



कुलसचिव कार्यालय / निबन्धक 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....R00/283/25..... Dated: 12/03/2025

This is for information to all concerned that the Assistant Registrar (Administration)/Deputy Registrar (Administration)/Joint Registrar (Administration) is hereby authorized to sign the order related to LTC, Leave etc. for the employees of the Institute, subject to the approval of the Competent Authority.

This is issued with the approval of the competent authority.


कुलसचिव / Registrar

To: Assistant Registrar (Administration)/Deputy Registrar (Administration)/Joint Registrar (Administration)

Copy forwarded for information and necessary action to:

1. PS to the Director
2. All Deans/ All Heads of the Departments/Schools/Centre
3. All Officers
4. Institute website
5. Record Section