

Sister Nibedita Government General Degree College for Girls

Hastings House, Alipore, Kolkata-27

Notice

Notice No: SNGGDCG/6

Date: 03/01/2024

Sl. No.	Responsibility	Teaching Staff	Non-teaching staff
1.	Enrolment of students' name and preparation of Participation list	Dr. Soumita Kundu, Trina Chakraborty, Dr. Sumi Ganguly, Dr. Piya Seth	--
2.	Announcement	Dr. Paramita Nandy (Datta), Arundhati Bhattacharya, Dr. Tuhin Subhra Sarkar	--
3.	Purchase of Flower bouquet etc.	Dr. Snigdha Bandopadhaya	--
4.	Sound System arrangement:	Dr. Bholanath Pakhira, Dr. Tuhin Subhra Sarkar	Swarup Halder, Prasenjit Kundu
5.	Ground preparation:	Dr. Sk. Jahiruddin, Chandra Kanta Saha, Dr. Rajarshi Roy, Dr. Jayanta Nandi	Nemai Manna, Akash Balmiki
6.	Guest reception and Prize distribution	Dr. Sumi Ganguly, Dr. Tanusree Mishra, Anirban Sarkar, Dr. Bhaskar Das	Salma Dey
7.	Food Packet arrangement & distribution	Refreshment Committee and Kalyanasis Bhattacharyya, Kaustuv Chakrabarti	Salma Dey, Bani Nag Srikanta Patra, Chandra Hansha Purkait
8.	Tea and Water arrangement	Refreshment Committee and Kalyanasis Bhattacharyya	Akash Balmiki, Prashanta Bhadra Ratnadip Bag
9.	Field management	Chandra Kanta Saha, Dr. Sohini Roy, Dr. Bholanath Pakhira, Kaustuv Chakrabarti, Dr. Jayanta Nandi	Santi Hela, Nemai Manna, Ratnadip Bag
10.	First Aid	Dr. Purnima Dey, Dr. Atanu Saha.	Sk. Suraj Ali
11.	Flag Hoisting arrangement	Anirban Sarkar, Dr. Bholanath Pakhira, Dr. Malay Ganguli, Dr. Tuhin Subhra Sarkar	Chittaranjan Chatterjee, Srikanta Patra
12.	Certificate writing, labeling of prize etc.	Samrat Bhattacharya, Anirban Sarkar	--
13.	Carrying sports accessories and furniture to and from the ground	Supervision: Dr. Rajarshi Roy, Dr. Subhajyoti Pal, Chandra Kanta Saha, Dr. Malay Ganguli, Dr. Bhaskar Das	Akash Balmiki, Prashanta Bhadra, Swarup Halder, Prasenjit Kundu, Sk. Suraj Ali, Nemai Manna, Srikanta Patra,
14.	Photography	Dr. Atreyi Sarkar	

-Sd/-

Dr. Sebanti Bhattacharya
Officer-in-Charge,
Sister Nibedita Government General
Degree College for Girls

-Sd/-

Dr. Upala Saha
Convener
Sports Sub Committee
Sister Nibedita Government General
Degree College for Girls