



## OFFICE OF INTERNATIONAL RELATIONS

Indian Institute of Technology Kharagpur  
Kharagpur- 721302, India

Ref No.: 1669/2022/OIR

Date: 09.12.2022

### NOTE

The Airfare expenses of the following officials are approved by the competent authority as per the document w.r.t Ref No. – 1657/2022/OIR, Dated 05.12.2022, that was booked through Balmer Lawrie & Co.

- (1) Ms. Alivia Nag
- (2) Ms. Koushiki Mukherjee
- (3) Ms. Rituparna Chakraborty

Therefore, you are being requested to kindly make the payment of amount INR 65,529 to Balmer Lawrie & Co.

The necessary documents have been attached herewith for your kind reference.

*R. Chakraborty*  
15/12/2022  
Associate Dean,  
International Relations and Ranking

*J* 15/12/22  
Dean, Outreach & Alumni Affairs

Deputy Registrar, Accounts

