



No. RMS/339/20

Date: 12th May, 2020

CIRCULAR

The Publicity Committee/Cell has been constituted by the Institute vide office Order No. RDO/1368/19 dated 08/07/19 under the Chairmanship of Prof. Kanika Das (Bhattacharya), Professor, Department of Electrical Engineering (copy enclosed).

All Faculty, Officers and Staff members of the Institute are hereby advised to correspond with print and electronic media only through this cell regarding matters related to the Institute. For reporting various activities in different Departments a brief write-up may be submitted to the Publicity Cell and the same after review shall be released by the Publicity Cell as a Press release. All employees are also advised to follow the conduct rule of the Institute, i.e., the CCS (CCA) Rules, 1965 in this regard.

This is issued with the approval of the Competent Authority.

Encl.: As stated

Sd/-
(Dr. Biman Bandyopadhyay)
Registrar

Copy forwarded for information and necessary action to: -

1. PS to Director
2. All Deans / Head of the Departments, Schools, Centres /All Officers
3. Prof. Kanika Das (Bhattacharya), Professor, Department of Electrical Engineering
4. Institute Website

H/ 12/05/2020
Registrar



No: RDO/1368/19

Date: 08/07/19.

Order

As per MHRD D.O. No. F. No.33-3/2018-TS.III dated 21st June, 2019, the following effective publicity Committee is constituted for communication & outreach activities of the Institute.

- | | |
|--|---------------|
| 1) Prof. Konika Das (Bhattacharyya), Professor, Dept. of Electrical Engg. | - Chairperson |
| 2) Dr. Anuj Kishor Budhkar, Assistant Professor, Dept. of Civil Engg. | - Member |
| 3) Dr. Nirnoy Ghosh, Assistant Professor, Dept. Computer Sc. & Technology | - Member |
| 4) Dr. Nirmalya Kumar Bhattacharyya, Deputy Registrar (Academic) | - Member |
| 5) Dr. Bivore Das, Assistant Registrar | - Member |
| 6) Dr. Ankita Pramanick, Assistant Professor, Dept. of Electronics & Telecommunication Engineering | - Convener |

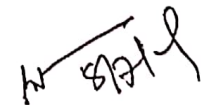
The primary responsibility of the publicity team shall be promoting outreach activities via social media (Facebook, Instragram, Twitter etc.). In addition the team shall look after the publicity via print and electronic media (activities such as arranging press conference as and when required and preparing press release in English/Hindi/ Bengali)

This is issued with the approval of the competent authority.

Sd/-
(Biman Bandyopadhyay)
Registrar

Copy forwarded for information and necessary action to:

1. Private Secretary, Office of the Director
2. All the members of the Committee
3. All Deans/ Head of the Departments/Schools/Centres
4. All Officers
5. Institute Website


Registrar