



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, KALYANI

Autonomous institution under MHRD, Govt. of India

&

Department of Information Technology & Electronics, Govt. of West Bengal

WEBEL IT Park Campus, Near Budha Park, Kalyani -741235,

West Bengal, website : www.iiitkalyani.ac.in, office@iiitkalyani.ac.in

IITK/OO2/2020/79

Date: April 05, 2020

C I R C U L A R

Sub : An Appeal to the IIIT Kalyani Community to Contribute to “Prime Minister’s Citizen Assistance and Relief in Emergency Situations Fund “PM CARES Fund” for COVID-19

With reference to the circular No. **IITK/OO2/2020/77**, dated **April 03, 2020** for the above subject, I wish to inform that many faculty and staff member have already responded to the request. However, some of the faculty and staff members still have not responded to the request due to lockdown. We would like to remind those faculty and staff members of the Institute who have not responded so far to generously contribute to the PM CARES Fund to strengthen the efforts of the Government to combat the COVID-19 pandemic.

All are requested to fill the form attached overleaf and send it to the Registrar, IIIT Kalyani. You may also send your consent for contribution to the PM CARES Fund through Institute email to office@iiitkalyani.ac.in in case you are facing difficulty in sending scanned copy of the filled up and signed form.

In this regard, it is stated that the employees’ contribution is voluntary and those desirous of opting out will be exempted. Accordingly, those who want to opt out may send their request through email within 20th April 2020. In the event of not received either consent for contribution or request for opting out within 20th April 2020, it will be presumed that the employee is willing to contribute to PM CARES Fund. In that case equivalent amount of one day salary will be debited from the salary of April 2020 for contribution to the PM CARES fund. The above donations / contributions shall be eligible for rebate u/s 80G of Income Tax Act.

Sd/-

(S. N. Datta)

Registrar (Offg.)

To Faculty Coordinator / All Faculty members / Officers

Copy to :

1. Secretary, MHRD and Chairman, Governing Body, IIIT, Kalyani
2. Mentor-Director, IIIT Kalyani
3. Executive-Director, IIIT Kalyani
4. All Assistant Registrars, IIIT Kalyani
5. All Faculty-in-Charges, IIIT Kalyani
6. President, Students' Gymkhana, IIIT Kalyani
7. All Wardens Hostels, IIIT Kalyani
8. All Staff members
9. Institute website
9. Office file

(S. N. Datta)

Registrar (Offg.)