



North Bengal St. Xavier's College

X-Cellence Day, 2025

Duty List Before Programme [23.05.25]

1.	Stage Arrangement	Dr. Soumya Mitra Dr. Saikat Roy Ms. Priyanka Chakraborty
2.	Seating Arrangement of Auditorium	Dr. Tanmay Mukherjee Dr. Jackson Gurung
3.	Certificate and Medal Arrangements	Ms. Priyanka Chakraborty Ms. Swarnali Datta Ms. Payel Paul
4.	Arrangement of Gifts and Refreshment for Chief Guest	Mr. Tushar Das Ms. Shreya Majumder Ms. Abhisikta Bhaduri
5.	Refreshment for students and Staff (Arrangement)	Ms. Shreya Majumder

Duty List for The X-cellence Day[26.05.2025]

1.	Emcee	Mr. Rajyavishek Pradhan Ms. Priyanka Ekka
2.	Greeting the chief guest	Dr. Sourish Dasgupta Dr. Aparna Chatterjee Dr. Tamal Mazumdar Dr. Asim Mitra Dr. Bipranch Kumar Tiwary



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3.	Welcoming the Parents	Ms. Barsha Dey Ms. Anuja Tamang Ms. Ankita Chettri Student: Neha Parvin [9046963802] Student: Simran Chattari [8942027848]
4.	Ushering and Hospitality of the guest	Ms. Rosemerry Subba Ms. Divya Limbu Student: Deepika Lakra [7001130395] Student: Isabella Toppo [9883512951]
5.	Lighting of the lamp	Ms. Ambika Chettri Student: Monami Dhar [8653873379]
6.	Refreshment	Mr. Jagannath Mukherjee (Arrangement) Mr. Subhas Gupta (Distribution) Mr. Manoj Debnath (Distribution) Mr. Siddharth Chettri (Distribution) Student: Rajdeep Debnath [8597819019] Student: Srishti Gurung [706319521] Student: Sanjay Roy [7797986570] Student: Dhiraj Barman [8116358961]
7.	Backstage Management	Ms. Karma Diki Bhutia Student: Gracia Jojowar [8649838040]
8.	Sound Track	Student: Suryai Nag [9593395735] Student: Anukaran Tigga [6297261936] Student: Yustas Beck [8918717242]
9.	Certificate and Medal arrangement and distribution	Dr. Payel Saha Dr. Payel Paul Ms. Swarnali Datta Dr. Abhisikta Bhaduri Student: Parna Pal [6296445911] Student: Bipasha Routh [9064312378] Student: Shakambhari Sinha [7384760491] Student: Taniya Sarkar [9002226640]
10.	Accompanying the students to the stage	All the HoDs
11.	Discipline	Ms. Nitya Rai Dr. Subrata Roy Dr. Saikat Roy Mr. Soumyadip Ghosh Mr. Prasun Bannerjee Mr. Sagar Sharma Dr. Chandrani Choudhuri Dr. Baidurya Biswas Mr. Rajib Lakra



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		Ms. Payel Saha Sekh Rounak Mondal Student: Iman Arafat [8617874779] Student: Monami Dhar [8653873379] Student: Saathi Barua [9734468433] Student: Bornik Dutta [7384897453] Student: Utsav Saha [7074214272] Student: Abhishek Rai [7451066742] Student: Mandira Singha [9339156986]
12.	Photography	Student: Faiz Anwar Mehmood [8415988310] Student: Sayak Chakraborty [7602026992]
13.	Report writing	Student: Parna Pal [6296445911]



Ms. Shreya Majumder
Convener
NBSXC




Fr. Dr. Lalit P. Tirkey
Principal
NBSXC

