

OFFICE OF THE PRINCIPAL,
FAKIR MOHAN AUTONOMOUS COLLEGE, BALASORE

P.O./DIST.-BALASORE-756 001(ODISHA) INDIA

PH. NO: 06782-262018, FAX:06782-278729,e-mail:fmcollegebalasore@yahoo.com

Website: www.fmcollege.nic.in

No. 2722

OFFICE ORDER

Dated 06.08.19

The following OES (College Branch/State scale) officers/Group-B staff members are assigned Co-curricular & Extra Curricular duties for the session 2019-20 as mentioned against their names. The members are requested to assume their duties with immediate effect.

1	Secretary, Staff Council	Sri Debabrata Ash, Physics
2	Bursar, Administrative Associate Administrative Bursar	Dr Geetashree Roy, English Dr Subrat Ku Rana, Economics
3	Bursar Academic	Dr Biraja Shankar Rath, PolSc
4	Bursar Accounts	Sri R.K.Sahu, Com Sri Firoz Parhi, Zoology
5	Officer in charge of verification of DCR	Sri Ranjan Ray, Math Smt Umabati Sahu, Bot
6	Officer in charge of stock and store	Sri Anirudha Behera, Eco
7	Officer in charge of legal matter	Dr Biraja Shankar Rath, PolSc
8	Officer in charge of Computer Hub	Sri Jyotikanta Mohanta, Comp.Sc
9	Officer in charge of Language Lab.	Dr Geetashree Roy, Eng
10	Officer charge of Time Table	Sri Dillip Ku Ghose, Math Sri Ranjan Ku Ray, Math
11	Officer in charge of proctorial system	Dr Sangita Sahu, Chem Sri Anirudha Behera, Eco Dr Sanjukta Sahu, Sans
12	Officer in charge I/C, CLC and Conduct certificate	Dr B.S.Rath, PolSc Dr Geetashree Roy, Eng
13	Officer in charge of Stipend/Scholarship	Dr Trilochan Behera, Odia Dr Ganeswar Nayak, Hist Dr Sanjay Ku Das, PolSc
14	Officer in charge of Internal Audit	Sri Abhijit Das, Com Sri Asish Panda, Com
15	Officer in charge of NCC Army (Boys') Naval (Boy's) Army (Girls')	Sri A.Panda, Com Sri J.P.Mohanta, Comp.Sc Dr Bidyut Prava Das, Edn
16	Programme Officer of NSS Male Unit Female Unit	Sri Shiv Shankar Tarai, Com Sri Susanta Bagh, Chem Ms N. Sunita, Com Dr S.Tudu, Odia
17	Officer in charge of Youth Red Cross	Dr Ganeswar Nayak, Hist Sri Bibhudatta Behera, Chem
18	Office in charge of Rover	Sri Sanjib Kumar Taldi, PET
19	Officer in charge of College Garden	Syed Arif Raza, Bot
20	Controller of Examinations Dy Controllers	Sri Dillip Ghose, Math Sri Rajesh Rout, Bot Sri Bbhudatta Behera, Chem Sri M. Mishra, Comp.Sc
21	Officer in charge of UGC & Coordinator, IQAC	Sri Suresh Ch Nayak, Phy
22	Editorial Board of College Calendar	Dr B.S.Rath, PolSc Dr G.Ray, Eng Dr P.Kar, Zool

23	Officer in charge of Magazine	Dr Geetashree Roy, Eng Dr Jayasmita Nayak, Odia Dr Sanjukta Sahu, Sans
24	Coordinator	
	Urdu	Dr S.R.Tudu, Odia
	Statistics	Sri Ranjan Kumar Roy, Math
	Add on Course (Journalism & Mass Communication)	Dr Geetashree Roy, Eng
	Geography	Dr Abhijit Das, Com
	Community College	Dr Subrat Kumar Rana, Eco
	Philosophy	Smt Mausumi Das Pattnaik, Phy
	Geology	Dr Umabati Sahoo, Bot
	Env Science	Syed Arif Raza, Bot
	Hindi	Dr Madhusmita Ghadei, odia
	Four Year Integrated B.Ed Nodal Officer	Dr Bidyut Prava Das, Edn
25	Officer in charge of Attendance	
	Arts	Sri Sangram Panigrahi, Eco Smt Swarnaprava Hota, Eco
	Science	Dr Priyanka Kar, Zool Dr Shantiprava Behera, Bot
	Commerce	Sri Shiv Sankar Tarai, Com Smt Lucy Pahal, Com
26	Officer in charge of Career Counseling & Placement	Dr Durga Madhab Mohapatra, Com
27	Officer In charge of College Security	Dr Biraja Shankar Rath, Pol.Sc (East campus) Sri Anirudha Behera, Eco (Main campus)
28	Officer in Charge of self Defence for women	Dr Sangita Sahu, Chem Dr Bidyut Prava Das, Edn Dr Madhusmita Gharai, Odia Smt S.P.Behera, Bot Miss N Sunita, Com
29	Officer in charge of canteen	Sri Ranjan Ku Ray, Math Sri A.Das, Com
30	Right to Information	PIO- Anirudha Behera, Eco
31	Anti-Ragging Cell	Sri D.Ash, Phy Dr Anita Panda, Soc
32	Grievance and Sexual Harassment Cell	Dr Geetashree Roy, Eng Dr Sangita Sahu, Chem Dr Jayashree Mishra, Psy Dr Jayasmita Nayak, Odia Smt Lucy Pahal, Com
33	Library Committee Officer in charge	Dr Anita Panda, Socio Dr Jayashree Mishra, Psy Dr Ganeswar Nayak, Hist
34	Purchase Committee	Convenor-Accounts Bursar Member-Administrative Bursar Heads of the Departments of Phy/Chem/Bot/Zool, Comp.Sc OIC, RUSA OIC, College Stock & Store
35	College Development Committee	Accounts Bursar Administrative Bursar Academic Bursar OIC, RUSA OIC, College Stock & Store
36	Discipline Committee	Advisor, Student Union V.P.Athletic Club V.P Dramatic Society

		Administrative Bursar Dr S.Sahu, Chem
37	Building Committee	Academic Bursar Administrative Bursar Account Bursar
38	Residence Committee	All Superintendents Asst. Superintendents Administrative Bursar Accounts Bursar
39	RUSA/IDP Committee/ OHEPEE	Sri Ranjan Ku Ray, Math-Coordinator Administrative Bursar-Member Accounts Bursar, Member Academic Bursar-Member Dr G.Nayak, Hist, Member Sri Abhijit Das, Com(Civil Liaisoning) Head Clerk-Member One Student Representative
40	Laptop Distribution Nodal officer	Sri Abhijit Das, Com
41	Officer in charge SAMS	Syed Arif Raza, Bot
42	Equal Opportunity Cell	Dr. Srimoy Das Adhikary, Principal, Chairman Dr Anita Panda, Socio- Member Dr Sangita Sahu, Chem- Member Sri Shiv Shankar Tarai- Member
43	Committee for SC & ST	Sri Sri Anirudha Behera, Eco Dr Jayashree Mishra, Psy Sri Shiv Shankar Tarai, Com Sri Pravat Ku Tarai, H.C. Sri Bishnupada Murmu, Asst. Librn
44	Minority Cell	Dr Biraja Shankar Rath, PolSc Dr Sangita Sahu, Chem Dr Bidyut Prava Das, Edn Sayed Arif Raza, Bot Dr Ganeswar Nayak, Hist
45	Grivance Redressal Committee	Dr Geetashree Roy, Eng Sri Dillip Ku Ghose, Math Dr Jayashree Mishra, Psy
46	Internal Complaint Committee	Sri Debabrata Ash, Phy Sri Abhijit Das, Com Miss N.Sunita, Com Sri Sameer Ku Behera, Phy Sri Pravat KU Tarai, H.C Sri Birakishore Mishra, Zool.D
47	OBC Cell	Sri Debabrat Ash, Phy Dr Subrat Ku Rana, Eco Dr Jayasmita Nayak, Odia Sri Ashis Ku Panda, Com Miss R Mohapatra, Anth
48	Research Committee	Dr B.S.Rath, PolSc Dr Jayashree Mishra, Psy Dr Subrat Ku Rana, Eco Dr Ganeswar Nayak, Hist Dr. Priyanka Kar, Zool

STUDENT'S COUNCIL AND ALLIED SOCIETIES / ASSOCIATION

1	Students' Union	Advisor	Dr. Biraja Shankar Rath, PolSc
		Associate Advisors	Sri A. Das, Com Sri Ranjan Ku Roy, Math Dr. S. Rana, Eco Dr U. Sahu, Bot Sri Dillip Ku Ghose, Math Sri J Mohanta, Comp.Sc
2	Athletic Club	Vice-President	Sri D. Ash, Phy
		Associate Vice-Presidents	Syed Arif Raza, Bot Dr Sameer Behera, Phy Dr Dillip Bej, Zool Sri Bibhudutta Behera, Chem Sri Sanjay Das, Pol Sc Dr Deepak Ku Mohanty, Phy
3	Dramatic Society	Vice-President	Smt Mausumi Das Pattanayak, Phy
		Associate Vice-Presidents	Dr Jayasmita Nayak, Odia Sri Abhijit Das, Com Dr Bidyutprava Das, Edn Dr D.M. Mohapatra, Com Smt S.P. Hota, Eco Dr Madhusmita Gharai, Odia
4	Humanities Society	Vice-President	Sri Anirudha Behera, Eco
		Associate Vice-Presidents	Dr G. Nayak, Hist Miss R Mohapatra, Anthro Miss Bar Barnini Panda, Eng Dr Sanjukta Sahu, Sans
5	Science Society	Vice-President	Sri D. Ash, Phy
		Associate Vice-Presidents	Dr Sangita Sahu, Chem Sri Rajesh Rout, Bot Dr J.P. Mohanta, Comp.Sc Dr Priyanka Kar, Zool
6	Commerce Society	Vice-President	Sri Rabindra Ku Sahu, Com
		Associate Vice-Presidents	Sri Abhijit Das, Com Ms N Sunita, Com Sri A. Panda, Com Sri S.S. Tarai, Com
7	Boys' Common Room	Vice-President	Sri S. Nayak, Phy
		Associate Vice-Presidents	Dr T. Behera, Odia Dr Deepak Ku Mohanty, Phy Dr Sanjay Ku Das, PolSc
8	Girls' Common Room	Vice-President	Dr G. Roy, Eng
		Associate Vice-Presidents	Dr Jayashree Mishra, Psy Smt S.P. Behera, Bot Smt Lucy Pahal, Com Miss S.r. Tudu, Odia

9	Day Scholar Association	
	Vice-President	Dr Anita Panda, Scoio
	Associate Vice-Presidents	Sri Anirudha Behera, Eco
		Miss R Mohapatra, Anthro.
		Dr Sanjukta Sahu, Sans
		Dr Deepak Kumar Mohanty, Phy

Principal
F.M.Auto.College, Balasore

Memo No 2723 /Date 06.08.19

Copy to the Heads of the Department/ Person concerned/Accountant/ Diary/
SCR /SCR Gurd file/Library/ Phy/Chem/Bot/Zool of information and necessary action.

Principal
F.M.Auto.College, Balasore