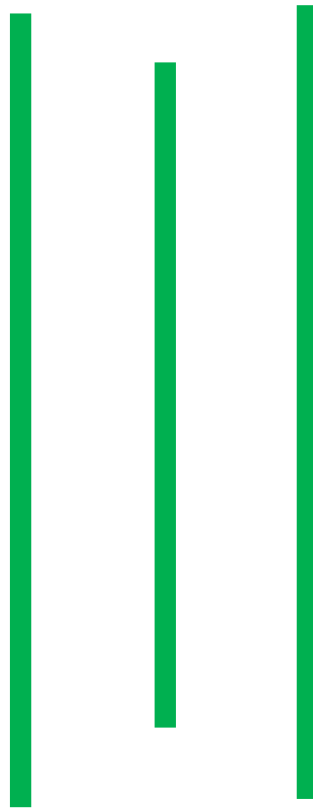


aflif{s k|ltj]bg -@)&%-@)&^_
ljBfyL{ hfu/0f d~r -ljhfd_
lj/u+h, k;f{



ljBfyL{ hfu/0f d~r -ljhfd_, lj/u+h, k;f{



s[t1tf

ljBfyL{ hfu/0f d~r -ljhfd_ ;a} ;/f]sf/jfnf ;/sf/L tyf u)/ ;/sf/L ;+3 ;+:yf Pj+
:yflgo, /fli6«o tyf cGt/fli6«o bft[lgsfox?nfO{ k|b]z g+= @ sf] cf7 j6f lhNnf
-k;f{, af/f, /f}tx6, ;nf{xL, dxf]t/L, wg'if, l;/xf / ;Kt/L_ df laleGg hf]lvddf /x]sf
nllft ;d'bfo dfem Pr cfO{ le tyf of}g /f]u lgoGqOf ;fy} vfg]kfgL tyf ;/;kmfO{
sfo{qmdsf ;]jfx?nfO{ lj:tf/ ug{ ;xof]u ug'{ ePsf]df xflb{s s[t1tf AoSt ub{5' .
;fy} o; cleofgdf ;fy lbg] o; ;+:yfsf ;b:ox? jt{dfg Pj+ k'j{ sd{rf/Lx?nfO{ klg
wGojfb AoSt ub{5' .

**dx]z cof{n
cWolf
ljhfd**

v08 ! ;+:yfut kl/roM..... 4

 !#! ;+:yfsf] kl/ro..... 4

 !=@ ljhfsdf] e"ldsfM..... 5

 !=\$ Wo]o 6

 !=% nlo..... 6

 !=^ d"No tyf dfGotf..... 6

 !=& kl/of]hgf sfof{Gjog..... 6

 s_ ;ldltx?..... 6

 v_ lgl tyf lgb]{lzsfx?..... 7

 !=* ;+:yfsf] hgziQm tyf :j+o:]js 7

 != (;+:yfsf] sfo{lf]q 8

 !=!) ;+:yfsf] cfGtl/s ultljw 9

 !=!)=! cfly{s jif{ @}&%-)&^ df a:]sf ljleGg a}7sx?M..... 10

 !=!)=@ ;+:yfsf] jflif{s sfo{qmdM..... 11

v08 @ ;+:yf4f/f ;+rflnt kl/of]hgfx?..... 11

 @=# sfo{qmdsf] gfd M lj:t[t Pr=cfO=le= / P8; sfo{qmd, Unf]jn km08, ;]e b lrN8«]g..... 12

 @=#! kl/of]hgfsf] sfo{ lf]q 12

 @=#=@ nllft ;d'bfo M..... 12

 @=# # p2]ZoM 12

 @=# \$ s[ofsfnfkM..... 13

 @=# % d'Vo lqmofsfnfkx? M..... 14

 @=# ^ pknAwLx? 14

 @=# & kl/of]hgfsf] r'gf}lt, l;sfO{ tyf ;'emfj 15

 @=# @ sfo{qmdsf] gfd M cfZjf-@ kl/of]hgf, o'lg;]km 14

 @=# sfo{qmdsf] cfo Aoo

lj]0f=====

===== 14

sfo{qmdsf s]xL emnsx?M..... 15

v08 ! ;+:yfut kl/roM

!=! ;+:yfsf] kl/ro

ljBfyL{ hfu/Of d~r -ljhfd_-Student Awareness Forum -BIJAM Ps gfkmf /lxt ljz'4 u}/ ;sf/L ;+:yf xf] . @)%) ;fndf P;= Pn= ;L= kl/lff lbP/ a;]sf :yflgo o"jfx?n] cfkm\gf] km';{bsf] ;donfO{ ;b'kof]u ug]{ clek|fon] cgf}krfl/s ?kdf -tb{y ;ldlt_ ;d"x u7g u/L jL/u+h gu/ lf]qdf :s'n :tl/o lqmofsnfk ;+rfng u/]sf] lyof] . of] ;+:yf cfkm\gf] :yfkgsfn b]lv g} :yflgo ;|ft ;fwfgsf] kl/rfng tyf ;d'bfosf] cu'jfO{df afn aflnsf, lszf/ lszf/L / o'jfx?sf] lfdtf clej[l4 tyf ljleGg r]tgf d'ns sfo{qmdx? ;+rfng ug]{ tyf Pr cfO le sf] pRr hf]lvddf /x]sf nllft ;d'bfox? -cfk|jfl; sfdbf/x?, g;f4f/f nfu' kbfy{ k|of]ustf{, dlxfn of}g sld{ tyf ltgsf u|fxsx? / Pr cfO le ;+qmltd x?sf nfuL Pr=cfO{=le / P8\; ;DalGw ljleGg r]tgfd'ns, sfo{qmd tyf :ofxf/ ;'/ / pkrf/sf] lf]qdf -Prevention to Care_ sfo{qmdx? ;+rfng ub}{ cfO{/x]sf] 5 .

;+:yfsf] af/] ;+llfKt hfgsf/L M

;+:yfsf] gfd :- ljBfyL{ hfu/Of d~r -ljhfd_,k;f{
;+:yfsf] d'Vo sfof{no :- jL/u+h dxfgu/kflnsf, jf8{ g+=*, kfgL6+sL
;Dk{s 6]lnkmf]g g+ :-)%!-%@)%&^
O{ d]n :- info@bijam.org
Website :- www.bijam.org
;Dk{s JolStsf] gfd :- dx]z cof{n -cWolf_
:- president@bijam.org

;+:yf btf{ M
-s_ lhNnf k|zf;g sfof{no, k;f{
btf{ g+= :- !^#÷)%@
btf{ ldlt :- @)%@ ÷)%÷#)
-v_ ;dfh sNofOf kl/ifb\
cfa4tf g+= +:- #&^#÷)%@
cfa4tf ldlt :- @)%@ ÷)!÷)(
-u_ u[x dGqfno
btf{ g+= +:- @&
btf{ ldlt :- @)%^÷)\$÷!&
-3_ cfos/ sfof{no

cfo s/ g+= +:- #)!^*#&##
btf{ ldlt :- @)!÷)*÷)*

cGo ;+3 ;+:yfdf cfa4tf

-s_ u}/ ;/sf/L ;+:yf dxf;+3, k;f{
-v_ k|hgg\ :jf:Yo ;dGjo ;ldlt,k;f{
-u_ lhNnf P8\; ;dGjo ;ldlt, k;f{
-3_ /fli6«o lflt Golgs/Of ;+hfn, sf7df08f}+
-a_ gfgufg, sf7df08f}

!=@ ljhfdsf] e"ldsfM

lj= ;= @)%@ df ;[hgf ePsf] o; ;+:yfsf] gfd ljBfyL{ hfu/Of d~r -ljhfd_ / o;nfO{
c+u]hLdf Student Awareness Forum (BIJAM) elgG5 . ljhfd @)%@÷@)%# df lhNnf
k|zf;g sfof{no, k;f{df btf{ ePsf] lyof] -b= g+= !^#÷)%@_ / ;dfh sNofOf kl/ifbdf
klg of] ;+:yf cfa4 5 -cf= g+= #&^#÷)%@_ / PAN # #)!^*#&## xf] . ljhfd4f/f ljut
@% jif{ b]lv d'Vo ?kdf ;dfhdf afn aflnsf, lszf/ lszf/L / o'jfx?sf] lfdtf clej[l4 tyf
ljleGg r]tgf d'ns sfo{qmdx? ;+rfng ug]{ tyf Pr cfO le sf] pRr hf]lvddf /x]sf nllft
;d'bfox? -cfk|jfl; sdbf/ x?, g;f 4f/f nfu' kbfy{ k|of]u stf{,dlxnf of}g sld{ tyf ltgsf
u|fxsx? / Pr cfO le ;+qmltd x?sf nfuL Pr=cfO=le / P8\; ;DalGw ljleGg
r]tgfd'ns, sfo{qmd tyf :ofxf/ ;;/ / pkrf/sf] lf]qdf ljleGg sfo{qmd÷ kl/of]hgf
dfkm{t ;~rfng ub} cfO/x]sf] 5 . of] sfo{qmdx? at{dfgsf jif{x?df cem hf]lvd
Go"lgs/Of, lflt Go"lgs/Of, Aojxf/ kl/jt{gdf ul/g] ;~rf/, ;kmf ;"O{ tyf l;l/Ghsf]
k|of]u, s08d ljt/Of, of}g /f]u hfFr tyf pkrf/ ;fy} Pr cfO{ le k/fdz{ Pjd\ kl/lfOf tyf
nfu" cf}ifwsf] nfuL k]jifOf Pjd k/fdz{ ;]jfdf s]lGb|t ePsf] 5 . ljhfd cfkm\gf] lf]qdf
;an ;dGjo tyf Pr= cfO{= le= lj?4sf] cleofgdf ;xefuLtf d"ns k|of;sf] nfuL lrlgG5
. Pr= cfO= le= sf] d'2f k|To]s nllft ;d"bfosf] nfuL ljr/ of]Uo cj:yfdf k'u]sf] /
;+qmltd tyf k|efljtsf] xs clwsf/sf nfuL, ;an tyf ;f}xfb{k"Of{ jftfj/Of l;h{gfsf] nfuL
jsfnt ug'{ klg d'Vo lqmofsnfk dWo] Ps k5{ .

!=# kl/sNkgf

cfkl; ;xof]uaf6 l;lh{t Pp6f ;/lflt :jf:Yo / ;kmf jftfj/Of ePsf] cfTd lge{/ / ;d[ç
;dfhdf xfdL ljZjf; ub{5f}, h;n] ;dfhsf ;a} txtKsfx? ljif]zu/L Pr=cfO{=le ePsf tyf
k5f8L k/]sf÷kfl/Psf / o;jf6 k|efljt ePsfx?df hfu/Of Nofpg], ;xof]u ug[] tyf xs
clwsf/sf] /lff ug]{ sfd ub{5} .

!=\$ Wo]o

ljhfd gfkmf /lxt Ps u}/ ;/sf/L ;fdlhs ;+:yf xf] . xfdlf] p2]Zo ;/sf/L / u}/ ;/sf/L ;+:yfx?sf] ;+hfn4f/f nllftju{sf] ;xeflutf, ;fyL ;r]tgf / o'jf kl/rfngsf] dfWodaf6 Pr=cfO{=le=;+qmd0fnfO{ /f]syfd ug{, Pr=cfO{=le ;+qmltd, k|efljtx?, l;dfGts[t au{x?sf] xs clwsf/sf] nflu jsfnt ug{ / l;dfGts[t au{x?sf] hf]lvdnfO Go'lgS/0f ub}{ plgx?sf] lzk tyf lfdtfsf] ljsfz ug{sf nflu ;xof]u ug'{ xf] . ljhfd4f/f o'jfx? k|lt nllft eO{ pgLx?sf] cfjZostf cg';f/ ;Lk, lfdtf, ;'rgf tyf ;|f]tsf] Joj:yfkg4f/f pGgt ;dfhsf] lgdf{0fdf ;xL lg0f{o lng ;xof]u k'^ofpg' xf] .

!=% nlo

ljhfd jt{dfg :jf:Yo tyf z}llfs k|0ffnLnfO{ cem ;jn jgfpq ;fd'bflos cu|;/tfsf] k|j4{gsf] nflu sfd ub{5 . cfkm\gf afgL Jojxf/ tyf hLjgsf sf/0f Joxf]g{' k/]sf] nf~5gf tyf e]bjfj / ;dfhdf /x]sf ldYof tyf e]dx? Go"ug ug]{ sfd ub{5 . :jf:Yo ;DaGwdf ljz]if u/L cfwf/e't :jf:Yo, lzlff tyf Pr=cfO{=le / P8\; af/] hfgsf/L / ;dembf/L ljsf; ug{sf nflu ljleGg sfo{s|d / ;'rgf tyf >f]t s]Gb| dfkm{t s]lGb|t x'g] u/]sf] 5 .

!=^ d"No tyf dfGott

- xfdL ;d"bfosf] nfuL ;d"bfosf] ;xefuLtfdf ljZjf; /fV5f)+ .
- ;+:yfdf hf] sfo{ u5{g / hf] ;:yfsf] sfo{af6 k|efljt x'g]jfnf xf] ;Dk'0f{sf] clwsf/ ;'lgZrt ug'{ .
- xfdL cfkm\gf] k|i7e'ld, ;+:s[lt tyf k/Dk/fnfO{ sb/ ub}{ ;f] cg'?k sfo{ ug'{ .
- xfdlf] sfo{ u/fO{ nfO{ pRr:tl/o dfkg lbg] vfnsf] sfo{ ug'[{ f
- nfu' cf}jfw /f]syfd ;DalGw k|rf/ k|f/ sfo{qmd ug}{ 5Ff)+ .
- Pr=cfO{=le / P8\; tyf of}g/f]u ;DalGw hgr]tg tyf lflt Go'lgS/0f sfo{qmd ug}{ tyf :jo+;]jL sfo{qmd dfkm{t o'jf ljsfz sfoqmd ug'{ .
- :jf:Yo, lzlff tyf cGo ;dflhs lqmofsnfk ug'{ .

!=& kl/of]hgf sfof{Gjog

;+:yfut tyf kl/of]hgfsf sfo{x?nfO{ k|rlnt lgodfg';f/ ;+rfng ug{sf] nflu ljhfdn] ljleGg ;ldltx? tyf lgt lgodx? agfO{ nfu' u/]sf] 5 . ;f]lx lgtL lgodsf] kl/lw leq /lx kl/of]hgfx? ;+rfng ug]{ u/]sf] 5 .

s_ ;ldltx?

- Aoj:yfkg ;ldlt

;+:yf tyf kl/of]hgfd cfOkj}{ ljeGg sfdx? tyf ;d:ofnfO{ k|rlnt lgodfg';f/
Aoj:yfkg ug{ ljQ tyf k|zf;gsf ;Dk'Of{ sd{rf/L -clws[t :t/sf÷k|;fzg k|d'v_ ;fy}
kl/of]hgf k|d'v ;lxt ;+:yfsf ;lrjsf] ;+of]hsTjdf Aoj:yfkg ;ldltsf] u7g ul/Psf] 5 .
;f] ;ldtLn] kl/of]hgfsf] l:js[t ah]6 tyf sfo{qmdsf] kl/lw leq /x/ kl/of]hgf
;+rfngsf nfuL cfjZos lgOf{ox? ul/ kl/of]hgfd cfPsf ;d:of nfO{ ;dfwfg ug{
cfjZostf cg';f/ sfo{ ;ldtLdf k|z ug}{ tyf l:js[tL ;d]t lng] ub{5 .

• **kbk'lt{ ;ldlt**

;+:yf tyf kl/of]hgfd cfjZos kg){ hgzlQmx?sf] -sd{rf/Lx?_
5gf}6÷lgo'lQm,;?jf,a9'jf tyf cjsf;sf] nflu ;+:yfsf ;lrjsf] ;+of]hsTjdf kbk'lt{
;ldltsf] u7g ul/Psf] 5 . ;f] ;ldtLn] cfjZostf cg';f/ ljeGg pk ;ldtLx? qmdzM
short list , lnlt, tyf cGt/jftf{ pk ;ldtLx? agfO{ sfo{ ug}{ ub{5 .

• **vl/b tyf lhG;L ;ldlt**

;+:yf tyf kl/of]hgfd cfjZos kg){ ;/ ;fdfgx? lgodfg';f/ vl/bsf] nfuL sfo{
;ldtLn] vl/b ;ldtLsf] u7g ul/ sfo{ ug}{ u/]sf] 5 ;f] ;ldtLdf sfo{ ;ldtLsf
sf]iffWolf sf]] ;+of]hsTjdf vl/b tyf lhG;L ;ldltsf] u7g ul/Psf] 5 h;df sfo{
;ldtLsf ! hgf ;b:o / kl/of]hgf k|d'vx? ;b:o /xg] ub{5g\ .

v_ lgl tyf lgb}{lzsfx?

• **sd{rf/L lgb}{lzsf -Operational Policies -Part-1_**

sd{rf/Lx?sf] 5gf}6, ;?jf, a9'jf, cjsf;, ;]jf, ;'ljwf, b08, hl/jfgf tyf kl/rfng cflbsf]
AofVof ug{ sd{rf/L lgtL÷lgb}{lzsf nfu' ul/Psf] 5 . ;f]lx lgtL lgodsf] kl/lw leq
/lx ;+:yfsf sd{rf/Lx? nfO kl/rfng ug}{ ul/G5 .

• **n]vf÷cfly{s÷k|zf;g lgb}{lzsf- Financial Management Policies Part-2_**

k|rlnt lgod tyf sfg"g adf]lhd cfly{s clen]v /fVg tyf vr{sf] e'QmfgL ug{
n]vf÷cfly{s÷k|zf;g ;DalGw lgtL÷ lgb}{lzsf nfu' ul/Psf] 5 . ;f]lx cg';f/ ;+:yfsf]
cfly{s sf/f]jf/ ug}{ ul/G5 .

!*=* ;+:yfsf] hgzlQm tyf :j+o;]js

ljhfdsf] cf j @)&%-@)&^ df ;b:otf gljs/Of u/]sf hDdf \$@ hgf ;fwf/Of ;b:o / (
hgf ;+:yfks ;b:o tyf #& hgf kl/of]hgfsf sd{rf/Lx?, \$ hgf cf+lzs sd{rf/Lx? / :jo+
;]js÷;fyL lzlf sx? \$) hgf /x]sf 5g .

tfInsfM != hgzlQm tyf :j+o;]jsx?sf] ljj/Of

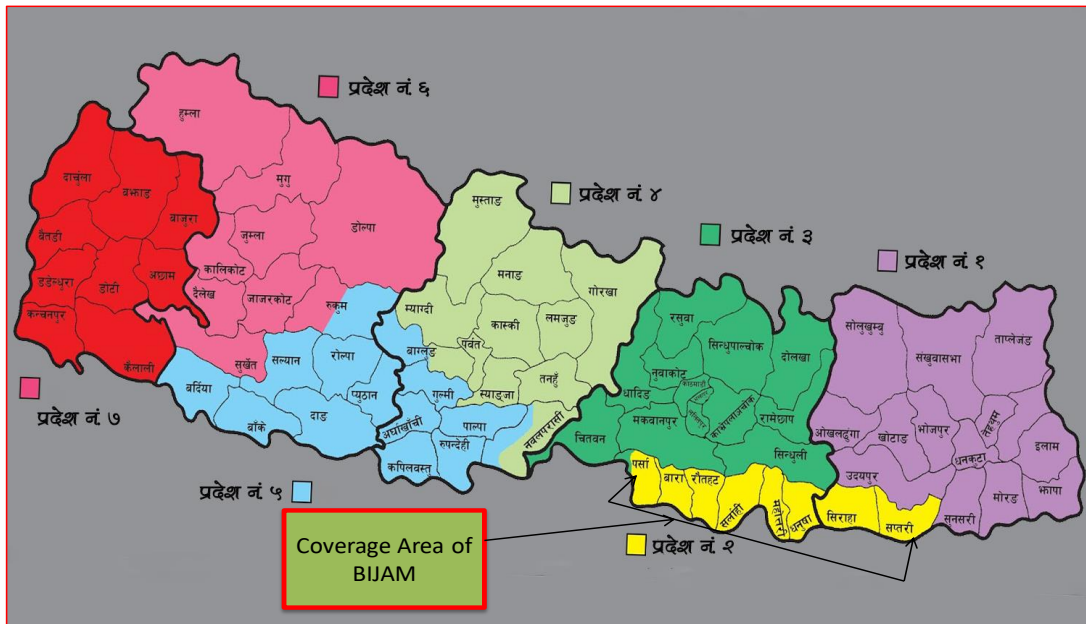
l;=g=	ljj/Of	dlxnf	k'?if	hDdf
!	;+:yfks ;b:o)	((
@	;fwf/Of ;b:o	!)	#@	\$@
	hDdf ;b:o ;+Vof	!)	\$!	%!
\$	Pr=cfO{=le P8\; sfo{s d ÷Unf]an km08÷;}km b lrN8\]g kl/of]hgfd f sfo{/t sd{rf/L	!)	#!	\$!
%	Pr=cfO{=le P8\; sfo{s d ÷Unf]an km08÷;}km b lrN8\]g kl/of]hgfd f sfo{/t :jo+ ;]js-s]z kmfO{G8/ / ef]lnG6Lo/_)	\$)	\$)
	hDdf sd{rf/L tyf :j+o ;]js ;+Vof	@)	!!@	!#@

!=(;+:yfsf] sfo{lf]q

ljut jif{x?df ljhfdn] k:ff{, af/f, /f}tx6, ;nf{xL lhNnf?df cfkmgf] ;]jf tyf sfo{lf]q
lj:tf/ u/]sf] lyof] eg] of] cf=j= @)&%-)&^ df ;+:yfn] k|b]z g+= @ sf cf7 j6f
lhNnf? -k:ff{, af/f, /f}tx6, ;nf{xL, dxft/L, wg'if, l;/xf / ;Kt/L_ df cfkm\gf]
sfo{qmd ;+rfng u/]sf] 5 .

l;=g	lhNnf	ufpkfInsf	gu/kfInsf	hDdf cf]u6]sf] lf]q
!	k;f{	!)	\$!) ufkf / \$ gkf
@	af/f	(&	@ ufkf / % gkf
#	/f}tx6	@	!^	! ufkf / ^ gkf
\$;nf{xL	(!!	# ufkf / % gkf
%	dxft/L	%	!)	@ ufkf / % gkf

^	wg'iff	^	!@	@ ufkf / % gkf
&	l;/xf	(*	! ufkf / ! gkf
*	;Kt/L	((@ ufkf / @ gkf



!=!) ;+;yfsf] cfGtl/s ultljwM

!=!)=! cfly{s jif{ @)&%-)&^ df a;]sf ljleGg a}7sx?M

❖ sfo{ ;ldtL

;+;yfsf] sfo{ ;ldtLsf] a}7s o; jif{ !! k6s a;]sf] 5 h;df ljleGg ljifox?df 5nkmn tyf lg0f{ox? ePsf 5g\ ljif]z u/] kl/of]hgf÷sfo{qmd ;+rfngsf nfuL pk ;ldtLx? u7g,lhDd]jf/L, ;+;yfsf] jflif{s hGdf]T;j, ;fwf/Of ;ef, k|ltj]bg n]vg, k|ltj]bg k]z, n]vf kl/lfs lgo"lQ tyf n]vf kl/lf0f, ;+;yf gljs/Of ug]{ h:tf dxTj'k'0f{ sfo{x? sfo{ ;ldtL dfkm{t o; cf= j = df ;DkGg ul/Psf] 5 .

❖ Aofj:yfkg ;ldtLM

;+;yf4f/f ;+rflnt ljleGg kl/of]hgf] Aofj:yfkg]sf nfuL ljhfd sfo{ ;ldtLsf ;lrjsf] cWolftfdf kl/of]hgf k|d"v tyf k|fzgsf sd{rf/Lx?sf] ;xefuLtfdf kl/of]hgf] l:js[t ah]6 tyf sfo{qmdsf] kl/lw leq /lx ljleGg ;d:ofx?sf] ;dfwfgsf nfuL of] ;ldtLn] lg0f{o ug]{ h:tf sfd ug]{ ub{5 . cfly{s jif{ @)&%÷@)&^ df o; ;;yf sf] Joj:yfkg ;ldtLsf] a}7s % j6f a;]sf] lyof] . h;df ljif]z u/] Ps d'i7 ?kdf /x]sf] ah]6sf] af8kmf8,ljleGg :yfgdf ;+;yfsf] lkmN8 sfof{no÷s]Gb|Lo sfof{nosf nfuL 3/ ef8fdf vf]Hg], 3/ ef8f a[4 ug]{, bfqL lgsfo ;+u ah]6 l:js[tL lng], Unf]an km08 ;]e b lrN8«]g kl/of]hgf cGt/utsf] cf] o; l6 sfo{qmdsf]

5nkmn, ;f]lx kl/of]hgfsf] cfGtl/s cl86sf] k|ltj]bg ;DaGwdf 5nkmn,tyf
;+:yfsf] Assets sf] veryfication ug]{ h:tf lgOf{ox? ul/Psf] lyof] .

❖ **vl/b ;ldtLM**

;+:yf tyf kl/of]hgfsf nfuL rflxg] ljleGg ;fdfu|Lx? vl/b tyf cfk'lt{sf nfuL
;+:yfsf sf]jiffWOLF sf] ;+of]hsTjdf kl/of]hgf k|d'vx? ;b:o /xg] ul/ sfo{ ;ldtL
af6 ul7t ;ldtLn] o; cfly{s jif{ @)&%÷@)&^ df # j6f a}7s x? dfkm{t ljleGg
lgOf{ox? ul/ ;fdfu|Lx? cfk'lt{÷vl/b u/]sf] lyof] .

cfk'lt{ stf{x? kmd{÷;Knfo;{÷k;n÷bf]sfg tyf sDklgx?sf] ;lrs[t ug]{, b/efp kq
;+sng tyf 5gf}6 ug]{ h:tf sfo{x? of] ;ldtLn] of] cf j df ;DkGg u/]sf] 5 .

❖ **kbk"lt{ ;ldtLM**

ljhfdsf nfuL cfjZos hgZlQm 5gf}6, ;?jf tyf a9'jfsf nfuL sfd ug{ ul7t kbk"lt{
;ldtLdf ;+:yfsf pkfWOLFsf] cWOLFtfd f ;x;lrx / Ps hgf ;b:o /xg] ul/ tLg ;b:l:
kbk'tL{ ;ldt u7g ul/Psf] / ;f] ;ldtLn] of] cfly{s jif{ @)&%÷@)&^ df hDdf !)
j6f j}7s al; kbk"lt ug]{ sfo{ u/]sf] lyof] .

!= !=@ ;+:yfsf] jflif{s sfo{qmdM

!= !=@=! jflif{s hGdpT;j sfo{qmdM

x/]s jif{ em} of] jif{ klg ;+:yfsf] @% cf}+ hGdpT;j eAotfsf ;fy dgfOof] .
;+:yfsf ;+:yfks ;b:o, ;fwf/Of ;b:o, sfo{ ;ldtLsf ;b:o tyf sd{rf/Lx?sf]
;xefuLtfdf cf}krf/Ls tyf cgf}krf/Ls sfo{qmd u/L dgfOof] . cf}krf/Ls
sfo{qmdsf] p4f3f6g ;+:yfsf cWolf >L dx]z cof{n Ho'sf] cWOLFtfd ;DkGg
ul/Psf] lyof]

!= !=@=@ jflif{s n]vfkl/lfOf sfo{qmdM

o; jif{sf] n]vf kl/lfOfsf nfuL an]Zj/ 7fs/ P08 P;f]l;P6\; , lj/u+h nfO{ cf j
@)&%÷@)&^ sf] n]vfkl/lfOfsf] nfuL 5gf}6 ul/Psf] lyof] .

!= !=@=# jflif{s ;fwf/Of ;ef sfo{qmdM

;+:yfsf] ljwfg cg'?k x/]s jif{ jflif{s ;fwf/Of ;ef tyf k|To]s @ jif{sf sfo{ ;ldtLsf]
rog ug'{ kg]{ lgtL cg'?k o; cf= j= @)&%÷@)&^ sf] ;fwf/Of ;ef rf8} g} ;DkGg
ul/g] of]hgf /x]sf] 5 . ;fwf/Of ;efdf lgoldt ?kdf ePsf ;+:yfsf] ultljwLsf]
cg'df]bg, jflif{s jh]t tyf sfo{qmd l:js[t tyf cg'df]bgx? x'g]5g\ . pkl:yt
;b:ox?n] cf-cfkm\gf lh1f;fx? /fv]g] 5g . ;b:ox?sf] lh1f;f nfO sfo{qmdsf ;ef
cWolf tyf sfo{ ;ldtLsf cWolf >L dx]z cof{n Ho' nufot cGo kbflwsf/Lx?n]

k|i6 kfg' { kg} { 5 . xfn ljhfd sfo{;ldltdf /x]sf kbflwsf/Lx?sf] gdfjnl o; k|sf/ 5
M

!_ dx]z cof{n – cWolf
@_ /flhgfd lbPsf] – pkfWolf
#_ cd/ axfb'/ uf}td – ;lrj
\$_ czf]s s'df/ – ;x–;lrj
%_ /fh]z 8+uf]n – sf]iffWolf
^_ lg/df vgn – ;b:o
&_ rGbf s'df/L u'Ktf – ;b:o
*_ /hgL >]i7 – ;b:o
(_ ljsfz zdf{ – ;b:o
!)_ ljgf]o tfdfË – ;b:o
!!_ /fh]z clwsf/L – ;b:o

v08 @ ;+:yfåf/f ;+rflnt kl/of]hgfx?

**@=! sfo{qmdsf] gfd M Pr=cfO=le= / P8\; kmf]/ kL8An'cf8L, Unf]jn
km08, ;]e b lrN8«]g**

ljut ! km]j|'cl/ @)) (b]lv Unf]an km08÷;]e b lrN8«]g ;+usf] ;fem]bf/Ldf g;f 4f/f
nfu'cf}ifw k|of]u stf{, ltgsf kl/jf/ / Pr cfO{ le ;+qmltdx? dfem Pr cfO le / P8\; tyf
of]g /f]u /f]syfd tyf lgoGq0fsf nfuL ljleGg sfo{qmd x? ;+rfng ub}{ cfPsf] 5 .
;'?sf jif{ b]lv g} of] sfo{qmd k;f{, af/f tyf dsjfgk'/ lhNnfd f ;+rfng ub}{ cfPsf] /
ljrd f ! jif{ eGbf al9 /f}tx6 lhNnfd f ;d]t ;+:yfn] sfo{qmd ;+rfng u/]sf] lyof] .
;+:yfn] o; cfj af6 k;f{, af/f, /f}tx6 / ;nf{xL lhNnfd f sfo{qmd ;+rfng u/L /x]sf] 5 .

@=! kl/of]hgfsf] sfo{ lf]q M

o; kl/of]hgf cGt/ut o; cfa sf] ;fpg-@)&% b]lv c;/-@)&^ ;Dd k;f{, af/f, /f}tx6 /
;nf{xL lhNnfx?df sfo{qmdx? ;+rfng x'b} cfPsf] 5 .

@=!=@ nllft ;d'bfo M

- ;'O l;/Ghaf6 nfu"kbfy{ k|of]u ug]{ JolQm tyf ltgsf kl/jf/x? .
- Pr=cfO=le= ;+qmltd, k|efljt tyf ltgsf kl/jf/x? .
- Pr=cfO=le= ;+qmltd afnaflnsfx?
- nfu' kbfy{ k|of]u stf{x? -cf] P; l6 sfo{qmdsf nfuL_

@=!=# p2]ZoM

- Iflt Go'lgS/Ofsf] pko'Qm dfWofdåf/f PWIDs nfO{ ;'/llft Jojxf/ cjnDag ug{sf] nflu clek]l/t ug}{ .
- CBT cGtu{t PWIDs nfO{ pgLx? e]l6g]÷a:g] 7fpd} uO{ HIV kl/lf0f ug}{ .
- HIV tyf AIDS lgoGq0fsf] nflu :yflgo :t/df ljleGg ;/sf/L tyf u}/ ;/sf/L ;+3 ;:yfx?;Fusf] ;dGjo / ;xsfo{df pgLx?sf] lfdtf clej[l4sf] nflu sfd ug}{ .
- OST sfo{qmd cGtu{t nfu'cf}ifw k|of]u stf{x?nfO{ df}lvs pkrf/ k|lt:yfkg k4tLdf ;dfj]z u/fpg kxn ug}{ .

@=!=\$ s[ofsnfkM

- ;fly lzlfssf] kl/rfng4f/f ;dfhdf n's]/ a;]sf nfu' kbfiy{ k|of]ustf{x?sf] klxrfg u/L ;]jf lj:tf/ ug}{ .
- ;fd'bflos kl/rfnsåf/f nfu'kbfiy{ k|of]ustf{x?;Fu ;';DaGw lj:tf/ ub}{ plgx?sf] hf]lvdk"0f{ Jojxf/sf] ljZn]if0f ug}{ .
- nfu' kbfiy{ k|of]ustf{x?nfO{ pgLx? s} :yfgdf uO{ hf]lvdk"0f{ Jojxf/ -;femf ;'O{sf] k|of]u tyf c;'/llft of}g ;Dks{ _ gug{ k|f]T;fxg ug}{, To;sf nflu cfjZos lzlff, ;"rgf tyf ;+rf/ ;dfu|Lx? pknAw u/fpg] .
- nllft ju{nfO{ of}g /f]u, Pr=cfO{=eL tyf cGo /ut hGo ;+qmd0faf6 tTsfn arfpgsf] nflu pgLx?sf] cfjZostf cg';f/ gofF ;"O{ l;l/Gh tyf s08d pknAw u/fpg] .
- nfd] ;dob]lv nfu" kbfiy{sf] ntdf k/]sfx?nfO{ pkrf/sf nflu k|f]T;flxt ug}{ tyf k'g{:yfkgf s]Gb|;Ddsf] kx'Fr a9fpg] .
- nfu' kbfiy{ k|of]ustf{x?nfO{ :jf:Yo tyf vfgkfgdf Wofg lbg k|f]T;fxg ug}{, k/fdz{ ;]jf pknJw u/fpg]
- l8=cfO{=;L=sf] dfWofdaf6 nfUf"kbfiy{ k|of]ustf{x?nfO{ tTsfn} cfjZos k/]sf k|fylds :jf:y ;]jfx? pknAw u/fpg] tyf cfjZos k/]df c:ktfn l/km/n u/L pkrf/ ug}{ .
- Ps k6s k|of]u e};s]sf] ;'O{ l;l/Gh k'gM k|of]u gu?g eGg] clek|fon] k|of]u e};s]sf] ;"O l;l/Gh l8=cfO{=;L=df lkmtf{ Nofpg k|f]T;fxg ug}{, cfp6l/r tyf lgoldt e]63f64f/f To:tf ;"O{ l;l/Gh ;+sng u/L plrt Joj:yfkg ug}{ .
- PWIDs afx]s cGo ;d'xsf] klg hf]lvdk"0f{ Jojxf/sf] ljZn]if0f ul/ cfjZostf cg';f/ CLT ug}{ tyf Determine Reactive b]lvPdf Confirmatory /Qm kl/lf0f (HCT) ;]jfsf nflu k|]lzt ug}{ . ;fy} HIV Positive b]lvPsf] v08df ART ;]jf ;+u Link u/fO{ lbg] .
- PWIDs sf] xsdf pgLx? e]l6g] 7fpd} uO{ PrcfO{eL kl/lf0f ug}{ .
- ost sfo{qmd cGtu{t nfu'cf}ifw k|of]u stf{x?nfO{ (Methadone and Bourfonorfin medicine) OST pknAw u/fO{ nfu'cf}ifwsf] k|of]uaf6 x'g] xfgL gf]S;fgLnfo{ sd ub}{ n}hfg] .
- ;fdflhs hgr]tgfsfnflu ljleGg tflnd, uf]i7L ;~rfng x'b} cfPsf] 5 .
- ;dfllhs ;xlhs/Of tyf sfo{qmdsf] k|rf/, k|;f/ / k|j4{gsf] nflu ljleGg lbj;Lo sfo{qmd dfkm{t hgr]tgf clej[l4 ug}{ ul/Psf] 5 .

@=!=% d'Vo lqmofsnfkx? M

s_ cfp6l/r sfo{qmd÷l8=cfO{=l; M

- ;'O{ l;l/Gr ;f6f;f6 sfo{qmd
- Jofjxf/ kl/jt{g lzlff sfo{qmd
- ;'rgf, lzlff tyf ;+rf/ ;fdu|L ljt/Of sfo{qmd
- s08d ljt/Of sfo{qmd
- P;l6cfO{ k]jif0f sfo{s|d
- l/xfj k]jif0f sfo{qmd
- ;fyL lzlfs kl/rfng sfo{qmd

V_ CLT(Community Lead HIV Testing) sfo{qmdM

- nfu' cf}ifw k|of]ustf{x?nfO{ pgLx?s} 7fpdf uP/ PrcfOeL kl/lf0f
- PrcfOeL kl/lf0fnfO{ ;xh tyf ;'ne ?kdf plgx?s} :yfgdf pknAw u/fpg]

U_ OST (oral substitution therapy) sfo{qmdM

- nfu' cf}ifw k|of]ustf{x?nfO{ d]yf8f]g / a|'kf]glkmg ;]jfsf nfuL gf/fo0fL pk lf]lqo c:ktfn sf] d]l8sn o'lg6df k]jif0fsf nfuL kQf nufpg], kmnf]ck ug]{ tyf k]jif0f ug]{, ;]jf lnO{ /x]sf x?nfO{ lgoldttfsf] nfuL kmnf]ck ;]jf lbg] ;fy} ;f}x|fb{ k'0f{ jftfj/Of tof/ kfg{sf nflu ljleGg tflnd, uf]li7 cGt/lqmof tyf ;dGjo a}7s o; sfo{qmd cGt/ut ;+rfng ul/Psf] lyof] .

@=!=^ pknAwLx?

- Iflt Go'lgs/Of sfo{qmdn] ubf{ nfu"kb|fy{ k|of]ustf{df Pr=cfO{=le=;+s|d0fdf sdL cfPsf] 5 .
- ;'rgf, lzlff tyf ;+rf/ ;fdu|L ljt/Of sfo{qmdn] ubf{ Pr= cfO= le kl/lf0f u/fpg cfp]g] ;+Vofdf a9f]t/L s|dzM x'b} uPsf] 5 .
- Pr=cfO{=le= ;+qmldtx?sf] nfuL ;s/fTds /f]syfd / pkrf/ tyf P=cf/=le= lg/Gt/tf, pkrf/, kf]jif0f tyf lk=Pd=l6=l;=6L= sfo{s|dn] ubf{ ;+s|ldt tyf ltgsf k/Ljf/sf nfuL e/kbf]{ tyf :jf:Yo d'ns nufot cj;/jfbL ;^aqmd0fdf sdL cfPsf] 5 .
- Iflt Go'lgs/Of sfo{qmd cGtu{t o; aif{ k;f{df !@%*, af/fdf !!@%, /f}tx6df ^(! / ;nf{xLdf *^@ hgf PWIDS nfO{ e]6L ljleGg ;]jfx? pknAw u/fO{Psf] lyof] .

- Pr= cfO= le= kl/lf0f -Community Lead HIV Testing_ cGt/ut o; jif{ k;f{df !\$&), af/fdf !\$%#, /f}tx6df (&% / ;nf{xLdf !)(# hgfnfO{ hfFr tyf k/Llf0f u/L glthf lat/0f ul/Psf] lyof] .
- Pr=cfO{=le kl/lf0f ubf{ af/fdf ! hgf / ;nf{xLdf \$ hgf ;+qmltdt km]nf k/]sf lyP . km]nf k/]sf ;+qmltdtdf nfu'cf}ifw k|of]ustf{ eg] lyPgg\ .
- s08d lat/0f k;f{df &#!^\$, af/fdf ^* @(! /f}tx6df \$&! @ (/ ;nf{xLdf #(&! /x]sf] 5 .
- Iflt Go'lgs/0f sfo{qmd cGt/ut k;f{df !\$&^&), af/fdf !%*%*! /f}tx6df !)*@*@\$ / ;nf{xLdf !!)** j6f ;'O{ l;l/Gh ljt/0f ul/Psf] lyof] .
- OST sfo{qmd cGt/ut o; aif{df !)(hgfnfO{ sfo{qmddf cfjç u/fO{ cf}iflw v'jfOPsf] 5 .

@=!=& kl/of]hgfsf] r'gf}lt, l;sfO{ tyf ;'emfj

s_ r'gf}tL

- Iflt Go'lgs/0f sfo{s|d cGt{ut nfu"kbfy{ k|of]ustf{x? af/Daf/ :yfg k/Lj{tg u/L 7fpF 7fpFdf ;/L/xg] x'Fbf ;'O{ l;l/Gr ;f6f;f6 ug{sf nfuL pgLx? ;+u e]6 x'g sl7gfO{ ePsf]n] sfo{qmddf c;/ k/L/x]sf] 5 .
- nfu"kbfy{ k|of]ustf{x?n] af/Daf/ u'KtfË -+sfkfdf_ lt/ ;'O{ k|of]u u/L/x]sf]n] 7"nf] 3fp x'g] x'Fbf pkrf/ u/fpg k|ofKt /sd gePsf]n] ltgnfO{ pkrf/ ug{ uxf]l] tyf w]/) s7LgfO{sf] ;fdgf ug'{k/L/x]sf] 5 .
- nfu"kbfy{ k|of]ustf{ tyf Pr= cfO{= le= ;+qmdLtx?sf] cfly{s cj:yf lgs} bolgo /x]sf]n] nfu'kbfy{ k|of]ustf{x?nfO{ k'GfM:yf{kfg u[x ;Dd k'/ofpg uxf]f] tyf Pr= cfO{= le= ;+qmdLtx?nfO{ hl6n cj;/afbL ;+qmd0fsf] pkrf/df k|ofKt /sd gePsf]n] ljleGg ls;Ldsf h6Lntf b]lv+bf pkrf/ ug{ lgs} uxf]l] k/L/x]sf] 5 .
- af]8{/ kf/L ;lhn} tyf ;:tf] d'Nodf nfu' cf}ifw pknAw x'g] x'bf OST ln/x]sf] ;]jfu|fxLx?nfO{ lg/Gt/ ?kdf cf}iflw v'jfpg uxf]f] e}/x]sf] 5 .

v_ l;sfO{ M

- nfu'cf}ifw k|of]ustf{x?nfO{ lg/Gt/ ?kdf gfofF ;'O{ l;l/LGh cfbfg k|bfg ubf{ pgLx?nfO{ Pr=cfO{=eL= af6 arfpg ;lsG5 .
- CLT sf] kf]h]6Le l/hN6 cfPsf Client x?sf] l/kf]6{nfO{ :kf]6df g} glbP/ DIC df af]nfP/ sfpG;]nL^a u/L /Lkf]{6 lbbf k|efjsf/L x'g]] .
- nfu'cf}ifw k|of]ustf{sf] Pr=cfO{=eL k/Llf0f ;+u;+u} cGo hf]lvddf /x]sf ;d'xx?sf] klg k/Llf0f ubf{ ;dfhdf n's]/ /x]sf ;+qmltdtx?sf] klxrfg ug{ ;lsg] tyf Pcf/6Ldf cfjç u/fpg ;lsG5 . h;n] ubf{ 90-90-90 approach nfO{ k'0f{tf lbg ;xof]u k'U5 .

- :kf]6df ljtfpg] ;dosf] af/]df klxn] g} client af6 hfgsf/L÷;'rgf lnO{ :kf]6df s'/] al; ;]jf k|bfg ubf{ ;'O{ ;f6f;f6 b/df a[l4 .

u_ ; 'emfjM

- k|fljlws blftf a9fO{ sd{rf/Lx?sf] l;kdf la:tf/ u/L ;]jfdf cem lbuf]kgf Nofpg sd{rf/Lx?nfO{ ;do ;dodf tflndsf] Joj:yf ldnfpg' kg]{ .
- sfo{s|ddf pkof]u x'g] ;fdu|Lx?, cf}ifwLx?, k|fljlws tyf cGo ;fdu|Lx?sf] pkNfAwtfdf sdL gNofO{ ;dodf k'/f ug'{kg]{ .

@=@ sfo{qmdsf] gfd M cfZjf-@ kl/of]hgf, o'lg;]km

UNICEF sf] ;xof]udf k|b]z g+= @ sf \$% j6f ufpkflnsf tyf gu/kflnsfdf Inception-Workshop sfof{qmd ;~rfng u/LPsf] lyof] h;df UNICEF n] ;/;kmfO{ ;DalGw s] s] sfo{qmdx? ub}}{ 5 eGg] hfgsf/L u/fpg' lyof] . ;fy} * j6} lhNnfd !^ hgf kflnsf ;+of]hsx?sf] lgo'lQm u/L ;DalGwt kflnsfc?df k/Lrfng u/]sf] lyof] . To; kl5 tL kflnsfx?sf] s]lx j8f tyf ;d'bfox?sf vfg]kfgL tyf ;/;kmfO{ ;DalGw 3/w'/L ;j]{lf0f klg u/LPsf] lyof] . h; cGt/ut !,!&,,) 3/w'/L ;j]{lf0f u/LPsf] lyof] .

@=# sfo{qmdx?sf] hDdf cfo Aoo ljj/0f=

hDdf jflif{s cfo M-@,#@,)&!&!÷!@

hDdf jflif{s vr{ M-@,#@,)&!&!÷!@

sfo{qmdsf s]lx emnsx?



Police Orientation



Stakeholder Meeting



Stakeholder Meeting with Narayani Hospital



OST Management Committee Meeting



Stakeholder Meeting



Joint Monitoring Visit of OST