



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

Office Order No. 1834/D(AA)16

Dated : 09.12.2016.

The undersigned is directed to inform all Heads of the Departments /Schools/Centers for allowing the CAG empanelled chartered accountant firm, M/s. B.S. Murthy & Associates, 18A/1, Prince Gulam Mahammad Shah Road, Kolkata-95, to work regarding stock taking of books of the Ramanujan Central Library, SOMS Library, and all Departmental Sub Libraries of the Institute.

The above CAG empanelled chartered accountant firm is going to start their work on 12th December, 2016 and likely to be completed within 31st December, 2016.

So all Heads of the Departments /Schools/Centres are requested to allow the above firm for work of stock taking of books of the respective Sub Libraries under their control.

This is issued with the concurrence of the Director.

Sd/-

(Dr. Bivore Das)

Assistant Registrar

Memo No. 1834/D(AA)16(7)

Dated:- 09/12/16, Dec, 2016

Copy forwarded for information and necessary action to:

1. All Deans / Associate Deans, IEST, Shibpur.
2. All HODs of Depts / Centers / Schools, IEST, Shibpur.
3. All Officers, IEST, Shibpur.
4. Prof. Incharge Library, Ramanujan Central Library.
5. P.S. to Director.
6. Institute Website.
7. J.S. Record File.


Assistant Registrar