



# INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, KALYANI

(Autonomous institution under MHRD, Govt. of India & Department of Information  
Technology & Electronics, Government of West Bengal)

c/o WEBEL IT Park, Opposite of Kalyani Water Treatment Plant  
Near Buddha Park, Dist. Nadia, P. O Kalyani PIN - 741235, West Bengal  
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No. IIITK/OO/2019/O2/63

18<sup>th</sup> April, 2019.

## OFFICE ORDER

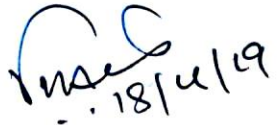
This is for information to all concerned that Ms. Sreejoyee Das, Technical Assistant of the Institute, has been performing the duties with the Institute website team and is also looking after the maintenance and regular updation works. It has been observed that since the Institute is growing, the portal development works and regular maintenance of the webpages needs engagement of one person on regular basis. Henceforth, Ms. Das will perform the portal development works and regular maintenance of the webpages exclusively on every Tuesday and Thursday of the week (these days may also be changed in every semester based on the routine) in addition to her present duties on the rest days of the week i.e. on Wednesday, Friday and Saturday.

This is issued with the concurrence of the Competent Authority.

(S. N. Datta)  
Registrar (Offg.)

Copy for information and necessary action to :

1. Ms. Sreejoyee Das, Technical Assistant Gr.II, IIIT Kalyani.
2. Faculty Coordinator, IIIT Kalyani.
3. Assistant Registrar, IIIT Kalyani
4. Website
5. File.

  
18/4/19  
(S. N. Datta)  
Registrar (Offg.)