

## OFFICE OF THE PRICIPAI

**K.K.S. WOMEN'S COLLEGE, BALASORE.****OFFICE ORDER**No. 1583Date. 19/07/11

The distribution of co-curricular and extra curricular activities for the session 2011-12 is as follows. The members of the teaching staff are requested to take note of their assignments and attend to the duties accordingly w.e.f 25-07-2011.

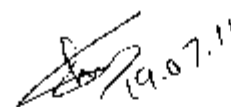
1	Secretary, Staff Council	Dr. Ramesh Chandra Mishra, Reader in Eco.
2	Administrative Bursar	Dr. Niranjan Pati, Reader in Sanskrit
3	Accounts Bursar	Dr. Lambodar Dey, Reader in Zool.
4	Academic Bursars +2 Stream	Dr. Pravakar Das, Reader in Chem.
	+3 Stream	Sri Trilochan Nayak, Reader in Odia
5	College Union	
	Advisor	Smt. Jayashree Mishra, Reader in Psy.
	Associate Advisors	Smt. Sukanti Sahu, Reader in Pol. Sc. Dr. Biswanath Mohanty, Reader in Sociology Smt. Bhanumati Chakra, Reader in Hist. Smt. Mousumi Daspattanayak, Jr. Lect. in Phy. Smt. Jhansi Jena, Jr. Lect. in Edn.
6	Examination	
	Officers-in-charge	Dr. Ramesh Chandra Mishra, Reader in Eco. Sri Nirmal Chandra Panda, Reader in Sanskrit Sri Prasanta Kumar Beuria, Jr. Lect. in Math.
7	Time Table	
	Officers-in-charge	Sri Nirmal Chandra Panda, Reader in Sanskrit Sri Prasanta Kumar Beuria, Jr. Lect. in Math. Sri Trilochan Nayak, Reader in Odia
8	Proctorial	
	Officers-in-charge	Smt. Sunanda Mishra, Reader in English Dr. Smt. Anita Behera, Jr. Lect. in Odia
9	College Calendar	
	Editor	Sri Trilochan Nayak, Reader in Odia
	Associate Editor	Sri Bijay Kumar Dey, Jr. Lect. in English
10	College Magazine	
	Editor	Sri Nirmal Chandra Panda, Reader in Sanskrit
	Associate Editors	Dr. Smt. Kabita Kumari Dey, Reader in Odia Dr. Smt. Subrata Debangana, Lecturer in English
11	Dramatic Association	
	Vice President	Dr. Smt. Puspanjali Pattanaik, Reader in H.Sc.
	Associate Vice Presidents	Smt. Santilata Dei, Reader in Hist. Dr. Smt. Kabita Kumari Dey, Reader in Odia Dr. Smt. Subrata Debangana, Lecturer in English Sri Bijay Kumar Dey, Jr. Lect. in English Dr. Smt. Anita Behera, Jr. Lect. in Odia

12 Athletic Club		
Vice President		Dr.Smt.Geetarani Das Adhikari, Reader in Hist.
Associate Vice Presidents		Dr.Smt. Jayanti Pal, Reader in Pol. Sc. Dr. Pravakar Das, Reader in Chem. Smt. Santilata Dei, Reader. in Hist. Smt. Jhansi Jena, Jr. Lect. in Edn. Dr.Smt. Anita Behera, Jr. Lect. In Odia
13 N.S.S.		
Programme Officers	Unit-I	Smt. Sunanda Mishra, Reader In English
	Unit-	Dr. Smt. Alhadini Dhir, Reader in Home Science
14 Red Cross		
Vice President		Dr.Smt. Jayanti Pal, Reader in Pol. Sc.
Associate Vice President		Dr.Smt.Jayashree Mishra, Jr. Lect. in Psy.
15 D.S.A.		
Vice President		Smt. Bhanumati Chakra, Reader In Hist.
Associate Vice President		Sri Bijay Kumar Dey, Jr. Lect. in English
16 Scholarship, S.S.G. & S.A.F.		
Officer-in-Charge		Smt. Sukanti Sahu, Reader in Pol. Sc.
17 U.G.C.		
Officers-in-Charge		Dr. Ramesh Chandra Mishra, Reader In Eco. Dr. Madhusudan Mishra, Lect. in Sans.
18 College Library		
Profs. -in-Charge		Sri Prafulla Kumar Dash, Reader In Phil. Dr. Biswanath Mohanty, Reader in Sociology Dr.Smt. Jayanti Pal, Reader In Pol. Sc. Dr. Lambodar Dey, Reader in Zool. Dr. Smt. Kabita Kumari Dey, Reader in Oriya
19 Students' Common Room		
Vice President		Dr. Smt. Alhadini Dhir, Reader in Home Science
Associate Vice President		Sri Bijay Kumar Dey, Jr. lect. in English
20 Literary & Debating Society		
Vice President		Dr. Biswanath Mohanty, Reader in Socio.
Associate Vice President		Dr. Smt. Jayashree Mishra, Jr. Lect. in Psy.
21 Science Society		
Vice President		Dr. Pravakar Das, Reader in Chem.
Associate Vice Presidents		Dr. Lambodar Dey, Reader in Zool. Dr. Tribikram Sarangi, Reader in Botany. Smt. Mousumi Daspattnayak, Jr.Lect. in Phy.
22 Admission Committee (+3 Stream)		
Team Leader		Sri Prafulla Kumar Dash, Reader in Phil.
Members		Dr.Smt.Geetarani Das Adhikari, Reader in Hist. Sri Nirmal Chandra Panda, Reader in Sanskrit Sri Trilochan Nayak, Reader In Odia Smt. Santilata Del, Reader In Hist.
23 Admission Committee (+2 Stream)		
Team Leader		Dr. Tribikram Sarangi, Reader in Botany
Members		Sri Bijay Kumar Dey, Jr. Lect. in English Dr.Smt. Jayshree Mishra, Jr. Lect. in Psy. Smt. Mousumi Daspattnayk, Jr.Lect. in Phy.

24	Tabulation	
	+2 1st Year Science	Smt. Mousumi Daspatanayk, Jr. Lect. in Phy.
	+2 1st Year Arts	Smt. Jhansi Jena, Jr. Lect. In Edn.
	+2 2nd Year Science	Dr. Smt. Subrata Debangana, Lecturer in English
	+2 2nd Year Arts	Dr. Smt. Jayshree Mishra, Jr. Lect. in Psy.
	+3 1st Year Arts	Smt. Santilata Dei, Reader in Hist.
	+3 2nd Year Arts	Dr. Smt. Jayanti Pal, Reader in Pol. Sc.
	+3 3rd Year Arts	Smt. Sukanti Sahu, Reader in Pol. Sc.
25	College Hostel	
	Warden	Dr. Smt. Geetarani Das Adhikari, Reader in Hist.
	Superintendent	Dr. Smt. Kabita Kumar Dey, Reader in Odia
	Asst. Superintendent	Dr. Smt. Subrata Debangana, Lecturer in English
26	Residential Committee	
	Secretary	Dr. Smt. Geetarani Das Adhikari, Reader in Hist.
	Members	Smt. Bhanumati Chakra, Reader in Hist. <i>Sc. Dept &amp; Post-Sc. Dept Hostel</i> Dr. Niranjan Pati, Reader in Sans., Administrative Bursar Dr. Lambodar Dey, Reader in Zool., Accounts Bursar
27	Discipline Committee	Smt. Jayashree Mishra, Reader in Psy. Smt. Sukanti Sahu, Reader in Pol. Sc. Smt. Bhanumati Chakra, Reader in Hist. Dr. Biswanath Mohanty, Reader in Sociology Dr. Niranjan Pati, Reader in Sans., Administrative Bursar Dr. Smt. Puspanjali Pattanaik, Reader in H.Sc.
28	Purchase Committee	Dr. Ramesh Chandra Mishra, Reader in Eco. Smt. Jayashree Mishra, Reader in Psy. Sri Prafulla Kumar Dash, Reader in Phil. Dr. Niranjan Pati, Reader in Sans., Administrative Bursar Dr. Lambodar Dey, Reader in Zool., Accounts Bursar Dr. Tribikram Sarangi, Reader in Botany
29	Planning Forum	
	Vice President	Dr. Ramesh Chandra Mishra, Reader in Eco.
	Associate Vice President	Dr. Madhusudan Mishra, Lect. in Sans.
30	Stock, Store and Furniture	
	Officers-in-Charge	Dr. Smt. Jayanti Pal, Reader in Pol. Sc. Dr. Pravakar Das, Reader in Chem..
31	Issue of C.L.C./ T.C./ C.C.	
	Officers-in-Charge	Smt. Sukanti Sahu, Reader in Pol. Sc. Dr. Biswanath Mohanty, Reader in Sociology Dr. Galok Bhari Sahoo, Reader in Edn.
32	Internal Quality Assurance Cell	Dr. Ramesh Chandra Mishra, Reader in Eco. Sri Trilochan Nayak, Reader in Odia Dr. Niranjan Pati, Reader in Sans., Administrative Bursar Dr. Lambodar Dey, Reader in Zool., Accounts Bursar Dr. Madhusudan Mishra, Lect. in Sans. Dr. Smt. Subrata Debangana, Lecturer in English
33	Development Committee	Dr. Ramesh Chandra Mishra, Reader in Eco. Smt. Jayashree Mishra, Reader in Psy. Dr. Biswanath Mohanty, Reader in Sociology Dr. Niranjan Pati, Reader in Sans., Administrative Bursar Dr. Lambodar Dey, Reader in Zool., Accounts Bursar
34	Building Committee	Dr. Ramesh Chandra Mishra, Reader in Eco. Sri Prafulla Kumar Dash, Reader in Phil. Dr. Smt. Geetarani Das Adhikari, Reader in Hist. Dr. Pravakar Das, Reader in Chem. Sri Nirmal Chandra Panda, Reader in Sans. Dr. Madhusudan Mishra, Lect. in Sans.

35	Grievance Redressal Cell	Smt. Sukanti Sahu, Reader in Pol.Sc. Dr. Smt. Alhadini Dhir, Reader In Home Science Dr. Smt. Puspanjali Pattanaik, Reader in H.Sc.
36	Anti Ragging Cell	Dr.Smt.Geetarani Das Adhikari, Reader in Hist., warden Smt. Pramila Behera, Reader in Hist. Dr.Smt. Jayanti Pal, Reader in Pol.sc. Dr. Smt. Kabita Kumari Dey,Reader in Odia, Suppdt. Dr. Smt. Alhadini Dhir, Reader in Home Science
37	Sexual Harassment Cell	Smt.Jayashree Mishra, Reader In Psy. Smt. Pramila Behera, Reader in Hist. Smt. Bhanumati Chakra, Reader in Hist. Smt. Santilata Dei, Reader in Hist.
Plantation & College Beautification		
38	Officers-in-charge	Smt. Alhadini Dhir,Reader in H.Sc. Dr. Lambodar Dey, Reader in Zool., Accounts Bursar Dr. Tribikram Sarangi, Reader in Botany
Calculation of Attendance		
39	+2 Arts Classes	Dr.Smt.Jayashree Mishra, Jr. Lect. in Psy.
	+2 Science Classes	Smt. Mausumi Das Pattanayak, Jr. Lect. in Phy.
	+3 Arts Classes	Smt. Sukanti Sahu, Reader in Pol.Sc.
Information Cell		
40	R T I and Legal Matters	Dr. Madhusudan Mishra, Lect. in Sans., P.I.O. Sri Prasanta Kumar Beurla, Jr. Lect. in Math., A.P.I.O..
41	Placement Cell	Smt. Sunanda Mishra, Reader in English Dr.Smt. Puspanjali Pattanalk, Reader in H.Sc.
College Canteen		
42	Officers-in-charge	Dr. Galok Bihari Sahoo, Reader in Edn. Dr.Smt. Anita Behera, Jr Lect. In Odia
Cycle Shed		
43	Officers-in-charge	Dr. Biswanath Mohanty, Reader in Sociology Smt. Jhansi Jena, Jr. Lect. in Edn.

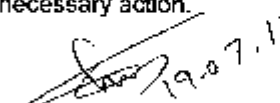
N.B. Not according to seniority.

  
19.07.11  
Principal

K.K.S. Women's College, Balasore.

Memo No. \_\_\_\_\_ Date. \_\_\_\_\_

Copy to Notice Book Group-A & B / Group-C & D for information and necessary action.

  
19.07.11  
Principal,

k.K.S Women's College, Balasore

OFFICE OF THE PRINCIPAL,  
**K. K. S. WOMEN'S COLLEGE, BALASORE**

P.O.-MOTIGANJ, Dist.-BALASORE-758003  
Ph. No. /FAX No.06782-262275, e mail id: kks\_wc@yahoo.co.in


No. 2555

OFFICE ORDER

Dated 18/11/11

In continuation of this Office Order No. <sup>1583</sup>~~469~~ dated <sup>15-07-11</sup>20.09.2010, the following teachers are assigned the extra-curricular and co-curricular duties as noted against them for the session 2011-12.

1	Dr. (Smt.) Jayanti Pal, Reader in Political Science	Officer In-charge of Gym.
2	Smt. Sasmita Panda, Junior Lecturer in Chemistry	Associate Vice-President, Athletic Club Calculation of Attendance (+2 Science Class) Associate in-charge, Gym.

  
Principal, 18.11.11

K. K. S. Women's College, Balasore

Memo No. 2556 (2) /Dated 18/11/11


Copy to Officers' concerned for information and necessary action.

  
Principal, 18.11.11

K.K. S. Women's College, Balasore

Memo No. 2557 (5) /Dated 18/11/11

Copy to Dr. (Smt.) Geetarani Das Adhikary, Vice-President, Athletic Club/Dr. (Smt.) J. Mishra, Jr. Lecturer in Psychology/Smt. M. Das Pattanayak, Jr. Lecturer in Physics/Smt. Suknati Sahu, Reader in Political Science /Guard File of Staff Common Room for information and necessary action.

  
Principal, 18.11.11

K. K. S. Women's College, Balasore

etc  
  
18/11/11

D.E.A.

OFFICE OF THE PRINCIPAL,  
**K. K. S. WOMEN'S COLLEGE, BALASORE**

P.O.-MOTTIGANJI, Dist.-BALASORE-756003  
Ph. No./FAX No.06782-262275, e mail id: kks\_wc@yahoo.co.in

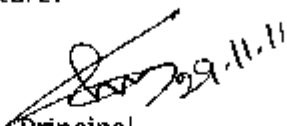
No. 2633 /

OFFICE ORDER

Dated 30-11-11 /

In continuation of this Office Order No.1583 dated 19.07.11, Dr. (Smt.) Rashmirekha Pati, Reader in Logic & Philosophy is assigned the following extra-curricular and co-curricular activities for the session 2011-12.

1. Associate Advisor, College Union.
2. Officers in-charge, Stock, Store and furniture.

  
Principal,

K. K. S. Women's College, Balasore

Memo No. 2634(2) / Dated 30-11-11

Copy to person concerned for information and necessary action.

  
Principal,

K. K. S. Women's College, Balasore

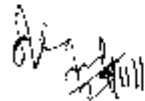
Memo No. 2635(2) / Dated 30-11-11

Copy to Smt. J. Mishra, Reader in Psychology and Adviser, College Union/Dr. (Smt.) Jayanti Pal, Reader in Political Science & Officers in-charge, Stock, Store and furniture/Notice Book of Staff Common Room for information and necessary action.

  
Principal,

K. K. S. Women's College, Balasore

  
29/11/11



OFFICE OF THE PRINCIPAL,  
**K. K. S. WOMEN'S COLLEGE, BALASORE**


P.O.-MOTIGANJ, Dist.-BALASORE-756003  
Ph. No. /FAX No.06782-262275, e mail id: kks\_wc@yahoo.co.in

No. 715 /

OFFICE ORDER

Dated 9/7/12

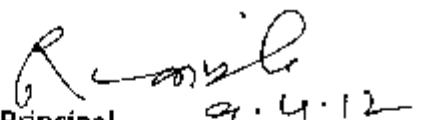
Smt. Jayashree Mishra, Reader in Psychology, in addition to her assignments, is appointed as the Officer in-charge of U. G.C. vice Dr. R. C. Mishra, Reader in Economics, taken over charge as the Principal (I/c), for the session 2012-13.

*di*   
Principal, 9.4.12  
K. K. S. Women's College, Balasore

Memo No. 716 / Dated 9/7/12  
Copy to Smt. J. Mishra, Reader in Psychology for information and necessary action.

*di*   
Principal, 9.4.12  
K. K. S. Women's College, Balasore

Memo No. 717 / Dated 9/7/12  
Copy to SCR Guard File for information.

  
Principal, 9.4.12  
K. K. S. Women's College, Balasore

*di*  
  
9/7/12

OFFICE OF THE PRINCIPAL,  
**K. K. S. WOMEN'S COLLEGE, BALASORE**

P.O.-MOTIGANJ, Dist.-BALASORE-756003  
Ph. No. /FAX No.06782-262275, e mail id: kks\_wc@yahoo.co.in

No. 876 /

OFFICE ORDER

Dated 27/7/12

In continuation of this Office Order No.1583 dated 19.07.11, Dr. (Smt.) Jayanti Pal, Reader in Political Science is hereby appointed as Secretary of Staff Council with immediate effect.

*R. Singh*  
Principal,

K. K. S. Women's College, Balasore

Memo No. 877 /Dated 27/7/12

Copy to Dr. (Smt.) Jayanti Pal, Reader in Political Science in Economics for information and necessary action.

*R. Singh*  
Principal,

K. K. S. Women's College, Balasore

Memo No. 878 /Dated 27/7/12

Copy to Notice Book of Staff Common Room/Officer in-charge Examination for information and necessary action.

*R. Singh*  
Principal,

K.K. S. Women's College, Balasore

*As per*  
*27/7/12*