



**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.: RMS/6522/18

Date: 28<sup>th</sup> February, 2018

**NOTICE**

This is for information of all concerned that working lunch will be provided to all faculty members, students, employees, officers, different committee members and guest, who will be participating in the 4<sup>th</sup> Annual Convocation of the Institute on 4<sup>th</sup> March, 2018.

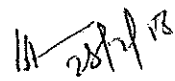
The participants are requested to collect their refreshment from the venue against coupon to be issued by the Refreshment Committee as mentioned below:

1. Faculty members, members of the Senate, BOG, Convenors of Jt. Convenors of different committees and other dignitaries - Alumni Guest House.
2. Students – Cafe Inn
3. All non teaching employees and guardians – Suktara Dakua Ghosti (Ladies Canteen)

Sd/-  
(Dr. Biman Bandyopadhyay)  
Registrar

Copy forwarded for information and necessary action to:

1. Director
2. All Deans /All Heads of the Departments/ Schools/ Centres
3. Members of the Convocation 2018 committees
4. BOG and Senate members
5. Recipient of degrees (students) - through Controller of Examinations and Institute Website
6. Convenor, Refreshment Committee – With the request for necessary arrangements for distribution of /serving lunch and distribution of lunch/snacks coupons.
- ✓ 7. Institute website

  
Registrar