



Indian Institute of Technology Kharagpur  
Administrative Approval For Procurement (FORM - A)

FBR/2022-2023/IIT/19283

Booking Request ID:FBR/2022-2023/IIT/19283

Booking ID:FBK/2022-2023/IIT/18417

Name of Indentor : Shruti Singh Parihar (16066)  
Designation : Executive Officer  
Organisation : Indian Institute of Technology Kharagpur  
Cost Center : International Relations  
Project : Not Applicable

Budget Information : Maintenance Fund

Item Description : Being amount paid to Vinayan Narayanan- P/2019/388 towards honorarium for website development, database maintenance, website design etc. for International Office.

Total Estimated Value : 10000.00 [ Rupees Ten Thousand Only ] /-

Status : Approved

Justification(add extra sheet if required ) :

summarized position of allocation

Total Allocated Amount	Cumulative Booked Fund	Available Balance	Total Concurred	Creation Information
1284518.00	1267078.00	17440.00	1220196.00	16066 24-02-2023 01:41 PM

Date:

(Signature of The Indentor)

Shruti Singh Parihar  
Executive Officer  
Emp. Code: 16066

If Proposal upto 600000 /-

Dean (Outreach)  
IIT Kharagpur

Approved

Date:

(Signature and Seal of The Dean)  
(Signature of The Dean)  
ALL DEANS OTHER THAN DEAN(SRIC)/HoD / HoC / HoS / DEAN (VGSOM) / DEAN (RGSOIPL) / REGISTRAR/ALL CHAIRMAN/ CHAIRPERSON/ HEAD CIC / HEAD IIC / PRESIDENTS TSG / ALL PICs / CHIEF ENGINEER IW/LIBRARIAN/ PMO, BCRT/SE/JJOINT REGISTRAR / DEPUTY REGISTRAR / Sr. EE

Approved

If Proposal above 600000 /-

Recommendation of the (ALL DEANS OTHER THAN DEAN(SRIC)/HoD / HoC / HoS / DEAN (VGSOM) / DEAN (RGSOIPL) / REGISTRAR/ALL CHAIRMAN/ CHAIRPERSON/ HEAD CIC / HEAD IIC / PRESIDENTS TSG / ALL PICs / CHIEF ENGINEER IW/LIBRARIAN/ PMO, BCRT/SE/JJOINT REGISTRAR / DEPUTY REGISTRAR / Sr. EE

Date:

(Signature with Seal)

Approved

Deputy Director

(Director)

Date:

**FINANCIAL POWER FOR APPROVAL**

All Transactions

Convert up to 5 transactions of  
Minimum ₹1500 into EMI at once!

Eligible for EMI

10 Feb '23

₹ 6,500.00

GOOGLE PLAY, MUMBAI, IN

Shruti Singh Parihar  
Executive Officer  
Emp. Code: 16066

*[Signature]*

Convert to EMI



**Office of International Relations  
Indian Institute of Technology  
Kharagpur-721302**

Ref. No. 1743/2023/OIR

Date: 09.02.2023

**Sub: Request to provide honorarium to System Analyst**

This is to state that Ms Vinaya Narayanan has worked on the new website of international relations for the month of Nov 2022, Dec 2022 and Jan 2023. The following tasks have been completed during the period:

- Updating pending content on the new IR website
- Updating existing IR website, including Digiplat
- Updating brandstore website
- Documentation preparation

An amount of INR 10000 may kindly be paid to Ms Vinaya Narayanan, the System Analyst as an honorarium from the operating grant of IR.

Submitted for the kind consideration and approval.

  
Associate Dean, IR & Ranking

  
9/2/23.

Dean, Outreach & AA

Executive, F&A

Pls transfer the approved payment to Ms. Vinaya. The account details must be available in records.

  
9/2/23



प्रो. गोबिंद चंद्रा  
Prof. Gobind Chandra  
Associate Dean  
International Relations  
अंतराष्ट्रीय संबंधों में  
आ पी मे विश्वविद्यालय Bangalore