



Office of the Registrar  
Indian Institute of Engineering Science and Technology, Shibpur  
(Formerly Bengal Engineering and Science University, Shibpur)  
P.O.: Botanical Garden  
Howrah – 711 103, West Bengal.

Memo No.: RMS/538/2023


Dated: 20.12.2023

NOTICE

This is for information of all concerned that the 10<sup>th</sup> Annual Convocation of this Institute is scheduled to be held on December 22, 2023 (Friday).


The 'Lunch Coupons' for the 10<sup>th</sup> Annual Convocation will be distributed by the 'Refreshment Committee' from the Office of the Registrar at the Registrar's Meeting Room, 5<sup>th</sup> Floor of Administrative Building on 20.12.2023 between 02:30 p.m. to 04:30 p.m.

All Officers and Heads of various Departments, Schools, Centres including Administrative Sections are requested to send their authorized representatives mentioning the number of heads (including Regular, Contractual and Outsourced employees, if any) in writing, to collect the coupons for their respective Departments/Sections.

  
(Dr. H.P. Sharma)  
Registrar (Acting)

Copy for Circulation on URGENT basis to:

1. Office of the Director
2. All Deans/Heads of Departments/School/Centres/Sections
3. All Officers
4. Institute Website

  
(Dr. H.P. Sharma)  
Registrar (Acting)

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