



राष्ट्रीय प्रौद्योगिकी संस्थान, राउरकेला
National Institute of Technology, Rourkela
स्थापना कार्यालय
Establishment Office

No. NITR/ES/2015/M/ 289

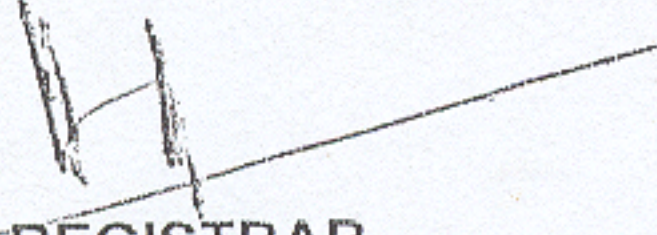
Date: 11.02.2015

CIRCULAR

Consequent upon creation of a new portfolio "Co-ordination, (Code-CN)" Mrs. S. Sahoo, Asst. Registrar and Mr. M.N. Anandbabu, Asst. Registrar have assumed charged of AR(CN) and AR(IA), respectively w.e.f. 01/12/2014.

Responsibilities and Reporting Structure of Asst. Registrar (CN) will be as follows:-

- I. Broad indicative Responsibility of Asst. Registrar (CN) – To supervise some administrative activities of Director's Office, Dean's Office, Alumni Relations, SAC, TIIR and a variety of other activities as and when assigned.
- II. Administrative Reporting – To Registrar.
- III. Functional Reporting – To Director, Dean (FW), Dean(AR), Dean(SW), Head (TIIR), respectively.


REGISTRAR

Copy to:

1. All Deans/Chief Warden/HODs/HOOs.
2. Secretary to Director.
3. Circular File.