



कुलसचिव कार्यालय / निबंधक कार्यालय / Office Of The Registrar
भारतीय अभियांत्रिकी विज्ञान एवं प्रौद्योगिकी संस्थान, शिवपुर
ভারতীয় প্রকৌশল বিজ্ঞান এবং প্রযুক্তিবিদ্যা প্রতিষ্ঠান, শিবপুর
INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR
AN INSTITUTE OF NATIONAL IMPORTANCE

Order No. RDO/1079/25 dated 04/09/2025

In continuation of the Circular No. RMS/445/25 dated 21.08.2025 and subsequent letter No. F.No.33-5/2022-TS.III dated 27.08.2025 of MoE, Gol, the undersigned is directed to convey that the Director has been pleased to appoint the following officials as Chairperson, Rajbhasha Vibhag & Regional Language Implementation Committee; Officer-in-Charge, Rajbhasha Vibhag; and Officer-in-Charge, Regional Language of IEST, Shibpur with immediate effect, until further orders.

01.	Dr. Ankita Pramanik, Associate Professor, Dept. of ETCE	Chairperson, Rajbhasha Vibhag & Regional Language implementation Committee
02.	Shri Alok Kumar Mitra, Deputy Registrar (Establishment-II)	Officer-in-Charge, Rajbhasha Vibhag
03.	Dr. Bivore Das, Assistant Registrar (Estate)	Officer-in-Charge, Regional Language
04.	Shri Ankit Kumar, Assistant Registrar(R&C)	Member and Convenor of the Rajbhasha Vibhag & Regional Language implementation Committee

The Superintending Engineer (Acting) is requested to implement the directive communicated vide the Institute's Circular No. RMS/445/25 dated 21.08.2025 and MoE, Gol's letter no. F.No.33-5/2022-TS.III dated 27.08.2025, as soon as possible, beginning with outer signages and subsequently addressing inner signages.

The Institute will endeavor to promote trilingual communication. Accordingly, the Chairperson of the Rajbhasha Vibhag & Regional Language Implementation Committee and her team are requested to facilitate the inclusion of the regional language (i.e., Bengali) in the communication in addition to Hindi and also to monitor the smooth implementation of the Circular No. RMS/445/25 dated 21.08.2025 and MoE, Gol's letter no. F.No.33-5/2022-TS.III dated 27.08.2025.

The stated committee will finalize the design of trilingual letter pads, nameplates, and visiting cards at the initial stage and implement the same at the earliest.

All stakeholders are requested to implement the trilingual letter pads, nameplate, and visiting cards at the initial stage apart from the other advisory issued vide Institute's Circular No. RMS/445/25 dated 21.08.2025.


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To:

- (1) Dr. Ankita Pramanik, Associate Professor, Dept. of ETCE
- (2) Superintending Engineer (Acting)
- (3) Shri Alok Kumar Mitra, Deputy Registrar (Establishment-II)
- (4) Dr. Bivore Das, Assistant Registrar (Estate)
- (5) Shri Ankit Kumar, Assistant Registrar(R&C)

Copy forwarded for information and necessary action to:

- (1) All Deans/Heads of Departments/Schools/Centres
- (2) All Officers
- (3) All Section-in-Charges
- (4) PS to the Director
- (5) PS to the Registrar
- (6) Record Section
- (7) Institute Website

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