

SALIPUR AUTONOMOUS COLLEGE, SALIPUR

OFFICE ORDER

CO-CURRICULAR DUTY (2019-20)

(Names not strictly in order of seniority)

Addendum & Corrigendum to Office Order -775/27.07.2019

NO-218/DT-14.12.2019

Secretary, Staff Council	Prof. U.K.Panda, Eng
Prof. I/C of UGC & Autonomous Affiliation	Prof. Prasanna Ku Jena, Phy
Bursar & Convenor , Construction Committee Member	Prof. S.K.Nayak, Edn Dr. S.K.Padhi, Sans Mr. K.K.Muduli, Stat Mr. N.K.Mishra,Phy Mr. P.K.Mohanty,Lib Miss P.Biswal, Engineer
College Calendar, Editorial Board	Md. J.Rahim, Eng Mrs. M.Das, Com
College Magazine- Chief Editor Editorial Board	Prof. U.K.Panda, Eng Mrs. J.Rath, Sans Dr. S.R.Kar, Odia Sri P.K.Sahoo, Eng
Prof. I/C College Time Table	Prof. Prasanna Ku .Jena, Phy Prof. Prasanta Ku Jena, Math
Research Journal	Dr. Asit Parija, Chem Dr. K.P.Mohanty, Zool Dr. P.K.Mohapatra, Edn
Campus Bulletin	Dr. D.N.Patri, Com Dr. P.R.Pattanayak, Soc

Student Common Room,Boys	Dr. B.C.Prusty, Chem Sri B.P.Sarangi, Bot
Student Common Room, Girls	Mrs. J.Rath, Sans Mrs. M.Tripathy, Phil
Staff Common Room , Prof I/C Associate	Mrs. S.L.Patra, Hist Sri J.Jena, Eco Sri J.J.Pattnayak, Soc
Prof. I/C , Furniture	Md. J.Rahim, Eng Sri N.K.Mishra, Phy Sri M.C.Kar, Zool
Prof. I/C, PHD, Electricity & Sanitation	Administrative Bursar Academic Bursar Prof. I/C Construction H.C Engineer
Prof. I/C General Store & Overall supervision	Sri R.K.Swain, Math Sri B.K.Lenka, PET Sri P.K.Singh, Bot
Prof. I/C Cycle Stand	Dr. B.C.Prusty, Chem Sri N.S.K.Sahoo,Phy
Prof. I/C , College Canteen	Mrs. S.L.Mohanty, Hist Sri T.K.Mohanty, Psc Sri A.C.Mohanty, Math Mrs. S.Sarangi,Hsc
Prof. I/C College Garden	Mrs. J.B.Parija , Bot Sri M.R. Panda, Bot
Residential Committee- Convener	Administrative Bursar

Members	Suptd. Both Hostels Academic Bursar Accounts Bursar H.C
Discipline Committee- Convener Members	Dr. D.K. Mishra, Eng Mrs. N.Dixit, Hist Mrs. J. Rath, Sans Sri S.K.Nayak, Edn Sri A.C.Mohanty,Math Sri J.J.Pattnayak, Soc Dr. S.K.Padhi, Sans Sri N.K.Mishra,Phy Sri M.C.Kar, Zool H.C
Grievance Redressal Cell- Convenor Members	Mrs. K.Mohapatra, Edn Secretary, Staff Council Administrative Bursar Hostel Superintendents Maj. P.Devi, Edn Mrs. M.Das,Com Mrs. K. Acharya, Soc
Career Counselling Cell & Placement Cell- Chief Associates	Mrs. P.Roy, Chem Sri P.K.Jena, Math Dr. A.Parija,Chem Dr. D.N.Patri,Com Dr. P.R.Pattanayak,Soc
Research Committee-Convenor Members	Prof. I/C UGC Administrative Bursar Academic Bursar Associate Prof I/C UGC Dr. Nibedita Sahoo, Bot

<p>Anti Ragging Cell</p> <p>Chief</p> <p>Members</p>	<p>Dr. P.K.Dash, Psc</p> <p>Sri A.K.Mohanty, Eco</p> <p>Mrs. G.Baliarsingh, Bot</p> <p>Dr. P.Choudhury, Chem</p> <p>Mrs L.P.Das, Phy</p> <p>Mrs. A.Hassan, Zool</p> <p>SK Ebrar Ahmad, Eng</p>
<p>Sexual Harassment Cell</p>	<p>Mrs. P.Roy, Chem</p> <p>Mrs. S.L.Patra, Hist</p> <p>Mrs. S.L.Mohanty, Hsc</p> <p>Mrs. R.Swain, Chem</p> <p>Mrs. K.Acharya, Soc</p> <p>Mrs. S.Das, Com</p>
<p>Prof. I/C ,Campus Cleaning</p>	<p>Sri T.K.Mohanty, Psc</p> <p>Mrs. J.B.Parija, Bot</p> <p>Sri S.S.Mishra, Stat</p> <p>Sri N.S.K.Sahoo, Phy</p> <p>Sri M.R.Pati, Psc</p> <p>Sri B.K.Lenka, PET</p>
<p>Co-ordinator IQAC</p>	<p>Dr. D.N.Patri, Com</p>
<p>NAAC Supervision-</p> <p>Joint Co-ordinator</p> <p>Members</p>	<p>Co-ordinator</p> <p>Prof. U.K.Panda, Eng</p> <p>Dr. Asit Parija, Chem</p> <p>Mrs. P.Roy , Chem</p> <p>Sri B.K.Jena, Com</p> <p>Dr. S.Misra, Math</p> <p>Sri P.K.Jena, Phy</p> <p>Dr. Swati Panda, Zool</p>

		Dr D N Patri, Com Sri S.N.Pattanayak, SAMS
IDP & OHEPEE- Co-ordinator		Mrs. P.Roy, Chem Sri P.K.Jena, Math
Officer I/C of College Website		Dr. A.Parija, Chem Sri S.N.Pattanayak, SAMS
Officer I/C of Computer & WIFI		Dr. B.N.Dash, Phy Sri Satyajit Mohapatra, BCA Sri S.N.Pattanayak,SAMS
Officer I/C of Proctorial Activities		Mrs. P.Roy, Chem Miss M.Mishra, Com
Officer I/C Of Students' Attendance		Chief -Sri S.D.Swain, Com Associate-Sri P.K.Sahoo, Eng Dr. S.S. Mishra,Stat
Tabulators (+2)	Arts Science Commerce	Dr. P.R.Pattanayak, Soc Sri P.K.Sahoo, Eng Sri M.R.Panda, Bot Sri B.P.Sarangi,Bot Miss M.Mishra, Com Miss S.Muduli, Com
Officer I/C , NCC(Girls) NCC(Boys) NSS(+3 boys) NSS(+3 Girls) NSS(+2 Boys) YRC Rovers		Maj. P.Devi, Edn Sri J.J.Pattanayak, Soc Dr. P.R.Pattanayak,Soc Mrs. J.B.Parija, Bot Sri S.K.Nayak, Edn Sri P.K.Sahoo, Eng Dr. B.N.Dash,Phy

Rangers	Mrs. S. Sarangi, Hsc
Officer I/C of Self Defence - Chief Associates	Mrs. N.Dixit, Hist Mrs. Amita Sahoo, Hsc Mrs. S.Sarangi, Hsc Miss S.Muduli, Com
Prof. I/C Scholarship	Administrative Bursar Academic Bursar
Prof. I/C , Free Studentship/SSG/SAF Associates	Mrs. P.Roy, Chem Sri T.K.Mohanty, Psc Sri N.Biswal, Phy
Officer I/C of Self Financing Courses- Co-ordinator Co-ordinator BCA Co-ordinator MSW Co-ordinator MFC Co-ordinator MA in Odia	Dr. P.K.Dash, Psc Dr. Sangita Misra, Math Mrs. K.Acharya, Soc Prof. B.K.Jena, Com Dr. S.Kar, Odia
Officer I/C of Biometric Device	Administrative Bursar Sri S.N.Pattanayak, SAMS

The members of faculty mentioned above are advised to take over their assignments and perform such duties with immediate effect in the places/offices/sections to co-operate in the smooth administration on or before 16.12.2019.

Dr. U.C. Pati
Principal
Salipur Autonomous College
Salipur.

Copy to Staff C.Room/ Autonomous Exam Cell/Examination Cell (+2)/UGC Section/Administrative Bursar/Establishment Section/PGF for information

Dr. U.C. Pati
Principal
Salipur Autonomous College
Salipur.