



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

No: 1955 /2023/OIR

Date: 11.08.2023

NOTE

The application for inviting Prof. Rao S Govindaraju, Bowen Engineering Head of Civil Engg, Purdue University as International Faculty under SGR International Faculty Outreach Program was approved by the SGRIP committee in April 2023. Prof. Govindaraju had visited IITKGP during April 09-13, 2023.

Prof. Govindaraju was already in India for approximately 6 months preceding his visit to IITKGP and had booked the tickets himself from an agent other than the authorized travel agents.

The Finance & Accounts section had requested clarification on the reasons of purchase of tickets from unauthorized travel agents, which was provided by Prof. Rajib Maity (CE), coordinator of Prof. Govindaraju's visit. The Finance & Accounts section has requested that as per prevailing rules, in case of unavoidable circumstances, the competent authority may grant relaxation.

The supporting documents along with comments of the F&A Section and that of Prof. Maity is enclosed for your review and kind consideration.

*W P 11/08/23.*  
IR Executive

*Debit 11/08/23*  
Executive Officer

*16/08/2023*  
Associate Dean (RA & IR)

*This may be allowed to be processed for  
fund release as a special case from SGRIP.  
Thanks and regards, Rajib Maity  
16/08/2023*

Deputy Director

DR, Accounts