



OFFICE OF INTERNATIONAL RELATIONS

Indian Institute of Technology Kharagpur
Kharagpur- 721302, India

Ref No.: 1684 /2022/OIR

Date: 23.12.2022

Subject: Request for reimbursement of Airfare and bills for procurement of Laptop to Nwe Ni Kyaw – ASEAN DIA Fellow

This is to inform you that Ms. Nwe Ni Kyaw (Roll No.: 20CS91A01) is an ASEAN-DIA Fellow and she is pursuing her Ph.D. in the Department of Computer Science and Engineering under the supervision of Prof. Pabitra Mitra.

According to the information that has been mentioned in the ASEAN –DIA website (<https://asean-iit.in/>), the ASEAN-DIA fellows are entitled to reimbursement of flight expenses for the first incoming visit to India out of the Annual Research Grant (1,70,000 INR) that has already been received by the Institute. Also, the DIA fellows are allowed to use the Annual Research Grant for the contingency expenditure in connection with the research work.

Therefore, it is being requested for the reimbursement of the airfare that amounts to 48,505 INR [INR 36,753 approx. (for 490 USD) + INR 2520 + INR 9,232 approx. (for 12.08 USD)] and reimbursement of bill for the procurement of a laptop that amounts to INR 96,385 to Ms. Nwe Ni Kyaw.

The payment shall be made to Nwe Ni Kyaw's Bank Account, the details of which is given below:

| | |
|-----------------------|--|
| Name | NWE NI KYAW |
| Account Number | 40777362731 |
| Account Type | SAVINGS BANK ACCOUNT |
| Bank Name and Address | STATE BANK OF INDIA, KHARAGPUR, P.O. KHARAGPUR TECHNOLOGY |
| IFS Code | SBIN0000202 |

Also, it is to be noted that the Institute had already given the stipend for the 1st Quarter of FY 2022-23 to Nwe Ni Kyaw, which was released from the MHRD Grant, IIT Kharagpur. Thus, an amount of INR 93,000/- to be refunded to the MHRD Grant (Account No. – 37742300610) of the Institute.

All the required documents have been attached herewith.

Associate Dean,
International Relations and Ranking

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