



भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर
Indian Institute of Technology Bhubaneswar

एफ/F.2-14/2013-Estt./ 234

दिनांक/Date: 22 October 2020


कार्यालय आदेश / Office Order

Sub: Reallocation of work among the Officers in the Registry

This is to convey that the Competent Authority has approved the following re-allocation of duty, with effect from 22 October 2020 (AN):

Sl. No.	Name & Designation	Work/ Assignment	Reporting Officer
1.	Shri Manas Kumar Behara Assistant Registrar (Establishment & Recruitment)	1. Establishment Section 2. Recruitment Section 3. House Allotment 4. RTI as PIO 5. Public Grievance 6. Dak & Dairy	Registrar
2.	Dr. S. N. Routray Assistant Registrar (R & D)	Nodal Officer - COVID 19 Public Grievances	Registrar
3.	Shri P. K. Sahoo Assistant Registrar (Academics)	Legal Matters	Joint Registrar
4.	Lt Cdr Raj Kumar Chief Security Officer	Management of outsourced Manpower	Joint Registrar
5.	OSD (F&A)	Continuing Education	Joint Registrar

The above work allocation i.r.o the Officers at Serial No. 2 to 5 are in addition to their present assignments.


कुलसचिव /
Registrar

सेवा मे /To

All Concerned Officers

प्रतिलिपि / Copy to:

1. All Deans/Heads of Schools/ Academic Coordinators
2. All PICs/ Chairpersons/ Coordinators
3. Warden / Assistant Wardens
4. President, Student Gymkhana

5. PIC-Web : With request to update the Institute website
6. Joint Registrar (F&A)
7. Superintending Engineer (Civil)
8. All Officers /OSDs
9. Secretary to Director/Registrar
10. Office Order File