



Staff Development Programme on

Hostel Management

Date: 05-06-2021

Resource Person: **Mr. Chita Patnaik**

No. of Participants: 15

Resource Person: Mr. Chita Patnaik

Objective:

- To manage all hostel activities like hostel admissions, fees, room, mess allotment, hostel stores & generates related reports for smooth transactions
- To simplify and streamline hostel administration efficiently for the new joining students

Outcomes:

- Room Allocation To The Hostel Students
- Manage The Hostel Students Financial Records
- Monitor The Assets Assign
- Visitors Management In The Hostel Management System
- Hostel Students Attendance Tracking
- Regular Reminders In Form Of Alerts

STAFF DEVELOPMENT PROGRAMME

ON

Hostel Management

Date: 05-06-2021

Resource Person: Mr. Chita Patnaik

List of Participants

1	Satyajit Sahoo	Chief Warden
2	Parbati Mohapatra	Warden (Ladies Hostel)
3	Dillip Kumar Nanda	Warden
4	Gajendra Kumar Behera	Warden
5	Dhaneswar Swain	Warden
6	Durga Charan Pradhan	Warden
7	Ramakrishna Nanda	Warden
8	Pramila Dash	Warden
9	Jayanti Maharana	Warden
10	Trilochan Panda	Warden
11	Chari Das	Housekeeping
12	Sabita Chotaray	Housekeeping
13	Dilleep Kumar Panda	Warden (Boys Hostel)
14	Sanju Muduli	Housekeeping
15	Gangadhar Ghadei	Housekeeping



Dr. Prasanta Ku. Mohanty
Dean Academic



Prabhat K. Pattnaik
FDP Coordinator