



INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR
(formerly Bengal Engineering and Science University, Shibpur)
HOWRAH – 711 103

No.170F/2017-18/083

Date : 29.08.2017

C I R C U L A R

The undersigned is pleased to inform that a Workshop on **Goods and Services Tax (GST)** has been organised on **1st September, 2017** from **11.00 a.m. to 04.00 p.m.** in the **Alumni Seminar Hall** of the Institute..

This Workshop will help us to understand the GST Rules, steps to be taken by us for its implementation in respect of Accounts and Consultancy services etc.

All Heads of the Departments, all Deans, all Officers and Project Investigators of various projects, are cordially invited to attend the Workshop. They are also requested to send the names of the employees as representatives to the Workshop to attend on behalf of their departments.

The Workshop will be conducted by CMA Pranab Kumar Chakrabarty, Chairman, The Institute of Cost Accountants of India and CMA Bibekananda Mukhopadhyay, Immediate Past Chairman, The Institute of Cost Accountants of India, Eastern India Regional Council.

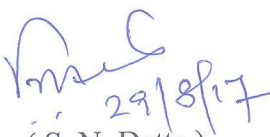
All are requested to kindly extend their help and co-operation by sending the names to Sri Mamit Mitra, Finance Department (Room No.407, 4th floor) by **01.00 p.m.** of **31st August, 2017** positively.

This is issued with the concurrence of the Director.

Sd/- S. N. Datta
Finance Officer (Actg.)

Copy forwarded for information and necessary action to :

1. All Deans
2. All Heads of Department / Schools / Centres
3. All Officers
- They are requested to kindly circulate among the employees, Project Investigators for their information.
4. Registrar – with the request to book the Alumni Seminar Room for 01.09.2017
5. Caretaker
6. Personal Secretary to the Director – for kind information to the Director
7. Institute Website
8. File Copy


29/8/17
(S. N. Datta)
Finance Officer (Actg.)