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Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training
National Skill Training Institute for Women
CP-16 , Salt Lake, Kolkata - 700091



F. No. NSTI-W/KOL/A-12032/3/2021-Estt.

Dated 17/01/2022

OFFICE ORDER

In Pursuance of the Government of West Bengal order under reference no. 753/XVII-ISS/2M-22/2020, dated 02.01.2022, and 753/XX-ISS/2M-22/2020 15.01.2022 the training activities of this Institute will remain suspended till 31.01.2022 as a preventive measure to contain the spread of COVID – 19. However online classes/ work from home shall be continued as directed.

The officials of this Institute are instructed to attend the office on roaster basis upto 31st January, 2022 as per the Annexure – 1.

When one group is attending the office, the other group shall work from home. Those officials, who are working from home on a particular day as per the roaster mentioned above, should be available on the telephone and electronic means of communication. They should attend office if called for any exigency of work.

The remaining officials shall attend the office on regular basis.

This is issued with the approval of Regional Director, West Bengal.


17/01/2022
Principal

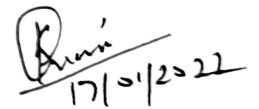
Copy to: -

1. All Staffs member, NSTI(W), Kolkata
2. The Regional Director, RDSDE, West Bengal – for kind information please.
3. Notice Board, NSTI(W), Kolkata


Principal

ANNEXURE -1
DUTY ROASTER OF NSTI (W) KOLKATA
From 17/01/2022 to 31/01/2022

DUTY ROASTER OF NSTI (W) KOLKATA				
(17/01/2022 to 31/01/2022)				
S. No.	Name of Officials	Designation	Date of Duty	
			17.01.2022 to 21.01.2022	24.01.2022 to 28.01.2022
1	Mrs. Kanchan V. Nair	HOO/ Principal	All Days	
2	Mrs. Lakshmi Singha	ADT	All Days	
3	Dr. Alok Ranjan Prusty	TO	Tuesday, Thursday	Monday, Thursday, Friday
4	Mrs. Swagatika Sahoo	TO	Tuesday, Thursday	Monday, Thursday, Friday
5	Mrs. Manjil N. Bhajani	TO	Monday, Wednesday, Friday	Tuesday, Friday
6	Mrs. Jyoti Tamrakar	TO	Tuesday, Thursday	Monday, Thursday, Friday
7	Mrs. Soma Das Talukdar	TO	Monday, Wednesday, Friday	Tuesday, Friday
8	Mrs. Shweta Jaiswal	TO	Monday, Wednesday, Friday	Tuesday, Friday
9	Mr. Sarbojit Neogi	VI	Monday, Wednesday, Friday	Tuesday, Friday
10	Mr. H. Bhattacharya	VI	Monday, Wednesday, Friday	Tuesday, Friday
11	Mr. T. Kiran	VI	Tuesday, Thursday	Monday, Thursday, Friday
12	Mr. Pintu Dey	UDC	Monday, Wednesday, Friday	Tuesday, Friday
13	Mr. Vijay Kumar	DEO	Tuesday, Thursday	Monday, Thursday, Friday
14	Mr. Hemant Kumar	LDC	Monday, Wednesday, Friday	Tuesday, Friday
15	Mr. Kanak Sardar	MTS	Monday, Wednesday, Friday	Tuesday, Friday
16	Mrs. Ashia Khatoon	MTS	Monday, Wednesday, Friday	Tuesday, Friday
17	Mr. Niranjana Bauria	MTS	Tuesday, Thursday	Monday, Thursday, Friday


17/01/2022

Principal

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