



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**

No. *RM 3/345/24*

Dated: *30/08/2024*

**Circular**

CAG Audit Team will visit the Institute from 02.09.2024 to 18.09.2024 for conducting the financial audit (SAR) of the Accounts for the year 2023-24.

The team may visit different sections without prior notification and all Heads/Officers/Section-in-Charges should respond to all audit related queries by 24 hours of receipt positively.

For the said purpose, Sri Shib Sankar Basak, Assistant Registrar (Academic and Administration & IA) shall act as the Nodal Officer of the Institute from 02.09.2024 (till completion of said work) to assist the CAG Audit Team during their visit.

This is issued with the approval of the competent authority.

Sd/-  
(Prof. Anirban Gupta)  
Registrar (Acting)

Copy forwarded for the information and necessary action to:

1. PS to the Director
2. All Deans
3. All Heads of the Departments/Schools/Centres
4. All Officers/Section-in-Charges
5. Sri Shib Sankar Basak, Assistant Registrar (Academic and Administration & IA)
6. Record Section
7. Institute Website
8. File copy

*Anirban Gupta* *30/8/24*  
(Prof. Anirban Gupta)  
Registrar (Acting)