

Computer & Informatics Centre (CIC)  
National Institute of Technology Rourkela



Form-CC/03

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FTS-

Date:

1. Employee Name:
2. Employee ID:
3. Department/Centre/Unit:
4. Designation:
5. Workshop/Conference/STC Name:
  
6. Duration:
7. Venue/Location:

Sl. No	Item	Required (Yes/No)
1	LED TV-75 inch (@ BBA only)	
2	LED TV-55 inch (@ PPA/TIIR/Departments etc.)	
3	Projector + Movable motorized Screen (@ PPA/TIIR/Departments etc.)	
4	Laptop (based on availability)	

Signature of Employee

Recommendation of HOD/HOC/HOU:

Signature of HOD/HOC/HOU

Note: Costing towards transportation to the venue and back will be borne by Computer & Informatics Centre (CIC). This is being done to facilitate faculties to conduct such programs which will improve Outreach of NIT Rourkela. Form to be sent via FTS. Scanned file to be sent to [software-helpdesk@nitrrkl.ac.in](mailto:software-helpdesk@nitrrkl.ac.in).

75" LED TV (@BBA only)



55" LED TV (@ PPA/TIIR/Departments etc.)



Projector + Movable motorized Screen (@ PPA/TIIR/Departments etc.)



