



DEPARTMENT OF ELECTRICAL ENGINEERING
GOVERNMENT POLYTECHNIC, SAMBALPUR (RENGALI)

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PROCTORIAL SYSTEM OF ELECTRICAL ENGG DEPARTMENT FOR SESSION WINTER-2021-22 w.e.f 01/11/2021

Time & again 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.

7. Ascertain reasons for absence of defaulters & accordingly inform the Parents/Guardian verbally/in Writing to advice him/her to be regular in attending classes.
8. Understanding of the subject taught by the teacher with an objective to secure good marks in the Semester Examination.
9. Any matters including health issues which will affect his/her study in this Institute.
10. Periodic Counselling & Guidance to students to keep them motivated.
11. All students welfare scheme like Prerana Scholarship, BOC Workers Children Scholarship, Minority Scholarship, MCP Stipend, Merit Scholarship & other scholarship.
12. 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	Miss. Lipsarani Bagh, (lect. In electrical engg.)	3rd	F20-1010, F20-2001 to F20-2034=30Nos
2	Miss. Sasmita Tripathy, PTGF(Elect.)	3rd	F20-2035 to F20-2080=29 Nos
3	Smt. Gayatree Preadhan, PTGF(Elect.)	3rd	F20-2082 to F20-2113=28 Nos
4	Sri Satyanarayan Sahoo, PTGF(Elect.)	3rd	F20-2115 TO f20-2119, F20-3001 to F20-3003, L21-2001 to L21-2019=28 Nos
5	Miss Puspallata Swain, PTGF(Elect.)	5th	F18-2015 to F10-2026=29 Nos
6	Miss. Pratima Bhoi, (lect. In Elect. Engg.)	5th	F19-2027 to F19-2061=29 Nos
7	Smt. Susumita Pradhan, PTGF(Elect.)	5th	F19-2062 to F19-2104=28 Nos
8	Sri. Zahid Akhtar, PTGF(Elect)	5th	F19-2105 to L20-2013=29 Nos

for
[Signature]
4/11/21
H.O.D
(Electrical Engg.)