

SYNERGY INSTITUTE OF ENGINEERING & TECHNOLOGY: DHENKANAL

No.SIET/2024/1447

27.08.2024

OFFICE ORDER

Following committees are constituted for smooth functioning of the institute for the Academic session 2024-25 with immediate effect. All coordinators of the committees are requested prepare Standard Operating Procedures (SoPs) and submit the same for approval of the CMT and subsequent implementation.

GRIEVANCE REDRESSAL / INTERNAL COMPLAINT COMMITTEE (As per AICTE Guidelines)

- | | | |
|----------------------------------------------------------------------------|---|---------------------|
| 1. Dr. I. Mohanty, Director (Admn) | - | Chairman |
| 2. Dr. L. Dhallsamanta, Prof. EE | - | Coordinator |
| 3. Mrs. Sushree Sangita Mohapatra, AP, ME | - | Member |
| 4. Dr. Malaya K. Debata, AP, ME | - | Member |
| 5. Mrs. Reetanjali Nanda, AP, CE | - | Member |
| 6. Mrs. Shantilata Mishra, Rep. of NGO | - | Member |
| 7. Mr. C.K. Mishra, A.O. | - | Member |
| 8. Somesh Som Pattnaik, 2101230062 7 th sem CS (Student)–Member | | |
| 9. Barsarai Parida, 2101230027, 7 th sem CS (Student)–Member | | |
| 10. Mr. A.K. Jena, S.O. | - | Non-teaching Member |

COMMITTEE FOR SC/ST GRIEVANCES (AICTE Guidelines)

- | | | |
|----------------------------------|---|-------------|
| 1. Dr. P.K. Nayak, Director | - | Chairman |
| 2. Dr. Subhakanta Dash, AP, Chem | - | Coordinator |
| 3. Mr. Sidhartha Dash, AP, CSE | - | Member |
| 4. Mr. Sriram Diwana AP, CE | - | Member |
| 5. Mr. R.P. Nayak, AP, Chem | - | Member |

STUDENT COUNSELLOR

- | | | |
|--------------------------------------|---|-------------|
| 1. Dr. P.K. Nayak, Director | - | Chairman |
| 2. Mrs. Kalpana Sahu, HOD, Mgnt. | - | Coordinator |
| 3. Dr. J. Singh, HOD, Phy | - | Member |
| 4. Mr. S.S. Mohapatra, AP, EE | - | Member |
| 5. Prof. S. Abinash, Asso. Prof. CSE | - | Member |

ANTI-RAGGING COMMITTEE

- | | | |
|-----------------------------------------------------------------------------|---|----------------|
| 1. Dr. P.K. Nayak, Director | - | Chairman |
| 2. Dr. Brahmananda Sahoo, AP, Mgnt. | - | Coordinator |
| 3. Mrs. Sunita Panda, AP, CSE | - | Co-Coordinator |
| 4. Dr. J. Singh, HOD, Phy | - | Member |
| 5. Mrs. Retanjali Nanda, AP, CE | - | Member |
| 6. Dr. Priyabrata Pradhan, HOD, ME | - | Member |
| 7. Mr. Debasish Rout, AP, ME | - | Member |
| 8. Mr. C.K. Mishra, AO | - | Member |
| 9. Mr. A.K. Jen, Sr. Security Officer | - | Member |
| 10. Somesh Som Pattnaik, 2101230062 7 th sem CS (Student)–Member | | |
| 11. Dipti ranjan Rout, 2201230166, 5 th sem ME (Student)–Member | | |
| 12. Laxmipriya Sitha, 2101230006, 7 th sem CE (Student)–Member | | |
| 13. Bijayii Nanda, 2321230048, 5 th sem EE (Student) –Member | | |

ANTI-RAGGING SQUAD

- | | | |
|-------------------------------------------|---|-------------|
| 1. Dr. P. K. Nayak, Director | - | Chairman |
| 2. Mr. Sriram Diwana, AP, CE | - | Coordinator |
| 3. Mr. Sidhartha Dash, AP(CSE) | - | Member |
| 4. Mrs. Reetanjali Nanda, AP(CE) | - | Member |
| 5. Mrs. Sushree Sangita Mahapatra, AP(ME) | - | Member |
| 6. Mr. Manmohan Panda, AP, EE | - | Member |

CULTURAL

- | | | |
|---------------------------------------------------------------------|--------|----------------|
| 1. Dr. I. Mohanty, Director(Admn) | - | Chairman |
| 2. Mrs.K. Sahu, AP, Mgnt | - | Coordinator |
| 3. Mr. Subrat Behera, AP, Eng | - | Co-Coordinator |
| 4. Mrs. Ipsita Panda, AP, CSE | - | Member |
| 5. Mrs. J. Momin, AP, Eng | - | Member |
| 6. Mr. Satya Prakash Rout, AP, CE | - | Member |
| 7. Mr. Manmohan Panda, AP, EE | - | Member |
| 8. Mr. G.C. Swain, AP, ME | - | Member |
| 9. Ms. Amruta Nanda, AP, Eng. | - | Member |
| 10. Mr. C.K. Mishra, A.O. | - | Member |
| 11. Mr. A.K. Jena, Security Officer | - | Member |
| 12. Mrs. Smrutimayee Mishra, AP, CSE | - | Member |
| 13. Mr. Debasish Rout, AP, ME | - | Member |
| 14. Mr. G. Behera, AP, ME | - | Member |
| 15. Amar Jyoti Rana, 2101230021, 7 th sem CS(Student)- | Member | |
| 16. Satyajit Pradhan, 2101230116, 7 th sem ME(Student)- | Member | |
| 17. Dipti ranjan Rout, 2201230166, 5 th sem ME(Student)- | Member | |
| 18. Laxmipriya Sitha, 2101230006, 7 th sem CE (Student)- | Member | |
| 19. Bijayii Nanda, 2321230048, 5 th sem EE (Student) - | Member | |

GAMES & SPORTS

- | | | |
|--------------------------------------------------------------------------|--------|-------------|
| 1. Dr. I. Mohaty, Director(Admn) | - | Chairman |
| 2. Dr. J. Singh, HOD, Phy | - | Coordinator |
| 3. Mr. Debasish Bihari, Sports Asst. | - | Member |
| 4. Mr. C.K. Mishra, A.O. | - | Member |
| 5. Mr. Biswajit Samal, AP, Math | - | Member |
| 6. Mr. B. Mishra, AP, ME | - | Member |
| 7. Mr. A. K. Sahoo, AP, EE | - | Member |
| 8. Mr. Malaya Kumar Debata, AP, ME | - | Member |
| 9. Ms. S.S. Satapathy, AP, Phy | - | Member |
| 10. Mr. A. K. Jena, S.O. | - | Member |
| 11. Ms. Tapoti Taponwita, AP, CSE | - | Member |
| 12. Mr. R.K. Sahu, AP, ME | - | Member |
| 13. Mrs. Smrutimayee Mishra, AP, CSE | - | Member |
| 14. Soumya Ranjan Pradhan, 2101230119, 7 th sem ME (Student)- | Member | |
| 15. Rakesh Sahoo, 2101230094, 7 th sem EE(Student)- | Member | |

NSS

- | | | |
|----------------------------------|---|-------------|
| 1. Dr. P.K. Nayak, Director | - | Chairman |
| 2. Mr. P. Khuntia, AP, CSE | - | Coordinator |
| 3. Mr. Biswajit Mishra, AP, ME | - | Member |
| 4. All HODs | - | Member |
| 5. Mr.A.K.Jena, Security Officer | - | Member |

LIBRARY

- | | | |
|--------------------------------|---|----------------|
| 1. Dr. P.K. Nayak, Director | - | Chairman |
| 2. Prof. S. Abinash, CSE | - | Coordinator |
| 3. Mr. S.R. Samanta, Librarian | - | Co-Coordinator |
| 4. All HODs | - | Member |

EXAMINATION

- | | | |
|------------------------------------------|---|----------------|
| 1. Dr. I. Mohanty, Director(Admn) | - | Chairman |
| 2. Mr. S.S.Mohapatra, AP, EE | - | Controller |
| 3. Mr. Debasish Rout, AP,ME | - | Dy. Controller |
| 4. Mr. R.P.Nayak, AP, Chem | - | Member |
| 5. Mrs. Bishnupriya Sahoo, AP, ECE | - | Member |
| 6. Ms. N. Pradhan, AP, CE | - | Member |
| 7. Mr. Ashish Acharya, AP, CSE | - | Member |
| 8. Ms. Sushree Sangita Satpathy, AP, Phy | - | Member |
| 9. Mr. D.Prusty, AP, Math | - | Member |

TIMETABLE

- | | | |
|-------------------------------------------|---|-------------|
| 1. Dr. I Mohanty, Director(Admn) | - | Chairman |
| 2. Dr. J. Singh, HOD, Phy | - | Coordinator |
| 3. Mrs. Ipsita Panda, AP, CSE | - | Member |
| 4. Mrs. Sushree Sangita Mohapatra, AP, ME | - | Member |
| 5. Mrs. B. Sahoo, AP, EC | - | Member |
| 6. Mr. R.K.Mahanta, AP, EE | - | Member |
| 7. Ms. Nabanwita Pradhan, AP, CE | - | Member |
| 8. Mr. R.P.Nayak, AP, Chem | - | Member |
| 9. Dr. B.Sahoo, AP, Mngt. | - | Member |
| 10. Ms. Sushree Sangita Satpathy, AP, Phy | - | Member |

HOSTEL COMMITTEE

- | | | |
|--------------------------------------------------|---|--------------------------------|
| 1. Dr. P.K. Nayak, Director | - | Chairman |
| 2. Mr.Ashish Acharya, AP, CSE | - | Supdt.(Kapilash hostel) |
| 3. Mr. Satya Prakash Rout, AP, CE | - | Supdt.(Kapilash hostel) |
| 4. Mrs. S.S.Mohapatra, AP, ME | - | Supdt.(Girls hostel) |
| 5. Ms.Indrani Mandal, Tutor (Nursing) | - | Supdt.(Girls hostel 'Nursing') |
| 6. Ms. Rutuparna Sahu, AP, Botany | - | Supdt.(Girls hostel 'B.Sc.') |
| 7. Ms. Sushree Sangita Satpathy, AP, Phy | - | Supdt.(Girls hostel 'Diploma') |
| 8. Mr.C.K.Mishra, A.O. | - | Member |
| 9. Udit Narayan Dash, 2101230120, ME(Student) | - | Member |
| 10. Bhikaribala Pradhan, 2101230029, CS(Student) | - | Member |
| 11. Suryakanta Majhi, 2101230103, EE(Student) | - | Member |
| 12. Sritam Sathy, 2101230016, CE (Student) | - | Member |

GRIEVANCE CELL FOR WOMEN (As per AICTE guidelines)

- | | | |
|------------------------------------------------------------------|---|-------------|
| 1. Dr. I. Mohanty, Director (Admn) | - | Chairman |
| 2. Mrs.Ipsita Panda, AP, CS. | - | Coordinator |
| 3. Mrs.Sushree Sangita Mohapatra, ME | - | Member |
| 4. Mrs.Chandana Subudhi, AP, ME | - | Member |
| 5. Mrs.Reetanjali Nanda, AP, CE | - | Member |
| 6. Mrs.Shantilata Mishra, Rep. of NGO | - | Member |
| 7. Mr.C.K.Mishra, A.O. | - | Member |
| 8. Nikita Pattanayak,2101230044,7 th sem CS(Student)- | | Member |
| 9. Aparna Das,2321230004, 5 th sem CE (Student)- | | Member |

Academic Advisory Committee(AAC)

- | | | |
|------------------------------------|---|----------------|
| 1. Dr. P.K. Nayak, Director | - | Chairman |
| 2. Prof. S.S.Pati, Dean Academic | - | Coordinator |
| 3. Dr. Itishree Mohanty, Prof. | - | Co coordinator |
| 4. Mr. P.K.Nayak, AP, EE | - | Member |
| 5. Mrs. I.Panda, AP, CSE | - | Member |
| 6. Mr. S.R.Dash, HOD, CSE | - | Member |
| 7. Dr. Priyabrata Pradhan, HOD, ME | - | Member |

INDUSTRY INSTITUTE INTERACTION & MOU CELL

- | | | |
|--------------------------------------|---|----------------|
| 1. Dr. P.K. Nayak, Director | - | Chairman |
| 2. Dr. L. Dhallsamant, Prof. EE | - | Coordinator |
| 3. Prof. Debsish Dash, HOD, T&P | - | Co-coordinator |
| 4. Dr. Priyabrata Pradhan, HOD,ME | - | Co-coordinator |
| 5. Mr. S.R. Dash, AP, CSE | - | Member |
| 6. Dr.L. Sahoo,Prof. CSE | - | Member |
| 7. Ms. Nabanwita Pradhan, AP, CE | - | Member |
| 8. Prof. Debasish Dash, HOD, T&P | - | Member |
| 9. Prof. S.S.Pati, HOD, EE | - | Member |
| 10. Mr. Pravat Kumar Behera, jr. TPO | - | Member |

DISCIPLINARY

- | | | |
|------------------------------------|---|----------------|
| 1. Dr. I Mohanty, Director(Admn) | - | Chairman |
| 2. Dr. L.Dhallsamant, Prof. EE | - | Coordinator |
| 3. Mrs. J. Momin, AP, Eng | - | Co-coordinator |
| 4. Dr. P.Pradhan, HOD,ME | - | Member |
| 5. Prof. S.Abinash, Asso.Prof.,CSE | - | Member |
| 6. Mr. P.K.Nayak, AP, EE | - | Member |
| 7. Mr. A.K.Jena, SO | - | Member |
| 8. Mr. C.K.Mishra, A.O. | - | Member |

NEWS LETTER & MEDIA CELL

1. Dr. P.K. Nayak, Director	-	Chairman
2. Mrs. J. Momin, AP, Eng	-	Chief Editor
3. Dr. Laxminanda Satpathy, Lect.Zoology	-	Dy. Editor
4. Ms. Arpita Rath, AP (SIT, BBSR)	-	Dy. Editor
5. Ms. P.M.Nanda, DPS, DKL	-	Dy. Editor
6. Mr. S.R. Samanta, Librarian	-	Member
7. Mr. P.K.Behera, Prog. CS	-	Graphics Designer
8. Ms. Aparna Barik, CSE	-	Graphics Designer
9. Ashit Kumar Jena, 2201230020, 5 th sem CS(Student)	-	Member
10. Amit Sahoo, 2101230081, 7 th sem EE(Student)	-	Member

TRAINING, PLACEMENT & EMPLOYABILITY COMMITTEE

1. Dr. P.K. Nayak, Director	-	Chairman
2. Prof. Debasish Dash, HOD, T&P	-	Coordinator
3. Dr. P. Pradhan, HOD, ME	-	Co-coordinator
4. Prof.S.S.Pati, Dean Acad	-	Member
5. Prof. S.Abinash, CSE	-	Member
6. Dr. L. Dhallsamant, Prof. EE	-	Member
7. Mr. R.K.Mahanta, AP, EE	-	Member
8. Mrs. S.Panda, AP, CSE	-	Member
9. Mrs. Chandana Subudhi, AP, ME	-	Member
10. Mr.P. Behera, TPO	-	Member

CANTEEN COMMITTEE

1. Dr. P.K. Nayak, Director	-	Chairman
2. Dr. L. Dhallsamant, Prof. EE	-	Coordinator
3. Mrs. KalpanaSahu, AP. Mngt.	-	Co Coordinator
4. Dr. J.Singh, HOD, Phy	-	Member
5. Mr. Pratyushbhanu Khuntia	-	Member
6. Kanha Pradhan, 2101230111, 7 th sem ME(Student)-	-	Member
7. Bhabissyata Mohapatra,2321230047, 5 th sem EE(Student)-	-	Member

IQAC Cell

1. Dr. I Mohanty, Director(Admn)	-	Chairman
2. Dr. J. Singh, HOD, Phy	-	Coordinator
3. Mrs. Ellora Das, AP,EE	-	Co-coordinator
4. Prof. S.Abinash, Asso.Prof.	-	Member
5. Mrs. J. Momin, AP, Eng.	-	Member
6. All HoDs of depts.	-	Member
7. Er. A.K.Sahu (Member from the Management)	-	Member
8. Shri. P.K. Mishra, Senior Accounts Officer	-	Member
9. Shri. Debabrata Pattanayak, Social Activists	-	Member
10. Laxmishree Pati, 2101230008, 7 th EE (Student)	-	Member
11. Arpit Mohanty,2101230002, 7 th sem CE (Student)-	-	Member
12. Abinash Sahoo, (Alumni)	-	Member
13. Sanmaya Ku Muduli(Employer)	-	Member
14. Sujit Ku Behera, (Industrialist)	-	Member
15. Pravat Ku Behera- (Stake Holder)	-	Member
16. Saroj Ku Padhi- (Stake Holder)	-	Member

RESEARCH & DEVELOPMENT & INTELLECTUAL PROPERTY RIGHT CELL

1. Dr. P.K. Nayak, Director	-	Chairman
2. Dr. Subhakanta Dash, AP, Chem	-	Coordinator
3. Dr. L.Dhallsamant, Prof. EE	-	Co-Coordinator
4. Dr. P. Pradhan, HOD, ME	-	Member
5. Prof. S.Abinash, CSE	-	Member
6. Dr. M.P.Dash, Prof. Phy	-	Member
7. Dr. P.Pany, Asso.Prof., EE	-	Member
8. Dr. Malaya Ku Debta AP, ME	-	Member

ISTE COMMITTEE

1. Dr. P.K. Nayak, Director	-	Chairman
2. Mrs.Sunita Panda, AP, CSE	-	Coordinator
3. Mrs. J. Momin, AP, Eng	-	Member
4. Mr. Debasish Rout, AP. ME	-	Member
5. Mrs. Ipsita Panda, AP, CSE	-	Member

FINANCE & BUDGET COMMITTEE

1. Dr. P.K. Nayak, Director	-	Chairman
2. Mr. Subas Ch. Kar, GM, (Accounts & Finance)	-	Coordinator
3. Mr. P.K. Mishra, Sr.Accounts Officer	-	Co-coordinator
4. Mr.S.K.Mishra, Sr. Accounts Officer	-	Member
5. Mr. C.K.Mishra, AO	-	Member
6. All HODs	-	Member
7. Mr. Sidhartha Dash, AP, CS	-	Member

ACADEMIC AUDIT COMMITTEE

1. Dr. P.K. Nayak, Director	-	Chairman
2. Prof. S.S.Pati, Dean Acd	-	Coordinator
3. Dr. L.Dhallsamant, Prof. EE	-	Member
4. Mr. R.K.Mahanta, AP, EE	-	Member
5. Mr. P.K.Nayak, AP, EE	-	Member
6. Prof. S.Abinash, CSE	-	Member
7. Mrs. Sunita Panda, AP, CSE	-	Member
8. Dr. J.Singh, HOD, Phy	-	Member
9. Dr. P. Pradhan, HOD, ME	-	Member
10. Dr. I. Mohanty, Prof.	-	Member
11. Mrs. K. Sahu, AP, Mngt.	-	Member
12. Mr. S.Dash, AP, CSE	-	Member
13. Dr. Malaya Ku. Debata, AP, ME	-	Member

ENTREPRENEURSHIP DEVELOPMENT CELL

1. Dr. P.K,Nayak, Director	-	Chairman
2. Mrs. Kalpana Sahu, AP, Management	-	Coordinator
3. Mrs. Sunita Panda, AP, CSE	-	Member
4. Mrs. C. Subudhi, AP, ME	-	Member
5. Mr. R.K.Mahanta, AP, EE	-	Member

CENTRAL PURCHASE COMMITTEE

- | | | |
|-------------------------------------|---|-------------|
| 1. Dr. P.K.Nayak, Director | - | Chairman |
| 2. Mr. S. Dash, A.P,CSE (P.O.) | - | Coordinator |
| 3. Mr. Sriram Diwana,AP, CE | - | Member |
| 4. Mr. R.K.Mahanta, AP,EE | - | Member |
| 5. Mrs. S.S.Mohapatra, AP, ME | - | Member |
| 6. Mrs. Ipsita Panda, AP,CSE | - | Member |
| 7. Mr. S.K.Mishra, Sr.Acct. Officer | - | Member |
| 8. Mr. Rashmi Ranjan Panda, TA, EE | - | Member |

MENTOR COMMITTEE

- | | | |
|----------------------------------|---|----------------------------------|
| 1. Dr. P.K.Nayak, Director | - | Chairman |
| 2. Mrs. Sunita Panda, AP,CS | - | Chief Mentor |
| 3. Mr. R.P.Nayak, AP,Chem | - | Coordinator 1 st year |
| 4. Mrs. Ipsita Panda,AP,CS | - | Coordinator 2 nd year |
| 5. Mrs. Bishnupriya Sahoo, AP,EC | - | Coordinator 3 rd year |
| 6. Mrs. Chandana Subudhi, AP, ME | - | Coordinator 4 th year |

DIRECTOR (ADMINISTRATION)

Copy to CMT/Director/All HODs/HOs/Principal, SSE/SISM/SCN/Hostel Supdts/IQAC

Received office order No. No. SIET/2024/1447dt.27.08.2024 relating to constitution of Committees for the session 2024-25

Name of office	Signature	Name of office	Signature
Office of CMT		Principal SSE	
Director		Principal SISM	
HOD, CE		AO	
HOD, CSE		SO	
HOD,ME		Acct. Sec	
HOD,EE		Exam sec	
HOD, Phy		Acad.sec	
HOD, Chem		Estt.sec	
HOD, Math		Supdt. Kapilas hostel	
HOD, Mngt		Supdt. Girls hostel	
HOD, Eng		Library	
T&P Cell		Principal, SCN	
IQA Cell			