



पूर्व छात्र मामले और अंतर्राष्ट्रीय संबंध कार्यालय  
भारतीय प्रौद्योगिकी संस्थान, खड़गपुर

Office of Alumni Affairs & International Relations  
Indian Institute of Technology, Kharagpur



REF: 2191/2024/OIR

Dated: 27.03.2024  
27/03/2024

**Sub: Approval for the visit of 07 visitors from University of Melbourne (UoM), Australia to discuss academic collaboration with IITKGP during 09<sup>th</sup> – 10<sup>th</sup> April, 2024.**

The following 07 visitors from University of Melbourne (UoM), Australia are scheduled to visit during 09<sup>th</sup> -10<sup>th</sup> April, 2024 to discuss academic collaboration with IIT Kharagpur.

SL.NO	Name of the Visitor	Citizenship	Passport No.
1	Prof. Meenakshi Arora	Australian	PA2730580
2	Prof. Jagannath Aryal	Australian	PB2258523
3	Prof. Surinder Singh Chauhan	Indian	B6737600
4	Prof. Francesco Vetere	Australian	RA2110906
5	Prof. Lu Aye	Australian	PA6779681
6	Dr. Vera Alexandra Korasidis	Australian	RA1336824
7	Ms. Daniela Reichert	Australian	RA5755293

This is placed for your kind consideration and approval of the followings:

- For the visit of 07 visitors during 09-10, April, 2024 from University of Melbourne to IITKGP.
- All the international expenses will be borne by the visitors.
- All expenses vide ref. no.: 2031/2023/OIR dated 30.10.2023 for foreign delegation visit will be supported by the operating grant of OAA&IR.
- Booking of a special dinner for 30 faculty members including staff members on 09.04.2024 during the breakout session in the banquet hall in TGH, IITKGP.

E.

Item	Quantity	Vendor	Amount in INR (Approximate)
SUV Car (From Kolkata airport to IITKGP via halt in SLGH)	3	1. Ezy way tour and travels 2. Bhattacharya Tours & Travels 3. Krishna Air Travels	6500/SUV
SUV Car (From IITKGP to Kolkata airport)	3		6500/SUV
SUV for local duty in campus (If required)	2	(Orders may be given equally to all three vendors) as per LPC of convocation	4000/SUV/day

All the expenditures of hiring of the cabs may be supported by the **Rule 194(i) of GFR 2017** - Single Source Selection - tasks that represent a natural continuation of previous work carried out by the firm. (GFR copy enclosed)

The supporting documents of the visit are enclosed.

Enclosures:

- Operating grant approval copy
- Filled-up Ministry Clearance Forms
- Issuance of Visa Forms
- Passport/OCI/E-Visa Copy
- Filled-up FVI Forms Copy
- Approval copy of vendors of transport during 69<sup>th</sup> Convocation.
- Rule 194(i) of GFR 2017.

Assistant Registrar

Associate Dean AA&IR

Dean Outreach & AA

Director

1: Be approved for the visitors  
2: Be approved for the associated tasks in connection with the visit, in compliance with the institute norms following actual costs (please extend & A/C section)  
3: Requesting Audit & A/C section to extend as far as possible to help as far as possible.

Sanjiv Verma  
Junior Assistant

Shabnam  
4/4/2024

Approved  
65/04/2024