



Office of the Principal, Remuna Degree College, Remuna

Notification No: 220

Date: 2.4.19

The following faculties have been assigned with respective co-curricular activities as described below which will be effective from dt. 02.04.2019 and will remain in force until further order.

1. Dr. Trilochan Sahu, Lect. in odia	Admission in charge , Administration, Alumini
2. Mr. Debendra Das, Lect. In Pol.Science	Accounts Bursar, Secretary staff council, staff leave
3. Mr. Jayanta Ku. Pradhan, Lect in History	I.Q.A.C. Co-Coordinator.
4. Mr. Rabindra Nath Parida, Lect in Eng.	P.I.O(RTI), Skill Development
5. Mr. SanjayKu. Behera, Lect in .Bot.	Fire Safety, NCC
6. Mr. Ashis.Ku Choudhury, Lect in Eco.	UGC,RUSA, Govt. Fund, Calendar, YRC, Bulletin
7. Dr. Manashi Mishra, Lect in Odia	Free ship & Scholarship, staff Progress Register
8. Mrs. Malati Samal, Lect in History	Superintendent of Women's Hostel, Magazine, Sports, NSS Girls Unit, Time table
9. Mrs. Sasmita Ray, Lect. in Math.	Hygiene & Sanitation
10. Dr. DebaBijaya Mishra, Lect. in comm.	NAAC Co-ordinator, OIC Placement Cell
11. Mrs. Monalisa Jena, Lect in Home-Sc.	NSS P.O (Girls Unit), Student attendance, Literacy activities, EPF
12. Mr. Satyaranjan Sau, lect in Phy.	Cultural
13. Miss. Kamalini Gidi, Demo in Home-Sc.	Staff Common Room, G.C.R., Cleanness of Campus
14. Mr.Suraj Ku. Pati, Lect. in Phy.	NSS Boys Unit, Examination
15. Mr.Kamal lochan Mohapatra, Lect. in Chem.	OIC Rover Unit
16. Miss.Suvalina Behera,Lect. in Home Sc.	OIC Ranger Unit, Wall Magazine
17. Mrs.Puspita Sahu, Lect. in Education	OIC Seminar
18. Miss.Rasmita Bhuyan, Demo. in Bot.	Garden
19. Mr.Uttam Ku. Behera, Lect. in Education	Stock
20. Mr.Gopinath Das, Lect. in Math.	Asst. in Stock
21. Miss Archana Acharya, Lect in Comp.Sc.	Examination, IQAC
22. Miss Sabita Pusty, Lect. in Eco.	OIC Examination

ADMINISTRATIVE/ACADEMIC COMMITTEE

1. Principal-	Chairperson
2. Dr. Trilochan sahu, Lect in odia	Convenor
3. Mr. Jayanta Ku Pradhan, Lect in Hist.	Member
4. Mr. Debendra Das,Lect in Pol.Science	Member
5. Mrs. Malati Samal, Lect in Hist.	Member
6. Mr. Sanjay.Ku Behera Lect in Bot.	Member
7. Mr. Rajendra panda, Jr.Asst	Member

ANTI RAGGING CELL

1. Principal-	Chairperson
2. Dr. Manashi Mishra, Lect in Odiya	Convenor
3. Mr. Rabindra Nath Parida, Lect in Eng.	Member
4. Mrs.Puspita Sahu Lect in Education	Member
5. Mrs. Khitishree Padhi,Lect in philo.	Member

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PURCHASE COMMITTEE

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|---|-------------|
| 1. Principal- | Chairperson |
| 2. Mr. Sanjay.Ku Behera.Bot. | Convenor |
| 3. Mr. Debendra Das,Lect. In Pol.Sci. | Member |
| 4. Mr. Ashis.Ku. Choudhury Lect in Eco. | Member |
| 5. Mr. Rajendra panda, Jr.Asst | member |

PARENT TEACHER ASSOCIATION COMMITTEE (PTA)

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|--|-------------|
| 1. Principal- | Chairperson |
| 2. Dr. Trilochan sahu, Lect in odia | Convenor |
| 3. Mrs. Malati Samal, Lect in Hist. | Member |
| 4. Mr. Ashis Ku. Choudhury, Lect in Eco. | Member |
| 5. Miss.Runu Sau, Lect in Zoology | Member |

SPORTS COMMITTEE

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|--|-------------|
| 1. Principal- | Chairperson |
| 2. Mrs. Malati Samal, Lect in Hist. | Convenor |
| 3. Mr. Jayanta Ku Pradhan, Lect in Hist. | Member |
| 4. Mr. Satyaranjan Sau, lect in Phy. | Member |
| 5. Mrs.Rasmita Bhuyan, Demo in Bot. | Member |

PUJA COMMITTEE

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|--|-------------|
| 1. Principal | Chairperson |
| 2. Miss.Rajlaxmi Kar, Lect in sans | Convenor |
| 3. Mr.Gopinath Das, Lect in Math | Member |
| 4. Miss. Kamalini Gidi,Demo in Home-Sc | Member |

WOMEN EMPOWERMENT CELL

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|--|-------------|
| 1. Principal- | Chairperson |
| 2. Mrs. Monalisa Jena, Lect. in Home-Sc- | Convenor |
| 3. Dr. Manashi Mishra, Lect in Odiya- | Member |
| 4. Mrs. Anjana Das, Lect in Bot- | Member |

SEXUAL HARASSMENT CELL

- | | |
|---|-------------|
| 1. Principal- | Chairperson |
| 2. Dr. Manashi Mishra, Lect. in Odiya | Convenor |
| 3. Dr. Debavijay Mishra, Lect. in comm. | Member |
| 4. Mrs.Puspita Sahu, Lect. in Education | Member |
| 5. Mr.Kamal lochan Mohapatra, Lect. in Chem | Member |

Contd...P/3



IQAC

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|--|-------------|
| 1. Principal- | Chairperson |
| 2. Mr. Jayanta Ku Pradhan, Lect in Hist | Convenor |
| 3. Dr. Trilochan Sahu, Lect in odia | Member |
| 4. Mr. Rabindra Nath Parida, Lect in Eng | Member |
| 5. Miss Archana Acharya, Lect in Comp.Sc | Member |
| 6. Mr. Rajendra Panda, Jr.Asst. | Member |

NAAC

- | | |
|--|-------------|
| 1. Principal- | Chairperson |
| 2. Dr. Debavijay Mishra, Lect. in comm. | Convenor |
| 3. Mr. Ashis.Ku Choudhury, Lect. in Eco. | Member |
| 4. Mr. Sanjay Ku Behera Lect in .Bot. | Member |
| 5. Mrs.Sasmita Ray, Lect. in Math | Member |

WOMENS HOSTEL

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|--|-------------|
| 1. Principal- | Chairperson |
| 2. Mrs. Malati Samal, Lect in Hist. | Convenor |
| 3. Mrs. Monalisa Jena, Lect. in Home-Sc. | Member |
| 4. Mr. Debendra Das, Lect. In Pol.Sci. | Member |
| 5. Mr. Rajendra panda, Jr.Asst | Member |

EXAMINATION CELL

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|--|-------------|
| 1. Principal | Chairperson |
| 2. Miss Sabita Pusty, Lect. in Eco. | Convenor |
| 3. Mr. Suraj Ku pati, Lect. in Phy. | Member |
| 4. Miss. Archana Acharya Lect. in Comp.Sc. | Member |
| 5. Miss. Madhusmita Mahalik ,DEO | Member |

BUILDING Committee

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|--|-------------|
| 1. Principal | Chairperson |
| 2. Dr. Trilochan Sahu, Lect. in odia | Convenor |
| 3. Mr. Debendra Das,Lect. In Pol.Sci | Member |
| 4. Mrs. Malati Samal, Lect in Hist | Member |
| 5. Mr. Bimalendu Mouli Barik, Jr.Asst. | Member |

LIBRARY COMMITTEE

- | | |
|--|-------------|
| 1. Principal | Chairperson |
| 2. Mr. Debendra Das,Lect. in Pol.Sci. | Convenor |
| 3. Dr. Manashi Mishra, Lect in Odiya | Member |
| 4. Mr. Naresh Ch Acharya,Librarian | Member |
| 5. Mrs. Pratima Nayak,Asst. Librarian | Member |
| 6. Miss. Snehasani Devgoswami, Lect in Chem. | Member |

Contd...P/4



Energy Audit Committee

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|--------------------------------------|-------------|
| 1. Principal | Chairperson |
| 2. Mr. Suraj Ku Pati, Lect. in Phy. | convenor |
| 3. Mr. Satyaranjan Sau, Lect in phy. | Member |
| 4. Mr. Devtosh Palie, Demo in phy. | Member |

Accounts Audit Committee

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|---|-------------|
| 1. Principal | Chairperson |
| 2. Mr. Debendra Das, Lect. in Pol.Sci | Convenor |
| 3. Dr. Trilochan Sahu, Lect. in odia | Member |
| 4. Dr. Debavijay Mishra, Lect. in comm. | Member |
| 5. Miss Sabita Pusty, Lect. in Eco. | Member |
| 6. Mr. Rajendra panda, Jr.Asst | Member |

Career Counseling & Placement Committee

- | | |
|---|-------------|
| 1. Principal | Chairperson |
| 2. Dr. Debavijay Mishra, Lect. in comm. | Convener |
| 3. Miss. Archana Acharya, Lect. in Comp.Sc. | Member |
| 4. Mr. Ashis.Ku. Choudhury, Lect in Eco | Member |
| 5. Miss. Runu Sau, Lect in Zoology | Member |
| 6. Miss. Waheeda Sultan, Jr.Asst. | Member |

Green Audit Committee

- | | |
|--|-------------|
| 1. Principal | Chairperson |
| 2. Mr. Debendra Das, Lect. in Pol.Sci. | Convenor |
| 3. Mrs. Anjana Das Lect in Bot. | Member |
| 4. Mr. Uttam Ku. Behera, Lect in Edn. | Member |
| 5. Mr. Gopinath Das, Lect in Math. | Member |
| 6. Mrs. Rasmita Bhuyan, Demo in Bot. | Member |

Environment Audit Committee

- | | |
|---------------------------------------|-------------|
| 1. Principal | Chairperson |
| 2. Mr. Sanjay Ku Behera, Lect in Bot. | Convenor |
| 3. Mrs. Anjana Das, Lect in Bot. | Member |
| 4. Mrs. Rasmita Bhuyan, Demo in Bot. | Member |



R.T.I CELL

1. PIO- Mr. R.N Parida, Lect in Eng.
2. Miss. Waheeda Sultan, Jr.Asst.

1ST Appellate Authority

2nd Appellate Authority

Jk
Principal 2/4/19
Remuna Degree College
Principal VC Cum Secretary
Remuna Degree College
Remuna, Balasore

Memo No: 221

Dt: 2-4-19

Copy to the President G.B /Person concerned/Library/IQAC/ for information and necessary action.

Jk
Principal 2/4/19
Remuna Degree College
Principal VC Cum - Secretary
Remuna Degree College
Remuna, Balasore




OFFICE OF THE PRINCIPAL, REMUNA DEGREE COLLEGE, REMUNA

Notice No: 536

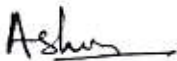
Date: 07/06/19

The following Non Teaching Staff has been assigned with respective official activities as describe below which will be effective from dt.07.06.19 and will remain in force until further order.

Mr. Rajendra Panda:	Accounts, UGC, G.B ,RUSA, IQAC, EPF, Govt. fund, Infrastructure Grant, RD (Renewal,Affiliation,Permission) ,Audit, University (Renewal,Affiliation), Women's Hostel.
Miss. Waheeda Sultana	Letter Receive, E-Despatch, ESI, Sports, Garden, Power Supply, Fire Safety, Staff Attendance.
Miss. Madhusmita Mahalik	Examination, Staff C.L, Students Attendance, Subject Related Work.
Mr. Birmaendu Mouli Barik	Admission, Re-admission, Stipend, Scholarship, Staff Appointment & Advertisement, Monthly Due Collection, Migration, CLC and other Certificate issue for Students, College (Renovation & Repair Work).


Principal 7/6/19
Remuna Degree College
Remuna, Balasore

Copy to the person concerned/HOD-all Dept./President G.B /IQAC/ Library/Women's Hostel for information and necessary action.



OFFICE OF THE PRINCIPAL, REMUNA DEGREE COLLEGE, REMUNA

Notice No. 968

Date: 29.8.19

The Following Teaching & Non Teaching Staff has been assigned with respective official activities as described below which will be effective from dt.01.09.2019 and will remain in force until further order.

Rajendra Panda Clerk		
1	RUSA	Mr. Ashis Ku. Choudhry, Lect. in Eco.
2	Accounts	Mr. Debendra Das, Lect. in Pol Sc.
3	UGC	Mr. Ashis Ku. Choudhry, Lect. in Eco.
4	G.B	Mrs. Malati Samal, Lect. in Hist.
5	Infrastructure Gant	Mr. Ashis Ku. Choudhry, Lect. in Eco.
6	NAAC	Dr. Debabijay Mishra, Lect in Com.
7	Openig/Closing Permission	Mr. Jayanta Ku. Pradhan, Lect. in Hist.
8	Renewal Recognition	Mr. Jayanta Ku. Pradhan, Lect. in Hist.
9	Renewal Affiliation	Mr. Ashis Ku. Choudhry, Lect. in Eco
10	Staff Salary	Mr. Debendra Das, Lect. in Pol Sc.
11	AISHE	Mr. Jayanta Ku. Pradhan, Lect. in Hist.
12	CAPA	Mr. Debendra Das, Lect. in Pol Sc.
Miss. Wahida Sultana Clerk		
1	Letter Received	Dr. Tilochan Sahu, Lect in Odia
2	E- despatch	Dr. Tilochan Sahu, Lect in Odia
3	Sports	Mrs. Malati Samal, Lect. in Hist.
4	Garden	Mrs. Rasmita Bhuyan, Lect in Bot.
5	Power Supply	Mr. Suraj Ku. Pati, Lect in Phy.
6	Fire Safety	Mr. Sanjay Ku. Behera, Lect in Bot.
7	RTI	Mr. Rabindranath Parida, Lect in Eng.
Bimalendu Mouli Barik Jr. Clerk		
1	IQAC	Mr. Jayanta Ku. Pradhan, Lect. in Hist.
2	EPF	Mrs. Monalisa, lect in HSc.
3	ESI	Mrs. Monalisa, lect in HSc.
4	Admission	Dr. Tilochan Sahu, Lect in Odia
5	Re- Admission	Dr. Tilochan Sahu, Lect in Odia
6	Schorship	Dr. Manasi Mishra, Lect in Odia
7	Staff Appointment/Advt.	Dr. Debabijay Mishra, Lect in Com.
8	Fee Collection	Mr. Debendra Das, Lect. in Pol Sc.
9	College Renovation & Reparing Work	Mr. Ashis Ku. Choudhry, Lect. in Eco.
10	NSS Boys Unit	Mr. Suraj Ku. Pati, Lect in Phy.
11	NCC	Mr. Sanjay Ku. Behera, Lect in Bot
12	Stock	Mr. Uttam Ku. Behera, Lect in Edu.
13	NIRF	Miss. Archana Acharya, Lect in CSc.
14	Purchase	Mr. Sanjay Ku. Behera, Lect in Bot.
15	Seminar	Mrs. Puspita Sahu, Lect in Edu.
Bhabani Sankara Behera DEO		
1	Staff Attandance	Mrs. Sasmita Ray, Lect in Math.
2	Examination	Miss. Sabita Pusty Lect in Eco.

Office of The Principal, Remuna Degree College, Remuna, Balasore

Notification No: 47

Dt. 06/10/16

Revision of the notification no: dt.

i.e. co- curricular activities for the session 2016-17

1. Dr. Trilochan Sahu, Lect in Odia : N.S.S. , Examination, Administrative Officer
2. Debendra Das, Lect in Pol.Sc. : IQAC Coordinator, Accounts Bursar, Admission in charge, Secretary Staff Council
3. Jayanta Ku. Pradhan, Lect in History : UGC, Stock maintenance , Staff Leave, Literary Activity
4. R. Parida, Lect in English : Public information Officer
5. Sanjay Ku. Behera, Lect in Botany : , Office stationary
6. A.K. Choudhury, Lect in Economics : Time Table & calendar, councillor YRC, Bulletin, prospectus, Wall Magazine
7. Dr. Manasi Mishra, Lect in Odia : Free studentship, Scholarship
8. Malati Samal, Lect in History : Superintendent Women's Hostel, Annual Magazine
9. Kamalaparna Kara, Lect in Pol.sc. : Electricity and Hygiene & Sanitation
10. Dr. D.B. Mishra, Lect in Com. : Puja , Staff Progress Register, Placement Cell, Sports
11. Monalisa Jena, Lect in Home Sc. : N.S.S. Programme Officer (Girls Unit), Students attendance, cultural activities.
12. Archana Acharya, Lect in Computer Sc : Seminar in charge, Library
13. Rajkumar Saha, Lect in Comp Sc : NAAC Coordinator ,Wall Magazines, Garden
14. Dharendra Jena, Lect in Commerce : Asst. to NAAC Co-Ordinator, Placement Cell & Sports
15. Kamalini Gidi, Demo in Home Science : Staff Common Room, G.C.R.
16. Puspita Sahu, Lect. in Education : Asst. To Examination cell
17. Rajalaxmi Kar, Lect. in Sanskrit : Asst. to Admission & Magazine
18. Khitishree Padhi, Lect. in Philosophy : Scout (Rover), Asst. to Exam cell & sports

ANTI RAGGING CELL

1. Mrs Jayanti Nayak, Principal- Chairperson
2. Rabindranath Parida, Lect. in English-Convenor
3. Puspita Sahu, Lect. in Education - Member
4. Khitishree Padhi, Lect. in Philosophy - Member

PURCHASE COMMITTEE

1. Mrs. Jayanti Nayak, Principal - Chairperson
2. Sanjay Ku. Behera, Lect. in Botany - Convenor
3. Debendra Das, Lect. in Pol. Science- Member
4. A.K. Choudhury, Lect. in Economics - Member
5. Malati Samal, Lect. in History - Member

PARENT TEACHER ASSOCIATION COMMITTEE

1. Mrs. Jayanti Nayak, Principal - Chairperson
2. Dr. Trilochan Sahu, Lect in Odia - Convenor
3. Debendra Das, Lect. in Pol. Science- Member
4. A.K. Choudhury, Lect. in Economics - Member