


# GB

Gayatri Biswal 

 28-Aug-2023 03:26:39 PM

E-Sign Signed Id : Shailabala1964

[Re-Register DSC](#)

[Change Password](#)

[Logout](#)

## Important Notice

In order to restrict duplicate/wrongful users in accessing IFMS application, an added security feature In terms of "Dual Factor Authentication" is now available in the production environment.

For login to IFMS modules, Users have to enter mobile based OTP or Login through DSC after entering the Password.

Kindly update your mobile no. in user profile page to receive OTP .Presently, in case of any issue in getting OTP, users may login by opting for "Skip for Now" option in the Home page.

— IFMS Broadcast

## Application List

[Online Bill Submission](#) 

[NPS ESS](#) 


[Sanction Order Database](#) 


[CO Reconciliation](#) 


[Administration](#) 

[Pension Preparation](#) 


## Work list

 Bill Pending at ddo  
Approver level 2

 File has not been sent to AG  
0

 Saction Request Pending at  
Approver Level 4

## Contact Us

 1800 3456 739

 dticentrallocation[.]gmail[.]com



Privilege Panel

My Office My Page

PRINCIPAL, SAILABALA WOMENS COL  
 REGULAR EMPLOYEES (119)  
 SMT AJANTA NAYAK , ASSISTANT  
 SMT ALITA MINZ , JUNIOR LECTU  
 SHRI ANAMA CHARAN NAYAK , C  
 SMT ANANDA RUKMINI , JUNIOR  
 SMT ANANDINI PANDA ,  
 SMT ANITA MEKAP , ASSISTANT  
 SMT ANUSUYA SAHOO , ASSISTA  
 MISS APARNA JENA , LABORATOI  
 MISS ARADHANA NAYAK , JUNIO  
 SMT ARCHANAMAYEE PANDA , A  
 SHRI ASHOK KUMAR NAYAK , AS  
 SHRI B TRINATH , SPECIMEN CO  
 MISS BABITA TUDU , LABORATOI  
 SMT BANDANA PATHAK , ASSIST.  
 SMT BICHITRA PANI , ASSOCIAT  
 BIDULATA SAHOO , ASSISTANT F  
 MR BIJAYA KUMAR BEHERA , ASS  
 DR BIKASH KUMAR MAHARANA ,  
 DR BIKASH KUMAR DAS , ASSIS  
 SHRI BISWADAS MOHANTY. , AS  
 SHRI BISWANATH MOHANTY , LA  
 MS CHINMAYEE MALLIK , ASSIST  
 DR CHITTA RANJAN PANDA , ASS  
 SHRI DEBAKANTA SETHY , ASSIS  
 SMT DEZI SENAPATI , LABORATC  
 SHRI DHIRENDRA KUMAR NAIK ,  
 SHRI DILLIP KUMAR SAHOO , LA  
 DR (SMT) DIPTI PANDA , ASSIST  
 SHRI DOLAGOVINDA MOHANTY ,  
 SMT DILIP KUMAR HEMBRAM

Service Panel

Employee Name: SMT PRATIVA KUMARI NANDA

HRMS ID: 56001477

Current Basic: 53900.0

Current Post:  
Current Cadre:

GPF : EDNO39196  
Current Status: SUPERANNUATED

PAY Fixed:

REPORTS

Employee Loan List  
GIS Pass Book

EMPLOYEE PROFILE

Change Employee Mobile Number *New*  
Change Bank Account *New*  
Employee Service Book 1st Page  
Basic Personal Info  
Language  
Family

TRANSFER & PROMOTION

Join Contractual Employee *New*  
Redesignation Contractual Employee *New*  
Transfer Contractual Employee *New*  
Transfer  
Posting  
Additional Charge

12

12

PAY

Contractual Increment Sanction *New*  
Increment Sanction  
Pay Revision  
Pay Fixation  
Step-up of Pay  
Pay Entitlement

12

LEAVE

Monthly Absentee Statement  
Sanction of Leave  
Head Quarter Leaving Permission  
Surrender of Leave  
Periodic Leave Credit  
Detention on Vacation

12

PAY ROLL

Life Insurance Premium  
Pay Slip Browser  
Updated AD List  
Quarter Allotment

SERVICE BOOK

Service Book PDF Version *New*  
Service Verification  
Service Book

SERVICE CLOSURE

Employee Deceased  
Termination  
Retirement

LOAN

Loan Sanction  
Release of Loan  
Repayment of Loan

**Performance Appraisal Report (PAR) for Group A and B officers of Govt. of Odisha**  
**Transmission Record**

( To be filled in by Appraisee )

Financial Year : 2023-24 (for the period from **01-APR-2023** to **31-MAR-2024**)

Name & Designation of the Officer Reported Upon **SHRI SASHI KANTA BARIK**

**ASSISTANT PROFESSOR IN ENGLISH,SAILABALA  
WOMENS COLLEGE,CUTTACK**

Service and Group (A/B) to which the Officer belongs **ODISHA EDUCATION SERVICE**

**Group - A**

**Details of Transmission / Movement of PAR**

( To be filled in at the time of transmission by respective officer / staff)

Transmission by	Transmitted to whom (Name, Designation & Address)
Appraisee	
Reporting Authority	1. SMT GAYATRI BISWAL (PRINCIPAL,SAILABALA WOMENS COLLEGE,CUTTACK) (From:01-APR-2023 To:31-MAR-2024)
Reviewing Authority	1. PROF. (DR.) KARTIK PRASAD JENA (REGIONAL DIRECTOR OF EDUCATION, EDUCATION,BHUBANESWAR) (From:01-APR-2023 To:31-JUL-2023)  2. PROF. (DR.) SUMAN DAS (REGIONAL DIRECTOR OF EDUCATION, EDUCATION,BHUBANESWAR) (From:10-OCT-2023 To:31-MAR-2024)
Accepting Authority	1. SHRI BISHNUPADA SETHI (PRINCIPAL SECRETARY,HIGHER EDUCATION DEPARTMENT,GOVERNMENT OF ODISHA,ODISHA) (From:01-APR-2023 To:11-JUN-2023)  2. SHRI ARAVIND AGRAWAL (COMMISSIONER-CUM-SECRETARY, HIGHER EDUCATION DEPARTMENT,GOVERNMENT OF ODISHA) (From:12-JUN-2023 To:31-MAR-2024)

**PERFORMANCE APPRAISAL REPORT**  
for  
**Group A and Group B Officers of Govt. of Odisha.**


Report for the financial year **2023-24**

( Period from **01-APR-2023** to **31-MAR-2024** )

**PERSONAL DATA**

PART-I

(To be filled in by the Appraisee )

- |   |  |   |
|---|--|---|
| 1. Full Name of the Officer:  | SHRI SASHI KANTA BARIK   |  |
| 2. Date of Birth:   | 15-MAR-1968  |   |
| 3. Service to which the Officer belongs:  | ODISHA EDUCATION SERVICE   |   |
| 4. Group to which the Officer belongs(A or B):  | A  |   |
| 5. Designation during the period of Report:   | ASSISTANT PROFESSOR IN ENGLISH,SAILABALA WOMENS COLLEGE,CUTTACK  |   |
| 6. Office to which posted with Head Quarters:   | PRINCIPAL, SAILABALA WOMENS COLLEGE, CUTTACK,Cuttack   |   |
| 7. Period(s) of absence (on leave, training etc., if 30 days or more).Please mention date(s): | Nil  |   |
| 8. Name & Designation of the Reporting Authority and period worked under him/her:             | 1. SMT GAYATRI BISWAL (PRINCIPAL,SAILABALA WOMENS COLLEGE,CUTTACK)<br>(From:01-APR-2023 To:31-MAR-2024)  |   |
| 9. Name & Designation of the Reviewing Authority and period worked under him/her:             | 1. PROF. (DR.) KARTIK PRASAD JENA (REGIONAL DIRECTOR OF EDUCATION, EDUCATION,BHUBANESWAR)<br>(From:01-APR-2023 To:31-JUL-2023)<br><br>2. PROF. (DR.) SUMAN DAS (REGIONAL DIRECTOR OF EDUCATION, EDUCATION,BHUBANESWAR)<br>(From:10-OCT-2023 To:31-MAR-2024)                                    |   |
| 10. Name & Designation of the Accepting Authority and period worked under him/her:            | 1. SHRI BISHNUPADA SETHI (PRINCIPAL SECRETARY,HIGHER EDUCATION DEPARTMENT,GOVERNMENT OF ODISHA,ODISHA)<br>(From:01-APR-2023 To:11-JUN-2023)<br><br>2. SHRI ARAVIND AGRAWAL (COMMISSIONER-CUM-SECRETARY, HIGHER EDUCATION DEPARTMENT,GOVERNMENT OF ODISHA)<br>(From:12-JUN-2023 To:31-MAR-2024) |   |
|   | <hr/> <b>SHRI SASHI KANTA BARIK</b><br>Signature of the Appraisee  |   |

**PART-II****SELF-APPRAISAL**

(To be filled in by the Appraisee )

**1. Brief description of duties/tasks entrusted.(in about 200 words)**

The prime task performed by me with too much sincerity is the matter of academics. I have completed the courses as prescribed by the council in due time. Apart from this, I have engaged remedial grammar and doubt clearing classes for the +2 students. Besides teaching, I have also prepared lesson - plan and done extracurricular activities and engaged students in Test/ Pre-test exams in preparing questions for them. As an HOD of UG & PG classes, I have attended the Board of Studies in the making of syllabus, along with its improvisation. In every week students have been exposed to seminar classes. Apart from, I also prepared questions for mid-sem for timely conduct of Semester examination. I sincerely got involved with other assignments beyond academics

**2. Physical / Financial Targets & Achievements**

SL. No	Task	Target	Achievement	Qualitative % of Achievement	% of Achievement
1	As OIC Examination +2	To enhance the Exam skill of the students as per Council standard	Timely completion of Pre-Test / Test Exam with proper Evaluation	100	100
2	As Legal Bursar	To verify the letters asked on RTO & do the Compliance of any other legal matters	Done the compliance of letters relating to legal issue in right time	100	100
3	As Vice-President Cultural Association	Apart from academics, I have engaged Students in various cultural programmes and conducted the Annual cultural ceremony-2022.	Sent the photos, video-clips , credentials of students as asked by Govt. regarding Cultural programme	100	100
4	As academic Bursar(+2)	To supervise the overall academic progress of teachers.	Timely completion of courses prescribed by council in both off-line and on-line mode.	100	100
5	As member of the Selection Committee for college Magazine (+2 & +3)	To prepare the Annual College magazine for students, creative skill	In time, the college-magazine prepared and distributed.	100	100
6	As HOD English both for +2 wing/+3, UG & PG.	To engage the class, along with over-all supervision of classes by the regular & Guest faculty teachers.	Discharged my duties as HOD, by engaging 100%. Class, along with supervised others work in the Dept.	100	100

7	Invigilation & Valuation Work of class Exam / +2 Council Exam/+3 Mid-Sem Exam-(UG & PG)	To prepare the list of invigilators as OIC for +2. Theory & practical Exam and to join the evaluation both on-line and off-line. To prepare questions for Mid-Sem Exam.	Performed sincerely as an OIC & Evaluated +2 A.H.S Exam scripts (both on-line/ off-line). Evaluated answer scripts of Mid-Sem Exam	100	100
8	Research Work in English	Got my Ph.D. degree in English in F. M. University, Vyasa Vihar, Balasore on 20.07.2023.	Ph.D Completed	100	100
9	As an OIC Language Lab	To run the functional English classes along with knowledge on soft skill.	Engaged students for communicate classes	100	100
10	As an OIC Campus cleaning	To clean College campus with an emphasis on field-cleaning and plantation.	Cleaned the entire College removing weeds and cared the College field with plantation on each sides.	100	100
11	In-charge of parent teacher meet.	to record the grievances about the teachers & students.	Emphasized the matter on Mo-College Abhiyan.	100	100
12	in-charge of press, publicity and public relation.	To send the achievements of the students, teachers and College in particular to print and Electronic media.	All achievements-cultural & infrastructural were sent to printing & electronics media.	100	100

**3.(i) Significant work, if any, done**

**As a significant work, I have published 6 Articles in international Journal for the Session 2023-24.**

**(ii) Work Done For Implementation of 5TS (Transparency, Teamwork, Technology, Transformation and Time):**

1. Teachers on contractual basis for +2 & +3 were transparently interviewed by the board and given appointment. The work was honestly conducted by me as an HOD, English. 2. I have prepared the questions and answer books with my team members with transparent suggestions of purchase committee & examination committee members. Fairly, the class exams were conducted. 3. With on-line mode I have engaged a lot of remedial classes for student's doubt clear. 4. Due to COVID situation I have honestly motivated students for their greater academic benefit and creating a huge attendance even in on-line mode. 5. Courses of the Department for +2 & +3 students have been timely completed whose authentic record is reflected in progress-register, along with the screen shot of class.

**4. Hindrance**

**No hindrance to achieve academic standard during the session 2023-24.**

Place: CUTTACK

PAR Submitted on: 15-MAY-2024

SHRI SASHI KANTA BARIK

Signature of Appraiser

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