



**OFFICE OF THE PRINCIPAL**  
**P.P. COLLEGE, NISCHINTAKOILI, CUTTACK-754207**

Notice No.:- 75

Date:- 8.5.23


The following staff member (both Teaching & Non-Teaching) are hereby directed to perform their roster duty in the College (Excluding Govt. Holidays) from 11<sup>th</sup> May 2023 to 19<sup>th</sup> June 2023 according to the following roster duty distribution table.

| Sl. No. | Name & Designation   | Date                           | Signature |
|---------|--|--------------------------------|-----------|
| 1       | Sri. Nilakantha Sahu, Lect. in Log. & Phil.<br>Miss. Sonali Mohapatra, Jr. Clerk<br>Sri. Rajkishore Pothal, Gardner<br>Sri. Ajaya Kumar Gochhayat, Sweeper     | 11/05/2023<br>to<br>17/05/2023 |           |
| 2       | Sri. Amrish Swain, Lect. in Soc.<br>Sri. Khirod Kumar Mohanty, Head Clerk.<br>Sri. Rabindra Nath Samal, Lib. Bearer<br>Sri. Ramesh Bahadur Sunar, Peon         | 18/05/2023<br>To<br>25/05/2023 |           |
| 3       | Dr. Alekha Chandra Samal, Lect. in Edn.<br>Sri. Akshya Kumar Rath, Jr. Clerk.<br>Sri. Manas Ranjan Sahoo, Peon<br>Tahira Bibi, Peon                            | 26/05/2023<br>To<br>01/06/2023 |           |
| 4       | Dr. Tarulata Devi, Reader (SS) in Edn.<br>Smt. Subhalaxmi Samal, D.E.O.-Cum-Clerk<br>Sri. Rajkishore Pothal, Gardner<br>Sri. Rabindra Nath Samal, Lib. Bearer. | 02/06/2023<br>To<br>08/06/2023 |           |
| 5       | Sri. Rashmi Ranjan Pattnayak, Reader (SS) in Chem.<br>Smt. Chandana Behera, Jr. Clerk<br>Sri. Dillip Kumar Barik, Peon<br>Tahira Bibi, Peon                    | 09/06/2023<br>To<br>19/06/2023 |           |

*The rest of the staff (both Teaching & Non-Teaching) who are not assigned with the roster duty assignment will be available at head quarter and they shall remain accessible on telephonic at all times and shall be ready to come to the College to attend the Office duty at short notice as and when required by the undersigned.*

Further all are directed to remain present in the farewell meeting of Sri. Manoratha Bhuyan, Reader (SS) in Pol. Sc. which is scheduled to be held on Dt. 31/05/2023, at 11:00 A.M. in the Conference Hall due to on attaining the age of superannuation and Sri. Laxmikanta Parida, D.E.O. is hereby instructed to remain alert during the whole vacation-cum- roster periods for official correspondence to Govt. and vice-versa.

Any deviation to it, will be viewed seriously and it will be intimated to the higher authority for taking further course of action.

  
Principal  
8/5/23

Copy to:- Staff Common Room / Notice File for information.