

Manifesto for the post of General Secretary

I, Anirban Karmakar (M.Sc-PhD, 2nd year), contesting for the post of General Secretary in the IEORSA elections for the tenure of 2016-17, propose the following, which I wish to work for and achieve during the tenure if elected:

Basic Duties:

1. Will work in coordination with the other joint secretaries to achieve the best for IEORSA, in particular and the IEOR family, at large.
2. Help the AURAs (PhD & M.Tech), to organise the departmental orientation for the incoming batch in the academic year 2016-17.
3. Organize atleast 4 GBMs during my work tenure, once every three months to ensure transparency in the works done by the council and also to take account of new suggestions for better functioning.
4. Will organise freshers, farewell, cultural, sports and academic events, in collaboration with the Joint Secretaries and ensure proper fund allocations.
5. Increase the interactions between students from different batches by organising one departmental trip/ picnic and regular departmental tea in the stipulated room in the new building.
6. Oversee the updation of all relevant databases by the elected Joint Secys. Will maintain a webpage on the department website where all transactions from events, related to funding will be updated each time a transaction occurs.
7. Ensure that **departmental T-shirt** and **Departmental magazine** will be provided this time to everyone.
8. Will work in synchronization with the class representatives and the student companions.
9. Will ensure departmental participation in ReSCon and Techfest, by following appropriate procedures as stated by the Institute bodies.
10. Will maintain good relations and act upon all important decisions and tenets of all Institute bodies.

Initiatives and additional responsibilities

1. Will regularly (at least once a month) meet the other council members to check the pace and direction of work; motivate and encourage the members to achieve the goals they have fixed and presented through their manifesto.
2. Out of the 4 GBMs, atleast two of them will be along with the faculties.

3. Will collect a fixed amount of money from each student at the beginning of my tenure to create IEORSA funds. These funds can be used for freshers, farewell parties, cultural events, sports equipments, departmental magazine publications, tea parties etc.. I will also ensure to get some funds from department for the departmental magazine .
4. **IEOR Day** hasn't been organized in the last year. I will ensure that in my tenure IEOR Day will be celebrated. The time and date will be decided with the faculty on board.
5. Will create an **anonymous grievance box** so that anyone can post suggestions or complaints without revealing their identities.
6. Will organize different sessions for the freshers to teach them about the servers, command prompt, servers and basic coding.
7. If I, or any other secy is not available in the campus then I will ensure it that the work is distributed among the other secys so that the work is done.
8. Will maintain a complain register alongwith the list of IEORSA council members in the IEOR office.