

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:	MANORANJAN BEHERA
Designation:	Lect. of Mechanical Engg.



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 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.



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

NAME OF THE PROCTOR-
MANORANJAN BEHERA

SEMESTER-3RD

EXAM2023(W)

SESSION-2023-24

Report of the Month of August 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004001	A.SRINIBAS SETHY	74%, Good class attend
2	F22096004002	ADITYA BARIK	71%, Good class attend
3	F22096004003	AKASH DAS	100%, Excellent class attend
4	F22096004004	AKSHYA KUMAR AGASTI	85%, very good class attend
5	F22096004005	ASHISH JENA	71%, Good class attend
6	F22096004006	ASUTOSH MALIK	57%, Poor class improvement
7	F22096004007	AVISHEK DASMOHAPATRA	85%, very good class attend
8	F22096004008	BHIMA DALEI	71%, Good class attend
9	F22096004009	BIKASH CHANDRA KHANDA	85%, very good class attend

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004001	A.SRINIBAS SETHY	84% Attend, 80% in class test
2	F22096004002	ADITYA BARIK	76% Attend, 70% in class test
3	F22096004003	AKASH DAS	84% Attend, 75% in class test
4	F22096004004	AKSHYA KUMAR AGASTI	76% Attend, 65% in class test
5	F22096004005	ASHISH JENA	80% Attend, 90% in class test
6	F22096004006	ASUTOSH MALIK	84% Attend, 95% in class test
7	F22096004007	AVISHEK DASMOHAPATRA	80% Attend, 85% in class test
8	F22096004008	BHIMA DALEI	76% Attend, 70% in class test
9	F22096004009	BIKASH CHANDRA KHANDA	80% Attend, 85% in class test

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004001	A.SRINIBAS SETHY	63% in internal exam,
2	F22096004002	ADITYA BARIK	38% in internal talk to guardian
3	F22096004003	AKASH DAS	71% in internal exam,
4	F22096004004	AKSHYA KUMAR AGASTI	44% in internal talk to guardian
5	F22096004005	ASHISH JENA	38% in internal talk to guardian

7	F22096004006	ASUTOSH MALIK	42% in internal talk to question
8	F22096004007	AVISHEK DASMOHAPATRA	90% in internal exam
9	F22096004008	BHIMA DALEI	71% in internal exam
	F22096004009	BIKASH CHANDRA KHANDA	88% in internal exam.

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004001	A.SRINIBAS SETHY	90% Attendance is very good
2	F22096004002	ADITYA BARIK	87% Attendance is good.
3	F22096004003	AKASH DAS	87% Attendance is good.
4	F22096004004	AKSHYA KUMAR AGASTI	94% Attendance is very good.
5	F22096004005	ASHISH JENA	77% Attendance talk to question
6	F22096004006	ASUTOSH MALIK	76% Attendance talk to question.
7	F22096004007	AVISHEK DASMOHAPATRA	96% Attendance is very good
8	F22096004008	BHIMA DALEI	79% Attendance is good.
9	F22096004009	BIKASH CHANDRA KHANDA	76% Attendance talk to question.

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004001	A.SRINIBAS SETHY	73% in semester exam
2	F22096004002	ADITYA BARIK	76% in semester exam
3	F22096004003	AKASH DAS	66% in semester exam
4	F22096004004	AKSHYA KUMAR AGASTI	Back - TH1, TH3
5	F22096004005	ASHISH JENA	56% in semester exam
6	F22096004006	ASUTOSH MALIK	Back - TH2, TH2
7	F22096004007	AVISHEK DASMOHAPATRA	74% in semester exam
8	F22096004008	BHIMA DALEI	59% in semester exam
9	F22096004009	BIKASH CHANDRA KHANDA	65% in semester exam

Mamun Behr
SIGN.OF FACULTY


 SIGN. OF H.O.D. 01/12/24
 DEPARTMENT OF MECHANICAL ENGINEERING



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

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

NIST

Activity of The Proctors

NAME OF THE PROCTOR -
MANORANJAN BEHERA

SEMESTER-4TH

Exam -2024 (S)

SESSION-2023-24

Report of the Month of January 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004001	A.SRINIBAS SETHY	93%. very good class attend
2	F22096004002	ADITYA BARIK	93%. good class attend
3	F22096004003	AKASH DAS	93%. v. good class attend
4	F22096004004	AKSHYA KUMAR AGASTI	100%. excellent class attend
5	F22096004005	ASHISH JENA	75%. improve the class attend
6	F22096004006	ASUTOSH MALIK	81%. good class attend
7	F22096004007	AVISHEK DASMOHAPATRA	93%. excellent class attend
8	F22096004008	BHIMA DALEI	87%. very good class
9	F22096004009	BIKASH CHANDRA KHANDA	75%. improve the class

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004001	A.SRINIBAS SETHY	82% attend, 60% in class test
2	F22096004002	ADITYA BARIK	85% attend, 85% in class test
3	F22096004003	AKASH DAS	85% attend, 90% in class test
4	F22096004004	AKSHYA KUMAR AGASTI	77% attend, 60% in class test
5	F22096004005	ASHISH JENA	80% attend, 90% in class test
6	F22096004006	ASUTOSH MALIK	82% attend, 75% in class test
7	F22096004007	AVISHEK DASMOHAPATRA	85% attend, 80% in class test
8	F22096004008	BHIMA DALEI	77% attend, 70% in class test
9	F22096004009	BIKASH CHANDRA KHANDA	80% attend, 75% in class test

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004001	A.SRINIBAS SETHY	40% in internal exam
2	F22096004002	ADITYA BARIK	40% in internal exam
3	F22096004003	AKASH DAS	65% in internal exam
4	F22096004004	AKSHYA KUMAR AGASTI	38% in internal exam
5	F22096004005	ASHISH JENA	60% in internal exam

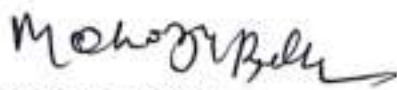
6	F22096004006	ASUTOSH MALIK	40% in internal talk to guardian
7	F22096004007	AVISHEK DASMOHAPATRA	78% in internal exam
8	F22096004008	BHIMA DALEI	37% in internal exam
9	F22096004009	BIKASH CHANDRA KHANDA	35% in internal talk to guardian

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004001	A.SRINIBAS SETHY	92% Attend is very good
2	F22096004002	ADITYA BARIK	80% Attend is good
3	F22096004003	AKASH DAS	84% Attend is good
4	F22096004004	AKSHYA KUMAR AGASTI	95% Attend is very good
5	F22096004005	ASHISH JENA	79% Attend talk to guardian
6	F22096004006	ASUTOSH MALIK	75% Attend talk to guardian
7	F22096004007	AVISHEK DASMOHAPATRA	87% Attend is very good
8	F22096004008	BHIMA DALEI	80% Attend talk to guardian
9	F22096004009	BIKASH CHANDRA KHANDA	82% Attend talk to guardian

Report of the Examination 2024 (S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004001	A.SRINIBAS SETHY	73% in Semester exam
2	F22096004002	ADITYA BARIK	75% in Semester exam
3	F22096004003	AKASH DAS	74% in Semester exam
4	F22096004004	AKSHYA KUMAR AGASTI	Book - TH1
5	F22096004005	ASHISH JENA	70% in Semester exam
6	F22096004006	ASUTOSH MALIK	64% in Semester exam
7	F22096004007	AVISHEK DASMOHAPATRA	74% in Semester exam
8	F22096004008	BHIMA DALEI	66% in Semester exam
9	F22096004009	BIKASH CHANDRA KHANDA	72% in Semester exam


SIGN.OF PROCTOR


SIGN. OF H.O.D. 8/7/24
DEPARTMENT OF MECHANICAL ENGINEERING



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

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

NIST

NAME OF THE PROCTOR -
MANORANJAN BEHERA

Activity of The Proctors

SEMESTER-5TH

Exam -2023 (w)

SESSION-2023-24

Report of the Month of August 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004001	ABHIJIT MOHANTY	78% in class attendance, improve in your attendance.
2	F21096004002	AJAY SENAPATI	97% in attendance.
3	F21096004003	AJAYA RAY	68% in attendance, visit the Guardian.
4	F21096004004	AKSHAYA NARAYAN BEHERA	95% in attendance.
5	F21096004005	ANTARYAMI MIRDHA	92% in attendance.
6	F21096004006	ASIT KUMAR MAHALIK	Very good % in attendance 80%.
7	F21096004007	BHOLANATHA MOHANTY	68% in class attendance improve.
8	F21096004008	BIBHUTI BHUSAN BAL	68% in class attendance, visit the Guardian.
9	F21096004009	BINAY KUMAR MALLIK	80% in class attendance.

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004001	ABHIJIT MOHANTY	78% in class attendance, 65% in class test inform the Guardian.
2	F21096004002	AJAY SENAPATI	80% in class test, very good performance.
3	F21096004003	AJAYA RAY	65% in class attendance, 58% in class test visit the Guardian.
4	F21096004004	AKSHAYA NARAYAN BEHERA	92% in class attendance, 85% in class test.
5	F21096004005	ANTARYAMI MIRDHA	82% in class attendance, 68% in class test.
6	F21096004006	ASIT KUMAR MAHALIK	68% in class test, visit the Guardian.
7	F21096004007	BHOLANATHA MOHANTY	82% in class test, 58% in class attendance.
8	F21096004008	BIBHUTI BHUSAN BAL	60% in class attendance, 49% in class test.
9	F21096004009	BINAY KUMAR MALLIK	48% in class attendance, visit the Guardian.

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004001	ABHIJIT MOHANTY	78% in midsem exam visit the Guardian.
2	F21096004002	AJAY SENAPATI	67% in internal exam visit the Guardian.
3	F21096004003	AJAYA RAY	65% in internal exam inform the Guardian.
4	F21096004004	AKSHAYA NARAYAN BEHERA	87% in internal exam, good percentage.
5	F21096004005	ANTARYAMI MIRDHA	80% in internal exam, visit the Guardian.

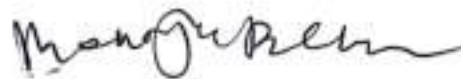
7	F21096004006	ASIT KUMAR MAHALIK	77% in internal exam the guardian.	visit
8	F21096004007	BHOLANATHA MOHANTY	62% in internal exam the guardian.	inform
9	F21096004008	BIBHUTI BHUSAN BAL	67% in internal exam the students.	inform
	F21096004009	BINAY KUMAR MALLIK	91% in internal exam the guardian.	visit

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004001	ABHIJIT MOHANTY	86% in class attendance, eligible for term fill up.
2	F21096004002	AJAY SENAPATI	85% in class attendance, eligible for term fill up.
3	F21096004003	AJAYA RAY	82% eligible for term fill up, visit the guardian.
4	F21096004004	AKSHAYA NARAYAN BEHERA	84% eligible for term fill up.
5	F21096004005	ANTARYAMI MIRDHA	87% eligible for term fill up, visit the guardian.
6	F21096004006	ASIT KUMAR MAHALIK	86% eligible for term fill up.
7	F21096004007	BHOLANATHA MOHANTY	85% eligible for term fill up.
8	F21096004008	BIBHUTI BHUSAN BAL	82% eligible for term fill up, inform to parents.
9	F21096004009	BINAY KUMAR MALLIK	82% eligible for term fill up.

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004001	ABHIJIT MOHANTY	You have not attempt in semester exam. inform to guardian.
2	F21096004002	AJAY SENAPATI	You passed in semester exam obtained in 519 marks.
3	F21096004003	AJAYA RAY	You passed in semester exam 412 marks.
4	F21096004004	AKSHAYA NARAYAN BEHERA	You have passed in semester exam 545 marks.
5	F21096004005	ANTARYAMI MIRDHA	You have passed in semester exam obtained in 539 marks.
6	F21096004006	ASIT KUMAR MAHALIK	You have passed in semester exam 462 marks.
7	F21096004007	BHOLANATHA MOHANTY	You have passed in semester exam 450 marks.
8	F21096004008	BIBHUTI BHUSAN BAL	You don't attend in exam then to guardian.
9	F21096004009	BINAY KUMAR MALLIK	You have passed in 567 marks.


SIGN. OF PROCTOR


SIGN. OF H.O.D. 7/2/24
DEPARTMENT OF MECHANICAL ENGINEERING



NAME OF THE PROCTOR -
MANORANJAN BEHERA

Activity of The Proctors

SEMESTER-6TH

Exam -2024 (S)

SESSION-2023-24

Report of the Month of January 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004001	ABHIJIT MOHANTY	78% attendance, inform to students guardians.
2	F21096004002	AJAY SENAPATI	93% attendance, good performance report.
3	F21096004003	AJAYA RAY	68% attendance, improve in fail class.
4	F21096004004	AKSHAYA NARAYAN BEHERA	97% attendance.
5	F21096004005	ANTARYAMI MIRDHA	82% attendance.
6	F21096004006	ASIT KUMAR MAHALIK	72% attendance, visit the guardian.
7	F21096004007	BHOLANATHA MOHANTY	68% attendance, visit the guardian.
8	F21096004008	BIBHUTI BHUSAN BAL	62% attendance, improve in class.
9	F21096004009	BINAY KUMAR MALLIK	78% attendance, improve in class.

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004001	ABHIJIT MOHANTY	68% in class attendance, 72% in class test.
2	F21096004002	AJAY SENAPATI	85% in class test.
3	F21096004003	AJAYA RAY	72% in class test, 69% attendance.
4	F21096004004	AKSHAYA NARAYAN BEHERA	85% in class test, 92% in class attendance.
5	F21096004005	ANTARYAMI MIRDHA	68% in class test.
6	F21096004006	ASIT KUMAR MAHALIK	55% in class test visit the guardian.
7	F21096004007	BHOLANATHA MOHANTY	62% in class test visit the guardian.
8	F21096004008	BIBHUTI BHUSAN BAL	58% in class test visit the guardian.
9	F21096004009	BINAY KUMAR MALLIK	75% in class test.

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004001	ABHIJIT MOHANTY	78% in internal exam visit the guardian.
2	F21096004002	AJAY SENAPATI	95% in internal exam.
3	F21096004003	AJAYA RAY	62% in internal exam, inform the parents.
4	F21096004004	AKSHAYA NARAYAN BEHERA	92% in internal exam.
5	F21096004005	ANTARYAMI MIRDHA	78% in internal exam, inform the students.

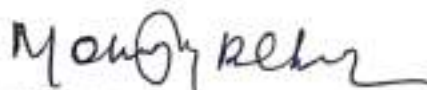
	F21096004006	ASIT KUMAR MAHALIK	69% in internal exam. visit the guardian.
7	F21096004007	BHOLANATHA MOHANTY	55% in internal exam. visit the guardian.
8	F21096004008	BIBHUTI BHUSAN BAL	62% in internal exam. visit the guardian.
9	F21096004009	BINAY KUMAR MALLIK	68% in internal exam. visit the guardian.

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004001	ABHIJIT MOHANTY	85% attendance eligible for semester examination.
2	F21096004002	AJAY SENAPATI	88% attendance eligible for semester examination.
3	F21096004003	AJAYA RAY	87% eligible for semester examination.
4	F21096004004	AKSHAYA NARAYAN BEHERA	83% eligible for semester examination.
5	F21096004005	ANTARYAMI MIRDHA	87% eligible for semester examination.
6	F21096004006	ASIT KUMAR MAHALIK	85% eligible for semester examination.
7	F21096004007	BHOLANATHA MOHANTY	87% eligible for semester examination.
8	F21096004008	BIBHUTI BHUSAN BAL	85% eligible for semester examination.
9	F21096004009	BINAY KUMAR MALLIK	84% eligible for semester examination. visit the guardian.

Report of the Examination 2024 (S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004001	ABHIJIT MOHANTY	You have not attended in semester exam.
2	F21096004002	AJAY SENAPATI	You have passed in semester exam 530 marks.
3	F21096004003	AJAYA RAY	You have passed in 518 marks.
4	F21096004004	AKSHAYA NARAYAN BEHERA	You have passed in semester exam in 603 marks.
5	F21096004005	ANTARYAMI MIRDHA	You have passed in semester exam 594.
6	F21096004006	ASIT KUMAR MAHALIK	You have passed in semester exam 549.
7	F21096004007	BHOLANATHA MOHANTY	You have passed in semester exam 515 marks.
8	F21096004008	BIBHUTI BHUSAN BAL	You did not attend in semester exam.
9	F21096004009	BINAY KUMAR MALLIK	You have passed in semester exam 604 marks.


SIGN.OF PROCTOR


SIGN. OF H.O.D. 07/12/24
DEPARTMENT OF MECHANICAL ENGINEERING



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



Meeting With the Students

Proctor Name :- Manoranjan Behera

Academic Year 2023-24

Sl No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Students	Staff
1	05-09-2023	1.40 pm	Regularity late in class	Bhaskar Bhaskar	(M) 5/9/23
2	12-09-2023	1.30 pm	Not complete assignment regularly	ASH KUMAR mahalik	(M) 12/9/23
3	17-10-2023	1.45 pm	Smoking in cigarette in hostel	AJAY SENGUPATI	(M) 17/10/23
4	03-11-2023	1.40 pm	Very poor mark in internal exam	ASHISH JENA	(M) 03/11/23
5	12-12-2023	1.50 pm	Semester 4th form group are not completed.	A. SENGUPATI	(M) 12/12/23
6	11-01-2024	2.10 pm	Phone calling to class in semester not present in class	Abhisit mphanjy	(M) 11/1/24
7	29/02/2024	2.25 pm	Properly not maintained the class notes.	Bhinda Delay	(M) 29/2/24
8	11-03-2024	1.25 pm	Discuss with students on result back papers	Akshya KUMAR	(M) 11/3/24
9	11-03-2024	1.40 pm	Discuss with students on result back papers	Akshya KUMAR	(M) 11/3/24
10	23-03-24	1.25 pm	Playing cricket match in hosting inter college match	Amitash Malik	(M) 23/3/24
11	18-04-24	12.25 pm	Watching movie during this class.	Amitayami Mirdha	(M) 18/4/24
12					
13					

(Signature of Proctor)

(Signature of HOD)

NH - 16, Sergarh, Balasore, Odisha | Phone No: 06782 - 219080

E - mail : nist.bls@gmail.com

Web: www.nist.org.in



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



Parent/Guardian Communication Details

Proctor Name :- Manorajay Behera

Academic Year 2023-24

Sl No.	Date & Time of Communication of meeting	Purpose of Communication	Response of Parent	Initials of Staff
1	13/9/23 1:25 PM	late in classes and miss behaving as girls students	His parent said not continue further times	(M) 13/9/23
2	10/10/23 1:15 PM	Breaking of light of hostel building	Telephone discuss with further he not breaks his student	(M) 10/10/23
3	19/10/23 1:15 PM	smoking of cigarette in college building	His parent say visit next month	(M) 19/10/23
4	29/2/23 2:30 PM	The students is not assignment not	His parents say the next day all assignment complete	(M) 29/2/23
5	11/3/24 1:20 PM	students result poor and to guide the student	parents says we are guides seriously	(M) 11/3/24
6	15/04/24 2:10 PM	students watching in movie classroom	parents says not use to smart-phone	(M) 15/04/24
7				
8				
9				
10				
11				

Manorajay Behera
 Signature of Proctor

(M)
 Signature of HOD

30/7/24

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:	Ranjil Biri
Designation:	Lect. in Mechanical 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 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



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

NIST

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

Activity of The Proctors

NAME OF THE PROCTOR - RANJIT GIRI		SEMESTER-3RD	Exam -2023 (w)	SESSION-2023-24
Report of the Month of August 2023				
SL NO	REGISTRATION NUMBER	NAME	REMARKS	
1	F22096004010	BIKASH KUMAR MAHALIK	72% Attendance, Poor Attendance	
2	F22096004011	BIKASH ROUT	77% Attendance, Good Attendance	
3	F22096004012	BINAYAK BEHERA	83% Attendance, Good Attendance	
4	F22096004013	BISWAJIT NAYAK	94% Attendance, Better Performance	
5	F22096004014	BISWAJIT SAMAL	88% Attendance, is very Good	
6	F22096004015	CHANDRAKANTA JENA	78% Attendance, Very poor	
7	F22096004016	CHITTA RANJAN SWAIN	77% Attendance, Poor Attendance	
8	F22096004017	DEEPAK JENA	88% is very Good, Continue	
9	F22096004018	DHANANJAYA MALIK	88% is very Good Performance	
10	F22096004019	DIBYARANJAN JENA	72% Attendance, so contact	

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS	
1	F22096004010	BIKASH KUMAR MAHALIK	85% Attendance & 85% marks in class test	
2	F22096004011	BIKASH ROUT	71% Attendance & 70% marks in class test	
3	F22096004012	BINAYAK BEHERA	78% Attendance & 75% marks in class test	
4	F22096004013	BISWAJIT NAYAK	85% Attendance & 85% marks in class test	
5	F22096004014	BISWAJIT SAMAL	78% Attendance & 75% marks in class test	
6	F22096004015	CHANDRAKANTA JENA	85% Attendance & 90% marks in class test	
7	F22096004016	CHITTA RANJAN SWAIN	64% Attendance & 65% marks in class test	
8	F22096004017	DEEPAK JENA	71% Attendance & 70% marks in class test	
9	F22096004018	DHANANJAYA MALIK	78% Attendance & 85% marks in class test	
10	F22096004019	DIBYARANJAN JENA	85% Attendance & 85% marks in class test	

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS	
1	F22096004010	BIKASH KUMAR MAHALIK	79% marks, Improve your marks	
2	F22096004011	BIKASH ROUT	39% marks, Discuss your marks	
3	F22096004012	BINAYAK BEHERA	39% marks, Improve your marks	
4	F22096004013	BISWAJIT NAYAK	84% marks, Very Good marks	
5	F22096004014	BISWAJIT SAMAL	93% marks, Very Good marks	

6	F22096004015	CHANDRAKANTA JENA	94-1 marks, very Good performance.
7	F22096004016	CHITTA RANJAN SWAIN	42-1 marks, very Poor marks.
8	F22096004017	DEEPAK JENA	87-1 marks, very Good marks.
9	F22096004018	DHANANJAYA MALIK	81-1 marks, Improve your marks.
10	F22096004019	DIBYARANJAN JENA	72-1 marks, Very Poor marks.

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004010	BIKASH KUMAR MAHALIK	80-1. Attendance is very Good. So form fill up eligible.
2	F22096004011	BIKASH ROUT	81-1. Attendance is Good. So eligible form fill up.
3	F22096004012	BINAYAK BEHERA	77-1. Attendance is Poor. Visit Gendian.
4	F22096004013	BISWAJIT NAYAK	91-1. Attendance is very Good. So form fill up is eligible.
5	F22096004014	BISWAJIT SAMAL	91-1. Attendance is Good. Performance, eligible form fill up.
6	F22096004015	CHANDRAKANTA JENA	93-1. Attendance is Better. Performance, eligible form fill up.
7	F22096004016	CHITTA RANJAN SWAIN	77-1. Attendance is very Poor. So contact to the Gendian.
8	F22096004017	DEEPAK JENA	90-1. Attendance is very Good. Performance.
9	F22096004018	DHANANJAYA MALIK	88-1. Very Good Attendance. So eligible form fill up.
10	F22096004019	DIBYARANJAN JENA	77-1. Attendance is Poor. So contact your Gendian.

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004010	BIKASH KUMAR MAHALIK	Pass, 480, Improve in marks.
2	F22096004011	BIKASH ROUT	Pr-1, Pr-2, Pr-3. Back.
3	F22096004012	BINAYAK BEHERA	Fail, not appear in Exam.
4	F22096004013	BISWAJIT NAYAK	Pass, 536, Improve in marks.
5	F22096004014	BISWAJIT SAMAL	589. Good mark Pass.
6	F22096004015	CHANDRAKANTA JENA	580, Pass, improve the marks.
7	F22096004016	CHITTA RANJAN SWAIN	473, Pass, improve the marks.
8	F22096004017	DEEPAK JENA	Fail, not appear in Exam.
9	F22096004018	DHANANJAYA MALIK	495 marks Pass, and improve in marks.
10	F22096004019	DIBYARANJAN JENA	476, Pass marks, improve in marks.


SIGN. OF PROCTOR


SIGN. OF H.O.D. 6/12/24
DEPARTMENT OF MECHANICAL ENGINEERING



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

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

NIST

Activity of The Proctors

NAME OF THE PROCTOR-
RANJIT GIRI

SEMESTER-4TH

EXAM2024(S)

SESSION- 2023-24

Report of the Month of January 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004010	BIKASH KUMAR MAHALIK	71% Attendance Poor Attendance Visit to Gardian.
2	F22096004011	BIKASH ROUT	71% Attendance Poor in exam Attendance so visit Gardian.
3	F22096004012	BINAYAK BEHERA	85% Attendance is very Good.
4	F22096004013	BISWAJIT NAYAK	85% Attendance, very good performance
5	F22096004014	BISWAJIT SAMAL	85% Attendance, very good Attendance, continue,
6	F22096004015	CHANDRAKANTA JENA	71% Attendance poor so visit Gardian.
7	F22096004016	CHITTA RANJAN SWAIN	71% Attendance is very poor so contact to Gardian.
8	F22096004017	DEEPAK JENA	85% Attendance is very good
9	F22096004018	DHANANJAYA MALIK	85% Attendance is very Good.
10	F22096004019	DIBYARANJAN JENA	85% Attendance is very Good continue

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004010	BIKASH KUMAR MAHALIK	78% Attendance & 75% class test.
2	F22096004011	BIKASH ROUT	89% Attendance & 85% class test.
3	F22096004012	BINAYAK BEHERA	88% Attendance & 65% class test.
4	F22096004013	BISWAJIT NAYAK	89% Attendance & 90% class test.
5	F22096004014	BISWAJIT SAMAL	84% Attendance & 85% class test.
6	F22096004015	CHANDRAKANTA JENA	94% Attendance & 95% in class test.
7	F22096004016	CHITTA RANJAN SWAIN	89% Attendance & 90% in class test.
8	F22096004017	DEEPAK JENA	84% Attendance & 85% in class test.
9	F22096004018	DHANANJAYA MALIK	78% Attendance & 85% in class test.
10	F22096004019	DIBYARANJAN JENA	78% Attendance & 80% marks in class test.

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004010	BIKASH KUMAR MAHALIK	77% marks, Improve your marks so contact your Gardian.
2	F22096004011	BIKASH ROUT	48% marks, Improve your marks, so contact your Gardian.
3	F22096004012	BINAYAK BEHERA	43% marks, Very poor marks so encourage as your marks signu.
4	F22096004013	BISWAJIT NAYAK	87% marks, very Good performance.
5	F22096004014	BISWAJIT SAMAL	100% marks Better performance.

	F22096004015	CHANDRAKANTA JENA	100% marks. Better performance.
7	F22096004016	CHITTA RANJAN SWAIN	40% marks. Discuss your marks.
8	F22096004017	DEEPAK JENA	92% marks, Very Good marks.
9	F22096004018	DHANANJAYA MALIK	87% marks. Very Good marks.
10	F22096004019	DIBYARANJAN JENA	91% marks, Very Good marks.

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004010	BIKASH KUMAR MAHALIK	79% Attendance, so eligible for exam fillup.
2	F22096004011	BIKASH ROUT	76% Attendance, so below the 80% attendance.
3	F22096004012	BINAYAK BEHERA	80.5% Attendance is very good. Form fillup eligible.
4	F22096004013	BISWAJIT NAYAK	90-97% Attendance is Very Good.
5	F22096004014	BISWAJIT SAMAL	88% Very Good Attendance. Form fillup eligible.
6	F22096004015	CHANDRAKANTA JENA	90% Attendance is very good. Form fillup eligible.
7	F22096004016	CHITTA RANJAN SWAIN	79% Attendance is below 80%. So contact candidate.
8	F22096004017	DEEPAK JENA	85% Attendance is very good. So eligible for exam fillup.
9	F22096004018	DHANANJAYA MALIK	82% Attendance is very good.
10	F22096004019	DIBYARANJAN JENA	79% Attendance is very good. So continue, eligible for exam fillup.

Report of the Examination 2024 (S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004010	BIKASH KUMAR MAHALIK	74.4% marks, Improve your marks.
2	F22096004011	BIKASH ROUT	Pr-1, Pr-2, P-3 Back.
3	F22096004012	BINAYAK BEHERA	68.4% marks. Increase your marks. Contact candidate.
4	F22096004013	BISWAJIT NAYAK	77.4% marks, Improve your marks.
5	F22096004014	BISWAJIT SAMAL	82.8% Very Good marks. Continue.
6	F22096004015	CHANDRAKANTA JENA	85.86% marks. Very Good marks.
7	F22096004016	CHITTA RANJAN SWAIN	66.8% marks. Improve your marks.
8	F22096004017	DEEPAK JENA	76.4% marks. Improve your marks. Contact candidate.
9	F22096004018	DHANANJAYA MALIK	73.2% marks. Improve your marks. Contact candidate.
10	F22096004019	DIBYARANJAN JENA	72.8% marks. Improve your marks.

Pirai
20/04/24
SIGN. OF PROCTOR

M
SIGN. OF H.O.D.
6/7/24
DEPARTMENT OF MECHANICAL ENGINEERING



Activity of The Proctors

NAME OF THE PROCTOR -
RANJIT GIRI

SEMESTER-5TH

Exam -2023 (w)

SESSION-2023-24

Report of the Month of August 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004010	BISWA BIJAYA MAHALIK	771 Attendance, ^{Good Attendance} to Chandan
2	F21096004011	BISWAJIT LENKA	941 Attendance, ^{Better Performance} continue
3	F21096004012	BISWAJIT SATAPATHY	831 Attendance, ^{Very Good} Attendance continue
4	F21096004013	CHANDAN GIRI	941 Attendance, ^{Better Performance} continue
5	F21096004014	CHANDAN SETHI	771 Attendance, ^{Good Attendance} to Chandan
6	F21096004015	CHINMAYA BEHERA	831 Attendance, ^{Very Good} continue
7	F21096004016	CHINMAYA KHAMARI	771 Attendance, ^{Low 801} to Chandan
8	F21096004017	CHINMAYA KUMAR MOHALIK	831 Attendance, ^{Good Attendance}
9	F21096004018	DEBASHIS JENA	941 Attendance, ^{Better Attendance} continue
10	F21096004019	DIBAKAR SETHI	831 Attendance, ^{Very Good} Attendance

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004010	BISWA BIJAYA MAHALIK	771 Attendance, ^{751 marks} in class test.
2	F21096004011	BISWAJIT LENKA	941 Attendance, ^{951 marks} in class test.
3	F21096004012	BISWAJIT SATAPATHY	831 Attendance, ^{901 marks} in class test.
4	F21096004013	CHANDAN GIRI	941 Attendance, ^{951 marks} in class test.
5	F21096004014	CHANDAN SETHI	771 Attendance, ^{751 marks} in class test.
6	F21096004015	CHINMAYA BEHERA	881 Attendance, ^{801 marks} in class test.
7	F21096004016	CHINMAYA KHAMARI	771 Attendance, ^{751 marks} in class test.
8	F21096004017	CHINMAYA KUMAR MOHALIK	831 Attendance, ^{851 marks} in class test.
9	F21096004018	DEBASHIS JENA	941 Attendance, ^{901 marks} in class test.
10	F21096004019	DIBAKAR SETHI	831 Attendance, ^{851 marks} in class test.

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004010	BISWA BIJAYA MAHALIK	771 marks, ^{improve your marks}
2	F21096004011	BISWAJIT LENKA	881 marks, ^{Very Good marks}
3	F21096004012	BISWAJIT SATAPATHY	891 marks, ^{Very Good marks}
4	F21096004013	CHANDAN GIRI	941 marks, ^{Better Performance} continue
5	F21096004014	CHANDAN SETHI	791 marks, ^{very good marks}

6	F21096004015	CHINMAYA BEHERA	73+ marks. Improve your marks.
7	F21096004016	CHINMAYA KHAMARI	74+ marks. Better improve your marks.
8	F21096004017	CHINMAYA KUMAR MOHALIK	73+ marks. Improve marks. Contact Guardian.
9	F21096004018	DEBASHIS JENA	75+ marks. Improve marks.
10	F21096004019	DIBAKAR SETHI	85+ marks. Very good marks.

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004010	BISWA BUAYA MAHALIK	78+ Attendance, eligible form fill up.
2	F21096004011	BISWAJIT LENKA	78+ Attendance, eligible form fill up.
3	F21096004012	BISWAJIT SATAPATHY	91+ Attendance, Better performance.
4	F21096004013	CHANDAN GIRI	87+ Attendance, very Good performance.
5	F21096004014	CHANDAN SETHI	78+ Good Attendance, 50+ marks.
6	F21096004015	CHINMAYA BEHERA	79+ Good Attendance, 50+ marks.
7	F21096004016	CHINMAYA KHAMARI	79+ Good Attendance, eligible form fill up.
8	F21096004017	CHINMAYA KUMAR MOHALIK	78+ Good Attendance, 50+ marks.
9	F21096004018	DEBASHIS JENA	91+ Better performance, eligible form fill up.
10	F21096004019	DIBAKAR SETHI	90+ Good Attendance, 50+ marks.

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004010	BISWA BUAYA MAHALIK	69+ marks. Improve your marks.
2	F21096004011	BISWAJIT LENKA	74+ marks. Contact your Guardian.
3	F21096004012	BISWAJIT SATAPATHY	76+ marks. Contact Guardian, improve your marks.
4	F21096004013	CHANDAN GIRI	74+ marks. Good marks. Pass.
5	F21096004014	CHANDAN SETHI	64+ marks. So contact Guardian, improve your marks.
6	F21096004015	CHINMAYA BEHERA	64+ marks. So contact Guardian, improve your marks.
7	F21096004016	CHINMAYA KHAMARI	Not appear in Exam.
8	F21096004017	CHINMAYA KUMAR MOHALIK	Not appear in Exam.
9	F21096004018	DEBASHIS JENA	57+ marks. So improve in your marks. Visit mention.
10	F21096004019	DIBAKAR SETHI	79+ marks. Very Good marks.


SIGN. OF PROCTOR


SIGN. OF H.O.D.
DEPARTMENT OF MECHANICAL ENGINEERING



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



NAME OF THE PROCTOR -
RANJIT GIRI

Activity of The Proctors

SEMESTER-6TH

Exam -2024 (S)

SESSION-2023-24

Report of the Month of January 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004010	BISWA BIJAYA MAHALIK	100% Attendance Very Good
2	F21096004011	BISWAJIT LENKA	81% Attendance Good
3	F21096004012	BISWAJIT SATAPATHY	82% Attendance is Very Good
4	F21096004013	CHANDAN GIRI	83% Attendance is very good
5	F21096004014	CHANDAN SETHI	100% Attendance very good
6	F21096004015	CHINMAYA BEHERA	82% Very Good Performance
7	F21096004016	CHINMAYA KHAMARI	83% Very Good Attendance
8	F21096004017	CHINMAYA KUMAR MOHALIK	83% Very Good Attendance
9	F21096004018	DEBASHIS JENA	66% Attendance very poor
10	F21096004019	DIBAKAR SETHI	100% Attendance very good performance

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004010	BISWA BIJAYA MAHALIK	95% Attendance & 95% marks in class test
2	F21096004011	BISWAJIT LENKA	87% Attendance & 80% marks in class test
3	F21096004012	BISWAJIT SATAPATHY	80% Attendance & 82% marks in class test
4	F21096004013	CHANDAN GIRI	87% Attendance & 85% marks in class test
5	F21096004014	CHANDAN SETHI	80% Attendance & 80% marks in class test
6	F21096004015	CHINMAYA BEHERA	88% Attendance & 90% marks in class test
7	F21096004016	CHINMAYA KHAMARI	92% Attendance & 92% marks in class test
8	F21096004017	CHINMAYA KUMAR MOHALIK	83% Attendance & 85% marks in class test
9	F21096004018	DEBASHIS JENA	68% Attendance & 75% marks in class test
10	F21096004019	DIBAKAR SETHI	92% Attendance & 95% marks in class test

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004010	BISWA BIJAYA MAHALIK	77% marks, improve your marks.
2	F21096004011	BISWAJIT LENKA	88% marks, very good marks.
3	F21096004012	BISWAJIT SATAPATHY	87% marks, very good marks.
4	F21096004013	CHANDAN GIRI	92% marks, Better performance
5	F21096004014	CHANDAN SETHI	79% marks, very good marks.

6	F21096004015	CHINMAYA BEHERA	73.1 marks, Improve your marks.
7	F21096004016	CHINMAYA KHAMARI	75.1 marks, Improve. Better marks.
8	F21096004017	CHINMAYA KUMAR MOHALIK	73.1 marks, Improve marks. Attends the Garden.
9	F21096004018	DEBASHIS JENA	76.1 marks, Improve marks.
10	F21096004019	DIBAKAR SETHI	83.1 marks, Very Good marks.

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004010	BISWA BIJAYA MAHALIK	90.1 Attendance, very Good
2	F21096004011	BISWAJIT LENKA	88.1 very good Attendance
3	F21096004012	BISWAJIT SATAPATHY	90.1 Very Good Attendance
4	F21096004013	CHANDAN GIRI	82.1 Attendance is very Good
5	F21096004014	CHANDAN SETHI	87.1 very good Attendance
6	F21096004015	CHINMAYA BEHERA	87.1 Good Attendance
7	F21096004016	CHINMAYA KHAMARI	82.1 Good Attendance
8	F21096004017	CHINMAYA KUMAR MOHALIK	87.1 Attendance very good
9	F21096004018	DEBASHIS JENA	83.1 Attendance, so eligible
10	F21096004019	DIBAKAR SETHI	85.1 Attendance, very Good

Report of the Examination 2024 (S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004010	BISWA BIJAYA MAHALIK	74.1 marks, Improve your marks
2	F21096004011	BISWAJIT LENKA	76.1 marks, Improve your marks
3	F21096004012	BISWAJIT SATAPATHY	78.1 marks, very good marks.
4	F21096004013	CHANDAN GIRI	79.1 marks, Very Good marks.
5	F21096004014	CHANDAN SETHI	70.1 marks, very poor Percentage
6	F21096004015	CHINMAYA BEHERA	69.1 marks, improve your marks. Garden
7	F21096004016	CHINMAYA KHAMARI	Not appear in Exam.
8	F21096004017	CHINMAYA KUMAR MOHALIK	Not appear in Exam.
9	F21096004018	DEBASHIS JENA	64.1 marks, Improve your marks
10	F21096004019	DIBAKAR SETHI	81.1 very Good marks


SIGN. OF PROCTOR


SIGN. OF H.O.D. 6/7/24
DEPARTMENT OF MECHANICAL ENGINEERING



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

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



Meeting With the Students

Proctor Name: Ranjit Giri

Academic Year 2023-24

Sl No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Students	Staff
1	07/09/23	2.30pm	Use of mobile phone in classrooms and disturb other students.	Rikash Paul	R. Giri 07/09/23
2	15/09/23	2.25pm	Not completely assignment regularly.	Biswasjit Samal	R. Giri 15/09/23
3	23/09/23	3.00pm	Regularly disturb in Bus and Damage of Bus seat.	Deepak Jena	R. Giri 23/09/23
4	03/10/23	3.40pm	Coming in class late regularly.	Chitra Ranjan Swain	R. Giri 03/10/23
5	10/10/23	2.35pm	Coming to class after Lunch.	Dhanraj Malik	R. Giri 10/10/23
6	23/10/23	3.30pm	Coming to institute taking Alcohol regularly.	Bhaskar Malik	R. Giri 23/10/23
7	09/11/23	2.20pm	He is a good student with also good from teacher.	Chandra Kanta Jena	R. Giri 09/11/23
8	05/03/24	1.30pm	Not attending practical class after theory class.	Nijam Jena	R. Giri 05/03/24
9	12/03/24	2.30pm	Not using T. Card of college uniform.	Biswasjit Lenka	R. Giri 12/03/24
10	18/03/24	2.40pm	Not attend regular class.	Chandrasekhari	R. Giri 18/03/24
11	04/04/24	3.30pm	Not attend practical class.	Debashis Jena	R. Giri 04/04/24
12	10/04/24	3.35pm	Breaking of a quad and electrical switch.	Biswa B. Jena	R. Giri 10/04/24
13					

Signature of Proctor
R. Giri
20/04/24

Signature of Proctor
N. Jena
20/07/24

NH - 16, Sergarh, Balasore, Odisha | Phone No: 06782 - 219080

E-mail: nist.bls@gmail.com

Web: www.nist.org.in



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)



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

Parent/Guardian Communication Details

Proctor Name :-

Ranjit Giri

Academic Year 2023-24

Sl No.	Date & Time of Communication of meeting	Purpose of Communication	Response of Parent	Initials of Staff
1	08/09/23	Your son not attend class regularly	He said his health not good.	R. Giri 08/09/23
2	18/09/23	Your son Performance is very Good.	I will more encourage.	R. Giri 18/09/23
3	26/09/23	Your son coming to class after a period.	He is ride to the cycle due to late.	R. Giri 26/09/23
4	05/10/23	Your son not attend practical class after theory class.	He said that guide his son.	R. Giri 05/10/23
5	16/10/23	Your son not complete Assignment regularly.	He say that he guide his son to do regular assignment.	R. Giri 16/10/23
6	25/10/23	I talk to the guardian your son changed his pick up point.	He said that my son not continue in further time.	R. Giri 25/10/23
7	11/11/23	Your son misbehave the teacher.	He said Punish the student.	R. Giri 11/11/23
8	07/03/24	Your son Performance is very good.	I will more encourage.	R. Giri 07/03/24
9	15/03/24	Your son taking Alcohol in college campus.	He said that my son Punished.	R. Giri 13/03/24
10	20/03/24	Your son not attend practical class after theory class.	He said that he contact department H.O. and guide his son.	R. Giri 20/03/24
11	12/04/24	Your son use mobile phone in class room.	He said he will not continue in further time.	R. Giri 12/04/24

R. Giri 30/07/24

Signature of Proctor

M. J. 30/07/24

Signature of HOD

NH - 16, Sergarh, Balasore, Odisha | Phone No: 06782 - 219080

E - mail : nist.bls@gmail.com

Web: www.nist.org.in

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:	Debasish Bhowal
Designation:	Lect. in mech. Engrg.



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 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

NAME OF THE PROCTOR -
DEBASHIS BISWAL

SEMESTER-3RD

Exam -2023 (w)

SESSION-2023-24

Report of the Month of August 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004020	JANARDAN SARANGI	71% attendance, Improve your attendance.
2	F22096004021	JANMEJAY NAYAK	76% attendance, Good but need small improvement.
3	F22096004022	JAYANTA DAS	70% attendance, Good.
4	F22096004023	JAYAPRAKASH SAHU	76% attendance, Good but improve.
5	F22096004024	KANHU CHARAN JENA	81% attendance, Nice one.
6	F22096004025	MANAS KUMAR DASH	71% attendance, No good. Show interest.
7	F22096004026	MANOJ KUMAR MOHALIK	80% attendance, Good but not enough.
8	F22096004027	NITYANANDA DALAI	76% attendance, You must be regular.
9	F22096004028	OMM PRAKASH NAYAK	70% attendance, Not steady.
10	F22096004029	OMPRAKASHA BARIK	76% attendance, Improve your attendance.

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004020	JANARDAN SARANGI	93% attendance, 90% marks in class test.
2	F22096004021	JANMEJAY NAYAK	71% attendance, 70% marks in class test.
3	F22096004022	JAYANTA DAS	78.5% attendance, 75% marks in class test.
4	F22096004023	JAYAPRAKASH SAHU	78.5% attendance, 65% marks in class test.
5	F22096004024	KANHU CHARAN JENA	85.7% attendance, 85% marks in class test.
6	F22096004025	MANAS KUMAR DASH	78.5% attendance, 80% marks in class test.
7	F22096004026	MANOJ KUMAR MOHALIK	78.5% attendance, 75% marks in class test.
8	F22096004027	NITYANANDA DALAI	78.5% attendance, Absent in class test, improve your regularity.
9	F22096004028	OMM PRAKASH NAYAK	100% attendance, 90% marks in class test, very good.
10	F22096004029	OMPRAKASHA BARIK	78.5% attendance, 75% marks in class test.

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004020	JANARDAN SARANGI	41% in Internal Assessment, less performance, improve your.
2	F22096004021	JANMEJAY NAYAK	38% marks in Internal Assessment, very less performance, improve your.
3	F22096004022	JAYANTA DAS	35% marks in Internal Assessment, Good.
4	F22096004023	JAYAPRAKASH SAHU	61% marks in Internal Assessment, but you have to work hard.
5	F22096004024	KANHU CHARAN JENA	41% marks in Internal Assessment, very less, improve your.

6	F22096004025	MANAS KUMAR DASH	79% marks in Internal Assessment.
7	F22096004026	MANOJ KUMAR MOHALIK	65% marks in Internal Assessment.
8	F22096004027	NITYANANDA DALAI	46% marks in Internal Assessment.
9	F22096004028	OMM PRAKASH NAYAK	62% marks in Internal Assessment.
10	F22096004029	OMPRAKASHA BARIK	61% marks in Internal Assessment.

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004020	JANARDAN SARANGI	76% Attendance, Eligible for exam till up.
2	F22096004021	JANMEJAY NAYAK	75% Attendance, Eligible for exam till up.
3	F22096004022	JAYANTA DAS	87% Attendance, Eligible for exam till up.
4	F22096004023	JAYAPRAKASH SAHU	80% Attendance, Eligible for exam till up.
5	F22096004024	KANHU CHARAN JENA	79% Attendance, Eligible for exam till up.
6	F22096004025	MANAS KUMAR DASH	79% Attendance, Eligible for exam till up.
7	F22096004026	MANOJ KUMAR MOHALIK	83% Attendance, Eligible for exam till up.
8	F22096004027	NITYANANDA DALAI	78% Attendance, Eligible for exam till up.
9	F22096004028	OMM PRAKASH NAYAK	77% Attendance, Eligible for exam till up.
10	F22096004029	OMPRAKASHA BARIK	76% Attendance, Eligible for exam till up.

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004020	JANARDAN SARANGI	Absent in Semester Exam.
2	F22096004021	JANMEJAY NAYAK	58% marks in 3rd Semester Exam.
3	F22096004022	JAYANTA DAS	67% marks in Semester Exam.
4	F22096004023	JAYAPRAKASH SAHU	58% marks in Semester Exam.
5	F22096004024	KANHU CHARAN JENA	57% marks in Semester Exam.
6	F22096004025	MANAS KUMAR DASH	67% marks in Semester Exam.
7	F22096004026	MANOJ KUMAR MOHALIK	58% marks in Semester Exam.
8	F22096004027	NITYANANDA DALAI	63% marks in Semester Exam.
9	F22096004028	OMM PRAKASH NAYAK	61% marks in Semester Exam.
10	F22096004029	OMPRAKASHA BARIK	61% marks in Semester Exam.

D. B. S.
02/02/2024
SIGN. OF PROCTOR

M. J.
SIGN. OF H.O.D.
DEPARTMENT OF MECHANICAL ENGINEERING



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

NIST

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

Activity of The Proctors

NAME OF THE PROCTOR -
DEBASHIS BISWAL

SEMESTER-4TH

Exam -2024 (S)

SESSION-2023-24

Report of the Month of January 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004020	JANARDAN SARANGI	42.8% attendance only, Very poor Improve your attendance.
2	F22096004021	JANMEJAY NAYAK	71% attendance, Do more classes.
3	F22096004022	JAYANTA DAS	85% attendance, Good.
4	F22096004023	JAYAPRAKASH SAHU	85% attendance, Good.
5	F22096004024	KANHU CHARAN JENA	71% attendance, Improve
6	F22096004025	MANAS KUMAR DASH	85% attendance, Good.
7	F22096004026	MANOJ KUMAR MOHALIK	71% attendance, keep doing class regularly.
8	F22096004027	NITYANANDA DALAI	71% attendance, Improve your marks.
9	F22096004028	OMM PRAKASH NAYAK	71% attendance, Improve your marks in class.
10	F22096004029	OMPRAKASHA BARIK	85.7% attendance, Good.

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004020	JANARDAN SARANGI	81% attendance, 80% marks in class test, Good.
2	F22096004021	JANMEJAY NAYAK	79% attendance, 40% marks in class test.
3	F22096004022	JAYANTA DAS	79% attendance, 90% marks in class test. Good.
4	F22096004023	JAYAPRAKASH SAHU	76% attendance Improve. 90% marks in class test.
5	F22096004024	KANHU CHARAN JENA	80% attendance Good. 95% marks in class test.
6	F22096004025	MANAS KUMAR DASH	79% attendance, 60% marks in class test, class participation.
7	F22096004026	MANOJ KUMAR MOHALIK	84% attendance, 75% marks in class test.
8	F22096004027	NITYANANDA DALAI	84% attendance, 85% marks in class test.
9	F22096004028	OMM PRAKASH NAYAK	95% attendance, 95% marks in class test.
10	F22096004029	OMPRAKASHA BARIK	63% attendance, 80% marks in class test.

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004020	JANARDAN SARANGI	40% marks in Internal Assessment Very poor performance. Need more.
2	F22096004021	JANMEJAY NAYAK	42.5% marks in Internal Assessment Very poor performance. Need more.
3	F22096004022	JAYANTA DAS	90% marks in Internal Assessment. Good.
4	F22096004023	JAYAPRAKASH SAHU	87.5% marks in Internal Assessment. Very poor. Come up. Priority.
5	F22096004024	KANHU CHARAN JENA	40% marks in Internal Assessment. Very poor performance. Come up.

6	F22096004025	MANAS KUMAR DASH	75% marks in Internal Assessment. Clear good marks.
7	F22096004026	MANOJ KUMAR MOHALIK	51% marks in Internal Assessment. Improve your marks.
8	F22096004027	NITYANANDA DALAI	36% marks in Internal Assessment. Good.
9	F22096004028	OMM PRAKASH NAYAK	35% marks in Internal Assessment.
10	F22096004029	OMPRAKASHA BARIK	31.5% marks in Internal Assessment. Good with efforts.

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004020	JANARDAN SARANGI	47% attendance, Eligible for exam till up.
2	F22096004021	JANMEJAY NAYAK	75% attendance, Eligible for exam till up.
3	F22096004022	JAYANTA DAS	44% attendance, Eligible for exam till up.
4	F22096004023	JAYAPRAKASH SAHU	75% attendance, Just Eligible for exam till up. Improve your marks.
5	F22096004024	KANHU CHARAN JENA	41% attendance, Eligible for exam till up.
6	F22096004025	MANAS KUMAR DASH	49% attendance, Eligible for exam till up.
7	F22096004026	MANOJ KUMAR MOHALIK	30% attendance, Eligible for exam till up.
8	F22096004027	NITYANANDA DALAI	30% attendance, Eligible for exam till up.
9	F22096004028	OMM PRAKASH NAYAK	41% attendance, Good.
10	F22096004029	OMPRAKASHA BARIK	75% attendance, Just Eligible for exam till up.

Report of the Examination 2024 (S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004020	JANARDAN SARANGI	Absent in the semester exam. Come with your friends.
2	F22096004021	JANMEJAY NAYAK	27.6% marks in the semester. Not enough marks. Improve your marks.
3	F22096004022	JAYANTA DAS	For marks in semester. Improve your marks.
4	F22096004023	JAYAPRAKASH SAHU	Absent in the semester. Please join the semester with us.
5	F22096004024	KANHU CHARAN JENA	56.8% marks in the semester. Back TH1, TH3, PTM.
6	F22096004025	MANAS KUMAR DASH	75% marks in semester. Try to get more marks in PTM.
7	F22096004026	MANOJ KUMAR MOHALIK	65.8% marks in the semester. Improve your marks.
8	F22096004027	NITYANANDA DALAI	49% marks in semester. Try to improve your marks.
9	F22096004028	OMM PRAKASH NAYAK	44% marks in the semester. Good, PTM.
10	F22096004029	OMPRAKASHA BARIK	66.6% marks in semester. Good with efforts.

D. B. S.
26/07/2024
SIGN. OF PROCTOR

M.
6/7/24
SIGN. OF H.O.D.

DEPARTMENT OF MECHANICAL ENGINEERING



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

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

NIST

Activity of The Proctors

NAME OF THE PROCTOR -
DEBASHIS BISWAL

SEMESTER-5TH

Exam -2023 (w)

SESSION-2023-24

Report of the Month of August 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004020	DIBYA RANJAN NAYAK	83% attendance, Good.
2	F21096004021	DIPAK MAHALIK	91% attendance, Very good.
3	F21096004022	DURGA CHARAN MAJHI	77.8% attendance, okay.
4	F21096004023	GOPAL CHANDRA PANDA	83% attendance, Good.
5	F21096004024	GOURANGA DAS	79% attendance, maintain at least 75%.
6	F21096004025	GURUPADA PRADHAN	79% attendance, keep coming class regularly.
7	F21096004026	ISWARA BEHERA	83% attendance, Good.
8	F21096004027	JITENDRA MALIK	77% attendance, be.
9	F21096004028	JYOTI PRAKASH AGASTY	88% attendance, Good.
10	F21096004029	KAMALAKANTA JENA	88% attendance, Good.

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004020	DIBYA RANJAN NAYAK	76% attendance, 70% marks in class test.
2	F21096004021	DIPAK MAHALIK	71% attendance, 61% marks in class test.
3	F21096004022	DURGA CHARAN MAJHI	82% attendance, 80% marks in class test.
4	F21096004023	GOPAL CHANDRA PANDA	76% attendance, 75% marks in class test.
5	F21096004024	GOURANGA DAS	88% attendance, 85% marks in class test.
6	F21096004025	GURUPADA PRADHAN	82% attendance, 80% marks in class test.
7	F21096004026	ISWARA BEHERA	82% attendance, 80% marks in class test.
8	F21096004027	JITENDRA MALIK	76% attendance, 75% marks in class test.
9	F21096004028	JYOTI PRAKASH AGASTY	76.5% attendance, 70% marks in class test.
10	F21096004029	KAMALAKANTA JENA	88% attendance, 85% marks in class test.

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004020	DIBYA RANJAN NAYAK	83% marks in Internal Assessment, very good.
2	F21096004021	DIPAK MAHALIK	88% marks in Internal Assessment, very good.
3	F21096004022	DURGA CHARAN MAJHI	87% marks in Internal Assessment, very good.
4	F21096004023	GOPAL CHANDRA PANDA	87% marks in Internal Assessment, very good.
5	F21096004024	GOURANGA DAS	87% marks in Internal Assessment, very good.

6	F21096004025	GURUPADA PRADHAN	Not eligible for D.D. exam.
7	F21096004026	ISWARA BEHERA	Not eligible for D.D. exam.
8	F21096004027	JITENDRA MALIK	Not eligible for D.D. exam.
9	F21096004028	JYOTI PRAKASH AGASTY	Not eligible for D.D. exam.
10	F21096004029	KAMALAKANTA JENA	Not eligible for D.D. exam.

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004020	DIBYA RANJAN NAYAK	Not eligible for D.D. exam.
2	F21096004021	DIPAK MAHALIK	Not eligible for D.D. exam.
3	F21096004022	DURGA CHARAN MAJHI	Not eligible for D.D. exam.
4	F21096004023	GOPAL CHANDRA PANDA	Not eligible for D.D. exam.
5	F21096004024	GOURANGA DAS	Not eligible for D.D. exam.
6	F21096004025	GURUPADA PRADHAN	Not eligible for D.D. exam.
7	F21096004026	ISWARA BEHERA	Not eligible for D.D. exam.
8	F21096004027	JITENDRA MALIK	Not eligible for D.D. exam.
9	F21096004028	JYOTI PRAKASH AGASTY	Not eligible for D.D. exam.
10	F21096004029	KAMALAKANTA JENA	Not eligible for D.D. exam.

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004020	DIBYA RANJAN NAYAK	Not eligible for D.D. exam.
2	F21096004021	DIPAK MAHALIK	Not eligible for D.D. exam.
3	F21096004022	DURGA CHARAN MAJHI	Not eligible for D.D. exam.
4	F21096004023	GOPAL CHANDRA PANDA	Not eligible for D.D. exam.
5	F21096004024	GOURANGA DAS	Not eligible for D.D. exam.
6	F21096004025	GURUPADA PRADHAN	Not eligible for D.D. exam.
7	F21096004026	ISWARA BEHERA	Not eligible for D.D. exam.
8	F21096004027	JITENDRA MALIK	Not eligible for D.D. exam.
9	F21096004028	JYOTI PRAKASH AGASTY	Not eligible for D.D. exam.
10	F21096004029	KAMALAKANTA JENA	Not eligible for D.D. exam.

D. B. S.
06/02/2024
SIGN. OF PROCTOR

M. J.
06/02/24
SIGN. OF H.O.D.
DEPARTMENT OF MECHANICAL ENGINEERING



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

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

NIST

Activity of The Proctors

Report of the Month of January 2024

NAME OF THE PROCTOR - BASHIS BISWAL	SEMESTER-6TH	Exam -2024 (5)	SESSION-2023-24
--	--------------	----------------	-----------------

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004020	DIBYA RANJAN NAYAK	100% attendance, Act. student
2	F21096004021	DIPAK MAHALIK	100% attendance, Act. student
3	F21096004022	DURGA CHARAN MAJHI	66.67% attendance, Pass, Imp. pass
4	F21096004023	GOPAL CHANDRA PANDA	100% attendance, Act. student
5	F21096004024	GOURANGA DAS	100% attendance, Act. student
6	F21096004025	GURUPADA PRADHAN	23.33% attendance, Good.
7	F21096004026	ISWARA BEHERA	23.33% attendance, Good.
8	F21096004027	JITENDRA MALIK	100% attendance, Act. student
9	F21096004028	JYOTI PRAKASH AGASTY	100% attendance, Act. student
10	F21096004029	KAMALAKANTA JENA	100% attendance, Act. student

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004020	DIBYA RANJAN NAYAK	23.33% attendance, 30% marks
2	F21096004021	DIPAK MAHALIK	75% attendance, 30% marks
3	F21096004022	DURGA CHARAN MAJHI	23.33% attendance, 75% marks
4	F21096004023	GOPAL CHANDRA PANDA	23.33% attendance, 80% marks
5	F21096004024	GOURANGA DAS	23.33% attendance, 80% marks
6	F21096004025	GURUPADA PRADHAN	75% attendance, 30% marks
7	F21096004026	ISWARA BEHERA	75% attendance, 75% marks
8	F21096004027	JITENDRA MALIK	75% attendance, 75% marks
9	F21096004028	JYOTI PRAKASH AGASTY	23.33% attendance, 60% marks
10	F21096004029	KAMALAKANTA JENA	23.33% attendance, 50% marks

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004020	DIBYA RANJAN NAYAK	Act. ST. Student, Imp. pass
2	F21096004021	DIPAK MAHALIK	50% attendance, Imp. pass
3	F21096004022	DURGA CHARAN MAJHI	50% attendance, Imp. pass
4	F21096004023	GOPAL CHANDRA PANDA	50% attendance, Imp. pass
5	F21096004024	GOURANGA DAS	50% attendance, Imp. pass

6	F21096004025	GURUPADA PRADHAN	Only 56% marks in Internal Assessment, please refer marks.
7	F21096004026	ISWARA BEHERA	58% marks in Internal Assessment, please refer marks.
8	F21096004027	JITENDRA MALIK	59.75% marks in Internal Assessment, please refer marks.
9	F21096004028	JYOTI PRAKASH AGASTY	Only 56.25% marks in Internal Assessment, please refer marks.
10	F21096004029	KAMALAKANTA JENA	57% marks in Internal Assessment, please refer marks.

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004020	DIBYA RANJAN NAYAK	81% attendance, Eligible for final exam.
2	F21096004021	DIPAK MAHALIK	83% attendance, Eligible for final exam.
3	F21096004022	DURGA CHARAN MAJHI	85% attendance, Eligible for final exam.
4	F21096004023	GOPAL CHANDRA PANDA	90% attendance, Good.
5	F21096004024	GOURANGA DAS	87% attendance, Good.
6	F21096004025	GURUPADA PRADHAN	83% attendance, Be
7	F21096004026	ISWARA BEHERA	85% attendance, Good.
8	F21096004027	JITENDRA MALIK	87% attendance, Eligible for final exam.
9	F21096004028	JYOTI PRAKASH AGASTY	90% attendance, Good.
10	F21096004029	KAMALAKANTA JENA	90% attendance, Good.

Report of the Examination 2024 (S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004020	DIBYA RANJAN NAYAK	Absent in 6th Semester, Give with your parents.
2	F21096004021	DIPAK MAHALIK	Not appeared in 6th Semester, Give with your parents.
3	F21096004022	DURGA CHARAN MAJHI	Not appeared in 6th Semester, Give with your parents.
4	F21096004023	GOPAL CHANDRA PANDA	68% marks in 6th Semester, PTM.
5	F21096004024	GOURANGA DAS	78.5% marks in 6th Semester, PTM.
6	F21096004025	GURUPADA PRADHAN	69% marks in 6th Semester, PTM.
7	F21096004026	ISWARA BEHERA	71.8% marks in 6th Semester, PTM.
8	F21096004027	JITENDRA MALIK	75.8% marks in 6th Semester, PTM.
9	F21096004028	JYOTI PRAKASH AGASTY	Absent in 6th Semester, Give with your parents.
10	F21096004029	KAMALAKANTA JENA	82.4% marks in 6th Semester, PTM.

DB
06/04/2024
SIGN OF PROCTOR

W
26/7/24
SIGN OF H.O.D.
DEPARTMENT OF MECHANICAL ENGINEERING



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



Meeting With the Students

Proctor Name :- Debasish Biswal

Academic Year 2023-24

Sl No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Students	Staff
1	02/09/2023	4:40 PM	Last 3 days, he was not at class but sleep in hostel. Before he used to call his parents.	monel kumar monalika	D. Biswal 02/09/2023
2	27/09/2023	1:45 PM	Good student, but little bit childish nature.	Kamalakanta Jena.	D. Biswal 27/09/2023
3	03/10/2023	4:30 PM	Regular student but less mark. For class test, clear his doubts.	monalika Kashvi Bala	D. Biswal 03/10/2023
4	04/10/2023	12:00 PM	Again he has gone to hostel after transfer. Regularly attend class.	monalika monalika	D. Biswal 04/10/2023
5	02/11/2023	4:30 PM	Very poor performance in English exam, problem regarding subject of chemistry.	Diya Ranjan Nayak	D. Biswal 02/11/2023
6	07/02/2024	10:30 AM	Regarding absent in 3rd sem exam & discuss the matter.	Janardan Sarangi	D. Biswal 07/02/2024
7	07/02/2024	11:00 AM	Not appearing in some exam. Discuss the problem.	DURGA CHARAN MAHA	D. Biswal 07/02/2024
8	08/02/2024	4:30 PM	Regarding poor attendance in January.	JANARDAN SARANGI	D. Biswal 08/02/2024
9	02/03/2024	11:05 PM	After 2 months of class he is not capable of making class his negligence.	NITESH KUMAR DAI	D. Biswal 02/03/2024
10	02/04/2024	1:30 PM	Very poor performance in I.A. Discuss his problems regarding class.	Sakshi	D. Biswal 02/04/2024
11	06/07/2024	10:15 AM	Why he is not appearing for exam (final exam). Inform him to call his parents.	Jyoti prakash Agarwal	D. Biswal 06/07/2024
12	06/07/2024	10:30 AM	Absent in the exam, why discuss various problems.	Janarudha N Sarangi	D. Biswal 06/07/2024
13			Jyoti Prakash ABII		

D. Biswal
 30/09/2024
 Signature of Proctor

[Signature]
 30/09/24
 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 :- Debashis Bisual

Academic Year 2023-24

Sl No.	Date & Time of Communication of meeting	Purpose of Communication	Response of Parent	Initials of Staff
1	04/09/2023 10:30 AM	He was absent on 04/09 but sleep on hostel. I asked Mom about this.	It is his mistake, he is an application for not repeating this again.	D. Bisual 04/09/2023
2	03/10/2023 4:45 PM	OMM PRAKASH NAYAK. Regarding loss of marks in class test.	By phone call the parent told me about the problem he had faced. Clean them.	D. Bisual 03/10/2023
3	04/10/2023 12:10 PM	MANOJ KUMAR MAHALIK he has gone to hostel after two for marks.	By telephonic call, I am informing him to his parents and promise not to this again.	D. Bisual 04/10/2023
4	03/11/2023 4:40 PM	DIBYA RANJAN NAYAK Regarding his marks in Internal Assessment.	By telephone, they told me that he is unable to get marks in internal assessment. They told me that he has some medical issues for which he cannot attend class.	D. Bisual 03/11/2023
5	07/02/2024 10:30 AM	JANARDAN SARANGI Regarding absent in class semester.	They talk with me about his son not attending class. They said he has gone to Chennai with his friends.	D. Bisual 07/02/2024
6	07/02/2024 11:00 AM	DIBYA RANJAN NAYAK Regarding absent in class semester.	They talk with me about his son not attending class. They said he has gone to Chennai with his friends.	D. Bisual 07/02/2024
7	7/02/2024 11:00 AM	DIBYA RANJAN NAYAK Regarding absent in class semester.	They talk with me about his son not attending class. They said he has gone to Chennai with his friends.	D. Bisual 07/02/2024
8	7/02/2024 11:10 AM	DURG A CHARAN MAJAI Regarding absent in class semester.	They talk with me about his son not attending class. They said he has gone to Chennai with his friends.	D. Bisual 07/02/2024
9	06/07/2024 10:15 AM	JYOTI PRAKASH AGASTY Regarding not attending class. Semester Exam (last sem)	They talk with me about his son not attending class. They said he has gone to Chennai with his friends.	D. Bisual 06/07/2024
10	06/07/2024 11:00 AM	JANARDAN SARANGI Absent for 11th semester exam.	They talk with me about his son not attending class. They said he has gone to Chennai with his friends.	D. Bisual 06/07/2024
11	06/07/2024 11:00 AM	JAYAPRAKASH SAHU Absent for 11th semester exam.	They talk with me about his son not attending class. They said he has gone to Chennai with his friends.	D. Bisual 06/07/2024

D. Bisual
 Signature of Proctor

[Signature]
 Signature of [Name] 13/7/24

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:	Prishnu charan Jena.
Designation:	Asst. in. Mechanical Engrg.



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

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

NIS
INSTITUTE

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)

NIST

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

Activity of The Proctors

NAME OF THE PROCTOR -
BISHNU CHARAN JENA

SEMESTER-3RD

Exam -2023(w)

SESSION-2023-24

Report of the Month of August 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004030	PABITRA KUMAR NAYAK	Visit to guardian due to ATT. very good.
2	F22096004031	PANKAJ KHILAR	78% of ATT. visit to guardian
3	F22096004032	RAKESH KUMAR DAS	88% of ATT. good.
4	F22096004033	RAKESH KUMAR JENA	Maintain the 75% of class
5	F22096004034	RANJAN KUMAR MOHANTY	94% very good.
6	F22096004035	RANJIT MALIK	Your ATT. is good.
7	F22096004036	RATIRANJAN SAMAL	You should have more class
8	F22096004037	RITIKRUSHNA SIAL	88% of good.
9	F22096004038	SAKTIPRAKASH MALIK	Maintain the more class.
10	F22096004039	SALKHAN HANSDAH	Maintain the more class.

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004030	PABITRA KUMAR NAYAK	You have MT-1 Exam 90%.
2	F22096004031	PANKAJ KHILAR	You have maintain the more class.
3	F22096004032	RAKESH KUMAR DAS	Your ATT the class 86%.
4	F22096004033	RAKESH KUMAR JENA	Visit to guardian about ATT.
5	F22096004034	RANJAN KUMAR MOHANTY	You have score the MT-1 Exam 90%.
6	F22096004035	RANJIT MALIK	Your ATT is 90%.
7	F22096004036	RATIRANJAN SAMAL	You have ATT. 90%.
8	F22096004037	RITIKRUSHNA SIAL	You have score MT-1 80%.
9	F22096004038	SAKTIPRAKASH MALIK	You have ATT. 78% class.
10	F22096004039	SALKHAN HANSDAH	Maintain the more class.

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004030	PABITRA KUMAR NAYAK	You have score the Int. Exa. 80%.
2	F22096004031	PANKAJ KHILAR	Talk about Int Exam 43%.
3	F22096004032	RAKESH KUMAR DAS	You have Internal Exam 68%.
4	F22096004033	RAKESH KUMAR JENA	You have score 38% of T. Exa.
5	F22096004034	RANJAN KUMAR MOHANTY	Very good.

6	F22096004035	RANJIT MALIK	You have score 70%.
7	F22096004036	RATIRANJAN SAMAL	You have score 75%.
8	F22096004037	RITIKRUSHNA SIAL	You have score 88% Talk to guardian
9	F22096004038	SAKTIPRAKASH MALIK	Talk to about T-Exams to Exam
10	F22096004039	SALKHAN HANSDAH	Talk to guardian about T-Exam

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004030	PABITRA KUMAR NAYAK	You have Att. 97% of class.
2	F22096004031	PANKAJ KHILAR	Your Att. is 80%.
3	F22096004032	RAKESH KUMAR DAS	Your Att. is 80% visit to guardian.
4	F22096004033	RAKESH KUMAR JENA	Your Att. is 78%.
5	F22096004034	RANJAN KUMAR MOHANTY	94% of class Att.
6	F22096004035	RANJIT MALIK	visit to guardian due to att.
7	F22096004036	RATIRANJAN SAMAL	Talk to guardian due to the coming
8	F22096004037	RITIKRUSHNA SIAL	Talk to guardian about Att.
9	F22096004038	SAKTIPRAKASH MALIK	visit to guardian about Att.
10	F22096004039	SALKHAN HANSDAH	Talk about Att. of student.

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004030	PABITRA KUMAR NAYAK	You have the pass Exam & obtain mark 548
2	F22096004031	PANKAJ KHILAR	pass the Exam & obtain mark 450
3	F22096004032	RAKESH KUMAR DAS	Back T.H.
4	F22096004033	RAKESH KUMAR JENA	You fail the Semester Exam.
5	F22096004034	RANJAN KUMAR MOHANTY	pass the Sem. Exam & obtain mark 545
6	F22096004035	RANJIT MALIK	pass obtaining mark 448
7	F22096004036	RATIRANJAN SAMAL	Back T.H.
8	F22096004037	RITIKRUSHNA SIAL	Back T.H.
9	F22096004038	SAKTIPRAKASH MALIK	Fail the Sem. Exam
10	F22096004039	SALKHAN HANSDAH	pass the Exam obtain mark 440.

SIGN. OF PROCTOR

SIGN. OF H.O.D.

DEPARTMENT OF MECHANICAL ENGINEERING



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

NIST

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

Activity of The Proctors

NAME OF THE PROCTOR -

BISHNU CHARAN JENA

SEMESTER-4TH

Exam -2024(S)

SESSION-2023-24

Report of the Month of January 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004030	PABITRA KUMAR NAYAK	your Att is 71%
2	F22096004031	PANKAJ KHILAR	your Att. is 71%
3	F22096004032	RAKESH KUMAR DAS	71% pass Att
4	F22096004033	RAKESH KUMAR JENA	your Att is 85%
5	F22096004034	RANJAN KUMAR MOHANTY	your Att. is very good.
6	F22096004035	RANJIT MALIK	your Att. is good.
7	F22096004036	RATIRANJAN SAMAL	your Att. is good.
8	F22096004037	RITIKRUSHNA SIAL	85% of class Att
9	F22096004038	SAKTIPRAKASH MALIK	71% of class Att.
10	F22096004039	SALKHAN HANSDAH	71% of class Att.

Report of the Month of February 2023

Dr. Bishnu Charan Jena
21/2/23

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004030	PABITRA KUMAR NAYAK	your NT Mark is 88%
2	F22096004031	PANKAJ KHILAR	Talk about the guardian to NT Mark
3	F22096004032	RAKESH KUMAR DAS	your Att is very good.
4	F22096004033	RAKESH KUMAR JENA	Talk about the guardian.
5	F22096004034	RANJAN KUMAR MOHANTY	your Att. is very good NT Mark
6	F22096004035	RANJIT MALIK	talk to about guardian.
7	F22096004036	RATIRANJAN SAMAL	your Att. is good.
8	F22096004037	RITIKRUSHNA SIAL	Talk to guardian about NT Mark
9	F22096004038	SAKTIPRAKASH MALIK	Att. is good.
10	F22096004039	SALKHAN HANSDAH	Talk to guardian about NT Mark.

Report of the Month of March 2023

Dr. Bishnu Charan Jena
21/3/23

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004030	PABITRA KUMAR NAYAK	your Int. Mark is good.
2	F22096004031	PANKAJ KHILAR	your Int. Mark 41%.
3	F22096004032	RAKESH KUMAR DAS	your Int. Mark is 68%.
4	F22096004033	RAKESH KUMAR JENA	your Int. Mark is 88%.
5	F22096004034	RANJAN KUMAR MOHANTY	your Int. Mark is very good.

6	F22096004035	RANJIT MALIK	your Int. mark is 65%.
7	F22096004036	RATIRANJAN SAMAL	your Int. mark is 96%.
8	F22096004037	RITIKRUSHNA SIAL	78% of internal mark.
9	F22096004038	SAKTIPRAKASH MALIK	40% of internal mark.
10	F22096004039	SALKHAN HANSDAH	65% of internal mark.

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004030	PABITRA KUMAR NAYAK	your AH. is 92% Talk to god.
2	F22096004031	PANKAJ KHILAR	92% of AH.
3	F22096004032	RAKESH KUMAR DAS	84% of AH. Talk about the god.
4	F22096004033	RAKESH KUMAR JENA	82% of AH. Talk about the god.
5	F22096004034	RANJAN KUMAR MOHANTY	your is 88% AH.
6	F22096004035	RANJIT MALIK	80% is AH. talk to god.
7	F22096004036	RATIRANJAN SAMAL	your 88% AH.
8	F22096004037	RITIKRUSHNA SIAL	your 100% talk to god.
9	F22096004038	SAKTIPRAKASH MALIK	your 79% AH. to god.
10	F22096004039	SALKHAN HANSDAH	your 82% AH. to god.

Report of the Examination 2024 (S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004030	PABITRA KUMAR NAYAK	you have pass with 100% and obtain mark 99.
2	F22096004031	PANKAJ KHILAR	pass the exam.
3	F22096004032	RAKESH KUMAR DAS	Back TH. TH. try to improve.
4	F22096004033	RAKESH KUMAR JENA	you have not attain the exam.
5	F22096004034	RANJAN KUMAR MOHANTY	you have pass and obtain mark 59.
6	F22096004035	RANJIT MALIK	you have pass.
7	F22096004036	RATIRANJAN SAMAL	you have pass.
8	F22096004037	RITIKRUSHNA SIAL	you obtain mark 55.
9	F22096004038	SAKTIPRAKASH MALIK	fail.
10	F22096004039	SALKHAN HANSDAH	pass the exam and obtain mark 59.

Driller
SIGN. OF PROCTOR


SIGN. OF H.O.D. 6/7/24
DEPARTMENT OF MECHANICAL ENGINEERING



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

NIST

Activity of The Proctors

NAME OF THE PROCTOR-
BISHNU CHARAN JENA

SEMESTER-5TH

Exam -2023(w)

SESSION-2023-24

Report of the Month of August 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004030	KISHAN KUMAR SAHU	your AT. is 80%. Maintain the class
2	F21096004031	MAHENDRA MAJHI	your AT. is 78% talk about the class
3	F21096004032	MALAYA DAS	AT. is 80%. Maintain the class
4	F21096004033	MALAYA JENA	78% AT.
5	F21096004034	MANAS BEHERA	AT. is very good.
6	F21096004035	MANGULU SINGH	your AT. is good.
7	F21096004036	MANORANJAN ROUT	80% AT.
8	F21096004037	NILAMBAR MAJHI	Maintain the class.
9	F21096004038	PARAMESWAR PRADHAN	your AT. is good.
10	F21096004039	PRAFULLA KUMAR DALEI	your AT. 72%.

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004030	KISHAN KUMAR SAHU	you have Score MT Mark 80%.
2	F21096004031	MAHENDRA MAJHI	visit to guardian.
3	F21096004032	MALAYA DAS	Talk about MT Mark to guardian.
4	F21096004033	MALAYA JENA	Talk about the guardian.
5	F21096004034	MANAS BEHERA	you have Score 85% of MT mark.
6	F21096004035	MANGULU SINGH	your AT. is good.
7	F21096004036	MANORANJAN ROUT	visit to guardian.
8	F21096004037	NILAMBAR MAJHI	Talk about the guardian about MT mark.
9	F21096004038	PARAMESWAR PRADHAN	your MT Mark is 87%.
10	F21096004039	PRAFULLA KUMAR DALEI	you have Score MT mark 80%.

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004030	KISHAN KUMAR SAHU	you have Score is Ind. mark 80%.
2	F21096004031	MAHENDRA MAJHI	Talk about the guardian about Ind. mark.
3	F21096004032	MALAYA DAS	your In. Mark is 80%.
4	F21096004033	MALAYA JENA	your In. Mark is 80% talk to guardian.
5	F21096004034	MANAS BEHERA	your In. Mark is 90% talk to guardian.

6	F21096004035	MANGULU SINGH	your In. Mark is 70%.
7	F21096004036	MANORANJAN ROUT	your In. Mark is 79%.
8	F21096004037	NILAMBAR MAJHI	you have Score In. Mark is 69%.
9	F21096004038	PARAMESWAR PRADHAN	Internal Mark is 95%.
10	F21096004039	PRAFULLA KUMAR DALEI	89% of External Mark.

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004030	KISHAN KUMAR SAHU	your Att. is 81% talk to guide
2	F21096004031	MAHENDRA MAJHI	your Att. is 78% talk to guide
3	F21096004032	MALAYA DAS	your Att. 81% talk to guide.
4	F21096004033	MALAYA JENA	Att. is 79% talk to guide.
5	F21096004034	MANAS BEHERA	your Att. is very good.
6	F21096004035	MANGULU SINGH	your Att. is 81% talk to guide
7	F21096004036	MANORANJAN ROUT	your Att. is 78%.
8	F21096004037	NILAMBAR MAJHI	79% of Att. talk about the good
9	F21096004038	PARAMESWAR PRADHAN	91% of Att. talk to about the good
10	F21096004039	PRAFULLA KUMAR DALEI	your Att. is 79%.

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004030	KISHAN KUMAR SAHU	pass the Exam, obtain 536
2	F21096004031	MAHENDRA MAJHI	fail the 1st Exam
3	F21096004032	MALAYA DAS	pass the Exam, obtain 514
4	F21096004033	MALAYA JENA	pass the Exam
5	F21096004034	MANAS BEHERA	outstanding performer.
6	F21096004035	MANGULU SINGH	pass the Exam, 529
7	F21096004036	MANORANJAN ROUT	obtain mark 582
8	F21096004037	NILAMBAR MAJHI	Recy TH
9	F21096004038	PARAMESWAR PRADHAN	outstanding
10	F21096004039	PRAFULLA KUMAR DALEI	pass the Exam 528


SIGN. OF PROCTOR


SIGN. OF H.O.D. 7/11/23
DEPARTMENT OF MECHANICAL ENGINEERING



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

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

NIST

NAME OF THE PROCTOR -
BISHNU CHARAN JENA

Activity of The Proctors

SEMESTER-6TH

Exam -2024 (S)

SESSION-2023-24

Report of the Month of January 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004030	KISHAN KUMAR SAHU	your Att. is good maintain the same
2	F21096004031	MAHENDRA MAJHI	your is Att. is 83%.
3	F21096004032	MALAYA DAS	your is Att. is 80%.
4	F21096004033	MALAYA JENA	You have Att. 80% of class.
5	F21096004034	MANAS BEHERA	good.
6	F21096004035	MANGULU SINGH	very good Att.
7	F21096004036	MANORANJAN ROUT	good.
8	F21096004037	NILAMBAR MAJHI	your Att. is 80%.
9	F21096004038	PARAMESWAR PRADHAN	You have maintain more than class.
10	F21096004039	PRAFULLA KUMAR DALEI	80% of class.

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004030	KISHAN KUMAR SAHU	your MT-Exam 87% and class 90%.
2	F21096004031	MAHENDRA MAJHI	your Att. is 80% and MT Ex. 80%
3	F21096004032	MALAYA DAS	You have Att. 80% of class.
4	F21096004033	MALAYA JENA	You have Att. 86% of class.
5	F21096004034	MANAS BEHERA	your is Att. is 80% and MT Ex. 80%
6	F21096004035	MANGULU SINGH	good in Att. and MT more
7	F21096004036	MANORANJAN ROUT	very good class and MT more
8	F21096004037	NILAMBAR MAJHI	very good.
9	F21096004038	PARAMESWAR PRADHAN	your Att. is 80% of and MT more
10	F21096004039	PRAFULLA KUMAR DALEI	your MT more 80% Talk to guardian

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004030	KISHAN KUMAR SAHU	your internal mark is 70% Talk to guardian
2	F21096004031	MAHENDRA MAJHI	Talk to guardian due to internal mark
3	F21096004032	MALAYA DAS	Internal mark is 50%.
4	F21096004033	MALAYA JENA	Talk to guardian internal is 50%.
5	F21096004034	MANAS BEHERA	your Inter. Mark is very good talk to guardian.

6	F21096004035	MANGULU SINGH	Your Internal Mark is 78%
7	F21096004036	MANORANJAN ROUT	Talk to guardian about Intern
8	F21096004037	NILAMBAR MAJHI	68% of Internal marks.
9	F21096004038	PARAMESWAR PRADHAN	98% of Internal Mark
10	F21096004039	PRAFULLA KUMAR DALEI	Your Internal mark is 58%

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004030	KISHAN KUMAR SAHU	Your Att is 87% talk to guardian
2	F21096004031	MAHENDRA MAJHI	Talk to guardian about Att.
3	F21096004032	MALAYA DAS	Your Att is 83% Talk to guardian
4	F21096004033	MALAYA JENA	87% of Att.
5	F21096004034	MANAS BEHERA	Inform to guardian.
6	F21096004035	MANGULU SINGH	Talk to guardian about Att.
7	F21096004036	MANORANJAN ROUT	Your Att is 85%.
8	F21096004037	NILAMBAR MAJHI	Inform to guardian about Att.
9	F21096004038	PARAMESWAR PRADHAN	good.
10	F21096004039	PRAFULLA KUMAR DALEI	Your Att. is 87%.

Report of the Examination 2024 (S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004030	KISHAN KUMAR SAHU	Your Sem. exam Result 71%.
2	F21096004031	MAHENDRA MAJHI	You have not Att. the Sem. Exam
3	F21096004032	MALAYA DAS	68% of Score Sem. Exam.
4	F21096004033	MALAYA JENA	68% of Score of Sem. Exam
5	F21096004034	MANAS BEHERA	Your Sem. exam Result 87%.
6	F21096004035	MANGULU SINGH	Your Sem. Mark is 70%.
7	F21096004036	MANORANJAN ROUT	Your Sem. Mark is 77%.
8	F21096004037	NILAMBAR MAJHI	60% of Sem. Mark.
9	F21096004038	PARAMESWAR PRADHAN	Your Sem. Mark is 84%
10	F21096004039	PRAFULLA KUMAR DALEI	71% of Sem. Mark

SIGN. OF PROCTOR

SIGN. OF H.O.D.

DEPARTMENT OF MECHANICAL ENGINEERING



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



Meeting With the Students

Proctor Name :- Bishnu charan Jena

Academic Year 2023-24

Sl No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Students	Staff
1	04/09/2023	2:00 PM	He is not coming to class but sleep in the hostel.	Rakesh Kumar Das	Bishnu 04/09/2023
2	04/09/2023	1:45 PM	Play the online game at class room	Pankaj Khilan	Bishnu 04/09/23
3	11/09/2023	1:45 PM	He is a good student but don't work together	Ranjan Kumar Mishra	Bishnu 04/09/23
4	05/10/2023	1:40 PM	Attending Theory paper but not attending practical paper	Malaya Jena	Bishnu 05/10/23
5	12/10/2023	1:45 PM	He is damage of bench at class room	Manas Chandra	Bishnu 12/10/23
6	08/11/2023	1:40 PM	He is a good leadership at any type of function	Ranjan Das	Bishnu 08/11/23
7	02/02/2024	1:45 PM	He is sleeping in the hostel habitually	Rabindra Kumar Rout	Bishnu 02/02/2024
8	15/02/2024	1:50 PM	He is good student and also good team leader	Pratik Kumar	Bishnu 15/02/2024
9	20/02/2024	1:50 PM	Coming to class after a period.	Manoj Kumar Rout	Bishnu 20/02/2024
10	03/04/2024	1:50 PM	Use of mobile phone in class room.	Pratik Kumar	Bishnu 03/04/2024
11	04/04/2024	1:50 PM	He is good leadership at any type of sports.	Pratik Kumar	Bishnu 04/04/2024
12					
13					

Signature of Proctor
Bishnu
06/07/24

Signature of HOD
M
06/07/24



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



Parent/Guardian Communication Details

Proctor Name :- Dr. Dishu Chhayan Jena

Academic Year 2023-24

Sl No.	Date & Time of Communication of meeting	Purpose of Communication	Response of Parent	Initials of Staff
1	04/09/23	your son sleep in hostel But don't att. the class.	Talk to the son and Hostel incharge.	Dishu 4/9/23
2	11/9/23	I Told that, your son Nam' class Absent.	He is cold fever few days.	Dishu 11/9/23
3	6/10/23	your son coming to class after a period regularly.	He is Ride cycle due to late.	Dishu 6/10/23
4	10/11/23	your son performance is good.	I will more encourage.	Dishu 10/11/2023
5	7/12/24	I talk to the, your son use the mobile phone at class room.	I Told that, He don't use the mobile phone at class.	Dishu 7/12/24
6	9/12/24	Bury the Eng. calculator.	I burying the Eng. calculator.	Dishu 9/12/24
7	20/3/24	He is attending the theory class but n't att. practical class.	I Told that class closed at 2PM, I think He is fine.	Dishu 20/3/24
8	4/4/24	I Talk to the guardian your son change the pickup point E. day.	I Told that, I little bit.	Dishu 4/4/24
9	8/4/24	your son play cricket game is 30 minutes is good.	I Encourage and for my interest. the game.	Dishu 8/4/24
10	12/4/24	use the mobile phone at class time.	I Told that, He is doesn't use the mobile at class room.	Dishu 12/4/24
11				

Signature of Proctor Dishu Chhayan Jena

Signature of HOD 30/7/24

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:	Santosh Kumar
Designation:	Lect. in Mechanical 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 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

NAME OF THE PROCTOR - KUMAR	SANTOSH	SEMESTER-3RD	Exam -2023 (w)	SESSION-2023-24
--------------------------------	---------	--------------	----------------	-----------------

Report of the Month of August 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004040	SAMIR ROUL	88% attendance
2	F22096004041	SANDIP KUMAR BARIK	85% very good percentage attendance, visit to library
3	F22096004042	SANTANIL JANA	83% good attendance
4	F22096004043	SANTANU KUMAR RANA	83% outstanding performance, visit the library
5	F22096004044	SANTANU KUMAR ROUT	77% below the 80% attendance, visit the library
6	F22096004045	SANTOSH SANTARA	83% very good attendance
7	F22096004046	SAPAN SAGAR PATRA	83% good attendance
8	F22096004047	SATYABRATA DHAL	83% good attendance report is very good, visit the library
9	F22096004048	SATYAJIT BEHERA	77% below the 80% attendance, visit the library
10	F22096004049	SATYAJIT MOHANTY	83% your attendance report is very good

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004040	SAMIR ROUL	75% class attendance, 75% in class test
2	F22096004041	SANDIP KUMAR BARIK	91% class attendance, 85% in class test, visit the library
3	F22096004042	SANTANIL JANA	83% class attendance, 75% in class test
4	F22096004043	SANTANU KUMAR RANA	91% class attendance, 82% in class test, visit the library
5	F22096004044	SANTANU KUMAR ROUT	91% class attendance, 85% in class test, visit the library
6	F22096004045	SANTOSH SANTARA	91% very good in class attendance, 85% in class test
7	F22096004046	SAPAN SAGAR PATRA	91% class attendance, 75% in class test
8	F22096004047	SATYABRATA DHAL	75% below the 80% in class attendance, visit the library
9	F22096004048	SATYAJIT BEHERA	83% very good in class attendance, 82% in class test
10	F22096004049	SATYAJIT MOHANTY	91% class attendance, 80% in class test

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004040	SAMIR ROUL	71% in 14 marks
2	F22096004041	SANDIP KUMAR BARIK	78% in 15 marks
3	F22096004042	SANTANIL JANA	64% with 13 marks
4	F22096004043	SANTANU KUMAR RANA	71% with 14 marks
5	F22096004044	SANTANU KUMAR ROUT	85% with 15 marks

6	F22096004045	SANTOSH SANTARA	64%. With 13 marks
7	F22096004046	SAPAN SAGAR PATRA	71%. With 14 marks
8	F22096004047	SATYABRATA DHAL	78%. With 15 marks
9	F22096004048	SATYAJIT BEHERA	64%. With 13 marks
10	F22096004049	SATYAJIT MOHANTY	65%. With 18 marks

Report of the Month of November 2023

S.K. Kuma

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004040	SAMIR ROUL	Your attendance report is very good, eligible for term exam.
2	F22096004041	SANDIP KUMAR BARIK	88% attendance, you should be eligible for term exam.
3	F22096004042	SANTANIL JANA	80% attendance, eligible for term exam, visit to guardian.
4	F22096004043	SANTANU KUMAR RANA	Your attendance report is good, eligible for term exam.
5	F22096004044	SANTANU KUMAR ROUT	81% attendance, you should be eligible for semester exam.
6	F22096004045	SANTOSH SANTARA	Your attendance report is outstanding.
7	F22096004046	SAPAN SAGAR PATRA	90% your attendance, you should be eligible for term exam.
8	F22096004047	SATYABRATA DHAL	87% attendance, eligible for term exam.
9	F22096004048	SATYAJIT BEHERA	Your attendance is below 80% in month the guardian.
10	F22096004049	SATYAJIT MOHANTY	81% attendance, you should be eligible for term exam.

Report of the Examination 2023 (w)

S.K. Kuma

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004040	SAMIR ROUL	You have pass in semester exam in 461 marks.
2	F22096004041	SANDIP KUMAR BARIK	71% mark secured in semester exam.
3	F22096004042	SANTANIL JANA	Pass in semester, outstanding in 550 marks.
4	F22096004043	SANTANU KUMAR RANA	Outstanding performance in semester exam.
5	F22096004044	SANTANU KUMAR ROUT	Pass in semester take 20 mark slip, visit the guardian.
6	F22096004045	SANTOSH SANTARA	You should not attempt in semester exam, inform the guardian.
7	F22096004046	SAPAN SAGAR PATRA	You have pass in semester exam take in 582.
8	F22096004047	SATYABRATA DHAL	Good performance mark in semester exam, visit the guardian.
9	F22096004048	SATYAJIT BEHERA	You doesn't pass in semester exam, inform the guardian.
10	F22096004049	SATYAJIT MOHANTY	You have pass in semester exam obtained in 487 marks.

S.

S.K. Kuma
66-02-24
SIGN. OF PROCTOR


SIGN. OF H.O.D. 6/2/24
DEPARTMENT OF MECHANICAL ENGINEERING



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

NIST

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

Activity of The Proctors

NAME OF THE PROCTOR -
SANTOSH KUMAR

SEMESTER-4TH

Exam -2024 (S)

SESSION-2023-24

Report of the Month of January 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004040	SAMIR ROUL	71% attendance, inform to the student regular class
2	F22096004041	SANDIP KUMAR BARIK	85% attendance is very good
3	F22096004042	SANTANIL JANA	your attendance is good in 85%
4	F22096004043	SANTANU KUMAR RANA	71% attendance, inform the student and guardian maintain the regular class
5	F22096004044	SANTANU KUMAR ROUT	71% attendance very poor inform to guardian class
6	F22096004045	SANTOSH SANTARA	your attendance is 100% maintain the regular class
7	F22096004046	SAPAN SAGAR PATRA	71% is very poor visit the guardian
8	F22096004047	SATYABRATA DHAL	your attendance is very good (85%)
9	F22096004048	SATYAJIT BEHERA	your attendance report good (85%)
10	F22096004049	SATYAJIT MOHANTY	85% attendance report is very good S. Kumar 31.01.2024

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004040	SAMIR ROUL	68% atten, 100 percent in class test inform to guardian
2	F22096004041	SANDIP KUMAR BARIK	71% atten, 68% of class test
3	F22096004042	SANTANIL JANA	65% atten, 62% in class test improve in attendance
4	F22096004043	SANTANU KUMAR RANA	68% attendance, 75% of class test
5	F22096004044	SANTANU KUMAR ROUT	72% of attendance, 68% in class test improve in class test mark
6	F22096004045	SANTOSH SANTARA	68% attendance, 66% in class test visit the guardian
7	F22096004046	SAPAN SAGAR PATRA	80% attendance, 75% in class test
8	F22096004047	SATYABRATA DHAL	77% of attendance, 65% in class test inform the guardian
9	F22096004048	SATYAJIT BEHERA	68% of attendance, 60% in class test
10	F22096004049	SATYAJIT MOHANTY	80% of attendance, 62% in class test inform the guardian S. Kumar

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004040	SAMIR ROUL	64% With 13 marks
2	F22096004041	SANDIP KUMAR BARIK	71% With 14 marks
3	F22096004042	SANTANIL JANA	78% With 15 marks
4	F22096004043	SANTANU KUMAR RANA	64% With 13 marks
5	F22096004044	SANTANU KUMAR ROUT	64% With 13 marks

6	F22096004045	SANTOSH SANTARA	85% with 18 marks
7	F22096004046	SAPAN SAGAR PATRA	71% with 14 marks
8	F22096004047	SATYABRATA DHAL	64% with 13 marks
9	F22096004048	SATYAJIT BEHERA	64% with 13 marks
10	F22096004049	SATYAJIT MOHANTY	74% with 14 marks

Report of the Month of April 2024

S.K. KUP

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004040	SAMIR ROUL	82% then eligible for continuation.
2	F22096004041	SANDIP KUMAR BARIK	Good attendance eligible for continuation.
3	F22096004042	SANTANIL JANA	87% then eligible for continuation.
4	F22096004043	SANTANU KUMAR RANA	82% Good attendance eligible for continuation.
5	F22096004044	SANTANU KUMAR ROUT	Below the 80% attendance, not eligible for continuation. Visit the guardian.
6	F22096004045	SANTOSH SANTARA	Below the 80% attendance, not eligible for continuation. Guardian.
7	F22096004046	SAPAN SAGAR PATRA	83% attendance, eligible for continuation.
8	F22096004047	SATYABRATA DHAL	Very good attendance report, you should be eligible for continuation.
9	F22096004048	SATYAJIT BEHERA	80% attendance, you should be eligible for continuation.
10	F22096004049	SATYAJIT MOHANTY	90% Good attendance report

Report of the Examination 2024 (S)

S.K. KUP

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004040	SAMIR ROUL	You have Passed in semester exam obtained in 461 marks.
2	F22096004041	SANDIP KUMAR BARIK	You have passed in semester exam because of 70%.
3	F22096004042	SANTANIL JANA	Pass in semester exam obtain in 550 marks.
4	F22096004043	SANTANU KUMAR RANA	Pass in semester exam obtain in 640 marks.
5	F22096004044	SANTANU KUMAR ROUT	You have passed in semester exam in 68%.
6	F22096004045	SANTOSH SANTARA	You pass in semester exam.
7	F22096004046	SAPAN SAGAR PATRA	Passed in semester exam, mark on 572 marks.
8	F22096004047	SATYABRATA DHAL	You have Passed in semester exam in 70%.
9	F22096004048	SATYAJIT BEHERA	You fail in semester exam inform the guardian.
10	F22096004049	SATYAJIT MOHANTY	You have passed in semester exam scoring on 523 marks.

S.K. KUP
06-07-2024
SIGN. OF PROCTOR

M
SIGN. OF H.O.D. 07/7/24
DEPARTMENT OF MECHANICAL ENGINEERING



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

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

NIST

Activity of The Proctors

NAME OF THE FACULTY - KUMAR	SANTOSH	SEMESTER-5TH	Exam -2023 (w)	SESSION-2023-24
--------------------------------	---------	--------------	----------------	-----------------

Report of the Month of August 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004040	PRAKASH KUMAR MOHALIK	66% below the 80% attendance visit the guardian
2	F21096004041	RAHUL RAY	66% very poor attendance, some improve in class.
3	F21096004042	RAJENDRA MALIK	72% below the 80% attendance the guardian.
4	F21096004043	RAJESH KUMAR MURMU	72% maintain the regular class.
5	F21096004044	RAJIB BEHERA	72% maintain the regular class visit the guardian.
6	F21096004045	RANJAN KUMAR MALIK	83% very good attendance.
7	F21096004046	RASHMI RANJAN JENA	83% good % in attendance.
8	F21096004047	RASMIRANJAN BEHERA	83% outstanding report in class attendance.
9	F21096004048	ROHIT KUMAR PALAI	86% good % in class attend
10	F21096004049	ROHIT SANTRA	87% good %.

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004040	PRAKASH KUMAR MOHALIK	81% in class attendance, 65% in class test.
2	F21096004041	RAHUL RAY	90% in class attendance, 75% in class test.
3	F21096004042	RAJENDRA MALIK	81% in class attendance, 62% in class test visit the guardian.
4	F21096004043	RAJESH KUMAR MURMU	75% in class attendance, 71% in class test inform to guardian.
5	F21096004044	RAJIB BEHERA	90% in class attendance, 88% in class test.
6	F21096004045	RANJAN KUMAR MALIK	78% in class attendance, 65% in class test.
7	F21096004046	RASHMI RANJAN JENA	71% in class attendance, 61% in class test.
8	F21096004047	RASMIRANJAN BEHERA	68% in class attendance, 67% in class test.
9	F21096004048	ROHIT KUMAR PALAI	67% in class attendance, 62% in class test.
10	F21096004049	ROHIT SANTRA	62% in class attendance, 60% in class test.

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004040	PRAKASH KUMAR MOHALIK	55% in internal exam, inform to parents.
2	F21096004041	RAHUL RAY	40% in internal exam, improve in % inform to guardian.
3	F21096004042	RAJENDRA MALIK	45% in internal exam visit the guardian.
4	F21096004043	RAJESH KUMAR MURMU	you don't have atten the internal exam.
5	F21096004044	RAJIB BEHERA	40% in internal exam, visit the guardian.

6	F21096004045	RANJAN KUMAR MALIK	69% in internal exam, in the guarantee.
7	F21096004046	RASHMI RANJAN JENA	83% very good in internal exam.
8	F21096004047	RASMIRANJAN BEHERA	75% in internal exam, visit the guarantee.
9	F21096004048	ROHIT KUMAR PALAI	77% in internal exam, in the guarantee.
10	F21096004049	ROHIT SANTRA	95% in internal exam, in the guarantee.

Report of the Month of November 2023

S.K. Kumar

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004040	PRAKASH KUMAR MOHALIK	78% below the 80% attendance not eligible for semester exam will be below the 80% attendance not eligible for exam fill up.
2	F21096004041	RAHUL RAY	below the 80% attendance visit the patient's.
3	F21096004042	RAJENDRA MALIK	below the 80% attendance, not eligible for exam fill up.
4	F21096004043	RAJESH KUMAR MURMU	below the 80% attendance, not eligible for exam fill up.
5	F21096004044	RAJIB BEHERA	below the 80% attendance, not eligible for exam fill up.
6	F21096004045	RANJAN KUMAR MALIK	80% attendance eligible for semester exam.
7	F21096004046	RASHMI RANJAN JENA	74% attendance, not eligible for exam fill up, in the guarantee.
8	F21096004047	RASMIRANJAN BEHERA	83% very good attendance, eligible for exam fill up.
9	F21096004048	ROHIT KUMAR PALAI	89% attendance, eligible for exam fill up.
10	F21096004049	ROHIT SANTRA	Below the 80% attendance, not eligible for exam fill up.

Report of the Examination 2023 (w)

S.K. Kumar

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004040	PRAKASH KUMAR MOHALIK	You have pass in semester exam take in 429, in the guarantee.
2	F21096004041	RAHUL RAY	Pass in semester 491 marks.
3	F21096004042	RAJENDRA MALIK	You have not attend the semester exam.
4	F21096004043	RAJESH KUMAR MURMU	No study
5	F21096004044	RAJIB BEHERA	You have pass in semester exam obtained in 491 marks.
6	F21096004045	RANJAN KUMAR MALIK	You have pass in semester exam 482 marks.
7	F21096004046	RASHMI RANJAN JENA	You have pass in semester exam obtained in 511 marks.
8	F21096004047	RASMIRANJAN BEHERA	You have pass in semester exam 500 marks.
9	F21096004048	ROHIT KUMAR PALAI	You have pass in semester exam 522 marks. visit the guarantee.
10	F21096004049	ROHIT SANTRA	You have not attend the semester exam.

S.K. Kumar

S.K. Kumar
06.07.2024
SIGN. OF PROCTOR


SIGN. OF H.O.D.
DEPARTMENT OF MECHANICAL ENGINEERING



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

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

NIST

Activity of The Proctors

NAME OF THE FACULTY - KUMAR	SANTOSH	SEMESTER-6TH	Exam -2024 (S)	SESSION-2023-24
--------------------------------	---------	--------------	----------------	-----------------

Report of the Month of January 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004040	PRAKASH KUMAR MOHALIK	83% very good attendance report visit the guardian.
2	F21096004041	RAHUL RAY	83% good attendance report.
3	F21096004042	RAJENDRA MALIK	100 outstanding attendance report.
4	F21096004043	RAJESH KUMAR MURMU	66% very poor attendance report contact to guardian.
5	F21096004044	RAJIB BEHERA	83% good attendance report.
6	F21096004045	RANJAN KUMAR MALIK	96% good attendance report.
7	F21096004046	RASHMI RANJAN JENA	100 very good attendance report.
8	F21096004047	RASMIRANJAN BEHERA	83% good attendance report.
9	F21096004048	ROHIT KUMAR PALAI	83% good attendance report.
10	F21096004049	ROHIT SANTRA	100 very good attendance report. skinner

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004040	PRAKASH KUMAR MOHALIK	81% in class attendance, 85% in class test, improve in your mark.
2	F21096004041	RAHUL RAY	83% in class attendance, 72% in class test, visit the guardian.
3	F21096004042	RAJENDRA MALIK	79% in class attendance, 60% in class test, inform to parents.
4	F21096004043	RAJESH KUMAR MURMU	81% in class attendance, 60% in class test, visit the guardian.
5	F21096004044	RAJIB BEHERA	76% in class attendance, 68% in class test.
6	F21096004045	RANJAN KUMAR MALIK	78% in class attendance, 65% in class test.
7	F21096004046	RASHMI RANJAN JENA	82% in class attendance, 75% in class test.
8	F21096004047	RASMIRANJAN BEHERA	65% in class attendance, 68% in class test.
9	F21096004048	ROHIT KUMAR PALAI	75% in class attendance, 72% in class test.
10	F21096004049	ROHIT SANTRA	78% in class attendance, 78% in class test. skinner

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004040	PRAKASH KUMAR MOHALIK	55% marks in internal exam visit the guardian.
2	F21096004041	RAHUL RAY	58% marks in internal exam the guardian.
3	F21096004042	RAJENDRA MALIK	65% marks in internal exam.
4	F21096004043	RAJESH KUMAR MURMU	62% marks in internal exam. visit the guardian.
5	F21096004044	RAJIB BEHERA	60% marks in internal exam.

6	F21096004045	RANJAN KUMAR MALIK	74% marks in internal exam instructor to parents
7	F21096004046	RASHMI RANJAN JENA	76% marks in internal exam instructor to guardian
8	F21096004047	RASMIRANJAN BEHERA	80% marks in internal exam instructor to guardian
9	F21096004048	ROHIT KUMAR PALAI	80% marks in internal exam instructor to guardian
10	F21096004049	ROHIT SANTRA	NO internal exam

Report of the Month of April 2024

S.K. Kumar

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004040	PRAKASH KUMAR MOHALIK	85% attendance, you should eligible for semester exam
2	F21096004041	RAHUL RAY	95% attendance, eligible for semester exam
3	F21096004042	RAJENDRA MALIK	83% attendance, eligible for semester exam
4	F21096004043	RAJESH KUMAR MURMU	85% attendance, eligible for semester exam
5	F21096004044	RAJIB BEHERA	85% attendance, eligible for semester exam
6	F21096004045	RANJAN KUMAR MALIK	88% attendance, eligible for semester exam
7	F21096004046	RASHMI RANJAN JENA	90% attendance, eligible for semester exam
8	F21096004047	RASMIRANJAN BEHERA	85% attendance, eligible for semester exam
9	F21096004048	ROHIT KUMAR PALAI	85% attendance, eligible for semester exam
10	F21096004049	ROHIT SANTRA	87% attendance, eligible for semester exam

Report of the Examination 2024 (S)

S.K. Kumar

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004040	PRAKASH KUMAR MOHALIK	You have passed in semester exam obtained in 445 marks
2	F21096004041	RAHUL RAY	You have passed in semester exam obtained in 576 marks
3	F21096004042	RAJENDRA MALIK	You have not attend in semester exam in front of guardian
4	F21096004043	RAJESH KUMAR MURMU	NO STUDY
5	F21096004044	RAJIB BEHERA	You have passed in semester exam in 576 marks
6	F21096004045	RANJAN KUMAR MALIK	You have passed in semester exam in 576 marks
7	F21096004046	RASHMI RANJAN JENA	You have passed in semester exam 576 marks
8	F21096004047	RASMIRANJAN BEHERA	You have passed in semester exam obtained 576 marks
9	F21096004048	ROHIT KUMAR PALAI	576 marks in semester exam
10	F21096004049	ROHIT SANTRA	You have not attend in semester exam

S.K. Kumar
06.07.2024
SIGN. OF PROCTOR


SIGN. OF H.O.D. 6/7/24
DEPARTMENT OF MECHANICAL ENGINEERING



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



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

Meeting With the Students

Proctor Name :- Shantosh Kumar

Academic Year 2023-24

Sl No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Students	Staff
1	06-09-23	2.15 PM	Not attending practical class after theory classes.	Sapan Sagar patra	S. Kumar 06.09.23
2	06-09-23	2.20 PM	Breaking of hostel Aquaguard	Sanjay Ganta	S. Kumar 06.09.23
3	09-10-23	1.40 PM	use in mobilephone in class room	Satyajit Behera	S. Kumar 09.10.23
4	17-10-23	1.45 PM	coming to regularly late in classroom	Samir Roul	S. Kumar 17.10.23
5	26-10-23	2.15 PM	Not using ID card	Santosh Rout	S. Kumar 26.10.23
6	09-11-23	1.55 PM	coming to class room after two period.	Santosh Rout	S. Kumar 09.11.23
7	16-11-23	1.50 PM	Not completely assigned regularly.	Debasish Jena	S. Kumar 16.11.23
8	06-12-23	2.05 PM	Breaking of light fan in hostel	Pradyot Lenka	S. Kumar 06.12.23
9	14-12-23	2.20 PM	Indiscipline in class room.	Chinmay Khuntia	S. Kumar 14.12.23
10	18-12-23	2.25 PM	Not returning in books after semester	Rahul Roy	S. Kumar 18.12.23
11	20-12-23	2.00 PM	Miss behaviour in Junior Students.	Rajni Mishra	S. Kumar 20.12.23
12					
13					

S. Kumar
 30.07.2024
 Signature of Proctor

Mishra
 Signature of HOD
 30.07.24

NH - 16, Sergarh, Balasore, Odisha | Phone No: 06782 - 219080

E-mail: nist.bls@gmail.com

Web: www.nist.org.in



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

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



Parent/Guardian Communication Details

Proctor Name :- Santosh Kumar

Academic Year 2023-24

Sl No.	Date & Time of Communication of meeting	Purpose of Communication	Response of Parent	Initials of Staff
1	11-04-23 1:35 pm	Use in mobile phone in class room.	calling to parents he says his son not used in mobile phone.	S. Kumar 11.04.23
2	15.09.23 1:45 pm	no completely assignment regularly	met the guardian and about the guardian he says he will maintain the class.	S. Kumar 15.09.23
3	05-10-23 1:50 pm	Breaking of lab computer system.	call from the guardian he says his student broken the system.	S. Kumar 05.10.23
4	16.10.23 1:45 pm	Misbehaviour in in junior student, offence in juniors.	visit the guardian he says he is not indisciplined work.	S. Kumar 16.10.23
5	27-10-23 1:50 pm	Semester result very poor percentage.	call from guardian he says he guide the students.	S. Kumar 27.10.23
6	07-11-23 1:45 pm	Your students sleep in hostel but don't attend the class.	Talk to the student and hostel in charge.	S. Kumar 07.11.23
7	10-11-23 2:15 pm	He is attend in theory class but don't attend the practical class.	He is told that class closed at 2 pm.	S. Kumar 10.11.23
8	08-12-23 2:25 pm	He broken the toilet instrument.	I call from guardian his guardian say that he broke the toilet.	S. Kumar 08.12.23
9	27-12-23 1:55 pm	Semester result very poor percentage is very poor.	visit the guardian he say about this student come to college, make plan.	S. Kumar 27.12.23
10				
11				

S. Kumar
Signature of Proctor

Signature of HOD

NH - 16, Sergarh, Balasore, Odisha | Phone No: 06782 - 219080

E - mail : nist.bls@gmail.com

Web: www.nist.org.in

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:	Yashobanta Das
Designation:	Lecturer in the Department of Mechanical Engg.



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 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

NAME OF THE PROCTOR -
YASHOBANTA DAS

Activity of The Proctors

SEMESTER-3RD

Exam -2023 (w)

SESSION-2023-24

Report of the Month of August 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004050	SATYANARAYAN MALIK	83% attendance, try to improve
2	F22096004051	SHASHIKANT DAS	83% attendance, try to improve
3	F22096004052	SHIVAM SINGH	88% attendance, try to improve
4	F22096004053	SIBUN ROUT	66% very poor attendance try to attend more classes
5	F22096004054	SOUMIK DAS	72% poor attendance try to attend more classes
6	F22096004055	SUBHAM KUMAR NAYAK	66% very poor attendance try to attend more classes
7	F22096004056	SUBRAT KUMAR PUSTI	77% attendance, try to attend more classes
8	F22096004057	SUBRATA KUMAR MAHANA	83% attendance, try to improve
9	F22096004058	SUDARSHAN DALAI	75% poor attendance try to improve classes
10	F22096004059	SUDHANSU PUHAN	77% attendance, try to improve classes

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004050	SATYANARAYAN MALIK	91% attendance with 80% marks in monthly test-1
2	F22096004051	SHASHIKANT DAS	83% attendance with 80% marks in MT-1
3	F22096004052	SHIVAM SINGH	83% attendance with 80% marks in MT-1
4	F22096004053	SIBUN ROUT	91% attendance with 90% marks in MT-1
5	F22096004054	SOUMIK DAS	75% attendance with 70% marks in MT-1
6	F22096004055	SUBHAM KUMAR NAYAK	91% attendance with 90% marks in MT-1
7	F22096004056	SUBRAT KUMAR PUSTI	75% attendance with 75% marks in MT-1
8	F22096004057	SUBRATA KUMAR MAHANA	83% attendance with 80% marks in MT-1
9	F22096004058	SUDARSHAN DALAI	75% attendance with 70% marks in MT-1
10	F22096004059	SUDHANSU PUHAN	75% attendance with 75% marks in MT-1

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004050	SATYANARAYAN MALIK	86% marks in internal assessment
2	F22096004051	SHASHIKANT DAS	80% marks in internal assessment
3	F22096004052	SHIVAM SINGH	69% mark in internal assessment
4	F22096004053	SIBUN ROUT	42% very poor marks in internal assessment
5	F22096004054	SOUMIK DAS	40% very poor marks in internal assessment

6	F22096004055	SUBHAM KUMAR NAYAK	49%, very poor marks in internal assessment
7	F22096004056	SUBRAT KUMAR PUSTI	38%, very very poor marks in internal assessment
8	F22096004057	SUBRATA KUMAR MAHANA	37%, very poor marks in IA
9	F22096004058	SUDARSHAN DALAI	38%, very very poor marks in IA
10	F22096004059	SUDHANSU PUHAN	72% Marks in Internal Assessment. Try to improve

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004050	SATYANARAYAN MALIK	90% attendance and eligible for form fill up
2	F22096004051	SHASHIKANT DAS	81% attendance and eligible for form fill up
3	F22096004052	SHIVAM SINGH	88% attendance and eligible for form fill up
4	F22096004053	SIBUN ROUT	80% attendance and eligible for form fill up
5	F22096004054	SOUMIK DAS	81% attendance and eligible for form fill up
6	F22096004055	SUBHAM KUMAR NAYAK	80% attendance and eligible for form fill up
7	F22096004056	SUBRAT KUMAR PUSTI	84% attendance and eligible for form fill up
8	F22096004057	SUBRATA KUMAR MAHANA	75% attendance and eligible for form fill up
9	F22096004058	SUDARSHAN DALAI	77% attendance and eligible for form fill up
10	F22096004059	SUDHANSU PUHAN	81% attendance and eligible for form fill up

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004050	SATYANARAYAN MALIK	Pass with 69.93% marks
2	F22096004051	SHASHIKANT DAS	Pass with 65.3% marks
3	F22096004052	SHIVAM SINGH	Pass with 70.6% marks
4	F22096004053	SIBUN ROUT	Pass with 56.6% marks
5	F22096004054	SOUMIK DAS	Pass with 62.5% marks
6	F22096004055	SUBHAM KUMAR NAYAK	TH-1 Back with 48% marks
7	F22096004056	SUBRAT KUMAR PUSTI	Pass with 50% marks
8	F22096004057	SUBRATA KUMAR MAHANA	TH-1 Back with 50.5% marks
9	F22096004058	SUDARSHAN DALAI	Pass with 52.2% marks
10	F22096004059	SUDHANSU PUHAN	Pass with 59.86% marks

Y. Das
SIGN. OF PROCTOR


SIGN. OF H.O.D. 17/12/24
DEPARTMENT OF MECHANICAL ENGINEERING



Activity of The Proctors

NAME OF THE PROCTOR -
 YASHOBANTA DAS

SEMESTER-4TH

Exam -2024 (S)

SESSION-2023-24

Report of the Month of January 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004050	SATYANARAYAN MALIK	85% attendance Try to improve
2	F22096004051	SHASHIKANT DAS	71% poor attendance Try to improve
3	F22096004052	SHIVAM SINGH	71% poor attendance Try to improve
4	F22096004053	SIBUN ROUT	71% poor attendance Try to improve
5	F22096004054	SOUMIK DAS	71% poor attendance Try to improve
6	F22096004055	SUBHAM KUMAR NAYAK	85% attendance Try to improve
7	F22096004056	SUBRAT KUMAR PUSTI	85% attendance Try to improve
8	F22096004057	SUBRATA KUMAR MAHANA	57% very poor attendance try with guardian
9	F22096004058	SUDARSHAN DALAI	71% poor attendance Try to improve
10	F22096004059	SUDHANSU PUHAN	71% poor attendance Try to improve

Report of the Month of February 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004050	SATYANARAYAN MALIK	94% attend. with 90% marks in MT1
2	F22096004051	SHASHIKANT DAS	78% attend. with 75% marks in MT1
3	F22096004052	SHIVAM SINGH	84% attend with 80% in MT1
4	F22096004053	SIBUN ROUT	63% poor attend. with 60% marks in MT1
5	F22096004054	SOUMIK DAS	84% attend. with 82% marks in MT1
6	F22096004055	SUBHAM KUMAR NAYAK	84% attend. with 80% marks in MT1
7	F22096004056	SUBRAT KUMAR PUSTI	73% poor attend with 70% marks in MT1
8	F22096004057	SUBRATA KUMAR MAHANA	84% attend with 80% marks in MT1
9	F22096004058	SUDARSHAN DALAI	78% attend. with 75% marks in MT1
10	F22096004059	SUDHANSU PUHAN	78% attend with 70% marks in MT1

Report of the Month of March 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004050	SATYANARAYAN MALIK	82.5% marks in IA. Try to improve.
2	F22096004051	SHASHIKANT DAS	81.25% marks in IA. Try to improve.
3	F22096004052	SHIVAM SINGH	85% marks in IA. Try to improve.
4	F22096004053	SIBUN ROUT	36.25% very poor marks in IA. Try to improve.
5	F22096004054	SOUMIK DAS	40% very poor marks in IA. Try to improve.

Y.Das
31/1/23

Y.Das
24/2/23

6	F22096004055	SUBHAM KUMAR NAYAK	53.75% Marks in 1A. Try to improve.
7	F22096004056	SUBRAT KUMAR PUSTI	41.25% Very Poor Marks in 1A. Try to improve.
8	F22096004057	SUBRATA KUMAR MAHANA	38.75% Very very Poor Marks in 1A. Try to improve.
9	F22096004058	SUDARSHAN DALAI	40% Very Poor Marks in 1A. Try to improve.
10	F22096004059	SUDHANSU PUHAN	70% Marks in 1A. Try to improve.

Y.D. 25/3/24

Report of the Month of April 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004050	SATYANARAYAN MALIK	90% attend. and eligible for term till up.
2	F22096004051	SHASHIKANT DAS	77% attend. and eligible for term till up.
3	F22096004052	SHIVAM SINGH	85% attend. and eligible for term till up.
4	F22096004053	SIBUN ROUT	76% attend. and eligible for term till up.
5	F22096004054	SOUMIK DAS	77% attend. and eligible for term till up.
6	F22096004055	SUBHAM KUMAR NAYAK	79% attend. and eligible for term till up.
7	F22096004056	SUBRAT KUMAR PUSTI	77% attend. and eligible for term till up.
8	F22096004057	SUBRATA KUMAR MAHANA	82% attend. and eligible for term till up.
9	F22096004058	SUDARSHAN DALAI	79% attend. and eligible for term till up.
10	F22096004059	SUDHANSU PUHAN	80% attend. and eligible for term till up.

Y.D. 25/4/24

Report of the Examination 2024 (S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004050	SATYANARAYAN MALIK	Pass with 73.2% Marks Try to improve.
2	F22096004051	SHASHIKANT DAS	Pass with 70% Marks Try to improve.
3	F22096004052	SHIVAM SINGH	Pass with 72% Marks Try to improve.
4	F22096004053	SIBUN ROUT	Back PR1, PR2, PR3 with 44.8% Marks Try to clear.
5	F22096004054	SOUMIK DAS	Pass with 63.8% Marks Try to improve.
6	F22096004055	SUBHAM KUMAR NAYAK	Pass with 67.93% Marks Try to improve.
7	F22096004056	SUBRAT KUMAR PUSTI	Pass with 65.6% Marks Try to improve.
8	F22096004057	SUBRATA KUMAR MAHANA	Pass with 64.8% Marks Try to improve.
9	F22096004058	SUDARSHAN DALAI	Pass with 61.2% Marks Try to improve.
10	F22096004059	SUDHANSU PUHAN	Pass with 63.73% Marks Try to improve.

Y.D. 25/4/24

M.D.M

SIGN.OF PROCTOR

SIGN. OF H.O.D. 6/7/24
DEPARTMENT OF MECHANICAL ENGINEERING



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

NAME OF THE PROCTOR -
YASHOBANTA DAS

SEMESTER-5TH

Exam -2023 (w)

SESSION-2023-24

Report of the Month of August 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004050	RUDRA PRAKASH MOHAKUD	89% attendance, try to improve
2	F21096004051	SATISH MALLIK	94% attendance
3	F21096004052	SHIBA PRASAD DAS	77% attendance, try to improve
4	F21096004053	SHIBA SANKAR NAYAK	89% attendance, try to improve
5	F21096004054	SHIBAPRASAD JENA	83% attendance, try to improve
6	F21096004055	SMRUTIRANJAN MALIK	83% attendance, try to improve
7	F21096004056	SUBHAM KUMAR MAHALIK	94% attendance
8	F21096004057	SUBHAM KUMAR PATRA	89% attendance, try to improve
9	F21096004058	SUBRAT MALIK	77% poor attendance, try to improve
10	F21096004059	SUKANTA HANSDA	94% attendance

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004050	RUDRA PRAKASH MOHAKUD	76% attendance with 76% marks in MTI
2	F21096004051	SATISH MALLIK	70% poor attendance with 65% marks in MTI
3	F21096004052	SHIBA PRASAD DAS	76% attendance with 76% marks in MTI
4	F21096004053	SHIBA SANKAR NAYAK	82% attendance with 80% marks in MTI
5	F21096004054	SHIBAPRASAD JENA	82% attendance with 80% marks in MTI
6	F21096004055	SMRUTIRANJAN MALIK	82% attendance with 80% marks in MTI
7	F21096004056	SUBHAM KUMAR MAHALIK	100% attendance with 95% marks in MTI
8	F21096004057	SUBHAM KUMAR PATRA	100% attendance with 98% marks in MTI
9	F21096004058	SUBRAT MALIK	76% attendance with 76% marks in MTI
10	F21096004059	SUKANTA HANSDA	94% attendance with 90% marks in MTI

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004050	RUDRA PRAKASH MOHAKUD	37% very very poor marks in IA, try to improve
2	F21096004051	SATISH MALLIK	87% marks in IA, try to improve
3	F21096004052	SHIBA PRASAD DAS	40% very very poor marks in IA, try to improve
4	F21096004053	SHIBA SANKAR NAYAK	88% marks in IA, try to improve
5	F21096004054	SHIBAPRASAD JENA	38% very very poor marks in IA, try to improve

6	F21096004055	SMRUTIRANJAN MALIK	41% Very very poor marks in 1A. Try to improve
7	F21096004056	SUBHAM KUMAR MAHALIK	29% Very good marks
8	F21096004057	SUBHAM KUMAR PATRA	65% marks in 1A, Try to improve.
9	F21096004058	SUBRAT MALIK	41% Very poor marks. Try to improve
10	F21096004059	SUKANTA HANSDA	89% good marks in 1A Try to improve.

Y.D.M
3/11/23

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004050	RUDRA PRAKASH MOHAKUD	80% attend. and eligible for form fill up
2	F21096004051	SATISH MALLIK	79% attend. and eligible for form fill up
3	F21096004052	SHIBA PRASAD DAS	79% attend. and eligible for form fill up
4	F21096004053	SHIBA SANKAR NAYAK	82% attend. and eligible for form fill up
5	F21096004054	SHIBAPRASAD JENA	80% attend. and eligible for form fill up
6	F21096004055	SMRUTIRANJAN MALIK	78% attend. and eligible for form fill up
7	F21096004056	SUBHAM KUMAR MAHALIK	74% attend. and eligible for form fill up
8	F21096004057	SUBHAM KUMAR PATRA	79% attend. and eligible for form fill up
9	F21096004058	SUBRAT MALIK	79% attend. and eligible for form fill up
10	F21096004059	SUKANTA HANSDA	93% attend. and eligible for form fill up

Y.D.M
3/11/23

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004050	RUDRA PRAKASH MOHAKUD	Pass with 69.77% marks Try to improve
2	F21096004051	SATISH MALLIK	Pass with 68.26% marks Try to improve
3	F21096004052	SHIBA PRASAD DAS	Fail with 16.73% marks Try to improve
4	F21096004053	SHIBA SANKAR NAYAK	Pass with 74.7% marks Try to improve
5	F21096004054	SHIBAPRASAD JENA	Pass with 63.46% marks Try to improve
6	F21096004055	SMRUTIRANJAN MALIK	Pass with 54.26% marks Try to improve
7	F21096004056	SUBHAM KUMAR MAHALIK	Pass with 74.67% marks Try to improve
8	F21096004057	SUBHAM KUMAR PATRA	Pass with 61.67% marks Try to improve
9	F21096004058	SUBRAT MALIK	Fail with 15.67% marks Try to improve
10	F21096004059	SUKANTA HANSDA	Pass with 87.97% marks Try to improve

Y.D.M
4/11/23

Y.D.M

SIGN.OF PROCTOR

(Signature)

SIGN. OF H.O.D.

DEPARTMENT OF MECHANICAL ENGINEERING



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

NIST

NAME OF THE PROCTOR -
YASHOBANTA DAS

Activity of The Proctors

SEMESTER-6TH

Exam -2024 (S)

SESSION-2023-24

Report of the Month of January 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004050	RUDRA PRAKASH MOHAKUD	48.57. Poor attendance Try to improve
2	F21096004051	SATISH MALLIK	69.7. attendance Try to improve
3	F21096004052	SHIBA PRASAD DAS	65.7. attendance Try to improve
4	F21096004053	SHIBA SANKAR NAYAK	71.7. Poor attendance Try to improve
5	F21096004054	SHIBAPRASAD JENA	65.7. attendance Try to improve
6	F21096004055	SMRUTIRANJAN MALIK	57.1. Very Very Poor attendance, Try to improve
7	F21096004056	SUBHAM KUMAR MAHALIK	85.7. attendance Try to improve
8	F21096004057	SUBHAM KUMAR PATRA	71.7. Poor attendance Try to improve
9	F21096004058	SUBRAT MALIK	85.7. attendance, Try to improve
10	F21096004059	SUKANTA HANSDA	65.7. attendance, Try to improve.

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004050	RUDRA PRAKASH MOHAKUD	87.7. attendance with 85.1. marks in MTI
2	F21096004051	SATISH MALLIK	87.7. attendance with 84.7. marks in MTI
3	F21096004052	SHIBA PRASAD DAS	79.7. attendance with 80.7. marks in MTI
4	F21096004053	SHIBA SANKAR NAYAK	79.7. attend. with 75.7. marks in MTI
5	F21096004054	SHIBAPRASAD JENA	75.7. attend with 75.7. marks in MTI
6	F21096004055	SMRUTIRANJAN MALIK	89.7. attend with 80.7. marks in MTI
7	F21096004056	SUBHAM KUMAR MAHALIK	79.7. attend. with 80.7. marks in MTI
8	F21096004057	SUBHAM KUMAR PATRA	75.7. attend with 70 marks in MTI
9	F21096004058	SUBRAT MALIK	70.7. Poor attendance with 65 Marks in M/TI
10	F21096004059	SUKANTA HANSDA	75.7. attendance with 80.7. Marks in MTI

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004050	RUDRA PRAKASH MOHAKUD	60.7. Marks in IA. Try to improve
2	F21096004051	SATISH MALLIK	86.25. marks in IA. Try to improve
3	F21096004052	SHIBA PRASAD DAS	58.25. Marks in IA Try to improve
4	F21096004053	SHIBA SANKAR NAYAK	82.5. marks in IA Try to improve
5	F21096004054	SHIBAPRASAD JENA	80.7. Marks in IA. Try to improve

Y.DAS
30/1/24

Y.DAS
23/2/24

6	F21096004055	SMRUTIRANJAN MALIK	56.25% Marks in IA Try to improve
7	F21096004056	SUBHAM KUMAR MAHALIK	98.75% Excellent Marks in IA.
8	F21096004057	SUBHAM KUMAR PATRA	68.75% Marks in IA.
9	F21096004058	SUBRAT MALIK	Try to improve 56.25% Marks in IA.
10	F21096004059	SUKANTA HANSDA	Try to improve 70% Marks. Excellent Marks in IA.

Y.D.A.
28/3/24Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004050	RUDRA PRAKASH MOHAKUD	87% attend. and eligible bon term bill up
2	F21096004051	SATISH MALLIK	85% attend. and eligible bon term bill up
3	F21096004052	SHIBA PRASAD DAS	83% attend. and eligible bon term bill up
4	F21096004053	SHIBA SANKAR NAYAK	83% attend. and eligible bon term bill up
5	F21096004054	SHIBAPRASAD JENA	85% attend. and eligible bon term bill up
6	F21096004055	SMRUTIRANJAN MALIK	82% attend. and eligible bon term bill up
7	F21096004056	SUBHAM KUMAR MAHALIK	88% attend. and eligible bon term bill up
8	F21096004057	SUBHAM KUMAR PATRA	82% attend. and eligible bon term bill up
9	F21096004058	SUBRAT MALIK	87% attend. and eligible bon term bill up
10	F21096004059	SUKANTA HANSDA	85% attend. and eligible bon term bill up

Y.D.A.
20/4/24Report of the Examination 2024 (S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004050	RUDRA PRAKASH MOHAKUD	Pass with 73% Marks Try to improve
2	F21096004051	SATISH MALLIK	Pass with 75.86% Marks Try to improve
3	F21096004052	SHIBA PRASAD DAS	Fail with 22% Marks Try to attend & improve
4	F21096004053	SHIBA SANKAR NAYAK	Pass with 76.8% Marks Try to improve
5	F21096004054	SHIBAPRASAD JENA	Pass with 74.26% Marks Try to improve
6	F21096004055	SMRUTIRANJAN MALIK	Back #2, #3, #4, #5 with 40.8% Marks try to clear papers
7	F21096004056	SUBHAM KUMAR MAHALIK	Pass with 80.66% Marks Try to improve
8	F21096004057	SUBHAM KUMAR PATRA	Pass with 65.73% Marks Try to improve
9	F21096004058	SUBRAT MALIK	Fail with 22.13% Marks Try to clear papers
10	F21096004059	SUKANTA HANSDA	Pass with 77% Marks Try to improve

Y.D.

Y.D.A.

SIGN.OF PROCTOR

SIGN. OF H.O.D. 27/7/24
DEPARTMENT OF MECHANICAL ENGINEERING



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



Meeting With the Students

Proctor Name :- **Yashobanta Das**

Academic Year 2023-24

Sl No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Students	Staff
1	04/09/2023	1:30pm	Use of mobile phone in the class room. Informed to his parent regarding this matter.	Satya Narayan Malik	Y.Das 4/9/23
2	22/09/2023	1:45pm	Come to class late often and not using I card. Informed to parent regarding this.	Sourabh Singh	Y.Das 22/9/23
3	5/10/2023	1:30pm	Sleeping in the hostel during class hour. Informed to his parent to come to the college.	Subrat Malik	Y.Das 5/10/2023
4	20/10/2023	1:50pm	Coming to college without uniform. Discussed regarding this matter.	Shiba Sankar Nayak	Y.Das 20/10/23
5	3/11/2023	4:40pm	Come to class after lunch and quarrel with security. Informed to guardian to monitor.	Shivam Singh	Y.Das 3/11/23
6	18/11/2023	1:30pm	Play online game during class time. Informed to his parent to come to college.	Shiba Prasad Jena	Y.Das 18/11/23
7	30/01/2024	4:40pm	Very poor attendance in class as well as lab. Informed to the parent regarding this.	Subrat Kumar Mahana	Y.Das 30/1/24
8	10/2/2024	4:40pm	Poor attendance. I discussed with the student as well as the guardian regarding this.	Subrat Malik	Y.Das 10/2/2024
9	28/2/2024	1:30pm	Using cell phone in the class. Informed to his parents.	Sourabh Singh	Y.Das 28/2/2024
10	14/3/24	1:45pm	Come to college without uniform. Write an application regarding this matter.	SMRuti Ranjan Malik	Y.Das 14/3/24
11	27/3/24	1:20pm	Very poor percentage in internal assessment. Informed to his guardian.	Rudra Prakash Mohapatra	Y.Das 27/3/24
12	4/4/2024	4:30pm	Break a tubelight in the college premises. Informed to his parents.	Subrat Kumar Pusti	Y.Das 4/4/24
13	25/4/2024	1:25pm	Passed semester with good percentage. Informed to his guardian.	Satya Narayan Malik	Y.Das 25/4/24

Y. Day
Signature of Proctor

Signature of HOD 30/07/24

NH - 16, Sergarh, Balasore, Odisha | Phone No: 06782 - 219080

E - mail : nist.bls@gmail.com

Web : www.nist.orp.in



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



Parent/Guardian Communication Details

Proctor Name :- **Yashobanta Das**

Academic Year 2023-24

Sl No.	Date & Time of Communication of meeting	Purpose of Communication	Response of Parent	Initials of Staff
1	8/9/23	Your son using cell phone in the class room.	He will not do the same mistake again.	Y. Das 8/9/23
2	18/9/23	Your son has less attendance percentage.	Due to medical issue.	Y. Das 18/9/23
3	26/9/23	Your son misbehave with the teacher.	Guardian said, Punish the student according to the law.	Y. Das 26/9/23
4	05/10/23	Your son comes to class after 2 Periods.	Parent said due to communication problem he came to college late.	Y. Das 5/10/23
5	16/10/23	Your son leaves the college after lunch without information.	Parent said they will guide.	Y. Das 16/10/23
6	25/10/23	Your son has very less percentage in class test.	Guardian said to guide his son.	Y. Das 25/10/23
7	11/11/23	Your son not complete the assignment given to him.	They said, it will not happen in future.	Y. Das 11/11/23
8	7/3/24	Your son changed the Pick up point without information.	Due to room shift it happened. He was informed in written.	Y. Das 7/3/24
9	15/3/24	Your son Performed well in the semester exam.	The guardian is happy with the performance.	Y. Das 15/3/24
10	20/3/24	Your son got a trophy in the annual sports.	Parents are happy with the performance.	Y. Das 20/3/24
11	12/4/24	Your son misbehave with his friends and with juniors.	It will not happen in the future.	Y. Das 12/4/24

Y. Das
30/7/24
Signature of Proctor

30/7/24
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:	Amlan Nayak
Designation:	Lect. in Mechanical Engg.



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 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



NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY

SERGARH-756060, BALASORE (ODISHA)

NIST

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

Activity of The Proctors

NAME OF THE PROCTOR -
AMLAN NAYAK

SEMESTER-3RD Exam -2023(w) SESSION-2023-24

Report of the Month of August 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004060	SUVAM KUMAR PARIDA	83% very good attendance.
2	F22096004061	TAPAS BARIK	77%, good class attendance
3	F22096004062	TAPAS DAS	77%, very good attendance.
4	F22096004063	TAPAS DAS MOHAPATRA	66% improve class attend.
5	L23096004001	ABINASH RANA	Class not attend
6	L23096004002	BHABESH KUMAR BEHERA	class not attend
7	L23096004003	HAREKRUSHNA RANA	Class not attend
8	L23096004004	NIRANJAN BADI	Class not attend
9	L23096004005	RAKESH KUMAR BAL	class not attend
10	L23096004006	SANATAN BISWAL	class not attend.

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004060	SUVAM KUMAR PARIDA	86% Attend, 75% class test
2	F22096004061	TAPAS BARIK	80% attend, 65% in class test
3	F22096004062	TAPAS DAS	83% attend, 70% in class test.
4	F22096004063	TAPAS DAS MOHAPATRA	70% Attend, 60% in class test
5	L23096004001	ABINASH RANA	75% attend, 65% in class test
6	L23096004002	BHABESH KUMAR BEHERA	91% Attend, 85% in class test
7	L23096004003	HAREKRUSHNA RANA	83% Attend, 80% in class test
8	L23096004004	NIRANJAN BADI	83% Attend, 75% in class test
9	L23096004005	RAKESH KUMAR BAL	75% Attend, 70% in class test
10	L23096004006	SANATAN BISWAL	83% attend, 85% in class test

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004060	SUVAM KUMAR PARIDA	90% in internal exam
2	F22096004061	TAPAS BARIK	71% in internal exam
3	F22096004062	TAPAS DAS	88% in internal exam
4	F22096004063	TAPAS DAS MOHAPATRA	38% in internal talk
5	L23096004001	ABINASH RANA	49% in internal talk

A. Nayak
31/08/23

A. Nayak
31/10/23

10/11/23
10/11/23

6	L23096004002	BHABESH KUMAR BEHERA	42% in internal talk to
7	L23096004003	HAREKRUSHNA RANA	38% in internal talk to
8	L23096004004	NIRANJAN BADI	63% internal good.
9	L23096004005	RAKESH KUMAR BAL	37% internal talk to
10	L23096004006	SANATAN BISWAL	41% internal talk to

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004060	SUVAM KUMAR PARIDA	90% Attendance is very good
2	F22096004061	TAPAS BARIK	75% Attendance talk to
3	F22096004062	TAPAS DAS	90% Attendance is good
4	F22096004063	TAPAS DAS MOHAPATRA	78% Attendance
5	L23096004001	ABINASH RANA	78% Attendance is good
6	L23096004002	BHABESH KUMAR BEHERA	80% Attendance is good
7	L23096004003	HAREKRUSHNA RANA	82% Attendance is very good
8	L23096004004	NIRANJAN BADI	76% Attendance talk to
9	L23096004005	RAKESH KUMAR BAL	80% Attendance is good
10	L23096004006	SANATAN BISWAL	80% Attendance is excellent

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004060	SUVAM KUMAR PARIDA	68% in semester exam
2	F22096004061	TAPAS BARIK	Back-7/11
3	F22096004062	TAPAS DAS	63% semester exam
4	F22096004063	TAPAS DAS MOHAPATRA	fail the semester.
5	L23096004001	ABINASH RANA	55% in semester exam
6	L23096004002	BHABESH KUMAR BEHERA	57% in semester exam
7	L23096004003	HAREKRUSHNA RANA	Back-PR1, PR2, PR3
8	L23096004004	NIRANJAN BADI	61% in semester exam
9	L23096004005	RAKESH KUMAR BAL	60% in semester exam
10	L23096004006	SANATAN BISWAL	57% in semester exam

A. Nayak
SIGN. OF PROCTOR

[Signature]
SIGN. OF H.O.D.
DEPARTMENT OF MECHANICAL ENGINEERING



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

NIST

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

Activity of The Proctors

NAME OF THE PROCTOR -
AMLAN NAYAK

SEMESTER-4TH Exam -2024(5) SESSION-2023-24

Report of the Month of January 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004060	SUVAM KUMAR PARIDA	85%, very good attendance
2	F22096004061	TAPAS BARIK	71%, good class attendance
3	F22096004062	TAPAS DAS	85%, very good class attendance
4	F22096004063	TAPAS DAS MOHAPATRA	57%, very poor improvement in class attendance
5	L23096004001	ABINASH RANA	71%, good class attendance
6	L23096004002	BHABESH KUMAR BEHERA	85%, very good class attendance
7	L23096004003	HAREKRUSHNA RANA	100% Excellent class attendance
8	L23096004004	NIRANJAN BADI	71%, improve the class attendance
9	L23096004005	RAKESH KUMAR BAL	71%, good class attendance
10	L23096004006	SANATAN BISWAL	71%, good class attendance

Report of the Month of February 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004060	SUVAM KUMAR PARIDA	84% attend, 80% in class test
2	F22096004061	TAPAS BARIK	76% attend, 70% in class test
3	F22096004062	TAPAS DAS	84% attend, 75% in class test
4	F22096004063	TAPAS DAS MOHAPATRA	76% attend, 65% in class test
5	L23096004001	ABINASH RANA	76% attend, 60% in class test
6	L23096004002	BHABESH KUMAR BEHERA	86% attend, 90% in class test
7	L23096004003	HAREKRUSHNA RANA	84% attend, 95% in class test
8	L23096004004	NIRANJAN BADI	84% attend, 85% in class test
9	L23096004005	RAKESH KUMAR BAL	76% attend, 70% in class test
10	L23096004006	SANATAN BISWAL	80% attend / 85% in class test

Report of the Month of March 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004060	SUVAM KUMAR PARIDA	40% in internal exam
2	F22096004061	TAPAS BARIK	68% in internal exam
3	F22096004062	TAPAS DAS	92% in internal exam
4	F22096004063	TAPAS DAS MOHAPATRA	45% in internal exam
5	L23096004001	ABINASH RANA	75% in internal exam

6	L23096004002	BHABESH KUMAR BEHERA	37% in internal exam	Talk to guardian
7	L23096004003	HAREKRUSHNA RANA	40% in internal exam	Talk to guardian
8	L23096004004	NIRANJAN BADI	77% in internal exam	
9	L23096004005	RAKESH KUMAR BAL	58% in internal exam	Talk to guardian
10	L23096004006	SANATAN BISWAL	40% in internal exam	Talk to guardian

Report of the Month of April 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004060	SUVAM KUMAR PARIDA	87% Attendance is very good
2	F22096004061	TAPAS BARIK	77% Attend talk to guardian
3	F22096004062	TAPAS DAS	87% Attendance is good
4	F22096004063	TAPAS DAS MOHAPATRA	77% Attend Improve in next semest
5	L23096004001	ABINASH RANA	82% Attend is good
6	L23096004002	BHABESH KUMAR BEHERA	79% Attend Improve in next semest
7	L23096004003	HAREKRUSHNA RANA	84% Attend is very good
8	L23096004004	NIRANJAN BADI	80% Attend is excellent
9	L23096004005	RAKESH KUMAR BAL	79% Attend talk to guardian
10	L23096004006	SANATAN BISWAL	80% Attend is very good

Report of the Examination 2024 (S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F22096004060	SUVAM KUMAR PARIDA	74% in Semester exam
2	F22096004061	TAPAS BARIK	68% in Semester talk to guardian
3	F22096004062	TAPAS DAS	77% in Semester exam
4	F22096004063	TAPAS DAS MOHAPATRA	You have not attended the semest
5	L23096004001	ABINASH RANA	69% in Semester exam
6	L23096004002	BHABESH KUMAR BEHERA	68% in Semester talk to guardian
7	L23096004003	HAREKRUSHNA RANA	67% in Semester talk to guardian
8	L23096004004	NIRANJAN BADI	63% in Semester exam
9	L23096004005	RAKESH KUMAR BAL	Back-PRI, PR2, PR3
10	L23096004006	SANATAN BISWAL	Back-PRI, PR2, PR3

A. Nayak
SIGN. OF PROCTOR

[Signature]
SIGN. OF H.O.D. 8/7/24
DEPARTMENT OF MECHANICAL ENGINEERING



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

NAME OF THE PROCTOR -
AMLAN NAYAK

SEMESTER-5TH

Exam -2023(w)

SESSION-2023-24

Report of the Month of August 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004060	SUKUMAR DAS	75%, improve the class attend
2	F21096004061	SUSANTA MALIK	93%, excellent class attend
3	F21096004062	TAPAN MALIK	87%, very good class attend
4	F21096004063	UMESH CHANDRA SHEE	93%, excellent class attend
5	L22096004001	AUROBINDA OJHA	81%, good class attend
6	L22096004002	BISWAJIT MAHAKUD	75%, improve the class attend
7	L22096004003	CHINMAY KUMAR SENAPATI	100%, excellent class attend
8	L22096004004	DEBENDRA SINGH	93%, very good class attend
9	L22096004005	PUSPAK NAYAK	93%, good class attend
10	L22096004006	UDAY KUMAR PANDA	93%, very good class attend

Report of the Month of September 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004060	SUKUMAR DAS	77% Attend, 60% in class test
2	F21096004061	SUSANTA MALIK	80% Attend, 90% in class test
3	F21096004062	TAPAN MALIK	80% Attend, 90% in class test
4	F21096004063	UMESH CHANDRA SHEE	82% Attend, 75% in class test
5	L22096004001	AUROBINDA OJHA	77% Attend, 70% in class test
6	L22096004002	BISWAJIT MAHAKUD	77% Attend, 65% in class test
7	L22096004003	CHINMAY KUMAR SENAPATI	85% Attend, 80% in class test
8	L22096004004	DEBENDRA SINGH	85% Attend, 90% in class test
9	L22096004005	PUSPAK NAYAK	85% Attend, 85% in class test
10	L22096004006	UDAY KUMAR PANDA	82% Attend, 75% in class test

Report of the Month of October 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004060	SUKUMAR DAS	45% in internal exam
2	F21096004061	SUSANTA MALIK	53% in internal exam
3	F21096004062	TAPAN MALIK	78% in internal exam
4	F21096004063	UMESH CHANDRA SHEE	75% in internal exam
5	L22096004001	AUROBINDA OJHA	66% in internal exam

6	L22096004002	BISWAJIT MAHAKUD	43% in internal talk to question.
7	L22096004003	CHINMAY KUMAR SENAPATI	55% in internal exam
8	L22096004004	DEBENDRA SINGH	53% in internal talk to question
9	L22096004005	PUSPAK NAYAK	53% in internal talk to question
10	L22096004006	UDAY KUMAR PANDA	85% in internal exam

Report of the Month of November 2023

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004060	SUKUMAR DAS	79% Attend is very good
2	F21096004061	SUSANTA MALIK	78% Attend is good.
3	F21096004062	TAPAN MALIK	78% Attend improve in next sem.
4	F21096004063	UMESH CHANDRA SHEE	79% Attend is good.
5	L22096004001	AUROBINDA OJHA	78% Attend talk to question
6	L22096004002	BISWAJIT MAHAKUD	79% Attend talk to question
7	L22096004003	CHINMAY KUMAR SENAPATI	81% Attend is very good
8	L22096004004	DEBENDRA SINGH	79% Attend is good
9	L22096004005	PUSPAK NAYAK	79% Attend improve next sem
10	L22096004006	UDAY KUMAR PANDA	79% Attend is very good.

Report of the Examination 2023 (w)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004060	SUKUMAR DAS	You have not attend the semester
2	F21096004061	SUSANTA MALIK	64% in semester talk to question
3	F21096004062	TAPAN MALIK	73% in semester exam
4	F21096004063	UMESH CHANDRA SHEE	74% in semester exam
5	L22096004001	AUROBINDA OJHA	70% in semester talk to question
6	L22096004002	BISWAJIT MAHAKUD	Back - TH2
7	L22096004003	CHINMAY KUMAR SENAPATI	70% in semester talk to question
8	L22096004004	DEBENDRA SINGH	72% in semester exam
9	L22096004005	PUSPAK NAYAK	73% in semester exam
10	L22096004006	UDAY KUMAR PANDA	72% in semester talk to question

A. Nayak
SIGN. OF PROCTOR

(Signature)
SIGN. OF H.O.D. 06/7/23
DEPARTMENT OF MECHANICAL ENGINEERING



Activity of The Proctors

NAME OF THE PROCTOR -

AMLAN NAYAK

SEMESTER-6TH

Exam -2024(5)

SESSION-2023-24

Report of the Month of January 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004060	SUKUMAR DAS	83% improve the class attend
2	F21096004061	SUSANTA MALIK	100% Excellent class attendance
3	F21096004062	TAPAN MALIK	100% very good class attend
4	F21096004063	UMESH CHANDRA SHEE	83% improve the class attend
5	L22096004001	AUROBINDA OJHA	83% Good class attendance
6	L22096004002	BISWAJIT MAHAKUD	100% Excellent class attendance
7	L22096004003	CHINMAY KUMAR SENAPATI	83% Good class attend
8	L22096004004	DEBENDRA SINGH	100% very good class attend
9	L22096004005	PUSPAK NAYAK	83% improve class attend
10	L22096004006	UDAY KUMAR PANDA	100% Excellent class attend

Report of the Month of February 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004060	SUKUMAR DAS	96% attend, 95% in class test
2	F21096004061	SUSANTA MALIK	80% attend, 75% in class test
3	F21096004062	TAPAN MALIK	90% attend, 75% in class test
4	F21096004063	UMESH CHANDRA SHEE	86% attend, 70% in class test
5	L22096004001	AUROBINDA OJHA	96% attend, 90% in class test
6	L22096004002	BISWAJIT MAHAKUD	88% attend, 75% in class test
7	L22096004003	CHINMAY KUMAR SENAPATI	86% attend, 75% in class test
8	L22096004004	DEBENDRA SINGH	88% attend, 70% in class test
9	L22096004005	PUSPAK NAYAK	90% attend, 90% in class test
10	L22096004006	UDAY KUMAR PANDA	90% attend, 85% in class test

Report of the Month of March 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004060	SUKUMAR DAS	40% in internal exam.
2	F21096004061	SUSANTA MALIK	40% in internal talk to glorization.
3	F21096004062	TAPAN MALIK	65% in internal exam
4	F21096004063	UMESH CHANDRA SHEE	75% in internal exam.
5	L22096004001	AUROBINDA OJHA	33% in internal talk to glorization

6	L22096004002	BISWAJIT MAHAKUD	40% in internal exam.
7	L22096004003	CHINMAY KUMAR SENAPATI	40% in internal talk to guardian
8	L22096004004	DEBENDRA SINGH	37% in internal talk to guardian
9	L22096004005	PUSPAK NAYAK	38% in internal talk to guardian
10	L22096004006	UDAY KUMAR PANDA	78% in internal exam.

Report of the Month of April 2024

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004060	SUKUMAR DAS	88% Attend is very good
2	F21096004061	SUSANTA MALIK	87% Attend is good
3	F21096004062	TAPAN MALIK	87% Attend is excellent
4	F21096004063	UMESH CHANDRA SHEE	85% Attend is very good
5	L22096004001	AUROBINDA OJHA	83% Attend talk to guardian
6	L22096004002	BISWAJIT MAHAKUD	83% Attend talk to guardian
7	L22096004003	CHINMAY KUMAR SENAPATI	85% Attend is very good
8	L22096004004	DEBENDRA SINGH	82% Attend talk to guardian
9	L22096004005	PUSPAK NAYAK	82% Attend is excellent
10	L22096004006	UDAY KUMAR PANDA	87% Attend is very good

Report of the Examination 2024 (S)

SL NO	REGISTRATION NUMBER	NAME	REMARKS
1	F21096004060	SUKUMAR DAS	You have not attend the semester
2	F21096004061	SUSANTA MALIK	You have not attend the semester
3	F21096004062	TAPAN MALIK	61% in Semester talk to guardian
4	F21096004063	UMESH CHANDRA SHEE	Back - PR1, PR2, PR3
5	L22096004001	AUROBINDA OJHA	61% in semester talk to guardian
6	L22096004002	BISWAJIT MAHAKUD	Back - TH1
7	L22096004003	CHINMAY KUMAR SENAPATI	61% in semester talk to guardian
8	L22096004004	DEBENDRA SINGH	62% in semester exam
9	L22096004005	PUSPAK NAYAK	62% in semester exam
10	L22096004006	UDAY KUMAR PANDA	71% in semester exam.

A. Majumdar

SIGN. OF PROCTOR

MJ

SIGN. OF H.O.D.

DEPARTMENT OF MECHANICAL ENGINEERING

6/7/24



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



Meeting With the Students

Proctor Name :- Amitan Nayak

Academic Year 2023-24

Sl No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Students	Staff
1	02/09/2023	1:45 pm	Play online game at class room.	SUBHAM KUMAR PARIDA	A. Nayak 02/09/23
2	05/09/23	2:00 pm	He is a good student and also good team leader.	TAPAS DAS	A. Nayak 05/09/23
3	12/09/23	2:00 pm	He is sleeping in the hostel habitually.	HARE KRISHNA RAMA	A. Nayak 12/09/23
4	06/10/2023	2:00 pm	He is damage of bench at class room.	SUSANTA MALIK	A. Nayak 06/10/23
5	12/10/2023	1:45 pm	use the mobile phone in class room.	AUROBINDA OJHA	A. Nayak 12/10/23
6	04/03/2024	1:45 pm	He is good leadership at any type of sports	TAPAS BEHRA	A. Nayak 04/03/24
7	16/03/2024	2:00 pm	Play online game at class room.	NIRANJAN BADI	A. Nayak 16/03/24
8	23/03/2024	1:30 pm	Coming to class after 2 period.	ABHIRAM RANA	A. Nayak 23/03/24
9	02/04/2024	1:30 pm	Attending theory paper but not attend practical	SUSANTA MALIK	A. Nayak 02/04/24
10	06/04/2024	1:45 pm	He is sleeping in the hostel habitually.	PUSPAK NAYAK	A. Nayak 06/04/24
11	15/04/2024	2:00 pm	use the mobile phone in class room.	BISWAJIT MAHAKUD	A. Nayak 15/04/24
12					
13					

A. Nayak
 Signature of Proctor

M. J.
 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 :- Amber Nayak

Academic Year 2023-24

Sl No.	Date & Time of Communication of meeting	Purpose of Communication	Response of Parent	Initials of Staff
1	04/09/2023	Your son sleep in hostel but don't attend the class	Talk to the student and hostel incharge.	A. Nayak 04/09/23
2	11/09/2023	Your son use mobile in class room.	He said he will not continue in future	A. Nayak 11/09/23
3	10/10/2023	Your son performance went good.	I will more encourage.	A. Nayak 10/10/23
4	09/11/2023	Your son not attend practical class.	He said that he contact H.O.D sir.	A. Nayak 9/11/23
5	10/02/2024	Your son not attending theory class regularly.	He said his health not good.	A. Nayak 10/02/24
6	13/02/2024	Your son misbehave the teacher	He said punish the student.	A. Nayak 13/02/24
7	07/03/2024	Your son come to class after 2 period.	He said he is ride the cycle.	A. Nayak 07/03/24
8	04/04/2024	Your son smoking in college gate	She said that i punish my son.	A. Nayak 04/04/24
9	15/04/2024	Your son use mobile in class room.	He said he will not continue in future	A. Nayak 15/04/24
10				
11				

A. Nayak
Signature of Proctor
20/07/24

MJ
Signature of HOD
27/7/24