



Office of International Relations  
Indian Institute of Technology  
Kharagpur – 721 302

Ref: 560/2019/OIR

To  
Deputy Registrar  
Establishment  
Indian Institute of Technology,  
Kharagpur  
06/11/2019

**SUBJECT:** Booking for Committee Room for 18<sup>th</sup> November and until 19<sup>th</sup> November Forenoon for conducting meetings with University of Manchester, UK delegation.

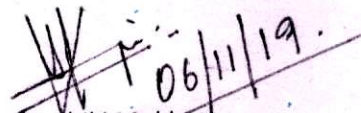
Dear Sir,

We request the access of the Committee Room on 18<sup>th</sup> November and until the forenoon of 19<sup>th</sup> November for our Administrators and faculty members to conduct meetings with University of Manchester, UK delegation.

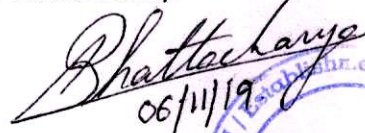
We request that AV equipments be kindly be provided from conducting the meetings.

Thanking you,

Sincerely,

  
Koushiki Mukherjee  
International Relations Executive  
Office of International Relations

Forwarded by:

  
06/11/19

Anandaroop Bhattacharya

Dean IR (Officiating)



  
7-11-2019