



भारतीय प्रौद्योगिकी संस्थान कानपुर
Indian Institute of Technology Kanpur
अधिष्ठाता प्रशासन कार्यालय
Office of Dean, Administration

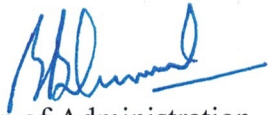
No. Estt./DOAD/2022/IITK/877
Date 05-07-2022

Office Order

Subject: Regarding engagement of Manpower on Work Assignment mode.

In continuation to Office Order No. Estt./DOAD/2020/IITK/905 dated: 05-10-2020, due to administrative reasons following is decided in order to eliminate multiple requests of Work Assignment manpower from different sections of one Department:

1. Henceforth, it is decided that department Head should consolidate all its section requests and sent only one request to Office of Dean of Administration for approval.
2. The requested duration should coincide with a calendar quarter example - April to June, July to September, October to December and January to March. However, if a request is for less than three months duration the same will be processed.


Dean of Administration

Copy to:

1. All PIs of Institute funded project
2. Website through Webmaster