



DEPARTMENT OF ELECTRICAL ENGINEERING
GOVERNMENT POLYTECHNIC, SAMBALPUR (RENGALI)

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Electrical Dept. Notice No. 05 /Dt. 14.02.2023

PROCTORIAL SYSTEM OF ELECTRICAL ENGG DEPARTMENT FOR SESSION SUMMER-2022-23 w.e.f 14/02/2023

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.

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	Mrs. Lipsarani Bagh, (lect. In electrical engg.)	6th	F20-2109 TO F20-2119, F20-3001 TO F20-3003, L21-2001 TO L21-2019=23Nos
2	Sri. Zahid Akhtar, PTGF(Elect)	6th	F20-2070 to F20-2108=21 Nos
3	Sri ,Omkar Prasad Pandey PTGF(Elect.)	6th	F20-2032 to F20-2068=21 Nos
4	Sri.Pritish Kumar Mohanty, PTGF(Elect.)	6th	F20-1010 TO F20-2031=21 Nos
5	Sri Rashmiranjan Sahoo, PTGF(Elect.)	4th	F21-1021 to F21-2039=29 Nos
6	Mrs. Swarnaprada Sethi, lab Asst.(Electrical)	4th	F21-2040 to F21-2083=29 Nos
7	Sri Sudhanshu Swain, PTGF(Elect.)	4th	F21-2084 to F21-2117=29Nos
8	Sri. Akash Rajak, PTGF(Elect)	4th	F21-2118 to L22-2025=32 Nos


I.O.D
(Electrical Engg.)