



BIRLA INSTITUTE OF TECHNOLOGY

(A Deemed to be University u/s 3 of the UGC Act, 1956)

OFF-CAMPUS (NOIDA) – 201301 (INDIA)

Ref: BITN/AR/OO/2024-25/32

Date: 22-05-2025

OFFICE ORDER

PRESS AND MEDIA CELL

The Press and Media Cell of Birla Institute of Technology, Off Campus : Noida has been constituted as mentioned herein under with immediate effect and until further orders to serve as the official channel for all press-related activities and media interactions with the objective of developing a positive image of the Campus.

Dr. Arun Mittal, Asst. Professor	Chairperson
Dr. Monika Bisht, Asst. Professor	Member
Dr. Lalit Mohan Bhatt, Editor	Member

Scope of the Committee:

- (1) To oversee and facilitate all communications with print media including all leading newspapers.
- (2) To create a diverse array of publications, showcasing the Campus's milestones, significant events, research initiatives, and the achievements of faculty and students for public awareness.
- (3) To coordinate and host press conferences, media briefings, and interviews featuring campus leaders and distinguished guests.
- (4) To maintain and update a comprehensive media contact database and manage outreach efforts.
- (5) To ensure timely and precise representation of BIT Off Campus : Noida across print media platforms.

This issues with the approval of the Director, BIT Off Campus : Noida and takes precedence over all earlier office orders of Press and Media Cell for BIT Off Campus : Noida.

Abhisek M.
22.05.2025
(Abhisek Mohapatra)
Assistant Registrar

Copy to:

- (1) All above concerned
- (2) All Students, Faculty & Staff Members through email
- (3) Institute Notice Board
- (4) PA to Director, BIT Off Campus : Noida for record
- (5) FIC-Website for uploading this Office Order on Institute's website