



**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/364/24*

Date: *09/09/2024*

**CIRCULAR**

**Premium payment for National Insurance Company Limited and United India Insurance Company Limited**

This is for information of all concerned to opt either of the following two options for payment of the insurance premium in compliance with the resolution No. 17.17 of the Board of Governors:

- I. The whole insurance premium can be paid in 'one go'
- II. The calculated insurance premium shall be deducted in twelve (12) equal monthly instalments with an interest rate as deemed appropriate by the competent authority.

Option shall be exercised by application in a plain paper and be addressed to the Joint Registrar (Finance) by 12<sup>th</sup> September, 2024 failing which **Option-I** shall automatically be applied.

This is issued with the approval of the competent authority.

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

Copy forwarded for information and necessary action to:

1. PS to the Director
2. All Deans/Heads of the Departments/Schools/Centres - with a request to kindly circulate amongst the employees under their control
3. All Officers - with a request to kindly circulate amongst the employees under their control
4. Institute Website

*Agupta 9/9/24*  
(Prof. Anirban Gupta)  
Registrar (Acting)