



INDIAN INSTITUTE OF TECHNOLOGY KANPUR
Finance Officer

No. FO/IITK/Office/2017-18

Dated: 24 July 2017

Deputy Director
IIT Kanpur

Subject: Arrangement for 3-4 August 2017 in view of FC meeting at IIT Delhi

Dear Sir,

I shall be away to attend Finance Committee meeting at IIT Delhi from early morning of Thursday, 3 August to Friday, 4 August 2017. As Registrar and Jt. Registrar (F&A) shall also be away for the same meeting, it is requested that Dr. R K Sachan, Jt. Registrar (R&D) may exercise the financial delegations of Finance Officer on Thursday, 3 August and Friday, 4 August 2017.

2. Kindly approve the above proposed arrangement.

Munish Malik
24/7/17
(Munish Malik)
x. 7950

Copy to:

- i. Director – for kind information pl.
- ii. Deputy Director
- iii. All Deans
- iv. Registrar
- v. Jt. Registrar (R&D)
- vi. Jt. Registrar (F&A)
- vii. Sh. P K Mohanty o/o FO

Approved
Jt. Registrar
28.7.17.