



**Office of International Relations
Indian Institute of Technology Kharagpur
Kharagpur - 721 302**

DEPUTY DIRECTOR'S OFFICE
No.....
IN 06 OCT 2023
OUT
IIT KHARAGPUR

Ref: 2000/2023/OIR

Date: 03.10.2023

Subj: Request for Approval for Signing the MoU with DAAD German Academic Exchange Services

निदेशक कार्यालय DIRECTOR'S OFFICE
सं. NO 3206
IN 06 OCT 2023
OUT
भा प्रो सं खड़गपुर IIT KHARAGPUR

IITKGP and DAAD wishes to sign an MoU in order to enhance the scope of the present Agreement of Cooperation between IITKGP and DAAD with regard to the DAAD IIT Faculty Exchange Programme.

To this end the financial terms of the Exchange was discussed in the MoU committee on 19.05.2023. The competent authorities discussed and arrived at a consensus on the financial terms of exchange (enclosed Flag 1)

The information was conveyed to DAAD. The partially signed document on the Agreement of cooperation was received from DAAD on 03.10.2023.

The supporting documents are enclosed for your kind consideration and approval.

It is also requested that Director be the signatory of the MoU.
DAAD has requested that the scanned copy of the signed MoU be shared with them by end of this week for necessary requirements for the ceremonial exchange of the MoU in the German Embassy on the 11th of October (Flag 2). Director is requested to nominate one individual to visit Delhi for the same during Oct 10-11, 2023.

Shaharawat
Associate Dean AA&IR

Deputy Director

Associate Dean may be
nominated, if agreed to.

Director

Requesting the following
individuals for this visit to
Delhi, during 10-11 October 2023, please.
1. Mr. Sanjeev K. Verma
2. Mrs. Komalii Mukherjee
Submitted for approval please
The travel (by flight), transportation,
accommodation, fooding etc charges
would be borne at actuals, as per
the institute norms, then may be
approved. Please
Thanks and regards
Shaharawat
5/10/2023.

Please Note: Keeping in mind environmental concerns, the email correspondences have been printed on recycled paper.

A approved
A 08/10/2023