

BIRLA INSTITUTE OF TECHNOLOGY

MESRA RANCHI – 835 215

Ref No. GO/Estb/OO/2021-22/ 1981

Date: 05 July 2021

OFFICE ORDER

CENTRAL TIME TABLE COMMITTEE

A Standing Committee on Central Time Table is hereby constituted as under:

1. Mr. Prem Prakash - Central Time Table Coordinator
Assistant Professor
Department of Electrical & Electronics
Engineering
2. Dr. Shashank Pushkar - Additional Central Time-Table Coordinator
Assistant Professor
Department of Computer Science &
Engineering
3. Mrs. Sujata Priyambada Dash - Additional Central Time-Table Coordinator
Assistant Professor
Department of Management
4. Dr. Ashish Kumar Patnaik - Additional Central Time-Table Coordinator
Assistant Professor
Dept. of Civil and Environmental
Engineering

Scope of the Committee

- (i) Framing of Central Time Table.
- (ii) Assisting and coordinating with Departmental Time Table.
- (iii) Maintaining uniformity in the Time Table format.
- (iv) Coordinating with Dean (UGS) and Dean (PGS) regarding the same.
- (v) Publication of Time Table on the Institute website as well as on Notice Boards after approval of Dean (UGS) and Dean (PGS).
- (vi) Coordinating with ERP Cell regarding registration process based on the framed Time Table.

Tenure Till further orders.

This bears with the approval of the Competent Authority.



Registrar

To,
Concerned persons

Copy to:

1. All Dean(s) / Asso. Dean(s) / Director (IQAC) / CoE / CoA
2. All HoD(s) / In-Charge(s), Academic Departments / Sections / PIC
3. Director(s) / In-Charge(s) of BIT Off Campuses
4. Directors- University Polytechnic and BIT-STEP
5. Dy. Comptroller / Dy. Finance Officer
6. Dy. Registrar(s) / AO (E&HR) / Assistant Registrar(s)
7. PS to VC
8. Personal File