Vocational training is provided in the following major crafts and trades :

- (i) Weaving
- (ii) Bamboo and Cane Works
- (iii) Tailoring
- (iv) Book Craft (Book binding, Envelop making, file cover and file Board making etc.)

Besides, there is provision also for Spining (Ambar Charkha), Cattle rearing, Poultry birds keeping. Additional Crafts/Trades may also be introduced from time to time.

Inmates shall have to undergo in one or more of the crafts as mentioned above as per decision of the Officer-in-charge of the Institution under the supervision of Instructors appointed/engaged for this purpose.

### **13. Medical Attendance :**

The inmates are provided with the free medical care. Within the Campus there is a Dispensary headed by a qualified Doctor (M.B.B.S.—CAS-G-I) and a Compounder catering to the needs of three other Social Welfare Institutions. The Doctor attends twice in a week, examines and prescribes medicine. In case of complicated cases the inmate patients are transferred to the Government G.B. Hospital, Agartala as per advise of the Attending Physician.

### **14. Recreation :**

Facilities have been provided within the Campus for indoor recreational activities by the



inmates. Common Indian musical equipments are within the reach of the inmates. Radio and Record players are also available for use by the inmates. Usually Saturdays and Sundays are utilised for recreational purposes. Provision has been made for organising cultural programmes by the inmates within the Campus. Edocative and Recreative films of the Audio-Visual Section of the State Education Directorate are exhibited within the Campus at periodic intervals.

#### **15. Excursions :**

The inmates are allowed to participate in Dawn to Dusk Camp in distant Sub-Divisions and Districts within Tripura State organised for them once in a year. Conducted tour to Festivals and Fairs are also organised within the State as and when such opportunity comes.

#### **16. Library Facility :**

A Book Library has been set-up within the premises for use of the inmates. Inmates are free to make use of facility provided there.

#### **17. Leave :**

Availing of leave outside the Residential Institution is usually discouraged. Within the first year of stay at the Ashram leave is not normally allowed. Leave for a specific period is considered by the Authority on the merit of each case. Prayer for leave may be refused any time by the Authority. An inmate is allowed to enjoy leave provided the Declared Guardian gives the prescribed undertaking in writing. Medical Examination may follow after return from leave and if any thing is found otherwise then the inmate will be released forgood from the Institution.

**18. Transfer :**

Government may arrange, in public interest, transfer of an inmate of Mahila Ashram to any Social Welfare Institution within the Tripura State or outside this State for such periods as it would be deemed necessary.

**19. Discharge and Withdrawals :**

Unless otherwise decided by the Government an inmate of the State Mahila Ashram shall normally be allowed to stay as inmate for a period of three years. During this period in the event of any false statement in the application detected after the admission or if the conduct of the inmate is considered to be detrimental to the interest of the Institution, in the event of deliberate violation of Institution—discipline or in case the inmate is found mentally retarded or unsound or in the event of development of special behavioural problem the inmate may be discharged for good and be restored to the person sponsoring admission. The Order for discharged for good will also apply to the inmate in case any thing undesirable is detected by the Medical Officer after return from leave or if report is received in regard to involvement of the inmate in criminal offence or in case the inmate suddenly develops any communicable disease after the admission.

If any near relations applies for taking over responsibilities of a particular inmate of the Mahila Ashram then this may be permitted to be withdrawn for good at any time of the year provided the person applying for is considered a Fit person by the Government. Government may also allow

withdrawal for good at any time if the person sponsoring admission applies for it or if the inmate applies in writing for returning back to the Home from where she sought for shelter under the Government.

## **20. Disposal of Dead Bodies :**

In case of natural death of an inmate of Mahila Ashram while under care at the Government within the premises or at the Hospital the dead body of the inmate will be disposed of at Government cost after obtaining death certificate from the Medical Officer of the Education Directorate or from the hospital authority or from any Registered Medical practitioner.

In case of any unnatural death occurred to any inmate while under Care of the Government all usual procedure shall be adopted in this regard before disposal of the dead-body.

In the event of death occurred to any inmate of Mahila Ashram outside the premises while on leave and while under temporary care of any relative or the sponsoring person, the cause of death and other related details should immediately be reported to the nearest Police Station in writing with also an intimation to the Superintendent of Mahila Ashram.

## **21. Intake :**

The present intake capacity of Mahila Ashram is for 90 destitute women. The intake capacity will be raised upto 100 during the 4th Plan. Other admission requirements being equal, candidates from Scheduled tribe and Scheduled caste community shall get preference in admission.

## 22. Visits by Relations and others :

Visits by the Declared guardian or near relations are permitted by the Institution on the first Sunday of every month between 8-30 A.M. and 11-30 A.M. again between 2 P.M. and 5 P.M. Other visits by prior appointment with the Social Welfare Officer.

## 23. Staff :

For day to day management of the Residential Institution undernoted categories of staff have been provided by the Government of Tripura.

- |   |            |
|---|------------|
| 1. Superintendent   | — 1 Post.  |
| 2. Auxiliary Nurse-cum-Matron                                       | — 2 Posts. |
| 3. Tutor (Part-time)  | — 2 Posts. |
| 4. Instructors :  |            |
| (a) Weaving   | — 1        |
| (b) Bamboo & Cane Works   | — 1        |
| (c) Tailoring   | — 2        |
| (d) Book Craft  | — 1        |
| (e) Ambar Chakha  | — 1        |
| 5. Head Clerk-cum-Accountant  | — 1 Post.  |
| 6. Store-Keeper   | — 1 Post.  |
| 7. L. D. Clerk  | — 1 Post.  |
| 8. Class IV (Day watch man, Night watch man, Sweeper, General duty) | — 6 Posts. |
| 9. Medical Officer (Twice in a week)                                | —          |
| 10. Compounder (for every day service)                              | — 1 Post.  |

24. **ENQUIRIES :**

All enquiries regarding admission etc. may be addressed to

1. The Director of Education, Tripura.  
(Social Welfare Section)  
P.O. : Abhoynagar.  
Dist : West Tripura.  
Tripura State.

**Or**

2. The Social Welfare Officer,  
Education Directorate.  
(Social Welfare Section)  
P.O. : Abhoynagar.  
Dist : West Tripura.  
Tripura State.  
Telephone—AGT 851.

Telegraphic Address :

Director of Education, Tripura.  
(Social Welfare Section)  
Abhoynagar, Agartala.

**Or**

Social Welfare Officer, Tripura.  
Abhoynagar, Agartala.

---

On behalf of the Education Directorate, Tripura  
published by the Social Welfare Officer and  
printed at the Tripura Government Press, Agartala.