



No.: RMS/846/22

Dated: 16<sup>th</sup> August, 2022

**Circular**

This is for information of all concerned that:


1. CAG Audit Team is visiting the Institute from today i.e. 16.08.2022 and this audit team will stay till 31.08.2022. The team may visit different sections without prior notification and all Heads/Officers/Section-in-Charge should respond to all audit related queries by 24 hours of receipt positively.
2. Regular staffs shall ensure attending office regularly, failing which concerned Heads/Officers/Section-in Charge/PIC/FIC shall mark them ABSENT.

This is issued with the approval of the competent authority.

Sd/-  
(Dr. Devasis Datta)  
Registrar (Acting)

Copy forwarded for information and necessary action to:

1. Office of the Director
2. All Deans/Heads of Departments/Schools/Centres
3. All Officers
4. All Section –in Charges
5. Record Section
6. Institute Website

  
16082022  
(Dr. Devasis Datta)  
Registrar (Acting)