

Assignment of duty for "Commencement 2018" to be held on 30.11.2018

| Sl. No | Duty | Name |
|--------|---|---|
| 1 | Registration Desk (For Registered PG Students) | Dr. Indira Samajdar Gangopadhyay Dr. Swati Roy Gangopadhyay Smt. Preti Singh, Smt. Parama Bhattacharya Sri Soumya Ganguly, Sri Mayukh Thakur |
| 2 | Overall Supervision of Hall | TCS Dr. Maumita Chaudhuri Sri Chanchal Mondal |
| 3 | Announcement | Smt. Suparna Roy Bhattacharya Sri Kallol Saha |
| 4 | Custodian of Gifts | Dr. Sutapa Ghosh Dastidar Dr. Debaprasad Sarkar Sri Anirban Chakrabarty (Commerce) Sri Tushar Gayen |
| 5 | Refreshment of invited Guests (Room no- 125) | Sri Anirban Chakrabarty (Commerce) Dr. Sandip Pal Dr. Rebati Mani Samal Smt. Papia Ghosh |
| 6 | Distribution of Lunch coupon for teachers | TCS |
| 7 | Distribution of Lunch coupon for Non-teaching staff | Head Clerk |
| 8 | Distribution of lunch packets for Registered students, Students' Union & Car Drivers (Room no- 103) | Capt. Galive Iquebal Dr. Vivek Shaw, Sri Pijush Nandi Sri Sujoy Ghosh, Sri Subrata Das |
| 9 | Distribution of lunch packets for Teachers and Non-teaching staff (Room no- 102) | Sri Angshuman Chakraborty Dr. Suraj Sk |
| 10 | Certificate Arrangement & Distribution | Dr. Sutapa Saha In assistance with: Smt. Ruma Kar, Sri Chirasarathi Nandi Roy |
| 11 | Sound system & Microphone | Sri Ashok Bhattacharya Sri Subrata Set |
| 12 | Computer and Projector handling | Sri Sudipta Sarkar, Sri Animesh Chakraborty |
| 13 | Other official works including Bibhuti Bhushan Hall | Sri Animesh Chakraborty Sri Bidhan Sarkar |
| 14 | NSS & NCC Assistance (Through Sri Angshuman Chakraborty, Dr. Suraj Sk & Capt. Galive Iquebal) | <ul style="list-style-type: none"> Riverside Gate of Bibhuti Bhushan Hall- 02 NSS volunteers Registration counter- 04 NSS volunteers Bibhuti Bhushan Hall main gate- 02 NCC volunteer. |
| 15 | Thanks Giving | Dr. Sutapa Ghosh Dastidar |
| 16 | Photography | Sri Debasish Chakraborty Sri Ranjit Goswami |



Monojit Ray
Dr. Monojit Ray
Principal
Barrackpore Rastraguru
Surendranath College