

OFFICE OF THE PRINCIPAL, SALIPUR AUTONOMOUS COLLEGE, SALIPUR
OFFICE ORDER

CO-CURRICULAR DUTY FOR THE SESSION-2022-23

NO 1735 /DT 28/10/22

(Names not strictly in order of Seniority)

Sl No.	Co-curricular Assignment	NAME
1	Secretary Staff Council Asst. Secretary Staff Council	Dr. B.N.Dash,Phy Sri T.K.Mohanty,Pol.Sc
2.	Administrative Bursar	Dr. P.K.Mohapatra, Edn
3.	Academic Bursar Addl. Academic Bursar	Dr. P.Choudhury, Chem Dr. K.P.Mohanty, Zool
4	Accounts Bursar Addl Accounts Bursar	Sri Jaybandan Jena, Eco Dr. S.P.Mohanty, Odia
5	Overall Supervision of Classes(Arts, Science & Commerce	Administrative Bursar Academic Bursar Addl. Academic Bursar
6	Prof. I/C UGC & Autonomous Affairs	Dr. Asit Parija, Chem
	Associates	Dr. M.Tripathy, Phil Dr. Ramesh Sethy, Zool Mrs. J.Pattnayak, Phy Sri B.Behera, Com
7.	Prof. I/C & Coordinator, IQAC	Sri N.Biswal, Phy
8	NAAC Steering Committee Co-ordinator Joint Co-ordinator	Dr. Asit Parija Sri N.Biswal, Phy
	Members	Dr. P.K.Mohapatra, Edn Dr. B.N.Dash, Phy Sri P.K.Jena, Math Dr. P.Choudhury, Chem Dr. S.Panda, Zool Sri T.K.Mohanty, Pol.Sc Dr. D.N.Patri, Com Sri S.N.Pattanayak, SAMS
9	Prof. I/C PIO, Legal Cell & RTI	Dr. P.K.Mohapatra, Administrative Bursar
10	Controller, Autonomous Exam Cell Deputy Controllers	Sri P.K.Jena, Math Dr. S.Panda, Zool Sri T.K.Mohanty, Pol.Sc Sri K.K.Muduli, Stat
11	Co-ordinator, IDP & OHEPEE Deputy Co-ordinator	Dr. S.Panda, Zool Mrs. M.Mishra, Com
12	Co-ordinator-DBT Deputy Co-ordinator	Dr. Asit Parija,Chem Dr. R.Sethy,Zool
13	Bursar & Convenor, Construction Committee Members	Sri M.R.Panda, Bot Dr. S.K.Padhi, Sans Lt. J.J.Pattnayak, Soc Sri K.K.Muduli, Stat Sri N.K.Mishra, Phy Sri P.K.Mohanty, Lib Mrs. P.Biswal, JE Sri S.K.Das, HC

14	Prof. I/C & Convenor, Purchase Committee Members	Dr. P.K.Mohapatra, Edn Dr. B.N.Dash, Phy Sri P.K.Jena, Math Dr. P.Choudhury, Chem Dr. Asit Parija, Chem Dr. S.Panda, Zool Sri Jaybandan Jena, Eco Smt S.L.Mohanty, HSc Sri T.K.Mohanty, Pol.Sc Mrs. M.Mishra, Com Sri P.K.Mohanty, Lib Head Clerk Accountant
15	Prof. I/C Library Associates	Dr. B.N.Dash, Phy Dr. Asit Parija, Chem Mrs. K.Acharya, Soc Dr. S.R.Kar, Odia Dr. S.K.Padhi, Sans Sri P.K.Sahoo, Eng Dr. S.S.Mishra, Stat Mrs. M.Mishra, Com Mrs S.Nayak, Hist Sri P.K.Mohanty, Lib
16	Prof. I/C & Coordinator, College & Council Exam Associate Prof. I/C & Members	Dr. P.Choudhury, Chem Sr. M.R.Panda, Bot Dr. K.P.Mohanty, Zool Miss S.Dash, Com
17	Vice President, Athletic Club/Council Associates	Dr. B.N.Dash, Phy Dr. D.N.Patri, Com Dr. N.Sahoo, Bot Sri B.P.Sarangi, Bot Lt. J.J.Pattnayak, Soc Dr.B. Pani, Chem Miss K.Mallick, Odia Sri M.K.Behera, Eng Sri B.K.Lenka, PET
18	Advisor Student Council Associate Advisor	Sri T.K.Mohanty, Pol.Sc Mrs. J.B.Parija, Bot Sri A.C.Mohanty, Math Mrs R.Swain, Chem Lt. J.J.Pattanayak, Soc Mrs. S.Nayak, Hist Sri A.K.Nayak, Sans Sri B. Behera, Com
19	Prof. I/C Proctorial Activities Associates	Dr. P.Choudhury, Academic Bursar Dr. K.P.Mohanty, Zool Mrs. M.Mishra, Com Mrs. K.Acharya, Soc
20	Prof. I/C Affiliation & Recognition	Sri N.Biswal, Phy Sri S.K.Das, HC
21	Prof. I/C Career Counselling & Placement Cell Associates	Sri A.C.Mohanty, Math Mrs. M.Mishra, Com

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23	College Magazine, Chief Editor Editorial Board	Dr. S.R.Kar, Odia Sri P.K.Sahoo, Eng Dr. S.K.Padhi, Sans Dr. B.Nayak, Odia Miss S.Dash, Com
24	Prof. I/C Research Journal Associates	Dr. P.K.Mohapatra, Edn Dr. A.Parija, Chem Dr. K.P.Mohanty, Zool Dr. D.N.Patri, Com Dr. M.Tripathy, Phil Dr. S.S.Mihsra, Stat Dr. R.Sethy, Zool Dr. B.Pani, Chem Dr. B.Nayak, Odia
25	Prof. I/C Campus Bulletin Associates	Dr. D.N.Patri, Com Sri P.K.Sahoo, Eng Dr. B.Nayak, Odia Mr. Shaikh Ebrar Ahmed, Eng
26	Prof. I/C Time Table Associates	Sri R.K.Swain, Math Sri N.S.K.Sahoo, Phy Sri B.Behera, Com Miss J.P.Singh, Soc
27	Prof. I/c Student Attendance Associates	Sri B.P.Sarangi, Bot Dr. S.S.Mishra, Stat Sri P.K.Sahoo, Eng Sri B.Bhanja, Phil Mrs S.Paul, Com
28	Prof. I.C Extra Moral Lectures & Madhusudhan Lecture series	Dr. P.K.Mohapatra, Edn Dr. S.R.Kar, Odia
29	Chief Co-ordinator, Self Financing Course Joint Co-ordinator Subject Co-coordinators BCA & Mathematics Chemistry Odia Education Sanskrit MFC MSW	Dr. B.N.Dash, Phy Sri A.C.Mohanty, Math Sri P.K.Jena, Math Dr. P.Choudhury, Chem Dr. S.R. Kar, Odia Dr. P.K.Mohapatra, Edn Dr. S.K.Padhi, Sans Dr. D.N.Patri, Com Mrs. K.Acharya, Soc
30	Prof. I/C Income Tax Associate	Sri Jaybandan Jena, Eco Dr. S.P Mohanty, Odia
31	Prof. I/C Staff Common Room Associates	Smt S.L.Mohanty, H.sc Sri P.K.Sahoo, Eng Lt. J.J.Pattanayak, Soc
32	Prof. I/C Common Room, Boys Associates	Dr. B.C.Prusty Sri B.P.Sarangi Dr. C.K.Behera, Odia

33	Prof. I/C Common Room, Girls Associates	Mrs. K.Acharya, Soc Mrs. S.Paul, Com Mrs. S.Muduli, Com Mrs. S.Sethi, Odia
34	Prof. I/C College Website Associates	Dr. B.N.Dash, Phy Dr. Asit Parija, Chem Sri N.Biswal, Phy Dr. R.Sethy, Zool Sri S.N.Pattanayak, SAMS
35	Prof. I/C Computer & WIFI System	Dr. B.N.Dash, Phy Sri S.Mohanty, BCA Sri S.N.Pattanayak, SAMS
36	Prof. I/C Smart Class Room Associates	Dr. B.N.Dash, Phy Dr. A.Parija, Chem Sri A.C.Mohnaty, Math Dr. R.Sethy, Zool Dr. B.Pani, Chem Sri B.Behera, Com Sri N.S.Mishra, Pol.Sc
37	Prof. I/C Student Scholarship	Dr. P.K.Mohapatra, Admn. Bursar Dr. P.Choudhury, Academic Bursar
38	Prof. I/C Free Studentship/SSG/SAF	Dr. N.Sahoo, Bot Sri B.P.Sarangi, Bot Dr. S.S.Mishra, Stat Mrs S.Ghose, Edn Miss R. Nayak, Pol.Sc Mrs S.Das, Com
39	College Residential Committee Convenor Members	Administrative Bursar Suptd. Gents Hostel Suptd. Ladies Hostel Academic Bursar Accounts Bursar Head Clerk
40	Discipline Committee Convenor Members	Dr. B.N.Dash, Phy Mrs. S.L.Mohanty, H.sc Mrs. J.B.Parija, Bot Dr. D.N.Patri, Com Sri A.C.Mohanty, Math Lt. J.J Pattnayak, Soc Sri P.K.Saho, Eng Sri A.K.Nayak, Sans Sri N.K.Mishra, Phy Sri M.C.Kar, Zool Sri S.K.Das, HC
41	Prof I/C Admission(+3) Prof I/C Admission(+2)	Dr. B.N.Dash, Phy Dr. B.C.Prusty, Chem
42	Grievance Redressal Cell(Students) Convenor Members	Admn. Bursar Academic Bursar Secretary Staff Council Accounts Bursar

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43	Grievance Redressal Cell, Staff Members	Admn. Bursar Academic Bursar Accounts Bursar Controller of Exam Prof I/C UGC Co-ordinator, IQAC Head Clerk
44	Research Advisory Committee Convenor Members	Dr. P.K.Mohapatra, Edn Dr. P.Choudhury, Chem Dr. Asit Parija, Chem Dr. Swati Panda, Zool Dr. D.N.Patri, Com Dr. M.Tripathy, Phil Dr. S.R.Kar, Odia Dr. S.K.Padhi, Sans Dr. R.Sethy, Zool Dr. B.Pani, Chem Dr. B.Nayak, Odia
45	Anit Ragging Cell Convenor Members	Dr. P.K.Mohapatra, Edn Dr. P.Choudhury, Chem Dr. B.N.Dash, Phy Mrs. S.L.Mohanty, Hsc Dr. S.Panda, Zool Sri T.K.Mohanty, Pol.Sc Mrs. J.B.Parija, Bot Mrs. L.P.Das, Phy Sri R.K.Swain, Math Lt. J.J.Pattanayak, Soc Miss K.Mallick, Odia Mrs. S.T.Achary, Eng
46	Sexual Harassment Cell Convenor Members	S.L.Mohanty, Hsc Mrs. J.B.Parija, Bot Mrs. L.P.Das, Phy Mrs. K.Acharya, soc Dr. M.Tripathy, Phil Dr. Anjum Hassan, Zool Dr. B.Nayak, Odia Mrs. S.Nayak, Hist Mrs. J.P.Singh, Soc Miss A.Roy, Edn Mrs. S.Das, Com
47	Prof I/C Campus Cleaning	Mrs. J.B.Parija, Bot

	Members	Sri M.R.Panda, Bot Lt. J.J.Pattanayak, Soc Dr. S.K.Padhi, Sans Sri B.Behera, Com Sri B.K.Lenka, PET Head Clerk
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50	Prof. I/C General Store & Overall Supervision	Dr. N.Sahoo, Bot Mrs. R.Swain, Chem Sri N.K.Mishra, Phy Sri M.C.Kar, Zool Sri S.K.Das, H.C
51	Prof I/c Cycle Stand	Sri B.P.Sarangi, Bot Sri N.S.K.Sahoo, Phy
52	Prof. I/C College Garden(Science Block) Members	Mrs. J.B. Parija, Bot Sri M.R.Panda, Bot Mrs K.Behera, Zool
53	Prof. I/C College Garden(Arts Block)	Lt. J.J.Pattnayak, Soc Sri M.K.Behera, Eng Mrs A.Stitipragyan, Eng Sri M.R.Pati, Pol.Sc Mrs. S.Muduli, Com
54	Prof. I/C College Canteen	Mrs S.L.Mohnaty, Hsc Sri A.C.Mohanty, Math Mrs. L.P.Das, Phy Mrs. R.Swain, Chem Mrs. M.Mishra, Com Mrs. S.Nayak, hist Sri B.Bhanja, Phil Sri M.K.Behera, Eng Mrs S.Muduli, Com Mrs. G.Mohanty, Chem
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56	Prof. I/C M.S. Auditorium Associates	Dr. B.N.Dash, Phy Mrs. J.B.Parija, Bot Dr. S.K.Padhi, Sans Mrs. K.Mallick, Odia
57	Prof. I/c Conference Hall Associates	Dr. P.K.Mohapatra, Edn Sri T.K.Mohanty, Pol.Sc Sri S.K.Das, H.C
58	Prof. I/C CLT	Dr. P.Choudhury, Chem Mrs. B.Pani, Chem
59	Prof. I/C career Counselling Room Associates	Sri A.C.Mohanty, Math Mrs. M.Mishra, Com

		Dr. B.Nayak, Odia
60	Prof. I/C Reading Room Associates	Dr. B.N.Dash, Phy Dr. S.S.Mishra, Stat Sri P.K.Mohanty, Lib
61	NSS(Programme Officer Ladies Gents(+3) Gents(+2) NCC Officer I.C(Gents) Officer I.C (Ladies) Rovers Rangers YRC Yoga	Mrs. J.B.Parija, Bot Dr. S.K.Padhi, Sans Dr. S.P.Mohanty, Odia Lt. J.J.Pattanayak,(Soc) Miss S.T.Achary(Eng) Dr. B.N.Dash, Phy Sri A.K.Nayak,Sana Mrs. S.M.Sarangi, H.sc Sri P.K.Sahoo, Eng Miss A Sthitaprangya, Eng
62	Officer I/C Self Defence Chief Associates	Miss R.Nayak, Pol.Sc Mrs. A.Sahoo, Hsc Mrs. S.Sarangi, Hsc
63	Prof I/c Press Publication	Dr. P.K.Mohapatra, Edn Mrs. J.B.Parija, Bot Sk. Ebrar Ahemed, Eng Dr. C.K.Behera, Odia
64	Suptd. C.S. Chattrabas Dy Suptd. C.S. Chatrabas	Dr. P.K.Mohapatra, Edn Sri N.S.K. Sahoo, Phy
65	Suptd. Chittrotpala Ladies Hostel Dy. Suptd	Mrs. L.P.Das, Phy Miss A. Roy, Edn
66	Tabulators(+2) Arts Science Commerce	Miss K.Mallick, Odia Miss A.Roy, Edn Sri M.K.Behera, Eng Mrs. J.Pattnayak, Phy Mrs. K.Behera, Zool Miss T.Mohapatra, Stat Mrs J.P.Singh, Soc Miss S.Poul, Com Mrs S.Das, Com
67	Prof. I/C Cultural Programme Associates	Sri T.K.Mohanty, Pol.Sc Mrs. J.B.Parija, Bot Mrs L.P.Das, Phy Dr. B.Nayak, Odia Mrs. K.Mallick, Odia Dr. C.K.Behera, Odia Miss S.R.Kar, Sans
68	Prof. I/C Science Day Celebration and other activities	Dr. B.N.Dash, Phy Dr. P.K.Jena, Math Dr. P.Choudhury, Chem Dr S.Panda, Zool Mrs. J.B.Parija, Bot Sri K.K.Muduli, Stat
69	Budget Committee	Admn. Bursar Academic Bursar Addl. Academic Bursar Accounts Bursar Controller of Examination Prof I/C UGC

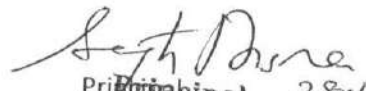
		Co-ordinator, IQAC Prof. I/C Construction Librarian Head Clerk Accountant
70	Planning Board Convenor Members	Dr. P.K.Mohapatra, Adm Bursar Dr. P.Choudhury, Academic Bursar Sri J.Jena, Accounts Bursar Sri P.K.Jena, Controller of Exam Dr. B.N.Dash, Phy Dr. Asit Parija, Prof I/C UGC Dr. N.Biswal, Co-ordinator IQAC Dr. S.Panda, Co-ordinator IDP Sri M.R.Panda, Prof. I/C Construction Mrs. S.L.Mohanty, HSc Sri T.K.Mohanty, Pol.Sc Dr. D.N.Patri, Com
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72	Admission Committee	Dr. P.K.Mohapatra, Admn Bursar Dr. P.Choudhury, Academic Bursar Dr. B.N.Dash, Prof I/C +3 Adm Dr. B.C.Prusty, Prof. I/C +2 Adm. Sri J.Jena, Accounts Bursar Sri T.K.Mohanty, Pol.Sc Smt M.Mishra, Com
73	Student Welfare Committee Convenor Members	Dr. P.K. Mohapatra, Adm. Bursar Dr. P.Choudhury, Academic Bursar Sri J.Jena, Accounts Bursar Dr. A.Parija, Prof. I/C UGC Mrs. J.B.Parija, Bot Dr. K.P.Mohanty, Zool Sri T.K.Mohanty, Pol.Sc Sri. N.Biswal, Co-ordinator, IQAC Dr. S.R.Kar, Odia Sri R.K.Swain, Math Mrs. S.Paul, Com
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75	Public Relation Cell	Dr. P.K.Mohapatra, Admn. Bursar Dr.P Choudhury, Academic Bursar

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77	Syllabus Committee		Dr. P.K.Mohapatra, Admn. Bursar Dr. P.Choudhury, Academic Bursar Sri P.K.Jena, Controller Sri J.Jena, Accounts Bursar Dr. B.N.Dash, Phy Dr. Asit Parija, Prof. I/C UGC Dr. K.P.Mohanty, Addl. Academic Bursar Dr. D.N.Patri, Com
78	Ethics Committee Members	Convenor	Dr. P.K.Mohapatra, Edn Dr. P.Choudhury, Chem Sri T.K.Mohanty, Pol.Sc Dr. S.R.Kar, Odia Mrs. K. Acharya, Soc Dr. M.Tripathy, Phil Dr. A.Hasan, Zool Mrs. S.Nayak, Hist Sri N.S.K.Sahoo, Phy
79	Campus Ecological Committee Members	Convenor	Dr. P.K.Mohapatra, Edn Dr. A.Prija, Chem Mrs J.Parija, Bot Sri M.R.Panda, Bot Dr. N.Sahoo, Bot Lt. J.J.Pattnayak, Soc Sri A.Nayak, Sans Miss S. Acharya, Eng Mrs. S.M.Sarang, Hsc Sri B.K.Lenka, PET
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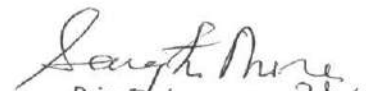
81	Internal Complaints Committee Residing Officer Members	Mrs. S.L.Moahnty, Hsc Sri T.K.Mohanty, Pol.Sc Mrs. J.B.Parija, Bot Mrs. K.Acharya, Soc Mrs, S.Mishra (Secretary –The Nectar) Members from NGO
82	Examination Committee Convenor Members	Sri P.K.Jena, Controller of Exam Dr. S.Panda, Dy. COE Sri T.K.Moahnty, Dy COE Sri K.K.Muduli, Dy. COE Dr. P.K.Mohapatra, Adm Bursar Dr. P.Choudhury, Academic Bursar Mr.J.Jena Accounts Bursar Dr. A.Parija, Prof. I/C UGC Mrs. S.L.Mohanty, HSC Dr. B.N.Dash, Phy Dr. D.N.Patri, Com
83	Temple Committee Convenor Members	Dr. P.K.Mohapatra, Adm. Bursar Mrs. S.L.Mohanty, HSC Dr. S.Panda, Zool Mrs. J.Parija, Bot Sri M.R.Panda, Bot Sri J.Jena, Accounts Bursar Sri R.K.Swain, Math Dr. S.K.Padhi, Sans Sri K.K.Muduli, Stat Sri M.C.Kar, Zool Sri N.K.Mishra, Phy Sri P.K.Mohanty, Lib Sri S.K.Das, HC Mrs. J.Lenka, Accountant Sri S.K.Nayak, DA
84	Equal Opportunity Cell Convenor Members	Dr. P.K.Mohapatra, Edn Dr. P.Choudhury, Academic Bursar Sri M.R.Panda, Prof. I/C Construction Dr. A.Parija, Prof I/C UGC Sri J.Jena, Accounts Bursar Mrs. S.L.Mohanty, Hsc Mrs. K.Acharya, Soc
85	Academic Review Committee Convenor Members	Dr. P.K.Mohaptra, Adm Bursar Dr. P.Choudhury, Academic Bursar Sri P.K Jena, COE Sri J.Jena, Accounts Bursar Dr. A.Prija, Prof. I/C UGC Sri N.Biswal, Co-ordinator IQAC Dr. S.Panda, Co-ordinator IDP Dr. K.P.Mohanty, Addl Academic Bursar
86	Alumni Association Committee Convenor Members	Sri J.Jena Co-ordinator Mo College Dr. P.K.Mohapatra, Adm Bursar Sri N.Biswal, Co-ordinator IQAC

		Mrs J.Parlja, Bot Dr. S.K.Padhi, Sans Lt J.J.Pattnayak, Soc Dr. S.R.Kar, Odia Miss S.Kar, Sans Sri M.C.Kar, Zool
87	Parent-Teacher Association Committee Convenor Members	Administrative Bursar Academic Bursar Accounts Bursar All HODs H.C

The Members of faculty mentioned above are advised to take over their assignments and perform such duties with immediate effect in the place/ Office/sections to co-operate in the smooth administration on or before 1st November 2022


 Principal 28-10-22
 Salipur Autonomous College
 Salipur

Copy to-Faculty member by circulation/Establishment Section/Accounts Section/Exam Cell(+2)/Autonomous Cell/ UGC Section/SAMS/IQAC file/Admn. Bursar/Library/SGF/PGF for information.


 Principal 28-10-22
 Salipur Autonomous College
 Salipur