



No.RMS/6129/17

Dated: August 22, 2017

## Order

This is for information of all concerned that a 'Hall Management Centre' is being formed at IEST, Shibpur to frame policy and overall administration of the Halls/Hostels of residence of the Institute.

The centre will be administered by a Committee with the following members:

- |   |   |   |
|---|---|---|
| 1. Prof. Sudipta Mukhopadhyay<br>Associate Professor, Mining Engg. Department       | - | Chairman<br>& also In-charge of<br>Hall/Hostel allotment and furniture                        |
| 2. Prof. Chaitali Roy`<br>Professor, Civil Engineering Department                   | - | Coordinating Warden (1)<br>In-charge of Mess food   |
| 3. Prof. Tapas Roy<br>Assistant Professor, Civil Engineering Department             | - | Coordinating Warden (2)<br>In-charge of Hostel Maintenance                                    |
| 4. Prof. Deb Dulal Das,<br>Associate Professor, Metallurgy & Materials Engg. Dept.  | - | Coordinating Warden (3)<br>In-charge of Infrastructure<br>Including landscaping and gardening |
| 5. Prof. Tapendu Mandal,<br>Assistant Professor, Metallurgy & Materials Engg. Dept. | - | Coordinating Warden (4)<br>In-Charge of Outsourcing of Services                               |
| 6. All Wardens  | - | Member  |
| 7. Student representative from each hall/hostel (JMCR)                              | - | Member  |
| 8. Mr. Alok Mitra, Assistant Proctor  | - | Convenor  |

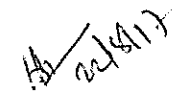
The Committee will report to the Dean, Students' Affairs.

This is issued as per the direction of the Director.

Sd/-  
(Dr. Biman Bandyopadhyay)  
Registrar

Copy forwarded for information and necessary action to:

- 1) Director
- 2) All members of the Committee
- 3) All Deans/Heads of the Departments/Heads of Schools/Heads of the Centres
- 4) All Officers
- 5) All Hostel/Hall Wardens
- 6) Institute Website

  
Registrar  
IEST, Shibpur