



SIKKIM GOVERNMENT COLLEGE, RHENOCK

RHENOCK - RUNG DUNG, PAKYONG DISTRICT, SIKKIM - 737133

(ACCREDITED BY NAAC)

Website: <https://sgcrhk.com>

E-mail ID: - gcrhenock@gmail.com & sgcrhenock@gmail.com

Ph. No.: 03592 - 235741



Ref. No.:

87/30/SGCR/2025-26

Date: 27.08.2025



OFFICE ORDER

The following allocation of work is ordered in respect of the following individuals as per details given below:-

Sl.No	Name & Designation	Works Assigned
1.	Mr. Chiran Sharma	He is entrusted to work as Estate Manager in addition to his own duties.
2.	Mrs. Anita Sewa, Office Attendant	She should look after 1 st floor (Academic Block) Department of Sociology, Computer Science & Language Lab, Geography Department, Mathematic Department, Statistics department in addition to her own duties.
3.	Mrs. Laila Darjee, Office Attendant	She should look after the 2 nd floor (Academic Block) Department of History, Department of Nepali, Department of Psychology, Department of Economics in addition to her own duties.
4.	Ms. Christina Rai, Office Assistant	She should look after the Commerce Block (since we have less number of office attendant in our college so we attach her) in addition to her own duties
5.	Mrs. Radha Mukhia, Mali	She should look after the Beautification of Academic Block and Ground floor in addition to her own duties.
6.	Mrs. Binita Subba, Office Attendant	She is attached to attend the Administrative and Accounts section in addition to her own duties.
7.	Mrs. Passang Phuti Sherpa, Office Attendant	She is attached to Principal Office.
8.	Mr. Parsuram Sharma, Office Attendant	He is attached to Principal Office.

By Order

Sd/-
Principal
Government College Rhenock
East Sikkim

Copy for information to:-

1. All the above officials/staff
2. Principal, Govt. College Rhenock
3. File &
4. Guard file

Adhikari
27/08/2025
(Mr. D.P. Adhikari)
Administrative Officer
Sikkim Govt. College, Rhenock

