

**OFFICE OF THE PRINCIPAL**  
**SRI SATHYA SAI COLLEGE FOR WOMEN, BHUBANESWAR**

No. 77/25

Notice

Date- 25/03/25

It is hereby informed that the YRC wing of the college is going to organise a CPR Training Programme on 28/03/2025 at Sai Janani Hall, Unit-3. All the following staffs are requested to do their assigned duties in responsible manner to make the CPR event a successful one.

**Duty Distribution List**

Sl no	Duty	Staffs assigned
1.	Registration	Mrs.Barsha Rani Ojha Miss Nirupama Swain Mrs. Saswati Pati Mrs. Divyasikha Mahanta
2.	Meeting Arrangement	Miss Aparna Patra Mr Swayamjit Pattanaik Mrs. Sujata Pahan Mr. Tarun Nayak Mrs. Suvashree Das
3.	Breakfast and Lunch	Mrs. Saswati Pati Mrs. Minati Jena Mrs. Bindulata Panda Mr Jatadhari Swain
4.	Certificate	Mrs. Barsha Rani Ojha Miss Nirupama Swain Volunteers
5.	Discipline and Photography	Mr. Swayamjit Pattanaik Volunteers
6.	Report	Dr. Mrunmayee Rath Miss Aparna Patra
7.	Registration, Attendance Sheet, Feedback Form	Dr. Banaja Taldi Mrs. Barsha Rani Ojha
8.	Overall Charges	Dr. Mrunmayee Rath

Memo no. 77/25, Date 25/03/25  
Copy to OGF / SGF for information

*Debjit Saha*  
25/03/25  
PRINCIPAL  
Sri Satya Sai Degree College for Women  
Bhubaneswar

*Debjit Saha*  
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