



National Law University Odisha

(established by Odisha Act IV of 2008)

Prof. (Dr.) Rangin Pallav Tripathy
Registrar

No.:NLUO/00/ 643 /23

Date:06-12-2023

OFFICE ORDER

Pursuant to the directions of the Vice-Chancellor, the following shall be the distribution of responsibilities with effect from 07.12.2023.

Name	Designation	Responsibilities
Mr. Sandeep Mohapatra	Assistant Registrar (Examinations)	Coordination of all examination related activities in all the degree programmes of the University.
Mr. Kallola Kumar Patnaik	Assistant Registrar (Establishment)	Supervision of all the construction related activities of NLUO. Supervision of all infrastructure maintenance work of NLUO.
Dr. Bibhu Prasad Kar	Assistant Registrar, OSD to Vice-Chancellor	Co-ordination of all the work related to the office of Vice-Chancellor. Shall report to the Vice-Chancellor.
Mr. Madan Mohan Mishra	Assistant Registrar (General)	Coordination of all work which is not specifically allotted to other Assistant Registrars
Mr. Himansu Shekhar Behera	Assistant Registrar (Administration)	Coordination of all administration related activities including procurement. Shall also coordinate activities of the Examination Department.
Mr. Prashant Kuleshwar	Admission Officer	Shall be the ex-officio convenor of admission committees for different degree programmes other than the Ph.D. programme. Shall maintain record of all admitted students.
Mr. Biju Mathew	Section Officer (OSD to Registrar)	Co-ordination of all the work related to the office of Registrar. Shall report to the Registrar.

In addition to above, concerned employees may be assigned such other duties as may be necessary.


Registrar
(Registrar) National Law University, Odisha

C.C.To: 1) Office of the Vice-Chancellor for kind information
2) All Staff