

Sister Nibedita Government General Degree College for Girls

Hastings House, Alipore, Kolkata – 700027

Notice

Notice No. SNGGDCG/ 354

Date-09.12.2025

Duty Roster for Annual Sports Meet to be held on 12.12.2025 (Friday)

Sl. No.	Responsibility	Teaching Staff	Non-teaching staff
1.	Enrolment of students' name and preparation of Participation list	Dr. Nirmalyo Shee, Anish Darnal, Dr. Roshni Sen, Shyamashree Roy, Dr. Nabanita Basu, Dr. Basuli Maitra	--
2.	Announcement	Dr. Snigdha Bandopadhyaya, Mrs. Nilita Das, Dr. Arundhati Bhattacharya, Dr. Paramita Nandi (Dutta)	--
3.	Purchase of gift plant	Samragini Bhattacharya, Yasmin Chowdhury	--
4.	Sound System arrangement:	Dr. Bholanath Pakhira, Dr. Kaustuv Chakrabarti,	Swarup Halder, Prasenjit Kundu
5.	Ground preparation:	Dr. Rajarshi Roy, Dr. Samit Banja, Dr. Sk. Jahiruddin, Dr. Swaroop Ranjan Sahoo	Ratnadwip Bag, Akash Balmiki
6.	Guest reception and Prize distribution	Dr. Sebanti Bhattacharya, Dr. Uday Shankar Khatua, Parul Mandal, Smt. Debjani Mukherjee (Banerjee), Dr. Dola Chakraborty	Salma Dey, Bani Nag
7.	Food Packet arrangement & distribution	Hospitality Committee	Tushar Chakraborty, Sandipan Das, Srikanta Patra, Chandra Hansha Purkait
8.	Tea and Water arrangement	Hospitality Committee	Akash Balmiki, Prashanta Bhadra
9.	Field management	Smt. Suparna Sengupta, Dr. Durbadal Mandal, Smt. Trina Chakraborty, Dr. Kalyanasis Bhattacharya, Smt. Sarmishtha Das, Dr. Nivedita Chakraborty	Santi Hela, Ratnadip Bag
10.	First Aid	Dr. Sutapa Mukherjee, Dr. Sarmishtha Chanda, Dr. Sumi Ganguly, Dr. Smt. Debdatta Chakraborty (Roy),	Sk. Suraj Ali
11.	Flag Hoisting arrangement	Dr. Anik Chattopadhyay, Sri Subrata Ghosh, Anirban Sarkar, Dr. Bholanath Pakhira,	Chittaranjan Chatterjee, Srikanta Patra
12.	Certificate writing, labeling of prize etc.	Dr. Piya Seth, Samragini Bhattacharya, Anirban Sarkar	--
13.	Management of Sports equipment	Supervision: Dr. Rajarshi Roy, Dr. Avijit Mandal, Dr. Purnima Dey, Dr. Monami Das Roy, Dr. Liza Dutta	Debasish Roy, Akash Balmiki, Prashanta Bhadra, Swarup Halder, Prasenjit Kundu, Sk. Suraj Ali, Srikanta Patra, Chandra Hansha Purkait, Ratnadip Bag
14.	Photography	Dr. Atreyi Sarkar, Dr. Samit Bhanja	

Sd/-

Dr. Chandrakanta Saha

Officer-in-Charge

SNGGDCG

Sd/-

Dr. Uday Shankar Khatua

Convener

Sports Sub Committee, SNGGDCG