

<b>WORK DISTRIBUTION BETWEEN COMMITTEE MEMBERS</b>			
<b>DATE</b>	<b>EVENT NAME</b>	<b>MEMBER NAME</b>	<b>Roles &amp; Responsibilities of assigned member</b>
13th May 2023	Badminton	All committee Members	<ul style="list-style-type: none"> <li>• To organize the events</li> <li>• Make proper fixture (hard copy) for games</li> <li>• Co-ordinate with game-officials</li> <li>• Prepare hard copy containing list of participants, fixtures &amp; results.</li> <li>• Maintain a sheet (hard copy) containing name of participants, Department, Year/Semester, &amp; signature</li> </ul>
15th May 2023	Chess	Mrs. Debarati Mitra Ms. Sharmistha Bose	
	Basketball	Dr. Asit Barman Mr. Dipankar Saha	
	Table Tennis	Dr. Samit Ghosh Mr. Rajib Kundu	
	Badminton	Mr. Hrishikesh Roy, Mr. Pankaj Paul Mr. Prashanta Kr. Roy Mr. Satadal Chakraborty	
	Carrrom	Mr. Ranjan Chhetri, Mr. Shankar Chhetri	
Cricket Tournament	Mr. Bikram Bhattacharya, Mr. Saikat Guha, Mr. Gobinda Sarkar		
16th May 2023	Volleyball	Mr. Pankaj Paul Mr. Satadal Chakraborty Mr. Bikram Bhattacharya	
	Table Tennis	Dr. Samit Ghosh, Mrs. Debarati Mitra Mr. Hrishikesh Roy	

	<p>Carrrom</p> <p>Mr. Ranjan Chhetri, Mr. Shankar Chhetri, Dr.Asit Barman Ms. Sharmistha Bose</p>	<p>of participant.</p> <ul style="list-style-type: none"> <li>Submit all documents to theconvener after completion of event.</li> </ul>
	<p>Cricket Tournament</p> <p>Mr.Saikat Guha Mr. Gobinda Sarkar Mr. Rajib Kundu Mr. Prashanta Kr. Roy</p>	
<p>17<sup>th</sup> May 2023</p>	<p>Athletics</p>	<ol style="list-style-type: none"> <li>Mrs. Debarati Mitra Ms. Sharmistha Bose, Dr. AsitBarman (Sprint 100m),</li> <li>Dr. Samit Ghosh Mr. Prashanta Kr. Roy (Sprint 200m),</li> <li>Mr. Hrishikesh Roy Mr. Dipankar Saha, Mr.SaikatGuha (Sprint 800m),</li> <li>Mr. Ranjan Chhetri (Spoon-Marble Race50m),</li> <li>Mr. Ranjan Chhetri Mr. Shankar Chhetri (DiscusThrow),</li> <li>Mr. Anup Dutta. Mr. Rajib Kundu (ShortPut),</li> <li>Mr. Pankaj Paul (Javelin Throw),</li> <li>Mr. Gobinda Sarkar Mr.Anup Dutta Mr. Bikram Bhattacharya Mr. Satadal Chakraborty (Tug-of-war)</li> </ol>

- Additional Responsibilities such as prize distribution & Certificate writing etc. as and when required will be intimated verbally by Jt. convener.*