



DEPARTMENT OF ELECTRICAL ENGINEERING
GOVERNMENT POLYTECHNIC, SAMBALPUR (RENGALI)

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Electrical Dept. Order No- 37 / Date. 12.08.2023

PROCTORIAL SYSTEM OF ELECTRICAL ENGG. DEPARTMENT FOR SESSION WINTER-2023 w.e.f 14/08/2023

It was reiterated by Director-cum-Vice Chairman that proctorial system shall be followed by each Department to lessen the percentage of absentees i.e. almost zero, for better performance in Semester Examination, Campus Selection & ensure over all development. In view of the above, each Lecturer including Guest Faculty has been assigned a group of students under their surveillance for watching their activities inside the Institute as well as outside. Broadly they will look after the following aspects.

1. Ascertain reasons for absence of defaulters & accordingly inform the Parents/Guardian verbally/in writing to advice him/her to be regular in attending classes.
2. Understanding of the subject taught by the teacher with an objective to secure good marks in the Semester Examination.
3. Any matters including health issues which will affect his/her study in this Institute.
4. Periodic Counselling & Guidance to students to keep them motivated.
5. All students welfare scheme like Prerana Scholarship, BOC Workers Children Scholarship, Minority Scholarship, MCP Stipend, Merit Scholarship & other scholarship.
6. A separate Diary must be maintained for proper monitoring & recording which will be shown to the Inspecting Officer during their visit to our Institute.

Sl No	Name of the Lecturer/Guest Faculties proctor	Assigned Semester	Assigned Students Regd. Nos.
1	Smt. Lipsarani Bagh, (lect. In electrical engg.)	5th	F21-1021,F21-1045,F21-2004 to F21-2039=28Nos
2	Sri Zahid Akhtar,PTGF(Elect.)	5th	F21-2040 to F21-2085=28Nos
3	Sri Omkar Prasad Pndey, PTGF(Elect.)	5th	F21-2086 to F21-2118=27Nos
4	Sri Akash Razak, PTGF(Elect.)	5th	F21-2118 to F21-2120 , f21-3003 to 3029, F21-4054,L21-2013,L22-2001 to L22-2025 =27 Nos
5	Sri Rashmiranjan Sahoo, PTGF(Elect.)	3rd	F21-2075,F22-1001 to F22-1058,F22-2003 to F222027 =30 Nos
6	Smt. Domnika Kerketa,Lab Asst.(Elect.)	3rd	F22-2029 to F22-2068 =30 Nos
7	Sri Pritish Ku. Mohanty, PTGF(Elect.)	3rd	F22-2069 to F22-2106 =30 Nos
8	Sri Abhisek Gntayat, PTGF(Elect.)	3rd	F22-2107 to F22-2125,f22-3001 to F22-3030,F22-4049 & F22-4052 and all lateral entry students

H.O.D. 12/08/23
(Electrical Engg.)

Copy to All faculties /Department Notice Board / Institute Website/3rd & 2nd year Electrical student's What's app group/Parent's What's App group for information and necessary action.

Counter sign of Principal

H.O.D. 12/08/23
(Electrical Engg.)