

**PROCEEDINGS OF THE 1<sup>ST</sup> GOVERNING BODY MEETING OF GOVT. ITI,  
RAJKANIKA(OLAVAR) HELD ON DTD. 23.12.2024 AT CONFERENCE HALL OF  
COLLECTORATE, KENDRAPARA UNDER THE CHAIRMANSHIP OF COLLECTOR  
AND DISTRICT MAGISTRATE, KENDRAPARA.**

The 1<sup>st</sup> Governing Body Meeting under the Chairmanship of Sri Smruti Ranjan Pradhan, IAS, Collector and District Magistrate-Cum-Chairman of this institute was convened on 23<sup>rd</sup> December 2024 at 5.30 PM in the Conference Hall of Collectorate, Kendrapara. The following members were present in the meeting, whose signatures were appended in the attendance register.

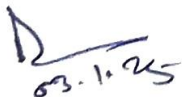
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|---|------------------|
| 1. The Collector & District Magistrate, Kendrapara.                 | Chairman         |
| 2. The District Employment Officer, Kendrapara.                     | Member           |
| 3. The District Welfare Officer, Kendrapara.                        | Member           |
| 4. The Principal, Govt. ITI, Rajkanika(Olavar)                      | Member Secretary |
| 5. Sri Shashanka Sekhar Malik, Sr. Asst., Govt. ITI, Rajkanika      | Member           |
| 6. Sri Ganesh Chandra Sahoo, ATO(Electrician), Govt. ITI, Rajkanika | Member           |

At the outset, the Principal, Govt. ITI, Rajkanika(Olavar) welcomed all the members of the Committee and thereafter Honourable Chairman allowed to start the proceeding of the meeting. The member Secretary explained the difficulties for implementation before the committee through the agenda & decision taken on various issues are depicted below:-

1. Owing to vacancy held since last year the following positions are laying vacant for which the academic curriculum are seriously affected with
  - i. Two no's Assistant Training Officers for Fitter Trade, vacant.
  - ii. Two no's Assistant Training Officers for Electrician Trade, vacant.
  - iii. Two no's Assistant Training Officers for R&AC Trade, vacant.
  - iv. Two no's Assistant Training Officers for Solar Trade, vacant.

To enhance the quality & efficiency of technical education, improve the quality of training, enhance the student learning outcomes and lastly to increase the trainees enrolment, the matter was thoroughly discussed in the meeting. Keeping in view to manage training classes of four no's of trade with the full strength of 248 no's of trainees, the honourable chairman approved to engage 02 no's of Guest Instructor (01 no. for Electrician Trade & 01 no. for R&AC Trade) as per guideline of directorate for smooth management of training activity of this institution.

2. The member secretary placed the requirement of 02 (two) No's sweeper to clean the vast infrastructure build up area of this institution, which includes four class rooms, four workshops, office area, office corridors, internal roads etc., The committee

  
23.12.24



considered on the point & allowed principal to engage the personnel on out sourcing basis. The wages shall be met out of the available budgetary funds of the Government.

3. It was proposed by principal of Govt. ITI, Rajkaniika(Olavar) to utilise the PL account of this institution for students welfare and development activities to cover the following expenditures:-

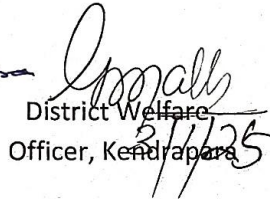
- I) *Academic Activities*: Purchase of educational materials, organizing workshops and seminars.
- II) *Infrastructure Development*: Maintenance & improvement of student facilities, fuel for D.G. set.
- III) *Extracurricular activities*: Funding for sports, cultural events and other student engagement programmes.
- IV) *Emergency Needs*: Addressing urgent requirements for student welfare.

The matter was discussed in the meeting and committee approved the expenditure for benefit of the students as per Govt. guidelines.

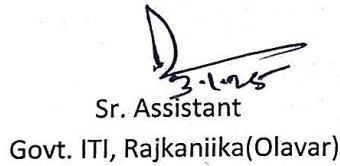
Since there is no other issue, the meeting ended with vote of thanks to the chair.

  
D SDE O, Kendrapara  
21.1.2025

District Employment  
Officer, Kendrapara

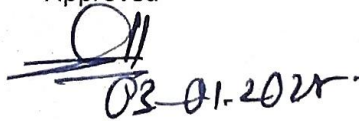
  
District Welfare  
Officer, Kendrapara  
21/1/25

  
Member Secretary-Cum-Principal  
Govt. ITI, Rajkaniika(Olavar)  
21-1-25

  
Sr. Assistant  
Govt. ITI, Rajkaniika(Olavar)  
3-1-25

  
ATO (Electrician)  
Govt. ITI, Rajkaniika(Olavar)  
21.1.25

Approved

  
03-01-2025

Chairman of GB-Cum-  
Collector & District Magistrate,  
Kendrapara.