

## DEAN OF DIGITAL INFRASTRUCTURE AND AUTOMATION

INDIAN INSTITUTE OF TECHNOLOGY (IIT), KANPUR KANPUR (U.P.) 208016

## **OFFICE ORDER**

No. DDIA/IITK/2020/OO-11 01-06-2020

The Office Automation Group will report to DDIA effective from June 1, 2020. The reporting involves new projects, modifications of existing projects including technologies used, maintenance, personnel involved in work, presentations and other relevant work. A thorough evaluation followed by any necessary changes will be initiated by the office of the DDIA immediately.

Sincerely

(Sumit Ganguly) DDIA

Cc:

- 1. All PRE, OA
- 2. All staff OA, including project employees assigned to OA.
- 3. Steering Committee Members, OA
- 4. JR, DDIA
- 5. Deputy Director