



# बिरला प्रौद्योगिकी संस्थान BIRLA INSTITUTE OF TECHNOLOGY

(वि. अनु. आ. अधिनियम १९५६ की धारा ३ के तहत मान्यता विस्तारित) | A Deemed to be University u/s 3 of UGC Act, 1956

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Ref. No. RO/Circular/2023-24/3884

08<sup>th</sup> November 2023

## OFFICE CIRCULAR

There shall be a meeting with the Heads of all the Academic Departments and In-charge, CIF to review the budget utilization during the current FY i.e., 2023-24 on 09<sup>th</sup> November 2023 in the Institute Conference Hall as per the time slots given below:

MECHANICAL ENGG	10:00 A.M.	BUSINESS MANAGEMENT	11:40 A.M.
PHARMACEUTICAL SC. & TECH	10:10 A.M.	HOTEL MANAGEMENT	11:40 A.M.
ELEC. & COMM. ENGG.	10:20 A.M.	MATHEMATICS	11:50 A.M.
CIVIL & ENVIRONMENTAL ENGG.	10:30 A.M.	ARCHITECTURE & PLANNING	11:50 A.M.
CHEMICAL ENGG.	10:40 A.M.	REMOTE SENSING	12:00 P.M.
ELECTRICAL & ELECTRONICS ENGG.	10:50 A.M.	SPACE ENGG. & ROCKETRY	12:10 P.M.
PRODUCTION ENGG	11:00 A.M.	COMPUTER SCIENCE & ENGG.	12:20 P.M.
BIO-ENGG. & BIO-TECH.	11:10 A.M.	QUANTITATIVE ECONOMICS AND DATA SCIENCE	12:30 P.M.
PHYSICS	11:20 A.M.	CENTRAL INSTRUMENTATION FACILITY	12:30 P.M.
CHEMISTRY	11:30 A.M.		

All Head of the Departments are hereby requested to attend the meeting as per their respective time slot given in the attached Annexure.

To,  
All Concerned

*Handip Dutta*  
08/11/2023  
Registrar (Officiating)

### Copy to:

1. All Dean(s)/ All HoD(s)/In-Charge(s), Academic Departments/
2. In-charge, CIF
3. Dy. Comptroller/Dy. Finance Officer/ DR (Purchase)
6. AR(Estate)
7. PS to VC
7. File