

Prantik Care The Earth Geo Info Solutions Pvt. Ltd

Maa Maati Samaj

A Ministry of Corporate Affairs empanelled ISO 9001: 2015 Certified Private Limited Company Operating in the Federals of Remote Sensing, GIS, Information Technology & Survey Engineering

CIN No: U72200WB2016PTC217241; Registration No: 217241

GST Registration Number: 19AAICP8456G1ZW

Udyam Aadhar Registration No: UDYAM-WB-04-0000121

Ref No: PCTEGIS/ HR/2025-26/03

Dated: the Prantik, 06th. June, 2025

Work Rooster of M/s- Prantik Care The Earth Geo Info Solutions Pvt Ltd with Effect from 06.06.2025 to 20.07.2025

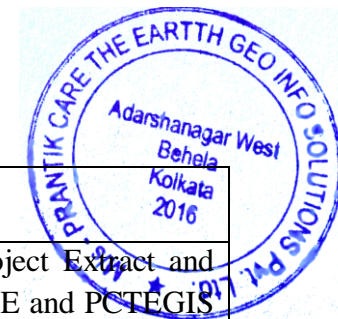
Sl.No	Name of the Employee	Designation	Department and Directorate	Tasks Assigned
1	Bharat Gaurav Amal Krishna Chakrabortti	Director cum Chief Administrative Officer	Department of Maa, Maati, Samaj, PCTEGIS	a. Day to day administration, monitoring of activities and guidance to the work force for speedy completion and enhanced productivity. b. Monitoring the Auditing Process of the Organization within June-2025 for the Fiscal Year 2024-25. c. Monitoring the payment of GST Challans and other taxes. d. Monitoring the renewal of 27001:2013 ISO Certificate e. Monitoring the Process of renewal of Registration of Prantik Care The Earth NGO up to 2025 and RoC Filling up to 2025 f. Monitoring the updating of Information brochure, Project Extract and Annual Report of the Organization (PCTE and PCTEGIS) g. Performing fortnightly progress meeting and technical presentation in the Month of July'2025.

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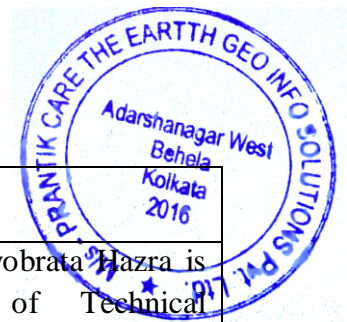


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2	Dr. Punnyobrata Hazra	Chief Scientific Officer cum member Secretary, PCTE Science Council	Department of Samaj/ Maati , PCTEGIS	<p>a. Updating of Information Brochure, Project Extract and Annual Report of the Organization of PCTE and PCTEGIS within 20.06.2025 and uploading on website of ww.pctegis.com and www.pcte.co.in</p> <p>b. QEC of Inception Report of Napanung in Bichom District and Raga Township Bordumsa under 21 Towns Project.</p> <p>c. QEC of all database prepared under 21 Towns and their draft submission to Department.</p> <p>d. Purchase of World View III satellite Data/ Maxar for Boleng Township in Arunachal Pradesh as the purchased previous data seems to be inadequate to manage the necessity of the Project.</p> <p>e. Completion of the Purchase of DEM data (CARTO SAT DEM spatial Resolution 2.5 mtrs) for Changlang District Geology Mining Projects and Lower Dibang Valley Districts of Arunachal Pradesh</p> <p>f. Completion of the Purchase of DEM data for 11 Towns in Arunachal Pradesh where Satellite Imagery is made available by the Department.</p> <p>g. Liaising with Government of West Bengal after Preparation of a target list of Departments for new Projects for Fiscal Year 2025-2026 and Government of Odisha including Visit to the Department/ Directorates.</p>

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				<p>H.. As Chief Technical Officer Dr. Punnyobrata Hazra is the Supreme Authority in form of Technical Administration and therefore maintenance of discipline and law and order and productivity of the team is prima facie affair of the position. And any deviation in that regards will adversely affect the process of increment of the incumbent.</p> <p>i. Conducting weekly team meetings of each Departments and preparing the Minutes of Meeting and checking and submission of Progress report of each project under Directorate of Natural Resource management to the Client and to Director cum Chief Administrative Officer, PCTEGIS</p> <p>j. Empanelment of the Organization under NABET has to be completed within this man month as it has been a long drawn process. CSO should undertake all necessary Endeavours so as to complete the process in time.</p>
3	Miss Mumtak Lego	Finance cum Administrative Officer	Department of Maa, Maati Samaj , PCTEGIS	<p>a. Realization of Payment under Urban mapping of Hollongi</p> <p>a1. Preparation of letter for appointment of Consultants Shri Narang Gambo and Sk Habibul Rahaman, Pl. Arnab Chowhury and sending them over email.</p> <p>b. Realization of payment under WBIIDC, Haldia</p> <p>c. Realization of payment under the submitted projects</p>

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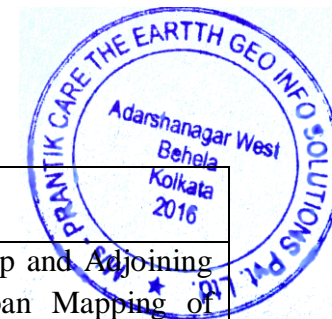


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				<p>under Department of Geology and Mining, Government of Arunachal Pradesh</p> <p>d. preparation of Pay Slip of PCTEGIS employees from January-2025 to may-2025 and disbursement</p> <p>e. Preparation of pay bill and disbursement of monthly salary</p> <p>f. Payment of GST, P Tax and others including renewal of PCTE, RoC Filling for the latest Financial Year including completion of the auditing for the Fiscal Year 2024-25.</p> <p>g. Submission of ITR for the fiscal year 2023-24 and 2024-25</p> <p>h. Purchase of Chair and table (furniture's for office and setting up of a separate room for CSO- Conversion of office kitchen to CSO Chamber, one separate room outside JRF Lab as room for Survey Department Incumbents and construction of a separate toilet for gents outside the building of PCTEGIS for male employees, including asking for quotation, placement of note sheet and file allied.</p> <p>i. Purchase of tally software license for Department of Maa</p>
4	Er. Tanay Pandit	Additional Scientific Officer	Department of Samaj/ Maati , PCTEGIS	<p>a. Completion of the Process of NABET Accreditation of PCTEGIS.</p> <p>b. Creation of Database of Geomorphology, Geology,</p>

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				Geostructural and soil of Boleng Township and Adjoining Areas in Arunachal Pradesh under Urban Mapping of Boleng Township in Arunachal Pradesh c. Preparation of database on 5 Mineral Blocks in Arunachal Pradesh d. Monitoring the regular progress and pace of works of the office.
5	Er. Ansuman Chakraborty	SSO (Survey) cum Organization HR	Department of Maati and Samaj, PCTEGIS	a. Fixation of DGPS Mother Coordinates and GCP at Kharsang, Bordumsa, Jairampur, Hayuliang, Rupa and Kalaktang, Sagalee and Kimin Townships in Arunachal Pradesh including Yingkoing under 21 Urban Towns. b. Presenting the concept of Urban mapping and Master Plan of Maryiang Planning and Development Authority on 10.06.2025. c. Visit to Lower Subansiri, interaction with the team members and PRO and understanding the progress of the work. d. Undertaking the Remaining cadastral Survey works at Raga in Kamle District, Arunachal Pradesh, India. e. Interaction with DC East Siang and briefing about the progress of DILRMP, East Siang f. Fixation of Mother Points and GCP at Boleng Township in Arunachal Pradesh

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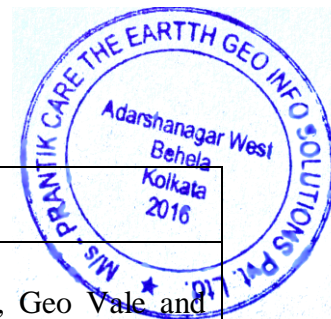


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				<p>g. Purchase of train tickets, planning trips of office incumbents, fixing schedules of meetings, etc works</p> <p>h. Conducting the quarterly presentation in order to understand the total progress of office in July-2025.</p> <p>i. Conducting interview and appointment of new candidates under different Departments of PCTEGIS.</p> <p>j. Conducting team Meeting on each sites on weekly basis and preparing the Minutes of Meeting.</p>
6	Er. Biswajit Ghosh	ASO (CAD) cum Jr. HR/ Business Dev Officer	Department of Maa, Maati, Samaj, PCTEGIS	<p>a. Visit to Burdwan development Authority, Bakreswar development Authority, Tarapith Rampurhat Development Authority, Pathar Chapri Development authority physically with brochure and project extract and meeting with Chairman/ Chairwoman and liaising for new Projects. Geo-tagged photographs and minutes of meeting is to be uploaded in the Core PCTEGIS Group.</p> <p>b. Visit to Guwahati Municipality, AIDC, GMDA and furnishing of reports for the same. Color copies of Information brochure and Project Extract is to be used. If necessary SSO (Survey) cum HR will also accompany.</p> <p>c. Training to new in house staffs on Basics of Auto CAD (physical on screen training) using Projector and uploading of the geo-tagged photographs in group.</p> <p>d. Searching of new tenders on Urban/ Cadastral/ Natural</p>

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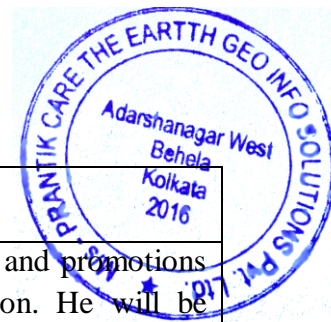


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				<p>Resource Management in main land India</p> <p>e. Meeting with Chiranjeeb Bhattacharjee, Geo Vale and taking shape of effective collaboration between PCTEGIS-Geo Vale in the domain of Geology and Mining</p> <p>f. Preparation of Visiting card of SSO (Survey), SSO (Urban), SSO (Cadastral), SSO (Geological Studies), Chief Scientific Officer, PCTEGIS and ordering it through vista print through proper note sheet.</p> <p>g. Summoning Meeting on Matri Diwas and AGM through Convenor Matri Diwas and AGM'2025 and finalization of the different aspects like pandel, lighting, food etc in collaboration with FAO, PCTEGIS</p> <p>h. Finalization of the list of guests, Samajbandhu recipients, list of schools and colleges for PCTE-Kanyashree, PCTE-Yuvashree in consultation with HR, President cum Chairman, PCTEGIS and Treasurer and Secretary, PCTEGIS</p> <p>i. Resolution of the disputes and conflicts among employees of PCTEGIS in consultation with HR, FAO, Director cum CAO and CSO.</p>
7	Shri Siddheswar Pandit	SSO (GIS)	Department of Samaj, PCTEGIS	<p>a. Supervision and ensuring the production of Samaj as Convenor (Samaj) all in-house technical Departments. This is to clearly mention proper production of in house team</p>

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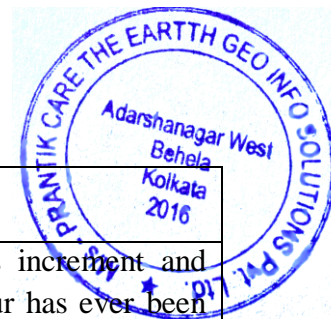


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				<p>will boost his remuneration and incentives and promotions and non-production will lead to deterioration. He will be answerable to FAO and Director cum CAO and CSO for lesser production.</p> <p>b. Completion of the Final Database on Agriculture mapping and Completion of the Pakke Kesang District within June-15', 2025.</p> <p>c. Completion of Survey and Mapping of at least two Villages in Lower Subansiri District under mapping of agriculture lands. If targets cannot be achieved part wise remuneration will be deducted. HR is not very happy with the persuasion of duties under the project mentioned.</p> <p>d. Finalization of GIS database on Pakke Kesang District and final submission to the client and thereby realization of the payment. If required increase the number of staffs from other District at Pakke Kesang and executes it and completes it. This is an office order.</p> <p>e. Final Report writing on Pakke Kesang Agricultural lands mapping.</p>
8	Shri Golam Rosul	SSO (CAD)	Department of Samaj, Directorate of NRM	<p>a. It will not suffice for SSO CAD) not only correct and manipulate the data collected from field by Survey Department incumbents and spent the entire month. The SSO should try to develop projects in his domain, else I am</p>

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				<p>clearly ordering if he cannot develop his increment and others will be affected. No such Endeavour has ever been noticed on his behalf. He has to ensure self sufficiency of his Department in form of Building designs, preparation of cost estimates and others. Two months of time period is being provided, if cannot be executed his Department will be abolished. Several Times as Hr and previously as CSO, the undersigned has directed but there is no effect. This will no longer be entertained.</p> <p>b. Completion of all Part Sheet related works under DILRMP- Mebo Subdivision</p> <p>c. Preparation of Site plan and building design through physical inspection of the plot of Prantik Care The Earth Geo Info Solutions Pvt Ltd near Kankalitala including preparation of Cost estimate and subsequent presentation.</p>
9	Shri Monotosh Saha	SSO (Cadastral Studies)		<p>a. Integration of Field data in GIS and Preparation of cadastral Database of Yada Area and Raga II under Cadastral Mapping of Raga Township and adjoining Areas in Kamle District.</p> <p>b. Assimilation (Integration) of Field data of Pasighat Circle under DILRMP East Siang including creation of Attribute Data including field data correction.</p> <p>c. Preparation of map layouts under Web Enabled</p>

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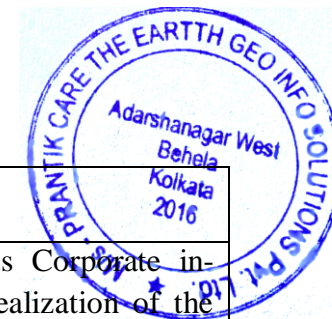


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				Information System for Visualization of Minor Mineral for Six Districts in Arunachal Pradesh
10	Shri Subhankar Adak	SSO (Urban)		<p>a. Creation of Geo-Spatial database of Raga Township in Arunachal Pradesh- Geology, Geomorphology, Geo-Structures and Soil as per Urban Schema including preparation of layouts within 20.06.2025</p> <p>b. Preparation of status report under 21 Urban Towns, Napanpung, Boleng etc after the status report submitted by Project Investigator Ansuman Chakraborty on fortnightly basis.</p> <p>c. Managing the Urban Team and monitoring regular progress of works of the Department.</p> <p>d. Liaising with the Directorate of Town Planning, GoAP with relation to different projects including the Project issues.</p> <p>e. Official file works.</p> <p>f. Initiation of the report writing activities under raga-Yada Urban Mapping and completion within 27.06.2025. The</p>
11	Shri Saikat Adhikary	SSO (Geology)	Samaj, Directorate of NRM	<p>a. liaising with consultant(s) and Department of Geology and Mining, GoAP to complete the back end and front end of works including uploading of maps and layers under “ Development of Web Portal for Visualization of Minor Minerals for queries for Six Districts in Arunachal</p>

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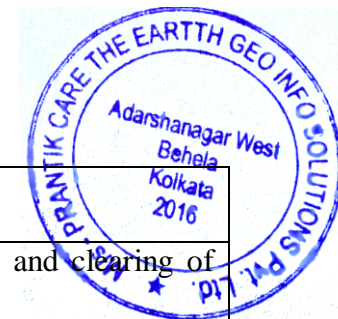


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				<p>Pradesh” within 05.07.2025 including its Corporate in-house and out house presentations and realization of the bill.</p> <p>b. Preparation of Reports on Five Mineral Blocks in Arunachal Pradesh</p> <p>c. Assistance to Department of Urban Studies in Preparation of Geology and Geo-Structural maps of the different Urban centres in Arunachal Pradesh (Vetting)</p> <p>d. Finalization of Cost estimate with Sk Habibul Rahaman regarding Web Portal Development, placement of the file, approval from Finance cum general Administration and including placement of advance payment</p>
12	Pl. Tanima Bhowmik	SSO (Town and County Planning)	Samaj, Directorate of land Survey, Urban, Planning and HR Affairs	<p>a. Preparation of Inception report on Urban mapping of Napanung, proposed District Headquarters of Bichom District in Arunachal Pradesh</p> <p>b. Preparation of Final Report on Napanung Urban mapping including all sorts of analysis and other works. She should work under direct supervision of Ansuman Chakraborty and Dr. Punyabrata Hazra in this regards.</p> <p>c. management of the Chores of Department of Town and County Planning, PCTEGIS.</p>

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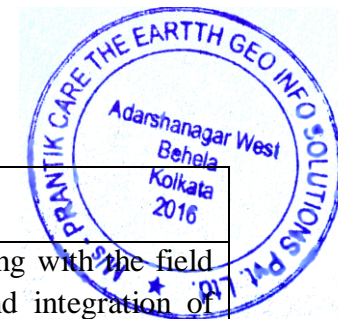


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13	Srimati Banani Singha (Mondal)	Junior Scientific Officer (GIS)	Samaj; Directorate of NRM	a. Clear study of the AMRUT Guidelines and clearing of doubts about Urban mapping. b. Creation of Geodatabase for Five mineral Blocks under Geology and Mining Department c. Preparation of Layouts on Boleng Urban mapping and Geology & Mining as being asked by SSO (Geology) and ASO, PCTEGIS c. Boleng Urban mapping- Geomorphology, Geology, Lithology, geostructures, Base map on Satellite Imagery, base Map with permanent features, Soil Ph, Soil erodibility, Soil texture, Soil series, Soil type, Soil EC, etc.
14	Shri Probir Mondal	Junior Scientific Officer (CAD)	Samaj; Directorate of NRM	a. Correction of all field data under Raga Cadastral or Raga Urban and creation of base layers in Auto CAD including Preparation of layouts. b. Maintenance of Instrument Register of the Office and fixing bugs of the instrument or computers as System Analyst of the Organization.
15	Shri Kiran Sow	Senior Research Fellow (Urban GIS)	Samaj, Directorate of land Survey, Urban, Planning and HR Affairs	a. Preparation of Base layers for Jairampur and Kharsang Inception Report and other towns as directed by SSO (Urban) B. Image Analysis and Interpretation of Land use/land cover for Ruksin Town in East Siang District, Arunachal Pradesh, India.

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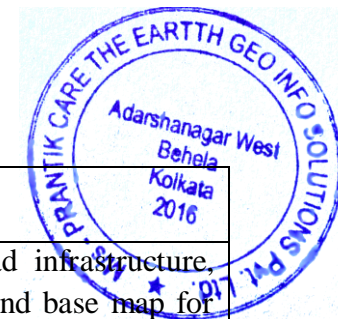


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				c. Conducting Socio-economic survey along with the field team at Ruksin in Arunachal Pradesh and integration of collected field data in excel and graphical analysis
16	Shri Koushik Mondal (Sr.)	Senior Research Fellow (Urban GIS)	Samaj, Directorate of land Survey, Urban, Planning and HR Affairs	<p>a. Preparation of base Layers for Inception Report on Longding and Hayuliang and other towns directed by SSO (Urban)</p> <p>b. Preparation of soil repository for Napanpung in Bichom District.</p> <p>c. Conducting the socio-economic survey including household, tourist, traffic volume count, on street parking and origin destination etc surveys at Raga including entry of data in Excel and performing graphical analysis.</p>
17	Shri Koushik Mondal (Jr.)	Senior Research Fellow (Applications of Geoinformatics in Geology)	Samaj; Directorate of NRM	<p>a. to complete the geo-spatial database of the Queries of Lower Dibang Valley with respect to Lu/Lc, Geology in association with Bhu-Kosh, Geomorphology, Geo-Structures and Regional Connectivity Map (new additional-follow Dept of Town and County Planning Schema)</p> <p>b. Assisting SSO (geological Studies) in writing of Reports of Five Mineral Blocks. All these works are to be completed within 30.06.2025 as per Direction of SSO (Geology)</p>
17	Kumari Monidipa Sarkar	Junior Research Fellow (Urban GIS)	Samaj, Directorate of land Survey, Urban, Planning and	a. Creation of Geo-spatial database of Bordumsa Town in Changlang District of Arunachal Pradesh in all aspects

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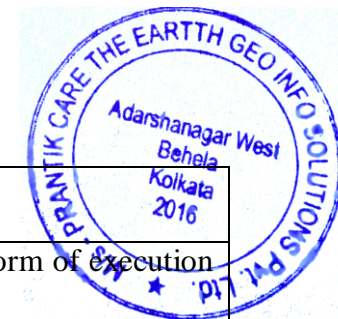


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		Gr-II	HR Affairs	b. Preparation of base layers- lu/lc, Road infrastructure, contour, location map, Regional settings and base map for Bordumsa Inception Report.
18	Kumari Priya Kumari Shaw	Junior Research fellow (Core GIS) Gr-II	Samaj; Directorate of NRM	a. Completion of GIS database works including layout for Lower Subansiri District, village wise including preparation of base data for Report writing. b. Completion of village wise database on Lower Subansiri till date completed and regular monitoring and updation in GIS of the plots
19	Shri Kajal Mondal	Junior Research Fellow (Core GIS)	Samaj; Directorate of NRM	a. Regular updation, checking and completion of the database on Agricultural mapping in Bogong I Block in Pasighat Circle and initiation of mapping of agricultural lands in Bogong II Circle under supervision of District Coordinator Miss Mumtak Lego and Project Investigator Siddheswar Pandit. Over all progress of Agricultural mapping till date is not much as has been expected, needs to be accelerated
20	Shri Vivekananda Garai	Junior Research Fellow (Core GIS)	Samaj; Directorate of NRM	a. Preparation of all GIS based layout and database as required for development of Web Portal for Visualization of Minor Mineral quarries in six districts of Arunachal Pradesh

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				b. Assisting SSO (geological Studies) in form of execution of works of the Department.
21	Shri Kumar Upavan	Junior Research Fellow (Urban GIS)	Samaj, Directorate of land Survey, Urban, Planning and HR Affairs	a. Digitization of Road and Drainage for Hayuliang Town in Anjaw District, Arunachal Pradesh, India including filling of attribute data as per Schema of AMRUT
22	Shri Ramananda Basak	Junior Research Fellow (Urban GIS)	Samaj, Directorate of land Survey, Urban, Planning and HR Affairs	a. Digitization of road and drainage for Jairampur Town in Changlang District, Arunachal Pradesh, India
23	Kumari Kuntala Kundu	Junior Research Fellow (Urban GIS)	Samaj, Directorate of land Survey, Urban, Planning and HR Affairs	a. Digitization of Road and Drainage for Longding Town , Longding District, Arunachal Pradesh and filling up of Attributes as per project schema.
24	Pl. Arnab Chowhury	Jr. Urban Planner (Consultant)	Samaj, Directorate of land Survey, Urban, Planning and HR Affairs	a. Preparation of Inception Report on Bordumsa in Changlang and Hayuliang Town in Anjaw District in Arunachal Pradesh
25	Modam K. Sahid	Jr. Urban Planner	Samaj, Directorate of land Survey, Urban, Planning and HR Affairs	a. Preparation of Inception Report of Jairampur and Kharsang Towns in Changlang District, Arunachal Pradesh, India
26	Shri Sudip Mondal	Accountant	Department of Maa Directorate of Finance and	a. Regular entry of cash Book data in Excel b. Regular writing of cash book under supervision of FAO

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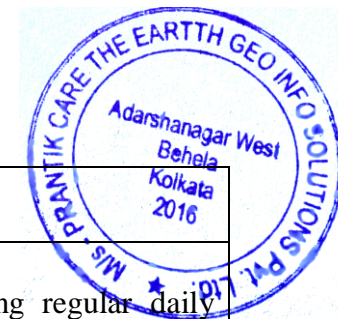


Sl.No	Name of the Employee	Designation	Department and Directorate	Tasks Assigned
			Administration	and get it checked by Director cum CAO c. Filling up of GST returns in association with FAO d. Preparation of Audit Report for the Fiscal Year 2024-25 e. Preparation of pay slips for the current month. f. Other taxation related processes. g. work as per direction of Direction and CAO. h. Preparation of ID Cards for the new joiners or for the office bearers i. Performing all kinds of banking transactions on behalf of FAO
27	Shri Santosh Mondal	Lower Division Clerk (Administration)	Department of Maa Directorate of Finance and Administration	a. maintenance of the office files b. Purchase of grocessary for staff mess c. Updation of Stock Register for office d. Preparation of vouchers against purchases of office e. Maintenance of the HR Files and putting necessary reference number. f. printing of the old reports against different technical projects, spiral binding them with the office Assistant and maintaining them for Display purpose g. Performing purchase of stationeries, collection of quotation, etc. h. Maintenance of daily attendance register, input of staff attendance in Finger print register, preparation of leave

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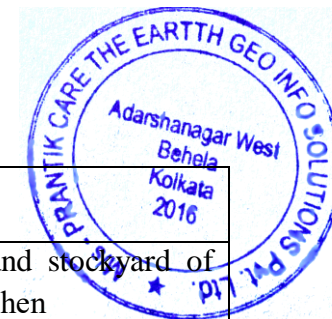


Sl.No	Name of the Employee	Designation	Department and Directorate	Tasks Assigned
				register, etc. i. Maintenance of a digital folder, storing regular daily attendance photo of office and field of each site and each room in georeferenced format, snatching of regular office room wise office attendance photo within 10:20 A.M. Anyone who will be delayed more than 10:20 A.M. is to be marked late even if it is 1 minutes.
28	Shri Molla Sabir	Office Assistant	Department of Maa Directorate of Finance and Administration	a. Regular Cleaning of the desks of Computer, tables and chairs, dusting of room and walls b. Weekly cleaning of water bottles (each week once it has to be cleaned) c. Serving tea twice a day to the office bearers d. Purchase of vegetables and other perishables for the staff mess e. Transferring the Dak / File from table to table f. Putting up notice on the notice Board g. Other routine works as per the direction of FAO or Director cum CAO
29	Srimati Chabi Lohar	Cook to Director	Department of Maa Directorate of Finance and Administration	a. Cleaning of the Director's Kitchen b. fetching of water from Aqua Guard in bottles and storing it in Refrigerator c. Cooking and serving of breakfast, lunch and dinner for Director and all members in his house

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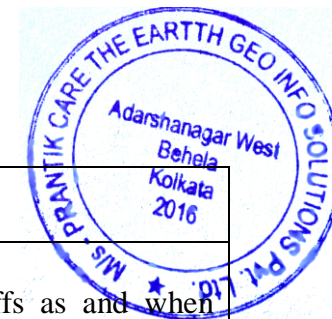


Sl.No	Name of the Employee	Designation	Department and Directorate	Tasks Assigned
				d. Periodic cleaning of the refrigerator and stockyard of food grains and other furniture's of the kitchen e. Dusting of all furniture's of Director's c house f. Greeting or welcoming guests and preparing food for them.
30	Srimati Parul Lohar	Sweeper	Department of Maa Directorate of Finance and Administration	a. Cleaning of the Office premises, room terrace and rooms with phenols, surf and other materials and detergents. b. cleaning of utensils and other washables. c. Cleaning of clothes and other office use like towels, etc. d. cleaning of office toilets and urinals and maintenance of the hygiene and sanctity of the premises
31	Shri Abir Adhikary	Cook Staff Mess	Department of Maa Directorate of Finance and Administration	a. Cooking of food of the office incumbents at staff mess in form of breakfast lunch and dinner b. Cleaning of the mess kitchen and assisting the Helper in maintenance of sanctity and hygiene of the staff mess c. Cleaning of the cookeries d. Distribution or serving the lunch or dinner to staffs e. Purchasing of vegetables or perishable items for the staff mess if necessary
32	Shri Atik Adhikary	Helper Staff Mess	Department of Maa Directorate of Finance and Administration	a. Cleaning of utensils b. Regular cleaning of the staff mess rooms and dining space including classrooms. c. Assisting Cook in preparation of food for the office

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Sl.No	Name of the Employee	Designation	Department and Directorate	Tasks Assigned
				<p>staffs</p> <p>d. Distribution of food items to the staffs as and when required</p> <p>e. Cleaning of the Staff Mess Premises on every fortnightly basis and maintenance of the hygiene and sanctity of the area</p>
Field (PCTEGIS)				
33	Er. Sourav Dutta and his team (Dite Koje Tasing, Ankur Kundu)		Samaj, Directorate of land Survey, Urban, Planning and HR Affairs	<p>a. Conducting Gramsabhas and Survey of the agricultural lands of the Bogong I Area in Pasighat Circle before initiation of the field activities at Boleng Urban Mapping.</p> <p>b. Initiation of the road inventory survey of Boleng Local Planning Area including roads, drain, culvert, electric post, telephone poles, light posts, high mass and delineation of Government and private Plots.</p>
34	Er. Ansuman Chakraborty and his team (Sujoy Ghosh, Nganga Taloh, Ayan Maji)		Samaj, Directorate of land Survey, Urban, Planning and HR Affairs	<p>a. Attending the Boleng LPA meeting and performing technical Presentation to LPA Authority including formation of Maryiang Planning and Development Authority.</p> <p>b. Performing Administrative meeting and fixation of DGPS Mother Points and GCP at Kharsang, Jairampur, Bordumsa, Longding and Hayuliang in Eastern Arumnachal Pradesh and Rupa, Kalaktang, Sagalee and Kimin in Western Arunachal Pradesh.</p>

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Sl.No	Name of the Employee	Designation	Department and Directorate	Tasks Assigned
				c. Completion of the detailed plot wise cadastral survey of raga Township in Arunachal Pradesh
35	Shri Tarin Bake and his team (Sony Nido Nage,, Tannong Panggeng, Hurry Gete)		Samaj, Directorate of land Survey, Urban, Planning and HR Affairs	a. Completion of the mapping of agricultural lands including the collection of field data (Form) and input of data in excel and regular updation in database.
36	Shri Subhrangshu Mazilla and his team (Obiyan Nangkar, New recruitment)		Samaj, Directorate of land Survey, Urban, Planning and HR Affairs	a. Completion of mapping and survey of agricultural lands in Bogong I within 20.06.2025 and completion of survey of all agricultural lands in Bogong II within July'2025 before AGM else no increment will be provided to the incumbents working in this team in consultation with District Coordinator Miss Mumtak Lego and Project Investigator Siddheswar Pandit.
37	Shri Sujoy Das and his team (Tassar Atum, Hibu Millo, Buru Rissang, Sony Ride)		Samaj, Directorate of land Survey, Urban, Planning and HR Affairs	a. Full completion of any two village within this man month or time period provided in all aspects. If the team can complete the assignment provided, no increment will be provided to the team working over there. Performance in the Project seems to be slow. Kindly accelerate.

(**Shri Ansuman Chakraborty**),
SSO (Survey) cum Organization HR
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No: PCTEGIS/ HR/2025-26/03

Copy to:

- a. The Director cum Chief Administrative Officer, M/s- PCTEGIS for his necessary information.
- b. The Chief Scientific Officer, M/s- PCTEGIS for necessary perusal and actions please.
- c. The Financial Officer, M/s- PCTEGIS for necessary perusal and actions please.
- d. All Employees, M/s- PCTEGIS for necessary actions
- e. Office Notice Board/ Watsup group
- f. Spare Copy

Dated: the Prantik, 06th June, 2025



(Shri Ansuman Chakraborty),

SSO (Survey) cum Organization HR

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Regd. office:-59D, Adarshanagar West, Behela, kol-61

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