



STATE BANK OF INDIA OFFICERS' ASSOCIATION (NORTH EASTERN CIRCLE)

(REGISTERED UNDER TRADE UNIONS ACT, 1926)
(Regd. No. 2735)

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All Letters to be addressed
to the General Secretary

**CIRCULAR NO. 03 OF 2019
TO ALL UNITS/MEMBERS**

February 18, 2019

Dear Comrade,

RECEPTION COMMITTEE **30TH ANNUAL GENERAL MEETING OF** **SBI OFFICERS' ASSOCIATION (N E CIRCLE)**

The Central Committee of SBIOA NE Circle has decided to hold the 30th Annual General Meeting of the Association on 9th of March 2019 (Saturday) at 10 am at the GMCH Auditorium, Guwahati.

Accordingly, the responsibility for making necessary arrangements in connection with the Annual General Body Meeting has been entrusted to the following sub-committees formed during the volunteers meet held on 12-02-2019.

Sub – Committees

1. **Badges & Banners :**
- | | | |
|------------|--------------------|--------------|
| Convenors: | Shri Pinak Gupta | - 8811060040 |
| Members: | Shri Prakash Dutta | - 9435029255 |
| | Shri P.S. Moitra | - 9435558657 |
| | Shri Saheb Datta | - 9851896724 |

The Committee has to arrange for sufficient numbers of badges and banners in due consultation with the Shri Bhupen Borah. The committee will be responsible for distribution of badges to the volunteers and guests, display of banners and all sorts of arrangements for flag hoisting etc. For placing the main banner/festoons inside the hall and other prominent places as felt necessary. The committee is also advised to keep liaison with the decoration sub-committee (stage/exterior) for better co-ordination.

- Decoration (Exterior):**
- | | | |
|----------|----------------------|--------------|
| Convenor | : Shri S P Sharma | - 8811097191 |
| Members | : Shri Subrata Ghosh | - 9435478480 |
| | Shri M Nimai Singh | - 9957563290 |
| | Shri W Samuel | - 9599110341 |

The committee to arrange all decorations including construction of main gate, fixation of banner in front of the venue, displaying placards, standees etc.

2. **Reception & Registration :**
- | | | |
|-------------|-----------------------------|--------------|
| Convenors : | Shri Biswajit Bhattacharjee | - 9435479635 |
| | & Shri Amal Das | - 7002911935 |
| Members: | Shri Nihar Ranjan Sarkar | - 9435556130 |
| | Shri Ramu Chetri | - 9101366785 |
| | Shri Biswajit Choudhury | - 9435326380 |
| | Shri Dipok Kr. Buragohain | - 9435488606 |
| | Shri Indrajit Phukan | - 9864620281 |
| | Shri Jyotish Taid | - 9435564169 |
| | Shri Bhupesh Das | - 9435119417 |

The committee would be responsible for maintaining the attendance registers for general as well as for retired members as per the allotment, distribution of files, pen, gifts etc. The committee has to make all sorts of arrangements well in time. It would be the responsibility of the committee to distribute the coupons for breakfast and lunch to the guests/ members.

3. **Decoration of Hall & Stage** : Convenors : Shri Rupak Bhowal - 9435321840

Members: Shri Mridul M Sarma - 9435347383
 Shri S S Roychoudhury - 9435059494
 Shri Dipankar Chakrovorty - 9435110686
 Shri Anup Dhar - 7086051235

The above committee would be responsible for decoration of the stage, meeting hall, arrangements for chairs/tables for the dias, sound systems, lights, placing of banners and posters inside the hall, supervising the cleanliness of the hall and other related matters. Committee to ensure generator back-up in the venue and would maintain liaison with the GMC authorities.

4. **Reception (Dias area)** : Convenors : Smt. Geetashree Baruah - 9864046319

Members:

Smt.Gayatri Deka	8822824278
Smt.Bibha Rani Das Saikia	9435044277
Smt.Deepshikha Bhattacharjee	8876505348
Smt.Anisha Mitra	9706575648
Smt.Chonmihor Rungsung	8499970993
Smt.Pallabi Kalita	8812886510
Smt.Anuradha Sarma	9864780362
Smt.Sewli Chakraborty	9864070894
Smt.Susmita Dey	9864042593
Smt.Jussy Begum	9864354198
Smt.Pinky Paul	7085922157
Smt.Kesang Dolma Lama	8670417644
Smt.Violina Boro	9706660086
Smt.Sruti Banik	9435305889
Smt.Monmee Bhattacharjee Barua	9864094207
Smt.Kabita Borah	9435360070
Smt.Indrani Das Guha	9435026374
Smt.Soma Nandy	9435403160
Smt.Rimlee Thakuria	9864204086
Smt.Deborah Kimthianjoy	6001389153
Smt.Pratiti Hazarika	9678095840
Smt.Monica Choudhury	9127059952
Smt.Bandita Bora	9402506472
Smt.Sujata Bhattacharjee	9435305441
Smt.Nilakshi Misra Sarma	9864131787
Smt.Alakananda Bhattacharjya	9883726497
Smt.Payal Chakraborty	9954637447
Smt.Namita Mandal	9435047291
Smt.Sandhya Sikha Bharali	9435558753
Smt.Puspita Nath	9864088182
Smt.Tridisha Goswami	8638985394
Smt.Bidushi Bhuyan	9435746525
Smt.Neha Choraria	9435107645
Smt.Dipika Kalita	9954204127
Smt.Upama Bhattacharyya	9957198976
Smt.Reshmi Sarkar	7044667335
Smt.Priyanka Amonge	9706572731
Smt.Sharmistha Tarat	9706073696

Smt.Mandira Bardhan	9436995144
Smt.Anamika Kalita	9957570201
Smt.Risawa Rani	9402195522
Smt.Imtisenla Ao	8131994002
Smt.Lalnunziri .	9436353256
Smt.Kimboineng Kuki	9706380226
Smt.Madhuri Sen	8811060471
Smt.Minu Borthakur	9435351805
Smt.Shabnam Banu Islam	9706124518
Smt.Gargi Kashyap	9127068254
Smt.Namrata Borpatra Gohain	9402148120
Smt.Mouchumi Devi	9678481414
Smt.Moonmoon Das	9864269174
Smt.Thoudam Jayshree Devi	8729810914
Smt.Rani Baishya	9436107755
Smt.Alaka Chakraborty	9706340772
Smt.Rubi Morang	9085090909
Smt.Manashree Patar	9990158404
Smt.Shobhini Borgohain	9414062962
Smt.Swapna Goswami(puzari)	9435727778
Smt.Nawab Shenaz Farmin Haque	9706054235
Smt.Manju Das	9957827828
Smt.Saudamini Kakoti	8486873312
Smt.Madhusmita Dutta	8486022811
Smt.Rajashree Chakraborty	9435390705
Smt.Victoria Mahanta	9859576612
Smt.Mondira Deori	9854050731
Smt.Darshana Sarmah	9871099718
Smt.Choppy Roy Das	9435733933
Smt.Pinky Das	9435926002
Smt.Anita Roy	9864089196
Smt.Jinu Bharali	8486218570
Smt.Poonam Kumari Murmu	8811805439
Smt.Temjenrenla Walling	9711984146
Smt.Chhabi Bhattacharjee	9435543078
Smt.Toran Bala Upadhyay	9869803302
Smt.Reena Das	9435149253
Smt.Lahlupuii Lalhlupuii	9436142701
Smt.Nilima Devi	9435342265
Smt.Anjali Lyndem	9987116071
Smt.Sarbani Roychoudhury	9706053753
Smt.Anita Nagaholi Palle	9402196223
Smt.Anima Kalita	7002477275
Smt.Kabita Das	8811018255
Smt.Ivy Neera Rasul Marak	9435141984
Smt.Tanmayee Das	9435313813
Smt.Satemmongla Yaden	9436283081
Smt.Sonboi Chingsonchin Zou	8826009475
Smt.Dharitri Deka	9864092948
Smt.Chongtham Chanchan	9435732725
Smt.Adaha Nepuni	9435734903
Smt.Niti Deb	9968032114
Smt.Chinggounem Ngaihte	9908505425
Smt.Satya Sandhya Rabha	9864620358
Smt.Sangeeta Saloi	9864444007
Smt.Manikankana Das	7086056273
Smt.Lalrammawi Lalrammawi	7578032662
Smt.Huirem Sunibala Devi	8125161288
Smt.Shweta Kumari	7742695092
Smt.Sangeeta Chakraborty	9401232867
Smt.Sabitri Chanda	9435335973
Smt.Navanita Das	9864025486

Smt.T Lhingneikim	9954529727
Smt.Ngawang Doma Bhutia	7872804409
Smt.Chandana Pathak	8486559346
Smt.Gayatri Mukherjee	9401046133
Smt.Maumita Nath	8723016809
Smt.Saheeda Manda Sangma	7086093931
Smt.Utpala Saikia	9435708338
Smt.Aparajita Das	9864099622
Smt.Priyambada Goswami	8011928904
Smt.Neelakshi Mili	9706157879
Smt.Monorama Gogoi	9435331036
Smt.Sarbani Dey	9435348319
Smt.Nupur Raha	9436112379
Smt.Maku Weingken	9436049252
Smt.Meenu Kumari	8811091347
Smt.Rasang Koch	8724917356
Smt.Papari Phukan	9435045228
Smt.Tarawati Pradhan	8974607252
Smt.Bhupali Bhuyan	7576916207
Smt.Swapnali Borkotoky	9435335463
Smt.Rekha Kalita	9435541330
Smt.Smita Deb	9435345497
Smt.Ruchika Aggarwal	9864344888
Smt.Polly Dutta	9127011195
Smt.Shampa Bhattacharjee	9435327763
Smt.Moumeta Sinha	9862908761
Smt.Venisha Lama	8420670147
Smt.Nani Sonowal	9435394792
Smt.Pallavi Mishra	7463881757
Smt.Durba Dutta	9864064953
Smt.Lipika Basak	9707728493
Smt.Kakali Bhagawati	7086013983
Smt.Dimple Mili	8403014382
Smt.Benu Bala Das	7086605773
Smt.Anima Devi	9864197507
Smt.Debjani Poddar	943 5400839
Smt.Ajanta Hazarika	8811025598
Smt.Misku Mohan	9854069978
Smt.Moni Sarma	9864135070
Smt.Nitu Agarwal	7637005355
Smt.Neelu Kumari	8420590038
Smt.Purnima Hazarika	9864624939
Smt.Bijaya Deuri Bharali	9435321580
Smt.Padmaja Buzar Baruah	9435407926
Smt.Rabia Khatun	9706080728
Smt.Jnanashri Bora	9613456078
Smt.Surabhi Bhattacharyya	8811060016
Smt.Juri Borah	9435080352
Smt.Mukta Chakrabarty	9435070949
Smt.Indira Bujar Baruah Das	9435734797
Smt.Rajumani Goswami	9706033537
Smt.Shital Chettri	8876394528
Smt.Anwasha Saikia	8876490965
Smt.Rose Angelica Daimari	8471843125

The committee would be responsible for reception of guests, their refreshment, presentation of gift articles and felicitation etc.

5. **Accommodation:** Convenors : Shri Rituparna Bordoloi - 8474017785
Members: Shri Bipin Saharia - 8811060199
Shri Ajoy Barman - 9435490867
Shri Jawahar Dutta - 9615539774

The committee will look after the accommodation of all the guests keeping close connections with the transport and escort committee. They have to obtain names of the guests well in time.

6. **Food Committee :** Convenors : Shri Sanjib Rajkhowa - 9435112186
Members: Shri Manoj K Kaman - 9864027854
Shri Ajay Buragohain - 9854328254
Shri Tenzing Sherpa - 9436057527
Shri Mridul K Baishya - 9435553066
Shri Diganta K Rabha - 9435564048
Shri Hemanta Choudhury - 9436639564
Shri R C Sarkar - 9435551423

The committee is responsible for arrangements of breakfast, lunch etc for the guests.

7. **Press & Publication :** Convenors : Shri Kh. Anton - 9920576007
Members: Shri Tompha Bangyang - 8888844650

The committee will be responsible for arranging media (print and electronics) arrangements for News paper publication of the event, arrangement for photo & videography and any other related works in connection with publicity.

8. **Transport :** Convenors : Shri Jayanta Kar - 7578006231
& Shri Diganta Lahkar - 9435180902
Members: Shri Nilamani Hazarika - 8811061298
Shri Jyoti Krishna Nath - 9435368274

The committee is responsible for facilitating transports to the guests as when required. They have to keep liaisons with the convenors of accommodation and Escort sub - committee.

9. **Escort :** Convenor : Shri Gautam Chakrovorty - 9435121392
Members: Shri Prasun Sen - 9707710498
Shri Lukhomang Haokip - 9987327137
Shri Th Khongsai - 9402615809
Shri Chuben H - 9163007528
Shri Gagan Deep Gaugar - 8811910081
Shri Abhishek Gaurav - 8721031895
Shri Prateek Vijay - 9862978159
Shri Abhiraj D Sarmah - 7086085734
Shri Dipankar Das - 9845656688
Shri Dibyajyoti Mech - 7086085734
Shri Bhaskar Lodh - 7085894231
Shri Sanjib Kr. Baishya - 9707173839
Shri Sanjeeb K Kalita - 9401801464
Shri Nikhil Singh - 8971135935
Shri Hrishikesh Das - 9365399013
Shri Apoorva Krishna - 7002144898
Shri Sanjay Roy - 9435465823
Shri Ajay Pawar - 9957878632
Shri Budha Kr. Sonowal - 8556874478
Shri Philip Khoral - 9401224505
Shri Sanen Hasnu - 9811534067

The committee will be responsible for the guest coming to Guwahati right from their arrival till their departure. They will maintain close contact with the accommodation and transport committee to ensure that the guest don't face any difficulties during their stay in Guwahati.

- 10. Volunteers :**
- | | | |
|-------------|--------------------------|--------------|
| Convenors : | Shri Mriganka K Majumdar | - 9435334433 |
| & | Shri Pramod Kuli | - 9954408940 |
| Members: | Shri Pradip Das | - 7896001209 |
| | Shri Uttam Talukdar | - 9435335612 |
| | Shri Vivekannanda Das | - 8811093383 |
| | Shri W Daniel | - 9604500730 |
| | Shri Afzal Hussain | - 9435500586 |
| | Shri Pradeep Saikia | - 7086099499 |

The above committee is responsible for overall supervision for smooth conduct of the meeting. They can engage more officers if necessary. The committee will have to assist all the sub – committees as and when required.

- 11. Minutes :**
- | | | |
|------------|----------------------------|--------------|
| Convenor : | Shri Abhijit Bhattacharjee | - 9436346563 |
| Members: | Shri Abhishek Nandan | - 8011919393 |
| | Shri Nandan Kumar | - 9707088123 |

They will ensure correct recording and reproduction of minute.

- 12. Procession :**
- | | | |
|------------|-------------------------|--------------|
| Convenor : | Shri Mrinal K Das | - 9864071550 |
| Members: | Shri Deepjyoti Kalita | - 7002484842 |
| | Shri M Keshorejit Singh | - 8794724828 |
| | Shri Anjan Goswami | - 9435116981 |

The committee is responsible for mobilising the members in large number. They also have to follow-up with Police and City administration to obtain necessary approval for the rally.

- 13. Hall Management :**
- | | | |
|------------|---------------------------|--------------|
| Convenor : | Shri Sudipto Bhattacharya | - 9678008505 |
| Members: | Shri Pushpadhar Das | - 9435190910 |
| | Shri Sanjay Kr. Mandal | - 8825200689 |
| | Shri Ram Sewak Das | - 9435369858 |
| | Shri Durjoy Kr. Brahma | - 9435103056 |
| | Shri Babul Ch. Das | - 9435553178 |
| | Shri Jyoti P. Das | - 9401953004 |

Note 1: All the members of the sub - committee will remain in close connection with their respective convenor.

Note 2: The Central Committee may seek assistance of the other members (whose names are not featuring above) for smooth conduct of Annual General Body Meeting as and when felt necessary.

With warm greetings,



(Rupam Roy)
General Secretary