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Ghani Khan Choudhury Institute of Engineering & Technology
(A Centrally Funded Technical Institute under Ministry of H.R.D., Govt. of India.)
Narayanpur, Dist.: Malda, Pin- 732141, West Bengal

Memo No: GKCIET/3847

Date: 19.08.2019


OFFICE ORDER

In the interest of the Institute work, following responsibilities are hereby assigned to the faculty member, in addition to his own responsibilities, vide clause no. 20 of MoA, GKCIET with immediate effect.

| Sl. No. | Name & Designation | Additional Responsibility |
|---------|--|---------------------------|
| 01. | Dr. Sandip Chanda, Associate Professor (EE) | Dean - Student Welfare |

Henceforth, the Wardens, HoS-Training & Placement, Cultural Activities Committee and any other In-charges involved with Student Welfare/activities shall work with the Dean-Student Welfare and route all student welfare related correspondence through Dean-Student Welfare to the Director, GKCIET before sending to outside agencies. The arrangement of HoS, Student Welfare stand discontinued.

This issues with the approval of the competent authority.


(Md. Abdur Rajjaque)
Assistant Registrar (A&E)

Copy to:

1. Person concerned (by name)
2. Dean-Acad. P&D
3. All wardens
4. All HoDs/HoS'
5. System Manager - for uploading the same in the Institute Website.
6. Director - for kind information please.
7. File copy