



OFFICE OF THE REGISTRAR
INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR
AN INSTITUTE OF NATIONAL IMPORTANCE
(FORMERLY BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR)

No.RDO/1915/19

Date: 15.11. 2019

ORDER

Dr. Rubi Golder, Medical Officer, shall continue to look after the Institute Patient Care Section.

The major functions of the above mentioned section are described in the attached table.

Dr. Rubi Golder shall work for the above section under the administrative supervision of Sri S. N. Datta, Deputy Registrar and regarding CMS related work she shall also work under the administrative supervision of Sri S. N. Datta.

This is issued as per approval of the competent authority.

Sd/-
(Biman Bandyopadhyay)
Registrar

Copy forwarded for information and necessary action to:

1. Private Secretary, Office of the Director
2. All Deans/All Heads of the Departments/ Schools/ Centers/ All Officers
3. Institute Website


Registrar

Responsibilities of the Medical Officer

| Sl. No. | Name of the Section / Cell | Major Functions of the Section |
|---------|--------------------------------|--|
| 1. | Institute Patient care Section | Patient care of the Institute Hospital and CMS support for staff and student. Administration of the Institute hospital including all related jobs, procurement of medical equipment and medicine and maintenance of medical housekeeping. |

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Registrar, IEST, Shibpur