

**Government of Odisha**  
**Department of Higher Education**

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No.: 12166 /HE, Dated: 06/06/2015  
**HE-FE-III-POL-44-15**

From

Sri Ajay Kumar Nayak, OAS  
Joint Secretary to Government

To

The Principals  
SAMS Resource Centers (Degree & Junior)  
(As per list available on [www.dheodisha.gov.in](http://www.dheodisha.gov.in))

**Sub: Setting up/ Opening up of Helpdesk and Internet Facility Center in the SAMS Resource Centres (SRC) for eAdmission of Academic Session 2015-16.**

Madam/Sir,

In reference to the subject cited above, I am directed to say that in order to provide assistance to the applicants/parents on eAdmission who come to the SAMS Resource Centre with manually filled in application form; the SRCs are to ensure the following facilities in their college premises.

1. Opening up and operationalisation of Internet Facility Center (IFC) with help of Common Service Center (Jana Seva Kendra) or private vendor / cybercafé available in their locality. In the Internet Facility Center INR 10/- to be charged towards internet browsing and INR 5/- per page for printing (B/w A4 Paper size) and thus a maximum of INR 25/- by the Facility Center owner.

However, college shall provide electricity & room space for Internet Facility Center in the college premises for which the vendor will pay INR 5/- per allocation which will be deposited in the SAMS bank account maintained separately by colleges. If any college wants to manage Internet Facility Center by themselves, they may charge the above rate.

2. Setting up SAMS Helpdesk to manage the footfalls at the colleges during eAdmission and to provide information on the *modus operandi* of the project to the students/ parents, etc
3. SRCs are to ensure that the electricity supplies to the SAMS labs are not disturbed during operationalization of the system. Hence may take necessary steps towards the power back up arrangements.
4. Submission of Common Application Form's at Colleges is to be handled by the CAF Receipt Counters, specially arranged towards ensuring the rush of form submission by applicants.

Yours faithfully,

  
Joint Secretary to Government

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Copy forwarded to the Director, Higher Education /Chairman, CHSE (O) /  
Regional Director Bhubaneswar / Sambalpur / Berhampur / General Manager,  
OCAC for kind information & necessary follow up action.



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Joint Secretary to Government

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