



Ref. No. 2379/2024/OIR

Date: 22.10.2024

Sub: Request to approve the visit of IR Office representatives to IIT(ISM) Dhanbad to participate in the IR Conclave during 12th to 13th December 2024.

With reference to the enclosed invitation from the Office of International Relations, IIT (ISM) Dhanbad, regarding participation in the IR Conclave 2024, it is proposed that the following representatives from the Office of International Relations, IIT Kharagpur, along with the undersigned, may attend this event:

1. Ms. Koushiki Mukherjee
2. Mr. Arup Kumar Roy

As per the invitation, IIT (ISM) Dhanbad will cover local accommodation, food expenses, and local transportation for all participants for two days. The remaining costs, such as travel expenses and incidental charges, will need to be borne by IIT Kharagpur.

Submitted for approval, please.

Rebab Mukherjee
28.10.2024
Dean, International Relations

Deputy Director

*As per rule
by
21/11/24*

Director

*AK
04/11/2024*

