

**Office of the Principal**  
**AngulMahilaMahavidyalaya,Angul**  
**No...401 Dt.29.06.2020**

It is hereby notified that, the following is the assignment of co-curricular and extracurricular charges for the session 2020-21 .All assigned staff members are requested to extend their cooperation for timely discharging of their responsibilities.

1	Staff council	Secretary	Smt. Nirupama Dash, Reader in English
		Asst.Secretary	Smt. NirajaSahu, Reader in Philosophy
2.	Administration	AdministrativeBursar	Smt. Nirupama Dash, Reader in English
		Associate	Sri. AmulyanidhiSahoo,Reader in Eco
3.	Academic	Academic Bursar	Smt. NirajaSahu, Reader in Philosophy
		Associate	Smt.SudhaMohanty,Lect. (Gr-A) in Botany
4.	Accounts	Accounts Bursar	Sri. Hrushikesh Sahoo, Reader in Mathematics
		Associate(DCR)	Smt. Nandini Nanda, Lect. In Odia
5.	U.G.C./RUSA	In Charge	Sri Amulyanidhi Sahoo, Reader in Economics
		Associates	Dr. Bijaya Laxmi Behera, Lect. in History
			Sri Tapan Kumar Baral, Dem.in Chemistry
6.	NAAC	Coordinator	Smt. Aruna Mishra, Reader in Pol. Sc.
		Associates	Dr. Sabita Mishra, Reader in Political Sc.
			Dr. Swachhasalila Mohapatra, Reader in Edu.
			Sri DebanandaSahoo, Reader in Chemistry
			Smt. Anjali Tripathy, Reader in Psychology
			Dr. Pravati Mishra, Lect. (Gr-A) In Sanskrit
			Sri Santosah Kumar Mishra, Lect. in English
			Smt. Ranjita Singh Samant, Lect. in Zoology
			Sri. Tapan Kumar Baral, Demonstrator in Chem.
7	IQAC	Coordinator	Sri HrusikeshSahu, Reader in Mathematics
		Associates	Dr. SwachhaSalila Mohapatra, Reader in Edu.
			Dr. bijayalaxmi Behera, Lect. In History
8	RTI	PIO	Smt. Aruna Mishra, Reader in Pol Sc
9	Students UnionElection	Election Officer	Smt. Niraja Sahu, reader in Philosophy
		Associate	Dr. Pramoda Kumari Pradhan, Reader in HSc.
10	Student Union	Advisor	Smt. Aruna Mishra, Reader in Pol. Sc
		Associates	Smt. Nandini Nanda, Lect. in Odia
			Smt. Ranjita Singh Samant, Lect. in Zoology

11	Dramatic Society	Vice President	Dr. Sabita Mishra, Reader in Political Sc.
		Associates	Smt. SudhaMohanty, Lect. (Gr-A) in Botany
			Sri Santosah Kumar Mishra, Lect. in English
12	Athletic Society	Vice President	Dr. Pramoda Kumari Pradhan, Reader in HSc.
		Associates	Smt. Ranjita Singh Samant, Lect. in Zoology
			Smt. AmitaDehury, Lect. in Botany
			Smt. Mamata Sahu, Dem. in Biology
			Smt. Laxmi Bhanja, PET
13	E -Admission (+3 Stream)	In Charge	Sri Amulyanidhi Sahoo, Reader in Economics
		Associates	Sri SoumyaRanjan Pradhan, Lect. in History
			Sri Pabitra Kumar Garanaik, Dem. in Phy
	E-Admission (+2 Stream )	In Charge	Sri HrusikeshSahu, Reader in Mathematics
		Associates	Sri Santosah Kumar Mishra, Lect. in English
			Sri Tapan Kumar Baral, Dem. in Chemistry
14	Examination(+3Stream)	In Charge	Sri Amulyanidhi Sahoo, Reader in Economics
	+33 <sup>rd</sup> Year Reg./Back	Associates	Dr. Bijaya Laxmi Behera, Lect. in History
	+32 <sup>nd</sup> Year Reg./ Back	In Charge	Smt. Anjali Tripathy, Reader in Psychology
		Associates	Sri SoumyaRanjan Pradhan, Lect. in History
	+31 <sup>st</sup> Year Reg./ Back	In Charge	Dr. SwachhaSalila Mohapatra, Reader in Edu.
		Associates	Smt. Nandini Nanda, Lect. in Odia
			Sri PabitraKu.Garanaik, Dem. in Phy (All +3 Exam)
	Examination (+2 Stream)	In Charge	Dr. PramodaKumari Pradhan, Reader in H Sc.
		Associates	Dr. Pravati Mishra, Lect. (Gr-A) in Sanskrit
			Miss Jyoti Swetalin, Lect. in Odia
15	Library Committee	Convener	Smt. NirajaSahu, Reader in Philosophy
		Associates	Dr. Sabita Mishra, Reader in Pol. Sc.
			Dr. Pravati Mishra, Lect. (Gr-A) in Sans.
			Dr. Bijaya Laxmi Behera, Lect. in History
			Sri Dillip Ku. Mohapatra, Lect. in Physics
16	LessonPlan& Lesson Note	In Charge	Smt. SudhaMohanty, Lect. (Gr-A) in Botany
		Associate	Smt. SoudaminiPani, Lect. in Economics
			Miss Jyoti Swetalin, Lect. in Odia

17	Time Table	In Charge	Dr. PramodaKumari Pradhan, Reader in H. Sc.
		Associates	Sri Dillip Kumar Mohaptra, Lect. in Physics
			Sri Pabitra Kumar Garanaik Dem in Physics
18.	College Magazine	Editor	Smt. Aruna Mishra, Reader in Pol. Sc
		Associates	Dr. Pravati Mishra, Lect. (Gr-A) in Sans.
			Smt. Nandini Nanda, Lect. in Odia
			Sri. Santosh Kumar Mishra, Lect. in English
			Sri Suresh Chandra Das, Dem. In Psy
19.	College Calendar and Printing of Office stationary	Compiler	Sri Amulyanidhi Sahoo, Reader in Economics
		Associates	Sri DebanandaSahoo, Reader in Chemistry
			Dr. Bishnu Charan Pradhan, Reader in Zoology
			Dr. Bijaya Laxmi Behera, Lect. in History
			Sri Tapan Kumar Baral, Dem. in Chem
20.	NCC	NCC Officer	Smt. AmitaDehury, Lect. in Botany
		Associate	Miss Jyoti Swetalin, Lect. in Odia
			Smt. Laxmi Bhanja, PET
21.	NSS	Coordinator	Smt. Nandini Nanda, Lect. in Odia
		Associate	Smt. Ranjita Singh Samant, Lect. in Zoology
22.	Red Cross	Coordinator	Dr. SwachhaSalila Mohapatra, Reader in Edu.
		Associate	Smt. AmitaDehury, Lect. in Botany
			Smt. Mamata Sahu, Dem. in Biology
23.	Ranger Team	Coordinator	Smt. SoudaminiPani, Lect. in Economics
		Associate	Dr. Bijaya Laxmi Behera, Lect. in History
			Miss. Jyoti Swetalin, lect. In Odia
24.	DSA/SSG/First-Aid	In Charge	Smt. Anjali Tripathy, Reader in Psychology
		Associates	Smt. Ranjita Singh Samant, Lect. in Zoology
			Smt. GeetanjaliSahoo, Dem. in H. Sc.
			Smt. Laxmi Bhanja, PET
25.	Students Common Room	In Charge	Dr. Bijaya Laxmi Behera, Lect. in History
		Associate	Smt. Mamata Sahu, Dem. in Biology
26.	Science Society	Vice President	Sri DebanandaSahu, Reader in Chemistry
		Associates	Smt. SudhaMohanty, Lect. (Gr-A) in Botany
27.	Staff Common Room	In Charge	Dr. SabitaMshra, Reader in Pol. Sc.
		Associates	Smt. GeetanjaliSahoo, Dem. in H. Sc.

28.	Construction/ Water Supply/ Electrification/ Sanitation & Beautification Committee	Convener	Smt. Nirupama Dash, Reader in English
		Members	Sri HrusikeshSahu, Reader in Mathematics
			Smt. Aruna Mishra, Reader in Pol. Sc.
			Dr. Sabita Mishra, Reader in Pol. Sc.
			Smt. Anjali Tripathy, Reader in Psychology
			Dr. Swachhasalila Mohapatra, Reader in Edu.
			Sri DebanandaSahu, Reader in Chemistry
			Sri. Tapan Kumar Baral, Demon. In Chemistry
			Sri. Suresh Chandra Das, Demon. In Psychology
			Smt. Laxmi Bhanja, PET
29.	Finance& Budget committee	Convener	Smt. Nirupama Dash, Reader in English
		Members	Smt. NirajaSahu, Reader in Philosophy
			Sri HrusikeshSahu, Reader in Mathema
			Smt. Anjali Tripathy, Reader in Psychology
			Sri DebanandaSahu, Reader in Chemistry
			Dr. SwachhaSalila Mohapatra, Reader in Edu.
30.	Purchase Committee	Convener	Sri HrusikeshSahu, Reader in Mathematics
		Members	Smt. Aruna Mishra, Reader in Pol. Sc.
			Dr. SwachhaSalila Mohapatra, Reader in Edu.
			Sri DebanandaSahu, Reader in Chemistry
			Smt. Sudhamohanty, Lect.(Gr.A) in Botany
			Dr. BishnuCharan Pradhan, Reader in Zool.
			Sri Dillip Kumar Mohapatra, Lect. in Physics
31.	Furniture Committee	Convener	Dr. BishnuCharan Pradhan, Reader in Zool.
		Members	Smt. SoudaminiPani, Lect. in Economics
			Sri Santosh Ku. Mishra, Lect. in English
			Sri Dillip Kumar Mohapatra, Lect. in Physics
			Sri. Suresh Chandra Das, Demon. In Psychology
32	Grievance & Discipline Committee	Convener	Smt. Niraja Sahu, Reader in Philosophy
		Members	Smt. Aruna Mishra, Reader in Pol. Sc
			Dr. SabitaMishra, Reader in Pol. Sc.
			Smt. Anjali Tripathy, Reader in Psychology
			Dr. Pravati Mishra, Lect. (Gr-A) in Sans.
			Smt. SoudaminiPani, Lect. in Economics

33.	Tabulation	Coordinator	Dr. Bijaya Laxmi Behera, Lect. in History
	+21 <sup>st</sup> /2 <sup>nd</sup> Yr.Arts/Sc	Tabulator	Miss Jyoti Swetalin, Lect. in Odia
	+31 <sup>st</sup> /2 <sup>nd</sup> Yr.Arts/Sc	Tabulator	Smt. GeetanjaliSahoo, Dem. In H. Sc.
	+32 <sup>nd</sup> Yr. Arts/Sc	Tabulator	Sri. Suresh Ch. Das, Dem. in Psychology
	+33 <sup>rd</sup> Yr. Arts/Sc	Tabulator	Smt. Mamata Sahu, Dem. in Biology
34	Form Fill-Up	Coordinator	Dr. Pravati Mishra, Lect. (Gr-A) in Sans.
	+21 <sup>st</sup> /2 <sup>nd</sup> Yr. Arts/Sc	Verifying Officer	Smt. AmitaDehury, Lect. in Botany
		Verifying Officer	Sri. Suresh Ch. Das, Dem. in Psychology
	+3 1 <sup>st</sup> Yr. Arts/Sc	Verifying Officer	Dr. SabitaMishra, Reader in Pol. Sc.
		Verifying Officer	Smt. SudhaMohanty, Lect. (Gr-A) in Botany
	+3 2 <sup>nd</sup> Yr. Arts/Sc	Verifying Officer	Dr. BishnuCharanPradhan,Reader in Zool.
		Verifying Officer	Smt. SoudaminiPani, Lect. in Economics
	+3 3 <sup>rd</sup> Yr. Arts/Sc.	Verifying Officer	Smt. Nandini Nanda, Lect. in Odia
		Verifying Officer	Smt. AmitaDehury, Lect. in Botany
35.	E-Governance (Computer, Internet/Website/C.C.Tv/Automation)	In Charge	Smt. Aruna Mishra, Reader in Pol. Sc.
		Associates	Sri Dillip Kumar Mohapatra, Lect. in Physics
			Sri Tapan Kumar Baral, Dem. in Chemistry.
36.	Career Guidance Cell	In Charge	Smt. Niraja Sahu, Reader in Philosophy
		Associates	Smt. Aruna Mishra, Reader in Pol. Sc
			Dr. SabitaMishra, Reader in Pol. Sc.
			Dr. SwachhaSalilaMohapatra, Reader.inEdu.
			Sri Santosh Ku. Mishra, Lect. in English
			Smt. Ranjita Singh Samant, Lect. in Zoology.
37	Scholarship	In Charge	Dr. Bijaya Laxmi Behera, Lect. in History
		Associate	Sri SoumyaRanjan Pradhan, Lect. in History
38	Self Defense	Coordinator	Smt. Niraja Sahu, Reader in Philosophy
		Associates	Smt. Ranjita Singh Samant, Lect. in Zoology.
			Smt. Amita Dehury, Lect. In Botany
			Smt. Laxmi Bhanja, PET

39.	Sexual harassment redressal/Anti Ragging Cell	Convener	Dr PramodaKumari Pradhan, Reader in H. Sc.
		Members	Smt. Aruna Mishra, Reader in Pol. Sc
			Dr. SabitaMishra, Reader in Pol. Sc.
			Dr. Pravati Mishra, Lect. (Gr-A) in Sans
40.	Press& Publication	In Charge	Sri Santosh Ku. Mishra, Lect. in English
		Associate	Smt. Ranjita Singh Samant, Lect. in Zoology
41.	Art & Literature	In Charge	Smt. Nandini Nanda, Lect. in Odia
		Associate	Sri Santosh Ku. Mishra, Lect. in English
42.	Extramural Lectures	In Charge	Smt. Aruna Mishra, Reader in Pol. Sc
		Associate	Dr. Pravati Mishra, Lect. (Gr-A) in Sans
43.	Proctorial	In Charge	Smt. Anjali Tripathy, Reader in Psychology
		Associate	Smt. Ranjita Singh Samant, Lect. in Zoology
44.	AISHE/PIMS	In Charge	Sri. Amulya Nidhi Sahoo, Reader in Economics
45.	SAMS	In Charge	Sri. Debananda Sahoo, Reader in Chemistry
		Associate	Sri. Pabitra Kumar Garnaik, Demon. In Physis

Sd/-

Principal

Memo No...402 Dt. 29.06.2020

Coy to all concern/Staff common room guard file for information and necessary action.

Sd/-

Principal