

NILASAILA INSTITUTE OF SCIENCE OF TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

(Approved by AICTE & affiliated to SCTE&VT, Odisha)



PROCTOR'S ACTIVITY DIARY

ACADEMIC YEAR: 2023-2024

Proctor Name & Designation	
Name Of the Proctor:	Sourajit Rout
Designation:	Lecturer in Electrical Engineering.



PROCTORIAL SYSTEM

The proctorial system has been introduced in Nilasaila Institute of Science & Technology with the main objective of providing supportive care & council to student in their academic & personal Problems. This system helps the students complete their studies comfortably & Successfully. The proctorial system is used to countinuously & regularly monitor the academic progress of the student & to rectify their problems. The college encourages parents to be in regular contact with the proctor/chief proctor/H.O.D/Principal. All the students of this college will come under the proctorial system which envisages a personal & intimate relationship between teacher & students. The proctors will act as parent substitutes during the academic hours in the life of the students in the college A proctor will be in charge of not more than 25 students of a particular class.

OBJECTIVES

- To inspire a healthy relationship between the teacher & students.
- To eliminate any indiscipline among the students
- To improve the overall academic performance in the examination.
- To give students a major of self confidence
- To maintain discipline in the institute; ensure institute rules are understood & followed.
- To keep an eye on the general moral behavior of a student.
- To prevent the student from indulging in any political activities on institute premises.

FUNCTIONS OF THE PROCTOR

Every teaching department implements the proctor process through its faculty and all the faculty members are designated as proctors.

- The proctor acts as a local guardian at solve the academic and administrative problems of the respective wards.
- The Proctor closely monitors the progress of students under his/her care and helps them in overcoming their problems.
- The proctor shall assist in academic and overall development of the student.
- Proctor conducts regular meetings with Students and parents.

Sd/-
Principal



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Activity of The Proctors

Report of the Month of August 2023

FACULTY NAME-SOUMYAJIT ROUT BRANCH-ELECTRICAL ENGG. SEM-3RD SESSION-2023-24 EXAMINATION-2023(W)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002001	ABHIMANYU DAS	98% attendance, class performance is good. I have interacted with his parents.
2	F22096002002	AKASH KUMAR KHANDA	71% attendance, try to improve class performance.
3	F22096002003	ANANTA BASUDEV BEHERA	88% attendance, try to maintain the same.
4	F22096002004	ANIKET MOHANTA	83% attendance, discussed with parents.
5	F22096002005	BADAL JENA	88% attendance, very good in class.
6	F22096002006	BALARAM BARIK	88% attendance, interacted with parents to maintain the same.
7	F22096002007	BHABANI SHANKAR ROUL	92% attendance, try to improve attendance.
8	F22096002008	BHAGABAN MALIK	77% attendance, try to maintain same.
9	F22096002009	BIJAY KUMAR SING	88% attendance, try to maintain same.
10	F22096002010	BIKASH NAYAK	88% attendance, good in class performance.
11	F22096002011	BIKRAM DAS	83% attendance, maintain the same.
12	F22096002012	BISWAJIT DAS	88% attendance, very good in class.

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002001	ABHIMANYU DAS	92% attendance, monthly test mark is very good.
2	F22096002002	AKASH KUMAR KHANDA	100% attendance, monthly test mark is satisfactory.
3	F22096002003	ANANTA BASUDEV BEHERA	91% attendance, very good in M.T. discussed with his parents.
4	F22096002004	ANIKET MOHANTA	100% attendance, M.T mark is very good. Interacted with parents.
5	F22096002005	BADAL JENA	91% attendance, class test mark is very good.
6	F22096002006	BALARAM BARIK	100% attendance, class test mark is very good.
7	F22096002007	BHABANI SHANKAR ROUL	91% attendance, class performance is satisfactory.
8	F22096002008	BHAGABAN MALIK	91% attendance, M.T performance is good. Discussed with parents.
9	F22096002009	BIJAY KUMAR SING	90% attendance, M.T performance is very good. Try to maintain the same.
10	F22096002010	BIKASH NAYAK	100% attendance, M.T performance is very good.
11	F22096002011	BIKRAM DAS	100% attendance, M.T performance is very good.
12	F22096002012	BISWAJIT DAS	90% attendance, M.T. performance is satisfactory.

Report of the Month of October 2023

REGISTRATION NUMBER	NAME	REMARKS
F22096002001	ABHIMANYU DAS	Internal mark is good. too betterment follow different books.
F22096002002	AKASH KUMAR KHANDA	I.A. mark is avg. try to improve the marks.
F22096002003	ANANTA BASUDEV BEHERA	I.A. mark is very good. try to maintain same.
F22096002004	ANIKET MOHANTA	Internal mark is satisfactory. internal with parents regarding this.
F22096002005	BADAL JENA	I.A. mark is poor. discussed with parents.
F22096002006	BALARAM BARIK	I.A. mark is very good. maintain the same.
F22096002007	BHABANI SHANKAR ROUL	I.A. mark is poor, discussed with parents to improve.
F22096002008	BHAGABAN MALIK	I.A. mark is very poor. come to college with parents to correct the concerned HOD.
F22096002009	BIJAY KUMAR SING	I.A. is not satisfactory, try to improve.
F22096002010	BIKASH NAYAK	I.A. is not satisfactory discussed with him to improve the mark.
F22096002011	BIKRAM DAS	I.A. mark is poor, discussed with parents on this matter.
F22096002012	BISWAJIT DAS	I.A. is poor, try to improve.

[Signature]
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Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002001	ABHIMANYU DAS	85% attendance, Informed to do form. follow for upcoming Semester.
2	F22096002002	AKASH KUMAR KHANDA	85% attendance, do form follow for 2023(12)
3	F22096002003	ANANTA BASUDEV BEHERA	85% attendance, Informed to do form follow.
4	F22096002004	ANIKET MOHANTA	90% attendance, Informed for form follow 2023(12)
5	F22096002005	BADAL JENA	85% attendance, do form follow for upcoming exam.
6	F22096002006	BALARAM BARIK	85% attendance, do form follow.
7	F22096002007	BHABANI SHANKAR ROUL	85% attendance, do form follow for upcoming Semester.
8	F22096002008	BHAGABAN MALIK	85% attendance, Informed to do form follow.
9	F22096002009	BIJAY KUMAR SING	85% attendance, Informed to do form follow for 2023(12)
10	F22096002010	BIKASH NAYAK	85% attendance, Informed for form follow.
11	F22096002011	BIKRAM DAS	85% attendance. Informed about form follow.
12	F22096002012	BISWAJIT DAS	85% attendance. Informed about the form follow.

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6/11/23

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002001	ABHIMANYU DAS	passed in all subjects. Enformed to attend PTM.
2	F22096002002	AKASH KUMAR KHANDA	passed in all subjects, discussed with him & enformed about PTM.
3	F22096002003	ANANTA BASUDEV BEHERA	passed in all subject, discussed with him.
4	F22096002004	ANIKET MOHANTA	passed in all subject. Enformed to attend the same.
5	F22096002005	BADAL JENA	passed in all subject, discussed about the PTM.
6	F22096002006	BALARAM BARIK	passed in all subject. Enformed the same.
7	F22096002007	BHABANI SHANKAR ROUL	passed in all subject, Enformed about the PTM.
8	F22096002008	BHAGABAN MALIK	Poor performance in exam, Enformed to come college with Parent.
9	F22096002009	BIJAY KUMAR SING	passed in all subject, Enforce the marks.
10	F22096002010	BIKASH NAYAK	passed in all subjects. Enforce the marks. & enformed about PTM.
11	F22096002011	BIKRAM DAS	passed in all subjects. Enformed about PTM.
12	F22096002012	BISWAJIT DAS	passed in all subjects, try to improve the marks.

Sign. Of Proctor *5/2/24*

Sign. Of HOD



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Activity of The Proctors

Report of the Month of January 2024

PROCTOR NAME-SOUMYAJIT ROUT BRANCH-ELECTRICAL ENGG. SEM-4TH SESSION-2023-24 EXAMINATION-2024(S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002001	ABHIMANYU DAS	100% attendance in class. Keep it up.
2	F22096002002	AKASH KUMAR KHANDA	Class performance is very good (clat). Keep it up.
3	F22096002003	ANANTA BASUDEV BEHERA	66% class performance is good try to improve.
4	F22096002004	ANIKET MOHANTA	66% attendance. Discuss with him to improve attendance.
5	F22096002005	BADAL JENA	Class attendance is good try to maintain it.
6	F22096002006	BALARAM BARIK	Class performance is satisfactory. Discussed with him to maintain it.
7	F22096002007	BHABANI SHANKAR ROUL	Poor class performance try to improve attendance.
8	F22096002008	BHAGABAN MALIK	Poor class performance. Try to improve.
9	F22096002009	BIJAY KUMAR SING	Poor class attendance. Improve it. Discussed with him to improve attendance.
10	F22096002010	BIKASH NAYAK	Poor class attendance try to improve.
11	F22096002011	BIKRAM DAS	Class performance is very impressive.
12	F22096002012	BISWAJIT DAS	Class attendance is very impressive. Discussed with him to maintain the same.

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002001	ABHIMANYU DAS	Class performance is good. Discussed with him to keep it up.
2	F22096002002	AKASH KUMAR KHANDA	83% class attendance. I have encouraged with him to continue the same.
3	F22096002003	ANANTA BASUDEV BEHERA	Class performance is impressive. Keep it up.
4	F22096002004	ANIKET MOHANTA	94% attendance. Keep it up.
5	F22096002005	BADAL JENA	Attendance is good but need to focus on class.
6	F22096002006	BALARAM BARIK	Class performance is impressive.
7	F22096002007	BHABANI SHANKAR ROUL	Class performance is good. Try to continue.
8	F22096002008	BHAGABAN MALIK	Poor performance in class, try to improve.
9	F22096002009	BIJAY KUMAR SING	Avg in class, try to focus on class & improve.
10	F22096002010	BIKASH NAYAK	Class performance is good. Try to maintain.
11	F22096002011	BIKRAM DAS	Class performance is good. Keep it up.
12	F22096002012	BISWAJIT DAS	94% attendance, try to focus on lectures.

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 11/3/24

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002001	ABHIMANYU DAS	Internal mark is impressive, try to follow different books for betterment.
2	F22096002002	AKASH KUMAR KHANDA	I.A. mark is satisfactory, keep it up.
3	F22096002003	ANANTA BASUDEV BEHERA	I.A. mark is very good. keep it up.
4	F22096002004	ANIKET MOHANTA	I.A. Mark is satisfactory. try to improve.
5	F22096002005	BADAL JENA	I.A. Mark is avg. try to improve.
6	F22096002006	BALARAM BARIK	I.A. mark is very impressive. keep it up.
7	F22096002007	BHABANI SHANKAR ROUL	Avg in internal assessment. try to improve.
8	F22096002008	BHAGABAN MALIK	very poor internal mark. come to college with guardian.
9	F22096002009	BIJAY KUMAR SING	Avg in internal assessment. try to improve.
10	F22096002010	BIKASH NAYAK	Internal assessment is avg. try to improve.
11	F22096002011	BIKRAM DAS	Avg in internal exam. try to improve.
12	F22096002012	BISWAJIT DAS	I.A is not satisfactory. try to improve.

Dr. Smita

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002001	ABHIMANYU DAS	81% attendance, informed him for forum fillup. 2024(S)
2	F22096002002	AKASH KUMAR KHANDA	81% attendance, informed him for forum fillup.
3	F22096002003	ANANTA BASUDEV BEHERA	84% attendance, informed him for 2024(S) forum fillup.
4	F22096002004	ANIKET MOHANTA	86% attendance, informed him for 2024(S) exam forum fillup.
5	F22096002005	BADAL JENA	84% attendance, discussed with him for forum fillup.
6	F22096002006	BALARAM BARIK	83% attendance, keep it up. do forum fillup for exam 2024(S)
7	F22096002007	BHABANI SHANKAR ROUL	81% attendance, do forum fillup for 2024(S) exam.
8	F22096002008	BHAGABAN MALIK	84% attendance, informed him for forum fillup.
9	F22096002009	BIJAY KUMAR SING	80% attendance, informed him for forum fillup.
10	F22096002010	BIKASH NAYAK	86% attendance, keep it up, informed about forum fillup.
11	F22096002011	BIKRAM DAS	84% attendance, informed about forum fillup.
12	F22096002012	BISWAJIT DAS	88% attendance, informed about forum fillup.

Dr. Smita
11/5/24

Report of the Examination 2024 (s)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002001	ABHIMANYU DAS	Result is Satisfactory. Interacted with his Parents for PTM.
2	F22096002002	AKASH KUMAR KHANDA	Result is Impressive, discussed with his Parents for PTM.
3	F22096002003	ANANTA BASUDEV BEHERA	Result is Satisfactory, discussed with him for PTM. & Mark sheet collection.
4	F22096002004	ANIKET MOHANTA	Passed in all Subjects, discussed with him to improve percentage of marks.
5	F22096002005	BADAL JENA	Passed but Result is not Satisfactory. Suggest him to improve mark faster.
6	F22096002006	BALARAM BARIK	Result is more Satisfying, interacted with him to keep it up.
7	F22096002007	BHABANI SHANKAR ROUL	Passed in all Subjects. Informed him for PTM.
8	F22096002008	BHAGABAN MALIK	Poor in examination, informed him to board his guardian to college.
9	F22096002009	BUAY KUMAR SING	Back in TH-13,4, informed him to do form filling for next Semester.
10	F22096002010	BIKASH NAYAK	Passed in all subject. Informed him for PTM.
11	F22096002011	BIKRAM DAS	Passed in all Subjects. discussed with him to improve marks.
12	F22096002012	BISWAJIT DAS	Passed in all Subjects. confirmed him for PTM.

Sign. Of Proctor

Sign. Of HOD



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Activity of The Proctors

Report of the Month of August 2023

FACULTY NAME-SOUMYAJIT ROUT BRANCH-ELECTRICAL ENGG. SEM-5TH SESSION-2023-24 EXAMINATION-2023(W)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002001	AJAY KUMAR BISWAL	83% Attendance, class performance is good. Keep it up.
2	F21096002002	AJAY KUMAR MALIK	91% Attendance is good. Try to maintain it.
3	F21096002003	AJAY SING	83% Attendance is good, Keep it up.
4	F21096002004	AJAYA KHAMARI	91% Attendance is good, maintain it.
5	F21096002005	ASHOK KUMAR PARIDA	83% Attendance is good, Keep it up.
6	F21096002006	ASHOK PATRA	83% Attendance, try to improve.
7	F21096002007	ASWINI KUMAR SAMAL	83% Attendance, Keep it up.
8	F21096002008	BIBHUTI BHUSAN KHAMARI	91% Attendance, try to maintain it.
9	F21096002009	BIBHUTI BHUSAN NAYAK	83% Attendance is good, Keep it up.
10	F21096002010	BISWAJEET PRADHAN	75% Attendance, try to improve it.
11	F21096002011	BISWAJIT PRADHAN	83% Attendance is good. Keep it up.
12	F21096002012	BISWANATH SINGH	91% Attendance is good. Keep it up.

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002001	AJAY KUMAR BISWAL	90% Attendance is good, Keep it up.
2	F21096002002	AJAY KUMAR MALIK	90% Attendance is good, try to maintain it.
3	F21096002003	AJAY SING	82% Attendance, try to maintain it.
4	F21096002004	AJAYA KHAMARI	90% Attendance is good, Keep it up.
5	F21096002005	ASHOK KUMAR PARIDA	90% Attendance is good, Keep it up.
6	F21096002006	ASHOK PATRA	82% Attendance is good, try to maintain it.
7	F21096002007	ASWINI KUMAR SAMAL	82% Attendance is good, Keep it up.
8	F21096002008	BIBHUTI BHUSAN KHAMARI	90% Attendance is good, try to maintain it.
9	F21096002009	BIBHUTI BHUSAN NAYAK	90% Attendance is good. Keep it up.
10	F21096002010	BISWAJEET PRADHAN	77% Attendance, try to improve.
11	F21096002011	BISWAJIT PRADHAN	89% Attendance, try to improve.
12	F21096002012	BISWANATH SINGH	90% Attendance, try to maintain it.

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002001	AJAY KUMAR BISWAL	General mark is very good. For betterment follow different books.
2	F21096002002	AJAY KUMAR MALIK	S.A. report is very poor. Try to improve.
3	F21096002003	AJAY SING	Very poor S.A. Try to improve. discussed with parent.
4	F21096002004	AJAYA KHAMARI	S.A is very poor. Try to improve.
5	F21096002005	ASHOK KUMAR PARIDA	Avg. internal assessment report. discussed with parents regarding this.
6	F21096002006	ASHOK PATRA	Poor in assessment. Try to improve.
7	F21096002007	ASWINI KUMAR SAMAL	S.A. is avg. Try to improve. discussed with parents regarding this matter.
8	F21096002008	BIBHUTI BHUSAN KHAMARI	Poor in S.A. Try to improve.
9	F21096002009	BIBHUTI BHUSAN NAYAK	Poor in assessment. Try to improve.
10	F21096002010	BISWAJEET PRADHAN	Poor in S.A. Try to improve.
11	F21096002011	BISWAJIT PRADHAN	S.A. is satisfactory. Keep it.
12	F21096002012	BISWANATH SINGH	S.A. is very good. Keep it up.

[Signature]
31/11/23

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002001	AJAY KUMAR BISWAL	90% attendance. do form fillup for upcoming semester.
2	F21096002002	AJAY KUMAR MALIK	88% attendance. do form fillup for W. 2023
3	F21096002003	AJAY SING	87% attendance, informed regarding form fillup.
4	F21096002004	AJAYA KHAMARI	84% attendance, informed him for form fillup.
5	F21096002005	ASHOK KUMAR PARIDA	92% attendance, informed him regarding
6	F21096002006	ASHOK PATRA	85% attendance, informed about form fillup.
7	F21096002007	ASWINI KUMAR SAMAL	84% attendance, informed about form fillup 2023(W)
8	F21096002008	BIBHUTI BHUSAN KHAMARI	85% attendance, informed about form fillup.
9	F21096002009	BIBHUTI BHUSAN NAYAK	82% attendance, informed about form fillup.
10	F21096002010	BISWAJEET PRADHAN	84% attendance, interacted for form fillup.
11	F21096002011	BISWAJIT PRADHAN	88% attendance, informed regarding 2023(W)
12	F21096002012	BISWANATH SINGH	87% attendance, informed about 2023(W) form fillup.

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6/12/23

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002001	AJAY KUMAR BISWAL	passed in all subjects. Informed for PTM.
2	F21096002002	AJAY KUMAR MALIK	Very poor in Semester exam. Informed to come to college with parent.
3	F21096002003	AJAY SINGH	Very poor in exam. Informed to the parent regarding this.
4	F21096002004	AJAYA KHAMARI	Very poor in exam. Informed to his parents.
5	F21096002005	ASHOK KUMAR PARIDA	poor in exam. discussed with him to come to college.
6	F21096002006	ASHOK PATRA	poor in exam. discussed with him regarding this matter.
7	F21096002007	ASWINI KUMAR SAMAL	passed in all subject. Informed him for PTM.
8	F21096002008	BIBHUTI BHUSAN KHAMARI	passed in all subject. discussed with him regarding PTM.
9	F21096002009	BIBHUTI BHUSAN NAYAK	passed in all subject. Informed him for PTM.
10	F21096002010	BISWAJEET PRADHAN	passed in all subject. Telling to maintain the same.
11	F21096002011	BISWAJIT PRADHAN	passed in all subject. Informed for PTM.
12	F21096002012	BISWANATH SINGH	passed in all subjects. informed him for PTM.

Sign. Of Proctor

Sign. Of HOD



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Activity of The Proctors

Report of the Month of January 2024

PROCTOR NAME-SOUMYAJIT ROUT BRANCH-ELECTRICAL ENGG. SEM-6TH SESSION-2023-24 EXAMINATION-2024(S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002001	AJAY KUMAR BISWAL	CLASS performance is good, interacted with him to focus on class & do proper work.
2	F21096002002	AJAY KUMAR MALIK	poor class performance. advised him to come with parents & meet.
3	F21096002003	AJAY SING	very poor class attendance. come to college with parents.
4	F21096002004	AJAYA KHAMARI	Attendance is avg. try to improve it.
5	F21096002005	ASHOK KUMAR PARIDA	good in class, try to maintain the class.
6	F21096002006	ASHOK PATRA	poor attendance. advised him to decrease to do something for exam.
7	F21096002007	ASWINI KUMAR SAMAL	good class performance. advised to concentrate on class.
8	F21096002008	BIBHUTI BHUSAN KHAMARI	Avg class performance. try to improve.
9	F21096002009	BIBHUTI BHUSAN NAYAK	class attendance is avg. improve it.
10	F21096002010	BISWAJEET PRADHAN	class performance is good. try to concentrate on class.
11	F21096002011	BISWAJIT PRADHAN	class attendance is impressive. keep it up.
12	F21096002012	BISWANATH SINGH	Good in class. try to maintain it.

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002001	AJAY KUMAR BISWAL	good class attendance. advised him to keep it up.
2	F21096002002	AJAY KUMAR MALIK	7th. attendance, try to improve
3	F21096002003	AJAY SING	class attendance is poor. try to improve
4	F21096002004	AJAYA KHAMARI	class attendance is avg. try to improve.
5	F21096002005	ASHOK KUMAR PARIDA	class performance is not good. try to focus on class.
6	F21096002006	ASHOK PATRA	Avg performance in class. discussed with him to focus.
7	F21096002007	ASWINI KUMAR SAMAL	class performance is good. try to maintain the same.
8	F21096002008	BIBHUTI BHUSAN KHAMARI	class attendance is good. try to maintain the same.
9	F21096002009	BIBHUTI BHUSAN NAYAK	class attendance is good. try to focus on class.
10	F21096002010	BISWAJEET PRADHAN	Attendance to be improved. come to college with parents.
11	F21096002011	BISWAJIT PRADHAN	class performance is impressive. keep it up.
12	F21096002012	BISWANATH SINGH	Good in class. try to maintain the same.

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002001	AJAY KUMAR BISWAL	I.A. mark is good. for better result try to focus on class.
2	F21096002002	AJAY KUMAR MALIK	Very poor I.A. result. try to improve.
3	F21096002003	AJAY SING	I.A. mark is not impressive. try to improve.
4	F21096002004	AJAYA KHAMARI	I.A. mark is very poor. try to improve the mark.
5	F21096002005	ASHOK KUMAR PARIDA	Very poor attendance I.A. result. come to college with parents.
6	F21096002006	ASHOK PATRA	I.A. result is very poor. try to improve.
7	F21096002007	ASWINI KUMAR SAMAL	I.A. is average. try to improve.
8	F21096002008	BIBHUTI BHUSAN KHAMARI	I.A. is not impressive. focus on class to improve.
9	F21096002009	BIBHUTI BHUSAN NAYAK	I.A. is average. You have to improve it.
10	F21096002010	BISWAJEET PRADHAN	I.A. is avg. try to improve.
11	F21096002011	BISWAJIT PRADHAN	Good in I.A. Keep it up.
12	F21096002012	BISWANATH SINGH	Good in I.A. try to maintain it.

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Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002001	AJAY KUMAR BISWAL	Attendance is good. informed him about form filling.
2	F21096002002	AJAY KUMAR MALIK	Informed him to do form filling & improve attendance.
3	F21096002003	AJAY SING	Informed to improve attendance & do form filling.
4	F21096002004	AJAYA KHAMARI	Informed him about form filling & attendance improve.
5	F21096002005	ASHOK KUMAR PARIDA	Attendance is good & informed him to do form filling.
6	F21096002006	ASHOK PATRA	Informed him to do form filling & improve attendance.
7	F21096002007	ASWINI KUMAR SAMAL	Attendance is good & do form filling for semester.
8	F21096002008	BIBHUTI BHUSAN KHAMARI	Attendance is good & informed him about form filling.
9	F21096002009	BIBHUTI BHUSAN NAYAK	Attendance is good. improve it & do form filling for semester.
10	F21096002010	BISWAJEET PRADHAN	Improve attendance & do form filling.
11	F21096002011	BISWAJIT PRADHAN	Attendance is good & improve attendance informed about form filling.
12	F21096002012	BISWANATH SINGH	Attendance is good & informed him about form filling.

[Signature]

Report of the Examination 2024 (s)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002001	AJAY KUMAR BISWAL	Passed in all subject. Informed him for PTM.
2	F21096002002	AJAY KUMAR MALIK	Very poor in Examination. Come to college with guardian for meeting.
3	F21096002003	AJAY SING	Very poor in exam. Come to college with guardian.
4	F21096002004	AJAYA KHAMARI	Very poor in Semester. Come to college with guardian.
5	F21096002005	ASHOK KUMAR PARIDA	Very poor in Semester. Try to improve.
6	F21096002006	ASHOK PATRA	Very poor in examination. Advised him to improve result.
7	F21096002007	ASWINI KUMAR SAMAL	Passed in all subjects. Informed his parents to attend PTM.
8	F21096002008	BIBHUTI BHUSAN KHAMARI	Very poor in examination. Try to improve.
9	F21096002009	BIBHUTI BHUSAN NAYAK	Back in Th-1, informed him for Barun Pillup & back paper.
10	F21096002010	BISWAJEET PRADHAN	Passed in all subjects. Informed him about PTM.
11	F21096002011	BISWAJIT PRADHAN	Passed in all subjects. Informed him about PTM.
12	F21096002012	BISWANATH SINGH	Passed in all subjects. Informed him about PTM.

Sign. Of Proctor

Sign. Of HOD



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY
SERGARH-756060, BALASORE (ODISHA)



(Approved by AICTE & affiliated to SCTE & VT, Odisha)

Meeting With the Students

Proctor Name :-

Sourajit Rout

Academic Year 2023-24

Sl No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Students	Staff
1	09.09.2023	2.30 pm	He is regularly disturbing the class. I have warned Somnath time.	ANURAG MOHANTHA	<i>[Signature]</i> 09.09.23
2	09.09.2023	2.00 pm	It was noticed that he is not completing assignments within time period.	BIKASH NAYAK	<i>[Signature]</i> 09.09.23
3	29.10.2023	2.30 pm	He is good in adhered. I suggested him to participate in relay test.	ASHOK POITRA	<i>[Signature]</i> 29.10.23
4	29.10.2023	2.15 pm	Sleeping in hostel habitually without informing.	BISWAJIT PRADHAN	<i>[Signature]</i> 29.10.23
5	12.12.2023	1.30 pm	Regularly coming to class without proper dresscode.	AJAY SINGH	<i>[Signature]</i> 12/12/23
6	05.02.2024	11.30 Am	He is good in singing song. I suggested him to continue practice.	BADAL JANA	<i>[Signature]</i> 05/02/24
7	08.02.2024	11.00 Am.	After several warnings he is not returning books in library.	BHAGYABAN MALIK	<i>[Signature]</i> 08/2/24
8					
9					
10					
11					
12					
13					

[Signature]
 Signature of Proctor

[Signature]
 Signature of HOD

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NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY
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Parent/Guardian Communication Details

Proctor Name :- Soumyajit Rout

Academic Year 2023-24

Sl No.	Date & Time of Communication of meeting	Purpose of Communication	Response of Parent	Initials of Staff
1	12-01-23 2:30 PM	Your son doing some disturbances during classes.	His parent informed me to take action as per rule.	<u>[Signature]</u> 12/1/23
2	20-10-23 1:30 PM	Your son is good in athlet.	He assured me that he will give proper guidance.	<u>[Signature]</u> 20/10/23
3	14-12-2023 12:30 PM	He is coming to class without proper dress code.	He insisted to take action as per institute rules.	<u>[Signature]</u> 14/12/23
4	07-02-24 11:00 AM	Your son is good in singing.	He also noticed that & giving proper guidance.	<u>[Signature]</u> 21/2/24
5	12-02-24 2:30 PM	He is not returning books to library on time.	He take responsibility to return books.	<u>[Signature]</u> 12/2/24
6				
7				
8				
9				
10				
11				

[Signature]
 Signature of Proctor

[Signature]
 Signature of HOD

NILASAILA INSTITUTE OF SCIENCE OF TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

(Approved by AICTE & affiliated to SCTE&VT, Odisha)



PROCTOR'S ACTIVITY DIARY

ACADEMIC YEAR: 2023-2024

Proctor Name & Designation	
Name Of the Proctor:	Begaye Kumar. Behara
Designation:	Lecturer in Electrical Engineering



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

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PROCTORIAL SYSTEM

The proctorial system has been introduced in Nilasaila Institute of Science & Technology with the main objective of providing supportive care & council to student in their academic & personal Problems. This system helps the students complete their studies comfortably & Successfully. The proctorial system is used to continuously & regularly monitor the academic progress of the student & to rectify their problems. The college encourages parents to be in regular contact with the proctor/chief proctor/H.O.D/Principal. All the students of this college will come under the proctorial system which envisages a personal & intimate relationship between teacher & students. The proctors will act as parent substitutes during the academic hours in the life of the students in the college A proctor will be in charge of not more than 25 students of a particular class.

OBJECTIVES

- To inspire a healthy relationship between the teacher & students.
- To eliminate any indiscipline among the students
- To improve the overall academic performance in the examination.
- To give students a major of self confidence
- To maintain discipline in the institute; ensure institute rules are understood & followed.
- To keep an eye on the general moral behavior of a student.
- To prevent the student from indulging in any political activities on institute premises.

FUNCTIONS OF THE PROCTOR

Every teaching department implements the proctor process through its faculty and all the faculty members are designated as proctors.

- The proctor acts as a local guardian at solve the academic and administrative problems of the respective wards.
- The Proctor closely monitors the progress of students under his/her care and helps them in overcoming their problems.
- The proctor shall assist in academic and overall development of the student.
- Proctor conducts regular meetings with Students and parents.

Sd/-
Principal



Activity of The Proctors

Report of the Month of August 2023

CITY NAME-BIJAYA KUMAR BEHERA BRANCH-ELECTRICAL ENGG. SEM-3RD SESSION-2023-24 EXAMINATION-2023(W)

NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002013	BISWAJIT GIRI	77% attend, try to improve class attendance
2	F22096002014	BISWRANJAN BARIK	77% attend, try to improve class attendance
3	F22096002015	DAYANIDHI BARIK	83% attend, try to improve class attendance
4	F22096002016	DEBASIS BEHERA	88% attend, try to improve class attendance
5	F22096002017	DEEPAK KUMAR DAS	77% attend, try to improve class attendance
6	F22096002018	GHANASHYAM NAIK	77% attend, try to improve class attendance
7	F22096002019	HIMANSU SEKHAR DAS	77% attend, try to improve class attendance
8	F22096002020	JAGAN BEHERA	83% attend very good in class
9	F22096002021	KAMALA KANTA JENA	83% attend very good in class
10	F22096002022	KARTIK KUMAR SAHU	83% attend very good in class
11	F22096002023	LAXMIDHAR SWAIN	77% attend, try to improve class attendance
12	F22096002024	MANAS KUMAR JENA	77% attend, try to improve class attendance

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002013	BISWAJIT GIRI	91% attend very good in class
2	F22096002014	BISWRANJAN BARIK	100% attend, very good
3	F22096002015	DAYANIDHI BARIK	91% attend, very good in class
4	F22096002016	DEBASIS BEHERA	100% attend, very good in class
5	F22096002017	DEEPAK KUMAR DAS	100% attend very good in class
6	F22096002018	GHANASHYAM NAIK	83% attend very good in class
7	F22096002019	HIMANSU SEKHAR DAS	91% attend very good in class
8	F22096002020	JAGAN BEHERA	100% attend, very good
9	F22096002021	KAMALA KANTA JENA	91% attend, very good in class
10	F22096002022	KARTIK KUMAR SAHU	100% attend, very good
11	F22096002023	LAXMIDHAR SWAIN	100% attend, very good

Signature
Date

02024

MANAS KUMAR JENA

100% Attendance very good

Report of the Month of October 2023

REGISTRATION NUMBER	NAME	REMARKS
1 F22096002013	BISWAJIT GIRI	Internal mark not satisfactory try to improve I.A marks
2 F22096002014	BISWRANJAN BARIK	Internal mark is average, try to improve your mark
3 F22096002015	DAYANIDHI BARIK	Internal mark is very good.
4 F22096002016	DEBASIS BEHERA	Internal mark is not satisfactory try to improve I.A mark
5 F22096002017	DEEPAK KUMAR DAS	Internal mark is good, try to maintain same
6 F22096002018	GHANASHYAM NAIK	Internal mark is very good
7 F22096002019	HIMANSU SEKHAR DAS	Internal mark is very good try to maintain same
8 F22096002020	JAGAN BEHERA	Internal mark is very good try to maintain same
9 F22096002021	KAMALA KANTA JENA	Internal mark not satisfactory try to improve I.A mark
10 F22096002022	KARTIK KUMAR SAHU	Internal mark is not satisfactory try to improve I.A mark
11 F22096002023	LAXMIDHAR SWAIN	Internal mark is average, try to improve your mark
12 F22096002024	MANAS KUMAR JENA	Internal mark not satisfactory try to improve I.A mark

Dipayan
8/11/23

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002013	BISWAJIT GIRI	83% Total class attend do form follow for 2023 (U) exam
2	F22096002014	BISWRANJAN BARIK	87% Total class attend do form follow for 2023 (U) exam
3	F22096002015	DAYANIDHI BARIK	84% Total class attend do form follow for semester exam
4	F22096002016	DEBASIS BEHERA	87% Total class attend do form follow for 2023 (U) exam
5	F22096002017	DEEPAK KUMAR DAS	87% Total class attend do form follow for semester exam
6	F22096002018	GHANASHYAM NAIK	85% Total class attend do form follow for 2023 (U) exam
7	F22096002019	HIMANSU SEKHAR DAS	87% Total class attend do form follow for semester exam
8	F22096002020	JAGAN BEHERA	88% Total class attend do form follow for 2023 (U) exam
9	F22096002021	KAMALA KANTA JENA	84% Total class attend do form follow for 2023 (U) exam
10	F22096002022	KARTIK KUMAR SAHU	90% Total class attend do form follow for semester exam
11	F22096002023	LAXMIDHAR SWAIN	85% Total class attend do form follow for semester exam

Dipayan
8/11/23

02024

MANAS KUMAR JENA

88% attend, very good in class

B. Jena
27/02/24

Report of the Examination 2023 (w)

NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002013	BISWAJIT GIRI	Semester performance is very poor so informed to his parents
2	F22096002014	BISWRANJAN BARIK	passed in all subject discuss with his parents
3	F22096002015	DAYANIDHI BARIK	passed in all subject discuss with his parents
4	F22096002016	DEBASIS BEHERA	passed in all subject discuss with his parents
5	F22096002017	DEEPAK KUMAR DAS	passed in all subject discuss with his parents
6	F22096002018	GHANASHYAM NAIK	passed in all subject discuss with his parents
7	F22096002019	HIMANSU SEKHAR DAS	passed in all subject discuss with his parents
8	F22096002020	JAGAN BEHERA	passed in all subject discuss with his parents
9	F22096002021	KAMALA KANTA JENA	passed in all subject discuss with his parents
10	F22096002022	KARTIK KUMAR SAHU	passed in all subject discuss with his parents
11	F22096002023	LAXMIDHAR SWAIN	Back in the 2, do form letter next Semester informed to him
12	F22096002024	MANAS KUMAR JENA	passed in all subject discuss with his parents

B. Jena
Sign. Of ProctorB. Jena
Sign. Of HOD



Activity of The Proctors

Report of the Month of January 2024

PROCTOR NAME-BUAYA KUMAR BEHERA BRANCH-ELECTRICAL ENGG. SEM-4TH SESSION-2023-24 EXAMINATION-2024(S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002013	BISWAJIT GIRI	100% attend very good in class
2	F22096002014	BISWRANJAN BARIK	100% attend very good in class
3	F22096002015	DAYANIDHI BARIK	100% attend very good in class
4	F22096002016	DEBASIS BEHERA	67% attend good in class
5	F22096002017	DEEPAK KUMAR DAS	67% attend good in class
6	F22096002018	GHANASHYAM NAIK	67% attend good in class
7	F22096002019	HIMANSU SEKHAR DAS	100% attend very good in class
8	F22096002020	JAGAN BEHERA	100% attend very good in class
9	F22096002021	KAMALA KANTA JENA	100% attend very good in class
10	F22096002022	KARTIK KUMAR SAHU	100% attend very good in class
11	F22096002023	LAXMIDHAR SWAIN	67% attend good in class
12	F22096002024	MANAS KUMAR JENA	67% attend good in class

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002013	BISWAJIT GIRI	95% attended very good
2	F22096002014	BISWRANJAN BARIK	85% attend very good
3	F22096002015	DAYANIDHI BARIK	80% attend very good
4	F22096002016	DEBASIS BEHERA	80% attend very good
5	F22096002017	DEEPAK KUMAR DAS	95% attend very good
6	F22096002018	GHANASHYAM NAIK	90% attend very good
7	F22096002019	HIMANSU SEKHAR DAS	80% attend very good
8	F22096002020	JAGAN BEHERA	80% attend very good
9	F22096002021	KAMALA KANTA JENA	80% attend very good
10	F22096002022	KARTIK KUMAR SAHU	75% attend try to improvement
11	F22096002023	LAXMIDHAR SWAIN	95% attend very good
12	F22096002024	MANAS KUMAR JENA	90% attend very good

Report of the Month of March 2024

NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002013	BISWAJIT GIRI	IA mark is average try to improve
2	F22096002014	BISWRANJAN BARIK	IA mark is very good for betterment follow different books.
3	F22096002015	DAYANIDHI BARIK	IA mark is average try to improve
4	F22096002016	DEBASIS BEHERA	IA mark is very good for betterment follow different books.
5	F22096002017	DEEPAK KUMAR DAS	IA mark is average try to improve
6	F22096002018	GHANASHYAM NAIK	IA mark is very good for betterment follow different books.
7	F22096002019	HIMANSU SEKHAR DAS	IA mark is average try to improve
8	F22096002020	JAGAN BEHERA	IA mark is average try to improve
9	F22096002021	KAMALA KANTA JENA	IA mark is average try to improve
10	F22096002022	KARTIK KUMAR SAHU	IA mark is average try to improve
11	F22096002023	LAXMIDHAR SWAIN	IA mark is average try to improve
12	F22096002024	MANAS KUMAR JENA	IA mark is average try to improve

B. Jena
6/4/24

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002013	BISWAJIT GIRI	89% total class attend do term paper for sem exam
2	F22096002014	BISWRANJAN BARIK	84% total class attend do term paper for sem exam
3	F22096002015	DAYANIDHI BARIK	81% total class attend do term paper for sem exam
4	F22096002016	DEBASIS BEHERA	81% total class attend do term paper for sem exam
5	F22096002017	DEEPAK KUMAR DAS	88% total class attend do term paper for sem exam
6	F22096002018	GHANASHYAM NAIK	81% total class attend do term paper for sem exam
7	F22096002019	HIMANSU SEKHAR DAS	80% total class attend do term paper for sem exam
8	F22096002020	JAGAN BEHERA	86% total class attend do term paper for sem exam
9	F22096002021	KAMALA KANTA JENA	84% total class attend do term paper for sem exam
10	F22096002022	KARTIK KUMAR SAHU	84% total class attend do term paper for sem exam
11	F22096002023	LAXMIDHAR SWAIN	88% total class attend do term paper for sem exam
12	F22096002024	MANAS KUMAR JENA	88% total class attend do term paper for sem exam

B. Jena
11/5/24

Report of the Examination 2024 (s)

NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002013	BISWAJIT GIRI	poor in exam discuss with him to come to college with his parents
2	F22096002014	BISWRANJAN BARIK	pass in all subject informed to him
3	F22096002015	DAYANIDHI BARIK	pass in all subject informed to him
4	F22096002016	DEBASIS BEHERA	pass in all subject informed to him
5	F22096002017	DEEPAK KUMAR DAS	pass in all subject informed to him
6	F22096002018	GHANASHYAM NAIK	pass in all subject informed to him
7	F22096002019	HIMANSU SEKHAR DAS	pass in all subject informed to him
8	F22096002020	JAGAN BEHERA	pass in all subject informed to him
9	F22096002021	KAMALA KANTA JENA	pass in all subject informed to him
10	F22096002022	KARTIK KUMAR SAHU	pass in all subject informed to him
11	F22096002023	LAXMIDHAR SWAIN	poor in exam discuss with him to come to college with his parents
12	F22096002024	MANAS KUMAR JENA	poor in exam discuss with him to come to college with his parents

Sign. Of Proctor

Sign. Of HOD



Activity of The Proctors

Report of the Month of August 2023

STUDENT NAME-BIJAYA KUMAR BEHERA BRANCH-ELECTRICAL ENGG. SEM-5TH SESSION-2023-24 EXAMINATION-2023(W)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002013	CHANDAN BEHERA	85% class attend, good in class
2	F21096002014	CHANDAN KUMAR PATRA	76% attend, good in class to maintain it
3	F21096002015	CHANDAN KUMAR RAUL	100% attend, very good in class
4	F21096002016	DEEPANKAR PATRA	85% attend, good in class
5	F21096002017	DIBYARANJAN MALIK	80% attend, good in class
6	F21096002018	GAJENDRA DAS	80% attend, good in class
7	F21096002019	GANESH SAMAL	90% attend, good in class
8	F21096002020	GAUTAM KUMAR MAHARNA	80% attend, good in class
9	F21096002021	GIRISH CHANDRA BEHERA	85% attend, very good in class
10	F21096002022	GOPINATHA SAHU	95% attend, very good in class
11	F21096002023	HARIHARA MAHALIK	85% attend, good in class
12	F21096002024	HARISHANKAR SHAW	95% attend, good in class

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002013	CHANDAN BEHERA	88% attend as good try to maintain
2	F21096002014	CHANDAN KUMAR PATRA	58% attend as very poor, try to maintain regular class
3	F21096002015	CHANDAN KUMAR RAUL	76% attend as very poor, try to maintain regular class
4	F21096002016	DEEPANKAR PATRA	70% attendance as very poor, try to maintain regular class
5	F21096002017	DIBYARANJAN MALIK	76% attendance as good maintain
6	F21096002018	GAJENDRA DAS	88% attend as very good in class
7	F21096002019	GANESH SAMAL	76% attend as good try to maintain
8	F21096002020	GAUTAM KUMAR MAHARNA	88% attend as very good in class
9	F21096002021	GIRISH CHANDRA BEHERA	80% attend as good maintain
10	F21096002022	GOPINATHA SAHU	82% attend as very good in class
11	F21096002023	HARIHARA MAHALIK	78% attend as good maintain

31/09/23

02024

HARISHANKAR SHAW

76 attend is good maintain it

Boys
31/11/23

Report of the Month of October 2023

REGISTRATION NUMBER	NAME	REMARKS
1 F21096002013	CHANDAN BEHERA	Internal mark is very good so try to improve
2 F21096002014	CHANDAN KUMAR PATRA	Internal mark is good so try to improve
3 F21096002015	CHANDAN KUMAR RAUL	Internal mark is good so try to improve
4 F21096002016	DEEPANKAR PATRA	Internal mark is good so try to improve
5 F21096002017	DIBYARANJAN MALIK	Internal mark is very good so try to improve
6 F21096002018	GAJENDRA DAS	Internal mark is very good so try to improve
7 F21096002019	GANESH SAMAL	Internal mark is good so try to improve
8 F21096002020	GAUTAM KUMAR MAHARNA	Internal mark is poor so try to improve
9 F21096002021	GIRISH CHANDRA BEHERA	Internal mark is poor so try to improve
10 F21096002022	GOPINATHA SAHU	Internal mark is poor so try to improve
11 F21096002023	HARIHARA MAHALIK	Internal mark is poor so try to improve
12 F21096002024	HARISHANKAR SHAW	Internal mark is good so try to improve

Boys
31/11/23

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002013	CHANDAN BEHERA	87% total class attend do form
2	F21096002014	CHANDAN KUMAR PATRA	83% total class attend do form
3	F21096002015	CHANDAN KUMAR RAUL	83% total class attend do form
4	F21096002016	DEEPANKAR PATRA	87% total class attend do form
5	F21096002017	DIBYARANJAN MALIK	83% total class attend do form
6	F21096002018	GAJENDRA DAS	86% total class attend do form
7	F21096002019	GANESH SAMAL	82% total class attend do form
8	F21096002020	GAUTAM KUMAR MAHARNA	87% total class attend do form
9	F21096002021	GIRISH CHANDRA BEHERA	83% total class attend do form
10	F21096002022	GOPINATHA SAHU	89% total class attend do form
11	F21096002023	HARIHARA MAHALIK	85% total class attend do form

Boys
31/11/23

02024

HARISHANKAR SHAW

86% Total class attend do by father for semester

Report of the Examination 2023 (w)

NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002013	CHANDAN BEHERA	passed in all subject discuss with parents
2	F21096002014	CHANDAN KUMAR PATRA	Back practical exam do form/roll up next semester inform to him
3	F21096002015	CHANDAN KUMAR RAUL	passed in all subject discuss with parents
4	F21096002016	DEEPANKAR PATRA	passed in all subject discuss with his parents inform him about PTM
5	F21096002017	DIBYARANJAN MALIK	passed in all subject discuss with his parents
6	F21096002018	GAJENDRA DAS	passed in all subject discuss with his parents inform him about PTM
7	F21096002019	GANESH SAMAL	Semester performance is very poor inform his parents come to college for discuss
8	F21096002020	GAUTAM KUMAR MAHARNA	passed in all subject discuss with his parents
9	F21096002021	GIRISH CHANDRA BEHERA	Back try do form roll up next semester inform to him
10	F21096002022	GOPINATHA SAHU	Semester performance is very poor inform to his parents come to college for discuss
11	F21096002023	HARIHARA MAHALIK	Semester performance is very poor inform to his parents come to college for discuss
12	F21096002024	HARISHANKAR SHAW	passed in all subject discuss with his parents

Sign. Of Proctor

Sign. Of HOD



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY
SERGARH-756060, BALASORE (ODISHA)
 (Approved by AICTE, Govt. of Odisha and affiliated to SCTE&VT, Odisha)



Activity of The Proctors

Report of the Month of January 2024

PROCTOR NAME-BIJAYA KUMAR BEHERA BRANCH-ELECTRICAL ENGG. SEM-6TH SESSION-2023-24 EXAMINATION-2024(5)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002013	CHANDAN BEHERA	67% attend good in class
2	F21096002014	CHANDAN KUMAR PATRA	100% attend very good in class
3	F21096002015	CHANDAN KUMAR RAUL	67% attend good in class
4	F21096002016	DEEPANKAR PATRA	67% attend good in class
5	F21096002017	DIBYARANJAN MALIK	100% attend very good in class
6	F21096002018	GAJENDRA DAS	67% attend good in class
7	F21096002019	GANESH SAMAL	100% attend very good in class
8	F21096002020	GAUTAM KUMAR MAHARNA	100% attend very good in class
9	F21096002021	GIRISH CHANDRA BEHERA	67% attend very good in class
10	F21096002022	GOPINATHA SAHU	100% attend very good in class
11	F21096002023	HARIHARA MAHALIK	67% attend good in class
12	F21096002024	HARISHANKAR SHAW	100% attend very good in class

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002013	CHANDAN BEHERA	80% attend very good
2	F21096002014	CHANDAN KUMAR PATRA	85% attend very good
3	F21096002015	CHANDAN KUMAR RAUL	80% attend very good
4	F21096002016	DEEPANKAR PATRA	85% attend very good
5	F21096002017	DIBYARANJAN MALIK	80% attend very good
6	F21096002018	GAJENDRA DAS	85% attend very good
7	F21096002019	GANESH SAMAL	75% attend try to improve
8	F21096002020	GAUTAM KUMAR MAHARNA	80% attend very good
9	F21096002021	GIRISH CHANDRA BEHERA	85% attend very good
10	F21096002022	GOPINATHA SAHU	75% attend try to improve
11	F21096002023	HARIHARA MAHALIK	85% attend very good
12	F21096002024	HARISHANKAR SHAW	90% attend very good

Biaya
11/3/24

Report of the Month of March 2024

NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002013	CHANDAN BEHERA	Internal mark is very good for betterment follow different books.
2	F21096002014	CHANDAN KUMAR PATRA	Internal mark is average try to improve
3	F21096002015	CHANDAN KUMAR RAUL	Internal mark is average try to improve
4	F21096002016	DEEPANKAR PATRA	Internal mark is average try to improve
5	F21096002017	DIBYARANJAN MALIK	Internal mark is very good for betterment follow different books
6	F21096002018	GAJENDRA DAS	I.A mark is good keep it up
7	F21096002019	GANESH SAMAL	Poor I.A. mark try to improve
8	F21096002020	GAUTAM KUMAR MAHARNA	IA mark is average try to improve
9	F21096002021	GIRISH CHANDRA BEHERA	IA mark is average try to improve
10	F21096002022	GOPINATHA SAHU	Poor I.A mark try to improve
11	F21096002023	HARIHARA MAHALIK	Poor I.A. mark try to improve
12	F21096002024	HARISHANKAR SHAW	IA mark is average try to improve

B. S. Jena
21/5/24

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002013	CHANDAN BEHERA	87%. Total class attend, do form group for sem exam
2	F21096002014	CHANDAN KUMAR PATRA	88%. Total class attend, do form group for sem exam
3	F21096002015	CHANDAN KUMAR RAUL	89%. Total class attend, do form group for sem exam
4	F21096002016	DEEPANKAR PATRA	83%. Total class attend, do form group for sem exam
5	F21096002017	DIBYARANJAN MALIK	89%. Total class attend, do form group for sem exam
6	F21096002018	GAJENDRA DAS	81%. Total class attend, do form group for sem exam
7	F21096002019	GANESH SAMAL	84%. Total class attend, do form group for sem exam
8	F21096002020	GAUTAM KUMAR MAHARNA	83%. Total class attend, do form group for sem exam
9	F21096002021	GIRISH CHANDRA BEHERA	81%. Total class attend, do form group for sem exam
10	F21096002022	GOPINATHA SAHU	83%. Total class attend, do form group for sem exam
11	F21096002023	HARIHARA MAHALIK	83%. Total class attend, do form group for sem exam
12	F21096002024	HARISHANKAR SHAW	84%. Total class attend, do form group for sem exam

B. S. Jena
21/5/24

Report of the Examination 2024 (s)

REGISTRATION NUMBER	NAME	REMARKS
1 F21096002013	CHANDAN BEHERA	pass in all subject informed to him.
2 F21096002014	CHANDAN KUMAR PATRA	poor in exam discuss with him to come to college.
3 F21096002015	CHANDAN KUMAR RAUL	pass in all subject informed to him
4 F21096002016	DEEPANKAR PATRA	pass in all subject informed to him
5 F21096002017	DIBYARANJAN MALIK	pass in all subject informed to him
6 F21096002018	GAJENDRA DAS	Back in Th-1 informed to him for form fill up
7 F21096002019	GANESH SAMAL	poor in exam discuss with him to come to college.
8 F21096002020	GAUTAM KUMAR MAHARNA	Back in Th-1 informed to him for form fill up
9 F21096002021	GIRISH CHANDRA BEHERA	Back in Th-1 informed to him for form fill up
10 F21096002022	GOPINATHA SAHU	poor in exam discuss with him to come to college.
11 F21096002023	HARIHARA MAHALIK	poor in exam discuss with him to come to college with his parents
12 F21096002024	HARISHANKAR SHAW	pass in all subject informed to him

Sign. Of Proctor

Sign. Of HOD

NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY
SERGARH-756060, BALASORE (ODISHA)



(Approved by AICTE & affiliated to SCTE & VT, Odisha)

Meeting With the Students

Proctor Name :- Bijay Kumar Behera

Academic Year 2023-24

Sl No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Students	Staff
1	08/09/23	1.45 PM	Using mobile phone during the class time	Debasish Behera	Bijay 8/9/23
2	08/09/23	2.00 PM	He is sleeping in the hostel with out informing to the hostel Superintendent	Gopinath Sahu	Bijay 8/9/23
3	05/10/23	11.30 AM	He is regularly disturbing in class during class time	Jagan Behera	Bijay 5/10/23
4	05/10/23	1.45 PM	He is not returned books in library after notice period.	Ganesh Samal	Bijay 5/10/23
5	06/11/23	12.45 PM	He is not coming to classes regularly after informing many times	Ravendra Das	Bijay 6/11/23
6	06/11/23	12.55 PM	It was seen that not attending practical classes after theory periods are over	Manas Kumar Jena	Bijay 6/11/23
7	05/02/24	2.00 PM	He is regularly coming to institute without proper uniform	Chandan Behera	Bijay 5/2/24
8	04/03/24	2.15 PM	He was caught while damaging college property like aqua guard	Biswasjit Singh	Bijay 4/3/24
9	04/03/24	2.30 PM	He is good in singing song.	Laxmidhar Swain	Bijay 4/3/24
10					
11					
12					
13					

Bijay Kumar Behera
 Signature of Proctor

[Signature]
 Signature of HOD

NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY
SERGARH-756060, BALASORE (ODISHA)
 (Approved by AICTE & affiliated to SCTE & VT, Odisha)



Parent/Guardian Communication Details

Proctor Name :- Bijay Kumar Behara

Academic Year 2023-24

Sl No.	Date & Time of Communication of meeting	Purpose of Communication	Response of Parent	Initials of Staff
1	09.09.23 09:35 AM	Your son using cell phone in the class room	He will not do the same mistake again	Bijaya 9.9.23
2	06.10.23 09:20 AM	Your son is disturbing on the teacher	Guardian said I punish the student according to the law	Bijaya 6.10.23
3	07.11.23 09:30 AM	Your son has less attendance percentage	Due to medical issue	Bijaya 7.11.23
4	07.11.23 10 AM	Your son not attending the practical classes	Guardian said I will try to bring him to school for practical classes	Bijaya 7.11.23
5	06.02.24 09:30 AM	Your son not obeying the institute rule and regulations	Guardian said I will try to bring him to school for practical classes	Bijaya 6.2.24
6	05.03.24 10:15 AM	Your son caught red handed while breaking a aquaguard	Guardian said I will pay the amount at aquaguard	Bijaya 5.3.24
7	05.03.24 10:30 AM	Your son is good singer I want to participate in school function	Guardian is happy with his son's performance	Bijaya 5.3.24
8				
9				
10				
11				

Signature of Proctor

Signature of HOD

NILASAILA INSTITUTE OF SCIENCE OF TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

(Approved by AICTE & affiliated to SCTE&VT, Odisha)



PROCTOR'S ACTIVITY DIARY

ACADEMIC YEAR: 2023-2024

Proctor Name & Designation	
Name Of the Proctor:	Bigwasit Parida
Designation:	Lecturer in Electrical Engg.



PROCTORIAL SYSTEM

The proctorial system has been introduced in Nilasaila Institute of Science & Technology with the main objective of providing supportive care & council to student in their academic & personal Problems. This system helps the students complete their studies comfortably & Successfully. The proctorial system is used to countinuously & regularly monitor the academic progress of the student & to rectify their problems. The college encourages parents to be in regular contact with the proctor/chief proctor/H.O.D/Principal. All the students of this college will come under the proctorial system which envisages a personal & intimate relationship between teacher & students. The proctors will act as parent substitutes during the academic hours in the life of the students in the college A proctor will be in charge of not more than 25 students of a particular class.

OBJECTIVES

- To inspire a healthy relationship between the teacher & students.
- To eliminate any indiscipline among the students
- To improve the overall academic performance in the examination.
- To give students a major of self confidence
- To maintain discipline in the institute; ensure institute rules are understood & followed.
- To keep an eye on the general moral behavior of a student.
- To prevent the student from indulging in any political activities on institute premises.

FUNCTIONS OF THE PROCTOR

Every teaching department implements the proctor process through its faculty and all the faculty members are designated as proctors.

- The proctor acts as a local guardian at solve the academic and administrative problems of the respective wards.
- The Proctor closely monitors the progress of students under his/her care and helps them in overcoming their problems.
- The proctor shall assist in academic and overall development of the student.
- Proctor conducts regular meetings with Students and parents.

Sd/-
Principal



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY
SERGARH-756060, BALASORE (ODISHA)
 (Approved by AICTE, Govt. of Odisha and affiliated to SCTE&VT, Odisha)



Activity of The Proctors

Report of the Month of August 2023

FACULTY NAME-BISWAJIT PARIDA BRANCH-ELECTRICAL ENGG. SEM-3RD SESSION-2023-24 EXAMINATION-2023(W)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002025	MANAS KUMAR SETHI	88% attend, very good in class.
2	F22096002026	MANASH RANJAN PARHI	84% attend, very good in class
3	F22096002027	NANDA KISHORE JENA	84% attend, very good in class to maintain
4	F22096002028	NARESH MAHURIA	78% attend, good, try to maintain
5	F22096002029	NAROTTAM DAS	73% attend, try to improve class attendance
6	F22096002030	NILAKANTHA KHANDA	84% attend, very good in class.
7	F22096002031	PRADEEP MAHARANA	89% attend, very good.
8	F22096002032	PRALAY CHAINI	84% attend, very good.
9	F22096002033	PRAVAKAR BEHERA	89% attend, very good.
10	F22096002034	PRAVAT KUMAR MAITY	94% attend, very good in class.
11	F22096002035	PRIYABRATA MOHAPATRA	89% attend, very good.
12	F22096002036	PURNA CHANDRA BEHERA	89% attend, very good in class.

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002025	MANAS KUMAR SETHI	83% attend, 17 mark secured in class test (Good)
2	F22096002026	MANASH RANJAN PARHI	89% attend, 18 mark secured in C.T (very good)
3	F22096002027	NANDA KISHORE JENA	77% attend, try to maintain in exam 14 mark in C.T exam
4	F22096002028	NARESH MAHURIA	88% attend, 17 mark secured in C.T (Good)
5	F22096002029	NAROTTAM DAS	83% attend, 16 mark secured in C.T (very good)
6	F22096002030	NILAKANTHA KHANDA	78% attend, 15 mark secured in class test (Good)
7	F22096002031	PRADEEP MAHARANA	88% attend, 18 mark secured in class test (very good)
8	F22096002032	PRALAY CHAINI	84% attend, 17 mark secured in C.T (Good)
9	F22096002033	PRAVAKAR BEHERA	72% attend, try to improve class attendance 13 mark secured in C.T (Good)
10	F22096002034	PRAVAT KUMAR MAITY	89% attend, 18 mark secured in class test (Good)
11	F22096002035	PRIYABRATA MOHAPATRA	73% attend, try to improve class attendance 14 mark secured in C.T (Good)
12	F22096002036	PURNA CHANDRA BEHERA	78% attend, attendance to maintain in exam 15 secured in C.T (Good)

B. Parida
3/10/2023

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002025	MANAS KUMAR SETHI	Internal mark not satisfactory, try to improve I.A mark.
2	F22096002026	MANASH RANJAN PARHI	Internal mark is not good so try to improve your mark.
3	F22096002027	NANDA KISHORE JENA	Internal mark is average, try to improve your mark.
4	F22096002028	NARESH MAHURIA	Internal mark is average, try to improve your I.A mark.
5	F22096002029	NAROTTAM DAS	Internal mark is very poor so try to improve your mark.
6	F22096002030	NILAKANTHA KHANDA	Internal mark is average, try to improve your I.A mark.
7	F22096002031	PRADEEP MAHARANA	Internal mark is average, try to improve your mark.
8	F22096002032	PRALAY CHAINI	Internal mark is good, try to maintain same.
9	F22096002033	PRAVAKAR BEHERA	Internal mark is average try to improve your mark.
10	F22096002034	PRAVAT KUMAR MAITY	Internal mark is very good.
11	F22096002035	PRIYABRATA MOHAPATRA	Internal mark is very poor, try to improve your mark.
12	F22096002036	PURNA CHANDRA BEHERA	Internal mark is very poor, try to improve your I.A mark.

P. Pradeep
3/11/2023

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002025	MANAS KUMAR SETHI	83% total class attend, do work/billup for 2023 (W) exam.
2	F22096002026	MANASH RANJAN PARHI	86% total class attend, do work/billup for upcoming exam.
3	F22096002027	NANDA KISHORE JENA	85% total class attend, do work/billup for 2023 (W) exam.
4	F22096002028	NARESH MAHURIA	87% total class attend, do work/billup for 2023 (W) exam.
5	F22096002029	NAROTTAM DAS	85% total class attend, do work/billup for 2023 (W) exam.
6	F22096002030	NILAKANTHA KHANDA	83% total class attend, do work/billup for 2023 (W) exam.
7	F22096002031	PRADEEP MAHARANA	87% total class attend, do work/billup for 2023 (W) exam.
8	F22096002032	PRALAY CHAINI	90% total class attend, do work/billup for 2023 (W) exam.
9	F22096002033	PRAVAKAR BEHERA	86% total class attend, do work/billup for 2023 (W) exam.
10	F22096002034	PRAVAT KUMAR MAITY	90% total class attend, do work/billup for 2023 (W) exam.
11	F22096002035	PRIYABRATA MOHAPATRA	83% total class attend, do work/billup for 2023 (W) exam.
12	F22096002036	PURNA CHANDRA BEHERA	85% total class attend, do work/billup for 2023 (W) exam.

P. Pradeep
6/12/2023

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002025	MANAS KUMAR SETHI	passed in all subject discussed with his parent.
2	F22096002026	MANASH RANJAN PARHI	passed in all subject discussed with his parent. Informed him about PTM.
3	F22096002027	NANDA KISHORE JENA	Back in 7th job form filled next semester informed him.
4	F22096002028	NARESH MAHURIA	passed in all subject discussed with his parent. Informed him about PTM.
5	F22096002029	NAROTTAM DAS	Semester performance is very poor so inform his parents come to college meet.
6	F22096002030	NILAKANTHA KHANDA	passed in all subject discussed with his parent.
7	F22096002031	PRADEEP MAHARANA	passed in all subject discussed with his parent. Informed him about PTM.
8	F22096002032	PRALAY CHAINI	passed in all subject discussed with his parent. Informed him about PTM.
9	F22096002033	PRAVAKAR BEHERA	passed in all subject discussed with his parent.
10	F22096002034	PRAVAT KUMAR MAITY	Semester performance is good discussed with his parent. Informed him about PTM.
11	F22096002035	PRIYABRATA MOHAPATRA	Semester performance is very poor, inform his parent come to college & meet hod.
12	F22096002036	PURNA CHANDRA BEHERA	passed in all subject discussed with his parent informed him about PTM.

Sign. Of Proctor

Sign. Of HOD



Activity of The Proctors

Report of the Month of January 2024

PROCTOR NAME-BISWAJIT PARIDA BRANCH-ELECTRICAL ENGG. SEM-4TH SESSION-2023-24 EXAMINATION-2024(5)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002025	MANAS KUMAR SETHI	67% attendance try to improve more attendance.
2	F22096002026	MANASH RANJAN PARHI	class performance is very good (100%) Keep it up.
3	F22096002027	NANDA KISHORE JENA	class attendance very good (100%) maintain same.
4	F22096002028	NARESH MAHURIA	class performance is very good (100%) Keep it up.
5	F22096002029	NAROTTAM DAS	67% attendance is poor try to improve.
6	F22096002030	NILAKANTHA KHANDA	class attendance is good (100%) try to maintain.
7	F22096002031	PRADEEP MAHARANA	67% class attendance is very poor try to improve.
8	F22096002032	PRALAY CHAINI	class attendance is very good (100%) try to maintain.
9	F22096002033	PRAVAKAR BEHERA	67% class attendance is not good try to improve.
10	F22096002034	PRAVAT KUMAR MAITY	class attendance is not good (67%) try to improve.
11	F22096002035	PRIYABRATA MOHAPATRA	100% class attendance is Good.
12	F22096002036	PURNA CHANDRA BEHERA	33% class attendance is very poor. try to continue regular class.

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002025	MANAS KUMAR SETHI	90% class attendance is good try to continue.
2	F22096002026	MANASH RANJAN PARHI	85% class attendance is very good.
3	F22096002027	NANDA KISHORE JENA	95% class performance is very good keep it up.
4	F22096002028	NARESH MAHURIA	90% class attendance is very good. try to continue.
5	F22096002029	NAROTTAM DAS	95% class attendance is good.
6	F22096002030	NILAKANTHA KHANDA	95% class attendance is very good. maintain in same.
7	F22096002031	PRADEEP MAHARANA	90% class attendance is good try to maintain.
8	F22096002032	PRALAY CHAINI	90% class attendance is very good. try to maintain.
9	F22096002033	PRAVAKAR BEHERA	95% class attendance is very good.
10	F22096002034	PRAVAT KUMAR MAITY	90% class performance is so good try to maintain.
11	F22096002035	PRIYABRATA MOHAPATRA	95% class attendance is very good try to maintain.
12	F22096002036	PURNA CHANDRA BEHERA	95% class attendance is very good try to maintain.

P. Parida
4/3/2024

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002025	MANAS KUMAR SETHI	Internal mark is Impressive, try to follow different books for betterment.
2	F22096002026	MANASH RANJAN PARHI	I.A mark is average, try to improve your I.A mark.
3	F22096002027	NANDA KISHORE JENA	Internal mark is very good; try to follow different books.
4	F22096002028	NARESH MAHURIA	Internal mark is average, try to improve your mark.
5	F22096002029	NAROTTAM DAS	Internal mark is satisfactory, try to maintain.
6	F22096002030	NILAKANTHA KHANDA	Internal mark is average, try to improve.
7	F22096002031	PRADEEP MAHARANA	I.A mark is very good, try to continue.
8	F22096002032	PRALAY CHAINI	I.A mark is not good, average mark so try to improve.
9	F22096002033	PRAVAKAR BEHERA	I.A mark is very good, try to continue.
10	F22096002034	PRAVAT KUMAR MAITY	I.A mark is very poor, so try to improve.
11	F22096002035	PRIYABRATA MOHAPATRA	Internal mark is good, so try to continue.
12	F22096002036	PURNA CHANDRA BEHERA	Internal mark very good, try to maintain.

R. Swida
6/4/2024

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002025	MANAS KUMAR SETHI	85% attendance informed him for exam billup - 2024 (S)
2	F22096002026	MANASH RANJAN PARHI	91% attendance informed him for exam billup.
3	F22096002027	NANDA KISHORE JENA	85% attendance informed him for 2024 (S) exam exam billup.
4	F22096002028	NARESH MAHURIA	88% attendance informed him for exam billup.
5	F22096002029	NAROTTAM DAS	85% attendance informed him for 2024 (S) exam exam billup.
6	F22096002030	NILAKANTHA KHANDA	88% attendance informed him for exam billup.
7	F22096002031	PRADEEP MAHARANA	85% attendance informed about exam billup.
8	F22096002032	PRALAY CHAINI	90% attendance informed about exam billup.
9	F22096002033	PRAVAKAR BEHERA	88% attendance informed about exam billup.
10	F22096002034	PRAVAT KUMAR MAITY	87% attendance informed about exam billup (2024) S.
11	F22096002035	PRIYABRATA MOHAPATRA	87% attendance informed him for 2024 (S) exam exam billup.
12	F22096002036	PURNA CHANDRA BEHERA	87% attendance informed him for 2024 (S) exam exam billup.

R. Swida
11/5/2024

Report of the Examination 2024 (s)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002025	MANAS KUMAR SETHI	Result is satisfactory, discussed with him to improve percentage of marks.
2	F22096002026	MANASH RANJAN PARHI	Result is impressive, discussed with his parents for PTM.
3	F22096002027	NANDA KISHORE JENA	Result Back Th-02, informed him to do born work in next semester.
4	F22096002028	NARESH MAHURIA	Result is passed in all subjects. Informed for PTM.
5	F22096002029	NAROTTAM DAS	Result in semester exam is very poor. Informed PTM.
6	F22096002030	NILAKANTHA KHANDA	passed in all subject. Informed him for PTM.
7	F22096002031	PRADEEP MAHARANA	passed in all subject. Informed him for PTM.
8	F22096002032	PRALAY CHAINI	Result is satisfactory, discussed with him to improve percentage of marks.
9	F22096002033	PRAVAKAR BEHERA	passed in all subject. Informed him for PTM.
10	F22096002034	PRAVAT KUMAR MAITY	Result is very impressive. Informed guardian for PTM.
11	F22096002035	PRIYABRATA MOHAPATRA	Semester Performance is very poor. Informed guardian to meet him.
12	F22096002036	PURNA CHANDRA BEHERA	passed in all subject. Informed him for PTM.

Signature
3/7/2024
Sign. Of Proctor

Signature
Sign. Of HOD



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

(Approved by AICTE, Govt. of Odisha and affiliated to SCTE&VT, Odisha)



Activity of The Proctors

Report of the Month of August 2023

FACULTY NAME-BISWAJIT PARIDA BRANCH-ELECTRICAL ENGG. SEM-5TH SESSION-2023-24 EXAMINATION-2023(W)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002025	JAGDISH MALIK	95% attend, very good in class.
2	F21096002026	JASOBANTA MALIK	80% attend, Good in class to maintain it.
3	F21096002027	JYOTI PRAKASH MUDULI	85% attend very good in class to maintain it.
4	F21096002028	JYOTI ROUT	90% attend, very good in class.
5	F21096002029	KHAGENDRA BEHERA	95% attend, very good in class.
6	F21096002030	KHAGESH MALIK	85% attend, Good in class to maintain it.
7	F21096002031	LAXMIDHAR SAW	80% attend, Good in class to maintain it.
8	F21096002032	MADHUMITA MAHARNA	85% attend good in class to maintain it.
9	F21096002033	MANAS KUMAR SAHOO	90% attend, very good in class to maintain it.
10	F21096002034	MANAS PRADHAN	85% attend, good in class to maintain it.
11	F21096002035	MANOJ KUMAR JENA	87% attend is very good in class to maintain it.
12	F21096002036	MANOJ KUMAR MALIK	90% attend is very good in class to maintain it.

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002025	JAGDISH MALIK	76% attend is good try to maintain it.
2	F21096002026	JASOBANTA MALIK	80% attend is good in class.
3	F21096002027	JYOTI PRAKASH MUDULI	88% attend is very good in class to maintain it.
4	F21096002028	JYOTI ROUT	76% attend is good try to maintain it.
5	F21096002029	KHAGENDRA BEHERA	76% attend is good try to maintain it.
6	F21096002030	KHAGESH MALIK	82% attend is good try to maintain it.
7	F21096002031	LAXMIDHAR SAW	76% attend is good try to maintain it.
8	F21096002032	MADHUMITA MAHARNA	88% attend is very good in class.
9	F21096002033	MANAS KUMAR SAHOO	94% attend is very Good in class.
10	F21096002034	MANAS PRADHAN	76% attend is good. try to maintain it.
11	F21096002035	MANOJ KUMAR JENA	88% attend is very good try to maintain it.
12	F21096002036	MANOJ KUMAR MALIK	82% attend is very good try to maintain it.

B. Parida
3/10/2023

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002025	JAGDISH MALIK	Internal mark is poor, try to improve it.
2	F21096002026	JASOBANTA MALIK	Internal mark is average so try to improve it.
3	F21096002027	JYOTI PRAKASH MUDULI	Internal mark is average try to improve it.
4	F21096002028	JYOTI ROUT	Internal mark is poor try to improve it.
5	F21096002029	KHAGENDRA BEHERA	Internal mark is very good try to improve it.
6	F21096002030	KHAGESH MALIK	Internal mark is poor so try to improve it.
7	F21096002031	LAXMIDHAR SAW	Internal mark is good so try to improve it.
8	F21096002032	MADHUMITA MAHARNA	Internal mark is average so try to improve it.
9	F21096002033	MANAS KUMAR SAHOO	Internal mark is average so try to improve it.
10	F21096002034	MANAS PRADHAN	Internal mark is average so try to improve it.
11	F21096002035	MANOJ KUMAR JENA	Internal mark is very good so try to improve it.
12	F21096002036	MANOJ KUMAR MALIK	Internal mark is very poor so try to improve it.

R. Pricha
23/11/2023

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002025	JAGDISH MALIK	87% total class attend do form fillup 2023 (W) exam.
2	F21096002026	JASOBANTA MALIK	85% total class attend do form fillup 2023 (W) exam.
3	F21096002027	JYOTI PRAKASH MUDULI	87% total class attend do form fillup 2023 (W) exam.
4	F21096002028	JYOTI ROUT	86% total class attend do form fillup 2023 (W) exam.
5	F21096002029	KHAGENDRA BEHERA	87% total class attend do form fillup up coming exam.
6	F21096002030	KHAGESH MALIK	86% total class attend do form fillup 2023 (W) exam.
7	F21096002031	LAXMIDHAR SAW	85% total class attend do form fillup 2023 (W) exam.
8	F21096002032	MADHUMITA MAHARNA	87% total class attend do form fillup 2023 (W) exam.
9	F21096002033	MANAS KUMAR SAHOO	85% total class attend do form fillup 2023 (W) exam.
10	F21096002034	MANAS PRADHAN	86% total class attend do form fillup 2023 (W) exam.
11	F21096002035	MANOJ KUMAR JENA	86% total class attend do form fillup 2023 (W) exam.
12	F21096002036	MANOJ KUMAR MALIK	85% total class attend do form fillup 2023 (W) exam.

R. Pricha
6/12/2023

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002025	JAGDISH MALIK	passed in all subject discussed with his parent.
2	F21096002026	JASOBANTA MALIK	Semester performance is very poor so inform his parent come to college & meet.
3	F21096002027	JYOTI PRAKASH MUDULI	Semester performance is poor so discussed with his parent.
4	F21096002028	JYOTI ROUT	Semester performance is very poor so discussed with his parent informed him about PTM.
5	F21096002029	KHAGENDRA BEHERA	passed in all subject discussed with his parent.
6	F21096002030	KHAGESH MALIK	Semester performance is very poor, Inform his parent come to college & meet PTM.
7	F21096002031	LAXMIDHAR SAW	passed in all subject discussed with his parent, informed him about PTM.
8	F21096002032	MADHUMITA MAHARNA	passed in all subject discussed with his parent. informed him about PTM.
9	F21096002033	MANAS KUMAR SAHOO	passed in all subject discussed with his parent.
10	F21096002034	MANAS PRADHAN	Backlog do from 6th sem next semester informed him.
11	F21096002035	MANOJ KUMAR JENA	passed in all subject discussed with his parent - informed him about PTM.
12	F21096002036	MANOJ KUMAR MALIK	passed in all subject discussed with his parent. informed him about PTM.

Sign. Of Proctor

Sign. Of HOD



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

(Approved by AICTE, Govt. of Odisha and affiliated to SCTE&VT, Odisha)



Activity of The Proctors

Report of the Month of January 2024

PROCTOR NAME-BISWAJIT PARIDA BRANCH-ELECTRICAL ENGG. SEM-6TH SESSION-2023-24 EXAMINATION-2024(5)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002025	JAGDISH MALIK	class performance is very good try to maintain in same.
2	F21096002026	JASOBANTA MALIK	60% class performance is poor try to improve your attendance.
3	F21096002027	JYOTI PRAKASH MUDULI	66% class performance is not good try to improve.
4	F21096002028	JYOTI ROUT	66% class attendance is poor try to improve.
5	F21096002029	KHAGENDRA BEHERA	66% class attendance is poor try to improve your attendance.
6	F21096002030	KHAGESH MALIK	class performance is very good try to maintain.
7	F21096002031	LAXMIDHAR SAW	100% class performance is very good try to maintain in same.
8	F21096002032	MADHUMITA MAHARNA	100% class attendance is very good try to maintain in same.
9	F21096002033	MANAS KUMAR SAHOO	66% class performance is poor try to improve.
10	F21096002034	MANAS PRADHAN	66% class attendance is very poor try to improve your attendance.
11	F21096002035	MANOJ KUMAR JENA	100% class attendance is good try to maintain.
12	F21096002036	MANOJ KUMAR MALIK	class performance is good try to maintain.

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002025	JAGDISH MALIK	71% class attendance is poor try to improve your attendance.
2	F21096002026	JASOBANTA MALIK	70% class attendance is poor try to improve.
3	F21096002027	JYOTI PRAKASH MUDULI	85% class attendance is good try to maintain in same.
4	F21096002028	JYOTI ROUT	76% class attendance is good try to maintain.
5	F21096002029	KHAGENDRA BEHERA	80% class attendance is good try to maintain.
6	F21096002030	KHAGESH MALIK	80% class attendance is very good try to maintain it.
7	F21096002031	LAXMIDHAR SAW	80% class attendance is good try to maintain it.
8	F21096002032	MADHUMITA MAHARNA	71% class attendance is not good try to improve.
9	F21096002033	MANAS KUMAR SAHOO	76% class attendance is good try to maintain.
10	F21096002034	MANAS PRADHAN	90% class attendance is very good try to continue in same.
11	F21096002035	MANOJ KUMAR JENA	71% class performance is not good try to improve it.
12	F21096002036	MANOJ KUMAR MALIK	76% class attendance is good try to maintain in same.

Biswajit Parida
4/3/2024

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002025	JAGDISH MALIK	Internal Mark is Good try to follow different books for betterment.
2	F21096002026	JASOBANTA MALIK	Internal mark is average try to improve your self mark.
3	F21096002027	JYOTI PRAKASH MUDULI	Internal Mark is good try to follow different Books.
4	F21096002028	JYOTI ROUT	Internal Mark is very good try to follow different authors of books.
5	F21096002029	KHAGENDRA BEHERA	Internal Mark is very good try to maintain in same.
6	F21096002030	KHAGESH MALIK	Internal mark is average try to improve follow the books.
7	F21096002031	LAXMIDHAR SAW	I.A Mark is very good try to maintain it.
8	F21096002032	MADHUMITA MAHARNA	Internal Mark is very good try to maintain it.
9	F21096002033	MANAS KUMAR SAHOO	Internal Mark is very good try to follow different Books.
10	F21096002034	MANAS PRADHAN	Internal mark is good try to maintain it.
11	F21096002035	MANOJ KUMAR JENA	Internal mark is average try to improve it.
12	F21096002036	MANOJ KUMAR MALIK	Internal Mark is good try to follow different books for betterment.

Pratibha
24/4/2024

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002025	JAGDISH MALIK	81% attendance informed him for bon form fileup 2024 (S)
2	F21096002026	JASOBANTA MALIK	75% attendance informed him for bon form fileup 2024 (S)
3	F21096002027	JYOTI PRAKASH MUDULI	83% attendance informed him for able to bon fileup.
4	F21096002028	JYOTI ROUT	83% attendance informed him for bon form fileup 2024 (S)
5	F21096002029	KHAGENDRA BEHERA	81% attendance informed him for bon form fileup 2024 (S)
6	F21096002030	KHAGESH MALIK	81% attendance informed him for able to bon fileup.
7	F21096002031	LAXMIDHAR SAW	84% attendance informed him for able to bon fileup.
8	F21096002032	MADHUMITA MAHARNA	81% attendance informed him for bon form fileup 2024 (S)
9	F21096002033	MANAS KUMAR SAHOO	80% attendance informed him for able to bon fileup 2024 (S)
10	F21096002034	MANAS PRADHAN	86% attendance informed him for bon form fileup 2024 (S)
11	F21096002035	MANOJ KUMAR JENA	84% attendance informed him for bon form fileup 2024 (S)
12	F21096002036	MANOJ KUMAR MALIK	84% attendance informed him for bon form fileup 2024 (S)

Pratibha
25/5/2024

Report of the Examination 2024 (s)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002025	JAGDISH MALIK	passed in all subject, informed to guardian for PTM.
2	F21096002026	JASOBANTA MALIK	Back Th-01,02, Informed to guardian for PTM & meet hod.
3	F21096002027	JYOTI PRAKASH MUDULI	Back Th-01,02,04, Informed to guardian for PTM & meet hod.
4	F21096002028	JYOTI ROUT	passed in all subject, informed to guardian to meet hod & PTM.
5	F21096002029	KHAGENDRA BEHERA	Semester performance is very poor, informed to guardian to meet hod.
6	F21096002030	KHAGESH MALIK	passed in all subject informed to guardian for PTM.
7	F21096002031	LAXMIDHAR SAW	passed in all subject informed to guardian for PTM.
8	F21096002032	MADHUMITA MAHARNA	passed in all subject informed to guardian for PTM.
9	F21096002033	MANAS KUMAR SAHOO	passed in all subject informed to guardian for PTM.
10	F21096002034	MANAS PRADHAN	passed in all subject informed to guardian for PTM.
11	F21096002035	MANOJ KUMAR JENA	Back Th-02, Informed to guardian for PTM & meet hod.
12	F21096002036	MANOJ KUMAR MALIK	Back Th-01, Informed to guardian for PTM & meet hod.

Sign. Of Proctor

Sign. Of HOD



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY
SERGARH-756060, BALASORE (ODISHA)
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Meeting With the Students

Proctor Name :- Biswajit Parich

Academic Year 2023-24

Sl No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Students	Staff
1	5/9/2023	2:30 PM	Not coming classes regularly after informing many times	Nakattan Das	R. Parich 5/9/2023
2	5/9/2023	2:30 PM	using mobile phone during class time.	Laxmidhar Sahoo	R. Parich 5/9/2023
3	4/10/2023	11:30 AM	It was seen that not attending practical classes after theory periods over.	Manas Pradhan	R. Parich 4/10/2023
4	4/10/2023	11:30 AM	Regularly disturbing in class time.	Prigobrata mohapatra	R. Parich 4/10/2023
5	6/11/2023	12:30 PM	He is a good athletic person suggested him to participate in polyfest.	Pralay Chauri	R. Parich 6/11/2023
6	7/12/2023	1:30 PM	He was caught while damaging college property like bus seat.	Jagdish Malik	R. Parich 7/12/2023
7	6/2/2024	3:00 PM	Not returned books in library after notice period.	Manas Ranjan Patra	R. Parich 6/2/2024
8	6/2/2024	3:00 PM	He is not returned books in library after notice period.	Prabakar Behera	R. Parich 6/2/2024
9	7/3/2024	3:00 PM	It was noticed that he is not completing assignments rather not prepared any assignment.	Khagesh Malik	R. Parich 7/3/2024
10					
11					
12					
13					

R. Parich
 7/3/2024
 Signature of Proctor

R. Parich
 7/3/2024
 Signature of HOD



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)



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Parent/Guardian Communication Details

Proctor Name :- Biswasit Parida

Academic Year 2023-24

Sl No.	Date & Time of Communication of meeting	Purpose of Communication	Response of Parent	Initials of Staff
1	8/9/2023 10:30 AM	Your son not coming regularly class, less attendance percentage.	Guardian said, due to medical issue	R. Parida 8/9/2023
2	8/9/2023 1:30 PM	Your son using mobile phone in the class room	He will not do the same mistake again	R. Parida 8/9/2023
3	9/10/2023 11:20 AM	Your student not attending practical classes regularly.	Guardian said, He will not mistake in same do regularly in practical class.	R. Parida 9/10/2023
4	10/10/2023 1:45 PM	Your son has disturbance in class time.	Guardian said, punish the student according to your rules regulation.	R. Parida 10/10/2023
5	8/11/2023 9:30 AM	Your son is good athletic person. I want to participate in college sports & playtest.	Guardian is happy with son performance	R. Parida 8/11/2023
6	11/12/2023 2:30 PM	Your son chught had landed while breaking and damaging bus seat.	Guardian said. I will pay the amount of bus seat.	R. Parida 11/12/2023
7	9/2/2024 12:20 PM	Your son did not return books in library after notice period.	He will return books tomorrow.	R. Parida 9/2/2024
8	11/3/2024 11:20 AM	Your son did not return books in library after notice period.	He will return books tomorrow.	R. Parida 11/3/2024
9				
10				
11				

R. Parida
30/7/2024
Signature of Proctor

[Signature]
30/7/24
Signature of HOD

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NILASAILA INSTITUTE OF SCIENCE OF TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

(Approved by AICTE & affiliated to SCTE&VT, Odisha)



PROCTOR'S ACTIVITY DIARY

ACADEMIC YEAR: 2023-2024

Proctor Name & Designation	
Name Of the Proctor:	ANIRANTAN BARIK .
Designation:	LECTURER IN ELECTRICAL ENGINEERING .



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

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PROCTORIAL SYSTEM

The proctorial system has been introduced in Nilasaila Institute of Science & Technology with the main objective of providing supportive care & council to student in their academic & personal Problems. This system helps the students complete their studies comfortably & Successfully. The proctorial system is used to countinuously & regularly monitor the academic progress of the student & to rectify their problems. The college encourages parents to be in regular contact with the proctor/chief proctor/H.O.D/Principal. All the students of this college will come under the proctorial system which envisages a personal & intimate relationship between teacher & students. The proctors will act as parent substitutes during the academic hours in the life of the students in the college A proctor will be in charge of not more than 25 students of a particular class.

OBJECTIVES

- To inspire a healthy relationship between the teacher & students.
- To eliminate any indiscipline among the students
- To improve the overall academic performance in the examination.
- To give students a major of self confidence
- To maintain discipline in the institute; ensure institute rules are understood & followed.
- To keep an eye on the general moral behavior of a student.
- To prevent the student from indulging in any political activities on institute premises.

FUNCTIONS OF THE PROCTOR

Every teaching department implements the proctor process through its faculty and all the faculty members are designated as proctors.

- The proctor acts as a local guardian at solve the academic and administrative problems of the respective wards.
- The Proctor closely monitors the progress of students under his/her care and helps them in overcoming their problems.
- The proctor shall assist in academic and overall development of the student.
- Proctor conducts regular meetings with Students and parents.

Sd/-
Principal



Activity of The Proctors

Report of the Month of August 2023

FACULTY NAME-NIRANJAN BARIK BRANCH-ELECTRICAL ENGG. SEM-3RD SESSION-2023-24 EXAMINATION-2023(W)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002037	RABINDRA MAHALIK	83%. Attendance, maintain the same.
2	F22096002038	RADHAMADHAB MALLICK	83%. Attendance, maintain the same.
3	F22096002039	RAHUL KUMAR JENA	88%. Attendance, class performance is good I have interacted with his parents.
4	F22096002040	RAJENDRA SING	83%. Attendance, maintain the same.
5	F22096002041	RAJESH KUMAR MALIK	77%. Attendance try to improve class performance.
6	F22096002042	RAJESH MOHANTY	83%. Attendance, maintain the same.
7	F22096002043	RAKESH KUMAR DALEI	78%. Attendance try to improve class performance.
8	F22096002044	RAKESH MOHANTY	84%. Attendance maintain the same.
9	F22096002045	RAMACHANDRA MARNDI	77%. Attendance try to improve class performance.
10	F22096002046	RASMIRANJAN PATRA	83%. Attendance maintain the same.
11	F22096002047	ROHIT KU MOHANTY	78%. Attendance try to improve class performance.

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002037	RABINDRA MAHALIK	84%. Attendance, maintain the same.
2	F22096002038	RADHAMADHAB MALLICK	75%. Attendance try to improve class performance.
3	F22096002039	RAHUL KUMAR JENA	91%. Attendance, class performance is satisfactory.
4	F22096002040	RAJENDRA SING	92%. Attendance, monthly test mark is very good.
5	F22096002041	RAJESH KUMAR MALIK	91%. Attendance class performance is satisfactory.
6	F22096002042	RAJESH MOHANTY	100%. Attendance, class test mark is very good.
7	F22096002043	RAKESH KUMAR DALEI	100%. Attendance, MT performance is very good.
8	F22096002044	RAKESH MOHANTY	83%. Attendance, maintain the same.
9	F22096002045	RAMACHANDRA MARNDI	83%. Attendance, maintain the same.
10	F22096002046	RASMIRANJAN PATRA	75%. Attendance try to improve class performance.
11	F22096002047	ROHIT KU MOHANTY	83%. Attendance, maintain the same.

Report of the Month of October 2023

REGISTRATION NUMBER	NAME	REMARKS
F22096002037	RABINDRA MAHALIK	Internal mark is avg. try to improve the marks.
F22096002038	RADHAMADHAB MALICK	Internal mark is good for betterment follow different books.
F22096002039	RAHUL KUMAR JENA	J.A mark is poor, discussed with parents to improve.
F22096002040	RAJENDRA SING	J.A mark is poor, discussed with parents to improve.
F22096002041	RAJESH KUMAR MALIK	J.A mark is avg. try to improve the marks.
F22096002042	RAJESH MOHANTY	J.A mark is good for betterment follow different books.
F22096002043	RAKESH KUMAR DALEI	J.A mark is very good, maintain the same.
F22096002044	RAKESH MOHANTY	J.A mark is good for betterment follow different books.
F22096002045	RAMACHANDRA MARNDI	J.A mark is avg. try to improve the mark.
F22096002046	RASMIRANJAN PATRA	J.A mark is good for betterment follow different books.
F22096002047	ROHIT KU MOHANTY	J.A mark is avg. try to improve the mark.

(NIB) 6/10/23

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002037	RABINDRA MAHALIK	88% attendance, informed to do form. fill up for upcoming semester.
2	F22096002038	RADHAMADHAB MALICK	84% attendance informed to do form fill up.
3	F22096002039	RAHUL KUMAR JENA	88% attendance do from fill up for 2023 (W)
4	F22096002040	RAJENDRA SING	87% attendance, do from fill up for upcoming exam.
5	F22096002041	RAJESH KUMAR MALIK	87% attendance, informed for from fill up 2023 (W)
6	F22096002042	RAJESH MOHANTY	88% attendance, do from fill-up
7	F22096002043	RAKESH KUMAR DALEI	85% attendance, informed to do from fill up.
8	F22096002044	RAKESH MOHANTY	84% attendance do from fill up for upcoming semester.
9	F22096002045	RAMACHANDRA MARNDI	83% attendance informed about form fill up.
10	F22096002046	RASMIRANJAN PATRA	84% attendance informed about the form fill up.
11	F22096002047	ROHIT KU MOHANTY	83% attendance informed to do form fill up for 2023 (W)

(NIB) 6/11/23

Report of the Examination 2023 (w)

REGISTRATION NUMBER	NAME	REMARKS
1 F22096002037	RABINDRA MAHALIK	Back in Th-2 do form fill up for back paper in next semester.
2 F22096002038	RADHAMADHAB MALLICK	Back in Th-2 do form fill up for back paper in next semester.
3 F22096002039	RAHUL KUMAR JENA	Poor performance in exam, informed to come college with parent.
4 F22096002040	RAJENDRA SING	Poor performance in exam, informed to come clg with parent.
5 F22096002041	RAJESH KUMAR MALIK	Back in Th-2, Th-5 do form fill up for back paper in next semester.
6 F22096002042	RAJESH MOHANTY	Back in Th-4, Th-5 do form fill up for back paper in next semester.
7 F22096002043	RAKESH KUMAR DALEI	Passed in all subjects, informed to attend PTM.
8 F22096002044	RAKESH MOHANTY	Passed in all subjects, discussed with him.
9 F22096002045	RAMACHANDRA MARNDI	Back in PRACTICALS do form fill-up for in next semester.
10 F22096002046	RASMIRANJAN PATRA	Passed in all subjects, discussed with him.
11 F22096002047	ROHIT KU MOHANTY	Passed in all subjects, informed to attend PTM.


 Sign. Of Proctor 5.2.24


 Sign. Of HOD 5.2.24



Activity of The Proctors

Report of the Month of January 2024

PROCTOR NAME-NIRANJAN BARIK BRANCH-ELECTRICAL ENGG. SEM-4TH SESSION-2023-24 EXAMINATION-2024(S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002037	RABINDRA MAHALIK	100%. Attendance very good in class. <i>pe</i>
2	F22096002038	RADHAMADHAB MALLICK	67%. Attendance is very poor discussed with him to come to clg in parents.
3	F22096002039	RAHUL KUMAR JENA	100%. Attendance is very good in class.
4	F22096002040	RAJENDRA SING	100%. Attendance is very good in class.
5	F22096002041	RAJESH KUMAR MALIK	100%. Attendance is very good in class.
6	F22096002042	RAJESH MOHANTY	67%. Attendance is very poor discussed with him to come to college in parents.
7	F22096002043	RAKESH KUMAR DALEI	67%. Attendance is very poor discussed with him to come to clg in parents.
8	F22096002044	RAKESH MOHANTY	100%. Attendance is very good in class.
9	F22096002045	RAMACHANDRA MARNDI	100%. Attendance is very good
10	F22096002046	RASMIRANJAN PATRA	70%. Attend maintained the same
11	F22096002047	ROHIT KU MOHANTY	100%. Attendance is very good in class.

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002037	RABINDRA MAHALIK	85%. Attend very good in class.
2	F22096002038	RADHAMADHAB MALLICK	75%. Attend maintained the same.
3	F22096002039	RAHUL KUMAR JENA	80%. Attend very good.
4	F22096002040	RAJENDRA SING	80%. Attend very good.
5	F22096002041	RAJESH KUMAR MALIK	85%. Attend very good in class.
6	F22096002042	RAJESH MOHANTY	85%. Attend very good in class.
7	F22096002043	RAKESH KUMAR DALEI	70%. Attend try to improve action.
8	F22096002044	RAKESH MOHANTY	75%. Attend maintained the same.
9	F22096002045	RAMACHANDRA MARNDI	70%. Attend try to improve action.
10	F22096002046	RASMIRANJAN PATRA	85%. Attend very good in class.
11	F22096002047	ROHIT KU MOHANTY	75%. Attend remained the same.

Report of the Month of March 2024

	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002037	RABINDRA MAHALIK	Internal mark is avg try to improve.
2	F22096002038	RADHAMADHAB MALICK	J.A mark is very good for betterment follow different books.
3	F22096002039	RAHUL KUMAR JENA	J.A Mark is poor try to improve.
4	F22096002040	RAJENDRA SING	J.A Mark is poor try to improve.
5	F22096002041	RAJESH KUMAR MALIK	J.A mark is avg try to improve
6	F22096002042	RAJESH MOHANTY	J.A Mark is good keep it up.
7	F22096002043	RAKESH KUMAR DALEI	J.A Mark is very good for betterment follow different books.
8	F22096002044	RAKESH MOHANTY	J.A Mark is good keep it up.
9	F22096002045	RAMACHANDRA MARNDI	J.A mark is avg try to improve.
10	F22096002046	RASMIRANJAN PATRA	J.A mark is good keep it up.
11	F22096002047	ROHIT KU MOHANTY	J.A mark is good keep it up.

NIP 6/4/24

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002037	RABINDRA MAHALIK	86%. Attendance very good in class.
2	F22096002038	RADHAMADHAB MALICK	84%. Attendance informed about form fill up.
3	F22096002039	RAHUL KUMAR JENA	80%. Attendance informed about form fill up.
4	F22096002040	RAJENDRA SING	84%. Attendance informed about form fill up.
5	F22096002041	RAJESH KUMAR MALIK	81%. Attendance informed about form fill up.
6	F22096002042	RAJESH MOHANTY	81%. Attendance informed about form fill up.
7	F22096002043	RAKESH KUMAR DALEI	86%. Attendance very good in class.
8	F22096002044	RAKESH MOHANTY	84%. Attendance informed about form fill up.
9	F22096002045	RAMACHANDRA MARNDI	84%. Attendance informed about form fill up.
10	F22096002046	RASMIRANJAN PATRA	83%. Attendance is very good.
11	F22096002047	ROHIT KU MOHANTY	83%. Attendance very good.

NIP 15/5/24

Report of the Examination 2024 (s)

REGISTRATION NUMBER	NAME	REMARKS
1 F22096002037	RABINDRA MAHALIK	pass in subjects informed for PTM.
2 F22096002038	RADHAMADHAB MALLICK	pass in subjects informed for PTM.
3 F22096002039	RAHUL KUMAR JENA	poor in exam, discussed with him to come to c19 your parents.
4 F22096002040	RAJENDRA SING	poor in exam, discussed with him to come to c19 your parents.
5 F22096002041	RAJESH KUMAR MALIK	pass in subjects informed for PTM.
6 F22096002042	RAJESH MOHANTY	BACK in PR-4. discussed with him to come to c19 your parents.
7 F22096002043	RAKESH KUMAR DALEI	pass in subjects.
8 F22096002044	RAKESH MOHANTY	pass in subjects informed for PTM.
9 F22096002045	RAMACHANDRA MARNDI	pass in subjects informed for PTM.
10 F22096002046	RASMIRANJAN PATRA	pass in subjects.
11 F22096002047	ROHIT KU MOHANTY	pass in subjects informed for PTM.


Sign. Of Proctor


Sign. OHOD



Activity of The Proctors

Report of the Month of August 2023

FACULTY NAME-NIRANJAN BARIK **BRANCH-ELECTRICAL ENGG.** **SEM-5TH** **SESSION-2023-24** **EXAMINATION-2023(W)**

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002037	MANORANJAN MAHARANA	90%. Attendance very good in class
2	F21096002038	NANDAN MALIK	85%. Attend very good in class
3	F21096002039	NILAMBAR JENA	90%. Attend very good
4	F21096002040	NIRMALYA PARIDA	95%. Attend very good in class
5	F21096002041	NISHIKANTA BISWAL	85%. Attend very good
6	F21096002042	OM PRAKASH MALIK	90%. Attend very good in class.
7	F21096002043	OMM PRAKASH BEHERA	90%. Attend very good in class.
8	F21096002044	OMMPRAKASH TARAI	80%. Attend very good
9	F21096002045	PARESH KUMAR BEHERA	90%. Attend very good in class.
10	F21096002046	PRADEEP KUMAR BARIK	90%. Attend very good.
11	F21096002047	PURNENDU RANA	90%. Attend very good
12	F21096002048	RAJENDRA SIAL	80%. Attend very good in class.

(Signature) 27/9/23

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002037	MANORANJAN MAHARANA	88%. Attend very good
2	F21096002038	NANDAN MALIK	82%. Attend very good in class.
3	F21096002039	NILAMBAR JENA	82%. Attend very good
4	F21096002040	NIRMALYA PARIDA	70%. Attend try to improve atten
5	F21096002041	NISHIKANTA BISWAL	88%. Attend very good
6	F21096002042	OM PRAKASH MALIK	76%. Attend mained the same
7	F21096002043	OMM PRAKASH BEHERA	82%. Attend very good
8	F21096002044	OMMPRAKASH TARAI	88%. Attend very good in class
9	F21096002045	PARESH KUMAR BEHERA	88%. Attend very good
10	F21096002046	PRADEEP KUMAR BARIK	88%. Attend very good in class
11	F21096002047	PURNENDU RANA	94%. Attend very good,
12	F21096002048	RAJENDRA SIAL	94%. Attend very good.

(Signature) 8/10/23

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002037	MANORANJAN MAHARANA	Internal mark is very good for betterment follow books.
2	F21096002038	NANDAN MALIK	Poor I. A try to improve
3	F21096002039	NILAMBAR JENA	I. A. is good, keep it up
4	F21096002040	NIRMALYA PARIDA	I. A mark is very good for betterment follow books.
5	F21096002041	NISHIKANTA BISWAL	I. A mark is very good for betterment follow different books
6	F21096002042	OM PRAKASH MALIK	Poor I. A try to improve
7	F21096002043	OMM PRAKASH BEHERA	I. A. mark is very good.
8	F21096002044	OMMPRAKASH TARAI	I. A mark is good keep it up
9	F21096002045	PARESH KUMAR BEHERA	I. A mark is very good.
10	F21096002046	PRADEEP KUMAR BARIK	I. A mark is good keep it up.
11	F21096002047	PURNENDU RANA	I. A mark is good keep it up.
12	F21096002048	RAJENDRA SIAL	I. A mark is good keep it up

(N) 21/11/23

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002037	MANORANJAN MAHARANA	85%. Attendance informed about form fill up
2	F21096002038	NANDAN MALIK	85%. Attendance informed about form fill up.
3	F21096002039	NILAMBAR JENA	87%. Attendance informed about 2023 (w) form fill up.
4	F21096002040	NIRMALYA PARIDA	86%. Attendance very good.
5	F21096002041	NISHIKANTA BISWAL	87%. Attendance informed about form fill up.
6	F21096002042	OM PRAKASH MALIK	88%. Attendance informed regarding 2023 (w)
7	F21096002043	OMM PRAKASH BEHERA	85%. Attendance very good.
8	F21096002044	OMMPRAKASH TARAI	87%. Attendance informed about form fill up
9	F21096002045	PARESH KUMAR BEHERA	85%. Attendance very good
10	F21096002046	PRADEEP KUMAR BARIK	89%. Attendance very good
11	F21096002047	PURNENDU RANA	86%. Attendance very good in class.
12	F21096002048	RAJENDRA SIAL	85%. Attendance informed about form fill up.

(N) 6/12/23

Report of the Examination 2023 (w)

Sl NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002037	MANORANJAN MAHARANA	Pass in subjects informed Forc PTM
2	F21096002038	NANDAN MALIK	Pass in exam. discussed with him to come to college - Pass in subjects informed Forc PTM
3	F21096002039	NILAMBAR JENA	Pass in subjects informed Forc PTM
4	F21096002040	NIRMALYA PARIDA	Pass in subjects informed Forc PTM
5	F21096002041	NISHIKANTA BISWAL	Pass in subjects informed Forc PTM
6	F21096002042	OM PRAKASH MALIK	Pass in subjects informed Forc PTM
7	F21096002043	OMM PRAKASH BEHERA	Pass in subjects informed Forc PTM
8	F21096002044	OMMPRAKASH TARAI	Pass in subjects informed Forc PTM
9	F21096002045	PARESH KUMAR BEHERA	Pass in subjects informed Forc PTM
10	F21096002046	PRADEEP KUMAR BARIK	Pass in subjects informed Forc PTM
11	F21096002047	PURNENDU RANA	Pass in subjects.
12	F21096002048	RAJENDRA SIAL	Pass in subjects.


Sign. Of Proctor


Sign. Of HOD 6/12/24



Activity of The Proctors

Report of the Month of January 2024

PROCTOR NAME-NIRANJAN BARIK BRANCH-ELECTRICAL ENGG. SEM-6TH SESSION-2023-24 EXAMINATION-2024(S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002037	MANORANJAN MAHARANA	100%. Attend very good in class.
2	F21096002038	NANDAN MALIK	50%. Attend good in class.
3	F21096002039	NILAMBAR JENA	100%. Attend very good in class.
4	F21096002040	NIRMALYA PARIDA	100%. Attend very good in class.
5	F21096002041	NISHIKANTA BISWAL	100%. Attend very good in class.
6	F21096002042	OM PRAKASH MALIK	100%. Attend very good in class.
7	F21096002043	OMM PRAKASH BEHERA	50%. Attend good in class.
8	F21096002044	OMMPRAKASH TARAI	100%. Attend very good in class.
9	F21096002045	PARESH KUMAR BEHERA	100%. Attend very good in class.
10	F21096002046	PRADEEP KUMAR BARIK	50%. Attend good in class.
11	F21096002047	PURNENDU RANA	100%. Attend very good in class.
12	F21096002048	RAJENDRA SIAL	100%. Attend very good in class.

(Signature)

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002037	MANORANJAN MAHARANA	80%. Attend very good
2	F21096002038	NANDAN MALIK	71%. Attend try to improve action.
3	F21096002039	NILAMBAR JENA	76%. Attend mained the same.
4	F21096002040	NIRMALYA PARIDA	80%. Attend very good in class
5	F21096002041	NISHIKANTA BISWAL	71%. Attend try to improve action
6	F21096002042	OM PRAKASH MALIK	85%. Attend very good.
7	F21096002043	OMM PRAKASH BEHERA	90%. Attend very good.
8	F21096002044	OMMPRAKASH TARAI	85%. Attend very good.
9	F21096002045	PARESH KUMAR BEHERA	80%. Attend very good in class.
10	F21096002046	PRADEEP KUMAR BARIK	80%. Attend very good.
11	F21096002047	PURNENDU RANA	85%. Attend very good in class.
12	F21096002048	RAJENDRA SIAL	80%. Attend very good.

(Signature)

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002037	MANORANJAN MAHARANA	Internal mark is very good for betterment follow different books.
2	F21096002038	NANDAN MALIK	POOR I. A mark try to improve.
3	F21096002039	NILAMBAR JENA	I. A mark is avg try to improve.
4	F21096002040	NIRMALYA PARIDA	I. A mark is very good for betterment follow different books.
5	F21096002041	NISHIKANTA BISWAL	I. A mark is avg try to improve.
6	F21096002042	OM PRAKASH MALIK	POOR I. A mark try to improve.
7	F21096002043	OMM PRAKASH BEHERA	I. A mark is good keep it up.
8	F21096002044	OMMPRAKASH TARAI	POOR I. A mark try to improve.
9	F21096002045	PARESH KUMAR BEHERA	I. A mark is good keep it up.
10	F21096002046	PRADEEP KUMAR BARIK	I. A mark is good keep it up.
11	F21096002047	PURNENDU RANA	I. A mark is avg try to improve.
12	F21096002048	RAJENDRA SIAL	I. A mark is avg try to improve.

(Signature)

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002037	MANORANJAN MAHARANA	88%. Total class attend 40 forcm fill up for 2023 (W) exam.
2	F21096002038	NANDAN MALIK	81%. Total class attend 40 forcm fill up for 2023 (W) exam.
3	F21096002039	NILAMBAR JENA	81%. Total class attend 40 forcm fill up for 2023 (W) exam.
4	F21096002040	NIRMALYA PARIDA	81%. Total class attend 40 forcm fill up for 2023 (W) exam.
5	F21096002041	NISHIKANTA BISWAL	84%. Attendance is good in class.
6	F21096002042	OM PRAKASH MALIK	84%. Attendance is good in class.
7	F21096002043	OMM PRAKASH BEHERA	88%. Total class attend 40 forcm fill up for 2023 (W) exam.
8	F21096002044	OMMPRAKASH TARAI	89%. Attendance is good in class.
9	F21096002045	PARESH KUMAR BEHERA	83%. Total class attend 40 forcm fill up for 2023 (W) exam.
10	F21096002046	PRADEEP KUMAR BARIK	83%. Total class attend 40 forcm fill up for 2023 (W) exam.
11	F21096002047	PURNENDU RANA	86%. Total class attend 40 forcm fill up for 2023 (W) exam.
12	F21096002048	RAJENDRA SIAL	78%. Total class attend 40 forcm fill up for 2023 (W) exam.

(Signature)

Report of the Examination 2024 (s)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002037	MANORANJAN MAHARANA	pass in subjects informed for him.
2	F21096002038	NANDAN MALIK	poor in exam discussed with him to come to college.
3	F21096002039	NILAMBAR JENA	passed in subjects informed for PTM.
4	F21096002040	NIRMALYA PARIDA	passed in subjects informed for PTM.
5	F21096002041	NISHIKANTA BISWAL	passed in subjects informed for PTM.
6	F21096002042	OM PRAKASH MALIK	passed in subjects informed for PTM.
7	F21096002043	OMM PRAKASH BEHERA	passed in subjects informed for PTM.
8	F21096002044	OMMPRAKASH TARAI	passed in subjects informed for PTM.
9	F21096002045	PARESH KUMAR BEHERA	passed in subjects informed for PTM.
10	F21096002046	PRADEEP KUMAR BARIK	passed in subjects informed for PTM.
11	F21096002047	PURNENDU RANA	passed in subjects informed for PTM.
12	F21096002048	RAJENDRA SIAL	passed in subjects informed for PTM.


 Sign. Of Proctor


 Sign. Of HOD 2/7/24



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)



(Approved by AICTE & affiliated to SCTE & VT, Odisha)

Meeting With the Students

Proctor Name :-

Niranjan Barik.

Academic Year 2023-24

Sl No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Students	Staff
1	7/09/2023	3:30 PM	He is not returned books in library after notice period.	Robindra Mahalik	NPB 3/9/23
2	7/09/2023	2:45 PM	It was noticed that he is not completing rather not prepare any assi.	Rohit Ku Mohanty	NPB 3/9/23
3	6/10/2023	1:20 PM	Not returned books in library after notice period.	Purnendu Rana	NPB 6/10/23
4	6/10/2023	10:30 AM	using mobile phone during class time.	Robindra Sial	NPB 6/10/23
5	7/11/2023	2:00 AM	Not coming classes after informing many times.	Nirmalya Parida	NPB 7/11/23
6	8/12/2023	11:15 AM	He is good in singing song. I was discussed with him to flow on his talent.	Om Prakash Behara	NPB 8/12/23
7	4/02/2024	12:00 PM	It was caught while damaging college property like.	Rakesh Mohanty	NPB 4/12/24
8	6/02/2024	2:30 PM	change locations for group point regularly which is creating distance.	Rahul Kumar Jena	NPB 6/2/24
9	7/3/24	3:00 PM	Not returned books in library after notice period.	NANDAN MALIK.	NPB 7/3/24
10					
11					
12					
13					

Signature of Proctor

Signature of HOD



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY
SERGARH-756060, BALASORE (ODISHA)
(Approved by AICTE & affiliated to SCTE & VT, Odisha)



Parent/Guardian Communication Details

Proctor Name :- Niranjan Barik.

Academic Year 2023-24

Sl No.	Date & Time of Communication of meeting	Purpose of Communication	Response of Parent	Initials of Staff
1	7/9/23 11.00AM	Your son is good singer I want to participate in college fun's polyfest	Guardian to happy with his son performance.	NB 7/9/23
2	5/10/23 12.10.PM	Your son mistake with the teacher.	Guardian said punish the student according to the learn.	NB 5/10/23
3	11/11/23 2.45.PM	Your son using cell-phone in the classroom.	He will not do the same mistake again.	NB 11/11/23
4	2/02/24 9.00PM	Your son did not return books in library after notice period.	He will return books tomorrow.	NB 02-02-24
5	05/03/24 1.50PM	Your son caught red handed while a project instrument.	Guardian said, I will pay the amount of project instrument.	NB 05-03-24
6				
7				
8				
9				
10				
11				

NB 30.7.24
Signature of Proctor

[Signature]
Signature of HOD

NILASAILA INSTITUTE OF SCIENCE OF TECHNOLOGY
SERGARH-756060, BALASORE (ODISHA)
(Approved by AICTE & affiliated to SCTE&VT, Odisha)



PROCTOR'S ACTIVITY DIARY
ACADEMIC YEAR: 2023-2024

Proctor Name & Designation	
Name Of the Proctor:	Anjanus Swalehen
Designation:	Lecturer in Electrical Engineering



PROCTORIAL SYSTEM

The proctorial system has been introduced in Nilasaila Institute of Science & Technology with the main objective of providing supportive care & council to student in their academic & personal Problems. This system helps the students complete their studies comfortably & Successfully. The proctorial system is used to countinuously & regularly monitor the academic progress of the student & to rectify their problems. The college encourages parents to be in regular contact with the proctor/chief proctor/H.O.D/Principal. All the students of this college will come under the proctorial system which envisages a personal & intimate relationship between teacher & students. The proctors will act as parent substitutes during the academic hours in the life of the students in the college A proctor will be in charge of not more than 25 students of a particular class.

OBJECTIVES

- To inspire a healthy relationship between the teacher & students.
- To eliminate any indiscipline among the students
- To improve the overall academic performance in the examination.
- To give students a major of self confidence
- To maintain discipline in the institute; ensure institute rules are understood & followed.
- To keep an eye on the general moral behavior of a student.
- To prevent the student from indulging in any political activities on institute premises.

FUNCTIONS OF THE PROCTOR

Every teaching department implements the proctor process through its faculty and all the faculty members are designated as proctors.

- The proctor acts as a local guardian at solve the academic and administrative problems of the respective wards.
- The Proctor closely monitors the progress of students under his/her care and helps them in overcoming their problems.
- The proctor shall assist in academic and overall development of the student.
- Proctor conducts regular meetings with Students and parents.

Sd/-
Principal



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

(Approved by AICTE, Govt. of Odisha and affiliated to SCTE&VT, Odisha)



Activity of The Proctors

Report of the Month of August 2023

FACULTY NAME-ANJARUS SWALEHIN BRANCH-ELECTRICAL ENGG. SEM-3RD SESSION-2023-24 EXAMINATION-2023(W)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002048	SAMBHUNATH MISHRA	77.1. Attend, very good class
2	F22096002049	SAMBIT KUMAR DAS	83.1. Attend, very good class
3	F22096002050	SANJAY GIRI	77.1. Attend, very good class
4	F22096002051	SANTOSH MALIK	66.1. Attend, very poor class, Try
5	F22096002052	SAROJ KUMAR BEHERA	83.1. Attend, very good class
6	F22096002053	SHUBRASHU SEKHAR DASH	77.1. Attend, performance is average.
7	F22096002054	SIDDHANTA ADEK	83.1. Attend, very good class
8	F22096002055	SOUMYA RANJAN DAS	83.1. Attend, very good class
9	F22096002056	SOUMYA RANJAN SATPATHY	83.1. Attend, very good class
10	F22096002057	SOUMYA RANJAN DASH	88.1. Attend, very good class
11	F22096002058	SUBHRAJIT RAJ	83.1. Attend, very good class

Report of the Month of September 2023

Ans 19/12/23

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002048	SAMBHUNATH MISHRA	83.1. Attend, very good class
2	F22096002049	SAMBIT KUMAR DAS	91.1. Attend, very good class
3	F22096002050	SANJAY GIRI	91.1. Attend, very good class
4	F22096002051	SANTOSH MALIK	91.1. Attend, very good class
5	F22096002052	SAROJ KUMAR BEHERA	83.1. Attend, very good class
6	F22096002053	SHUBRASHU SEKHAR DASH	91.1. Attend, very good class
7	F22096002054	SIDDHANTA ADEK	83.1. Attend, very good class
8	F22096002055	SOUMYA RANJAN DAS	75.1. Attend, very good class
9	F22096002056	SOUMYA RANJAN SATPATHY	91.1. Attend, very good class
10	F22096002057	SOUMYA RANJAN DASH	84.1. Attend, very good class
11	F22096002058	SUBHRAJIT RAJ	91.1. Attend, very good class

Ans 2/10/23

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002048	SAMBHUNATH MISHRA	Internal mark is very poor. Try to improve your internal mark.
2	F22096002049	SAMBIT KUMAR DAS	Internal mark is average. Try to improve your internal mark.
3	F22096002050	SANJAY GIRI	Internal mark is average. Try to improve your internal mark.
4	F22096002051	SANTOSH MALIK	Internal mark is average. Try to improve your internal mark.
5	F22096002052	SAROJ KUMAR BEHERA	Internal mark is very good.
6	F22096002053	SHUBRASHU SEKHAR DASH	Internal mark is average. Try to improve your internal mark.
7	F22096002054	SIDDHANTA ADEK	Internal mark is very poor. Try to improve your internal mark.
8	F22096002055	SOUMYA RANJAN DAS	Internal mark is very poor. Try to improve your internal mark.
9	F22096002056	SOUMYA RANJAN SATPATHY	Internal mark is very good.
10	F22096002057	SOUMYA RANJAN DASH	Internal mark is good. Try to improve your performance.
11	F22096002058	SUBHRAJIT RAJ	Internal mark is very poor. Try to improve your internal mark.

7/11/23

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002048	SAMBHUNATH MISHRA	83%. Attend, very good in class. Do form fillup 2023 (w) exam.
2	F22096002049	SAMBIT KUMAR DAS	88%. Attend, very good in class. Do form fillup 2023 (w) exam.
3	F22096002050	SANJAY GIRI	84%. Attend, very good in class. Do form fillup 2024 (w) exam.
4	F22096002051	SANTOSH MALIK	84%. Attend, very good in class. Do form fillup 2023 (w) exam.
5	F22096002052	SAROJ KUMAR BEHERA	89%. Attend, very good in class. Do form fillup 2023 (w) exam.
6	F22096002053	SHUBRASHU SEKHAR DASH	85%. Attend, very good in class. Do form fillup 2023 (w) exam.
7	F22096002054	SIDDHANTA ADEK	87%. Attend, very good in class. Do form fillup 2023 (w) exam.
8	F22096002055	SOUMYA RANJAN DAS	85%. Attend, very good in class. Do form fillup 2023 (w) exam.
9	F22096002056	SOUMYA RANJAN SATPATHY	87%. Attend, very good in class. Do form fillup 2023 (w) exam.
10	F22096002057	SOUMYA RANJAN DASH	85%. Attend, very good in class. Do form fillup 2023 (w) exam.
11	F22096002058	SUBHRAJIT RAJ	84%. Attend, very good in class. Do form fillup 2023 (w) exam.

7/12/23



Activity of The Proctors

Report of the Month of January 2024

PROCTOR NAME-ANJARUS SWALEHIN BRANCH-ELECTRICAL ENGG. SEM-4TH SESSION-2023-24 EXAMINATION-2024(S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002048	SAMBHUNATH MISHRA	72%. attendance poor, try to improve your class attendance
2	F22096002049	SAMBIT KUMAR DAS	77%. attend, average class
3	F22096002050	SANJAY GIRI	78%. attend, very good class
4	F22096002051	SANTOSH MALIK	71%. attend, improve your class attendance
5	F22096002052	SAROJ KUMAR BEHERA	82%. attend, very good class
6	F22096002053	SHUBRASHU SEKHAR DASH	79%. attend, average class
7	F22096002054	SIDDHANTA ADEK	76%. attend, average class
8	F22096002055	SOUMYA RANJAN DAS	79%. attend, very good class
9	F22096002056	SOUMYA RANJAN SATPATHY	86%. attend, very good class
10	F22096002057	SOUMYA RANJAN DASH	88%. attend, very good class
11	F22096002058	SUBHRAJIT RAJ	80%. attend, very good class

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002048	SAMBHUNATH MISHRA	88%. attend, very good class
2	F22096002049	SAMBIT KUMAR DAS	81%. attend, very good class
3	F22096002050	SANJAY GIRI	86%. attend, very good class
4	F22096002051	SANTOSH MALIK	83%. attend, very good class
5	F22096002052	SAROJ KUMAR BEHERA	88%. attend, very good class
6	F22096002053	SHUBRASHU SEKHAR DASH	78%. attend, average class
7	F22096002054	SIDDHANTA ADEK	76%. attend, average class
8	F22096002055	SOUMYA RANJAN DAS	78%. attend, average class
9	F22096002056	SOUMYA RANJAN SATPATHY	90%. attend, very good class
10	F22096002057	SOUMYA RANJAN DASH	81%. attend, very good class
11	F22096002058	SUBHRAJIT RAJ	88%. attend, very good class

A7
4/3/24

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002048	SAMBHUNATH MISHRA	Internal mark is average. Try to improve internal mark
2	F22096002049	SAMBIT KUMAR DAS	Internal mark is poor. Try to improve your internal mark
3	F22096002050	SANJAY GIRI	Internal mark is average. Try to improve your internal mark
4	F22096002051	SANTOSH MALIK	Internal mark is average. Try to improve your internal mark
5	F22096002052	SAROJ KUMAR BEHERA	Internal mark is very good
6	F22096002053	SHUBRASHU SEKHAR DASH	Internal mark is average. Try to improve internal mark
7	F22096002054	SIDDHANTA ADEK	Internal mark is poor. Try to improve internal mark
8	F22096002055	SOUMYA RANJAN DAS	Internal mark is good
9	F22096002056	SOUMYA RANJAN SATPATHY	Internal mark is very good
10	F22096002057	SOUMYA RANJAN DASH	Internal mark is very good
11	F22096002058	SUBHRAJIT RAJ	Internal mark is average. Try to improve your internal mark

Ans 6/4/24

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002048	SAMBHUNATH MISHRA	88 Attend very good in class. Do form fillup on 2024 (S) exam
2	F22096002049	SAMBIT KUMAR DAS	81 Attend very good in class. Do form fillup on 2024 (S) exam
3	F22096002050	SANJAY GIRI	82 Attend very good in class. Do form fillup on 2024 (S) exam
4	F22096002051	SANTOSH MALIK	83 Attend very good in class. Do form fillup on 2024 (S) exam
5	F22096002052	SAROJ KUMAR BEHERA	84 Attend very good in class. Do form fillup on 2024 (S) exam
6	F22096002053	SHUBRASHU SEKHAR DASH	81 Attend very good in class. Do form fillup on 2024 (S) exam
7	F22096002054	SIDDHANTA ADEK	78 Attend very good in class. Do form fillup on 2024 (S) exam
8	F22096002055	SOUMYA RANJAN DAS	78 Attend very good in class. Do form fillup on 2024 (S) exam
9	F22096002056	SOUMYA RANJAN SATPATHY	77 Attend very good in class. Do form fillup on 2024 (S) exam
10	F22096002057	SOUMYA RANJAN DASH	84 Attend very good in class. Do form fillup on 2024 (S) exam
11	F22096002058	SUBHRAJIT RAJ	85 Attend very good in class. Do form fillup on 2024 (S) exam

Ans 11/5/24

Report of the Examination 2024 (s)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002048	SAMBHUNATH MISHRA	Semester performance is very good
2	F22096002049	SAMBIT KUMAR DAS	Semester performance is very good
3	F22096002050	SANJAY GIRI	Semester performance is very good
4	F22096002051	SANTOSH MALIK	Semester performance is very good
5	F22096002052	SAROJ KUMAR BEHERA	Semester performance is very good
6	F22096002053	SHUBRASHU SEKHAR DASH	Semester performance is average. Try to improve.
7	F22096002054	SIDDHANTA ADEK	Semester performance is average. Try to improve.
8	F22096002055	SOUMYA RANJAN DAS	Semester performance is very good
9	F22096002056	SOUMYA RANJAN SATPATHY	Semester performance is very good
10	F22096002057	SOUMYA RANJAN DASH	Semester performance is very good
11	F22096002058	SUBHRAJIT RAJ	Semester performance is very good

Sign. Of Proctor

Sign. Of HOD



Activity of The Proctors

Report of the Month of August 2023

FACULTY NAME-ANJARUS SWALEHIN BRANCH-ELECTRICAL ENGG. SEM-5TH SESSION-2023-24 EXAMINATION-2023(W)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002049	RAJESH KUMAR CHANDA	88%. attend, very good class
2	F21096002050	RAMAKANTA DAS	82%. attend, very good class
3	F21096002051	RANJIT SETHI	83%. attend, very good class
4	F21096002052	SANJAY KUMAR JENA	81%. attend, very good class
5	F21096002053	SANTOSH KUMAR PANDA	81%. attend, very good class
6	F21096002054	SATYABRATA MAHANTY	82%. attend, very good class
7	F21096002055	SATYABRATA MOHANTY	79%. attend, very good class
8	F21096002056	SHIBA SUNDAR SETHI	90%. attend, very good class
9	F21096002057	SHREETAM KUMAR MALIK	88%. attend, very good class
10	F21096002058	SHUVANKAR PATRA	88%. attend, very good class
11	F21096002059	SMRUTIRANJAN JENA	90%. attend, very good class
12	F21096002060	SUBHAM BEHERA	92%. attend, very good class

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002049	RAJESH KUMAR CHANDA	82%. attend, very good class
2	F21096002050	RAMAKANTA DAS	85%. attend, very good class
3	F21096002051	RANJIT SETHI	81%. attend, very good class
4	F21096002052	SANJAY KUMAR JENA	88%. attend, very good class
5	F21096002053	SANTOSH KUMAR PANDA	85%. attend, very good class
6	F21096002054	SATYABRATA MAHANTY	78%. attend, very good class
7	F21096002055	SATYABRATA MOHANTY	78%. attend, very good class
8	F21096002056	SHIBA SUNDAR SETHI	90%. attend, very good class
9	F21096002057	SHREETAM KUMAR MALIK	80%. attend, very good class
10	F21096002058	SHUVANKAR PATRA	82%. attend, very good class
11	F21096002059	SMRUTIRANJAN JENA	81%. attend, very good class
12	F21096002060	SUBHAM BEHERA	83%. attend, very good class

31/10/23

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002049	RAJESH KUMAR CHANDA	Internal mark average. Try to improve
2	F21096002050	RAMAKANTA DAS	Internal mark good.
3	F21096002051	RANJIT SETHI	Internal mark is good
4	F21096002052	SANJAY KUMAR JENA	Internal mark is very good
5	F21096002053	SANTOSH KUMAR PANDA	Internal mark is good
6	F21096002054	SATYABRATA MAHANTY	Internal mark is very good
7	F21096002055	SATYABRATA MOHANTY	Internal mark average. Try to improve
8	F21096002056	SHIBA SUNDAR SETHI	Internal mark is good
9	F21096002057	SHREETAM KUMAR MALIK	Internal mark is good
10	F21096002058	SHUVANKAR PATRA	Internal mark is good
11	F21096002059	SMRUTIRANJAN JENA	Internal mark is good
12	F21096002060	SUBHAM BEHERA	Internal mark is good

Aj 11/10/23

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002049	RAJESH KUMAR CHANDA	82%. attend. Very good in class. do further work 2023 (10) exam
2	F21096002050	RAMAKANTA DAS	84%. attend. Very good in class. do further work 2023 (10) exam
3	F21096002051	RANJIT SETHI	81%. attend. Very good in class. do further work 2023 (10) exam
4	F21096002052	SANJAY KUMAR JENA	88%. attend. Very good in class. do further work 2023 (10) exam
5	F21096002053	SANTOSH KUMAR PANDA	83%. attend. Very good in class. do further work 2023 (10) exam
6	F21096002054	SATYABRATA MAHANTY	86%. attend. Very good in class. do further work 2023 (10) exam
7	F21096002055	SATYABRATA MOHANTY	81%. attend. Very good in class. do further work 2023 (10) exam
8	F21096002056	SHIBA SUNDAR SETHI	82%. attend. Very good in class. do further work 2023 (10) exam
9	F21096002057	SHREETAM KUMAR MALIK	81%. attend. Very good in class. do further work 2023 (10) exam
10	F21096002058	SHUVANKAR PATRA	82%. attend. Very good in class. do further work 2023 (10) exam
11	F21096002059	SMRUTIRANJAN JENA	88%. attend. Very good in class. do further work 2023 (10) exam
12	F21096002060	SUBHAM BEHERA	80%. attend. Very good in class. do further work 2023 (10) exam

Aj 6/11/23

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002049	RAJESH KUMAR CHANDA	Semester performance is very good
2	F21096002050	RAMAKANTA DAS	Semester performance is very good
3	F21096002051	RANJIT SETHI	Semester performance is very good
4	F21096002052	SANJAY KUMAR JENA	Semester performance is very good
5	F21096002053	SANTOSH KUMAR PANDA	Semester performance is very good
6	F21096002054	SATYABRATA MAHANTY	Semester performance is very good
7	F21096002055	SATYABRATA MOHANTY	Semester performance is very good
8	F21096002056	SHIBA SUNDAR SETHI	Semester performance is very good
9	F21096002057	SHREETAM KUMAR MALIK	Semester performance is very good
10	F21096002058	SHUVANKAR PATRA	Semester performance is very good
11	F21096002059	SMRUTIRANJAN JENA	Semester performance is very good
12	F21096002060	SUBHAM BEHERA	Semester performance is very good

Sign. Of Proctor

Sign. Of HOD



Activity of The Proctors

Report of the Month of January 2024

PROCTOR NAME-ANJARUS SWALEHIN BRANCH-ELECTRICAL ENGG. SEM-6TH SESSION-2023-24 EXAMINATION-2024(5)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002049	RAJESH KUMAR CHANDA	80%. attend very good class
2	F21096002050	RAMAKANTA DAS	80%. attend very good class
3	F21096002051	RANJIT SETHI	81%. attend very good class
4	F21096002052	SANJAY KUMAR JENA	83%. attend very good class
5	F21096002053	SANTOSH KUMAR PANDA	83%. attend very good class
6	F21096002054	SATYABRATA MAHANTY	88%. attend. Very good class
7	F21096002055	SATYABRATA MOHANTY	83%. attend, very good class
8	F21096002056	SHIBA SUNDAR SETHI	81%. attend, very good class
9	F21096002057	SHREETAM KUMAR MALIK	82%. attend, very good class
10	F21096002058	SHUVANKAR PATRA	83%. attend Very good class
11	F21096002059	SMRUTIRANJAN JENA	85%. attend very good class
12	F21096002060	SUBHAM BEHERA	81%. attend, very good class

A/S
4/1/24

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002049	RAJESH KUMAR CHANDA	91%. attend Very good class
2	F21096002050	RAMAKANTA DAS	87%. attend very good class
3	F21096002051	RANJIT SETHI	86%. attend very good class
4	F21096002052	SANJAY KUMAR JENA	88% attend very good class
5	F21096002053	SANTOSH KUMAR PANDA	84%. attend very good class
6	F21096002054	SATYABRATA MAHANTY	83%. attend very good class
7	F21096002055	SATYABRATA MOHANTY	86%. attend very good class
8	F21096002056	SHIBA SUNDAR SETHI	84%. attend very good class
9	F21096002057	SHREETAM KUMAR MALIK	83%. attend very good class
10	F21096002058	SHUVANKAR PATRA	91%. attend very good class
11	F21096002059	SMRUTIRANJAN JENA	81%. attend very good class
12	F21096002060	SUBHAM BEHERA	86%. attend very good class

A/S
4/2/24

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002049	RAJESH KUMAR CHANDA	Internal mark average. Try to improve
2	F21096002050	RAMAKANTA DAS	Internal mark is average. Try to improve
3	F21096002051	RANJIT SETHI	Internal mark is good.
4	F21096002052	SANJAY KUMAR JENA	Internal mark is poor. Try to improve
5	F21096002053	SANTOSH KUMAR PANDA	Internal mark is average. Try to improve
6	F21096002054	SATYABRATA MAHANTY	Internal mark is average. Try to improve
7	F21096002055	SATYABRATA MOHANTY	Internal mark is average. Try to improve
8	F21096002056	SHIBA SUNDAR SETHI	Internal mark is good.
9	F21096002057	SHREETAM KUMAR MALIK	Internal mark is very good
10	F21096002058	SHUVANKAR PATRA	Internal mark is very good
11	F21096002059	SMRUTIRANJAN JENA	Internal mark is very good
12	F21096002060	SUBHAM BEHERA	Internal mark is very good

Ans
21/4/24

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002049	RAJESH KUMAR CHANDA	85% Attend very good in class do homework regularly
2	F21096002050	RAMAKANTA DAS	86% Attend very good in class do homework regularly
3	F21096002051	RANJIT SETHI	84% Attend very good in class do homework regularly
4	F21096002052	SANJAY KUMAR JENA	86% Attend very good in class do homework regularly
5	F21096002053	SANTOSH KUMAR PANDA	88% Attend very good in class do homework regularly
6	F21096002054	SATYABRATA MAHANTY	85% Attend very good in class do homework regularly
7	F21096002055	SATYABRATA MOHANTY	84% Attend very good in class do homework regularly
8	F21096002056	SHIBA SUNDAR SETHI	81% Attend very good in class do homework regularly
9	F21096002057	SHREETAM KUMAR MALIK	88% Attend very good in class do homework regularly
10	F21096002058	SHUVANKAR PATRA	90% Attend very good in class do homework regularly
11	F21096002059	SMRUTIRANJAN JENA	90% Attend very good in class do homework regularly
12	F21096002060	SUBHAM BEHERA	89% Attend very good in class do homework regularly

Ans
21/5/24

Report of the Examination 2024 (s)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002049	RAJESH KUMAR CHANDA	Semester performance is average free to improve.
2	F21096002050	RAMAKANTA DAS	Semester performance is average free to improve your exam.
3	F21096002051	RANJIT SETHI	Semester performance is very good
4	F21096002052	SANJAY KUMAR JENA	Semester performance is very good
5	F21096002053	SANTOSH KUMAR PANDA	Semester performance is very good
6	F21096002054	SATYABRATA MAHANTY	Semester performance is very good
7	F21096002055	SATYABRATA MOHANTY	Semester performance is very good
8	F21096002056	SHIBA SUNDAR SETHI	Semester performance is very good
9	F21096002057	SHREETAM KUMAR MALIK	Semester performance is very good
10	F21096002058	SHUVANKAR PATRA	Semester performance is very good
11	F21096002059	SMRUTIRANJAN JENA	Semester performance is very good
12	F21096002060	SUBHAM BEHERA	Semester performance is very good

[Signature]
Sign. Of Proctor

[Signature]
Sign. Of HOD



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY
SERGARH-756060, BALASORE (ODISHA)
 (Approved by AICTE & affiliated to SCTE & VT, Odisha)



Meeting With the Students

Proctor Name :-

Anjanus Swalehin

Academic Year 2023-24

Sl No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Students	Staff
1	08/09/23	10.25 am	He was using mobile phone during class time	Satyakant Mohanty	AJ 8/9/23
2	04/10/23	9.50 am	He is sleeping in the hostel without informing hostel superintendent	Saroj kumar Behera	AJ 4/10/23
3	18/10/23	12.50 pm	He is not coming to institute without proper uniform	Sankuanta Mishra	AJ 18/10/23
4	28/10/23	11.45 am	He is regularly disturbing class during class time	Ranjit Sethi	AJ 28/10/23
5	06/11/23	2.45 pm	He is regularly not attending practical class	Ramakanta Das	AJ 6/11/23
6	06/11/23	2.15 pm	He is not returned book in library after notice period	Sankuanta Ray	AJ 6/11/23
7	29/11/23	2.30 pm	He is not coming to classes regularly after informing many time	Sankuanta Das	AJ 29/11/23
8	05/02/24	10.00 am	He is not returned book in library after informing	Sanjay Giri	AJ 5/2/24
9	28/02/24	9.30 am	He is not coming to institute without proper uniform	Sankuanta Das	AJ 28/2/24
10	04/03/24	12.00 pm	He was using mobile phone during class time	Subham Behera	AJ 4/3/24
11	25/03/24	10.26	He is sleeping in the hostel without informing hostel superintendent	Sanjay Kumar Jena	AJ 25/3/24
12					
13					

AJ 20/3/24
 Signature of Proctor

Signature of HOD



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY
SERGARH-756060, BALASORE (ODISHA)



(Approved by AICTE & affiliated to SCTE & VT, Odisha)

Parent/Guardian Communication Details

Proctor Name :- **Anjanees Sawakshin**

Academic Year 2023-24

Sl No.	Date & Time of Communication of meeting	Purpose of Communication	Response of Parent	Initials of Staff
1	10/09/23	Your son sleeping in hostel regularly	Guardian said, He will not misbehave in same	Ans 10/9/23
2	7/10/23	Your son coming to institute without proper uniform	Guardian said that he will come to institute in proper uniform	Ans 7/10/23
3	08/12/24	Your son not returning in library after notice period	Guardian said that he will not misbehave next time.	Ans 8/12/24
4	09/10/24	Your son using mobile phone during class time	Guardian said that purchase the student according to rule & regulation	Ans 9/10/24
5	09/10/24	Your son caught red handed while sneaking a project instrument	Guardian said that purchase the student according to rule & regulation	Ans 9/10/24
6	18/03/24	Your son sleeping in hostel	Guardian said, He will not misbehave	Ans 18/3/24
7	18/03/24	Your son not attend class regularly	Guardian said, he will do regularly class.	Ans 18/3/24
8				
9				
10				
11				


 Signature of Proctor


 Signature of HOD

NILASAILA INSTITUTE OF SCIENCE OF TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

(Approved by AICTE & affiliated to SCTE&VT, Odisha)



PROCTOR'S ACTIVITY DIARY

ACADEMIC YEAR: 2023-2024

Proctor Name & Designation	
Name Of the Proctor:	Padmalaya Behera.
Designation:	Lecturer in ELECTRICAL ENGR.



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

(Approved by AICTE& affiliated to SCTE&VT, Odisha)



PROCTORIAL SYSTEM

The proctorial system has been introduced in Nilasaila Institute of Science & Technology with the main objective of providing supportive care & council to student in their academic & personal Problems. This system helps the students complete their studies comfortably & Successfully. The proctorial system is used to countinuously & regularly monitor the academic progress of the student & to rectify their problems. The college encourages parents to be in regular contact with the proctor/chief proctor/H.O.D/Principal. All the students of this college will come under the proctorial system which envisages a personal & intimate relationship between teacher & students. The proctors will act as parent substitutes during the academic hours in the life of the students in the college A proctor will be in charge of not more than 25 students of a particular class.

OBJECTIVES

- To inspire a healthy relationship between the teacher & students.
- To eliminate any indisciplin among the students
- To improve the overall academic performance in the examination.
- To give students a major of self confidence
- To maintain discipline in the institute; ensure institute rules are understood & followed.
- To keep an eye on the general moral behavior of a student.
- To prevent the student from indulging in any political activities on institute premises.

FUNCTIONS OF THE PROCTOR

Every teaching department implements the proctor process through its faculty and all the faculty members are designated as proctors.

- The proctor acts as a local guardian at solve the academic and administrative problems of the respective wards.
- The Proctor closely monitors the progress of students under his/her care and helps them in overcoming their problems.
- The proctor shall assist in academic and overall development of the student.
- Proctor conducts regular meetings with Students and parents.

Sd/-
Principal



Activity of The Proctors

Report of the Month of August 2023

FACULTY NAME-PADMALAYA BEHERA BRANCH-ELECTRICAL ENGG. SEM-3RD SESSION-2023-24 EXAMINATION-2023(W)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002059	SUJIT PATRA	100% attendance. very good in class.
2	F22096002060	SUKANTA DAS	75% attendance. very good in class maintain the same.
3	F22096002061	SURYAKANATA BARIK	80% attendance. very good in class maintain the same.
4	F22096002062	TANMAYA KUMAR GIRI	85% attendance. very good in class maintain the same.
5	F22096002063	UDIT KUMAR BEHERA	75% attendance. very good in class maintain the same.
6	L23096002001	BISWAJIT MOHANTY	50% attendance. very poor. try to improve the class.
7	L23096002002	BISWAJIT MOHARANA	85% attendance. very good in class.
8	L23096002003	BRAMHADATTA ROUT	80% attendance. very good in class.
9	L23096002004	DEBASHISH BARIK	90% attendance. very good in class.
10	L23096002005	RAGHUNANDAN PUHAN	80% attendance. very good. maintain the same.
11	L23096002006	SANTOSH KUMAR SAHOO	90% attendance. very good. maintain the same.

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002059	SUJIT PATRA	94% attendance. monthly test mark is satisfactory.
2	F22096002060	SUKANTA DAS	82% attendance. monthly test mark is satisfactory.
3	F22096002061	SURYAKANATA BARIK	88% attendance. monthly test mark is good.
4	F22096002062	TANMAYA KUMAR GIRI	94% attendance. monthly test mark is good.
5	F22096002063	UDIT KUMAR BEHERA	82% attendance. monthly test mark is satisfactory.
6	L23096002001	BISWAJIT MOHANTY	88% attendance. monthly test mark is good.
7	L23096002002	BISWAJIT MOHARANA	82% attendance. monthly test mark is satisfactory.
8	L23096002003	BRAMHADATTA ROUT	82% attendance. monthly test mark is satisfactory.
9	L23096002004	DEBASHISH BARIK	94% attendance. monthly test mark is good.
10	L23096002005	RAGHUNANDAN PUHAN	64% attendance. monthly test mark is very poor.
11	L23096002006	SANTOSH KUMAR SAHOO	78% attendance. monthly test mark is satisfactory.

X. Behera
20/10/23

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002059	SUJIT PATRA	Very Poor, discussed with Parents.
2	F22096002060	SUKANTA DAS	Very poor, discussed with Parents.
3	F22096002061	SURYAKANATA BARIK	Very Poor, discussed with Parents.
4	F22096002062	TANMAYA KUMAR GIRI	Very good, follow the different ^{house} class .
5	F22096002063	UDIT KUMAR BEHERA	very good, follow the different ^{house} class .
6	L23096002001	BISWAJIT MOHANTY	Average, maintain the class ^{attendance} attendance .
7	L23096002002	BISWAJIT MOHARANA	Poor, discussed with parents
8	L23096002003	BRAMHADATTA ROUT	Poor, discussed with parents.
9	L23096002004	DEBASHISH BARIK	Average, try to improve the ^{marks} marks .
10	L23096002005	RAGHUNANDAN PUHAN	Average, try to improve the ^{marks} marks .
11	L23096002006	SANTOSH KUMAR SAHOO	Poor, discussed with Parents.

P. Mehera
5/11/23

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002059	SUJIT PATRA	86% attendance, do form fillup for upcoming ^{examination} examination .
2	F22096002060	SUKANTA DAS	88% attendance, do form fillup for upcoming ^{examination} examination .
3	F22096002061	SURYAKANATA BARIK	89% attendance, do form fillup for 2023(w) ^{examination} examination .
4	F22096002062	TANMAYA KUMAR GIRI	91% attendance, do form fillup for upcoming ^{examination} examination .
5	F22096002063	UDIT KUMAR BEHERA	80% attendance, do form fillup for upcoming ^{examination} examination .
6	L23096002001	BISWAJIT MOHANTY	81% attendance, do form fillup for upcoming ^{examination} examination .
7	L23096002002	BISWAJIT MOHARANA	81% attendance, do form fillup for upcoming ^{examination} examination .
8	L23096002003	BRAMHADATTA ROUT	82% attendance, do form fillup for 2023(w) ^{examination} examination .
9	L23096002004	DEBASHISH BARIK	89% attendance, do form fillup for 2023(w) ^{examination} examination .
10	L23096002005	RAGHUNANDAN PUHAN	83% attendance, do form fillup for 2023(w) ^{examination} examination .
11	L23096002006	SANTOSH KUMAR SAHOO	83% attendance, do form fillup for 2023(w) ^{examination} examination .

P. Mehera
6/12/23

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002059	SUJIT PATRA	Back in TH-3, do form fillup for back paper in next semester.
2	F22096002060	SUKANTA DAS	Poor performance in semester exam, come to college with parent.
3	F22096002061	SURYAKANATA BARIK	Poor performance in semester exam, come to college with parent.
4	F22096002062	TANMAYA KUMAR GIRI	Back in all Paper, come to college with parent.
5	F22096002063	UDIT KUMAR BEHERA	Failed in semester exam, informed him for PTM.
6	L23096002001	BISWAJIT MOHANTY	Failed in semester exam, informed him for PTM.
7	L23096002002	BISWAJIT MOHARANA	Failed in semester exam, informed him for PTM.
8	L23096002003	BRAMHADATTA ROUT	Failed in semester exam, informed him for PTM.
9	L23096002004	DEBASHISH BARIK	Failed in semester exam, informed him for PTM.
10	L23096002005	RAGHUNANDAN PUHAN	Failed in semester exam, informed him for PTM.
11	L23096002006	SANTOSH KUMAR SAHOO	Back in TH-5, do form fillup for back paper in next semester.

Padmaja Behera
Sign. Of Proctor 6/2/24.

Sign. Of HOD



Activity of The Proctors

Report of the Month of January 2024

PROCTOR NAME-PADMALAYA BEHERA BRANCH-ELECTRICAL ENGG. SEM-4TH SESSION-2023-24 EXAMINATION-2024(S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002059	SUJIT PATRA	67% attendance. Come to class regularly.
2	F22096002060	SUKANTA DAS	100% attendance. Keep it up.
3	F22096002061	SURYAKANATA BARIK	67% attendance. Come to class regularly.
4	F22096002062	TANMAYA KUMAR GIRI	67% attendance. Come to class regularly.
5	F22096002063	UDIT KUMAR BEHERA	100% attendance. Keep it up.
6	L23096002001	BISWAJIT MOHANTY	67% attendance. try to improve the class.
7	L23096002002	BISWAJIT MOHARANA	67% attendance. try to improve the class.
8	L23096002003	BRAMHADATTA ROUT	100% attendance. Keep it up.
9	L23096002004	DEBASHISH BARIK	67% attendance. try to improve the class.
10	L23096002005	RAGHUNANDAN PUHAN	100% attendance. Keep it up.
11	L23096002006	SANTOSH KUMAR SAHOO	0% attendance. Come to college with talent.

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002059	SUJIT PATRA	90% attendance. monthly test marks is good.
2	F22096002060	SUKANTA DAS	80% attendance. monthly test marks Satisfactory.
3	F22096002061	SURYAKANATA BARIK	85% attendance. monthly test marks is good.
4	F22096002062	TANMAYA KUMAR GIRI	80% attendance. monthly test marks Satisfactory.
5	F22096002063	UDIT KUMAR BEHERA	95% attendance. monthly test marks is good.
6	L23096002001	BISWAJIT MOHANTY	90% attendance. monthly test marks is good.
7	L23096002002	BISWAJIT MOHARANA	80% attendance. monthly test marks is good.
8	L23096002003	BRAMHADATTA ROUT	90% attendance. monthly test marks is good.
9	L23096002004	DEBASHISH BARIK	85% attendance. monthly test marks is good.
10	L23096002005	RAGHUNANDAN PUHAN	90% attendance. monthly test marks is good.
11	L23096002006	SANTOSH KUMAR SAHOO	75% attendance. monthly test marks is Satisfactory.

P. Behera
 21/2/24

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002059	SUJIT PATRA	I.A mark is poor. Come to College with parent.
2	F22096002060	SUKANTA DAS	I.A mark is poor. Come to College with parent.
3	F22096002061	SURYAKANATA BARIK	I.A mark is poor. Come to College with parent.
4	F22096002062	TANMAYA KUMAR GIRI	I.A mark is good. follow different book.
5	F22096002063	UDIT KUMAR BEHERA	I.A mark is good. follow different book.
6	L23096002001	BISWAJIT MOHANTY	I.A mark is avg. try to improve the mark.
7	L23096002002	BISWAJIT MOHARANA	I.A mark is avg. try to improve the mark.
8	L23096002003	BRAMHADATTA ROUT	I.A mark is avg. try to improve the mark.
9	L23096002004	DEBASHISH BARIK	I.A mark is avg. try to improve the mark.
10	L23096002005	RAGHUNANDAN PUHAN	I.A mark is avg. try to improve the mark.
11	L23096002006	SANTOSH KUMAR SAHOO	I.A mark is avg. try to improve the mark.

P. Behera
25/4/24

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002059	SUJIT PATRA	85% attendance. do form fillup for 2024(c) exam.
2	F22096002060	SUKANTA DAS	85% attendance. do form fillup for Sem. exam.
3	F22096002061	SURYAKANATA BARIK	82% attendance. do form fillup for Sem. exam.
4	F22096002062	TANMAYA KUMAR GIRI	85% attendance. do form fillup for Sem. exam.
5	F22096002063	UDIT KUMAR BEHERA	88% attendance. do form fillup for Sem. exam.
6	L23096002001	BISWAJIT MOHANTY	88% attendance. do form fillup for Sem. exam.
7	L23096002002	BISWAJIT MOHARANA	87% attendance. do form fillup for upcoming exam.
8	L23096002003	BRAMHADATTA ROUT	87% attendance. do form fillup for upcoming exam.
9	L23096002004	DEBASHISH BARIK	83% attendance. do form fillup for upcoming exam.
10	L23096002005	RAGHUNANDAN PUHAN	87% attendance. do form fillup for 2024(c) exam.
11	L23096002006	SANTOSH KUMAR SAHOO	87% attendance. do form fillup for 2024(c) exam.

P. Behera
2/5/24

Report of the Examination 2024 (s)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096002059	SUJIT PATRA	Poor performance in Semester exam. Come to college with Parent.
2	F22096002060	SUKANTA DAS	Poor performance in Semester exam. Come to college with Parent.
3	F22096002061	SURYAKANATA BARIK	Poor performance in Semester exam. Come to college with Parent.
4	F22096002062	TANMAYA KUMAR GIRI	Failed in Semester exam, inform him for PTM.
5	F22096002063	UDIT KUMAR BEHERA	Failed in Semester exam, inform him for PTM.
6	L23096002001	BISWAJIT MOHANTY	Failed in Semester exam, inform him for PTM.
7	L23096002002	BISWAJIT MOHARANA	Failed in Semester exam, inform him for PTM.
8	L23096002003	BRAMHADATTA ROUT	Failed in Semester exam, inform him for PTM.
9	L23096002004	DEBASHISH BARIK	Failed in Semester exam, inform him for PTM.
10	L23096002005	RAGHUNANDAN PUHAN	Failed in Semester exam, inform him for PTM.
11	L23096002006	SANTOSH KUMAR SAHOO	Poor performance in Semester exam. Come to college with Parent.

Radmayappa Behera.
Sign. Of Proctor 3/7/24.

Sign. Of HOD 3/7/24



Activity of The Proctors

Report of the Month of August 2023

FACULTY NAME-PADMALAYA BEHERA BRANCH-ELECTRICAL ENGG. SEM-5TH SESSION-2023-24 EXAMINATION-2023(W)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002061	SUBRAJIT BEHERA	70% Attendance, Very good in class.
2	F21096002062	TANMAY MAHALK	80% Attendance, Very good in class.
3	F21096002063	TRIDEB SING	80% Attendance, try to attend the class.
4	L22096002001	AMARTYA SAHU	85% Attendance, Very good in class.
5	L22096002002	BHAGABAN MAHAKUD	80% Attendance, very good in class.
6	L22096002003	BHABESH SANKAR MOHAPATRA	85% Attendance, maintain the same.
7	L22096002004	HARICHANDAN DAS	80% Attendance, Very good in class.
8	L22096002005	MANAS KUMAR MAITY	90% Attendance, maintain the same.
9	L22096002006	MANAS KUMAR RAY	85% Attendance, maintain the same.
10	L22096002007	PRAMOD BEHERA	95% Attendance, Very good in class.
11	L22096002008	SANJIB KUMAR SAHU	85% Attendance, maintain the same.
12	F18096002043	SANJAYA KUMAR NAYAK	95% Attendance, maintain the same.

P. Behera
21/8/23

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002061	SUBRAJIT BEHERA	88% , monthly test mark is good.
2	F21096002062	TANMAY MAHALK	89% , monthly test mark is good.
3	F21096002063	TRIDEB SING	80% try to appear the exam
4	L22096002001	AMARTYA SAHU	88% , monthly test mark is Satisfactory.
5	L22096002002	BHAGABAN MAHAKUD	82% , monthly test marks good.
6	L22096002003	BHABESH SANKAR MOHAPATRA	94% , monthly test mark is good.
7	L22096002004	HARICHANDAN DAS	82% , monthly test mark is good.
8	L22096002005	MANAS KUMAR MAITY	100% , monthly test mark is good.
9	L22096002006	MANAS KUMAR RAY	82% , monthly test marks good.
10	L22096002007	PRAMOD BEHERA	82% , monthly test marks good.
11	L22096002008	SANJIB KUMAR SAHU	94% , monthly test mark is good.
12	F18096002043	SANJAYA KUMAR NAYAK	76% , monthly test mark is good.

P. Behera
21/9/23

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002061	SUBRAJIT BEHERA	I.A mark is good, follow different book.
2	F21096002062	TANMAY MAHALK	I.A mark is Poor, try to improve the marks.
3	F21096002063	TRIDEB SING	Not attend I.A. Come to college with parent.
4	L22096002001	AMARTYA SAHU	I.A mark is good, follow different book.
5	L22096002002	BHAGABAN MAHAKUD	I.A mark is good, follow different book.
6	L22096002003	BHABESH SANKAR MOHAPATRA	I.A mark is good, follow different book.
7	L22096002004	HARICHANDAN DAS	I.A mark is good, follow different book.
8	L22096002005	MANAS KUMAR MAITY	I.A mark is Poor, try to attend class & improve marks.
9	L22096002006	MANAS KUMAR RAY	I.A mark is good, try to attend in library & follow.
10	L22096002007	PRAMOD BEHERA	I.A mark is Poor, try to improve the marks.
11	L22096002008	SANJIB KUMAR SAHU	I.A mark is good, follow different book.
12	F18096002043	SANJAYA KUMAR NAYAK	I.A mark is Poor, try to improve the marks.

P. Belarova
5/11/29

Report of the Month of November 2023			
SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002061	SUBRAJIT BEHERA	83.1. attend. do form fillup for 2023 rd exam.
2	F21096002062	TANMAY MAHALK	89.1. attend. do form fillup for upcoming exam.
3	F21096002063	TRIDEB SING	00.1. attend.
4	L22096002001	AMARTYA SAHU	89.1. attend. do form fillup for 2023 rd exam.
5	L22096002002	BHAGABAN MAHAKUD	83.1. attend. do form fillup for 2023 rd exam.
6	L22096002003	BHABESH SANKAR MOHAPATRA	89.1. attend. do form fillup for 2023 rd exam.
7	L22096002004	HARICHANDAN DAS	85.1. attend. do form fillup for 2023 rd exam.
8	L22096002005	MANAS KUMAR MAITY	87.1. attend. do form fillup for 2023 rd exam.
9	L22096002006	MANAS KUMAR RAY	85.1. attend. do form fillup for 2023 rd exam.
10	L22096002007	PRAMOD BEHERA	86.1. attend. do form fillup for 2023 rd exam.
11	L22096002008	SANJIB KUMAR SAHU	86.1. attend. do form fillup for 2023 rd exam.
12	F18096002043	SANJAYA KUMAR NAYAK	86.1. attend. do form fillup for 2023 rd exam.

D. Mehner
6/12/23.

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002061	SUBRAJIT BEHERA	Failed in Semester exam, informed him for PTM.
2	F21096002062	TANMAY MAHALK	Back in TH-1, TH-2, TH-3, TH-4 do form fillup for back paper in next semester.
3	F21096002063	TRIDEB SING	Not attend Semester exam, Come to college with parent.
4	L22096002001	AMARTYA SAHU	Passed in Semester exam, informed him for PTM.
5	L22096002002	BHAGABAN MAHAKUD	Passed in Semester exam, informed him for PTM.
6	L22096002003	BHABESH SANKAR MOHAPATRA	Passed in Semester exam, informed him for PTM.
7	L22096002004	HARICHANDAN DAS	Failed in Semester exam, informed him for PTM.
8	L22096002005	MANAS KUMAR MAITY	Passed in Semester exam, informed him for PTM.
9	L22096002006	MANAS KUMAR RAY	Passed in Semester exam, informed him for PTM.
10	L22096002007	PRAMOD BEHERA	Passed in Semester exam, informed him for PTM.
11	L22096002008	SANJIB KUMAR SAHU	Passed in Semester exam, informed him for PTM.
12	F18096002043	SANJAYA KUMAR NAYAK	Failed in Semester exam, informed him for PTM.

Padmalaya Behera.
Sign. Of Proctor 12/24.

Sign. Of HOD 12/24



Activity of The Proctors

Report of the Month of January 2024

FACULTY NAME-PADMALAYA BEHERA BRANCH-ELECTRICAL ENGG. SEM-6TH SESSION-2023-24 EXAMINATION-2024(5)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002061	SUBRAJIT BEHERA	67% attendance. try to maintain the hundred percent attendance.
2	F21096002062	TANMAY MAHALK	100% attendance. keep it up.
3	F21096002063	TRIDEB SING	00% attendance. No study
4	L22096002001	AMARTYA SAHU	67% attendance. try to increase the attendance.
5	L22096002002	BHAGABAN MAHAKUD	100% attendance in class. keep it up.
6	L22096002003	BHABESH SANKAR MOHAPATRA	100% attendance in class. keep it up.
7	L22096002004	HARICHANDAN DAS	63% attendance. try to improve the attendance.
8	L22096002005	MANAS KUMAR MAITY	100% attendance. try different book & keep it up.
9	L22096002006	MANAS KUMAR RAY	63% attendance. try to increase the attendance.
10	L22096002007	PRAMOD BEHERA	100% attendance. keep it up.
11	L22096002008	SANJIB KUMAR SAHU	100% attendance. keep it up.
12	F18096002043	SANJAYA KUMAR NAYAK	100% attendance. keep it up.

D. Behera
21/1/24

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002061	SUBRAJIT BEHERA	90% attendance. monthly test mark is good.
2	F21096002062	TANMAY MAHALK	70% attendance. monthly test mark is average.
3	F21096002063	TRIDEB SING	00% attendance. No study.
4	L22096002001	AMARTYA SAHU	85% attendance. monthly test mark is good.
5	L22096002002	BHAGABAN MAHAKUD	85% attendance. monthly test mark is average.
6	L22096002003	BHABESH SANKAR MOHAPATRA	75% attendance. monthly test mark is fair.
7	L22096002004	HARICHANDAN DAS	80% attendance. monthly test mark is good.
8	L22096002005	MANAS KUMAR MAITY	75% attendance. monthly test mark is average.
9	L22096002006	MANAS KUMAR RAY	90% attendance. monthly test mark is good.
10	L22096002007	PRAMOD BEHERA	85% attendance. monthly test mark is good.
11	L22096002008	SANJIB KUMAR SAHU	90% attendance. monthly test mark is average.
12	F18096002043	SANJAYA KUMAR NAYAK	80% attendance. monthly test mark is very good.

D. Behera
21/2/24

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002061	SUBRAJIT BEHERA	I.A mark is Poor. try to improve the mark.
2	F21096002062	TANMAY MAHALK	I.A mark is Avg. try to improve the mark.
3	F21096002063	TRIDEB SING	No Study
4	L22096002001	AMARTYA SAHU	I.A mark is Avg. try to increase your performance.
5	L22096002002	BHAGABAN MAHAKUD	I.A mark is avg. try to increase your performance.
6	L22096002003	BHABESH SANKAR MOHAPATRA	I.A mark is good. follow different book.
7	L22096002004	HARICHANDAN DAS	I.A mark is good. follow different book.
8	L22096002005	MANAS KUMAR MAITY	I.A mark is Average. try to increase your performance.
9	L22096002006	MANAS KUMAR RAY	I.A mark is Avg. try to increase your performance.
10	L22096002007	PRAMOD BEHERA	I.A mark is Avg. try to increase your performance.
11	L22096002008	SANJIB KUMAR SAHU	I.A mark is Avg. try to improve the mark.
12	F18096002043	SANJAYA KUMAR NAYAK	I.A mark is Avg. try to improve the mark.

P. Behera
5/4/24

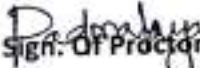
Report of the Month of April 2024

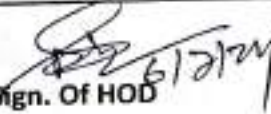
SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002061	SUBRAJIT BEHERA	81% attendance. do form fillup for 2024(5) exam.
2	F21096002062	TANMAY MAHALK	80% attendance. do form fillup for next exam.
3	F21096002063	TRIDEB SING	70% attendance. No Study.
4	L22096002001	AMARTYA SAHU	81% attendance. do form fillup for next exam.
5	L22096002002	BHAGABAN MAHAKUD	89% attendance. do form fillup for 2024(6) exam.
6	L22096002003	BHABESH SANKAR MOHAPATRA	86% attendance. do form fillup for 2024(17) exam.
7	L22096002004	HARICHANDAN DAS	83% attendance. do form fillup for 2024(17) exam.
8	L22096002005	MANAS KUMAR MAITY	78% attendance. do form fillup for upcoming exam.
9	L22096002006	MANAS KUMAR RAY	88% attendance. do form fillup for upcoming exam.
10	L22096002007	PRAMOD BEHERA	86% attendance. do form fillup for next exam.
11	L22096002008	SANJIB KUMAR SAHU	86% attendance. do form fillup for upcoming exam.
12	F18096002043	SANJAYA KUMAR NAYAK	81% attendance. do form fillup for 2024(5) Semester exam.

P. Behera
2/5/24

Report of the Examination 2024 (s)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096002061	SUBRAJIT BEHERA	Passed in Semester exam. informed him for PTM.
2	F21096002062	TANMAY MAHALK	Back in TH-1, TH-2, TH-4. do form fillup for Next Sem. examination.
3	F21096002063	TRIDEB SING	No Study.
4	L22096002001	AMARTYA SAHU	Passed in Semester exam. informed him for PTM.
5	L22096002002	BHAGABAN MAHAKUD	Passed in Semester exam. informed him for PTM.
6	L22096002003	BHABESH SANKAR MOHAPATRA	Passed in Semester exam. informed him for PTM.
7	L22096002004	HARICHANDAN DAS	Passed in Semester exam. informed him for PTM.
8	L22096002005	MANAS KUMAR MAITY	Passed in Semester exam. informed him for PTM.
9	L22096002006	MANAS KUMAR RAY	Passed in Semester exam. informed him for PTM.
10	L22096002007	PRAMOD BEHERA	Passed in Semester exam. informed him for PTM.
11	L22096002008	SANJIB KUMAR SAHU	Passed in Semester exam. informed him for PTM.
12	F18096002043	SANJAYA KUMAR NAYAK	Passed in Semester exam. informed him for PTM.


 Sign. Of Proctor


 Sign. Of HOD



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY
SERGARH-756060, BALASORE (ODISHA)



(Approved by AICTE & affiliated to SCTE & VT, Odisha)

Meeting With the Students

Proctor Name :- Padmalaya Behera

Academic Year 2023-24

Sl No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Students	Staff
1	8/9/23	9:30 AM	He is not coming to class but sleep in the hostel.	Sujit Patra	P. Behera 8/9/23
2	8/9/23	9:45 am	Regularly disturbing in class during class time.	Sujit Das	P. Behera 8/9/23
3	5/10/23	1:30 AM	changed bus pickup point regularly.	Dakshin Barik	P. Behera 5/10/23
4	6/11/2023	1:40 PM	He is good in cultural activities, suggest to participate.	Gandash Kumar Sahoo	P. Behera 6/11/23
5	6/11/2023	11:45 AM	Using mobile during class time.	Manas Kumar Ray	P. Behera 11/11/23
6	5/12/24	9:30 AM	He broken college library instrument regularly.	Prasad Barua	P. Behera 5/12/24
7	5/3/2024	9:30 AM	Not attend the class in proper uniform & dress code.	Harichandan Das	P. Behera 5/3/24
8	5/4/2024	1:30 PM	Not returned books in library after giving time.	Subrajit Behera	P. Behera 5/4/24
9					
10					
11					
12					
13					

Signature of Proctor
P. Behera
 5/10/24

Signature of HOD
[Signature]
 5/10/24



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY
SERGARH-756060, BALASORE (ODISHA)
 (Approved by AICTE & affiliated to SCTE & VT, Odisha)



Parent/Guardian Communication Details

Proctor Name :- Padmalaya Behera

Academic Year 2023-24

Sl No.	Date & Time of Communication of meeting	Purpose of Communication	Response of Parent	Initials of Staff
1	9/9/23 9:30AM	Your son not coming to class but sleep in hostel.	Give him Punishment as per rules.	P. Behera 9/9/23.
2	11/9/23 11:30AM	Your son disturbing in class regularly	He said that he will not do that again.	P. Behera 11/9/23.
3	7/10/23 9:45AM	Your son changed bus Pickup Point regularly.	He will fix the Pickup Point from tomorrow.	P. Behera 7/10/23.
4	9/11/23 9:40AM	Your son using mobile Phone during class time	He said that he will not do that again.	P. Behera 9/11/23.
5	7/10/24 9:30AM	Your son broken the library instrument.	Give him punishment or fine as per rules.	P. Behera 7/10/24.
6	6/10/24 9:30AM	Your son came to class with no 1st and 2nd in uniform.	He will not do that again.	P. Behera 6/10/24.
7	8/4/24 9:45AM	Your son did not return library books.	He said that he will return the books in 1-2 days.	P. Behera 8/4/24.
8				
9				
10				
11				

Signature of Padmalaya Behera

Signature of HOD