



Office Order No. Dean/IPM/2018/04

Date: 4th May, 2018.

ORDER

This is for information of all concerned that the Director, Indian Institute of Engineering Science and Technology, Shibpur is pleased to allot the Board Room and the room previously used by the Secretary to the Vice Chancellor, at the Ground Floor and adjacent to the First Lobby of the Main Academic Building of the Institute, to the Office of the Contributory Medical Scheme (CMS) of the Institute, for smooth functioning of the business of the Office of the CMS.

The Chairman, CMS is requested to:

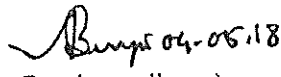
- a) To initiate the process of refurbishing the newly allotted rooms; and
- b) To submit the finalised proposed layouts of these rooms (preferably through the floor plans) to the undersigned within two weeks from the date of issue of this order, to enable early completion of internal civil and electrical works of these spaces.

This is issued with the concurrence of the Director.

Sd/-
(Aditya Bandyopadhyay)
Dean, Infrastructure Planning and Management

Copy forwarded for information and necessary action to:-

- 1) All Deans and Associate Deans;
- 2) All Heads of the Departments/Directors of Schools/Heads of Centres;
- 3) All Officers;
- 4) University Engineer;
- 5) Caretaker;
- 6) The P.S. to the Director;
- 7) Institute Website.


(Aditya Bandyopadhyay)
Dean, Infrastructure Planning and Management