



Office of Alumni Affairs & International Relations  
Indian Institute of Technology  
Kharagpur - 721 302

REF: 2116/2023/OIR

Dated: 10.01.2024

**Sub: Request for processing for GoI Clearance for the visit of 02 foreign delegates from Germany to attend the Indo-German Scientific workshop in Chemical Engineering Department at IITKGP during February 17-26, 2024.**

The Office of Alumni Affairs & International Relations (AA&IR) is hereby submitting the following documents to Asst. Registrar Estb: Director's approval copy (Flag-i), Filled-up Ministry Clearance forms (Flag-ii), Invitation Letters copy (Flag-iii) and Passport's copy (Flag-iv) for the following 02 international visitors who are scheduled to visit IITKGP during February 17-26, 2024 to attend the Indo-German Scientific workshop in Chemical Engineering. The faculty coordinator of their visit is Dr. Monojit Chakraborty of Chemical Engineering Department, IITKGP.

Name of the Visitors	Country	Passport No.
Mr. Patrick Lott	Germany	C8VMR9VYVG
Mr. Eric Julian Otto	Germany	C6JFTYXNW

This is for necessary processing please.

Kindly acknowledge the receipt of the above documents and get back to Office of Alumni Affairs & International Relations on incremental update.

Thank you.

Encl. Flag: (i) Director's approval copy  
(ii) Filled-up Ministry Clearance Forms  
(iii) Invitation Letters copy  
(iv) Passport's Copy

*Anup Kr. Ray*, 10.01.24  
Junior IR-Executive

*for Dr. James*  
Junior Assistant  
*for Dr. James*, 10.01.24  
Executive Officer

*for Dr. James*, 10.01.24  
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