

OFFICE OF THE PRINCIPAL,  
**FAKIR MOHAN AUTONOMOUS COLLEGE, BALASORE**

P. O. / DIST. - BALASORE - 756 001 (ODISHA) INDIA  
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Website: [www.fmcollege.ac.in](http://www.fmcollege.ac.in)

No. 4376 /

**OFFICE ORDER**

Dated 13/10/25 /

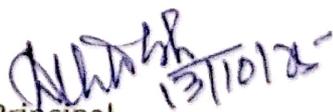
The following Officers are hereby authorized to sign the documents like CLC, TC, Migration Application forms, bonafide student certificate and continuing certificates for and on behalf of the undersigned until further orders.

1. Dr. Jayashree Mishra, Asst. Prof. of Psychology & Academic Bursar
2. Dr. Prafulla Chandra Rout, Asst. Prof. of Zoology
3. Dr. Minati Sethi, Asst. Prof. of English
4. Shri Jyoti Prakash Mohanta, Asst. Prof. of Comp. Science & OIC, SAMS (for UG)
5. Shri Sushanta Kumar Bagh, Asst. Prof. of Chemistry & OIC, SAMS (for PG)

The left side of the CLC / TC generated from SAMS portal are to be signed either by Shri J. P. Mohanta / Dr. J. Mishra for UG and by Shri S. K. Bagh / Dr. J. Mishra for PG. The right side of the SAMS generated CLC / TC is to be signed either by Dr. P. C. Rout or Dr. M. Sethi. The Non-SAMS CLC and other documents can be signed by any one of the above noted Officers.

The Dealing Assistant concerned is to put his/her clear initial on each document before sending it to the Officers concerned for signature. Wherever, there is provision for writing the remarks on the application forms, the Dealing Assistant must clearly mention the same with his/her initial thereon. No CLC/TC can be generated from SAMS without the CLC application form duly signed by the applicant and recommended by the Dealing Assistant concerned. The CLC / TC must be presented before the Officers concerned for signature with the application form bearing the remarks of the Dealing Assistant thereon.

This is in continuation and partial modification to this Office Order No.3812 dated 08.09.25 on assignment of Co-curricular and Extra-Curricular duties.

  
Principal,

F. M. Autonomous College, Balasore

Memo No. \_\_\_\_\_ / Dated

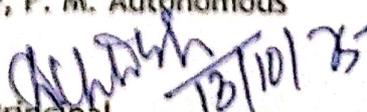
Copy to the persons concerned for information and necessary action.

Principal,

F. M. Autonomous College, Balasore

Memo No. 4378 / Dated 13/10/25

Copy to all Ministerial Officer / DEO, / College Website, F. M. Autonomous College, Balasore for information and necessary action.

  
Principal

