

# RAYBURN COLLEGE



**BSF Road, Gangpimual, Churachandpur, Manipur - 795 006, INDIA.**

Affiliated to M.U: No. MU/1-65/98/CDC/136:07.08.2012.

Recognized by UGC under Section 2(f) & 12(B) of 1956 Act: No.8-29/2015(CPP-I/C):23/04/2015.

[www.rayburncollege.ac.in](http://www.rayburncollege.ac.in)

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## **Criterion 3**

### **Metric 3.2.1**

#### **Supporting Documents**

**3.2.1. Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge**

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## Link to relevant documents:

- **Link to Clubs, Cell etc:**

<https://www.rayburncollege.ac.in/>

- **Link to Skill Development and Placement Cell**

<https://www.rayburncollege.ac.in/soft-skill-dev-placement-cell/>

- **Link to Rayburn College Research and Development Cell**

<https://www.rayburncollege.ac.in/rbc-research-development-cell/>

- **Rayburn College, AISHE code C-9438**

<https://www.rayburncollege.ac.in/aishe/>

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File No.: Ref/RBC/Skill Dev.& Placement/2022-23/06

## **NOTICE**

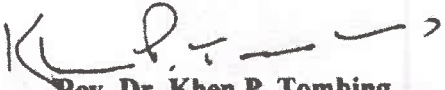
Date: 18<sup>th</sup> May, 2022

It is hereby notified to all the HODs that on 27<sup>th</sup> May, 2022, an awareness program on **Intellectual Property Rights (IPRs)** for the students is scheduled to be conducted at Rayburn College under the Patent Office, Kolkata, Department for Promotion of Industry & Internal Trade (DPIIT), the initiative of Government of India. As per the guidelines, a minimum of 700 students are required to participate in the awareness program.


Therefore, HODs are requested to depute 700 students each from their departments without fail. Registration will be done at IQAC room from 19<sup>th</sup> May, 2022.

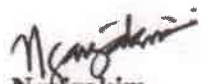
Copy to:

- (1) IQAC
- (2) Vice Principal
- (3) All HODs
- (4) Web Administrator
- (5) Guard File

  
Rev. Dr. Khen P. Tombing  
Principal

Principal  
RAYBURN COLLEGE  
Churachandpur, Manipur

  
Principal  
RAYBURN COLLEGE  
Churachandpur, Manipur

  
Ngazakim  
Co-Ordinator  
(Skill Development & Placement Cell)  
Coordinator  
(Skill Development & Placement)  
RAYBURN COLLEGE  
Churachandpur, Manipur.





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[www.rayburncollege.ac.in](http://www.rayburncollege.ac.in)

File No.: Ref/RBC/Skill Dev.& Placement/2022-23/07

## **NOTICE**


Date: 18<sup>th</sup> May, 2022

In continuation of this office notification no. Ref/RBC/Skill Dev.& Placement/2022-23/06, dated 18<sup>th</sup> May, 2022, it is hereby informed that all the students of 6<sup>th</sup> Semester of Political Science, History and Commerce, and 2<sup>nd</sup> Semester of English, History, Political Science, Sociology and Psychology, must participate in the awareness program on Intellectual Property Rights (IPR) to be conducted by Patent Office, Kolkata, Department for Promotion of Industry & Internal Trade (DPIIT), in our college under the initiative of Government of India on the 27<sup>th</sup> May, 2022, from 02:00 pm to 03:00 pm. The program will be held in the faculty lounge.


Further, the core members of IQAC (i) Chinmuanthang Guite; (ii) Immanuel Malsawmlien; (iii) Dr. Langthianmung Vualzong; (iv) James Thangsuanlian, under the supervision of Co-Ordinator, IQAC Dr. Siamkhanthang Neihzial will make necessary arrangement for the conduct of the program.

Copy to:

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**From:** [siam@rayburncollege.ac.in](mailto:siam@rayburncollege.ac.in)  
**To:** "SUMAN SIL" <[sumansil1390.ipo@gov.in](mailto:sumansil1390.ipo@gov.in)>  
**Cc:** [khentombing@yahoo.com](mailto:khentombing@yahoo.com), "kim ellu" <[kim.ellu@rayburncollege.ac.in](mailto:kim.ellu@rayburncollege.ac.in)>  
**Sent:** Wednesday, May 18, 2022 12:59:53 PM  
**Subject:** Conducting of online Talks on IPRs

Sir,

Please refer to your mail to the principal of Rayburn college dated 27 April 2022. The Rayburn colleagues conduct the said online talk on Intellectual Properties Rights (IPRs) on the 27th (Friday) May 2022, between 2pm and 3 pm at the Faculty lounge. Please let us know your confirmation from your good office.

Sincerely,

Dr. Siamkhanthang Neihisial  
Coordinator, IQAC  
Rayburn College, Gangpimual, Churachandpur, Manipur 795128 , INDIA  
WhatsApp's No. 6909559307

Former SERB-DST Young Scientist Fellow,  
Theoretical Science Unit, Jawaharlal Nehru Centre  
For Advanced Scientific Research, Bangalore



2 attachments

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9K



  
Principal  
RAYBURN COLLEGE  
Churachandpur, Manipur

SUMAN SIL <sumansil1390.ipo@gov.in>

Wed, May 18, 2022 at 1:27 PM

To: [siam@rayburncollege.ac.in](mailto:siam@rayburncollege.ac.in)

Cc: [khentombing@yahoo.com](mailto:khentombing@yahoo.com), [kim.ellu@rayburncollege.ac.in](mailto:kim.ellu@rayburncollege.ac.in), Santanu <[santanu.dey@nic.in](mailto:santanu.dey@nic.in)>

Respected Sir,

I would like to inform you that the webinar has been scheduled on 27.05.2022 (Friday) between 2pm-3pm as per your reply mail and over telephonic conversation.

The resource person for the said webinar is **Shri Suman Sil, Examiner of Patents & Designs (Gr. 'A' Gazetted), The Patent Office, Kolkata, DPIIT, Ministry of Commerce & Industry, Govt. of India.**

A Webex meeting invitation link will be generated and to be sent to your registered email id by 18.05.2022. Maximum 1000 students/faculties/others can be participated in each online session.

The webinar will be conducted at free-of-cost basis. You are also requested to provide the Name, Email and Contact number of the Co-ordinator from your side for the said programme. Please provide the names of the participants (faculty and student separately) attended in the attached format for the generation of certificate (Excel file attached). (N.B.: NIPAM website link: <https://ipindiaseservices.gov.in/events-ipr/Home/home.aspx>)

Thanking you in anticipation,

With best regards,

Suman Sil

(Examiner of Patents & Designs and NIPAM Officer)

Patent Office, Kolkata

Mobile- 9563125909

Email ID: [sumansil1390.ipo@gov.in](mailto:sumansil1390.ipo@gov.in)

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2 attachments

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To: "SUMAN SIL" <[sumansil1390.ipo@gov.in](mailto:sumansil1390.ipo@gov.in)>

Cc: [khentombing@yahoo.com](mailto:khentombing@yahoo.com), "kim.ellu" <[kim.ellu@rayburncollege.ac.in](mailto:kim.ellu@rayburncollege.ac.in)>

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Coordinator, IQAC

Former SERB-DST Young Scientist Fellow,  
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For Advanced Scientific Research, Bangalore



Rayburn College, Gangpimual, Churachandpur, Manipur 795128, INDIA  
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*[Handwritten signature]*

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**Cc:** [khentombing@yahoo.com](mailto:khentombing@yahoo.com), "kim ellu" <[kim.ellu@rayburncollege.ac.in](mailto:kim.ellu@rayburncollege.ac.in)>  
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& COHSEM : No. 3/7/92-HSC:28.07.1995.

[www.rayburncollege.org](http://www.rayburncollege.org)

Date: 28/10/2014

To,  
**Manager,**  
**North Eastern Development Finance Corporation Ltd.(NEDFi)**  
**Imphal, Manipur.**

Sub: **Request for Letter of Intent (LOI)**

Dear Sir,

I, the undersigned have the honour to lay down the following few lines for your kind consideration and necessary action.

That Rayburn College, Churachandpur, Manipur is setting up a Business Incubation Centre at its own campus in Churachandpur, Manipur to promote the culture of innovation and entrepreneurship in the society, to serve as an active knowledge and resource catalyst for the development

of promising entrepreneurs and to incubate and accelerate early stage organizations from ideation to marketplace success which will lead to economic and social development of the country.

Sir, we are applying to avail Atal Incubation Centre (AIC) scheme of the Atal Innovation Mission (AIM), NITI Aayog, Government of India which will strengthen us in our endeavour and usher new hope to our young entrepreneurs in Manipur state and others part of North-east India.

As this could be one opportunity to invest among the brightest idea, I request you to kindly support us by issuing 'Letter of Intent' which will add value and weightage in our application. However, by issuing us LOI, there is no binding in whatsoever way it may be.

Looking forward to your kind response.

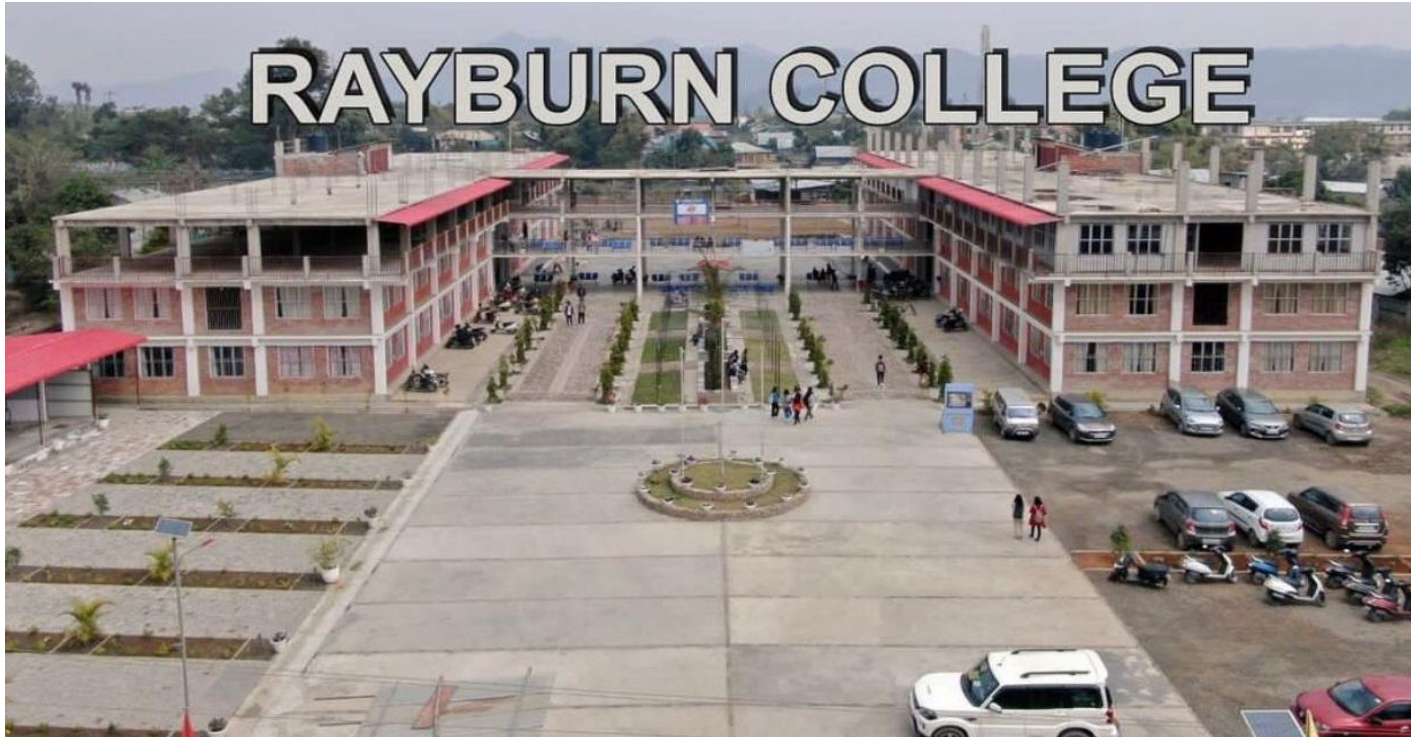
Regards,



(Rev. Dr. Khen P. Tombing)

**Principal**

**RAYBURN COLLEGE BUSINESS INCUBATOR**



**Atal Incubation Centre Proposal  
Submitted to  
Atal Innovation Mission (AIM)  
NITI Aayog, Government of India**

**By  
Rayburn College  
Churachandpur, Manipur**

Sl.No	CHAPTER	PARTICULARS	PAGE NO
1		Introduction of Government support BUSINESS INCUBATION	
2		KEY CONCEPT	
	A	EXECUTIVE SUMMARY	
3		Rayburn College Incubator	
4		Business Model	
5		Management	
	B	INCUBATION STRATEGY & BUSINESS MODEL	
6		Vision, Objective, Services	
7		Implementation Strategy	
8		Implementation Plan	
9		Critical Success Factors	
	C	LEGAL AND GOVERNANCE STRUCTURE	
10		BoDs & CEO	
	D	TARGETS	
11		Outcome Target, function and impact indicators.	
	E	SELECTION AND EXIT POLICY FOR INCUBATES	
12		Eligibility, Criterion for selection & Exit Policy	
	F	EXPENDITURE	
13		Year 1 to 5	
14	G	ANNEX: SUPPORT LETTERS FROM INDUSTRIES	
15	F	ANNEX: SUPPORTING DOCUMENTS	

## **BUSINESS INCUBATION**

The Government of India has setup the Atal Innovation Mission (AIM) at NITI Aayog. The overarching purpose of this Mission is to promote a culture of innovation and entrepreneurship in India. The Government realizes that there is a need to create high class incubation facilities across various parts of India with suitable physical infrastructure in terms of capital equipment and operating facilities, coupled with the availability of sectoral experts for mentoring the start-ups.

Accordingly, AIM proposes to support establishment of Atal Incubation Centre (AICs) that would support innovators and start-up businesses in their

pursuit to become successful entrepreneurs. The scheme would be known as Atal Incubation Centre scheme.

The objective of the scheme is to promote and establish incubation centres in India which would support and encourage start-ups in specific subjects/sectors such as manufacturing, transport, energy, health, education, agriculture, water and sanitation etc. and would provide them with necessary infrastructure facilities and other value added services. The scheme also focuses on establishment of AICs in underserved and unserved areas to support inclusive growth.

## **KEY CONCEPT**

Entrepreneurship development is an important key to economic growth of country and also for State Manipur. Today many youth of Manipur has the technical, managerial, financial and marketing skill to become a successful entrepreneur. However, there is no organization which can ignite these talented youth and lead them to the right path of entrepreneurship.

Manipur has a great advantage in trade and commerce. Bir Tikendrajit International Airport Imphal to connect Dhaka, Kathmandu, Yangon, Hanoi, Mandalay, Kunming and Chittagong destination to promote socio-economic growth. Government of India through its International Air Connectivity Scheme(AICS) International Ude Desh Aam Nagrik (UDAN) has launched this project.

Manipur, a northeastern state of India is land of opportunities. As we know that Manipur is India's Gateway to the East, it is ideal for budding entrepreneurs to thrive. The state alone has 172987 MSMEs in 2021 Annual report. Manipur government is committed to nurturing startups with the Startup Manipur initiative. Manipur's vast wealth of flora and fauna paves the way for many sustainable business ideas. Many Crafts Making Business/Bamboo products Manipur is rich in crafts making. Quality of Bamboo, cane, etc are very good in Manipur. Creative home and office decoration products are always in high demand.

Bamboo and crane products of the northeast are praised worldwide for their intricate designs that highlight the region's rich tradition. Besides, bamboo also forms an integral part of the cuisine of Manipur. So even for people who are not craftsperson, huge opportunities in Bamboo/cane.

A well known fact that Ecotourism Business in Manipur- about the scenic beauty of Manipur includes hills, valleys, lakes, and sanctuaries of Manipur. The tourist season is from October to February when it is often sunny without being hot and humid. Keibul Lamjao National Park is an abode of the rare and endangered species of brow-antlered deer. This ecosystem contains 17 rare species of mammals. It is the only floating national park in the world. Ecotourism is one of the most lucrative business ideas in Manipur. Food Processing Business and any other agri-based businesses are growing in Manipur.

Manipur is rich in natural resources. Food processing is one good choice for business in the region. The state's favorable climatic condition supports producing a large variety of vegetables, fruits, and cereals, spices that can be processed and exported. Now the industry is gaining a wide momentum since past few years. Manipur is one such hilly area that attracts many tourists throughout the year. It's famous for its scintillating hills, rich flora and fauna, beautiful

waterfalls, and floating national park. One can take advantage of the heavy tourist footfall to start an Eco-tourism business.

The North East of India is a fast-growing market with untapped opportunities for investment, trade and tourism. Many high dignitaries have said that the region is set to become a nodal point of India's growth story. The North East is abundantly endowed with natural resources, mineral and forest wealth, diverse flora and fauna and fertile land for cultivation of exotic fruits and vegetables. It is a well known fact that it has also has enormous geographical advantages. It is considered to be the bridge between Asia, South Asia and Southeast Asia. Given its conducive geographic location, long international borders, and proximity to ASEAN countries,

it is believe that the region will become a trade hub not just for India but for the entire subcontinent.

Now, Rayburn College being a reputed Education institution, is already in the process of setting up set up a centre of innovation and excellence in support of growth of bushiness in the State and Northeastern region. Rayburn college is strategically located at Churachandpur, the last town of India at the international border of Myanmar and also to Mizoram border. It has already allocated over 10000 sq.ft area in own campus at Churachandpur, Manipur to be used for **Incubator**: a facility providing nurturing services to selected start-up and entrepreneurial groups in early-stage ventures, to help them scale-up results, or their own innovations

#### A. EXECUTIVE SUMMARY:

<b>Rayburn College Incubator</b>	<p><b>Domain Area: Agri-business, handicraft, food processing, eco-tourism and any other business</b> whose raw materials/services are locally available</p> <ul style="list-style-type: none"> <li>• Incubator Site: An area of more than 10,000 sq. ft. within the campus of Rayburn college Churachandpur District Manipur.</li> <li>• Proximity to business centers: Rayburn college is at the heart of the Churachandpur town. It is strategically located in which border area of Myanmar and Mizoram state.</li> </ul>
<b>Business Model</b>	<ul style="list-style-type: none"> <li>• <b>Services:</b> The incubator would provide to support all services of start-ups and researchers that allow for co-creation approach integrating research and innovation processes. This would also include regular mentoring and connecting to industry for business pilots /growth of start-ups.</li> <li>• <b>Linkages:</b> Rayburn college has already approached a number of stakeholders including industries associations, buyers, export companies, VCs, academic institutions and other incubators to partner</li> <li>• <b>Targets:</b> here is a quick snapshot of the target expected in 5 years:</li> <li>• Number of incubatees to be admitted: 160+ • Number of incubatees expected to graduate: 90+</li> </ul>
<b>Management Team</b>	<ul style="list-style-type: none"> <li>• <b>Board:</b> Rayburn Collage Incubator Centre already has a Board of accomplished credentials in the industry</li> <li>• <b>CEO:</b> Process for setting up an advisory board and recruitment of a full-time CEO is in progress. Interim CEO has already been hired and on the job to over see during the initial stage. The hired Interim CEO is a Business Management Post-Graduate from the Indian Institute of Management (IIM) Shillong has over 15 years of professional experience.</li> </ul>

## B. INCUBATION STRATEGY AND BUSINESS MODEL

With a mission to promote the new age entrepreneurs, this incubator would be unique in its conceptualization supported by a experienced, industry experts and conducive environment and infrastructure. Rayburn College, which is affiliated to Manipur University, and one of the most reputed colleges in Manipur. Rayburn College which is one of the vibrant, reputed educational institution in the state of

Manipur has been running successfully. Rayburn College is the first and foremost College or educational institution under Manipur University in implementing the New Education Policy (NEP) 2020 in pursuit of providing a quality education among the citizen.

### VISION:

To promote the culture of innovation and entrepreneurial in the society, to serve as an active knowledge and resource catalyst for the development of promising entrepreneurs and to incubate and accelerate their early stage organizations from ideation to marketplace success which will lead to economic and social development of the country.

The Incubation Centre will be a star-tup hub offering expert mentorship, infrastructure of co-working spaces, and full-spectrum business resources including hiring assistance, legal assistance and seed money.

### OBJECTIVES:

- ✓ To identify & support potential enterprises in various sectors
- ✓ To provide technical assistance in the development of processes, technologies and products along with world-class workspace
- ✓ To connect researchers and entrepreneurs to commercialize innovations
- ✓ To increase economic and social growth of the region as well as the country

### SERVICES:

- ✓ A range of services would be offered to the incubatees of the lab. These services would be customized to the needs of the incubatees.
- ✓ Co-working space: We provide office space and a working environment to the start-ups that is comfortable and engaging.
- ✓ Corporate Connect: We provide opportunities to start-ups to connect with professionals from different industries and successful entrepreneurs in talks, panel discussions and fireside chats.
- ✓ Business Scale: The start-ups survival, sustainability and scaling of the start-ups with focused offering and support.
- ✓ Mentorship: Experts from various fields guide the start-ups using their own experience and knowledge about the domain they belong to and according to the needs of the start-ups.
- ✓ Legal Support: We provide legal and accounting support to the start-ups as and when required.
- ✓ Intellectual Property Rights: We help the start-ups with getting intellectual property rights for their unique and innovative products.

Services can broadly be divided on to the following departments

✓ Managed office space including offices or workshop space on an affordable basis.	✓ Financial advice services related to funding and investments	✓ Business modelling services to help incubatees make a business plan
✓ Advertising and marketing services such as the provision of lists of potential suppliers, businesses, potential investors, and distributors	✓ Training services providing insight into the principles of market economy, as well as upgraded professional and technical skills	✓ Legal and IPR advisory services to help the incubatees through the legal processes linked to registrations as well as patents
✓ Active collaboration with VCs and Angel Funders/investor, Export companies and international potential buyers and industrial association. A chance for incubatee to get seed funding. Investors to listen to the best idea. Set yearly calendar.	✓ Network services such as providing links and relationships with other organizations that can promote and sustain the interests of the incubatees.	✓ After incubation support services for successful companies that graduates from the incubator

The Rayburn College Incubation Centre will empowers social entrepreneurs, especially young people, from around the world to create a culture for entrepreneurship, to promote entrepreneurial education, and to engage in a more peaceful and sustainable world. We will welcome innovative ideas and projects with a societal impact.

**STRATEGIC IMPLEMENTATION:**

Services to incubatees is not enough. The lab has to be responsible for creating a 360 degree ecosystem to become a successful incubator and create a sustainable system for years to come.

<p style="text-align: center;"><b>1</b></p> <p style="text-align: center;">Domestic &amp; International Partnerships</p>	<p style="text-align: center;"><b>2</b></p> <p style="text-align: center;">Workshops &amp; Roadshows</p>	<p style="text-align: center;"><b>3</b></p> <p style="text-align: center;">Innovation Competitions</p>	<p style="text-align: center;"><b>4</b></p> <p style="text-align: center;">Human Resources</p>	<p style="text-align: center;"><b>5</b></p> <p style="text-align: center;">Revenue Streams</p>	<p style="text-align: center;"><b>6</b></p> <p style="text-align: center;">21st century Infrastructure</p>
<p>The Rayburn Collage Incubator will seek partnerships and sign MoUs with:</p> <ul style="list-style-type: none"> <li>✓ Various industries</li> <li>✓ Academic and Research Institutions</li> <li>✓ Both State &amp; Central governments across India and internationally</li> <li>✓ Other Incubators VCs and Angel Funders/investor</li> <li>✓ Export companies and international potential buyers</li> </ul>	<p>The Rayburn Collage Incubator will organize regular events to support the ecosystem. It would include:</p> <ul style="list-style-type: none"> <li>✓ At least one workshop every fortnightly</li> <li>✓ One large international event in a year</li> <li>✓ One road show in a year</li> </ul>	<ul style="list-style-type: none"> <li>✓ The Rayburn Collage Incubator to organize large scale innovation competitions as well as small competitions such as hackathons to encourage participation.</li> <li>✓ A chance for incubatee to get seed funding.</li> <li>✓ Investors be mobilised to listen to the best idea</li> </ul>	<ul style="list-style-type: none"> <li>✓ The Rayburn Collage Incubator would use the best method to recruit the best talent in order to achieve our objectives.</li> <li>✓ Apart from its own CEO and other managers, executives, it will also help incubatee in getting the talent for their success.</li> <li>✓ It will also offers various training and skill enhancement programs in the Centre.</li> </ul>	<p>The Rayburn Collage Incubator rely on various revenue streams for running the incubator and make it self-sustainable in a period of 5 years and beyond. Some revenue streams may include:</p> <ul style="list-style-type: none"> <li>✓ Charges from incubatees</li> <li>✓ Equity in companies</li> <li>✓ Licensing</li> <li>✓ Technical and skill training</li> <li>✓ Corporates' sponsorship and CSR</li> </ul>	<ul style="list-style-type: none"> <li>✓ The Rayburn Collage Incubator infrastructure for the lab would include number of latest equipment apart from regular needs like library, recreation area, cafeterias, fast internet, etc.</li> <li>✓ Apart from this, business mentors, experts shall also be available for incubatees.</li> </ul>



## IMPLEMENTATION PLAN

Sl.No	Item	Year-1	Year-2	Year-3	Year-4	Year-5
1	Finalize goals and mission, key partners, form SPV and appoint board of directors	✓				
2	Select and train a dynamic management team	✓				
3	Create linkages to research, learning and professional communities	✓				
4	Leverage State and National policies to raise seed funding for incubator	✓				
5	Build creative physical infrastructure	✓				
6	Invite applications and select a group of incubatees (repeat every year)	✓	✓	✓	✓	✓
7	Carry out incubation program for (12 to 24 months program)	✓	✓	✓	✓	✓
8	International entrepreneurship event in Manipur		✓	✓	✓	✓
9	Road Show (every year)		✓	✓	✓	✓
10	Monitor the performance, assess effectiveness and expand impacts of incubatees		✓	✓	✓	✓

### Critical Success Factors:

The following are some of the factors which are critical for the success for the Incubator.

4	<b>Marketing &amp; Capacity Building:</b> Our organization plans to go aggressive on the marketing to stakeholders while also building internal capacity to ensure that the initiative is known to everyone in India as well as internationally.
3	<b>Intellectual Property Protection:</b> Among other services to be provided to incubates, IPR protections stands out since such technologies have potential to make it big and hence mentoring is needed for the incubatees.
2	<b>Network Partnerships:</b> Cutting edge technologies require high investments and also involvement of international researchers. Hence Rayburn College Incubation is already planning to work on several outreach initiatives to build a strong and robust network that supports the incubatees. This also includes partnerships with international living labs.
1	<b>Knowing the challenges and the advantages of the location:</b> The start-up ecosystem in Manipur is still in its early childhood. Thus this poses a big challenge for a start-up initiatives. Therefore, it is critical to leverage on its strong points to attract the stakeholders in various business fields. Thus, it brings together with the Atal Innovation mission offers a unique success opportunity in Churachandpur, Manipur.

### **C. LEGAL AND GOVERNANCE STRUCTURE**

Rayburn College Business Incubation is proposed to be incorporated as a separate not-for profit Section 8 company. Board of Directors: A board would be selection comprising of people from different backgrounds to support the incubator. Advisory Board: An advisory board comprising of entrepreneurs, VCs and technology thought leaders would be created to regularly advise the CEO and the Board of Directors on various matters. It will comprise of:

- a) Member from Manipur State Government**
- b) Member from Indian Chamber of Food and Agriculture**
- c) Member from Manipur Institute of Management Studies (MIMS), Manipur University**
- d) Member from ICAR/KVK**
- e) Two Members from Subject matters experts**
- f) Two Members from Rayburn College**
- g) One member from IIM Shillong**
- h) One member from IIT Guwahati**

#### **CEO:**

The **Chief Executive Officer (CEO)** has a key role in the success of the incubator. The success or failure of an incubator may depend on the qualities and performance of its CEO and also the amount of time he or she is able to spend with client businesses. An full-time incubator CEO would be chosen especially for his or her ability to work with entrepreneurs and to help them grow their companies. The CEO should in particular be fully familiar with entrepreneurship and business development.

The Chief Executive Officer should have sound knowledge of business management and experience. Preferably, he/she should be a business management graduate from IIM/FMS/IIT/MDI or from any premier business management institute.

He/She should have both domestic and international business management experiences and also understand PPP model, business convergence, project management and have lead a start-up/ an organization from start to annual turnover of Rs.5 crore in the last 3 years.

**C. TARGETS:** The following are our Outcome Target, function and impact indicators.

Sl.No	Indicator	Year-1	Year-2	Year-3	Year-4	Year-5
	Incubator space	10000 sq.ft	10000 sq.ft	15000 sq.ft	15000 sq.ft	20000 sq.ft
<b>SETTING UP</b>						
1	Number of Incubatees admitted per year	15	25	35	40	45
	Proportion of revenue dependent on public subsidies	100%	90%	80%	50%	20%
<b>FUNCTION</b>						
4	Number of Management Staff	4	4	6	6	8
5	Number of events related to entrepreneurship (including regular workshops for incubatees)	20	50	100	100	100
<b>IMPACT</b>						
6	Number of Incubatees expected to graduate per year	0	12	20	28	32
7	Average growth in Incubatee turnover	10%	20%	25%	30%	30%
8	*Average new jobs created per incubatees	3	5	7	9	10
9	Number of new products, innovation and research commercialized	3	7	15	25	40
10	Average funding raised per Incubatee in INR (during incubation)	1 lakh	6 lakh	10 lakh	15 lakh	20 lakh

\* Total number of job to be created by incubatees in five years=1375

**E.SELECTION AND EXIT POLICY FOR INCUBATES:** Incubatees Selection & Exit Policy would have a well-defined operations policy with regard to incubatees.

<b>Eligibility</b>	<ul style="list-style-type: none"> <li>• University graduate students researchers</li> <li>• Start-ups / SMEs</li> <li>• Innovation branch of existing firms</li> <li>• Any other as decided by the authority</li> </ul>	<b>Criteria for selection</b>	<p>Open invitation for applications would be released and potential incubatees would be requested to submit an application. Interview would be organized with shortlisted start-ups. Evaluation would be based on following key parameters:</p> <p><b>General</b></p> <ul style="list-style-type: none"> <li>• potential for business growth</li> <li>• ability to create jobs</li> <li>• ability to generate net profit</li> <li>• potential for social impact</li> <li>• potential to strengthen and diversify the economy</li> <li>• compatibility with incubator objectives and existing clients.</li> </ul> <p><b>Technical</b></p> <ul style="list-style-type: none"> <li>• value-added by innovation</li> <li>• core competence</li> <li>• time to market</li> <li>• patent situation</li> <li>• uniqueness of concept</li> <li>• access to external expertise/faculty/facilities.</li> </ul> <p><b>Business</b></p> <ul style="list-style-type: none"> <li>• market knowledge and focus on specific industry</li> <li>• dedicated team</li> <li>• integrity and capacity for hard work</li> <li>• ability to handle crisis and risk</li> </ul>
<b>Incubatees Qualification Criteria</b>	<ul style="list-style-type: none"> <li>• The incubation lab is open to all Indian citizen.</li> <li>• In case of international organization, majority stake must be held by Indians.</li> </ul>		
<b>Exit Policy</b>	<p>An incubated company will leave the incubator under the following circumstances:</p> <ul style="list-style-type: none"> <li>• Completion of one or two years stay (if no extension granted; They may be granted maximum two extensions for 6 months each at a time at the sole discretion of the Incubator).</li> <li>• Under-performed or non-viability of business proposition as decided by the authority on case to case basis.</li> <li>• When the company enters in an acquisition, merger or amalgamation or reorganization deal resulting in a substantial change in the profile of the company, its promoters, directors, shareholders, products or business plan.</li> <li>• Any other reason for which BLL may find it necessary for an incubated company to leave.</li> </ul>		

**F. EXPENDITURE**

The following table provides the proposed expenditure plan

Sl.No.	Item	Amount (in lakh)					
		Year 1	Year 2	Year 3	Year 4	Year 5	Total
1	Makerspace / Fab lab	15	15	3	3	3	39
2	Sector specific equipment	34	4	3	3	3	47
3	Ideathons	3	3	3	3	3	15
4	Workshops & Seminars	5	5	5	5	5	25
5	Capacity Building Programs	5	5	7	12	12	41
6	Outreach Events	3	4	7	16	17	47
7	Seed Fund	38	38	38	40	21.3	175.3
8	Management/Staff	17.4	17.4	19.9	19.8	24.6	99.1
9	Stationery and other	2.4	2.4	1.9	2	2.9	11.6
<b>Total</b>		<b>122.8</b>	<b>93.8</b>	<b>87.8</b>	<b>103.8</b>	<b>91.8</b>	<b>500</b>

**G. ANNEX: SUPPORT LETTERS FROM PARTNERS**

- A) The Micro, Small and Medium Enterprises (MSME-DI) Imphal**
- B) Agriculture Sector Skill Council**
- C) Handicrafts and Carpet Sector Skill Council**
- D) Small Farmers' Agri-Business Consortium**
- E) Primus Partners Pvt. Ltd. (IT support)**
- F) Manipur IT Park**

**H. ANNEX: SUPPORTING DOCUMENTS**

- a) Registration of Rayburn college**
- b) PAN Card**
- c) Address proof**
- d) Three years FY audit reports**
- e) 10000 sq.ft area allotment**
- f) Any other**

# RAYBURN COLLEGE



**BSF Road, Gangpimual, Churachandpur, Manipur - 795 006, INDIA.**

Affiliated to M.U: No. MU/1-65/98/CDC/136:07.08.2012.

Recognized by UGC under Section 2(f) & 12(B) of 1956 Act: No.8-29/2015(CPP I/C):23/04/2015.

[www.rayburncollege.ac.in](http://www.rayburncollege.ac.in)

## 3.1.1. Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)



भारतीय सामाजिक विज्ञान अनुसंधान परिषद  
पूर्वोत्तर क्षेत्रीय केन्द्र  
INDIAN COUNCIL OF SOCIAL SCIENCE RESEARCH  
NORTH EASTERN REGIONAL CENTRE  
NEHU Campus, Shillong - 793022

Phone : 0364 - 2550435 (O)  
0364 - 2538333 (R)  
Fax : 0364 - 2550428  
e-mail : [icssr\\_nerc@hotmail.com](mailto:icssr_nerc@hotmail.com)  
website : [www.icssrnerc.org](http://www.icssrnerc.org)

Professor B. Panda  
Honorary Director

F.No.6.83/NERC/Pro-STZ/2021-223

February 16, 2022

Dr. Khen P. Tombing  
Principal  
Rayburn College  
Gangpimual, Churachandpur  
Manipur - 795006

### SANCTION ORDER

Subject: Project on "Mapping Alcohol Prohibition in Manipur: A Social Geographic Study"

Dear Dr Tombing,

The Indian Council of Social Science Research North Eastern Regional Centre (ICSSR-NERC), Shillong considered the above mentioned research project proposal submitted by Dr S. Thangboi Zou, Assistant Professor, Department of Geography, Rayburn College, Manipur.

I am pleased to inform you that the Centre has sanctioned a grant-in-aid of Rs. 1,20,000/- (Rupees One Lakh Twenty Thousand) for the project which will be released in three installments as follows:

First Installment	:	Rs. 60,000/-
Second Installment	:	Rs. 36,000/-
Third Installment	:	Rs. 24,000/-
<b>Total</b>		<b>Rs. 1,20,000/-</b>

The First installment of the approved grant will be released after we have received the grant-in-aid bill (blank proforma enclosed) duly filled in. This may kindly be sent immediately.

If the study involves survey research in which schedules/questionnaires designed to elicit information are to be used, 2 copies of each of these finalized schedules/questionnaires should be sent to the ICSSR as per following schedule:



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[www.rayburncollege.ac.in](http://www.rayburncollege.ac.in)

3/11/22, 11:41 AM

Rayburn College Mail - Release 1st Installment of MRP (6.83)



Slamkhanthang Neihlsial <admin@rayburncollege.ac.in>

## Release 1st Installment of MRP (6.83)

1 message

Indian Council of Social Science Research North Eastern Regional Centre

Thu, Mar 10, 2022 at 3:35 PM

<icssrnerc@gmail.com>

To: admin@rayburncollege.ac.in

Cc: Thangboi Zou <sthangzou@gmail.com>

*Prof. Bhagirathi Panda*  
*Honorary Director*  
F.No.6.83/NERC/Pro-STZ/2021

March 10, 2022

To  
The Principal  
Rayburn College  
Gangpimual, Churachandpur  
Manipur - 795006

**Subject: Release of 1<sup>st</sup> Installment of Minor Research Project on "Mapping Alcohol Prohibition in Manipur: A Social Geographic Study"**

Dear Sir,

With reference to the above mentioned subject, it may be informed that the payment of Rs.60,000/- (Rupees Sixty thousand) only towards the 1<sup>st</sup> Installment of Minor Research Project on "Mapping Alcohol Prohibition in Manipur: A Social Geographic Study" awarded to Dr S. Thangboi Zou, Assistant Professor, Department of Geography, Rayburn College, Manipur has been released on 9<sup>th</sup> March 2022 through SBI, NEHU Branch, Shillong, as per the following details:

Name of Affiliated institute/university Beneficiary	Bank Name & Address	Bank A/c No.	IFSC Code	Payment Advice Number
Rayburn College	SBI, Churachandpur Branch, Manipur - 795128	11343706560	SBIN0006182	Chq. No.518321

For the other terms and conditions kindly refer to the sanction order F.No.6.83/NERC/Pro-STZ/2021-223 dt.16.02.2022.

Kindly acknowledge on receipt.

With kind regards,

Yours Sincerely

(For Honorary Director)

Encl: As above.

Copy to: Dr. S. Thangboi Zou  
Zomi Colony, MELC Road  
Churachandpur

# RAYBURN COLLEGE



**BSF Road, Gangpimual, Churachandpur, Manipur - 795 006, INDIA.**

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पुर्वोत्तर क्षेत्रीय केंद्र  
INDIAN COUNCIL OF SOCIAL SCIENCE RESEARCH  
NORTH EASTERN REGIONAL CENTRE  
NEHU Campus, Shillong - 793622

Phone: 6364 - 2550435 (01)  
6364 - 2550431 (01)  
6364 - 2550677 (01)  
e-mail: [icssr@icssr.res.in](mailto:icssr@icssr.res.in)  
[icssr@icssr.res.in](mailto:icssr@icssr.res.in)  
website: [www.icssr.res.in](http://www.icssr.res.in)

Prof. Bhagirathi Panda

Honorary Director

F.No.6.83/NERC/Pro-STZ/2021

March 10, 2022

To  
The Principal  
Rayburn College  
Gangpimual, Churachandpur  
Manipur - 795006

**Subject: Release of 1<sup>st</sup> Installment of Minor Research Project on "Mapping Alcohol Prohibition in Manipur: A Social Geographic Study"**

Dear Sir,

With reference to the above mentioned subject, it may be informed that the payment of Rs.60,000/- (Rupees Sixty thousand) only towards the 1<sup>st</sup> Installment of Minor Research Project on "Mapping Alcohol Prohibition in Manipur: A Social Geographic Study" awarded to Dr S. Thangboi Zou, Assistant Professor, Department of Geography, Rayburn College, Manipur has been released on 9<sup>th</sup> March 2022 through SBI, NEHU Branch, Shillong, as per the following details:

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Rayburn College	SBI, Churachandpur Branch, Manipur - 795128	11343706560	SBIN0006182	Chq. No.518321

For the other terms and conditions kindly refer to the sanction order F.No.6.83/NERC/Pro-STZ/2021-223 dt.16.02.2022.

Kindly acknowledge on receipt.

With kind regards,

Yours Sincerely

(For Honorary Director)

Encl: As above.

Copy to: Dr. S. Thangboi Zou  
Zomi Colony, MEI.C Road  
Churachandpur  
Manipur - 795128



# RAYBURN



# COLLEGE

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[www.rayburncollege.ac.in](http://www.rayburncollege.ac.in)

The Principal  
Rayburn College  
Churachandpur

The 11<sup>th</sup> March 2022

Subject: Request to release 1<sup>st</sup> Installment fund of Rs. 60000/- sanctioned by ICSSR-NERC for Minor Research Project

Sir,

In reference to the above subject, I have the honor to state that, the First Installment of Rs. 60000/- has been released by ICSSR and credited to the College Bank Account.

I request you to kindly process the transfer of the amount to my College Salary Account of IDBI, so as to begin my fieldwork research.

Thanking you in anticipation.

Att.  
Kindly transfer the first  
installment of Rs 60000/- to  
Dr. S. Thangboi Zou's  
IDBI Account at the  
earliest possible time.

Dr. S. Thangboi Zou

Project Director,  
Department of Geography  
Rayburn College, Churachandpur

Thanks

Principal  
RAYBURN COLLEGE  
Churachandpur, Manipur.

# RAYBURN



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[www.rayburncollege.ac.in](http://www.rayburncollege.ac.in)



मणिपुर मणिपुर MANIPUR


758861

### AGREEMENT

1. I, Dr. S. Thangboi Zou hereby agree to undertake the project entitled "Mapping Alcohol Prohibition in Manipur: A Social Geographic Study" sanctioned to me on my application by the Indian Council of Social Science Research-North Eastern Regional Centre (herein after referred to as the Centre) NEHU Campus, Shillong 793022 vide letter F.No. 6.83/NERC/Pro-STZ/2021-223 dated Feb.16, 2022.
2. I have read and understood all the rules and regulations of the Centre governing research project schemes as contained in the Research Grant Scheme in the ICSSR website. I hereby agree to follow all these rules and regulations and such other rules as framed by the Centre at the time of the sanctioning of the support by the ICSSR-NERC.
3. I agree to submit three copies of the full report to be prepared by us, along with all the relevant materials, to the Centre within 6 months of the date of expiry of the period of the project.
4. I agree to submit the raw data in the form of schedules or notes or processed on the electronic devices such as CDs, DVDs, etc. to the Centre at the end of the project, if so required.
5. I agree to submit to the Centre three copies of the all research papers/articles, the financial support provided to us by the Centre.
6. I agree to refund to the Centre the money released to us by the Centre if we fail to complete the project within the time allowed by the Centre or if any terms of this undertaking are contravened by us except for any unforeseen/extraordinary circumstances brought to the notice of the ICSSR-NERC in writing.

Place: Churachandpur

Date: 21/02/2022

  
Signature of the person  
signing the agreement



**BSF Road, Gangpimual, Churachandpur, Manipur - 795 006, INDIA.**

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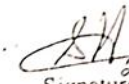
**INDIAN COUNCIL OF SOCIAL SCIENCE RESEARCH  
NORTH EASTERN REGIONAL CENTRE**

**GRANT-IN-AID BILL**


Received a sum of Rs. 60,000/- (Rupees Sixty Thousand only) by Cheque/Demand Draft in favour of Rayburn College drawn on the State Bank of India being the grant-in-aid of the Project entitled "Mapping Alcohol Prohibition in Manipur: A Social Geographic Study" towards the First installment of the total grant-in aid of Rs. 1,20,000/- (Rupees One Lakh Twenty Thousand only) sanctioned vide letter No. F.NO. 6-93/NERC/PRO-STZ-2021-22 dated Feb. 16, 2022 of the Deputy Director, Indian Council of Social Sciences Research, North Eastern Regional Centre, Shillong.

Please Affix Revenue Stamp.



  
Signature  
Project Director  
With SEAL

- Certified that the institution accepts all the terms and conditions governing the above grant and that it binds itself to abide by these.
- Certified the Institution/Organisation was/has not been sanctioned any grant-in-aid for the same purpose by any other source of the Central Government during the period to which the grant relates.
- It should be countersigned by the Administrative Head of the Institution/ University

  
Signature  
(Affiliating Institute/University)  
Designation with Seal  
Principal  
RAYBURN COLLEGE  
Churachandpur, Manipur

# RAYBURN



# COLLEGE

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[www.rayburncollege.ac.in](http://www.rayburncollege.ac.in)

10/13/22, 3:35 PM

Rayburn College Mail - SERB-Notification



Siamkhanthang Neihisial <siam@rayburncollege.ac.>

## SERB-Notification

1 message

SERB\_Administrator@serbonline.in <SERB\_Administrator@serbonline.in>  
To: serbinfo1@gmail.com

Thu, Oct 6, 2022 at 11:36



**Science and Engineering Research Board**  
(Statutory Body Established Through an Act of Parliament : SERB Act 2008)  
Department of Science and Technology, Government of India

SCIENCE & ENGINEERING RESEARCH BOARD (SERB)

(Statutory Body Established Through an Act of Parliament : SERB Act 2008)

Science and Engineering Research Board  
3rd & 4th Floor, Block II  
Technology Bhavan, New Mehrauli Road  
New Delhi - 110016

File Number: TAR/2022/000264

Dated: 06-Oct-2022

Subject: Project titled "First-Principle Studies of Advanced Nanomaterials for Hydrogen Storage"

Dear Dr. Siamkhanthang Neihisial,

We are happy to inform you that your application cited above has been approved by the Science and Engineering Research Board for funding under Teachers Associateship for Research Excellence (TARE). The following are the approved items for a period of three years.

Research Grant ? As per SERB-TARE norms

Fellowship ? As per SERB-TARE norms

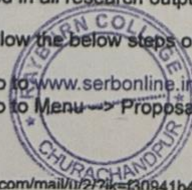
Overhead Charges ? As per SERB-TARE norms

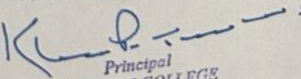
1. This approval letter is valid subject to the fulfilment of all the eligibility criteria for the TARE and submission of required documents.
2. You are requested to submit the joining report in the host institute and submit relevant documents within one month from the date of receipt of this letter. Projects requires ethical / biosafety / stem cell / wildlife clearances etc.candidate will be allowed to join the host institute only after acquiring such clearances.
3. The grant will be effective from the date of joining in the host institution.
4. Follow the norms of host and parent institutions while implementing the project. Please visit our website [www.serbonline.in](http://www.serbonline.in) for the terms & conditions of the grant.

Kindly quote the reference number in all future correspondence. The reference no. **TAR/2022/000264** should be mentioned in all research outputs(publications/patent etc.) arising from the TARE grant.

Kindly follow the below steps only then you will be able to acknowledge the approval letter:

1. Go to [www.serbonline.in](http://www.serbonline.in) through your credentials
2. Go to Menu -> Proposal submission -> View submitted proposals



  
Principal  
RAYBURN COLLEGE  
Churachandpur, Manipur

# RAYBURN



# COLLEGE

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[www.rayburncollege.ac.in](http://www.rayburncollege.ac.in)

2, 3:35 PM

Rayburn College Mail - SERB-Notification

A certificate stating that any visit abroad for a period more than eight weeks would be undertaken after due permission from SERB, may also be submitted.

Kindly upload RTGS details of the parent as well as host institute to facilitate transfer of the fund as per the template

Yours sincerely,

(Dr. Arvind Chaudhary)

Scientist D

**Dr. Siamkhanthang Nelhsial**

**Chemistry Department**

**Rayburn College , H, New Lamka, Churachandpur, Manipur-795006**

\*\*\*\*\* LEGAL DISCLAIMER \*\*\*\*\*

**Please do not reply to this mail !!**

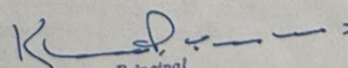
[ SERB is now on Social-Media. Kindly follow us on Twitter: @serbonline <https://www.twitter.com/serbonline> ]

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\*\*\*\*\*  
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Principal  
RAYBURN COLLEGE  
Churachandpur, Manipur



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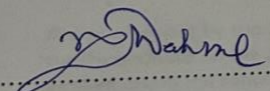
**Science & Engineering Research Board**  
**Teachers Associateship for Research Excellence (TARE) Scheme**

**Joining Report**

TARE Application number: TAR/2022/000264

This is to certify that **Dr. Siamkhanthang Neihzial** (*Name of the applicant*) has joined this institution **Manipur University** (*Name of the host institution*) under the mentorship of **Dr. Keisham Surjit Singh** (*Name of the Mentor*) with effect from **10/10/2022** (*Date of Joining, dd/mm/yyyy*).

It is also certified that the fellow shall not accept or avail an emoluments/salary/stipend/fellowship from any other source and the fellow will abide by the norms of the host institution during the tenure of the fellowship.

  
.....

(Signature of the Applicant)

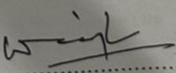
Date: 10/10/22

  
.....

(Signature of the Mentor)

Date: 10/10/22

Associate Professor  
Department of Chemistry  
Manipur University, Canchipur

  
.....

(Signature & Seal of Registrar/Director/Principal)

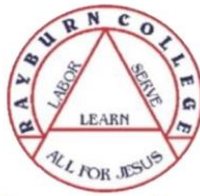
Date: 21/10/22

कुल सचिव,  
मणिपुर विश्वविद्यालय  
Registrar,  
Manipur University

①  
Note: Please scan and upload this joining report through the SERB online portal [www.serbonline.in](http://www.serbonline.in) along with the RTGS details of the host institution in the prescribed format.



# RAYBURN



# COLLEGE

**BSF Road, Gangpimual, Churachandpur, Manipur, INDIA-795006**

Affiliated to M.U: No. MU/1-65/98/CDC/136:07.08.2012.

Recognized by UGC under Section 2(f) & 12(B) of 1956 Act: No.8-29/2015(CPP-I/C):23/04/2015.

[www.rayburncollege.ac.in](http://www.rayburncollege.ac.in)

## Declaration:

***I hereby declare that the details and information given above are complete and true to the best of my knowledge and belief.***



Rev. Dr. Khen P. Tombing

Principal

RAYBURN COLLEGE

Principal  
RAYBURN COLLEGE  
Churachandpur, Manipur