

OFFICE OF THE PRINCIPAL KHAIRA COLLEGE, KHAIRA, BALASORE

Office Order No.:- 160/EST

Date:- 11-12-2023

In partial modification of earlier office order No. 119/Est. and 121/Est. dtd. 30.05.2023 regarding the distribution of co-curricular activities of both Teaching & Non-Teaching staff, the following staff members are assigned with the co-curricular activities w.e.f. 12/12/2023 as follows :-

Teaching Staff:-

- | | |
|---|--|
| 1- Secretary, Staff Council | - N.Panda, Reader in Sanskrit |
| 2- Vice - President, Athletic Association | - Dr. G.Mohapatra, Reader in Economics |

Non-Teaching Staff :-

- | | |
|----------------------|-------------------------|
| 1- Kuni Sahoo | - Establishment Section |
| 2- Sabita Mohapatra | - Accounts Section |
| 3- Binesh Kumar Jena | - Exam. Section & IQAC |

X. Patil
11-12-23
Principal
Khaira College, Khaira
Balasore

Copy forwarded to Head Clerk/ Account Section/ Exam Section/ Bill Section/ IQAC / Admission Section for information.

Office Order No.- 104


Date-29/11/2023

Sri Tapas Kumar Dash, Sr. Clerk is hereby assigned with the following co-curricular activities and he is required to take over/ hand over charges w.e.f. 30/11/2023.

1-	Tapas Kumar Dash	Bill, EPF, Sports, GIS, GPF, NCC, YRC, NSS
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Copy to person concerned/ Head Clerk/ Administrative Bursar/ Establishment Section/ Accounts Bursar/ Library/ Adm. Section/ Examination Section for information.

Received
dash
29/11/23


29/11/23
Principal
Khair College, Khair,
Balesore