



MATHABHANGA MUNICIPALITY

P.O. MATHABHANGA :: DIST. COOCH BEHAR

Memo No. - MM/S.Mela/_____/2020

Dt. ____/____/2020

Duty of the employees engaged on the occasion of the Shiva Ratri Mela- 2020

1. **Mela Office** : - (1) Sujit Saha (2) Asit Das (3) Bimal Bhattacharjee (4) Partha Saha (5) Malay Paul (6) Qutubul Ersad Hossain (7) Amit Sarkar (8) Subal Barman (9) Swapan Pandit (10) Uttam Deb (11) Subinoy Ghosh (12) Pabel Roy (13) Sahidu Islam
2. **Shib Mandir & Collection** : - (1) Damodar Saha (2) Puspa Barman (3) Partha Saha (4) Malay Paul (5) Subal Das (6) Chaitanya Mandal (7) Biplab Saha (8) Sujit Saha (9) Mintu Kundu (10) Lalita Adhikary (11) Riban Chanda (12) Gouri Das. (13) Subinoy Ghosh
3. **Shib Mandir Supervision on [21.02.2020 & 22.02.2020]** : - (1) Minati Biswas (2) Kabita Roy (3) Pali Saha
4. **Sanitation** : - (1) Chaitanya Mandal (2) Taibar Miah
5. **Mela Ground Marking (Line)** :- 1. Sujit Saha
6. **Watering** :- 1. Dilip Barman
7. **Security Duty** : - (1) Sujit Saha (2) Jayanta Guha Thakurata (3) Uttam Deb (4) Qutubul Ersad Hossain (5) Rajesh Raut. (6) Kalu Jadav
8. **Volunteers** : - (1) Asit Das (2) Malay Paul (3) Sambhu Mahato (4) Damodar Saha (5) Amit Sarkar (6) Uttam Deb (7) Narayan Saha (8) Chaitanya Mandal (9) Samar Chakraborty (10) Biplab Saha (11) Mintu Kundu (12) Subinoy Ghosh (13) Sandipan Dey (14) Krishna Poddar (15) Tanjan Ali
9. **Collection** : - 1. Bimal Bhattacharjee & helper Chandan Adhikary
10. **Mela Permission** : - 1. Qutubul Ersad Hossain
11. **Light Supervisor** : - (1) Pintu Saha (2) Sambhu Mahato (3) Prabir Dhar
12. **Cashier** : - 1. Abdul Goni Miah

N.B. :- Sl. No. 1,2,3,4,5,6, 7, 8, 9,10 11& 12 of each group noted above will act as team leader and they will have to make a duty Roster in consultation with head of the Municipality. The Team leader is requests to inform his team personnel.

Abdul Goni Miah will act as Superintendent during Mela Period.

N.B. :- Shiva Ratri Mela Over all In-charge :- (1) Sri Lakshapati Pramanik, Chairman,
(2) Sri Chandan Das, Vice-Chariman,

29/2/2020
Chairman
Mathabhangga Municipality
Mathabhangga Cooch Behar