



OFFICE OF THE DEAN ADMINISTRATIVE AFFAIRS
Indian Institute of Engineering Science and Technology, Shibpur
(Formerly Bengal Engineering and Science University, Shibpur)
P.O.: Botanical Garden
Howrah – 711 103

No. 0204/Dean/Adm/15

Dated. 10 July, 2015

ORDER

This is for information to all concerned that the following arrangements are made for smooth functioning of the Institute:

1. Sri Kumaresh Dey, Jr. Peon now posted in the office of the Asstt. Training Officer is being posted to the Department of Electronics & Telecommunication Engg.
2. Sri Arabinda Samanta, Sr. Durwan now posted in the office of the Dean Faculty Affairs is being posted at the Office of the Dean Faculty Affairs for the first half and at the Office of the Professor in charge of Furniture for the Second half on each working day.
3. Sri Ganesh Sardar, Sr. Durwan now posted at Department of Electronics and Telecommunication Engg. is being posted at the office of the Asstt. Training Officer (ATO).

This order will take immediate effect.

All above mentioned Employees are requested to report to the respective controlling Officers.

This is issued with the concurrence of the Dean Administrative Affairs.

Sd/

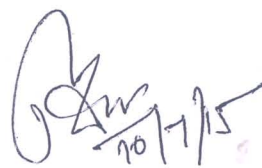
(Dr. Bivore Das)
Assistant Registrar
IEST, Shibpur.

Memo No. 0204/Dean/Adm/15 (10)

Date: 10 July, 2015

Copy forwarded for information and necessary action to:

1. Dean Administrative Affairs.
2. Dean Faculty Affairs.
3. Head of the Deptt. of ETC.
4. The Prof.- in-Charge of Furniture Section.
5. The Librarian (Actg.)
6. Asstt. Training Officer.
7. PS to the Director.
8. Jr. Supdt. (Record) for personal file of all incumbents.
9. All Incumbents.
10. Institute Website.


10/7/15
Assistant Registrar