

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/Leave/2020-21/1271

Date: 19.03.2021

OFFICE ORDER NO. 338 OF 2020-2021

Sanction of Earned Leave/Commutated Leave mentioned against the name of individual members of staff are hereby granted as detailed below:

SL No.	Name of Employee	Designation	Application Date	Type of Leave	From Date	To Date	No. of Day (s)	EL/HPL Status
1.	Mrs. Soma Bhattacharjee Samadder	Senior Secretariat Assistant	021-03-08 11:31:35	Earned Leave	2021-03-04	2021-03-05	2	300+9/146
2.	Shri Bapi Sadhukhan	Sr. Technician	2021-03-08 11:11:15	Earned Leave	2021-03-05	2021-03-05	1	288/229
			2021-03-15 10:58:42	Earned Leave	2021-03-11	2021-03-12	2	
3.	Shri Sourav Roy Choudhury	Junior Secretariat Assistant	2021-03-04 12:55:27	Earned Leave	2021-03-09	2021-03-10	2	111/120
4.	Shri Mainak Mandal	Technical Asstt. Gr.-II	2021-03-12 18:02:16	Earned Leave	2021-03-08	2021-03-11	4	300+9/320
5	Shri Paresh Sardar	MTS	2021-03-08 16:07:26	Earned Leave	2021-03-01	2021-03-05	5	300+10/289

Certified that but for his/her proceeding on leave above stated employees would have continued to officiate in the post of same designation during the entire period of his/her leave and that the period of his/her leave will/would count towards his/her increments.

He/she is/was due to be posted in the same station from which he/she will proceed/proceeded on leave.

*sdf-*  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Mrs. Soma Bhattacharjee Samadder, SSA
2. Shri Bapi Sadhukhan, Sr. Technician
3. Shri Sourav Roy Choudhury, JSA
4. Shri Mainak Mandal, Technical Asstt. Gr.-II
5. Shri Paresh Sardar, MTS
6. The FIC, Accounts
7. Director's Sectt
8. Shri Kallol Modak, STA

*Subrata Mitra*  
(Subrata Mitra)  
Section Officer Gr.-II

**National Institute of Technical Teachers' Training & Research, Kolkata**  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref.: NITTTR-K/Special Cash Package LTC/2020-21/1267

Date: 17/03/2021  
18

OFFICE ORDER NO. 337 OF 20202-21

The following members of staff vide their application (s) mentioned against their name as per Table- A intends to avail special cash package equivalent in lieu of Leave Travel Concession fare for Central Government Employees during the block year 2018-21 in terms of Ministry of Finance Office Memorandum F.No.12(2)/2020-EII(A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTTR-K/SFP&SCP(LTC)/2020-21/696.

**Table-A**

Sl. No.	Name of the Employee	Designation	Application date
1	Shri Ramanuj Dutta Roy	Section Officer Gr.-II	15-03-2021
2	Shri Ashoke Paul	Junior Secretariat Assistant	15-03-2021

The special cash package equivalent in lieu of LTC fare as calculated and tabulated below at Table-B is admissible as per rule to the above stated intended applicant member of staff.

**Table-B**

Sl. No.	Name of the Employee	Basic Pay	No. of claim	Fare Value	Entitled Amount	Leave Encashment	Total entitled amount	Expenditure to be made	50% of sanctioned amount along with EL Encashment
1	2	3	4	5	6	7	8	9	10
1	Shri Ramanuj Dutta Roy	58,600/-	3	6,000/-	18,000/-	22,854/-	40,854/-	76,854/-	31,854/-
2	Shri Ashoke Paul	36,100/-	2	6,000/-	12,000/-	14,079/-	26,079/-	50,079	20,079/-

Accordingly, sanction of an amount of upto 100 % of leave encashment along with 50% of the value of deemed fare, as calculated above is hereby accorded to the above stated employees and balance, as per the col 10 shall be reimbursed to the incumbent on production of receipts of invoices of purchase made of items /availing of such services which carry a GST rate of not less than 12% from GST registered vendors/service providers through digital mode and vouchers thereof indicating the GST number and the amount of GST paid.

Therefore, with the above stipulations, payment as per the above schedule may be paid as shown against the name of individual members of staff (refer Col 10 of Table-B) at the first instant.

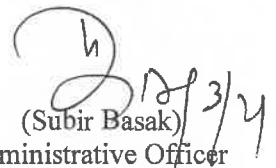
However, Non-utilization/under-utilization before the closing of current financial year 2020-21 shall be dealt with the extant provisions relating to LTC advance as stipulated in Ministry of Finance OM ibid.

LTC for the block year 2018-21 shall be ceased for the above stated employees.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Shri Ramanuj Dutta Roy, Section Officer Gr.-II
2. Shri Ashoke Paul, Jr. Secretariat Assistant
3. Faculty-in-Charge, Accounts
4. Director's Sectt.

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH  
BLOCK-FC, SECTOR – III, SALT LAKE CITY, KOLKATA-700106

Ref. No.: NITTTR-K/E/Remuneration/PTMO/2020-21/1263


Date: 15.03.2021

OFFICE ORDER NO. 336 OF 2020-2021

Sanction of Rs.8, 000/- (Rupees Eight Thousand only) is hereby accorded to Dr Kaushik Mitra, Honorary Medical Officer of the institute to meet his incidental charges for online consultations @500/- per day for 8 days per month from December 2020 to January 2021 due to pandemic Covid-19 environment.

Therefore, Dr Kaushik Mitra, Honorary Medical Officer be paid 8 days per month incidental charges @ 500/- per day which comes to Rs 500x8x2=8,000/- (Rupees Eight Thousand only).

As such, payment of Rs 8,000/- (Rupees Eight Thousand only) be paid as stated ibid.

  
15/3/21

(Debi Prasad Mishra)  
Director

Copy for information & necessary action to:

1. Dr Kaushik Mitra, Honorary Medical Officer
2. The FIC, Accounts
3. Director Secretariat

  
(Subir Basak)

Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-178/2020-21/1262

Date: 15.03.2021

OFFICE ORDER NO 335 OF 2020-21

Sanction is hereby accorded to Shri Tapas Sarkar, Technical Assistant Gr.-I for payment of ₹30,999/- (Rupees Thirty Thousand Nine Hundred Ninety Nine only) towards amount to be spent for full cash benefits as stipulated in Ministry of Finance Office Memorandum F.No.12 (2)/2020-EII (A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTTR-K/SFP&SCP(LTC)/2020-21/696. The calculation is made as under:

Leave Encashment:	$\{(\text{₹}64,100 \times 1.17) \times 10\} \div 30$	= ₹ 24,999/-
Fare value	$\text{₹}6,000 \times 1^* = \text{₹}6,000$ (deemed fare) *No of family members	= 3 times of notional value of deemed fare i.e ₹18,000/-
TOTAL		₹42,999/-

As such, the special cash package equivalent in lieu of LTC fare with Leave Encashment for his younger son as calculated above may be paid to Shri Tapas Sarkar, Technical Assistant Gr.-I subject to the condition that Shri Tapas Sarkar, Technical Assistant Gr.-I shall spend an amount of ₹ 42,999/- or above for full cash benefit .

Encashment of 10 days Earned Leave will be debited his credit Earned Leave. However, it will not be deducted from the maximum admissible Earned Leave while computing for encashment at the time of quitting service.

Accordingly, sanction of an amount of upto 100 % of leave encashment i.e. ₹24,999/- and 50% of the value of deemed fare i.e. ₹3,000/- i.e. a total of ₹27,999/- is hereby accorded to Shri Tapas Sarkar, Technical Assistant Gr.-I and balance ₹3000/- shall be reimbursed to the incumbent on production of receipts of invoices of purchase made of items /availing of such services which carry a GST rate of not less than 12% from GST registered vendors/service providers through digital mode and vouchers thereof indicating the GST number and the amount of GST paid.

Therefore, with the above stipulations payment of ₹27,999/- (Rupees Twenty Seven Thousand Nine Hundred Ninety Nine only) be made to Shri Tapas Sarkar, Technical Assistant Gr.-I at the first instance.

However, Non-utilization/under-utilization before the closing of current financial year 2020-21 shall be dealt with the extant provisions relating to LTC advance as stipulated in Ministry of Finance OM ibid.

LTC for the block year 2018-21 shall be ceased for Shri Tapas Sarkar, Technical Assistant Gr.-I.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Shri Tapas Sarkar, Technical Assistant Gr.-I
2. Faculty-in-Charge, Accounts
3. Directors' Secretariat

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK-FC, SECTOR-III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. NITTTR-K/E/AQ/2020-21/1261

Date: 12.03.2021

✓ OFFICE ORDER NO. 334 OF 2020-21

17

Consequent upon observation of Audit vide their AQ No.07, the methodology of rounding off as stipulated vide O.M. No.F.No.F.1/1/2008-IC of Ministry of Finance, Dept. of Expenditure, Implementation Cell dated 29.01.2009 is not followed in calculation of increments under the revised pay structure of 6<sup>th</sup> CPC in respect of the following employees of this Institute due to the over-fixation in their increments during grant of ACP / MACP / Stepping-up of their pay by Rs.10/- on 01.07.2007 resulting in excess payment in their pay and allowances from the period 01.07.2007 till 01.07.2015 is hereby revised and refixed as under


Name of the Employees and Designation	Pay Fixed as on 01.07.2007	Pay to be Revised / Refixed as on 01.07.2007
1. Shri Chandi Das Mondal, MTS	Rs.6810 with 1800 GP	Rs.6800 with 1800 GP
2. Shri Swapan Kumar Halder, MTS	Rs.6810 with 1800 GP	Rs.6800 with 1800 GP
3. Shri Uttam Kumar Dutta, MTS	Rs.6810 with 1800 GP	Rs.6800 with 1800 GP

Necessary recovery is to be made from the salary of the above employees.

  
( Debi Prasad Mishra )  
Director

Copy for information and necessary action to:

1. Shri Chandi Das Mondal, MTS
2. Shri Swapan Kumar Halder, MTS
3. Shri Uttar Kumar Dutta, MTS
4. Faculty-in-Charge, Accounts
5. Personal Files of SL 1-3
6. Audit File
- ✓ 7. Director's Sectt.

  
( Subir Basak )  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training and Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City – Kolkata – 700106**

Ref. NITTTR-K/E/5-1/2020-21/1249

Date: 11/03/2021  
15

**OFFICE ORDER NO. 333 OF 2020-21**

A 3-Member Committee comprising of the following members of faculty is hereby constituted for opening "Tender for Providing Security Services (Watch and Ward) on Contract Basis" invited vide Advt. No. 15/2020-21 published in the Times of India (Kolkata) dated 28/02/2021.


Sl. No.	Name	Designated
1	Dr. Ranjan Dasgupta Professor, CSE	Chairman
2	Dr. Subrata Chattopadhyay Professor, Electrical Engg.	Member
3	Shri Rajeev Chatterjee Assistant Professor, CSE	Member Secretary

The Technical Bid will be opened on 22/03/2021 at 4 pm and Financial Bid on 26/03/2021 at 3 pm. The Committee will place its recommendation with regard to lowest bidder firm (subject to compliance with the terms and conditions as stipulated in the Tender Paper) to be engaged in for Security Service (Watch and Ward) in the campus.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. Ranjan Dasgupta, Professor, CSE
2. Dr. Subrata Chattopadhyay, Professor, Electrical Engg.
3. Shri Rajeev Chatterjee, Assistant Professor, CSE
- 4-6. Personal File of Sl. No. 1-3
7. Sr. Administrative Officer
- ✓ 8. Director's Sectt.

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTTR-K/E/1-182/2020-21/ 1248

11<sup>th</sup> March 2021  
15

OFFICE ORDER NO. 332 OF 2020-21

Sanction is hereby accorded to Shri Nitai Kumar Sarkar, Technical Assistant Gr.-II towards reimbursement claim of ₹48,258/- (Rupees Forty Eight Thousand Two Hundred Fifty Eight only) for special cash package equivalent in lieu of Leave Travel Concession fare for Central Government Employees during the block year 2018-21 in terms of Ministry of Finance Office Memorandum F.No.12(2)/2020-EII(A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTTTR-K/SFP&SCP(LTC)/2020-21/696. The calculation is made as under

Leave Encashment:	$\{(\text{₹}62,200 \times 1.17) \times 10\} \div 30$	= ₹ 24,258/-
Fare value	$\text{₹}6,000 \times 4^* = \text{₹}24,000$ (deemed fare) *No of family members	= 3 times of notional value of deemed fare i.e ₹72,000/-
TOTAL		₹96,258/-

As such, the special cash package equivalent in lieu of LTC fare as calculated above may be reimbursed to Shri Nitai Kumar Sarkar, Technical Assistant Gr.-II being complied with stipulated terms & condition of OM stated above.

Further be informed that Shri Nitai Kumar Sarkar, Technical Assistant Gr.-II has submitted the receipt of Invoice No. MB-188/20-21 dated 13<sup>TH</sup> October 2020 from CHANDRANI ENTERPRISES PVT LTD.-KTM DIVISION, WORKSHOP: 53 MAHATMA GANDHI ROAD, KOLKATA-700104, for full cash benefits of LTC claim, wherein, it is seen that the incumbent Shri Nitai Kumar Sarkar, Technical Assistant Gr.-II has incurred an expenditure of Rs.1,59,885/-with 14% of CGST, 14% SGST for purchase of a bike in the name of his Son.

Therefore, the above purchases of a bike is being covered under the proviso of Ministry of Finance OM dated 4<sup>th</sup> November 2020 issued under reference F.No.12(2)/2020-E-II(A). So far reimbursement claim of special cash package equivalent in lieu of Leave Travel Concession fare for Central Government Employees is concerned.

Hence, reimbursement claim of special cash package equivalent in lieu of Leave Travel Concession fare for Central Government Employees during the block year 2018-2021 equivalent an amount of upto 100 % of leave encashment i.e. ₹24,258/- and 100% of the value of deemed fare i.e. ₹24,000/- i.e. a total of ₹48,258/- be accorded to Shri Nitai Kumar Sarkar, Technical Assistant Gr.-II

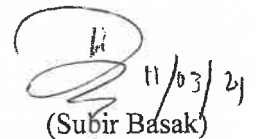
In view of the above, payment of ₹48,258/- (Rupees Forty Eight Thousand Two Hundred Fifty Eight only) as calculated above be paid to Shri Nitai Kumar Sarkar, Technical Assistant Gr.-II in lieu of LTC for the block year 2018-21 which shall be ceased for Shri Nitai Kumar Sarkar, Technical Assistant Gr.-II.

  
12/3/21

(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Shri Nitai Kumar Sarkar, Technical Assistant Gr.-II
2. Faculty-in-Charge, Accounts
- ✓ 3. Directors' Sectt.

  
11/03/21  
(Subir Basak)

Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-207/2020-21/ 1247

Date: 11.03.2021  
15

OFFICE ORDER NO. 331 OF 2020-2021

With reference to application dated 16.03.2020, Dr. Habiba Hussain, Associate Professor is hereby granted leave as follows:

1. 103 (One Hundred Three) days Commuted Leave on medical ground from 21/10/2019 to 31/01/2020 upon conversion of 206 days HPL.
2. 42 (Forty Two) days Earned Leave w.e.f 01/02/2020 to 13/03/2020


Certified that but for her proceeding on leave Dr. Habiba Hussain would have continued to officiate in the post of Associate Professor during the entire period of her leave and that the period of her leave will/would count towards her increments.

She is due to be posted in the same station from which she will proceed on leave.

  
13/3/21  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Habiba Hussain, Associate Professor
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

  
11/03/21  
(Subir Basak)  
Sr. Administrative Officer



**National Institute of Technical Teachers' Training & Research, Kolkata**  
(Under the Ministry of Education, Government of India)  
**Block-FC, Sector-III, Salt Lake, Kolkata-700 106**

Ref. No. NITTTR-K/E/5-3/2020-21/1242

Date: 11<sup>th</sup> March 2021

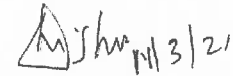
OFFICE ORDER NO. 330 OF 2020-21

The Department of Higher Education, Ministry of Education vide their letter F. No. 23-1/2021-TS-IV dated 18<sup>th</sup> February 2021 amended the guidelines for utilization of Cumulative Professional Development Allowance (CPDA) and allowed the purchase of laptop, tablet, notepad, ultra-book, notebook, netbook or devices of similar categories for disposal of assigned work under CPDA and also issued guidelines thereof (copy enclosed) based on the Department of Expenditure Office Memorandum No. 08(34)/2017-t.ii(a) dated 20-02-2018. The copy of the above referred letters, Office Order of PDA of the Institute are also enclosed herewith.

In view of the above, a 3-Member Committee is hereby constituted comprising of the following members of faculty to revise/modify the existing modus operandi of CPDA in the Institute:

S. No.	Name	Designation
1.	Dr. Prasanta Sarkar, Professor	Chairman
2.	Dr. Dipankar Bose, Professor	Member
3.	Dr. Urmila Kar, Professor	Member Secretary

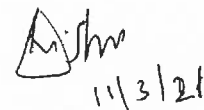
The said Committee shall submit a comprehensive recommendation of the CPDA which will be placed before the Finance Committee / Board of Governors for approval and implementation thereof on or before 15<sup>th</sup> April 2021.



(Debi Prasad Mishra)  
Director and Member Secretary

Copy forwarded for information and necessary action to:

1. Dr. Prasanta Sarkar, Professor
2. Dr. Dipankar Bose, Professor
3. Dr. Urmila Kar, Professor
4. Personal File of Sl. No. 1 to 3
5. Senior Administrative Officer
6. The Faculty-in-Charge, Accounts
- ✓ Director's Sectt.



(Debi Prasad Mishra)  
Director

**F. No. 23-1/2021-TS-IV**  
Government of India  
Ministry of Education  
Department of Higher Education

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Shastri Bhawan, New Delhi – 110001  
Dated the 18<sup>th</sup> February, 2021

To

Director NITTTR Bhopal  
Director NITTTR Chandigarh  
Director NITTTR Chennai  
Director NITTTR Kolkata

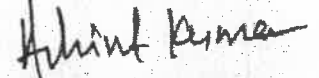
**Subject: Amendment in Guidelines issued for utilization of Cumulative Professional Development Allowance (CPDA) – regarding.**

Sir,

I am directed to forward a copy this Ministry's letter No. 35-5/2020-TS.III dated 28.07.2020 on the above mentioned and to convey that the revised guidelines for utilization of CPDA are also applicable to NITTTRs.

Encl. as above

Yours faithfully,

  
(Achint Kumar)

Under Secretary to the Govt. of India  
Tel: 011-23070425

829568/2021/TS IV Section

-: 2 :-

F.No.35-5/2020-TS.III

- (iii) If faculty members of an Institute require any device in addition to those mentioned above to handle the assigned work, the Institute may list out a consolidated requirement of devices with specification and estimated price with fund availability and requirement of total fund for consideration of approval of the competent authority for purchasing duly following the provisions in GFR, 2017 (including GeM) and Manual of Procurement of Goods.
4. Other guidelines as approved by the Council of NITSER in its 10<sup>th</sup> and 11<sup>th</sup> meetings for proper utilization of CPDA in NITs & IEST, Shilpur shall remain unchanged.
5. This issues with the approval of the competent authority.

Yours faithfully,

Encl.: as above.

(Indrajit Kurj)

Under Secretary to the Government of India  
Tel: 23384159

Copy for information to:-

- (i) PS to Hon'ble Minister of Human Resource Development.
- (ii) PS to Hon'ble Minister of State (HRD).
- (ii) PSO to Secretary, Department of Higher Education, Ministry of HRD.
- (iii) PS to Joint Secretary & Financial Adviser (HRD).
- (iv) Guard File.

No. 03(13)/2018-E.II(A)  
Government of India  
Ministry of Finance  
Department of Expenditure  
\*\*\*\*\*


North Block, New Delhi  
Dated: 22<sup>nd</sup> October, 2018

OFFICE MEMORANDUM

**Subject:** Instructions for the purchase of laptops/notebooks and similar devices for eligible officers – Clarification regarding admissibility of Taxes/GST on the price ceiling.

The undersigned is directed to inform that references have been received in this Department seeking clarification regarding admissibility of Taxes/GST on the prescribed price ceiling of Rs. 80,000 as mentioned in Para 2(i) this Department's O.M. No 08(34)/2017-E.II(A) dated 20<sup>th</sup> February, 2018 on the above subject.

2. The matter has been considered in this Department. Since taxes are statutory in nature and are bound to change from time to time, it is clarified that the price ceiling of Rs. 80,000/- for the purchase of laptops/ notebooks and similar devices for eligible officers under the provisions of this Ministry's OM dtd. 20<sup>th</sup> February 2018 is **exclusive of taxes**.
3. This is issued with the approval of Secretary (Expenditure).

  
22/10/18.  
H. Atheli  
(Director)

To:


- (i) All Ministries and Departments of the Govt. of India as per standard distribution list.
- (ii) All Financial Advisors
- (iii) Nic for uploading on Ministry's website.

- b) Upon transfer/deputation of the officer to other Ministry/ Department/Attached/Sub-ordinate offices of the Government of India or to the State Government in case of Officers of the All India Services, the officer will have the option of retaining the existing device and in case of such retention, this fact should be specifically mentioned in the Last Pay Certificate (LPC).

3. **Instructions for Ministries/Departments:**

- (i) For the officials who are currently holding laptops, notebooks or similar devices in accordance with the provisions of O.M. dt. 27/09/2016, the terms & conditions for retention/disposal of the device shall continue to be governed under the existing instructions of the said O.M.
- (ii) The applicability of the provisions of this order to the officers of Armed Forces/Para-Military Forces, officers of MoD & other similar establishments would be subject to restrictions imposed by the concerned departments/organizations duly taking into consideration the security of information. In all such cases the security of the information shall be the responsibility of the concerned department.

4. This is issued with the approval of Secretary (Expenditure).

  
(Dr. Bhartendu Kumar Singh)  
Director(E.IIA)

To

- 1) All Ministries/Departments of Government of India
- 2) All Financial Advisers
- 3) NIC, D/o Expenditure

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block - FC. Sector - III, Salt Lake City, Kolkata - 700 106

Ref. No.: NITTTR-K/B/2-14/2011-12/ 233

16<sup>th</sup> June 2011

OFFICE ORDER NO. 75 OF 2011-12

25/7/11

Consequent upon the resolution of 6<sup>th</sup> CPC communicated vide para 8(iii) of MHRD letter F. No.23-1/2008 TS-II dated 18 August 2009, it is seen that "a cumulative Professional Development Allowance for Rs.3 lakhs for every block period of 3 years (Rs. One lakh per year) may be made available to every member of the faculty on reimbursable basis to meet the expenses for participating in both national and international conferences, paying the membership fee of various professional bodies and contingent expenses". The modus operandi of this decision of Govt. of India has already been resolved and elaborated in the Minutes under agenda item No.14.7 (3) of the 14<sup>th</sup> Meeting of BOG held on 27<sup>th</sup> December 2010, which is read as follows: -

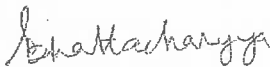
**"To consider and approve the Report dated 11-11-2010 of the Committee for suggesting modality of spending fund allotted under Academic Development Fund**

The Board of Governors considered and approved the report of the Committee for suggesting modality of spending fund allotted under Academic Development Fund with certain modifications as under: -

1. The first 3-year block period will commence with effect from the date of approval by Board of Governors, i.e., 27-12-2010
2. In respect of a faculty member joining or superannuating in the middle of block period, the allowance may be proportionate to the fraction of the duration of service in the block period. Faculty members will send their applications for financial support for presenting of paper in national and international conference through proper channel on acceptance of his / her paper in the conference
3. The amount is earmarked for spending under the heads of
  - (A) participation in national and international conferences / seminars / symposia / workshops, etc. and
  - (B) payment of membership fee of various professional bodies.

As regard contingent expenses, the Board of Governors resolved that this should not be treated independent or unrelated to (A) and (B). The Board of Governors decided that all contingent expenses should be incidental charges related / linked to (A) and (B) only."


In pursuance of the resolution under Item No.14.7 (3) of the 14<sup>th</sup> Meeting of BOG held on 27<sup>th</sup> December 2010, all concerned members of faculty are hereby informed.

  
(Prof. Sanjay Kumar Bhattacharyya)  
Director &

Member Secretary, BOG, NITTTR, Kolkata

Copy for information and necessary action to: -

1. All Members of Faculty
2. Director's Sectt.
3. Senior Administrative Officer.
4. Dr. R. Srinivasan, Professor, Education
5. BOG file
6. NITTTR-K/E/PDA(ADF) file.

  
(Prof. Sanjay Kumar Bhattacharyya)  
Director

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref. No. NITTTR/GPF/PFW/2020-21/ 1241

Date: 09<sup>th</sup> March 2021  
11


OFFICE ORDER NO. 329 OF 2020-21

Sanction of Rs.2,50,000/- (Rupees Two lakh Fifty Thousand) only is hereby accorded for payment towards Part Final Withdrawal of GPF Subscription to Shri Bhanu Prasad, Section Officer – II whose A/c No. is GPF/88. A sum of Rs. 2,50,000/- (Rupees Two lakh Fifty Thousand) only may be sanctioned and paid to him.

  
(Debi Prasad Mishra)  
Director

Copy to:

- 1 Shri Bhanu Prasad, Section Officer – II: He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
- 3 Sr. Administrative Officer for information.

  
(Sagarika Pal)  
FIC, Accounts

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-195/2020-21/1235

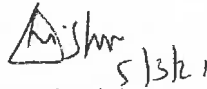
05-03-2021  
09

OFFICE ORDER NO. 328 OF 2020-21

With reference to his application dated 03-02-2021, sanction is hereby accorded for payment of Rs. 13,260/- (Rupees Thirteen Thousand Two Hundred Sixty) to Shri Priyatosh Dey, MTS towards encashment of 10 (ten) days Earned Leave (EL) on availing LTC for the block year 2018-21 to visit Baba Mandir, Sikkim and back by air/road as per rule during 14-23<sup>rd</sup> May 2021.

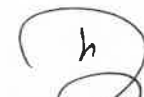
Pay	DA (17%)	Total	Days of EL	Amount
Rs.34,000/-	Rs. 5780/-	Rs. 39780/-	10	Rs. 13,260/-

This encashment of 10 days' Earned Leave will be debited from EL to his credit. However, it will not be deducted from the maximum admissible Earned Leave while computing for encashment at the time of quitting service/superannuation

  
(Debi Prasad Mishra)  
Director

Copy for information & necessary action to:

1. Shri Priyatosh Dey, MTS
2. Faculty-in-Charge, Accounts
- ✓ 3. Director Sectt.

  
(Subir Basak) 5/3/21  
Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-195/2020-21/1234

5<sup>th</sup> March, 2021

OFFICE ORDER NO. 327 OF 2020-21

9<sup>th</sup>

Sanction is hereby accorded for Rs. 34,200/- to Shri Priyatosh Dey, MTS towards availing of LTC for outward and return journey to be performed by him along with three dependent members of his family to visit Baba Mandir, Sikkim by air/road and back for the block year 2018-2021 as per rule during 14-23<sup>rd</sup> May 2021 for payment of advance of 90% of Rs. 30,780/- (Rupees Thirty Thousand Seven Hundred Eighty only) is hereby sanctioned to him.

Both the outward journey and inward journeys will have to be performed within 90 days from the date of receipt of the Air Tickets. Other terms and conditions will be applicable as per CCS (Leave Travel Concession) Rules, 1988.

He has to furnish money receipts, boarding passes, etc. in support of his journey within thirty days from the date of completion of his return journey.

The LTC is sanctioned for the block year 2018-2021.

Mishra  
8/3/21

(Debi Prasad Mishra)  
Director

Copy to: -

1. Shri Priyatosh Dey, MTS

With reference to his letter dated 03-02-2021. He is requested to submit his final claim within one month from the date of return journey in prescribed form together with money receipts, boarding passes, tickets, etc. For information and necessary action.

2. Faculty-in-Charge, Accounts

3. Director Sectt.

h  
5/03/21  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/Leave/2020-21/ 1230

Date: 08.03.2021

OFFICE ORDER NO. 326 OF 2020-2021

Sanction of Earned Leave/Commutated Leave mentioned against the name of individual members of MTS staff are hereby granted as detailed below:

SL No.	Name of Employee	Designation	Type of Leave	Application Date	From Date	To Date	No. of Day (s)	EL/HPL Status
1.	Shri Bishu Das	MTS	Earned Leave	2021-02-23 17:15:30	2021-02-25	2021-02-26	2	297/493
				2021-02-03 12:17:50	2021-05-17	2021-05-21	5	
2.	Shri Shyamal Murari	MTS	Earned Leave	2021-03-03 12:29:50	2021-03-01	2021-03-02	2	29/30
3.	Shri Dasarati Mandi	MTS	Earned Leave	2021-02-26 18:50:33	2021-03-01	2021-03-02	2	40/57
				2021-03-04 17:38:33	2021-03-03	2021-03-03	1	

Certified that but for his/her proceeding on leave above stated employees would have continued to officiate in the post of same designation during the entire period of his/her leave and that the period of his/her leave will/would count towards his/her increments.

He/she is/was due to be posted in the same station from which he/she will proceed/proceeded on leave.

*sd/-*  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Bishu Das, MTS
2. Shri Shyamal Murari, MTS
3. Shri Dasarati Mandi, MTS
4. The FIC, Accounts
5. Director's Sectt.
6. Shri Kallol Modak, STA

(Subrata Mitra)  
Section Officer Gr.-II

**National Institute of Technical Teachers' Training & Research, Kolkata**  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref.: NITTTR-K/Special Cash Package LTC/2020-21/1229

Date: 08/03/2021

OFFICE ORDER NO. 325 OF 2020-21

The following members of staff vide their application (s) mentioned against their name as per Table- A intends to avail special cash package equivalent in lieu of Leave Travel Concession fare for Central Government Employees during the block year 2018-21 in terms of Ministry of Finance Office Memorandum F.No.12(2)/2020-EII(A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTTR-K/SFP&SCP(LTC)/2020-21/696.

**Table-A**

Sl. No.	Name of the Employee	Designation	Application date
1	Shri Avijit Kundu	Technical Officer	05-03-2021
2	Shri Utpal Chakraborty	Technical Assistant Grade-II	05-03-2021

The special cash package equivalent in lieu of LTC fare as calculated and tabulated below at Table-B is admissible as per rule to the above stated intended applicant member of staff.

**Table-B**

Sl. No.	Name of the Employee	Basic Pay	No. of claim	Fare Value	Entitled Amount	Leave Encashment	Total entitled amount	Expenditure to be made	50% of sanctioned amount along with EL Encashment
1	2	3	4	5	6	7	8	9	10
1	Shri Avijit Kundu	61,500/-	1	20,000/-	20,000/-	NA	20,000/-	60,000/-	10,000/-
2	Shri Utpal Chakraborty	60,400/-	5	6,000/-	30,000/-	23,556/-	53,556/-	1,13,556/-	38,556/-

Accordingly, sanction of an amount of upto 100 % of leave encashment along with 50% of the value of deemed fare, as calculated above is hereby accorded to the above stated employees and balance, as per the col 10 shall be reimbursed to the incumbent on production of receipts of invoices of purchase made of items /availing of such services which carry a GST rate of not less than 12% from GST registered vendors/service providers through digital mode and vouchers thereof indicating the GST number and the amount of GST paid.

Therefore, with the above stipulations, payment as per the above schedule may be paid as shown against the name of individual member of faculty and staff (refer Col 10 of Table-B) at the first instant.

However, Non-utilization/under-utilization before the closing of current financial year 2020-21 shall be dealt with the extant provisions relating to LTC advance as stipulated in Ministry of Finance OM ibid.

LTC for the block year 2018-21 shall be ceased for the above stated employees.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Shri Avijit Kundu, Technical Officer
2. Shri Utpal Chakraborty, Technical Assistant Grade-II
3. Faculty-in-Charge, Accounts
4. Director's Sectt.

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/Leave/2020-21/ 1228

Date: 08.03.2021

OFFICE ORDER NO. 329 OF 2020-2021

Sanction of Earned Leave/Commutated Leave mentioned against the name of individual members of staff are hereby granted as detailed below:

SL No.	Name of Employee	Designation	Application Date	Type of Leave	From Date	To Date	No. of Day (s)	EL/HPL Status
1.	Shri Ashadur Rahaman	Technical Officer	2021-02-24 18:47:01	Earned Leave	2021-03-01	2021-03-05	5	95/72
2.	Shri Ramanuj Dutta Roy	Section Officer Grade-II	2021-02-24 17:35:04	Earned Leave	2021-03-01	2021-03-05	5	280/426
3.	Mrs. Dipali Pramanick	Senior Secretariat Assistant	2021-02-22 11:56:51	Earned Leave	2021-02-23	2021-02-23	1	246/139
4.	Mrs. Soma Bhattacharjee Samadder	Senior Secretariat Assistant	2021-02-19 14:57:49	Earned Leave	2021-02-23	2021-02-26	4	300+11/146
5.	Shri Bhanu Prasad	Assistant Section Officer	2021-03-02 16:42:30	Commutated Leave	2021-02-28	2021-03-01	2	224/514
6.	Shri Bapi Sadhukhan	Sr. Technician	2021-03-03 11:04:18	Earned Leave	2021-03-02	2021-03-02	1	291/229

Certified that but for his/her proceeding on leave above stated employees would have continued to officiate in the post of same designation during the entire period of his/her leave and that the period of his/her leave will/would count towards his/her increments.

He/she is/was due to be posted in the same station from which he/she will proceed/proceeded on leave.

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Ashadur Rahaman, Technical Officer
2. Shri Ramanuj Dutta Roy, Section Officer Gr.-II
3. Mrs. Dipali Pramanick, SSA
4. Mrs. Soma Bhattacharjee Samadder, SSA
5. Shri Bhanu Prasad, Section Officer Gr.-II
6. Shri Bapi Sadhukhan, Sr. Technician
7. The FIC, Accounts
8. Director's Sectt.
9. Shri Kallol Modak, STA

(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-135/2020-21/ 1226

05-03-2021  
08

OFFICE ORDER NO 323 OF 2020-21

With reference to his application dated 03-02-2021, sanction is hereby accorded for payment of Rs.14,079/- (Rupees Fourteen Thousand and Seventy Nine only) to Shri Bishu Das, MTS towards encashment of 10 (ten) days Earned Leave (EL) on availing LTC for the block year 2018-21 to visit Baba Mandir, Sikkim and back by air/road as per rule during 14-23<sup>rd</sup> May 2021.

Pay	DA (17%)	Total	Days of EL	Amount
Rs.36,100/-	Rs. 6,137/-	Rs.42,237/-	10	Rs. 14,079/-

This encashment of 10 days' Earned Leave will be debited from EL to his credit. However, it will not be deducted from the maximum admissible Earned Leave while computing for encashment at the time of quitting service/superannuation

*Bishu*  
8/3/21  
(Debi Prasad Mishra)  
Director

Copy for information & necessary action to:

2. Shri Bishu Das,,MTS
2. Faculty-in-Charge, Accounts
3. Director Sectt.

*h*  
(Subir Basak) 5/3/21  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-135/2020-21/1225

5<sup>th</sup> March, 2021

OFFICE ORDER NO. 322 OF 2020-21

8<sup>th</sup>

Sanction is hereby accorded for Rs. 34,200/- to Shri Bishu Das, MTS towards availing of LTC for outward and return journey to be performed by him along with two dependent members of his family to visit Baba Mandir, Sikkim by air/road and back for the block year 2018-2021 as per rule during 14-23<sup>rd</sup> May 2021 for payment of advance of 90% of Rs. 34,200/- i.e Rs.30,780/- (Rupees Thirty Thousand Seven Hundred Eighty only) is hereby sanctioned to him.

Both the outward journey and inward journeys will have to be performed within 90 days from the date of receipt of the Air Tickets. Other terms and conditions will be applicable as per CCS (Leave Travel Concession) Rules, 1988.

He has to furnish money receipts, boarding passes, etc. in support of his journey within thirty days from the date of completion of his return journey.

The LTC is sanctioned for the block year 2018-2021.

Mishra 8/3/21

(Debi Prasad Mishra)  
Director

Copy to: -

4. Shri Bishu Das, MTS

With reference to his letter dated 03-02-2021. He is requested to submit his final claim within one month from the date of return journey in prescribed form together with money receipts, boarding passes, tickets, etc. For information and necessary action.

5. Faculty-in-Charge, Accounts

✓ Director Sectt.

h 5/3/21  
(Subir Basak)

Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/Leave/2020-21/ 1202

Date: 03.03.2021

OFFICE ORDER NO. 321 OF 2020-2021

Sanction of Earned Leave/Commuted Leave mentioned against the name of individual members of faculty are hereby granted as detailed below:

SL No.	Name of Employee	Designation	Type of Leave	Application Date	From Date	To Date	No. of Day (s)	EL/HPL Status
1	Shri Rajeev Chatterjee	Assistant Prof.	Earned Leave	2021-02-09 12:10:22	2021-02-17	2021-02-25	9	300+6/393
2.	Dr. Jagat Jyoti Mandal	Professor	Commuted Leave	2021-02-22 13:08:47	2021-02-08	2021-02-21	14	289/148
3.	Dr. Samir Roy	Professor	Earned Leave	2021-02-01 12:57:12	2021-02-03	2021-02-05	3	285/241
				2021-03-01 14:20:16	2021-03-08	2021-04-02	26	
4.	Shri Nirmal Kumar Mandal	Associate Prof.	Earned Leave	2021-01-27 15:47:01	2021-02-01	2021-02-04	4	300+11/479
5.	Dr. Uday Chand Kumar	Professor	Earned Leave	2021-02-15 13:26:39	2021-03-01	2021-03-05	5	300+10/745

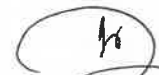
Certified that but for his/her proceeding on leave above stated employees would have continued to officiate in the post of same designation during the entire period of his/her leave and that the period of his/her leave will/would count towards his/her increments.

He/she is/was due to be posted in the same station from which he/she will proceed/proceeded on leave.

  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Shri Rajeev Chatterjee, Assistant Prof.
2. Dr. Jagat Jyoti Mandal, Professor
3. Dr. Samir Roy, Professor
4. Shri Nirmal Kumar Mandal, Associate Prof.
5. Dr. Uday Chand Kumar, Professor
6. The FIC, Accounts
7. Director's Sectt.
8. Shri Kallol Modak, STA

  
(Subir Basak) 03/07/21  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTR-K/E/1-169/2020-21/ 1200

Date: 02.03.2021

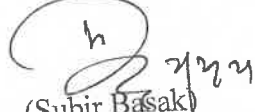
✓ OFFICE ORDER NO. 320 OF 2020-2021

With reference to application dated 01.03.2021 Mrs. Dipali Pramanick, Sr. Secretariat Assistant is hereby granted leave as follows:

1. 10 (Ten) days EL from 21/09/2020 to 30/09/2020
2. 15 (Fifteen) days EL from 01/10/2020 to 15/10/2020
3. 11 (Eleven) days EL from 19/10/2020 to 29/10/2020

Certified that but for her proceeding on leave Mrs. Dipali Pramanick, would have continued to officiate in the post of Sr. Secretariat Assistant during the entire period of her leave and that the period of her leave would count towards her increments.


She is due to be posted in the same station from which she would proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Mrs. Dipali Pramanick,, Sr. Secretariat Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-246  
HPL-139

  
(Subrata Mitra)  
Section Officer Gr.-II



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block-FC, Sector-III, Salt Lake City, Kolkata-700 106

Ref: NITTTR-K/E/Remuneration/2020-21/ 1196

Date: 02/03/2021

OFFICE ORDER NO. 319 OF 2020-21

Remuneration for the month of February 2021 of following contractual worker/consultant/Teaching Assistant of the Institute which shall be paid to their designated account:

Sl. No.	Name	Amount	Bank Account with IFSC Code
1	Shri Naveen Berry Contractual Data Entry Clerk	₹24,000/-	Individual Bank accounts have been recorded in the Accounts Section
2	Shri Pravas Seal Contractual Video Film Editor	₹30,000/-	
3	Shri Arun Sarasar Contractual Data Entry Clerk	₹20,000/-	
4	Shri Kapil Kumar Contractual Data Entry Clerk	₹20,000/-	Savings Account No: 38747986376, Bank Name: State Bank of India, Shastri Bhawan, New Delhi -110001, IFSC Code: SBIN0050203 MICR: 110002742
5	Shri Biswajit Ghosh, Teaching Assistant	₹30,000/-	SBI IFS Code SBIN0008204 SB A/C NO.31628349175 SBI, Palla Road, Burdwan Pin 713151
6	Shri Desh Deepak Gautam, Teaching Assistant	₹30,000/-	SBI IFS Code SBIN0014906 SB A/C NO.20103505575 SBI Lucknow University Branch Lucknow, Pncode - 226007
7	Shri Malay Kumar Acharya Consultant (Civil)	₹45,000/-	S.B. Account No - 60015827164 Bank Name - Bank of Maharashtra Branch - Bidhannagar IFSC - MAHB0001272 MICR - 700014016

Mishra 21/3/21

(Debi Prasad Mishra)  
Director

Copy for necessary action to: -  
Faculty in Charge, Accounts/Section Officer II (Accounts Section)

(Subir Basak)  
21/03/21  
Senior Administrative Officer

National Institute of Technical Teachers' Training & Research, Kolkata  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref.: NITTR-K/Special Cash Package LTC/2020-21/ 1195

Date: 26/02/2021  
02.03.21

OFFICE ORDER NO. 318 OF 2020-21

The following members of faculty and staff vide their application (s) mentioned against their name as per Table- A intends to avail special cash package equivalent in lieu of Leave Travel Concession fare for Central Government Employees during the block year 2018-21 in terms of Ministry of Finance Office Memorandum F.No.12(2)/2020-EII(A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTR-K/SFP&SCP(LTC)/2020-21/696.

Table-A

Sl. No.	Name of the Employee	Designation	Application date
1	Dr. Subrata Mondal	Associate Professor	08-02-2021
2	Shri Rajeev Chatterjee	Assistant Professor	10-02-2021
3	Shri Pravinchandra Dayalji Siyodia	Senior Technical Assistant	15-02-2021
4	Shri Kallol Modak	Senior Technical Assistant	29-01-2021
5	Shri Sanjit Kumar Datta	MTS	01-02-2021

The special cash package equivalent in lieu of LTC fare as calculated and tabulated below at Table-B is admissible as per rule to the above stated intended applicant member of faculty and staff.

Table-B

Sl. No.	Name of the Employee	Basic Pay	No. of claim	Fare Value	Entitled Amount	Leave Encashment	Total entitled amount	Expenditure to be made	50% of sanctioned amount along with EL Encashment
1	2	3	4	5	6	7	8	9	10
1	Dr. Subrata Mondal	135300/-	1	20,000/-	20,000/-	52,767/-	72,767/-	1,12,767/-	62,767/-
2	Shri Rajeev Chatterjee	107200/-	4	20,000/-	80,000/-	41,808/-	1,21,808/-	2,81,808/-	81,808/-
3	Shri Pravinchandra Dayalji Siyodia	67700/-	1	20,000/-	20,000/-	26,403/-	46,403/-	86,403/-	36,403/-
4	Shri Kallol Modak	52000/-	3	6,000/-	18,000/-	20,280/-	38,280/-	74,280/-	29,280/-
5	Shri Sanjit Kumar Datta	36100/-	2	6,000/-	12,000/-	14,079/-	26,079/-	50,079/-	20,079/-

Accordingly, sanction of an amount of upto 100 % of leave encashment along with 50% of the value of deemed fare, as calculated above is hereby accorded to the above stated employees and balance, as per the col 10 shall be reimbursed to the incumbent on production of receipts of invoices of purchase made of items /availing of such services which carry a GST rate of not less than 12% from GST registered vendors/service providers through digital mode and vouchers thereof indicating the GST number and the amount of GST paid.

Therefore, with the above stipulations, payment as per the above schedule may be paid as shown against the name of individual member of faculty and staff (refer Col 10 of Table-B) at the first instant.

However, Non-utilization/under-utilization before the closing of current financial year 2020-21 shall be dealt with the extant provisions relating to LTC advance as stipulated in Ministry of Finance OM ibid.

LTC for the block year 2018-21 shall be ceased for the above stated employees.

(Debi Prasad Mishra)  
Director

- Copy for information and necessary action to:
1. Dr. Subrata Mondal, Associate Professor
  2. Shri Rajeev Chatterjee, Assistant Professor
  3. Shri Pravinchandra Dayalji Siyodia, STA
  4. Shri Kallol Modak, STA
  5. Shri Sanjit Kumar Datta, MTS
  6. Faculty-in-Charge, Accounts
  7. Director's Sectt.

(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-150/2020-21/ 1170

Date: 26.02.2021


01.03.

OFFICE ORDER NO. 317 OF 2020-21

In pursuance to Office Order No.75 of 2011-12 issued under Ref. No. NITTTR-K/B/2-14/2011-12/833 dated 16<sup>th</sup> June 2011 / 5<sup>th</sup> July 2011, sanction is hereby accorded to Dr. Ranjan Dasgupta, Professor (in-situ) reimbursement of Rs 16,614.83/- say 16,615/- (Rupees Sixteen Thousand Six Hundred Fifteen only) towards expenditure incurred by the incumbent in connection with charges of the "IEEE membership renewal for the year 2021. The amount shall be debited from Professional Development Allowance of the incumbent.

The amount of Rs 16,614.83/- say 16,615/- (Rupees Sixteen Thousand Six Hundred Fifteen only) thus sanction be paid to Dr. Ranjan Dasgupta, Professor (in-situ).

After being paid the above reimbursement his cumulative balance is Rs. 83,385/- out of Rs.1 lakh per year for a cumulative Professional Development Allowance for Rs.3 lakhs for every block period of 3 years i.e. 27.12.2019 to 26.12.2022.

 1/3/21

(Debi Prasad Mishra)  
Director

1. Dr. Ranjan Dasgupta, Professor (in-situ)
2. The Faculty-in-Charge, Accounts
3. Directors Sectt.

For information  
For payment please

 10/2/21

(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/Leave/2020-21/ 1169

Date: 01.03.2021


OFFICE ORDER NO. 316 OF 2020-2021

Sanction of Earned Leave/Commutated Leave mentioned against the name of individual members of MTS staff are hereby granted as detailed below:

SL No.	Name of Employee	Designation	Type of Leave	Application Date	From Date	To Date	No. of Day (s)	EL/HPL Status
1.	Sanjit Kumar Datta	MTS	Earned Leave	2021-01-29 13:01:15	2021-02-08	2021-02-09	2	298/269
2.	Uttam Kumar Dutta	MTS	Commutated Leave	2021-02-15 10:26:01	2021-02-10	2021-02-12	3	47/5
3.	Dasarath Mandi	MTS	Earned Leave	2021-02-18 13:16:30	2021-02-15	2021-02-17	3	43/57


Certified that but for his/her proceeding on leave above stated employees would have continued to officiate in the post of same designation during the entire period of his/her leave and that the period of his/her leave will/would count towards his/her increments.

He/she is/was due to be posted in the same station from which he/she will proceed/proceeded on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Sanjit Kumar Datta, MTS
2. Shri Uttam Kumar Dutta, MTS
3. Shri Dasarath Mandi, MTS
4. The FIC, Accounts
5. Director's Sectt.
6. Shri Kallol Modak, STA

  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/Leave/2020-21/ 1167

Date: 01.03.2021

OFFICE ORDER NO. 315 OF 2020-2021

Sanction of Earned Leave/Commuted Leave mentioned against the name of individual members of staff are hereby granted as detailed below:

SL No.	Name of Employee	Designation	Type of Leave	Application Date	From Date	To Date	No. of Day (s)	EL/HPL Status
1.	Mainak Mandal	Technical Assistant Gr.-II	Earned Leave	2021-02-04 15:44:02	2021-02-15	2021-02-15	1	300+13/320
2.	Dipak Gupta	Assistant Section Officer	Earned Leave	2021-02-15 13:06:37	2021-02-18	2021-02-19	2	300+13/306
3.	Anup Kumar Saha	Assistant Section Officer	Earned Leave	2021-02-25 15:17:28	2021-03-01	2021-03-02	2	300+10/463
4.	Gobardhan Mandal	Assistant Section Officer	Earned Leave	2021-02-25 15:11:34	2021-03-04	2021-03-05	2	300+8/521
			Earned Leave	2021-02-09 11:04:05	2021-02-15	2021-02-15	1	
5.	Bapi Sadhukhan	Senior Technician	Earned Leave	2021-02-22 11:27:09	2021-02-01	2021-02-12	12	292/229
6.	Swapan Kumar Halder	Junior Secretariat Assistant	Earned Leave	2021-01-20 13:42:55	2021-01-21	2021-01-22	2	300+13/121
			Commuted Leave	2021-02-15 12:11:07	2021-02-08	2021-02-12	5	
7.	Sanjoy Sen	Junior Secretariat Assistant	Earned Leave	2021-02-10 18:23:32	2021-02-15	2021-02-24	10	87/58
			Commuted Leave	2021-02-08 10:44:25	2021-02-04	2021-02-05	2	

Certified that but for his/her proceeding on leave above stated employees would have continued to officiate in the post of same designation during the entire period of his/her leave and that the period of his/her leave will/would count towards his/her increments.

He/she is/was due to be posted in the same station from which he/she will proceed/proceeded on leave.

*sdh*  
(Subir Basak)

Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Mainak Mandal, Technical Assistant .Gr.-II
2. Shri Dipak Gupta, ASO
3. Shri Anup Kumar Saha, ASO
4. Shri Gobardhan Mandal, ASO
5. Shri Bapi Sadhukhan, Sr. Technician
6. Shri Swapan Kumar Halder, JSA
7. Shri Sanjoy Sen, JSA
8. The FIC, Accounts
9. Director's Sectt.
10. Shri Kallol Modak, STA

*[Signature]*  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector -- III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-188/2020-21/ 1166

24<sup>th</sup> February 2021  
26<sup>th</sup>

OFFICE ORDER NO 314 OF 2020-21

Sanction is hereby accorded to Dr. S.K Naskar, Associate Professor towards reimbursement claim of ₹1,43,024/- (Rupees One Lakh Forty Three Thousand and Twenty Four only) for special cash package equivalent in lieu of Leave Travel Concession fare for Central Government Employees during the block year 2018-21 in terms of Ministry of Finance Office Memorandum F.No.12(2)/2020-EII(A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTTR-K/SFP&SCP(LTC)/2020-21/696. The calculation is made as under

Leave Encashment:	$\{(\₹1,61,600 \times 1.17) \times 10\} \div 30$	= ₹63,024/-
Fare value	$\₹20,000 \times 4^* = \₹80,000$ (deemed fare) *No of family members	= 3 times of notional value of deemed fare i.e ₹2,40,000/-
TOTAL		₹3,03,024/-

As such, the special cash package equivalent in lieu of LTC fare as calculated above be reimbursed to Dr. S.K Naskar, Associate Professor being complied with stipulated terms & condition of OM stated above.

Further be informed that Dr. S.K Naskar, Associate Professor has submitted the receipt of Invoice No. AMPL/0041/20-21 dated 31<sup>ST</sup> October 2020 from AUTORELLI MOTOS PRIVATE LIMITED, Krishna building, 224A A.J.C Bose Road Kolkata-700001, for full cash benefits of LTC claim, wherein, it is seen that the incumbent Dr. S.K Naskar, Associate Professor has incurred an expenditure of Rs.3, 87,000/-with 14% of CGST, 14% SGST and 1% cess for purchase of a car in the name of his wife.

Therefore, the above purchases of a car is being covered under the proviso of Ministry of Finance OM dated 4<sup>th</sup> November 2020 issued under reference F.No.12(2)/2020-E-II(A). So far reimbursement claim of special cash package equivalent in lieu of Leave Travel Concession fare for Central Government Employees is concerned.


Hence, reimbursement claim of special cash package equivalent in lieu of Leave Travel Concession fare for Central Government Employees during the block year 2018-2021 equivalent an amount of upto 100 % of leave encashment i.e. ₹63,024/- and 100% of the value of deemed fare i.e. ₹80,000/- i.e. a total of ₹1, 43,024/- be accorded to Dr. S.K Naskar, Associate Professor.

In view of the above, payment of ₹1,43,024/- (Rupees One Lakh Forty Three Thousand and Twenty Four only) as calculated above be paid to Dr. S.K Naskar, Associate Professor in lieu of LTC for the block year 2018-21 which shall be ceased for Dr. S.K Naskar, Associate Professor.

  
26/2/21  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. S.K Naskar, Associate Professor
2. Faculty-in-Charge, Accounts
3. Directors' Sectt.

  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH  
BLOCK-FC, SECTOR – III, SALT LAKE CITY, KOLKATA-700106

Ref. No.: NITTTTR-K/E/Remuneration/PTMO/2020-21/1162

Date: 24.02.2021


26

OFFICE ORDER NO. 313 OF 2020-2021

Sanction of Rs.8, 000/- (Rupees Eight Thousand only) is hereby accorded to Dr Kaushik Mitra, Honorary Medical Officer of the institute to meet his incidental charges for online consultations @500/- per day for 8 days per month from October 2020 to November 2020 due to pandemic Covid-19 environment.

Therefore, Dr Kaushik Mitra, Honorary Medical Officer be paid 8 days per month incidental charges @ 500/- per day which comes to Rs 500x8x2=8,000/- (Rupees Eight Thousand only).


As such, payment of Rs 8,000/- (Rupees Eight Thousand only) be paid as stated ibid.

  
26/2/21

(Debi Prasad Mishra)  
Director

Copy for information & necessary action to:

1. Dr Kaushik Mitra, Honorary Medical Officer
2. The FIC, Accounts
3. Director Secretariat

  
24/02/21

(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block-FC, Sector-III, Salt Lake City, Kolkata-700 106

Ref: NITTTR-K/E/Remuneration/2020-21/1153

23rd February 2021

OFFICE ORDER NO. 312 OF 2020-21

Remuneration for the month of January 2021 of following contractual worker/consultant of the Institute which shall be paid to their designated account:

Sl. No.	Name	Amount	Bank Account with IFSC Code
1	Shri Arun Sarasar	₹9,333/-	Individual Bank accounts have been recorded in the Accounts Section
2	Shri Kapil Kumar	₹9,333/-	Savings Account No 38747986376, Bank Name: State Bank of India, Shastri Bhawan, New Delhi - 110001, IFSC Code: SBIN0050203 MICR: 110002742

*Kishor*  
23/2/21

(Debi Prasad Mishra)  
Director

Copy for necessary action to: -  
Faculty in Charge, Accounts

*W*  
(Subir Barak) 23/02/21  
Senior Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-175/2020-21/1149

Date: 22.02.2021


✓ OFFICE ORDER NO. 310 OF 2020-2021

With reference to application dated 10.02.2021 Shri Sati Nath Mitra. Technical Assistant Gr.-II is hereby granted leave as follows:

02 (Two) days EL from 08/02/2021 to 09/02/2021

Certified that but for his proceeding on leave Shri Sati Nath Mitra would have continued to officiate in the post of Technical Assistant Gr.-II during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Sati Nath Mitra. Technical Assistant Gr.-II
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-149  
HPL-166

  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTR-K/E/1-200/2020-21/1148

Date: 22.02.2021

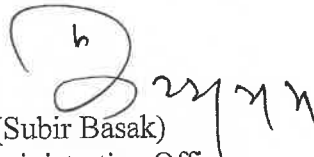
OFFICE ORDER NO. 309 OF 2020-2021

With reference to application dated 29.01.2021 Shri Utpal Chakraborty, Technical Assistant Grade-II is hereby granted leave as follows:

05 (Five) days EL from 01/02/2021 to 05/02/2021

Certified that but for his proceeding on leave Shri Utpal Chakraborty would have continued to officiate in the post of Technical Assistant Grade-II during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Utpal Chakraborty, Technical Assistant Grade-II
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+10  
HPL-227

  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTTR-K/E/1-144/2020-21/1147

Date: 22.02.2021

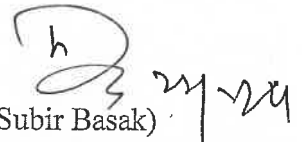
✓ OFFICE ORDER NO. 308 OF 2020-2021

With reference to application dated 09.02.2021 & 22.02.2021 Shri Bhanu Prasad, Section Officer Grade-II is hereby granted leave as follows:

1. 01 (One) day Commuted Leave on medical ground on 03/02/2021 upon conversion of 02 days HPL.
2. 01 (One) day Commuted Leave on medical ground on 18/02/2021 upon conversion of 02 days HPL.

Certified that but for his proceeding on leave Shri Bhanu Prasad would have continued to officiate in the post of Section Officer Grade-II during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Bhanu Prasad, Section Officer Grade-II
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-224  
HPL-518

  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-170/2020-21/1146

Date: 22.02.2021

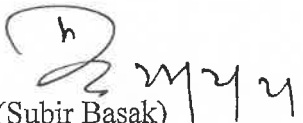
✓ OFFICE ORDER NO. 307 OF 2020-2021

With reference to application dated 28.01.2021 Shri Gobardhan Mandal, Assistant Section Officer is hereby granted leave as follows:

02 (Two) days Earned Leave from 04/02/2021 to 05/02/2021

Certified that but for his proceeding on leave Shri Gobardhan Mandal would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Gobardhan Mandal, Assistant Section Officer
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+11  
HPL-521

  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTTR-K/E/1-208/2020-21/ 1145

Date: 22.02.2021

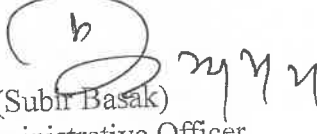
✓ OFFICE ORDER NO. 306 OF 2020-2021

With reference to application dated 19.02.2021 Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant is hereby granted leave as follows:

11 (Eleven) days Commuted Leave on medical ground from 08/02/2021 to 18/02/2021 upon conversion of 22 days HPL

Certified that but for his proceeding on leave Mrs. Soma Bhattacharjee Samadder would have continued to officiate in the post of Sr. Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+15  
HPL-146

  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTR-K/E/1-168/2020-21/1144

Date: 22.02.2021

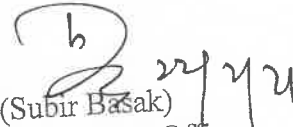
✓ OFFICE ORDER NO. 305 OF 2020-2021

With reference to application dated 12.02.2021 Shri Animesh Shome, Sr. Secretariat Assistant is hereby granted leave as follows:

04 (Four) days Commuted Leave on medical ground from 08/02/2021 to 11/02/2021 upon conversion of 08 days HPL

Certified that but for his proceeding on leave Shri Animesh Shome would have continued to officiate in the post of Sr. Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Animesh Shome, Sr. Secretariat Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-257  
HPL-53

  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTR-K/E/1-233/2020-21/ 1143

Date: 22.02.2021

✓ OFFICE ORDER NO. 304 OF 2020-2021

With reference to application dated 08.02.2021, Shri Shyamapada Mandi, Sr. Secretariat Assistant is hereby granted leave as follows:

12 (Twelve) days EL from 08/02/2021 to 19/02/2021

Certified that but for his proceeding on leave Shri Shyamapada Mandi would have continued to officiate in the post of Sr. Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Shyamapada Mandi, Sr. Secretariat Assistant
2. The FIC, Accounts
3. Shri Kallol Modak, STA
4. Director's Sectt.

EL-252  
HPL-221

  
(Subrata Mitra)  
Section Officer Gr.-II

**National Institute of Technical Teachers' Training & Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City,**  
**Kolkata – 700106**


Ref. No. NITTTR-K/E/4-50/2020-21/1126

Date: 19/02/2021

**OFFICE ORDER NO. 303 OF 2020-21**

Consequent upon the acceptance of the offer of extension of the contract issued under Ref. No. NITTTR-K/E/4-50/2020-21/1001 dated 21/01/2021, the tenure of M/s. P. S. Roy & Associates, Chartered Accountants, AD-280, Salt Lake City, Kolkata – 700064 is hereby extended as assignment of Internal Concurrence Auditor upto 31/03/2021.

All other terms & Conditions as stipulated in the Memorandum of Appointment of Internal Concurrence Auditor issued under Ref. NITTTR-K/E/4-50/19-20/2824 dated 27/01/2020 shall remain unaltered.

  
19/2/21

(Debi Prasad Mishra)  
Director

To  
M/s. P. S. Roy & Associates  
Chartered Accountants, AD-280  
Salt Lake City, Kolkata – 700064

Copy for information and necessary action to:

1. Faculty-in-Charge, Accounts

  
19/02/21

(Subir Basak)  
Sr. Administrative Officer



**National Institute of Technical Teachers' Training & Research, Kolkata**  
(Under the Ministry of Education, Government of India)  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref. No. NITTTR-K/E/5-3/2020-21/ 1125

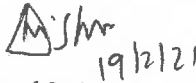
Date: 19/02/2021

Office Order No. 302 ..... 2020-21

In supersession to all Office Order(s), with immediate effect and until further order, the 14-Member Committee comprising of the following is hereby constituted to recommend the action plan for the Institute with required budget, if any, for departments / sections / hostel / estate in a consolidated way for augmenting the activities of the Institute in more congruent and effective manner:


Sl. No.	Name	Designation
1.	Dr. Dipankar Bose, Professor	Chairman
2.	Head, Mechanical Engineering	Member
3.	Head, Computer Science and Engineering	Member
4.	Head, Civil Engineering	Member
5.	Head, Education and Management	Member
6.	Head, Electrical Engineering	Member
7.	FIC, Learning Resource Centre	Member
8.	FIC, Central Store	Member
9.	Hostel Warden(s)	Member
10.	Estate Officer	Member
11.	PG Coordinator(s)	Member
12.	Academic Coordinator	Member
13.	FIC, Accounts	Member
14.	Dr. Sagarika Pal, Associate Professor	Member Secretary

The said Committee can co-opt any member of other faculty/staff with the concurrence of the Director.

  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. All the Committee Members
2. Personal File Sl. 1 to 14
3. Director's Sectt.
4. FIC, Account

  
(Subir Basak)  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
(Under the Ministry of Education, Government of India)  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref. No. NITTTR-K/E/5-3/2020-21/1124

Date: 19/02/2021

Office Order No. 301 ..... 2020-21

In supersession to all Office Order(s) / Circular(s), the existing nomenclature of Institute of Future Learning (IFL) and Integrated Computer Centre (ICC) of the Institute shall be renamed as Learning Resource Centre (LRC) and Institute Computer Centre (ICC) with the same activities and functions. The existing resources of Institute of Future Learning and Integrated Computer Centre shall remain in vogue in the newly named Centres as above.

 19/2/21

(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. All members of faculty and staff
2. FIC, Accounts
3. The Chairman, Purchase Committee
4. The Chairman, STEC
5. The Secretary, Academic Council
6. Director's Sectt.
7. BOG File : for noting

 19/02/21

(Subir Basak)  
Sr. Administrative Officer

Ref. to 64 dt-28<sup>8</sup>/<sub>2020</sub>

National Institute of Technical Teachers Training & Research, Kolkata  
Block - FC, Sector - III, Salt Lake City, Kolkata - 700106


Ref. No.: NITTTR-K/E/5-3/2020-21/1122

12<sup>th</sup> February 2021

18<sup>th</sup>

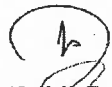
OFFICE ORDER NO. 300 OF 2020-21

In partial modification of this Institute Office Order No 64 of 2020 -21 dated 28<sup>th</sup> August 2020 issued under Reference No NITTTR-K/E/5-3/2020-21/407, with immediate effect and until further order, Shri Kallol Modak, Senior Technical Assistant shall report to HOD, Computer Science and Engineering (CSE) for all purpose.

  
15/2/21  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:-

1. Shri Kallol Modak, Senior Technical Assistant
2. Personal File of Sl.No1
3. The Head, CSE
4. The FIC, TDC
5. The FIC, Accounts
6. All faculty and staff
7. Director's Secretariat

  
15/2/21  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106


Ref. No. NITTTR/GPF/PFW/2020-21/1109

Date: 11<sup>th</sup> February 2021

12th

✓ OFFICE ORDER NO. 299 OF 2020-21


Sanction of Rs.12,00,000/- (Rupees Twelve lakh) only is hereby accorded for payment towards Part Final Withdrawal of GPF Subscription to Shri Rajendra Singh Bisht, MTS, whose A/c No. is GPF/90. A sum of Rs. 12,00,000/- (Rupees Twelve lakh) only may be sanctioned and paid to him.

  
12/7/21  
(Debi Prasad Mishra)  
Director

Copy to:

- 1 Shri Rajendra Singh Bisht, MTS. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
- 3 Sr. Administrative Officer for information.

4. D/S

  
12/02/21  
(Sagarika Pal)  
FIC, Accounts

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH,  
KOLKATA

Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-250/2020-21/1106

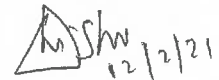
12<sup>th</sup> February 2021

OFFICE ORDER NO. 298 OF 2020-21

As requested vide his application dated 03-02-2020 approval is hereby accorded to Shri Sourav Roy Choudhury, Junior Secretariat Assistant for payment of difference amount of 10 days EL encashment on LTC (home town) to village Kaligram P.O. Kaligram District Malda in the State of West Bengal and back during 23-11-2019 to 01-12-2019 towards 5% enhancement of DA rates from 12% to 17%. The calculation is made as under:

Pay	Level /Cell	DA (17%) w.e.f. July 2019	Days of EL	Amount	Amount already sanctioned vide Office Order No 205 of 2019-20 dated 25-09-2019	Difference of Amount to be paid (Col 5–Col 6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Rs.22,400/-	1/5	Rs3,808	10	Rs.8736	Rs.8,363	Rs.373/-

Accordingly, sanction is hereby accorded to pay Rs.373/- (Rupees Three hundred Seventy Three only) to Shri Sourav Roy Choudhury, Junior Secretariat Assistant towards the enhanced amount of DA applicable for the calculation for the encashment of 10 days' earned leave on availing LTC.



(Debi Prasad Mishra)  
Director

Copy to :

1. Shri Sourav Roy Choudhury,  
Junior Secretariat Assistant
2. Faculty-in-Charge, Accounts: For information and necessary action.

3. DIS



(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata -- 700 106

Ref. No.: NITTTTR-K/E/1-250/2020-21/1105

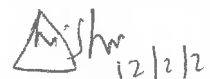
12<sup>th</sup> February 2021

OFFICE ORDER NO. 297 OF 2020-21

As requested, vide his application dated 03-02-2020, sanction is hereby accorded to Shri Sourav Roy Choudhury, Junior Secretariat Assistant, for payment of Rs.9009/- (Rupees Nine Thousand and Nine only) only towards Encashment of 10 days Earned Leave for availing of LTC (home town) to village Kaligram P.O. Kaligram District Malda in the State of West Bengal and back during 14<sup>th</sup> February 2021 to 17<sup>th</sup> February 2021 for the block year 2018-21. The calculation is made as under:

Pay	Level /Cell	DA (17%)	Days of EL	Amount
Rs.23,100/-	1/6	Rs.3,927/-	10	Rs.9009

Encashment of 10 days' Earned Leave will be debited from his credit. However, it will not be deducted from the maximum admissible Earned Leave while computing for encashment at the time of quitting service.



(Debi Prasad Mishra)  
Director

1. Shri Sourav Roy Choudhury, Junior Secretariat Assistant : for information.

2. Faculty-in-Charge, Accounts

:for necessary payment and statutory deduction, if any, is made as per rule and as pointed out by the CAG during the Audit (2012-13).

3. D/S



(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

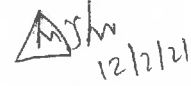
Ref. No.: NITTTR-K/E/1-250/2020-21/ 1104

12<sup>th</sup> February 2021

OFFICE ORDER NO. 296 OF 2020-21

Permission is hereby accorded to Shri Sourav Roy Choudhury, Junior Secretariat Assistant to village Kaligram P.O. Kaligram District Malda in the State of West Bengal and back during 14th February 2021 to 17th February 2021 for the block year 2018-21 by Rail and Road. The incumbent Shri Sourav Roy Choudhury, Junior Secretariat Assistant shall claim the reimbursement fare on production of rail tickets/money receipts in support of his journey within thirty days from the date of completion of his return journey. Other terms and conditions will be applicable as per CCS (Leave Travel Concession) Rules, 1988.

The HTC is sanctioned for the block year 2018-2021.

  
12/2/21

(Debi Prasad Mishra)  
Director

Copy to :

1. Shri Sourav Roy Choudhury,  
Junior Secretariat Assistant

With reference to his letter dated 03.02.2021. He is requested to submit his reimbursement claim within one month from the date of return journey in prescribed form together with money receipts, boarding passes, tickets, etc.

2. Faculty-in-Charge, Accounts:

For information and necessary action.

  
3- D/S

  
(Subir Basak)  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
(Under the Ministry of Education, Government of India)  
**Block-FC, Sector-III, Salt Lake, Kolkata-700 106**

Ref. No. NITTTR-K/E/5-3/2020-21/ **1101**

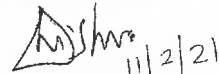
Date: **11<sup>th</sup>** February 2021  
**12<sup>th</sup>**

OFFICE ORDER NO. **295** OF 2020-21

In order to liaison with the media for ongoing activities of the Institute, a 3-Member Media and Information Cell is hereby constituted comprising of following faculty and staff members of the Institute:


S. No.	Name	Designation
1.	Dr. Arpan Kumar Mondal, Assistant Professor	Chairman
2.	Mr. Ashadur Rahaman, Technical Officer	Member
3.	Mr. Utpal Chakraborty, Technical Assistant Gr. II	Member Secretary

The said Media and Information Cell, shall make necessary arrangement for wide publication of various ongoing Institutional activities in the media (print, electronic, Facebook, Twitter, YouTube, Instagram etc.) for promotion. All information across the Institute must be kept and disseminated, if required.

  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Arpan Kumar Mondal, Assistant Professor
2. Mr. Ashadur Rehman, Technical Officer
3. Shri Utpal Chakraborty, Technical Assistant Gr. II
4. Personal File of Sl. No. 1 to 3
5. All faculty (through email)
- ✓ 6. Director's Sectt.

  
(Subir Basak)  
Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH,  
KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref. No.: NITTTR-K/E/1-/2020-21/1097

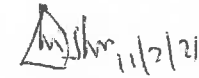
Date: 11.02.2021

OFFICE ORDER NO 294 OF 2020-21

Sanction is hereby accorded to Shri N.K. Mandal, Associate Professor (in Situ) for payment of ₹73,047/- (Rupees Seventy Three Thousand and Forty Seven only) towards Encashment of 10 days Earned Leave for availing Home Travel Concession (HTC) for the block year 2018-21 to visit Home Town ( Vill & P.O-Chaltaberia, via Joynagar, South 24 Parganas, Pin-743337) and back Present Residential address (K-231/4 B.G.Patuli, Kolkata-700094) on 15<sup>th</sup> February 2021 for the block year 2018-21. The calculation is made as under:

Pay	DA (17%)	Total	Days of EL	Amount
Rs.1,87,300/-	Rs.31,841/-	Rs.2,19,141/-	10	Rs. 73,047/-

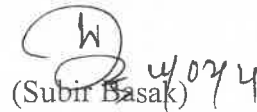
This encashment of 10 days' Earned Leave will be debited from EL to his credit. However, it will not be deducted from the maximum admissible Earned Leave while computing for encashment at the time of quitting service/superannuation.



(Debi Prasad Mishra)  
Director

Copy to:

1. Shri N.K Mandal. Associate Professor : for information.
2. Faculty-in-Charge, Accounts : for necessary payment and statutory Income Tax deduction thereof be made as per rule
3. Director s' Sectt.



(Subir Basak)  
Senior Administrative Officer

**National Institute of Technical Teachers Training & Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City, Kolkata – 700106**


Ref. No.: NITTTR-K/E/5-3/2020-21/ **1096**

11<sup>th</sup> February 2021

**OFFICE ORDER NO. 293 OF 2020-21**

With immediate effect and until further order Shri Avijit Kundu, Technical Officer, in addition to his existing duties, is hereby attached with Network Management Committee.

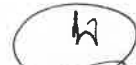
Shri Avijit Kundu, Technical Officer, shall be responsible for preparation of tender document(s), opening and maintenance of asset registrar and any such responsibilities in this connection as deemed fit by the Chairman, Network Management Committee.

  
11/2/21

(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Shri Avijit Kundu, Technical Officer
2. The Faculty-in-Charge, Technology Development Cell
3. All members of faculty and staff
- ✓ 4. Director's Secretariat
5. Personal File of Sl.No.1

  
14/02/21

(Subir Basak)  
Senior Administrative Officer

**National Institute of Technical Teachers' Training and Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City – Kolkata – 700106**

Ref. NITTTR-K/E/1-13/2020-21/ 1083

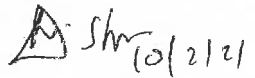
Date: 10/02/2021

**OFFICE ORDER NO. 292 OF 2020-21**

A 3-Member Committee comprising of the following members of faculty is hereby constituted for outsourcing the manpower agency for the Institute.


Sl. No.	Name	Designated
1	Dr. Ranjan Dasgupta Professor, CSE	Chairman
2	Dr. D. Bose Professor, Mechanical Engg.	Member
3	Dr. S. K. Mandal Professor, Electrical Engg.	Member Secretary

The Committee will recommend the scope of work, qualification, experience, remuneration, terms and conditions of engagement.. etc. for doing the needful outsourcing the manpower agency through open advertisement.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. Ranjan Dasgupta. Professor, CSE
2. Dr. D. Bose Professor. Mechanical Engg.
3. Dr. S. K. Mandal, Professor, Electrical Engg.
- 4-6. Personal File of Sl. No. 1-3
7. Sr. Administrative Officer
8. Director's Sectt.

  
(Subir Basak) 10/02/21  
Senior Administrative Officer

  
10/12/2021

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1- 164/2020-21/ 1081

Date: 09.02.2021

OFFICE ORDER NO. 291 OF 2020-21

Permission is hereby granted to Shri N.K. Mandal, Associate Professor towards availing of Home Travel Concession (HTC ) for the block year 2018-21 to visit Home Town (Vill & P.O- Chaltaberia, via Joynagar, South 24 Parganas, Pin-743337) and back Present Residential address (K-231/4 B.G.Patuli, Kolkata-700094) with permission to leave station on 15<sup>th</sup> February 2021.

Other terms and conditions will be applicable as per CCS (Leave Travel Concession) Rules, 1988.

He has to furnish money receipts, boarding passes, etc. in support of his journey within thirty days from the date of completion of his return journey.

The LTC is sanctioned for the block year 2018-2021.

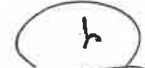
  
2/2/21  
(Debi Prasad Mishra)  
Director

Copy to: -

1. Shri N.K. Mandal, Associate Professor : With reference to his letter dated 28-01-2021, he is requested to submit his final claim within one month from the date of return journey in prescribed form together with money receipts, boarding passes, tickets, etc.

2. Faculty-in-Charge, Accounts For information and necessary action.

3. Director's Secretariat

  
(Subir Basak) 09/02/21  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH,  
KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref. No.: NITTTR-K/E/1-162/2020-21/ 1080

Date : 09.02 2021

OFFICE ORDER NO 290 OF 2020-21

Sanction is hereby accorded to Dr. Samiran Mandal, Professor(in situ) for payment of ₹1,90,602/- (Rupees One Lakh Ninety Thousand Six Hundred Two only) towards amount to be spent for full cash benefits as stipulated in Ministry of Finance Office Memorandum F.No.12(2)/2020-EII(A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTTR-K/SFP&SCP(LTC)/2020-21/696. The calculation is made as under:

Leave Encashment:	$\{(\text{₹}2,11,800 \times 1.17) \times 10\} \div 30$	= ₹82,602/-
Fare value	₹36,000 × 3* = ₹1,08,000/- (deemed fare) *No of family members	= 3 times of notional value of deemed fare i.e ₹3,24,000/-
TOTAL		₹4,06,602/-

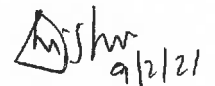
As such, the special cash package equivalent in lieu of LTC fare as calculated above be paid to Dr. Samiran Mandal, Professor subject to the condition that Dr. Samiran Mandal, Professor shall spend an amount of ₹4,06,602/- or above.

Accordingly, sanction of an amount of upto 100 % of leave encashment i.e. ₹ 82,602/- and 50% of the value of deemed fare i.e. ₹54,000/- i.e. a total of ₹ 1,36,602/- (Rupees One Lakh Thirty Six Thousand Six Hundred Two only) is hereby accorded to Dr. Samiran Mandal, Professor and balance ₹54,000/- shall be reimbursed to the incumbent on production of receipts of invoices of purchase made of items /availing of such services which carry a GST rate of not less than 12% from GST registered vendors/service providers through digital mode and vouchers thereof indicating the GST number and the amount of GST paid.

Therefore, with the above stipulations payment of ₹ 1, 36,602/- (Rupees One Lakh Thirty Six Thousand Six Hundred Two only) may be made to Dr. Samiran Mandal, Professor at the first instance.

However, Non-utilization/under-utilization before the closing of current financial year 2020-21 shall be dealt with the extant provisions relating to LTC advance as stipulated in Ministry of Finance OM ibid.

LTC for the block year 2018-21 shall be ceased for Dr. Samiran Mandal, Professor.



(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. Samiran Mandal, Professor
2. Faculty-in-Charge, Accounts
3. Director's Sectt.



(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-210/2020-21/ 1078

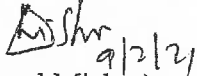
Date: 09.02.2021

OFFICE ORDER NO. 289 OF 2020-21

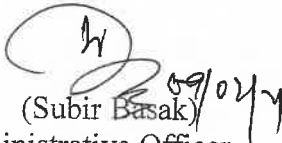
In pursuance to Office Order No. 75 of 2011-12 issued under Ref. No. NITTTR-K/B/2-14/2011-12/833 dated 16<sup>th</sup> June 2011 / 5<sup>th</sup> July 2011, sanction is hereby accorded to Prof. Subrata Chattopadhyay, Professor (in Situ), reimbursement of Rs. 4,486/- (Rupees Four Thousand Four Hundred Eighty Six only) towards expenditure incurred by the incumbent in connection with membership charges of the "IEEE Society for the year 2021. The amount shall be debited from Professional Development Allowance of the incumbent.

The amount of Rs. 4,486/- (Rupees Four Thousand Four Hundred Eighty Six only) thus sanctioned be paid to Prof. Subrata Chattopadhyay, Professor (in Situ).

After being paid the above reimbursement his cumulative balance is Rs. 95,514/- out of Rs. 1 lakh per year for a cumulative Professional Development Allowance for Rs. 3 lakhs for every block period of 3 years i.e. 27.12.2019 to 26.12.2022.

  
(Debi Prasad Mishra)  
Director

1. Prof. Subrata Chattopadhyay, Professor (in Situ) : For information
2. The Faculty-in-Charge, Accounts : For payment please
3. Directors Sectt.

  
(Subir Basak)  
Sr. Administrative Officer

**National Institute of Technical Teachers Training & Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City, Kolkata – 700106**

Ref. No.: NITTTR-K/E/5-3/2020-21/ **1077**

09<sup>th</sup> February 2021

**OFFICE ORDER NO. 288 OF 2020-21**

In order to bridge over the vacancy of Section Officer Grade II in the Accounts Section consequent upon retirement of incumbent with effect from 31-01-2021 (A.N), as stop gap measure, with immediate effect and until further order Shri Anup Kumar Saha, the senior most Assistant Section Officer in the Accounts Section in addition to his existing duties shall take over the charge of vacant position of Section Officer Grade II in the Accounts Section of the Institute under control of Faculty-in-Charge, Accounts without any financial implication.

**Sd/-**  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Shri Anup Kumar Saha, Assistant Section Officer
2. The Faculty-in-Charge, Accounts
3. All members of faculty and staff
4. Director's Secretariat
5. Personal File of Sl.No.1

**h**  
(Subir Basak) **09/02/21**  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref: Ref: NITTTR-K/E/4-55/2020-21/ 1069

Date: 08/02/2021

OFFICE ORDER NO. 287 OF 2020-21

Shri Malay Kumar Acharya is hereby engaged for the assignment of Consultant (Civil) on purely contractual basis with effect from 01/02/2021 (F. N.) for a period of six (6) months or until further order whichever is earlier, upon acceptance of this Institute Office Memorandum dated 25/01/2020 issued under Ref. NITTTR-K/B/2-16/2020-21/1024.

Shri Malay Kumar Acharya will receive a consolidated remuneration of Rs.45,000/- (Rupees Forty Five Thousand only) per month.

*Sd/-*  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Shri Malay Kumar Acharya  
FC-110, Sector – III, Salt Lake City  
Kolkata – 700 106  
Phone: 033 23599128; Mobile / WA: 9434063149
2. Estate Officer
3. Faculty-in-Charge, Accounts
4. Director's Secretariat

*N*  
(Subir Basak)  
Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block-FC, Sector-III, Salt Lake City, Kolkata-700 106

Ref: NITTTR-K/E/Remuneration/2020-21/ 1068

Date: 08/02/2021

OFFICE ORDER NO. 286 OF 2020-21

Remuneration for the month of January 2021 of following contractual worker/consultant of the Institute which shall be paid to their designated account:

Sl. No.	Name	Amount	Bank Account with IFSC Code
1	Shri Naveen Berry	₹24,000/-	Individual Bank accounts have been recorded in the Accounts Section
2	Shri Pravas Seal	₹30,000/-	
3	Shri Biswajit Ghosh, Teaching Assistant	₹30,000/-	SBI IFS Code SBIN0008204 SB A/C NO.31628349175 SBI , Palla Road, Burdwan Pin 713151
4	Shri Desh Deepak Gautam, Teaching Assistant	₹30,000/-	SBI IFS Code SBIN0014906 SB A/C NO.20103505575 SBI Lucknow University Branch Lucknow, Pncode - 226007

*Sd/-*  
(Debi Prasad Mishra)  
Director

Copy for necessary action to: -  
Faculty in Charge, Accounts/Section Officer II (Accounts Section)

*D/S*  
*N*  
(Subir Basak) 8/2/21  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-145/2020-21/1058

Date: 03.02.2021

04

OFFICE ORDER NO. 285 OF 2020-2021

With reference to application dated 02.02.2021, Shri Anup Kr. Saha, Assistant Section Officer is hereby granted leave as follows:

02 (Two) days EL from 08/02/2021 to 09/02/2021

Certified that but for his proceeding on leave Shri Anup Kr. Saha would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*Sdf*

(Subir Basak)

Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Anup Kr. Saha, Assistant Section Officer
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+12

HPL-463

*Subrata Mitra*

(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-181/2020-21/ 1057

Date: 03.02.2021

OFFICE ORDER NO. 284 OF 2020-2021

With reference to application dated 25.01.2021 Shri Pravinchandra Dayalji Siyodia, Senior Technical Assistant is hereby granted leave as follows:

02 (Two) days EL from 21/01/2021 to 22/01/2021

Certified that but for his proceeding on leave Shri Pravinchandra Dayalji Siyodia would have continued to officiate in the post of Senior Technical Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/-*  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Pravinchandra Dayalji Siyodia, Senior Technical Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+03  
HPL-578

*Subrata Mitra*  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-186/2020-21/ 1056

Date: 03.02.2021

04

OFFICE ORDER NO. 283 OF 2020-2021

With reference to application dated 18.01.2021 Shri Mainak Mandal, Technical Assistant Grade II is hereby granted leave as follows:

01 (One) day EL on 19/01/2021

Certified that but for his proceeding on leave Shri Mainak Mandal would have continued to officiate in the post of Technical Assistant Grade II during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.


sd/-

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Mainak Mandal, Technical Assistant Grade II
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+14  
HPL-320

  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-133/2020-21/ 1055

Date: 03.02.2021


OFFICE ORDER NO. 282 OF 2020-2021

With reference to application dated 01.02.2021, Shri Swarup Chand Bala, Assistant Section Officer is hereby granted leave as follows:

02 (Two) days EL from 04/02/2021 to 05/02/2021

Certified that but for his proceeding on leave Shri Swarup Chand Bala would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Swarup Chand Bala, Assistant Section Officer
2. The FIC, Accounts
3. ✓ Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+13  
HPL-530

  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-142/2020-21/ 1054

Date: 03.02.2021

OFFICE ORDER NO. 281 OF 2020-2021

With reference to application dated 29.01.2021 Shri Paresh Sardar, MTS is hereby granted leave as follows:

18 (Eighteen) days Commuted Leave on medical ground from 11/01/2021 to 28/01/2021 upon conversion of 36 days HPL

Certified that but for his proceeding on leave Shri Paresh Sardar, would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sdf*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Paresh Sardar, MTS
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+15  
HPL-289

*Subrata*  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-199/2020-21/ 1053

Date: 03.02.2021

OFFICE ORDER NO. 280 OF 2020-2021

With reference to application dated 16.11.2020, Shri Indrajit Nandy, Sr. Secretariat Assistant is hereby granted leave as follows:

24 (Twenty Four) days EL from 21/10/2020 to 13/11/2020

Certified that but for his proceeding on leave Shri Indrajit Nandy would have continued to officiate in the post of Sr. Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/-*  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Indrajit Nandy, Sr. Secretariat Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-285  
HPL-277

*Subrata*  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-230/2020-21/ 1052

Date: 03.02.2021

04

OFFICE ORDER NO. 279 OF 2020-2021

With reference to application dated 13.01.2021, Shri Dasarath Mandi, MTS is hereby granted leave as follows:

02 (Two) days Earned Leave from 14.01.2021 to 15.01.2021

Certified that but for his proceeding on leave Shri Dasarath Mandi would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

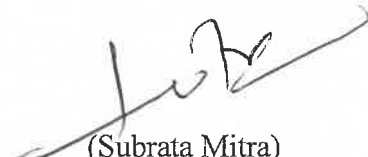
sd/-

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Dasarath Mandi, MTS
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-46  
HPL-57

  
(Subrata Mitra)  
Section Officer Gr.-II



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-243/2020-21/1045

Date: 29.01.2021

OFFICE ORDER NO. 278 OF 2020-21

In continuation to this Office Order No. 182 of 2020-21 dated 11.12.2020 issued under Reference No. NITTTR-K/E/1-243/2020-21/821, reimbursement of sanction of remaining balance of 50% amount i.e Rs.3,000/- (Three Thousand only) out of total sanction of Rs.6, 000/- (Six Thousand only) is hereby accorded to Shri Satyaki Kar Gupta, Technical Assistant Gr.-II of the Institute on production of receipt of Tax Invoice No.3926 dated 20/01/2021 in commensurate with the term and conditions stipulated in the Office Order mentioned ibid.

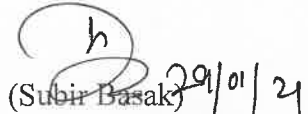
In accordance with the above, payment of Rs.3, 000/-(Three Thousand only) be paid to Shri Satyaki Kar Gupta, Technical Assistant Gr.-II of the Institute.



(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Shri Satyaki Kar Gupta, Technical Assistant Gr.-II
2. The Faculty In-charge, Accounts
- ✓3. Director's Sectt.



(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK - FC, SECTOR-III, SALT LAKE CITY  
KOLKATA - 700 106

Ref.No. NITTTTR/GPF/FW/2020-21/1044

Dated : 29<sup>th</sup> January 2021

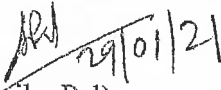
OFFICE ORDER NO. 277 OF 2020-21

Sanction of Rs.59,46,315/- (Rupees Fifty Nine lakh Forty Six Thousand Three Hundred Fifteen) only is hereby accorded for payment towards full and Final settlement of GPF and interest accrued thereon up to January 2021 to Shri Swapan Dey, Section Officer Grade-II, on superannuation as on 31.01.2021 (A.N), whose A/c No. is GPF/75. The net payment of Rs .59,46,315/- (Rupees Fifty Nine lakh Forty Six Thousand Three Hundred Fifteen) only may be paid to him.

 29/1/21

(Debi Prasad Mishra)  
Director

1. Shri Swapan Dey, Section Officer, Grade-II,  
NITTTTR, Kolkata-700106
2. FIC, Accounts - for payment.
3. Senior Administrative Officer for information. This is with reference to administration's office order No. of 2020-21 issued vide letter no, NITTTTR-K/E/1-129/2020-21/ dated. 31.01.2021.

 29/01/21  
(Sagarika Pal)  
FIC, Accounts

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref. No.: NITTTR-K/E/1-245/2020-21/ 1042

Date: 28.01.2021

OFFICE ORDER NO 276 OF 2020-21

29

As requested, vide his application dated 22-01-2021, Shri Avijit Kundu, Technical Officer for payment of ₹20,000/- (Rupees Twenty Thousand only) towards amount to be spent for full cash benefits as stipulated in Ministry of Finance Office Memorandum F.No.12(2)/2020-EII(A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTTR-K/SFP&SCP(LTC)/2020-21/696. The calculation is made as under:

Fare value	₹20,000×1* = ₹20,000/- (deemed fare) *No of family members	= 3 times of notional value of deemed fare i.e ₹60,000/-
------------	--	---

As such, the special cash package equivalent in lieu of LTC fare without Leave Encashment for his mother as calculated above may be paid to Shri Avijit Kundu, Technical Officer subject to the condition that Shri Avijit Kundu, Technical Officer shall spend an amount of ₹ 60,000/- or above for full cash benefit .

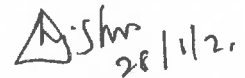
However, if the incumbent spends less than Rs. 60,000/- then he may be allowed cash amount in the same proportion

Accordingly, sanction of an amount of 50% of the value of deemed fare i.e. ₹10,000/- (Rupees Ten Thousand only) is hereby accorded to Shri Avijit Kundu, Technical Officer and balance ₹10,000/- (Rupees Ten Thousand only) shall be reimbursed in this case would be on pro-rata basis . In order to claim the applicable deemed fare, an incumbent is required to spend three times of the deemed LTC fare. However, as per rule, the reimbursement in the case of expenditure less than the prescribed three times would be 1/3<sup>rd</sup> of the actual expenditure.

Therefore, with the above stipulations payment of ₹ 10,000/- (Rupees Ten Thousand only) may be made to Shri Avijit Kundu, Technical Officer at the first instance.

However, Non-utilization/under-utilization before the closing of current financial year 2020-21 shall be dealt with the extant provisions relating to LTC advance as stipulated in Ministry of Finance OM ibid.

LTC for the block year 2018-21 shall be ceased for Shri Avijit Kundu, Technical Officer.



(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Shri Avijit Kundu, Technical Officer
2. Faculty-in-Charge, Accounts
3. Director's Sectt.



(Subil Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-237/2020-21/ 1041

Date: 28.01.2021

29


OFFICE ORDER NO. 275 OF 2020-2021

With reference to application dated 19.01.2021 and 25.01.2021, Dr. Jagat Jyoti Mandal Professor is hereby granted leave as follows:

1. 03 (Three) days Earned Leave from 20/01/2021 to 22/01/2021
2. 03 (Three) days Earned Leave from 27/01/2021 to 29/01/2021

Certified that but for his proceeding on leave Dr. Jagat Jyoti Mandal would have continued to officiate in the post of Professor during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

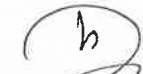
  
28/1/21

(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Jagat Jyoti Mandal, Professor
2. The FIC, Accounts
3. Director's Sectt.
4. Kallol Modak, STA

EL-289  
HPL-276

  
(Subir Basak) 28/1/21  
Sr. Administrative Officer

Dr. Jagat Jyoti Mandal, Professor & Head.  
Forwarding Officer: Prof. Debi Prasad Mishra.

28-01-2021 13:25:36 (dd-mm-yyyy h:m:s)

As on 28/01/2021	Earned Leave	Commuted Leave (On Medical Ground)	Half Pay Leave	Casual Leave	Restricted Holiday	Others Leave
Leave Credited (Including Pending Leave)	289	192	0	8	2	0
Leave Availed (Calendar Year)	6	0	0	0	0	0

Leave Details

Remarks (Leave Reduction for Late Coming/Others): .

Sl. No.	Employee Name	Designation	Forwarding Officer	Application Date	Leave Type	From Date	To Date	No. of Days Availed	Prefix/Suffix to leave	Ground of Leave	Outstation, if any	Forwarding Officer's Action	Application Forwarded Date	Remarks (Forwarding Officer)	Approved Date	Application Status	Remarks
6256	Dr. Jagat Jyoti Mandal	Professor & Head	Prof. Debi Prasad Mishra	2021-01-25 14:49:51	Earned Leave	2021-01-27	2021-01-29	3	Prefix 26th (holiday) Suffix 30 & 31st Saturday, Sunday	Elder brother is very seriously ill admitted in hospital	yes	Direct Mode			2021-01-25 17:17:44	Approved	
6231	Dr. Jagat Jyoti Mandal	Professor & Head	Prof. Debi Prasad Mishra	2021-01-19 13:00:23	Earned Leave	2021-01-20	2021-01-22	3	Saturday and Sunday suffix	Urgent Personal work.	Yes	Direct Mode			2021-01-25 17:17:44	Approved	

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA

PENSION PAYMENT ORDER NO.: 274 NITTTR-K/PEN/2021/E/1-131/SDEY/1036

(7th CPC Matrix Level : PAY RANGE: PAY LEVEL 6/18  
1 NAME & PF NO. : SWAPAN DEY, PF No. 75  
2 NATIONALITY : INDIAN  
3 POST LAST HEAD : SECTION OFFICER GRADE II  
4 OFFICE : ACCOUNTS SECTION  
5 DATE OF BIRTH : 23<sup>RD</sup> JANUARY 1961  
6 DATE OF APPOINTMENT IN THE INSTITUTE : 19<sup>TH</sup> SEPTEMBER 1990  
7 DATE OF RETIREMENT : 31<sup>ST</sup> JANUARY 2021 (AN)  
8 i. TOTAL SEERVICE : 34 YEARS 02 MONTHS 28 DAYS  
NET QUALIFYING SERVICE  
ii. (YRS/MTHS/DAYS) : 33 YEARS  
9 NATURE OF RETIREMENT : SUPERANNUATION  
10 LAST BASIC PAY DRAWN : 58,600/-  
11 DATE OF COMMENCEMENT OF PENSION : 1<sup>ST</sup> FEBRUARY 2021

A. PENSIONARY AWARDS

12 PENSION SANCTIONED PER MONTH FOR LIFE : 29,300/-  
13 AMOUNT COMMUTED : 11,720/-  
14 RESIDUAL PENSION PER MONTH : 17,580/-  
15 RETIREMENT GRATUITY : 11,31,273/-  
16 DEMANDS : NIL  
17 AMOUNT WITHHELD : NIL  
18 NET RETIREMENT GRATUITY TO BE PAID : 11,31,273/-  
19 ABSOLUTE DATE OF COMMUTATION : NIL  
20 COMMUTED VALUE OF PENSION : 11,52,404/-  
21 LEAVE ENCASHMENT : 6,85,620/-

B. FAMILY PENSION

22 NAME :  
23 RELATIONSHIP :  
24 DATE OF BIRTH : NOT APPLICABLE  
25 NATIONALITY :  
26 ENHANCED RATE OF FAMILY PENSION :

(The enhanced pension is payable for seven years from the date following the date of death or upto Not Applicable, which is earlier)

27 NORMAL RATE OF FAMILY PENSION : NOT APPLICABLE

C. AGENCY AND PLACE OF PAYMENT

28 PENSION DISBURSEMENT : NITTTR, KOLKATA  
OFFICE & PLACE  
29 BANK NAME, BRANCH, : SATE BANK OF INIDA  
IFSC CODE : SALT LAKE  
IFSC CODE: SBIN0001612  
30 BANK A/C NO. OF : 30163708106  
PENSIONER



Mishra

(DEBI PRASAD MISHRA)

Director

प्रो. देवि प्रसाद मिश्रा/Prof. Debi Prasad Mishra

निदेशक/Director

OPTED FOR: FIXED MEDICAL ALLOWANCE.

Important: see instructions and clarificatory notes on reversed.

To

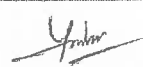


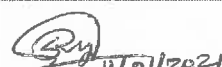



Shri /Smt. Swapan Dey, 73, Rakhil Das Auddy Road, P.O.: Alipore,  
Chetla, Kolkata-700 027, West Bengal


Personal File: NITTTR-K/E/1-131/ 2020-21





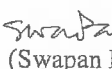


Issue Date: 31/01/2021

**PART-C (To be filled by Administration) (AS PER 7TH CPC)**

1	Name of the employee	:	SWAPAN DEY		
2	Personal File No. & Designation	:	NITTTR-K/E/1-131 SECTION OFFICER GRADE II		
3	Department / Section	:	ACCOUNTS SECTION		
4	Date of Birth	:	23 <sup>RD</sup> JANUARY 1961		
5	Pay Level and Scale	:	PAY LEVEL 6/18		
6	Date of entering the service	:	3 <sup>RD</sup> NOVEMBER 1986		
7	Gross Period of Service		Years(s)	Month(s)	Day(s)
	a) NITTTR, Kolkata Service		30	04	13
	b) Previous Employment Service		03	10	15
	Total period of service		34	02	28
8	Period of Non-qualifying Service up to the date of retirement		0	0	0
9	Net period of Qualifying Service up to the date of retirement		33 YEARS		
10	a) Date of Retirement		31 <sup>ST</sup> JANUARY 2021		
	b) Nature of Retirement		SUPERANNUATION		
11	Name of the retiral benefits scheme opted for		GENERAL PROVIDENT FUND		
12	Last pay drawn				
	a) Basic with Grade Pay (as per 7th CPC)				58,600/-
	b) Special Pay, if any				0
	c) Personal Pay, if any				0
13	i) Calculation of average emoluments of last 10 months				
	Month	Basic Pay	Total	Remarks	
	APRIL 2020	56,900/-	56,900/-		
	MAY 2020	56,900/-	56,900/-		
	JUNE 2020	56,900/-	56,900/-		
	JULY 2020	58,600/-	58,600/-		
	AUGUST 2020	58,600/-	58,600/-		
	SEPTEMBER 2020	58,600/-	58,600/-		
	OCTOBER 2020	58,600/-	58,600/-		
	NOVEMBER 2020	58,600/-	58,600/-		
	DECEMBER 2020	58,600/-	58,600/-		
	JANUARY 2021	58,600/-	58,600/-		
	Total (for last 10 months):		5,80,900/-		
13	ii) Higher Pension (50% of Average above) or (50% of the Last Pay)	:			58,600/-
14	Date from which superannuation / retiring / invalid compensation pension is to commence		1 <sup>ST</sup> FEBRUARY 2021		

 (Shyamapada Mandi) Senior Sectt. Assistant	 (Bhanu Prasad) Section Officer Gr. II	 (Subir Basak) Sr. Administrative Officer
 (Sourav Roychowdhury) Junior Sectt. Assistant	 (Swapan Dey) Section Officer Gr. II	 (Sagarika Pal) Faculty-in-Charge, Accounts
Checked & Verified  Internal Auditor NITTTR, Kolkata For P S Roy & Associates		

Checked & Verified  
  
 Internal Auditor  
 NITTTR, Kolkata  
 For P S Roy & Associates

14	The quantum of pension available to the old age pensioners shall be increased as follows:					
	Age of Pensioner		Additional quantum of Pension			
a)	On 80 years from	01/JANUARY/2041	:	Additional Pension= 5,860/-		
b)	On 85 years from	01/JANUARY/2046	:	Additional Pension= 8,790/-		
c)	On 90 years from	01/JANUARY/2051	:	Additional Pension= 11,720/-		
d)	On 95 years from	01/JANUARY/2056	:	Additional Pension= 14,650/-		
e)	On 100 years or more from	01/JANUARY/2061	:	Additional Pension= 29,300/-		
15	<b>DEATH-CUM-RETIREMENT GRATUITY ADMISSIBLE</b>					
a)	Last pay drawn (Rs)	58,600/-	:	58,600/-		
b)	Dearness Allowance (Rs)	17% of 58,600/-	:	9,962/-		
	Calculation	(Basic + DA) × ¼ × 66	:	(58600 + 9962) × ¼ × 66		
	Total		:	11,31,273/-		
	<b>FAMILY PENSION</b>					
16	Name and relationship of the Member of family of the deceased employee to whom the family pension would be payable (DOB as per Adhar Card & as per his family details page no. 4 of pension paper)			NOT APPLICABLE		
17	a)	Last pay drawn (Rupees)	:	NOT APPLICABLE		
	b)	Family Pension @ 30% of the pay subject to minimum of Rs. 9000.00 and maximum of Rs. 1,25,000.00	:	NOT APPLICABLE		
	c)	Family Pension Admissible Amount	:	NOT APPLICABLE		
	d)	The amount of family pension which would be payable at the <b>enhanced rate</b> in the event of death of the pensioner after retirement for a period of 7 years from the date of death, or up to <b>NOT APPLICABLE</b> i.e. the date when the retiree would have attained the age of 67 years (had he survived) since it falls earlier to the date of expiry of the period of 7 years from the date of death.	:	NOT APPLICABLE		
	e)	The amount of family pension payable thereafter at the <b>normal rate</b>	:	NOT APPLICABLE		
18	The quantum of family pension available to the old age family pensioners shall be increased as follows:					
	Age of Family Pensioner					
a)	On 80 years from	NOT APPLICABLE				
b)	On 85 years from					
c)	On 90 years from					
d)	On 95 years from					
e)	On 100 years or more from					
19	Details of other possible family pensioners:					
	Sl. No.	Name	DOB	Marital Status	Relationship with employee	Event on which eligibility ceases
			NIL			
		 (Shyamapada Mandi) Senior Sectt. Assistant	 (Bhanu Prasad) Section Officer Gr II		 (Subir Basak) Sr. Administrative Officer	
		 (Sourav Roychowdhury) Junior Sectt. Assistant	 (Swapan Dey) Section Officer Gr. II		 (Sagarika Pal) Faculty-in-Charge, Accounts	
	Checked & Verified  13/01/21					
	Internal Audit					


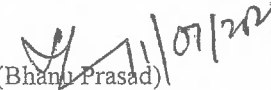






**LEAVE ENCASHMENT**

20	a) Last pay drawn	: 58,600/- ✓
	b) No. of Earned leaves Days	: 300 Days
	c) No. of Half Pay Leaves Days	: NA
	d) Dearness Allowance	: 17% of Basic, i.e, Rs. 9,962/- ✓
	Total EL: [(58,600 + 9,962) × 300] / 30	: 6,85,620/- ✓





**COMMUTATION OF PENSION**

21	a) Commutation of pension with/without medical examination	: Without Medical Examination
	b) Age next birthday	: 61 Years ✓
	c) Commuted value of a rupees (as per Commutation Table given in Pension rules)	: 8.194 ✓
	d) Portion of pension commuted (40%)	: 11,720/- ✓
	e) Commuted value (8.194 × 11720 × 12)	: 11,52,404/- ✓
	f) Residual Net Pension (29,300-11720)	: 17,580/- ✓

 (Shyamapada Mandi) Senior Sectt. Assistant	 (Bhanu Prasad) Section Officer Gr. II	 (Subir Basak) Sr. Administrative Officer
 (Sourav Roychowdhury) Junior Sectt. Assistant	 (Swapan Dey) Section Officer Gr. II	 (Sagarika Pal) Faculty-in-Charge, Accounts
Internal Auditor For P S Roy & Associates		

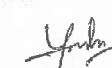



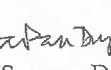

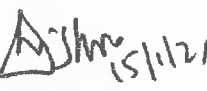
PART-D  
INTERNAL AUDIT UNIT

- 1 The service details of **SWAPAN DEY** is given in Part 'C' of this form have been verified and found to be correct.
- 2 The Calculation of **SUPERANNUATION PENSION** of **Rs. 17,580/-** per month payable with effect from 1<sup>ST</sup> FEBRUARY 2021 + Dearness Relief as applicable on Gross Pension of **Rs. 29,300/-** has been checked and found correct.
- 3 Family pension in faovur of **NOT APPLICABLE** at enhanced rate of **NOT APPLICABLE** upto **NOT APPLICABLE** and at normal rate of **NOT APPLICABLE** has also been checked and found to be in order when applicable.
- 4 Death-cum-Retirement Gratuity worked out to be **Rs. 11,31,273/-** has been correctly calculated.
- 5 Commuted value of **Rs. 11,52,404/-** has been correctly calculated.
- 6 Leave Encashment of **Rs. 6,85,620/-** has been correctly calculated.

 (Shyamapada Mandi) Senior Sectt. Assistant	 (Bhanu Prasad) Section Officer Gr. II	 (Subir Basak) Sr. Administrative Officer
INTERNAL AUDITOR 		

**Orders of the Pension Sanctioning Authority**

Sanction may kindly be accorded to the payment of pensionary benefits, as given in Part 'D' to **SHRI SWAPAN DEY** on his ~~her~~ superannuation ~~voluntary~~ retirement from service on 31/01/2021. After commutation of 40% portion of his/her original pension of Rs. 29,300/-, the residual net pension would be Rs. 17,580/-.

 (Shyamapada Mandi) Senior Sectt. Assistant	 (Bhanu Prasad) Section Officer Gr. II	 (Subir Basak) Sr. Administrative Officer
 (Sourav Roychowdhury) Junior Sectt. Assistant	 (Swapan Dey) Section Officer Gr. II	 (Sagarika Pal) Faculty-in-Charge, Accounts
 (Debi Prasad Mishra) DIRECTOR प्रो. देवि प्रसाद मिश्र/Prof. Debi Prasad Mishra		

Fully copy set of pension application form, calculation papers and Original PPO received on .....  
 निदेशक/Director एन.आई.टी.टी.टी.आर, कोलकाता/ NITTR., Kolkata

Employee's / Applicants' Signature  
Date: .....

PPO No.  
Issued On:

(Shyamapada Mandi) Senior Sectt. Assistant	(Bhanu Prasad) Section Officer Gr. II	(Subir Basak) Sr. Administrative Officer
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NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH  
BLOCK-FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No.NITTTTR-K/E/1-131/2020-21/ 1035

27 January, 2021

OFFICE ORDER NO.....273.....of 2020-2021

Shri Swapan Dey, Section Officer, Grade II is hereby retired from the service of the Institute on superannuation with effect from 31.01.2021 (A.N.).

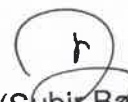
However, in view of 30 and 31<sup>st</sup> January, 2021 being Saturday and Sunday (Closed Holidays), he is deemed to be relieved on 29.01.2021 (A.N.) being Friday, the last working day.

Orders for retirement benefits of Shri Swapan Dey, Section Officer, Grade II will follow.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

- 1) Shri Swapan Dey, Section Officer, Grade II : He has to hand over the charge to FIC, Accounts
- 2) FIC, Accounts : With the request to take over the charge
- 3) Sr. Administrative Officer
- ✓ 4) Director's Sectt.

  
(Subir Basak) 29/1/21  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTTR-K/E/1-228/2020-21/ 1026

Date: 25.01.2021

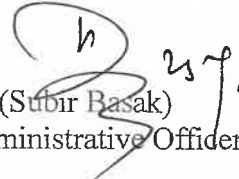
✓ OFFICE ORDER NO. 272 OF 2020-2021

With reference to application dated 20.01.2020 Shri Khokan Mondal, MTS is hereby granted leave as follows:

1. 02 (Two) days Earned Leave from 18/01/2021 to 19/01/2021

Certified that but for his proceeding on leave Shri Khokan Mondal would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Khokan Mondal, MTS
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+13  
HPL-279

  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-257/2020-21/1023

Date: 22.01.2021  
25

✓ OFFICE ORDER NO. 271 OF 2020-21

In continuation to this Office Order No.230 of 2020-21 dated 08.01.2021 issued under Reference No. NITTTR-K/E/1-257/2020-21/936, reimbursement of sanction of balance 50% amount i.e Rs.9,000/-(Nine Thousand only) out of total sanction of Rs.18,000/- (Eighteen Thousand) is hereby accorded to Md. Safiul Anam, Sr. Technical Assistant of the Institute on production of receipt of Tax Invoice No. 2021/S000255 dated 12/01/2021 in commensurate with the term and conditions stipulated in the Office Order mentioned ibid.

In accordance with the above, payment of Rs.9,000/-(Nine Thousand only) be paid to Md. Safiul Anam Sr. Technical Assistant of the Institute.

*Mishra*  
25/1/21

(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Md. Safiul Anam , Senior Technical Assistant
2. The Faculty In-charge, Accounts
3. Director's Sectt.

*W*  
22/1/21

(Subir Basak)  
Senior Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
(Under the Ministry of Education, Government of India)  
**Block-FC, Sector-III, Salt Lake, Kolkata-700 106**

Ref. No. NITTTR-K/E/5-3/2020-21/ **1016**

Date: 22<sup>nd</sup> January 2021

OFFICE ORDER NO. **270** OF 2020-21

A 2-Member AICTE Training and Learning (ATAL) Committee comprising of the following members of faculty is hereby constituted to coordinate and ensure more than 6 courses from various departments are to be uploaded on its portal well ahead of time schedule by the respective proposer of the course:

S. No.	Name of members of faculty
1.	Dr. Chandan Chakraborty, Professor and Coordinator
2.	Dr. Kinsuk Giri, Assistant Professor and Co-coordinator

The Committee shall ensure smooth operation of selected courses along with any other aspect that they deem fit.


The tenure of the above said Members Committee shall be valid for one year from the date of issue of this order or until further order whichever is earlier.

  
22/1/21

(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Chandan Chakraborty, Professor
2. Dr. Kinsuk Giri, Assistant Professor
3. Personal File of Sl. No. 1 and 2
4. All faculty (through email)
5. Director's Sectt.

  
24/1/2021

(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-153/2020-21/ 1014

Date: 21.01.2021

22

OFFICE ORDER NO. 269 OF 2020-2021

With reference to application dated 13.11.2020, 14.12.2020 and 29.12.2020 Shri Uttam Kumar Dutta, MTS is hereby granted leave as follows:

1. 17 (Seventeen) days Commuted Leave on medical ground from 16/10/2020 to 01/11/2020 upon conversion of 34 days HPL
2. 11 (Eleven) days Earned Leave (as deducted due to shortage of HPL) from 02/11/2020 to 12/11/2020
3. 05 (Five) days Earned Leave from 07/12/2020 to 11/12/2020
4. 01 (One) day Earned Leave on 28/12/2020

Certified that but for his proceeding on leave Shri Uttam Kumar Dutta would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sdf*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Uttam Kumar Dutta, MTS
2. The FIC, Accounts
3. ✓ Director's Sectt.
4. Shri Kallol Modak, STA

EL-47  
HPL-11

*Subrata Mitra*

(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-139/2020-21/ 1013

Date: 21.01.2021

22

OFFICE ORDER NO. 268 OF 2020-2021

With reference to application dated 13.01.2021 Shri Sanjit Kumar Datta, MTS is hereby granted leave as follows:

02 (Two) days Earned Leave from 14/01/2021 to 15/01/2021

Certified that but for his proceeding on leave Shri Sanjit Kumar Datta would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*

(Subir Basak)

Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Sanjit Kumar Datta, MTS
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300  
HPL-269

*[Signature]*

(Subrata Mitra)  
Section Officer Gr.-II



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTR-K/E/1-158/2020-21/ 1012

Date: 21.01.2021  
22


OFFICE ORDER NO. 267 OF 2020-2021

With reference to application dated 29.12.2020, Shri Dipak Gupta, Assistant Section Officer is hereby granted leave as follows:

02 (Two) days Earned Leave from 30/12/2020 to 31/12/2020


Certified that but for his proceeding on leave Shri Dipak Gupta would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Dipak Gupta, Assistant Section Officer
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-135/2020-21/ 1011

Date: 21.01.2021

OFFICE ORDER NO. 266 OF 2020-2021

With reference to application dated 20.01.2021 Shri Bisu Das, MTS is hereby granted leave as follows:

02 (Two) days Earned Leave from 27/01/2021 to 28/01/2021

Certified that but for his proceeding on leave Shri Bisu Das would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sdf*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Bisu Das, MTS
2. The FIC, Accounts
3. ✓ Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+4  
HPL-493

*Subrata Mitra*  
21/01/2021  
(Subrata Mitra)  
Section Officer Gr.-II

**National Institute of Technical Teachers' Training and Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City – Kolkata – 700106**

Ref. NITTTR-K/E/4-50/2020-21/996

Date: 18/01/2021

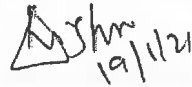
19

**OFFICE ORDER NO. 265 OF 2020-21**

A 3-Member Selection Committee comprising of the following members of faculty is hereby constituted for selection of contractual Internal Concurrence Auditor for the Institute.


Sl. No.	Name	Designated
1.	Dr. Ranjan Dasgupta Professor, CSE	Chairman
2.	Dr. S. N. Mandal Professor, Civil Engg.	Member
3.	Dr. Sagarika Pal Associate Professor, Electrical Engg.	Member

The Committee will recommend the scope of work, qualification, experience, remuneration, terms and conditions of engagement., etc. for doing the needful to engage Internal Concurrence Auditor through open advertisement.

✓   
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. Ranjan Dasgupta, Professor, CSE
2. Dr. S. N. Mandal, Professor, Civil Engg.
3. Dr. Sagarika Pal, Associate Professor, Electrical Engg.
- 4-6. Personal File of Sl. No. 1-3
7. Sr. Administrative Officer
8. Director's Sectt.

  
(Subir Basak) 18/1/2021  
Senior Administrative Officer

**National Institute of Technical Teachers Training & Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City, Kolkata – 700106**

Ref. No.: NITTTR-K/E/1-232/2020-21/ 995

18<sup>th</sup> January 2021  
19th

**OFFICE ORDER NO. 264 OF 2020-21**

In partial modification of this Office Order NO 238 of 2020-21 dated 08/15-01-2021 issued under Reference No NITTTR-K/E/1-232/2020-21/963, reimbursement sanction of balance amount of ₹50,000 (Rupees Fifty Thousand only) out of total sanction of ₹1,00,000 (Rupees One Lakh only) is hereby accorded to Shri Subir Basak, Senior Administrative Officer of the Institute on production of Receipt of Invoice No VMPL2021/45/12 dated 17-12-2020 in commensurate with the terms and conditions stipulated in the Office Order NO 171 of 2020-21 dated 07-12-2020 issued under Reference No NITTTR-K/E/1-232/2020-21/792.

In accordance with the above, payment of ₹50,000 (Rupees Fifty Thousand only) be paid to Shri Subir Basak , Senior Administrative Officer of the Institute.

✓  
DPM  
19/1/21  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to: -

1. Faculty-in- Charge, Accounts
2. Shri Subir Basak, Senior Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106**

Ref. No.: NITTTR-K/E/4-54/2020-21/ 994

Date: 19/01/2021

**OFFICE ORDER NO. 263 OF 2020-21**

In pursuance of the letter F. No. 4-1/2020-TS.IV dated 03/12/2020 received from Under Secretary (TS.IV), Dept. of Higher Education, Ministry of Education, Shri Arun Sarsar is hereby re-engaged as contractual Data Entry Clerk and shall be deployed in the TS.IV Section of the Department of Higher Education, Ministry of Education on a consolidated remuneration of Rs.20,000/- (Rupees Twenty Thousand only) per month for a period of one (01) year with effect from 20/01/2021 to 19/01/2022 .

1. The re-engagement of Shri Arun Sarsar shall be purely on contractual and temporary basis for the afore-stated period. Notwithstanding the above, the services of Shri Arun Sarsar shall be liable to be terminated any time with one month's notice on any side without assigning any reasons.
2. He will not be an employee of NITTTR, Kolkata for any purpose.
3. He will not be entitled for any other benefits or claims under LTC, Medical or any leave etc. He will, however, be entitled for National Holidays, falling during the period.
4. He will report to Under Secretary (TS.IV) or any other officer in TS.IV Section as directed and will work as per the directives of authority of the Ministry of Education.
5. His working hours may be regulated as per requirements of the Ministry of Education.

*Mishra*  
19/1/21

(Debi Prasad Mishra)  
Director

Copy for information and necessary action to :-

- 1 Shri Shri Arun Sarsar, C/o TS-IV, Department of Higher Education, Ministry of Education, Shastri Bhawan, New Delhi – 110 115
- 2 The Joint Secretary (Admin.), Dept. of Higher Education, Ministry of Education, Room No. 122-C, Shastri Bhawan, New Delhi – 110 115
- 3 The Director, (TS.IV), Dept. of Higher Education, Ministry of Education, Shastri Bhawan, New Delhi – 110 115 .
- 4 The Under Secretary (TS.IV), Dept. of Higher Education, Ministry of Education Shastri Bhawan, New Delhi – 110 115
- 5 Faculty-in-Charge, Accounts, NITTTR, Kolkata
6. Director's Sectt., NITTTR, Kolkata

*H*  
*Subir Basak*  
19/1/2021  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106**


Ref. No.: NITTTR-K/E/4-54/2020-21/ 993

Date: 19/01/2021

**OFFICE ORDER NO. 262 OF 2020-21**


In pursuance of the letter F. No. 4-1/2020-TS.IV dated 03/12/2020 received from Under Secretary (TS.IV), Dept. of Higher Education, Ministry of Education, Shri Kapil Kumar is hereby re-engaged as contractual Data Entry Clerk and shall be deployed in the TS.IV Section of the Department of Higher Education, Ministry of Education on a consolidated remuneration of Rs.20,000/- (Rupees Twenty Thousand only) per month for a period of one (01) year with effect from 20/01/2021 to 19/01/2022 .

1. The re-engagement of Shri Kapil Kumar shall be purely on contractual and temporary basis for the afore-stated period. Notwithstanding the above, the services of Shri Kapil Kumar shall be liable to be terminated any time with one month's notice on any side without assigning any reasons.
2. He will not be an employee of NITTTR, Kolkata for any purpose.
3. He will not be entitled for any other benefits or claims under LTC, Medical or any leave etc. He will, however, be entitled for National Holidays, falling during the period.
4. He will report to Under Secretary (TS.IV) or any other officer in TS.IV Section as directed and will work as per the directives of authority of the Ministry of Education.
5. His working hours may be regulated as per requirements of the Ministry of Education.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to: -

- 1 Shri Kapil Kumar, C/o TS-IV, Department of Higher Education, Ministry of Education, Shastri Bhawan, New Delhi – 110 115
- 2 The Joint Secretary (Admin.), Dept. of Higher Education, Ministry of Education, Room No. 122-C, Shastri Bhawan, New Delhi – 110 115
- 3 The Director, (TS.IV), Dept. of Higher Education, Ministry of Education, Shastri Bhawan, New Delhi – 110 115
- 4 The Under Secretary (TS.IV), Dept. of Higher Education, Ministry of Education Shastri Bhawan, New Delhi – 110 115
- 5 Faculty-in-Charge, Accounts, NITTTR, Kolkata
- ✓ 6 Director's Sectt., NITTTR, Kolkata

  
(Subir Basak) 19/01/21  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Réf: NITTTR-K/E/1-145/2020-21/ 991

Date: 18.01.2021

OFFICE ORDER NO. 261 OF 2020-2021

With reference to application dated 30.12.2020, Shri Anup Kr. Saha, Assistant Section Officer is hereby granted leave as follows:

01 (One) day EL on 11/01/2021

Certified that but for his proceeding on leave Shri Anup Kr. Saha would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Anup Kr. Saha, Assistant Section Officer
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+14  
HPL-463

*SM*  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-243/2015/2020-21/ 990

Date: 18.01.2021

OFFICE ORDER NO. 260 OF 2020-2021

With reference to application dated 10.01.2021, Shri Satyaki kar Gupta, Technical Assistant Gr. II is hereby granted leave as follows:

05 (Five) days EL from 18/01/2021 to 22/01/2021

Certified that but for his proceeding on leave Shri Satyaki kar Gupta would have continued to officiate in the post of Technical Assistant Gr. II during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.



(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Satyaki kar Gupta, Technical Assistant Gr. II
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-69  
HPL-120



(Subrata Mitra)  
Section Officer Gr.II



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-170/2020-21/ 989

Date: 18.01.2021

OFFICE ORDER NO. 259 OF 2020-2021

With reference to application dated 15.01.2021 Shri Gobardhan Mandal, Assistant Section Officer is hereby granted leave as follows:

01 (One) day Earned Leave on 15/01/2021

Certified that but for his proceeding on leave Shri Gobardhan Mandal would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.



(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Gobardhan Mandal, Assistant Section Officer
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+13  
HPL-521



(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-172/2020-21/ 988

Date: 18.01.2021

OFFICE ORDER NO. 258 OF 2020-2021

With reference to application dated 15.01.2021, Shri Chandidas Mondal, MTS is hereby granted leave as follows:

02 (Two) days Earned Leave from 18/01/2021 to 19/01/2021

Certified that but for his proceeding on leave Shri Chandidas Mondal would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*

(Subir Basak)

Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Chandidas Mondal, MTS
2. The FIC, Accounts
3. ✓ Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+12  
HPL-311

*Subrata Mitra*

(Subrata Mitra)

Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-138/2020-21/ 987

Date: 18.01.2021


OFFICE ORDER NO. 257 OF 2020-2021

With reference to application dated 15.01.2021 Shri Bapi Sadhukhan, Sr. Technician is hereby granted leave as follows:

11 (Eleven) days EL from 05/01/2021 to 15/01/2021

Certified that but for his proceeding on leave Shri Bapi Sadhukhan would have continued to officiate in the post of Sr. Technician during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Bapi Sadhukhan, Sr. Technician
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+04  
HPL-229

  
(Subrata Mitra)  
SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Réf: NITTTR-K/E/1-158/2020-21/ 986

Date: 18.01.2021


OFFICE ORDER NO. 256 OF 2020-2021

With reference to application dated 15.01.2021, Shri Dipak Gupta, Assistant Section Officer is hereby granted leave as follows:

02 (Two) days Earned Leave from 18/01/2021 to 19/01/2021

Certified that but for his proceeding on leave Shri Dipak Gupta would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Dipak Gupta, Assistant Section Officer
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+13  
HPL-306

  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-181/2020-21/ 985

Date: 18.01.2021

OFFICE ORDER NO. 255 OF 2020-2021

With reference to application dated 05.01.2021 Shri Pravinchandra Dayalji Siyodia, Senior Technical Assistant is hereby granted leave as follows:

10 (Ten) days EL from 06/01/2021 to 15/01/2021

Certified that but for his proceeding on leave Shri Pravinchandra Dayalji Siyodia would have continued to officiate in the post of Senior Technical Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.



(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Pravinchandra Dayalji Siyodia, Senior Technical Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+05  
HPL-578



(Subrata Mitra)

Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-173/2020-21/ 984

Date: 18.01.2021

OFFICE ORDER NO. 254 OF 2020-2021

With reference to application dated 14.01.2021 Swapam Majumder, MTS is hereby granted leave as follows:

04 (Four) days Earned Leave from 18/01/2021 to 21/01/2021

Certified that but for his proceeding on leave Swapam Majumder would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sdf*

(Subir Basak)

Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Swapam Majumder, MTS
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+11  
HPL-90

*Subrata Mitra*

(Subrata Mitra)

Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-175/2020-21/ 983

Date: 18.01.2021


OFFICE ORDER NO. 253 OF 2020-2021

With reference to application dated 18.01.2021 Shri Sati Nath Mitra. Technical Assistant Gr.-II is hereby granted leave as follows:

05 (Five) days Commuted Leave on medical ground from 12/01/2021 to 16/01/2021 upon conversion of 10 days HPL

Certified that but for his proceeding on leave Shri Sati Nath Mitra would have continued to officiate in the post of Technical Assistant Gr-II during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Sati Nath Mitra. Technical Assistant Gr.-II
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-151  
HPL-166

  
(Subrata Mitra)  
Section Officer Gr.-II

**National Institute of Technical Teachers' Training & Research, Kolkata**  
(Under the Ministry of Education, Government of India)  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref. No. NITTTR-K/E/5-3/2020-21/ 982


Date: 18<sup>th</sup> January 2021

**OFFICE ORDER NO. 252 OF 2020-21**

In supersession of previous order (s) in this regard, a 2-(two) Members of Academic and Industry Interaction Cell is hereby constituted comprising of the following members of faculty is hereby constituted to promote industry institute partnership for mutual benefits namely student placement, consultancy & research project, training of industry people as well as faculty members, processing the Memorandum of Understanding thereof.


S. No.	Name of members of faculty
1.	Dr. Sailendra Nath Mandal, Professor & Coordinator
2.	Dr. Sukanta Kumar Naskar, Associate Professor & Coordinator

The tenure of the ibid 2-(two) Members of Academic and Industry Interaction Cell shall be valid for one year from the date of issue of this order or until further order whichever is earlier.

  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Sailendra Nath Mandal, Professor
2. Dr. Sukanta Kumar Naskar, Associate Professor
3. Personal File of Sl. No. 1 and 2
4. All faculty (through email)
- ✓ 5. Director's Sectt.

  
(Subir Basak)  
Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTR-K/E/1-154/2020-21/ 980

Date: 15.01.2021

OFFICE ORDER NO. 251 OF 2020-2021

With reference to application dated 05.10.2020, 2.12.20, 10.12.20, 11.12.20 and 8.1.21 Shri Swapan Kumar Halder, Junior Secretariat Assistant is hereby granted leave as follows:

1. 25 (Twenty Five) days Commuted Leave on medical ground from 07/09/2020 to 01/10/2020 upon conversion of 50 days HPL
2. 02 (Two) days EL from 03/12/2020 to 04/12/2020
3. 02 (Two) days EL from 08/12/2020 to 09/12/2020
4. 09 (Nine) days EL from 14/12/2020 to 22/12/2020
5. 04 (Four) days Commuted Leave on medical ground from 04/01/2021 to 07/01/2021 upon conversion of 08 days HPL

Certified that but for his proceeding on leave Shri Swapan Kumar Halder would have continued to officiate in the post of Junior Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Swapan Kumar Halder, Junior Secretariat Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-315  
HPL-123

*[Signature]*  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-259/2020-21/979

Date: 15.01.2021

OFFICE ORDER NO. 250 OF 2020-2021

With reference to application dated 05.10.2020 and 04.01.2021 Shri Pratap Jana, MTS is hereby granted leave as follows:

1. 11 (Eleven) days Commuted Leave on medical ground from 21/09/2020 to 01/10/2020 upon conversion of 22 days HPL
2. 03 (Three) days Earned Leave from 27/01/2021 to 29/01/2021

Certified that but for his proceeding on leave Shri Pratap Jana would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Pratap Jana, MTS
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-138  
HPL-59

*[Signature]*

(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-136/2020-21/ 978

Date: 15.01.2021

18

OFFICE ORDER NO. 249 OF 2020-2021

With reference to application dated 17.11.2020 Shri Tapas Kumar Jana, MTS is hereby granted leave as follows:

19 (Nineteen) days Earned Leave from 09/11/2020 to 27/11/2020

Certified that but for his proceeding on leave Shri Tapas Kumar Jana would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

ed/

(Subir Basak)

Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Tapas Kumar Jana, MTS
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-311  
HPL-331

~~Subrata Mitra~~

Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTR-K/E/1-139/2020-21/ 977

Date: 15.01.2021


OFFICE ORDER NO. 248 OF 2020-2021

With reference to application dated 07.01.2021 Shri Sanjit Kumar Datta, MTS is hereby granted leave as follows:

03 (Three) days Earned Leave from 04/01/2021 to 06/01/2021

Certified that but for his proceeding on leave Shri Sanjit Kumar Datta would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Sanjit Kumar Datta, MTS
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-302  
HPL-269

  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-229/2020-21/ 976

Date: 15.01.2021

18

OFFICE ORDER NO. 247 OF 2020-2021

With reference to application dated 11.11.2020, 4.12.2020 and 01.01.2021 Shri Shyamal Murari, MTS is hereby granted leave as follows:

1. 02 (Two) days Earned Leave from 09/11/2020 to 10/11/2020
2. 02 (Two) days Earned Leave from 10/12/2020 to 11/12/2020
3. 04 (Four) days Commuted Leave on medical ground from 28/12/2020 to 31/12/2020 upon conversion of 08 days HPL

Certified that but for his proceeding on leave Shri Shyamal Murari would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sdf*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Shyamal Murari, MTS
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-31  
HPL-30

*Subrata*

(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-172/2020-21/ 975

Date: 15.01.2021

OFFICE ORDER NO. 246 OF 2020-2021

With reference to application dated 30.12.2020, Shri Chandidas Mondal, MTS is hereby granted leave as follows:

02 (Two) days Earned Leave from 31/12/2020 to 01/01/2021

Certified that but for his proceeding on leave Shri Chandidas Mondal would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Chandidas Mondal, MTS
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-314  
HPL-311

*[Signature]*  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK - FC, SECTOR-III, SALT LAKE CITY  
KOLKATA - 700 106

Ref.No. NITTTR/GPF/PFW/2020-21

1971

Dated : 13<sup>th</sup> January 2021

18<sup>th</sup>

✓ OFFICE ORDER NO. 245 OF 2020-21

Sanction of Rs. 5,00,000/- (Rupees Five Lakh only) is hereby accorded for payment towards Part Final Withdrawal of GPF Subscription to Shri Swapan Majumdar, MTS, Whose A/c No. is GPF/121.

Ashw  
15/1/21

(Debi Prasad Mishra)  
Director

1. Shri Swapan Majumdar, MTS, NITTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
3. Sr. Administrative Officer for information.

pal  
14/1/21  
(Sagarika Pal)  
FIC, Accounts

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK - FC, SECTOR-III, SALT LAKE CITY  
KOLKATA - 700 106

Ref.No. NITTTTR/GPF/PFW/2020-21/970

Dated : 13<sup>th</sup> January 2021

18th

OFFICE ORDER NO. 244 OF 2020-21

Sanction of Rs. 4,00,000/- (Rupees Four Lakh only) is hereby accorded for payment towards Part Final Withdrawal of GPF Subscription to Shri Animesh Shome, Sr.Sectt. Assistant, Whose A/c is No. GPF/114.

Mishra  
15/1/21

(Debi Prasad Mishra)  
Director

1. Shri Animesh Shome, Sr.Sectt. Assistant NITTTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
3. Sr. Administrative Officer for information.

14/1/21  
(Sagarika Pal)  
FIC, Accounts



NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No. NITTTR/GPF/PFW/2020-21/969

Dated : 13<sup>th</sup> January 2021

18H

✓ OFFICE ORDER NO. 243 OF 2020-21

Sanction of Rs. 1,00,000/- (Rupees One Lakh only) is hereby accorded for payment towards Part Final Withdrawal of GPF Subscription to Shri Subrata Mitra, S.O.II, Whose A/c is No. GPF/108.

*Debi Prasad Mishra*  
15/1/21

(Debi Prasad Mishra)  
Director

1. Shri Subrata Mitra, S.O.II. NITTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
3. Sr. Administrative Officer for information.

*Sagarika Pal*  
14/1/21  
(Sagarika Pal)  
FIC, Accounts

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No. NITTTR/GPF/PFW/2020-21/968

Dated : 13<sup>th</sup> January 2021

18th

OFFICE ORDER NO. 242 OF 2020-21

Sanction of Rs.2,00,000/- (Rupees Two lakh Twenty Thousand) only is hereby accorded for payment towards Part Final Withdrawal of GPF Subscription to Shri Bhanu Prasad, S.O.II, Whose A/c No. is GPF/88. A sum of Rs. 50,000/- (Rupees Fifty Thousand) only being outstanding advances may be adjusted with the sanctioned amount and the net amount of Rs 1,50,000/- (Rupees One lakh Fifty Thousand) only may be paid to him.

Mishra  
15/1/21

(Debi Prasad Mishra)  
Director

1. Shri Bhanu Prasad, S.O.II, NITTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
3. Sr. Administrative Officer for information.

Pal  
14/1/21  
(Sagarika Pal)  
FIC, Accounts

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-140/2020-21/ 967

Date: 15.01.2021

OFFICE ORDER NO. 241 OF 2020-2021

With reference to application dated 21.12.2020, Shri Rajpal Balmiki, MTS is hereby granted leave as follows:

20 (Twenty) days Commuted Leave on medical ground from 29/11/2020 to 18/12/2020 upon conversion of 40 days HPL

Certified that but for his proceeding on leave Shri Rajpal Balmiki would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/-*

(Subir Basak)

Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Rajpal Balmiki, MTS
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-221

HPL-201

*Bhanu Prasad*  
(Bhanu Prasad)

Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-123/2020-21/ 966

Date: 15.01.2021

OFFICE ORDER NO. 240 OF 2020-2021

With reference to application dated 13.11.2020, Shri Dulal Chandra Naskar, MTS is hereby granted leave as follows:

03 (Three) days Earned Leave from 16/11/2020 to 18/11/2020

Certified that but for his proceeding on leave Shri Dulal Chandra Naskar would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Dulal Chandra Naskar, MTS
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-315  
HPL-629

*Bhanu Prasad*  
(Bhanu Prasad)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-228/2020-21/ 965

Date: 15.01.2021

OFFICE ORDER NO. 239 OF 2020-2021

With reference to application dated 06.11.2020 and 18.11.2020 Shri Khokan Mandal, MTS is hereby granted leave as follows:

1. 04 (Four) days Earned Leave from 02/11/2020 to 05/11/2020
2. 02 (Two) days Earned Leave from 16/11/2020 to 17/11/2020

Certified that but for his proceeding on leave Shri Khokan Mandal would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/-*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Khokan Mandal, MTS
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-315  
HPL-279

*Bhanu Prasad*

(Bhanu Prasad)  
Section Officer Gr.-II

**National Institute of Technical Teachers' Training & Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106**

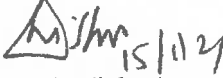
Ref. NITTTR-K/E/1-232/2020-21/ 963

Date: 08/01/2021  
75

**OFFICE ORDER NO. 238 OF 2020-21**

In compliance to the condition(s) stipulated vide this Office Order No. 171 of 2020-21 dated 07/12/2020 issued under Ref. NITTTR-K/E/1-232/2020-21/792, reimbursement sanction of an amount of Rs.50,000/- (Rupees Fifty Thousand only) is hereby accorded to Shri Subir Basak, Sr. Administrative Officer of the Institute on production of receipt of Invoice No. VMPL2021/45/12 dated 17/12/2020, for payment of requisite amount.

In view of the above, payment of Rs.50,000/- (Rupees Fifty Thousand only) be paid to Shri Subir Basak, Sr. Administrative Officer.

  
(Debi Prasad Mishra)  
Director

- Copy for information and necessary action to:
1. Faculty-in-Charge, Accounts
  2. Shri Subir Basak, Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-230/2020-21/ 962

Date: 15.01.2021

OFFICE ORDER NO. 237 OF 2020-2021

With reference to application dated 29.12.2020, Shri Dasarath Mandi, MTS is hereby granted leave as follows:

01 (One) day Earned Leave 28/12/2020

Certified that but for his proceeding on leave Shri Dasarath Mandi would have continued to officiate in the post of MTS during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Dasarath Mandi, MTS
2. The FIC, Accounts
3. ✓ Director's Sectt.
4. Shri Kallol Modak, STA

EL-48  
HPL-57

*Bhanu Prasad*  
(Bhanu Prasad)  
Section Officer Gr.-II

**National Institute of Technical Teachers Training & Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City, Kolkata – 700106**

Ref. No.: NITTTR-K/E/5-3/2020-21/ 959

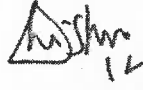
13<sup>th</sup> January 2021

**OFFICE ORDER NO. 236 OF 2020-21**

Consequent upon the recommendation of Meeting of Web Management Committee (WMC) on 30-12-2020 and approval thereof by the Competent Authority, Shri Ashadur Rahaman, Technical Officer and Shri Kallol Modak, Senior Technical Assistant are hereby assigned the routine activities and maintenance of Institute website under direct supervision of Dr. Indrajit Saha, Assistant professor and Co-Nodal officer, WMC.


Dr. Indrajit Saha, Assistant professor and Co-Nodal officer, WMC must ensure that both the incumbents can manage this website independently.

This duty is in addition to the existing duties assigned to Shri Ashadur Rahaman, Technical Officer and Shri Kallol Modak, Senior Technical Assistant.

  
14/1/21  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to: -

1. Shri Ashadur Rahaman, Technical Officer
2. Shri Kallol Modak, Senior Technical Assistant
3. Dr. Indrajit Saha, Assistant Professor and Co-Nodal officer, WMC
4. HOD, CSE
5. HOD, EE
6. FIC Accounts
- 7-8 Personal file of SI 1 and 2
9. All members of faculty and staff

  
17/1/2021  
(Subir Basak)  
Senior Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No. NITTTTR/GPF/FW/2020-21/ 955

Dated : 11<sup>th</sup> .01.2021

13th

OFFICE ORDER NO. 235 OF 2020-21

Sanction of Rs.11,68,144/- (Rupees Eleveen lakh Sixty Eight Thousand One Hundred Forty Four) only is hereby accorded for payment towards full and final settlement of GPF and interest accrued thereon up to December 2020 to Shri Yogamay Das, Technical Officer on his voluntary retirement from service on 22.12.2020 (A.N.), whose Account No. is GPF/112. This is subject to adjustment of remaining outstanding advances of Rs.1,13,050 and a net amount as stated above i.e. 11,68,144/- (Rupees Eleveen lakh Sixty Eight Thousand One Hundred Forty Four) shall be paid to Shri Yogamay Das as calculated below:

Final Withdrawal at credit including interest accrued up to December 2020	Rs. 10,55,094/-
Advance Recovery credited to his GPF Account	Rs. 1,13,050/-
Total	Rs.11,68,144/-

*Ashm*  
12/1/21

(Debi Prasad Mishra)  
Director

- 1 Shri Yogamay Das, Technical Officer  
NITTTTR, Kolkata-700016
- 2 FIC, Accounts for payment.
- 3 Faculty in charge, Administration for information. This is with reference to administration's office order No. 204 of 2020-2021 issued vide letter No. NITTTTR-K/E/1-120/2020-21/ dated 22-12-2020

*(S)* Director Secretariat

*AB*  
12/01/21  
(Sagarika Pal)  
FIC, Accounts

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-216/2020-21/ 954

Date: 12.01.2021

OFFICE ORDER NO. 234 OF 2020-2021

With reference to application dated 07.01.2021, Dr. Samir Roy, Professor is hereby granted leave as follows:

01 (One) day Earned Leave on 8/01/2021

Certified that but for his proceeding on leave Dr. Samir Roy would have continued to officiate in the post of Professor during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Samir Roy, Professor
2. The FIC, Accounts
3. Shri Kallol Modak, STA
- ✓ 4. Director's Sectt.

EL-300+14  
HPL-241

(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-170/2020-21/ 950

Date: 12.01.2021

OFFICE ORDER NO. 233 OF 2020-2021

With reference to application dated 08.01.2021 Shri Gobardhan Mandal, Assistant Section Officer is hereby granted leave as follows:

01 (One) day Earned Leave on 06/01/2021

Certified that but for his proceeding on leave Shri Gobardhan Mandal would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/-*

(Subir Basak)

Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Gobardhan Mandal, Assistant Section Officer
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+14  
HPL-521

*Subrata Mitra*  
14/01/2021

(Subrata Mitra)  
Section Officer Gr.-II



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref.No.NITTTR-K/B/1-15/2020-21/944

11th January 2021

OFFICE ORDER No. 232 OF 2020-2021

In supersession to the O.O. No.90 of 2019-20 issued under reference No. NITTTR-K/B/1-15/2019-20/1993 dated 14<sup>th</sup> November 2019 and in conformity to the Min.of Housing and Urban Affairs OM No.18011/2/2015-Pol-III dated 29/06/2020, regarding "Revised flat rates of Licence Fee applicable for General Pool Residential Accommodation (GPRA) throughout the country w.e.f. 01/07/2020", the Licence Fees of all the Staff Quarter of NITTTR, Kolkata, stands revised with retrospective effect from 01<sup>st</sup> July 2020, as per details given below, until further order:-

Sl. No.	Name of Allottee	Staff Quarter No.	Living Area in Sq.m.	Existing Licence Fee (₹)	Revised Licence Fee (₹)	Arrear per month	Total Arrear (₹)
<b>ON BLOCK CAMPUS</b>							
1.	Chandan Chakraborty	A-1	106.52	1270/-	1490/-	220/-	1,320/-
2.	Indrajit Saha	A-2/1	94.86	1190/-	1400/-	210/-	1,260/-
3.	Ashadur Rahaman	A-2/2	94.86	1190/-	1400/-	210/-	1,260/-
4.	Rayapati Subbarao	A-2/3	94.86	1190/-	1400/-	210/-	1,260/-
5.	Avjit Kundu	A-2/4	94.86	1190/-	1400/-	210/-	1,260/-
6.	Subir Basak	A-2/5	94.86	1190/-	1400/-	210/-	1,260/-
7.	Subrata Mondal	A-2/6	94.86	1190/-	1400/-	210/-	1,260/-
8.	Kinshuk Giri	A-2/7	94.86	1190/-	1400/-	210/-	1,260/-
9.	Arpan Kumar Mandal	A-2/8	94.86	1190/-	1400/-	210/-	1,260/-
10.	Mithu Majhi (Dey)	A-3/5	73.92	640/-	750/-	110/-	660/-
11.	Sheela Yadav Rai	A-3/6	73.92	640/-	750/-	110/-	660/-
12.	Satyaki Kar Gupta	B-1/1	48.04	470/-	560/-	90/-	540/-
13.	Tapas Sarkar	B-1/2	48.04	470/-	560/-	90/-	540/-
14.	Safiul Anam	B-1/3	48.04	470/-	560/-	90/-	540/-
15.	Kollol Modak	B-1/4	48.04	470/-	560/-	90/-	540/-
16.	Joseph Bhutia	C-1/3	48.04	470/-	560/-	90/-	540/-
17.	Utpal Chakraborty	C-1/5	48.04	470/-	560/-	90/-	540/-
18.	Pradeep Nayak	C-1/6	48.04	470/-	560/-	90/-	540/-
19.	Sourav Roy Chowdhury	C-1/4	48.04	470/-	560/-	90/-	540/-
20.	Sanjoy Sen	C-1/1	48.04	470/-	560/-	90/-	540/-
21.	Tapas Kumar Jana	D-1/5	40.96	310/-	370/-	60/-	360/-
22.	Bijoy Chandra Gochhayat	D-1/6	40.96	310/-	370/-	60/-	360/-
<b>FC BLOCK CAMPUS</b>							
23.	Pratap Jana	I-B/1	29.66	150/-	180/-	30/-	180/-
24.	Ganesh Mondal	I-B/3	29.66	150/-	180/-	30/-	180/-
25.	Radhanath Rout (upto 23/07/20)	I-B/4	29.66	150/-	180/-	30/-	180/-
	Radhanath Rout (w.e.f. 24/07/20)	II-A/6	37.88	310/-	370/-	60/-	316/-
26.	Paresh Sardar	I-B/5	29.66	150/-	180/-	30/-	180/-
27.	Nontu Hazra (Jul - Sep 2020)	I-B/6	29.66	150/-	180/-	30/-	180/-
	Nontu Hazra (up to 12/10/2020)	I-B/6	29.66	150/-	180/-	30/-	180/-
28.	Rajendra Singh Bisht	I-B/7	29.66	150/-	180/-	30/-	180/-
29.	Bishan Bahadur Pradhan	I-B/8	29.66	150/-	180/-	30/-	180/-
30.	Subrata Mitra	II-A/1	37.38	310/-	370/-	60/-	360/-
31.	Siru Murmu	II-A/3	37.38	310/-	370/-	60/-	360/-
32.	Ashoke Paul	II-A/4	37.38	310/-	370/-	60/-	360/-
33.	Chinmoy Jana	II-A/5	37.38	310/-	370/-	60/-	360/-
34.	Shyamapada Mandi	II-A/7	37.38	310/-	370/-	60/-	360/-
35.	Rajpal Balmiki	II-A/8	37.38	310/-	370/-	60/-	360/-

The arrears, so calculated (up to 31/12/2020) in this regard, may be recovered from the respective salaries of the concerned occupants of the staff quarters in one lump sum.

In this connection, orders issued by the Govt. of India from time to time will also be applicable to the above mentioned allottee.

(Prof. Debi Prasad Mishra)  
Director

Copy for information and necessary action to:-

1. All Allottees of Staff Quarters of NITTTR, Kolkata
2. Faculty-in-Charge, Accounts, NITTTR, Kolkata
3. Administration Section

(Dr. Santanu Bhanja)  
Professor (CE) Dept. & Estate Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA

PENSION PAYMENT ORDER NO. NITTTR-K/PEN/2020/231

*office order no - 231 of 202-21*

(7th CPC Matrix Level : PAY RANGE: PAY LEVEL 12/14  
1 NAME & PF NO. : YOGAMAY DAS, PF No. 112  
2 NATIONALITY : INDIAN  
3 POST LAST HEAD : TECHNICAL OFFICER  
4 OFFICE : INSTITUTE OF FUTURE LEARNING  
5 DATE OF BIRTH : 5<sup>TH</sup> NOVEMBER 1963 ✓  
6 DATE OF APPOINTMENT IN THE INSTITUTE : 5<sup>TH</sup> SEPTEMBER 1994 ✓  
7 DATE OF RETIREMENT : 22<sup>ND</sup> DECEMBER 2020 ✓  
8 i. TOTAL SEERVICE : 34 YEARS 09 MONTHS 25 DAYS  
NET QUALIFYING SERVICE  
ii. (YRS/MTHS/DAYS) : 33 YEARS  
9 NATURE OF RETIREMENT : VOLUNTARY RETIREMENT  
10 LAST BASIC PAY DRAWN : 1,15,800/- ✓  
11 DATE OF COMMENCEMENT OF PENSION : 23<sup>RD</sup> DECEMBER 2020

**A. PENSIONARY AWARDS**

12 PENSION SANCTIONED PER MONTH FOR LIFE : 57,900/- ✓  
13 AMOUNT COMMUTED : 23,160/- ✓  
14 RESIDUAL PENSION PER MONTH : 34,740/- ✓  
15 RETIREMENT GRATUITY : 20,00,000/- ✓  
16 DEMANDS : NIL  
17 AMOUNT WITHHELD : NIL  
18 NET RETIREMENT GRATUITY TO BE PAID : 20,00,000/- ✓  
19 ABSOLUTE DATE OF COMMUTATION : NIL  
20 COMMUTED VALUE OF PENSION : 23,47,312/- ✓  
21 LEAVE ENCASHMENT : 4,55,403/-

**B. FAMILY PENSION**

22 NAME : MRS. KHUKUMONI DAS  
23 RELATIONSHIP : WIFE  
24 DATE OF BIRTH : 27<sup>TH</sup> FEBRUARY 1963  
25 NATIONALITY : INDIAN  
26 ENHANCED RATE OF FAMILY PENSION : 57,900/-

(The enhanced pension is payable for seven years from the date following the date of death or upto 04-11-2030, which is earlier)

27 NORMAL RATE OF FAMILY PENSION : 34,740/-

**C. AGENCY AND PLACE OF PAYMENT**

28 PENSION DISBURSEMENT OFFICE & PLACE : NITTTR, KOLKATA  
29 BANK NAME, BRANCH, IFSC CODE : SATE BANK OF INIDA, SALT LAKE  
IFSC CODE: SBIN0001612  
30 BANK A/C NO. OF PENSIONER : 10836504902

OPTED FOR: FIXED MEDICAL ALLOWANCE.

Important: see instructions and clarificatory notes on reversed.

To

Shri /Smt. Yogamay Das

Personal File: NITTTR-K/E/1-166/2020-21

Issue Date: 08-01-2021

*Mishra*  
8/1/21

(DEBI PRASAD MISHRA)

Director  
NITTTR, Kolkata

PART-C (To be filled by Administration) (AS PER 7TH CPC)				
1	Name of the employee	:	YOGAMAY DAS	
2	Personal File No. & Designation		NITTTR-K/E/1-166 TECHNICAL OFFICER	
3	Department / Section		INSTITUTE OF FUTURE LEARNING	
4	Date of Birth		5 <sup>TH</sup> NOVEMBER 1963	
5	Pay Level and Scale		PAY LEVEL 12/14	
6	Date of entering the service		28 <sup>TH</sup> FEBRUARY 1986	
7	Gross Period of Service		Years(s)	Month(s)
	a) NITTTR, Kolkata Service		26	03
	b) Previous Employment Service		08	06
	Total period of service		34	09
8	Period of Non-qualifying Service up to the date of retirement		0	0
9	Net period of Qualifying Service up to the date of retirement		33 YEARS	
10	a) Date of Retirement		22 <sup>ND</sup> DECEMBER 2020	
	b) Nature of Retirement		VOLUNTARY RETIREMENT	
11	Name of the retiral benefits scheme opted for		GENERAL PROVIDENT FUND	
12	Last pay drawn			
	a) Basic with Grade Pay (as per 7th CPC)			1,15,800/-
	b) Special Pay, if any			0
	c) Personal Pay, if any			0
13	i) Calculation of average emoluments of last 10 months			
	Month	Basic Pay	Total	Remarks
	MARCH 2020	1,12,400/-	1,12,400/-	NIL
	APRIL 2020	1,12,400/-	1,12,400/-	
	MAY 2020	1,12,400/-	1,12,400/-	
	JUNE 2020	1,12,400/-	1,12,400/-	
	JULY 2020	1,15,800/-	1,15,800/-	
	AUGUST 2020	1,15,800/-	1,15,800/-	
	SEPTEMBER 2020	1,15,800/-	1,15,800/-	
	OCTOBER 2020	1,15,800/-	1,15,800/-	
	NOVEMBER 2020	1,15,800/-	1,15,800/-	
	DECEMBER 2020	1,15,800/-	1,15,800/-	
	Total (for last 10 months):		11,44,400/-	
13	ii) Higher Pension (50% of Average above) or (50% of the Last Pay)	:		57,900/-
14	Date from which superannuation / retiring / invalid compensation pension is to commence		23 <sup>RD</sup> DECEMBER 2020	

<p><i>[Signature]</i> 28/12/20</p> <p>(Shyamapada Mandi) Senior Sectt. Assistant</p>	<p><i>[Signature]</i> 28/12/20</p> <p>(Bhanu Prasad) Section Officer Gr. II</p>	<p><i>[Signature]</i> 28/12/20</p> <p>(Subir Basak) Sr. Administrative Officer</p>
<p><i>[Signature]</i> 30/12/2020</p> <p>(Sourav Roychowdhury) Junior Sectt. Assistant</p>	<p><i>[Signature]</i> 30/12/20</p> <p>(Swapan Dey) Section Officer Gr. II</p>	<p><i>[Signature]</i> 30/12/20</p> <p>(Sagarika Pal) Faculty-in-Charge, Accounts</p>
<p>Checked &amp; Verified Internal Audit Internal / Concurrent Auditor</p> <p><i>[Signature]</i> 27/12/21</p>		

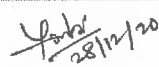
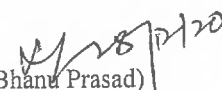
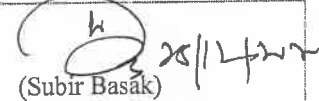
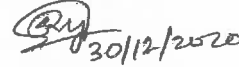



14	The quantum of pension available to the old age pensioners shall be increased as follows:			
Age of Pensioner			Additional quantum of Pension	
a)	On 80 years from	01/NOVEMBER/2043	:	Additional Pension= 11,580/-
b)	On 85 years from	01/ NOVEMBER/2048	:	Additional Pension= 17,370/-
c)	On 90 years from	01/NOVEMBER/2053	:	Additional Pension= 23,160/-
d)	On 95 years from	01/NOVEMBER/2058	:	Additional Pension= 28,950/-
e)	On 100 years or more from	01/NOVEMBER/2063	:	Additional Pension= 57,900/-
15	<b>DEATH-CUM-RETIREMENT GRATUITY ADMISSIBLE</b>			
a)	Last pay drawn (Rs)	1,15,800/-	:	1,15,800/-
b)	Dearness Allowance (Rs)	17% of 1,15,800/-	:	19,686/-
	Calculation	(Basic+DA)×1/4×66	:	(115800+19686) × ¼ × 66
		Total	:	22,35,519/-
				(Restricted to Rs. 20,00,000/- only) ✓
<b>FAMILY PENSION</b>				
16	Name and relationship of the Member of family of the deceased employee to whom the family pension would be payable (DOB as per Adhar Card & as per his family details page no. 4 of pension paper)			SMT. KHUKUMONI DAS, WIFE (DOB: 27 <sup>TH</sup> FEBRUARY 1963)
17	a)	Last pay drawn (Rupees)	:	1,15,800/- ✓
	b)	Family Pension @ 30% of the pay subject to minimum of Rs. 9000.00 and maximum of Rs. 1,25,000.00	:	34,740/- ✓
	c)	Family Pension Admissible Amount	:	34,740/- ✓
	d)	The amount of family pension which would be payable at the <b>enhanced rate</b> in the event of death of the pensioner after retirement for a period of 7 years from the date of death, or up to <b>31<sup>ST</sup> DECEMBER 2027</b> i.e. the date when the retiree would have attained the age of 67 years (had he survived) since it falls earlier to the date of expiry of the period of 7 years from the date of death.	:	57,900/- ✓
	e)	The amount of family pension payable thereafter at the <b>normal rate</b>	:	34,740/- ✓
18	The quantum of family pension available to the old age family pensioners shall be increased as follows:			
Age of Family Pensioner				
a)	On 80 years from	01/FEBRUARY/2043	:	Additional Pension= 6,948/-
b)	On 85 years from	01/ FEBRUARY/2048	:	Additional Pension= 10,422/-
c)	On 90 years from	01/ FEBRUARY/2053	:	Additional Pension= 13,896/-
d)	On 95 years from	01/ FEBRUARY/2058	:	Additional Pension= 17,370/-
e)	On 100 years or more from	01/ FEBRUARY/2063	:	Additional Pension= 34,740/-
19	Details of other possible family pensioners:			
Sl. No.	Name	DOB	Marital Status	Relationship with employee
				Event on which eligibility ceases
				NIL
	(Shyamapada Mandi) Senior Sectt. Assistant		(Bhanu Prasad) Section Officer Gr. II	(Subir Basak) Sr. Administrative Officer
	(Sourav Roychowdhury) Junior Sectt. Assistant		(Swapan Dey) Section Officer Gr. II	(Sagarika Pal) Faculty-in-Charge, Accounts
Checked & Verified				
Internal (Compliance) Auditor Internal Audit				

**LEAVE ENCASHMENT**

20	a) Last pay drawn	:	1,15,800/-
	b) No. of Earned leaves Days	:	43 Days
	c) No. of Half Pay Leaves Days	:	101
	d) Dearness Allowance	:	17% of Basic, i.e, Rs. 19,686/- ✓
	EL: [(1,15,800+19686)×43]/30=1,94,197/- ✓		
	HPF: [(1,15,800/2+19686)×101]/30=2,61,206/- ✓		
		Total :	4,55,403/- ✓

**COMMUTATION OF PENSION**

21	a) Commutation of pension with/without medical examination	:	Without Medical Examination
	b) Age next birthday	:	58 Years ✓
	c) Commuted value of a rupees (as per Commutation Table given in Pension rules)	:	8.446 ✓
	d) Portion of pension commuted (40%)	:	23,160/-
	e) Commuted value (8.446 ×23160×12)	:	23,47,312/- ✓
	f) Residual Net Pension (57,900-23,160)	:	34,740/- ✓

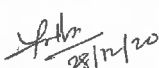



 (Shyamapada Mandi) Senior Sectt. Assistant	 (Bhana Prasad) Section Officer Gr. II	 (Subir Basak) Sr. Administrative Officer
 (Sourav Roychowdhury) Junior Sectt. Assistant	 (Swapan Dey) Section Officer Gr. II	 (Sagarika Pal) Faculty-in-Charge, Accounts
Checked & Verified Internal Audit 		

Internal (Concurrent) Auditor  
 of N.I.T.T.P., Kolkata  
 For P S Roy & Associates







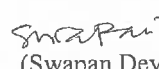


PART-D  
INTERNAL AUDIT UNIT

- 1 The service details of **SHRI YOGAMAY DAS** is given in Part 'C' of this form have been verified and found to be correct.
- 2 The Calculation of **VOLUNTARY RETIREMENT PENSION** of **Rs. 34,740/-** per month payable with effect from 23<sup>RD</sup> DECEMBER 2020 + Dearness Relief as applicable on Gross Pension of **Rs. 57,900/-** has been checked and found correct.
- 3 Family pension in faovur of **SMT. KHUKUMONI DAS** at enhanced rate of **Rs. 57,900/-** upto 4<sup>TH</sup> **NOVEMBER 2030** and at normal rate of **Rs. 34,740/-** has also been checked and found to be in order when applicable.
- 4 Death-cum-Retirement Gratuity worked out to be **Rs. 20,00,000/-** has been correctly calculated.
- 5 Commuted value of **Rs. 23,47,312/-** has been correctly calculated.
- 6 Leave Encashment of **Rs. 4,55,403/-** has been correctly calculated.

 Senior Sectt. Assistant (SHYAMAPADA MANDI)	 Section Officer Gr. II (BHANU PRASAD)	 Sr. Administrative Officer (SUBIR BASAK)
 INTERNAL AUDITOR of T. T. T. H., Kolkata For P. S. Roy & Associates		

**Orders of the Pension Sanctioning Authority**

Sanction may kindly be accorded to the payment of pensionary benefits, as given in Part 'D' to **SHRI YOGAMAY DAS** on his / her superannuation / voluntary retirement from service on 22/12/2020. After commutation of 40% portion of his/her original pension of Rs. 57,900/-, the residual net pension would be Rs. 34,740/-.

 (Shyamapada Mandi) Senior Sectt. Assistant	 (Bhanu Prasad) Section Officer Gr. II	 (Subir Basak) Sr. Administrative Officer
 (Sourav Roychowdhury) Junior Sectt. Assistant	 (Swapan Dey) Section Officer Gr. II	 (Sagarika Pal) Faculty-in-Charge, Accounts
 (Debi Prasad Mishra) DIRECTOR		

Fully copy set of pension application form, calculation papers and Original PPO received on .....

Employee's / Applicants' Signature  
Date: .....

PPO No.  
Issued On:

(Shyamapada Mandi) Senior Sectt. Assistant	(Bhanu Prasad) Section Officer Gr. II	(Subir Basak) Sr. Administrative Officer
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NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref. No.: NITTTR-K/E/1-257/2020-21/ 936

Date: 07.01.2021  
08

OFFICE ORDER NO 230 OF 2020-21

As requested, vide his application dated 04-01-2021, Md. Sofiul Anam, Sr. Technical Assistant for payment of ₹38,358/- (Rupees Thirty Eight Thousand Three Hundred Fifty Eight only) towards amount to be spent for full cash benefits as stipulated in Ministry of Finance Office Memorandum F.No.12(2)/2020-EII(A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTTR-K/SFP&SCP(LTC)/2020-21/696. The calculation is made as under:

Leave Encashment:	$\{(\text{₹}52,200 \times 1.17) \times 10\} \div 30$	= ₹20,358/-
Fare value	₹6,000 × 3* = ₹18,000/- (deemed fare) *No of family members	= 3 times of notional value of deemed fare i.e ₹54,000/-
TOTAL		₹74,358/-

As such, the special cash package equivalent in lieu of LTC fare as calculated above may be paid to Md. Sofiul Anam, Sr. Technical Assistant subject to the condition that Md. Sofiul Anam, Sr. Technical Assistant shall spend an amount of ₹ 74,358/- or above.

Accordingly, sanction of an amount of upto 100 % of leave encashment i.e. ₹ 20,358/- and 50% of the value of deemed fare i.e. ₹9,000/- i.e. a total of ₹ 29,358/- is hereby accorded to Md. Sofiul Anam, Sr. Technical Assistant and balance ₹ 9,000/- shall be reimbursed to the incumbent on production of receipts of invoices of purchase made of items /availing of such services which carry a GST rate of not less than 12% from GST registered vendors/service providers through digital mode and vouchers thereof indicating the GST number and the amount of GST paid.

Therefore, with the above stipulations payment of ₹ 29,358/- (Rupees Twenty Nine Thousand Three Hundred Fifty Eight only) may be made to Md. Sofiul Anam, Sr. Technical Assistant at the first instance.

However, Non-utilization/under-utilization before the closing of current financial year 2020-21 shall be dealt with the extant provisions relating to LTC advance as stipulated in Ministry of Finance OM ibid.

LTC for the block year 2018-21 shall be ceased for Md. Sofiul Anam, Sr. Technical Assistant.

*sd/-*  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Md. Sofiul Anam, Sr. Technical Assistant
2. Faculty-in-Charge, Accounts
- ✓ 3. Director's Sectt.

*L*  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-175/2020-21/ 935

Date: 07.01.2021  
08

OFFICE ORDER NO 229 OF 2020-21

As requested, vide his application dated 04-01-2021, Shri Sumit Roy Chowdhury, Sr. Technician for payment of ₹40,191/- (Rupees Forty Thousand One Hundred Ninety One only) towards amount to be spent for full cash benefits as stipulated in Ministry of Finance Office Memorandum F.No.12(2)/2020-EII(A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTTR-K/SFP&SCP(LTC)/2020-21/696. The calculation is made as under:

Leave Encashment:	$\{(\₹56,900 \times 1.17) \times 10\} \div 30$	= ₹ 22,191/-
Fair value	₹6000 x 3* = 18,000/- (deemed fare) *No of family members	= 3 times of notional value of deemed fare i.e ₹ 54,000/-
Total=		₹76,191/-

As such, the special cash package equivalent in lieu of LTC fare as calculated above may be paid to Shri Sumit Roy Chowdhury, Sr. Technician subject to the condition that Shri Sumit Roy Chowdhury, Sr. Technician shall spend an amount of ₹76,191/- or above.

Accordingly, sanction of an amount of upto 100 % of leave encashment i.e. ₹ 22,191/- and 50% of the value of deemed fare i.e. ₹9,000/- i.e. a total of ₹31,191/- is hereby accorded to Shri Sumit Roy Chowdhury, Sr. Technician and balance ₹9000/- shall be reimbursed to the incumbent on production of receipts of invoices of purchase made of items /availing of such services which carry a GST rate of not less than 12% from GST registered vendors/service providers through digital mode and vouchers thereof indicating the GST number and the amount of GST paid.

Encashment of 10 days Earned Leave will be debited his credit Earned Leave. However, it will not be deducted from the maximum admissible Earned Leave while computing for encashment at the time of quitting service.

Therefore, with the above stipulations payment of ₹31,191/- (Rupees Thirty One Thousand One Hundred Ninety One only) may be made to Shri Sumit Roy Chowdhury, Sr. Technician at the first instance.

Non-utilization/under-utilization before the closing of current financial year 2020-21 shall be dealt with the extant provisions relating to LTC advance as stipulated in Ministry of Finance OM ibid.

LTC for the block year 2018-21 shall be ceased for Shri Sumit Roy Chowdhury, Sr. Technician.

Sd/-  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Shri Sumit Roy Chowdhury, Sr. Technician
2. Faculty-in-Charge, Accounts
- ✓ 3. Directors' Secretariat

(Subir Basak)  
Senior Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
(Under the Ministry of Education, Government of India)  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref. No. NITTTR-K/E/5-3/2020-21/ 931

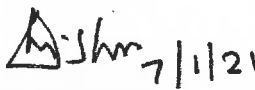
Date: 7<sup>th</sup> January 2021

OFFICE ORDER NO. 228 OF 2020-21

In supersession of all previous Office Order(s) in this regard, with immediate effect and until further order, the following employee is hereby transferred as under:

S. No.	Name and Designation	Posted from	Posted to	Reporting Officer
1.	Shri Joydeep Bandopadhyay Section Officer Gr. II	Education and Management	Director's Sectt.	Director

Shri Priyatosh Dey, MTS is given the additional responsibility of Education and Management under the direct control of Head, Education and Management with his existing activities in the Central Store.

  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Shri Joydeep Bandopadhyay, Section Officer Gr. II
2. Shri Priyatosh Dey, MTS
3. Personal File of Sl. No. 1 and Sl. No. 2
4. The Director, NITTTR, Kolkata
5. The FIC, Central Store
6. The Head, Education and Management
7. The FIC, Accounts
8. All faculty and staff (through official email)
9. ✓ Director's Sectt.

  
(Subir Basak) 7/1/2021  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block-FC, Sector-III, Salt Lake City, Kolkata-700 106


Ref: NITTTTR-K/E/Remuneration/2020-21/ 917

4<sup>th</sup> January 2021  
05

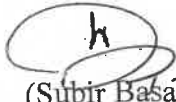
OFFICE ORDER NO. 227 OF 2020-21

Remuneration for the month of December 2020 of following contractual worker/consultant of the Institute which shall be paid to their designated account:

Sl.No.	Name	Amount	Bank Account with IFSC Code
1	Shri Naveen Berry	₹24,000/-	Individual Bank accounts have been recorded in the Accounts Section
2	Shri Arun Sarasar	₹20,000/-	
3	Shri Pravas Seal	₹29,000/-	
4	Shri Kapil Kumar	₹20,000/-	Savings Account No 38747986376 Bank Name State Bank of India, Shastri Bhawan, New Delhi -110001 IFSC Code SBIN0050203 MICR Code 110002742
5	Shri Biswajit Ghosh, Teaching Assistant	₹30,000/-	SBI IFS Code SBIN0008204 SB A/C NO.31628349175 SBI , Palla Road, Burdwan Pin 713151
6	Shri Desh Deepak Gautam, Teaching Assistant	₹30,000/-	SBI IFS Code SBIN0014906 SB A/C NO.20103505575 SBI Lucknow University Branch Lucknow, Pncode - 226007

  
5/1/21  
(Debi Prasad Mishra)  
Director

Copy for necessary action to: -  
Faculty in Charge, Accounts/Section Officer II (Accounts Section)

  
(Subir Basak) 1/1/21  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-150/2020-21/ 912

Date: 04.01.2021

OFFICE ORDER NO. 226 OF 2020-2021

With reference to application dated 23.12.2020, Dr. Ranjan Dasgupta, Professor is hereby granted leave as follows:

04 (Four) days EL from 28/12/2020 to 31/12/2020

Certified that but for his proceeding on leave Dr. Ranjan Dasgupta would have continued to officiate in the post of Professor during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*Sd/-*  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Ranjan Dasgupta, Professor
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+15  
HPL-469

*h*  
(Subir Basak) 11/21  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTTR-K/E/1-208/2020-21/ 911

Date: 04.01.2021

OFFICE ORDER NO: 225 OF 2020-2021

With reference to application dated 18.12.2020 Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant is hereby granted leave as follows:

04 (Four) days EL from 28/12/2020 to 31/12/2020

Certified that but for his proceeding on leave Mrs. Soma Bhattacharjee Samadder would have continued to officiate in the post of Sr. Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/-*  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+15  
HPL-168

*Subrata Mitra*  
04/01/2021  
(Subrata Mitra)  
Section Officer-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-178/2020-21/ 910

Date: 04.01.2021

OFFICE ORDER NO. 224 OF 2020-2021

With reference to application dated 23.12.2020, Shri Tapas Sarkar, Technical Assistant Gr. I is hereby granted leave as follows:

04 (Four) days EL from 29/12/2020 to 01/01/2021

Certified that but for his proceeding on leave Shri Tapas Sarkar would have continued to officiate in the post of Technical Assistant Gr. I during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sdf*  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Tapas Sarkar, Technical Assistant Gr. I
2. The FIC, Accounts
3. ✓ Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+14  
HPL-306

(Subrata Mitra)  
Section Officer Gr.II



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-186/2020-21/907

Date: 04.01.2021

OFFICE ORDER NO. 223 OF 2020-2021

With reference to application dated 29.12.2020 Shri Mainak Mandal, Technical Assistant Grade II is hereby granted leave as follows:

02 (Two) days EL from 30/12/2020 to 31/12/2020

Certified that but for his proceeding on leave Shri Mainak Mandal would have continued to officiate in the post of Technical Assistant Grade II during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/-*

(Subir Basak)

Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Mainak Mandal, Technical Assistant Grade II
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+15  
HPL-320

*Subrata*  
(Subrata Mitra)  
SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-200/2020-21/ 906

Date: 01.01.2021

04

OFFICE ORDER NO. 222 OF 2020-2021

With reference to application dated 18.12.2020 Shri Utpal Chakraborty, Technical Assistant Grade II is hereby granted leave as follows:

13 (Thirteen) days EL from 19/12/2020 to 31/12/2020

Certified that but for his proceeding on leave Shri Utpal Chakraborty would have continued to officiate in the post of Technical Assistant Grade II during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

sd/

(Subir Basak)

Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Utpal Chakraborty, Technical Assistant Grade II
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+15

HPL-227

(Subrata Mitra)

SO-II

**National Institute of Technical Teachers Training & Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City, Kolkata – 700106**

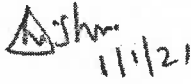
Ref. No.: NITTTR-K/E/5-3/2020-21/905

01<sup>st</sup> January 2021

**OFFICE ORDER NO. 221 OF 2020-21**


The inescapable Non-Teaching staff deputed for work in the Director's Secretariat/department(s)/ Section(s) during holidays with prior approval of Director shall be entitled for honorarium @ ₹764/-per day at par with the daily wages of skilled outsourced manpower deployed in the Institute. This rate is however shall be regulated as per the circular received from Government of India from time to time.

This issuance has the prospective effect.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to: -

1. All Non- Teaching staff of the Institute
2. The Faculty in Charge, Accounts
3. Estate Officer
4. All faculty and staff

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref. No.: NITTTR-K/E/1-257/2020-21/ 904

Date:01.01.2021

OFFICE ORDER NO 220 OF 2020-21

As requested, vide his application dated 30-12-2020, sanction is hereby accorded to Dr. Kinsuk Giri, Assistant Professor for payment of ₹49,328/- (Rupees Forty Nine Thousand Three Hundred Twenty Eight only) towards amount to be spent for full cash benefits as stipulated in Ministry of Finance Office Memorandum F.No.12(2)/2020-EII(A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTTR-K/SFP&SCP(LTC)/2020-21/696. The calculation is made as under:

Leave Encashment:	$\{(\₹75,200 \times 1.17) \times 10\} \div 30$	= ₹29,328/-
Fare value	$\₹20,000 \times 1^* = \₹20,000/-$ (deemed fare) *No of family members	= 3 times of notional value of deemed fare i.e ₹60,000/-
TOTAL		₹89,328/-

As such, the special cash package equivalent in lieu of LTC fare as calculated above be paid to Dr. Kinsuk Giri, Assistant Professor subject to the condition that Dr. Kinsuk Giri, Assistant Professor shall spend an amount of ₹89,328/- or above.

Accordingly, sanction of an amount of upto 100 % of leave encashment i.e. ₹ 29,328/- and 50% of the value of deemed fare i.e. ₹10,000/- i.e. a total of ₹ 39,328/- is hereby accorded to Dr. Kinsuk Giri Assistant Professor and balance ₹10,000/- shall be reimbursed to the incumbent on production of receipts of invoices of purchase made of items /availing of such services which carry a GST rate of not less than 12% from GST registered vendors/service providers through digital mode and vouchers thereof indicating the GST number and the amount of GST paid.

Therefore, with the above stipulations payment of ₹ 39,328/- (Rupees Thirty Nine Thousand Three Hundred Twenty Eight only) may be made to Dr. Kinsuk Giri, Assistant Professor at the first instance.

However, Non-utilization/under-utilization before the closing of current financial year 2020-21 shall be dealt with the extant provisions relating to LTC advance as stipulated in Ministry of Finance OM ibid.

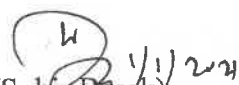
Non-utilization/under-utilization before the closing of current financial year shall be dealt with the extant provisions relating to LTC advance.

LTC for the block year 2018-21 shall be ceased for Dr. Kinsuk Giri, Assistant Professor.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. Kinsuk Giri, Assistant Professor
2. Faculty-in-Charge, Accounts
3. Director's Sectt.

  
(Subin Basak)  
Senior Administrative Officer

**National Institute of Technical Teachers' Training and Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City – Kolkata – 700106**

Ref. NITTTR-K/E/4-49/2020-21/ 903

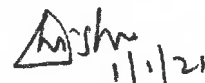
Date: /12/2020  
01.01.2021

**OFFICE ORDER NO. 219 OF 2020-21**

A 4-Member Selection Committee comprising of the following members of faculty is hereby constituted for selection of Consultants (Civil) against Advt. No. 12/2020-21, scheduled to be held on 06/01/2021 from 9:30 AM onwards:

Sl. No.	Name	Designated
1.	Dr. Santanu Bhanja Professor and Estate Officer	Chairman
2.	Dr. Jagat Jyoti Mandal Professor	Member
3.	Dr. Subrata Chattapadhyay Professor	Member
4.	Mr. Rajeev Chatterjee Assistant Professor and Co-Estate Officer	Member Secretary

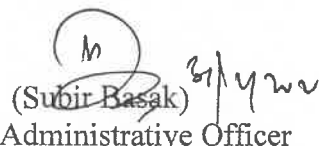
Shri Rananuj Dutta Roy, Section Officer Gr. II and Shri Animesh Shome, Senior Secretariat Assistant shall provide necessary support in this regard.



(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. Santanu Bhanja, Professor and Estate Officer
2. Dr. Jagat Jyoti Mandal, Professor
3. Dr. Subrata Chattapadhyay, Professor
4. Mr. Rajeev Chatterjee, Assistant Professor and Co-Estate Officer
- 5-9. Personal File of Sl. No. 1-4
10. Shri Ramanuj Dutta Roy, Section Officer Gr. II
11. Shri Animesh Shome, Senior Secretariat Assistant
12. Sr. Administrative Officer
13. Director's Sectt.

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH KOLKATA  
BLOCK-FC, SECTOR – III, SALT LAKE CITY, KOLKATA-700106

Ref. No.: NITTTR-K/E/Remuneration/PTMO/2020-21/ 902


Date: 01.01.2021

OFFICE ORDER NO. 218 OF 2020-2021

Sanction of Rs.8, 000/- (Rupees Eight Thousand only) is hereby accorded to Dr Kaushik Mitra, Honorary Medical Officer of the institute to meet his incidental charges for online consultations @500/- per day for 8 days per month from August 2020 to September 2020 due to pandemic Covid-19 environment.


Therefore, Dr Kaushik Mitra, Honorary Medical Officer be paid 8 days per month incidental charges @ 500/- per day which comes to Rs 500x8x2=8,000/- (Rupees Eight Thousand only).

As such, payment of Rs 8,000/- (Rupees Eight Thousand only) be paid as stated ibid.

  
(Debi Prasad Mishra)  
Director

Copy for information & necessary action to:

1. Dr Kaushik Mitra, Honorary Medical Officer
2. The FIC, Accounts
- ✓ 3. Director Secretariat

  
(Subir Basak) 21/1/21  
Sr. Administrative Officer



**NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700106**

Ref.No.NITTTR/K/D/7-2/Estate/2020-21/901

1st January 2021

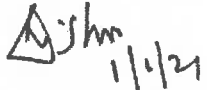
✓ OFFICE ORDER No. 217 OF 2020 -2021

Consequent upon the recommendation of the Staff Quarter Allotment Committee (SQAC) given in accordance with the resolution taken at their Meeting held on 28<sup>th</sup> December 2020, the undersigned is pleased to allot the Staff Quarter No.II-A/7, FC Block Campus, NITTTR, Kolkata, Sector – III, Salt Lake City, as per details given below:-

Sl. No.	Name & Designation of the Allottee	Existing Staff Quarter, if any	New Allotment	With effect from
1)	Shri Rajendra Singh Bisht, MTS	I-B/7	II-A/7	Immediate effect

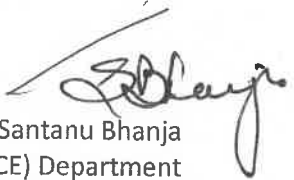
The above-named allottee is hereby advised to occupy the Staff Quarter allotted in his name upon surrender of the existing Staff Quarter (I-B/7) at the earliest. He is further advised to contact the Estate Office for completion of the necessary formalities in this regard. Necessary deductions as per rules, if any, will be made effective from the date of surrender / occupation of the quarters.

In this connection, orders issued by the Govt.of India from time to time will also be applicable to the above-named allottee.

  
(Professor Debi Prasad Mishra)  
Director

Copy for information & necessary action to:-

- 1) Shri Rajendra Singh Bisht, MTS, NITTTR, Kolkata : For necessary compliance in consultation with the Estate Office and submit a report thereon.
- 2) Faculty-in-Charge, Accounts, NITTTR, Kolkata : For necessary action after receiving occupancy report.
- 3) Sr. Administrative Officer, NITTTR, Kolkata : For information and necessary action.
- 4) Faculty-in-Charge, TDC : For necessary action please.
- 5) Staff Quarter H/O – T/O File, Estate Office : For record.

  
Dr.Santanu Bhanja  
Professor (CE) Department  
and Estate Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-210/2020-21/ 895

Date: 28.12.2020

31

OFFICE ORDER NO. 216 OF 2020-2021

With reference to application dated 14.12.2020, Dr. Subrata Chattopadhyay, Professor is hereby granted leave as follows:

03 (Three) days Earned Leave from 15/12/2020 to 17/12/2020

Certified that but for his proceeding on leave Dr. Subrata Chattopadhyay would have continued to officiate in the post of Professor during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

sd/-

(Debi Prasad Mishra)  
Director

Copy to:

1. Dr. Subrata Chattopadhyay, Professor
2. Faculty-in-Charge, Accounts
- ✓ 3. Director Secretariat
4. Kallol Modak, STA

EL-300+8  
HPL-274

1  
(Subir Basak)

Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No. NITTTR/GPF/FW/2020-21/894

Dated : 31<sup>st</sup> December 2020

✓ OFFICE ORDER NO. 215 OF 2020-21

Sanction of Rs.78,49,571/- (Rupees Seventy Eight lakh Forty Nine Thousand Five Hundred Seventy One) only is hereby accorded for payment towards full and Final settlement of GPF and interest accrued thereon up to December 2020 to Shri Ashis Kr. Das, Sr. Technical Assistant, on superannuation as on 31.12.2020, whose A/c No. is GPF/125. The net payment of Rs 78,49,571/- (Rupees Seventy Eight lakh Forty Nine Thousand Five Hundred Seventy One) only may be paid to him.

*Debi Prasad Mishra*  
31/12/20

(Debi Prasad Mishra)  
Director

1. Shri Ashis Kr. Das, Sr. Technical Assistant  
NITTTR, Kolkata-700106
2. FIC, Accounts - for payment.
3. Senior Administrative Officer for information. This is with reference to administration's office order No. 214 of 2020-21 issued vide letter no, NITTTR-K/E/1-129/2020-21/ 890 dated. 31.12.2020.

*Sagarika Pal*  
31/12/20  
(Sagarika Pal)  
FIC, Accounts

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH  
BLOCK-FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No.NITTTTR-K/E/1-177/2020-21/ 890

31<sup>st</sup> December, 2020

OFFICE ORDER NO.....214.....of 2020-2021

Shri Ashis Kumar Das, Senior Technical Assistant is hereby retired from the service of the Institute on superannuation with effect from 31.12.2020 (A.N.).

Orders for retirement benefits of Shri Ashis Kumar Das, Senior Technical Assistant will follow.

  
31/12/20  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

- 1) Shri Ashis Kumar Das,  
Ex Technical Officer
- 2) The Faculty-in-Charge, Accounts
- 3) The HoD, EE
- 4) Sr. Administrative Officer
- ✓ 5) Director's Sectt.

  
31/12/20  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-170/2020-21/ 887

Date: 30.12.2020

31

OFFICE ORDER NO. 213 OF 2020-2021

With reference to application dated 15.12.2020 Shri Gobardhan Mandal, Assistant Section Officer is hereby granted leave as follows:

03 (Three) days Earned Leave from 21/12/2020 to 23/12/2020

Certified that but for his proceeding on leave Shri Gobardhan Mandal would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

sdf

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Gobardhan Mandal, Assistant Section Officer
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+1  
HPL-511

(Subrata Mitra)  
Section Officer Gr.-II

National Institute of Technical Teachers' Training and Research  
Block --- FC Sector III Salt Lake City Kolkata 700106

NITTTR-K/1-261/2020-21/ 886

29<sup>th</sup> December 2020

Office Order No 212 of 2020-21

30

Composite Transfer Grant (CTG) of 80% of the last month basic pay is admissible to Professor Debi Prasad Mishra, Director of the Institute as stipulated in Ministry of Finance Office Memorandum dated 13th July 2017 issued under Reference No 19030/1/2017-E-IV from bringing his belongings from IIT Kanpur on being deputed to take up his present assignment of Director of NITTTR Kolkata on foreign Service terms from his parent post of Professor of IIT Kanpur in respect

In view of the above, sanction is hereby accorded for payment of CTG @80% of his basic pay of ₹2,20,000/- i.e. ₹1,76,000 (Rupees One Lakh Seventy-Six Thousand only) to Professor Debi Prasad Mishra, Director of the Institute. Accordingly, payment of CTG amounting ₹1,76,000 (Rupees One Lakh Seventy-Six Thousand only) be made to Professor Debi Prasad Mishra, the incumbent Director of the Institute.



(Harshavardhan Neotia)

Chairman

Board of Governors, NITTTR Kolkata

Copy for information and necessary action to:-

1. Professor Debi Prasad Mishra, Director, NITTTR-K
2. Faculty-in-Charge, Accounts
3. Director, IIT Kanpur
14. Director's Secretariate

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref. No.: NITTTR-K/E/1-255/2020-21/ 885

29<sup>th</sup> December 2020

OFFICE ORDER NO 211 OF 2020-21<sup>30</sup>

As requested, vide his application dated 23-12-2020, sanction is hereby accorded to Dr. Arpan Kumar Mondal, Assistant Professor for payment of ₹1,09,328/- (Rupees One Lakh Nine Thousand Three Hundred Twenty Eight only) towards amount to be spent for full cash benefits as stipulated in Ministry of Finance Office Memorandum F.No.12(2)/2020-EII(A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTTR-K/SFP&SCP(LTC)/2020-21/696. The calculation is made as under:

Leave Encashment:	$\{(\text{₹}75,200 \times 1.17) \times 10\} \div 30$	= ₹29,328/-
Fare value	₹20,000 × 4* = ₹80,000/- (deemed fare) *No of family members	= 3 times of notional value of deemed fare i.e ₹2,40,000/-
TOTAL		₹2,69,328/-

As such, the special cash package equivalent in lieu of LTC fare as calculated above be paid to Dr. Arpan Kumar Mondal, Assistant Professor subject to the condition that Dr. Arpan Kumar Mondal, Assistant Professor shall spend an amount of ₹2,69,328/- or above.

Accordingly, it is proposed that sanction of an amount of upto 100 % of leave encashment i.e. ₹ 29,328/- and 50% of the value of deemed fare i.e. ₹40,000/- i.e. a total of ₹ 69,328/- is hereby accorded to Dr. Arpan Kumar Mondal, Assistant Professor and balance ₹40,000/- shall be reimbursed to the incumbent on production of receipts of invoices of purchase made of items /availing of such services which carry a GST rate of not less than 12% from GST registered vendors/service providers through digital mode and vouchers thereof indicating the GST number and the amount of GST paid.

Therefore, with the above stipulations payment of ₹ 69,328/- (Rupees Sixty Nine Thousand Three Hundred Twenty Eight only) may be made to Dr. Arpan Kumar Mondal, Assistant Professor at the first instance.

However, Non-utilization/under-utilization before the closing of current financial year 2020-21 shall be dealt with the extant provisions relating to LTC advance as stipulated in Ministry of Finance OM ibid.

Non-utilization/under-utilization before the closing of current financial year shall be dealt with the extant provisions relating to LTC advance.

LTC for the block year 2018-21 shall be ceased for Dr. Arpan Kumar Mondal, Assistant Professor.

  
30/12/20  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. Arpan Kumar Mondal, Assistant Professor
2. Faculty-in-Charge, Accounts
3. Director's Sectt.

  
29/12  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTTR-K/E/6-28/2020-21/ 883

Date: 28.12.2020

OFFICE ORDER NO. 210 OF 2020-21

30

Reference to this Officer Order No.159 of 2005-06 dated 12.09.2006 issued under Reference No. E/6-28/3260, Shri Nantu Hazra, MTS was granted House Building Advance of Rs.1.69,564/- only to be payable in three instalments of Rs.69,564/-, Rs.52,173/- and Rs.52,173/- respectively @ interest of 8.5% per annum.

Shri Nantu Hazra, MTS has already drawn the first and second instalments of his HBA amounting to Rs.1,21,737/- vide sub para 2(a) and 2(b) of the above mentioned order.

Shri Nantu Hazra, MTS vide his letter dated 03.06.2020 has intimated that he does not require the amount of his third and final instalment of Rs.52,173/- of his HBA Advance. Further, vide his letter dated 28.09.2020, he has reported to the office that he has not built any construction on the said land and thus violated the sub para 2(b) of the Office Order No.159 of 2005-06 dated 12.09.2006.

Hence, in partial modification to this Office Order No.159 of 2005-06 dated 12.09.2006, it is hereby ordered that the entire amount of HBA Advance of Rs.1,21,737/- disbursed to the incumbent plus 2% penal interest above the HBA interest rate be recovered from the incumbent and if the principal amount of HBA disbursed to the incumbent already been recovered, interest due thereon shall be recovered after charging a penal interest of 2% above the HBA interest as mentioned in the above mentioned Office Order dated 12.09.2006.

Further, Shri Nantu Hazra, MTS is hereby debarred from applying of House Building Advance in his entire service life.

(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Shri Nantu Hazra, MTS
2. FIC, Accounts
3. HBA File
4. Personal File of S L. No.1

(Subir Basak) 28/12/2020  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/6-28/2020-21/

Date: 23.12.2020

Minutes of House Building Advance (HBA) Committee Meeting held on 23.12.2020 – reg.


A meeting of House Building Advance (HBA) Committee was held on 23.12.2020 at 02.30 PM in Admn. Section to peruse the case of Shri Nantu Hazra, MTS of the Institute in the light of his letter dated 03.06.2020.


The Committee perused that Shri Nantu Hazra, MTS was granted House Building Advance of Rs.1,69,564/- only to be payable in three instalments of Rs.69,564/-, Rs.52,173/- and Rs.52,173/- respectively @ interest of 8.5% per annum vide Officer Order No.159 of 2005-06 dated 12.09.2006 issued under Reference No. E/6-28/3260. Shri Nantu Hazra, MTS has already drawn the first and second instalments of his HBA amounting to Rs1,21,737/- vide sub para 2(a) and 2(b) of the above mentioned order. Further, Shri Nantu Hazra, MTS vide his letter dated 03.06.2020 has intimated that he does not require the amount of his third and final instalment of Rs.52,173/- of his HBA Advance. Further, he was asked to explain the reason why he was not willing to draw the 3<sup>rd</sup> and final instalment of HBA sanctioned to him and to submit the Status Report / present position of construction on the land. In his reply, dated 28.09.2020, he reported to the office that due to his mother's illness, he could not take the initiative to build his house on the land ie; no construction has been done on the said land. However, he is ready to refund the HBA advance alongwith interest to the office already paid to him.

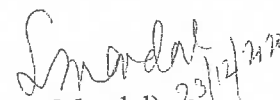
The Committee viewed this seriously since the incumbent violated the sub para 2(b) of the Office Order No.159 of 2005-06 dated 12.09.2006 by not utilizing the amount of the advance for the purpose he had drawn.

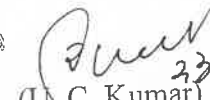
Hence, the Committee unanimously recommends that the entire amount of HBA Advance of Rs.1,21,737/- disbursed to the incumbent plus 2% penal interest above the HBA interest rate be recovered from the incumbent and if the principal amount of HBA disbursed to the incumbent already been recovered, interest due thereon may be recovered after charging a penal interest of 2% above the HBA interest as mentioned in the above mentioned Office Order dated 12.09.2006 as stipulated in the O.M. dated 09.11.2017 of Ministry of Housing & Urban Affairs, GOI, issued under reference No. I.17011/11(4)/2016-H-III. Further, the Committee also recommends that Shri Nantu Hazra, MTS may be debarred from applying of House Building Advance (HBA) in his entire service life.

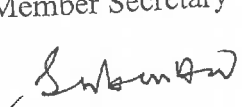
The meeting ended with thanks to the Chair.

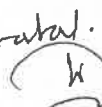
  
(Subir Basak)  
23/12/20  
Member Secretary


  
(S. Pal)  
23/12/20  
Member

  
(S. Mandal)  
23/12/20  
Member

  
(U.C. Kumar)  
23/12/2020  
Chairman

 for kind approval.

  
28/12  
(Subir Basak)  
SOS

  
29/12/20  
Director

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK - FC, SECTOR-III, SALT LAKE CITY  
KOLKATA - 700 106

Ref.No. NITTTTR/GPF/PFW/2020-21/881

Dated : 24<sup>th</sup> December 2020


29<sup>th</sup>

OFFICE ORDER NO. 209 OF 2020-21

Sanction of Rs. 5,00,000/- (Rupees Five Lakh only) is hereby accorded for payment towards his Part Final Withdrawal of GPF Subscription to Shri Chinmoy Jana, Technical Assistant, Grade II, whose GPF A/c No. is 158.

  
(Debi Prasad Mishra)  
Director

1. Shri Chinmoy Jana, Technical Assistant, Grade II, NITTTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
3. Sr. Administrative Officer for information.

  
(Subir Basak)  
Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No. NITTTR/GPF/PFW/2020-21 / 879

Dated : 24<sup>th</sup> December 2020


29/12

✓ OFFICE ORDER NO. 208 OF 2020-21

Sanction of Rs. 1,00,000/- (Rupees One Lakh only) is hereby accorded for payment towards his Part Final Withdrawal of GPF Subscription to Shri Siru Murmu, MTS, whose GPF A/c No. is 84.

  
28/12/20  
(Debi Prasad Mishra)  
Director

1. Shri Siru Murmu, MTS, NITTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
3. Sr. Administrative Officer for information.

  
28/12/20  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-170/2020-21/ 876

Date: 28.12.2020

OFFICE ORDER NO: 207 OF 2020-2021

With reference to application dated 15.12.2020 Shri Gobardhan Mandal, Assistant Section Officer is hereby granted leave as follows:

02 (Two) days Earned Leave from 16/12/2020 to 17/12/2020

Certified that but for his proceeding on leave Shri Gobardhan Mandal would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sdf*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Gobardhan Mandal, Assistant Section Officer
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+4  
HPL-511

*Subrata*  
28/12/2020  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-158/2020-21/ 875

Date: 28.12.2020


OFFICE ORDER NO. 206 OF 2020-2021

With reference to application dated 21.12.2020, Shri Dipak Gupta, Assistant Section Officer is hereby granted leave as follows:

05 (Five) days Earned Leave from 14/12/2020 to 18/12/2020

Certified that but for his proceeding on leave Shri Dipak Gupta would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Dipak Gupta, Assistant Section Officer
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+7  
HPL-296

  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-175/2020-21/874

Date: 28.12.2020

OFFICE ORDER NO. 205 OF 2020-2021

With reference to application dated 22.12.2020 Shri Sati Nath Mitra. Technical Assistant Gr.-II is hereby granted leave as follows:

01 (One) day EL on 21/12/2020

Certified that but for his proceeding on leave Shri Sati Nath Mitra would have continued to officiate in the post of Technical Assistant Gr-II during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Sati Nath Mitra. Technical Assistant Gr.-II
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-136  
HPL-176

*Subrata*  
28/12/2020  
(Subrata Mitra)  
Section Officer Gr.-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106


Ref. No.: NITTTR/K/E/1-166/2020-21/871

Date: 22<sup>nd</sup> December 2020

OFFICE ORDER NO. 204 OF 2020-21

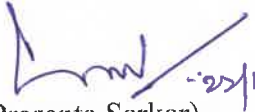
Consequent upon acceptance of Voluntary Retirement of Service by the Competent Authority, Shri Yogamay Das, Technical Officer, is hereby released from the service of the Institute with effect from 22<sup>nd</sup> December 2020 (A.N). Accordingly, Pro rata salary for the month of December 2020 be drawn up to 22<sup>nd</sup> December 2020 (A.N). No GPF subscription for the month of December is permissible. GPF shall be released as of his credit up to 30<sup>th</sup> November 2020 together with interest after adjustment of advances, if any.

Retirement benefit orders of Shri Yogamay Das, Technical Officer shall follow.

  
(Prasanta Sarkar)  
Director-in-Charge

Copy for information and necessary action to: -

1. Shri Yogamay Das, Ex-Technical Officer
2. Faculty-in-Charge, Accounts
3. FIC, IFL
4. Senior Administrative Officer
5. Director's Secretariat

  
(Prasanta Sarkar)  
Director-in-Charge

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106


Ref. No.: NITTTR-K/E/1-166/2020-21/870

Date: 21.12.2020

OFFICE ORDER NO. 203 OF 2020-21


In continuation to this Office Order No. 151 of 2020-21 dated 9/12-12-2020 issued under Reference No. NITTTR-K/E/1-66/2020-21/726 and on expiry of his Earned Leave on 19<sup>th</sup> December 2020, Shri Yogamoy Das, Technical Officer has joined Today i.e 21.12.2020 forenoon, Suffix 20.12.2020 Sunday.

His Transport allowance be restored with effect from December 2020

  
(Dr. Prasanta Sarkar)  
Director-in-Charge

Copy forwarded for information and necessary action to:

1. Shri Yogamay Das, Technical Officer
2. The Faculty In-charge, Accounts
3. The Faculty In-charge, IFL
4. Director's Sectt.

  
(Dr. Prasanta Sarkar)  
Director-in-Charge

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106.

Ref. No.: NITTTR/K/E/5-3/2020-21/867

Date: 18<sup>th</sup> December 2020

OFFICE ORDER ..... 202 ..... 2020-21


Of late it is felt that optimum utilization of man power in the Institute is not being carried out at the right earnest to augment efficacy of the Institute activity. In order to maximize the output from the available workforce of the Institute the following points are to be considered:

- The make the outline of job profile of employees of the Institute as well as outsourced manpower;
- To upgrade the skill of available manpower through skill based training;
- To evaluate the qualitative improvement of the existing manpower;
- Performance appraisal of the employees from the quality and quantity stand point; and
- To assess and suggest the welfare measure of the employees of the Institute.

A 4-Member Man Management Cell comprising of the following members of faculty and of staff is hereby constituted to make a comprehensive proposal and recommendation thereof keeping in view of the points mentioned above to enhance the effectiveness and efficiency of the workforce of the Institute in commensurate with other national level Centrally Funded Technical Institutes:


Sl. No.	Name	Designate
1.	Prof. Dipankar Bose, Professor	Chairman
2.	Prof. Ranjan Dasgupta, Professor	Member
3.	Shri Joydeep Bandopadhyay	Member
4.	Shri Dipak Gupta	Member Secretary

The above 4-Member Committee shall forward its recommendation to the Director on or before 18<sup>th</sup> January 2021.

  
18/12/20  
(Debi Prasad Mishra)  
Director

Copy to:

1. Prof. Dipankar Bose, Professor
2. Prof. Ranjan Dasgupta, Professor
3. Shri Joydip Bandhopahyay
4. Shri Dipak Gupta
5. Personal file of Sl. No. 1 to 4.
6. Director's Secretariat

  
18/12/20  
(Subir Basak)  
Sr. Administrative Officer

Ref. No.: NITTTR/K/E/5-3/2020-21/ 866

Date: 18<sup>th</sup> December 2020

OFFICE ORDER .....201..... 2020-21


In order to carry out the existing practice of file movement, it has been felt that administrative reforms are urgently needed in all spears of activities of the Institute to inculcate the following points:

- To minimize the file movement without compromising the extant Rules and Regulations;
- To explore the feasibility of introduction of Management Information Service in the Institute;
- Minimization of workforce for effective and efficient administration; and
- To evolve a strategy to formulate and implement e-Governance.

A 5-Member Administrative Reforms Committee comprising of the following members of faculty is hereby constituted to address the following points and recommendation thereof to enhance the administrative efficiency of the Institute:

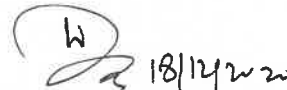
Sl. No.	Name	Designate
1.	Dr. Prasanta Sarkar, Professor	Chairman
2.	Dr. Ranjan Dasgupta, Professor	Member
3.	Dr. Sagarika Pal, Associate Professor	Member
4.	Dr. Subrata Mondal, Associate Professor	Member
5.	Dr. Indrajit Saha, Assistant Professor	Member Secretary

The above 5-Member Committee shall forward its recommendation to the Director on or before 18<sup>th</sup> January 2021.

  
(Debi Prasad Mishra)  
Director

Copy to:

1. Dr. Prasanta Sarkar, Professor
2. Dr. Ranjan Dasgupta, Professor
3. Dr. Sagarika Pal, Associate Professor
4. Dr. Subrata Mondal, Associate Professor
5. Dr. Indrajit Saha, Assistant Professor
6. Personal file of Sl. No. 1 to 5.
7. Director's Secretariat

  
(Subir Basak)  
Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH  
BLOCK-FC, SECTOR – III, SALT LAKE CITY, KOLKATA-700106


Ref. No.: NITTTR-K/D/4-88/2020-21/ 859

Date: 17.12.2020  
18

OFFICE ORDER NO. 200 OF 2020-2021

In continuation to this Institute Office Order No. 20 of 2020-21 dated 19.06.2020 issued under Reference No. NITTTR-K/D/4-88/2020-21/142, the tenure of Shri Pravash Seal, contractual Video Film Editor is hereby extended for further period of 3 months with effect from 23.12.2020 to 22.03.2021 on purely contractual basis subject to satisfactory performance. This extension of tenure may be terminated without any notice assigning any reason thereof by either side.

Shri Pravash Seal, contractual Video Film Editor, will receive a consolidated remuneration of Rs. 30,000/- (Rupees Thirty Thousand only) per month.



(Debi Prasad Mishra)  
Director

Copy to:

1. Shri Pravash Seal  
34 Green Park, Belgharia  
Kolkata-700 056.
2. Faculty-in-Charge, IFL
3. Faculty-in-Charge, Accounts
- ✓ 4. Director's Secretariat



(Subir Bagak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR/K/E/5-3/2020-21/ 858

Date: 18<sup>th</sup> December 2020

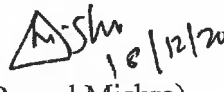
OFFICE ORDER ..... 199 ..... 2020-21

The Institute is in the process of setting up of Deemed to be University under de-novo category. Therefore, it is felt that to cope up with the influx of student intake, the existing teaching positions is too paltry to run the proposed future activities in a smooth way. As such, there is a pressing need to increase the faculty strength over and above the existing meagre strength of 33+1 members of faculty including Director. In order to mitigate this situation, the Distinguished Professor /Adjunct Faculty / Visiting Faculty / Research Scholars / Research Associates / Industry Scholar / Chair / Endowed Professor / Emeritus Professor be explored to induct in the teaching and research strength of the Institute.

A 3-Member Committee comprising of the following members of faculty is hereby constituted to make a comprehensive above stated propositions with financial implication(s) thereof and adjoining perquisite:

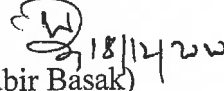
Sl. No.	Name	Designate
1.	Prof. Prasanta Sarkar, Professor	Chairman
2.	Prof. Dipankar Bose, Professor	Member
3.	Prof. Samir Roy, Professor	Member Secretary

The above 3-Member Committee shall forward its recommendation to the Director on or before 1<sup>st</sup> January 2021.

  
(Debi Prasad Mishra)  
Director

Copy to:

1. Prof. Prasanta Sarkar, Professor
2. Prof. Dipankar Bose, Professor
3. Prof. Samir Roy, Professor
4. Personal file of Sl. No. 1 to 3.
- ✓ 5. Director's Secretariat

  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-243/2020-21/ 855

Date: 17.12.2020

OFFICE ORDER NO. 198 OF 2020-2021

With reference to application dated 15.12.2020, Shri Satyaki kar Gupta, Technical Assistant Gr. II is hereby granted leave as follows:

01 (One) days EL on 15/12/2020

Certified that but for his proceeding on leave Shri Satyaki kar Gupta would have continued to officiate in the post of Technical Assistant Gr. II during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Satyaki kar Gupta, Technical Assistant Gr. II
2. The FIC, Accounts
3. ✓ Director's Sectt.
4. Shri Kallol Modak, STA

EL-59  
HPL-110

*Subrata*

(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-250/2020-21/ 854

Date: 17.12.2020

OFFICE ORDER NO. 197 OF 2020-2021

With reference to application dated 10.12.2020, Shri Sourav Roy Choudhury, Junior Secretariat Assistant is hereby granted leave as follows:

02 (Two) days EL from 14/12/2020 to 15/12/2020

Certified that but for his proceeding on leave Shri Sourav Roy Choudhury would have continued to officiate in the post of Junior Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/-*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Sourav Roy Choudhury, Junior Secretariat Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-98  
HPL-110

*[Signature]*  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-247/2020-21/ 853

Date: 17.12.2020

OFFICE ORDER NO. 196 OF 2020-2021

With reference to application dated 17.12.2020, Shri Sanjoy Sen, Junior Secretariat Assistant is hereby granted Earned Leave as follows:

1. 02 (Two) days Earned Leave from 15/12/2020 to 16/12/2020

Certified that but for his proceeding on leave Shri Sanjoy Sen would have continued to officiate in the post of Junior Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Sanjoy Sen, Junior Secretariat Assistant
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

*[Signature]*  
(Subrata Mitra)  
Section Officer Gr.II

EL-82  
HPL-52

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA**

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTR - K/E/1 - 140/849

Dated : 17-12-2020

OFFICE ORDER NO. 195 OF 2020-21

Shri / Smt. राजपाल बालमिकी, एम. टी. एस.

is hereby granted leave as follows :

1. अर्जित ड्यूटी (E.L.) :

16/11/2020 से 28/11/2020 तक  
(सफ़िक्स 29/11/2020 एवम् 30/11/2020)  
कुल = 13 दिनों के लिए

Certified that but for his/her proceeding on leave Shri / Smt. राजपाल बालमिकी  
एम. टी. एस. would have continued to officiate in the  
post of एम. टी. एस. during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

हो/  
Director  
व. प्र. अधिकारी

Copy to : 1) Shri / Smt. राजपाल बालमिकी  
एम. टी. एस.

2) The Accounts Officer - FIC, Accounts  
3) Estate office

Sr. Administrative Officer  
अनुभाग अधिकारी - II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-214/2020-21/ 847

Date: 16.12.2020

OFFICE ORDER NO. 194 OF 2020-21

In pursuance to Office Order No.75 of 2011-12 issued under Ref. No. NITTTR-K/B/2-14/2011-12/833 dated 16<sup>th</sup> June 2011 / 5<sup>th</sup> July 2011, sanction is hereby accorded to Dr. Sagarika Pal, Associate Professor towards reimbursement of Rs. 13,328.10/- say Rs. 13,328/- (Rupees Thirteen Thousand Three Hundred Twenty Eight only) towards expenditure incurred by the incumbent in connection with charges of the "IEEE Education Society membership and subscription fee" for the year 2021. The amount shall be debited from Professional Development Allowance of the incumbent.

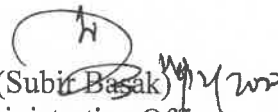
The amount of Rs. 13328/- (Rupees Thirteen Thousand Three Hundred Twenty Eight only) thus sanctioned be paid to Dr. Sagarika Pal, Associate Professor.

After being paid the above reimbursement her cumulative balance is Rs. 86,672/- out of Rs.1 lakh per year for a cumulative Professional Development Allowance for Rs.3 lakhs for every block period of 3 years i.e. 27.12.2019 to 26.12.2022.

  
(Debi Prasad Mishra)-  
Director

1. Dr. Sagarika Pal, Associate Professor
2. The Faculty-in-Charge, Accounts
- ✓ 3. Directors Sectt.

For information  
For payment please

  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-236/2020-21/ 845

Date: 15.12.2020

16

OFFICE ORDER NO. 193 OF 2020-2021

With reference to application dated 27.11.2020, Mrs. Mithu Dey, Assistant Professor is hereby granted leave as follows:

11 (Eleven) days EL from 01/12/2020 to 11/12/2020

Certified that but for his proceeding on leave Mrs. Mithu Dey would have continued to officiate in the post of Assistant Professor during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

sd/

(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Mrs. Mithu Dey, Assistant Professor
2. The FIC, Accounts
3. Shri Kallol Modak, STA
- ✓ 4. Director's Sectt.

EL-156  
HPL-99

h  
(Subir Basak)

Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-138/2020-21/ 844

Date: 16.12.2020

OFFICE ORDER NO. 192 OF 2020-2021

With reference to application dated 14.12.2020 Shri Bapi Sadhukhan, Sr. Technician is hereby granted leave as follows:

92 (Ninety Two) days Commuted Leave on medical ground from 11/09/2020 to 11/12/2020 upon conversion of 184 days HPL

Certified that but for his proceeding on leave Shri Bapi Sadhukhan would have continued to officiate in the post of Sr. Technician during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Bapi Sadhukhan, Sr. Technician
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+15  
HPL-219

*Subrata*  
(Subrata Mitra)  
SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-241/2020-21/ 843

Date: 16.12.2020


OFFICE ORDER NO. 191 OF 2020-2021

With reference to application dated 14.12.2020 Shri Debashis Shaw, Sr. Technician is hereby granted leave as follows:

19 (Nineteen) days Commuted Leave on medical ground from 23/11/2020 to 11/12/2020 upon conversion of 38 days HPL

Certified that but for his proceeding on leave Shri Debashis Shaw would have continued to officiate in the post of Sr. Technician during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Debashis Shaw, Sr. Technician
2. The FIC, Accounts
- ✓ 3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-126  
HPL-70

  
(Subrata Mitra)  
SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-168/2020-21/ 842

Date: 15.12.2020

16

OFFICE ORDER NO. 190 OF 2020-2021

With reference to application dated 11.12.2020 Shri Animesh Shome, Sr. Secretariat Assistant is hereby granted leave as follows:

02 (Two) days Commuted Leave on medical ground from 09/12/2020 to 10/12/2020  
upon conversion of 4 days HPL

Certified that but for his proceeding on leave Shri Animesh Shome would have continued to officiate in the post of Sr. Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

sd/

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Animesh Shome, Sr. Secretariat Assistant
2. The FIC, Accounts
3. ✓ Director's Sectt.
4. Shri Kallol Modak, STA

EL-242  
HPL-51

  
(Subrata Mitra)  
SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-186/2020-21/ 841

Date: 15.12.2020

16

OFFICE ORDER NO. 189 OF 2020-2021

With reference to application dated 04.12.2020 Shri Mainak Mandal, Technical Assistant Grade II is hereby granted leave as follows:

02 (Two) days EL from 09/12/2020 to 10/12/2020

Certified that but for his proceeding on leave Shri Mainak Mandal would have continued to officiate in the post of Technical Assistant Grade II during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Mainak Mandal, Technical Assistant Grade II
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+11  
HPL-310

*Subrata*  
(Subrata Mitra)  
SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTR-K/E/1-182/2020-21/ 840

Date: 15.12.2020

76


OFFICE ORDER NO: 188 OF 2020-2021

With reference to application dated 27.11.2020 Shri Nitai Kumar Sarkar, Technical Assistant Grade II is hereby granted leave as follows:

02 (Two) days EL from 03/12/2020 to 04/12/2020

Certified that but for his proceeding on leave Shri Nitai Kumar Sarkar would have continued to officiate in the post of Technical Assistant Grade II during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Nitai Kumar Sarkar, Technical Assistant Grade II
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-296  
HPL-245

  
(Subrata Mitra)  
SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Réf: NITTTR-K/E/1-208/2020-21/ 839

Date: 15.12.2020  
16


OFFICE ORDER NO. 187 OF 2020-2021

With reference to application dated 07.12.2020 Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant is hereby granted leave as follows:

02 (Two) days EL from 08/12/2020 to 09/12/2020

Certified that but for his proceeding on leave Mrs. Soma Bhattacharjee Samadder would have continued to officiate in the post of Sr. Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+04  
HPL-158

  
(Subrata Mitra)  
SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-170/2020-21/ 838

Date: 15.12.2020

16

OFFICE ORDER NO. 786 OF 2020-2021

With reference to application dated 27.11.2020 Shri Gobardhan Mandal, Assistant Section Officer is hereby granted leave as follows:

05 (Five) days Earned Leave from 07/12/2020 to 11/12/2020

Certified that but for his proceeding on leave Shri Gobardhan Mandal would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

sd/

(Subir Basak)

Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Gobardhan Mandal, Assistant Section Officer
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+6

HPL-511

(Subrata Mitra)

SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTR-K/E/1-130/2020-21/ 837

Date: 15.12.2020


OFFICE ORDER NO. 185 OF 2020-2021

With reference to application dated 01.10.2020 Shri Joydeep Bandopadhyay , Section Officer Grade II is hereby granted leave as follows:

1. 39 (Thirty Nine) days Commuted Leave on medical ground from 10/07/2020 to 17/08/2020 upon conversion of 78 days HPL.
2. 10 (Ten) days EL from 21/09/2020 to 30/09/2020
3. 10 (Ten) days EL from 05/10/2020 to 14/10/2020

Certified that but for his proceeding on leave Shri Joydeep Bandopadhyay would have continued to officiate in the post of Section Officer Grade II during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Joydeep Bandopadhyay, Section Officer Grade II
2. The FIC, Accounts
3. ✓ Director's Sectt.
4. Shri Kallol Modak, STA

EL-295  
HPL-523

  
(Subrata Mitra)  
SO-II



**NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA**  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTTR-K/E/1-177/2020-21/836

Date: 14.12.2020  
15

**OFFICE ORDER NO. 184 OF 2020-21**

As requested, vide his application dated 09-12-2020, sanction is hereby accorded to Shri Ashis Kumar Das, Senior Technical Assistant, for payment of ₹35,217/- (Rupees Thirty Five Thousand Two Hundred and Seventeen only) towards Encashment of 10 days Earned Leave for availing LTC Krishnanagar, Nadia, West Bengal on 16<sup>th</sup> December 2020. The calculation is made as under:

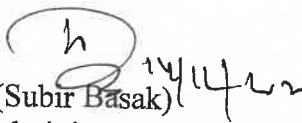
Pay	DA (17%)	Days of EL	Amount
₹90300/-	₹15351/-	10	₹35217/-

Encashment of 10 days' Earned Leave will be debited from his credit. However, it will not be deducted from the maximum admissible Earned Leave while computing for encashment at the time of superannuation.

  
(Debi Prasad Mishra)  
Director

Copy to:

1. Shri Ashis Kumar Das, STA. : for information.
2. Faculty-in-Charge, Accounts : for necessary payment and statutory Income Tax deduction thereof be made as per rule
3. Director s' Sectt.

  
(Subir Basak)  
Senior Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
(Under the Ministry of Education, Government of India)  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref. No. NITTTR-K/E/5-3/2020-21/ 832

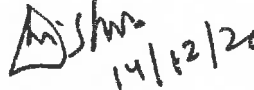
Date: 14<sup>th</sup> December 2020

OFFICE ORDER NO. 183 OF 2020-21

A 5- Member Mentor Training Co-ordination Team is hereby constituted comprising of the following members of faculty to coordinate and execute all the activities related to mentor training programme for non-technical university Professors: -


Sl. No.	Name	Designation
1.	Dr. Chandan Chakraborty, Professor	Coordinator
2.	Dr. Kinsuk Giri, Assistant Professor	Co-coordinator
3.	Dr. Sukanta Kumar Naskar, Associate Professor	Member
4.	Dr. Sagarika Pal, Associate Professor	Member
5.	Dr. Indrajit Saha, Assistant Professor	Member

The above 5-Member Mentor Training Co-ordination Team is responsible for preparation of mentors' list from various sources, google form, online class and assessment management and subsequent works including a report generation etc and all the activities related to it.

  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

- 1-5. Sl. No. 1 to Sl. No. 5
- 6-11. Personal File of Sl. No. 1 to 5
12. All faculty (through email)
13. The FIC, Accounts
14. Director's Sectt.

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-243/2020-21/ 821

Date: 11.12.2020

OFFICE ORDER NO 182 OF 2020-21

As requested, vide his application dated 08-12-2020, sanction is hereby accorded to Shri Satyaki Kar Gupta, Technical Assistant, Gr.-II for payment of ₹13221/- (Rupees Thirteen Thousand Two Hundred Twenty One only) towards amount to be spent for full cash benefits as stipulated in Ministry of Finance Office Memorandum F.No.12(2)/2020-EII(A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTTR-K/SFP&SCP(LTC)/2020-21/696. The calculation is made as under:

Leave Encashment:	$\{(\text{₹}33900 \times 1.17) \times 10\} \div 30$	= ₹13221/-
Fair value	₹6000 x 1* (deemed fare)	=3 times of notional value of deemed fare i.e ₹ 18000/-
Total=		₹31221/-

As such, the special cash package equivalent in lieu of LTC fare as calculated above may be paid to Shri Satyaki Kar Gupta, Technical Assistant, Gr.-II subject to the condition that Shri Kar Gupta shall spend an amount of ₹31221/- .

Encashment of 10 days Earned Leave will be debited his credit Earned Leave. However, it will not be deducted from the maximum admissible Earned Leave while computing for encashment at the time of quitting service.

Accordingly, it is proposed that sanction of an amount of upto 100 % of leave encashment i.e. ₹ 13221/- and 50 % of the value of deemed fare i.e. ₹3,000/- i.e. a total of ₹16221/- is hereby accorded to Shri Satyaki Kar Gupta, Technical Assistant, Gr.-II and balance ₹3000/- shall be reimbursed to the incumbent on production of receipts of invoices of purchase made of items /availing of such services which carry a GST rate of not less than 12% from GST registered vendors/service providers through digital mode and vouchers thereof indicating the GST number and the amount of GST paid.

Non-utilization/under-utilization before the closing of current financial year 2020-21 shall be dealt with the extant provisions relating to LTC advance as stipulated in Ministry of Finance OM ibid.

LTC for the block year 2018-21 shall be ceased for Shri Satyaki Kar Gupta, Technical Assistant, Gr.-II.

*sd/-*  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Shri Satyaki Kar Gupta, Technical Assistant, Gr.-II
2. Faculty-in-Charge, Accounts
- ✓ 3. Directors' Secretariat

*(Signature)*  
(Subir Basak) 11/12/2020  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-131/2020-21/ 820

Date: 10.12.2020  
11

✓ OFFICE ORDER NO. 181 OF 2020-2021

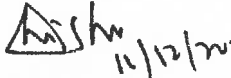
With reference to application dated 03.12.2020, Shri Swapan Dey, Section Officer Grade-II is hereby granted leave as follows:

03 (Three) days EL from 21/12/2020 to 23/12/2020

Certified that but for his proceeding on leave Shri Swapan Dey would have continued to officiate in the post of Section Officer Grade-II during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.


Shri Swapan Dey, Section Officer Grade-II be permitted to visit Kolkata to Puri w.e.f 18.12.2020 (A.N).

  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Swapan Dey, Section Officer Grade-II
2. The FIC, Accounts
3. Shri Kallol Modak, STA
4. ✓ Director's Sectt.

EL-300+12  
HPL-612

  
(Subir Basak) 10/12/20  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No. NITTTR/GPF/PFW/2020-21/811

Dated : 4<sup>th</sup> December 2020

09

✓ OFFICE ORDER NO. 180 OF 2020-21

Sanction of Rs. 1,75,000/- (Rupees One Lakh Seventy Five Thousand only) is hereby accorded for payment towards his Part Final Withdrawal of GPF Subscription to Shri Nontu Hazra, MTS, whose GPF A/c No. is 92.

*Debi Prasad Mishra* 2/12/20

(Debi Prasad Mishra)  
Director

1. Shri Nontu Hazra, MTS, NITTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
3. Sr. Administrative Officer for information.

*Sagarika Pal*  
(Sagarika Pal) 07/12/20  
FIC, Accounts

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-231/2020-21/ 809

07<sup>th</sup> December 2020  
08

OFFICE ORDER NO 179 OF 2020-21

As requested, vide his application dated 03-12-2020, sanction is hereby accorded to Shri Swapan Dey, Section Officer Grade II, for payment of ₹22754/- (Rupees Twenty Two Thousand Seven Hundred and Fifty Four only) towards Encashment of 10 days Earned Leave for availing LTC from Kolkata to Puri, during 21<sup>st</sup> December 2020 to 23<sup>rd</sup> December 2020. The calculation is made as under:

Pay	DA (17%)	Days of EL	Amount
₹58,600	₹9,662/-	10	₹22754/-

Encashment of 10 days' Earned Leave will be debited from his credit. However, it will not be deducted from the maximum admissible Earned Leave while computing for encashment at the time of superannuation.

*(Signature)*  
21/12/20

(Debi Prasad Mishra)  
Director

1. Shri Swapan Dey, Section Officer Grade II : for information.

2. Faculty-in-Charge, Accounts : for necessary payment and statutory  
Income Tax deduction thereof be  
made as per rule

3- Director's sectt.

*(Signature)*  
21/12/20

(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-131/2020-21/ 803

07<sup>th</sup> December 2020  
08

OFFICE ORDER NO 178 OF 2010-11

Permission is hereby accorded to Shri Swapan Dey, Section Officer Grade II, towards availing LTC for outward and return journey to be performed by him to Puri by rail during 21-12-2020 to 23-12-2020 with permission to leave station on 19-12-2020 evening

Both the outward journey and inward journeys will have to be performed within 90 days from the date of receipt of the Rail Tickets. Other terms and conditions will be applicable as per CCS (Leave Travel Concession) Rules, 1988.

He has to furnish money receipts, boarding passes, etc. in support of his journey within thirty days from the date of completion of his return journey along with his LTC reimbursement claim in the requisite format in duplicate

As per LTC Rule the incumbent Section Officer Grade II is entitled to travel by availing AC II tier Rail fare on LTC.


The LTC is sanctioned for the block year 2018-2021.

  
(Debi Prasad Mishra)  
Director

Copy to:

1. Shri Swapan Dey, Section Officer Grade II : With reference to his letter dated 03-12-2020. He is requested to submit his final claim within one month from the date of return journey in prescribed form together with Rail tickets, etc.
2. The Faculty-in-Charge, Accounts: For information and necessary action.

3. Director's sectt.

  
(Subir Dasak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-150/2020-21/ 802

Date: 03.12.2020  
08


OFFICE ORDER NO. 177 OF 2020-2021

With reference to application dated 23.11.2020, Dr. Ranjan Dasgupta, Professor is hereby granted leave as follows:

04 (Four) days EL from 24/11/2020 to 27/11/2020

Certified that but for his proceeding on leave Dr. Ranjan Dasgupta would have continued to officiate in the post of Professor during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Ranjan Dasgupta, Professor
2. The FIC, Accounts
3. Shri Kallol Modak, STA
- ✓ 4. Director's Sectt.

EL-300+8  
HPL-459

  
(Subir Basak)  
Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-244/2020-21/ 798

Date: 03.12.2020  
07

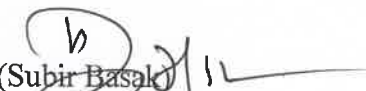
OFFICE ORDER NO. 176 OF 2020-2021

With reference to application dated 01.12.2020 Md. Sofiul Anam , Sr. Technical Assistant is hereby granted leave as follows:

1. 23 (Twenty Three) days Commuted Leave on medical ground from 05/11/2020 to 27/11/2020 upon conversion of 46 days HPL.

Certified that but for his proceeding on leave Md. Sofiul Anam would have continued to officiate in the post of Sr. Technical Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Md. Sofiul Anam, Sr. Technical Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-131  
HPL-36

  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-170/2020-21/ 797

Date: 04.12.2020  
07


OFFICE ORDER NO. 175 OF 2020-2021

With reference to application dated 6.11.20 25.11.20 & 04.12.2020 Shri Gobardhan Mandal, Assistant Section Officer is hereby granted leave as follows:

1. 02 (Two) days Earned Leave from 16/11/2020 to 17/11/2020
2. 01 (One) day Earned Leave on 24/11/2020
3. 01 (One) day Earned Leave on 03/12/2020

Certified that but for his proceeding on leave Shri Gobardhan Mandal would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Gobardhan Mandal, Assistant Section Officer
2. The FIC, Accounts
3. ✓ Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+11  
HPL-511

  
(Subrata Mitra)  
SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-145/2020-21/ 796

Date: 03.12.2020  
07

OFFICE ORDER NO. 179 OF 2020-2021

With reference to application dated 27.11.2020, Shri Anup Kr. Saha, Assistant Section Officer is hereby granted leave as follows:

1. 04 (Four) days EL from 23/11/2020 to 26/11/2020

Certified that but for his proceeding on leave Shri Anup Kr. Saha would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Anup Kr. Saha, Assistant Section Officer
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+01  
HPL-453

  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-242/2020-21/ 795

Date: 03.12.2020

OFFICE ORDER NO. 173 OF 2020-2021

With reference to application dated 09.11.2020 and 23.11.2020, Shri Pradeep Kumar Nayak, Sr. Technician is hereby granted leave as follows:

1. 38 (Thirty Eight) days EL from 03/08/2020 to 09/09/2020
2. 08 (Eight) days EL from 12/11/2020 to 19/11/2020

Certified that but for his proceeding on leave Shri Pradeep Kr. Nayak would have continued to officiate in the post of Sr. Technician during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.



(Subir Basak)

Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Pradeep Kumar Nayak, Sr. Technician
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-05  
HPL-112



(Subrata Mitra)

Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-208/2020-21/ 794

Date: 03.12.2020

OFFICE ORDER NO. 172 OF 2020-2021

With reference to application dated 24.11.2020 Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant is hereby granted leave as follows:

02 (Two) days EL from 25/11/2020 to 26/11/2020

Certified that but for his proceeding on leave Mrs. Soma Bhattacharjee Samadder would have continued to officiate in the post of Sr. Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+06  
HPL-158

(Subrata Mitra)  
Section Officer Gr.II

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA**  
*Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106*

Ref. No.: NITTTR-K/E/1-232/2020-21/ 792

07<sup>th</sup> December 2020

**OFFICE ORDER NO 171 OF 2020-21**

As requested, vide his application dated 02-12-2020, sanction is hereby accorded to Shri Subir Basak, Senior Administrative Officer for payment of ₹1,28,002/- (Rupees One lakh twenty-eight thousand two only) towards amount to be spent for full cash benefits as stipulated in Ministry of Finance Office Memorandum F.No.12(2)/2020-EII(A) dated 12<sup>th</sup> October 2020 extended to this Institute vide this Office Circular dated 06-11-2020 issued under Reference No NITTTR-K/SFP&SCP(LTC)/2020-21/696. The calculation is made as under:

Leave Encashment:	$\{(\₹71,800 \times 1.17) \times 10\} \div 30$	= ₹28002/-
Fare value	$\₹20,000 \times 5^*$ (deemed fare) *No of family members	= 3 times of notional value of deemed fare i.e ₹3,00,000/-
TOTAL		₹3,28,000/-

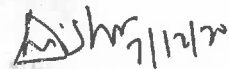
As such, the special cash package equivalent in lieu of LTC fare as calculated above be paid to Shri Subir Basak, Senior Administrative Officer subject to the condition that Shri Basak shall spend an amount of ₹3,28,000/- or above.

Accordingly, sanction of an amount of upto 100 % of leave encashment i.e ₹ ₹28002/- and 50% of the value of deemed fare i.e. ₹50,000/- i.e. a total of ₹78002/- is hereby accorded to Shri Subir Basak, Senior Administrative Officer and balance ₹50000/- shall be reimbursed to the incumbent on production of receipts of invoices of purchase made of items /availing of such services which carry a GST rate of not less than 12% from GST registered vendors/service providers through digital mode and vouchers thereof indicating the GST number and the amount of GST paid.

Therefore, with the above stipulations payment of ₹78002/- (Rupees Seventy-Eight Thousand and two only) be made to Shri Subir Basak, Senior Administrative Officer at the first instance.

Non-utilization/under-utilization before the closing of current financial year shall be dealt with the extant provisions relating to LTC advance.

LTC for the block year 2018-21 shall be ceased for Shri Subir Basak, Senior Administrative Officer



(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Shri Subir Basak, Senior Administrative Officer
2. Faculty-in-Charge, Accounts

**National Institute of Technical Teachers' Training and Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City – Kolkata – 700106**

Ref. NITTTTR-K/E/4-49/2020-21/ 789

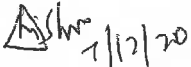
Date: 07/12/2020

**OFFICE ORDER NO. 170 OF 2020-21**

A 4-Member Selection Committee comprising of the following members of faculty is hereby constituted for selection of Consultants (Civil) against Advt. No. 10/2020-21, scheduled to be held on 08/12/2020 from 11:00 AM onwards:

Sl. No.	Name	Designated
1.	Dr. Santanu Bhanja Professor and Estate Officer	Chairman
2.	Dr. Jagat Jyoti Mandal Professor	Member
3.	Dr. Subrata Chattapadhyay Professor	Member
4.	Mr. Rajeev Chatterjee Assistant Professor and Co-Estate Officer	Member Secretary

Shri Rananuj Dutta Roy, Section Officer Gr. II and Shri Animesh Shome, Senior Secretariat Assistant shall provide necessary support in this regard.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. Santanu Bhanja, Professor and Estate Officer
2. Dr. Jagat Jyoti Mandal, Professor
3. Dr. Subrata Chattapadhyay, Professor
4. Mr. Rajeev Chatterjee, Assistant Professor and Co-Estate Officer
- 5-9. Personal File of Sl. No. 1-4
10. Shri Ramanuj Dutta Roy, Section Officer Gr. II
11. Shri Animesh Shome, Senior Secretariat Assistant
12. Sr. Administrative Officer
13. Director's Sectt.

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block-FC, Sector-III, Salt Lake City, Kolkata-700 106


Ref: NITTTR-K/E/Remuneration/2020-21/ 787

3<sup>rd</sup> December 2020  
07

OFFICE ORDER NO. 169 OF 2020-21

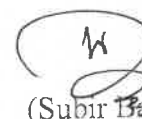
Remuneration for the month of November 2020 of following contractual worker/consultant of the Institute which shall be paid to their designated account:

Sl.No.	Name	Amount	Bank Account with IFSC Code
1.	Shri Naveen Berry	₹23,200/-	Individual Bank accounts have been recorded in the Accounts Section Savings Account No 38747986376 Bank Name State Bank of India, Shastri Bhawan, New Delhi -110001IFSC Code SBIN0050203 MICR Code 110002742
3.	Shri Arun Sarasar	₹20,000/-	
4.	Shri Pravas Seal	₹30,000/-	
5.	Shri Kapil Kumar	₹20000/-	
6.	Shri Biswajit Ghosh, Teaching Assistant	₹30,000/-	SBI IFS Code SBIN0008204 SB A/C NO.31628349175 SBI , Palla Road, Burdwan Pin 713151
7.	Shri Desh Deepak Gautam, Teaching Assistant	₹30,000/-	SBI IFS Code SBIN0014906 SB A/C NO.20103505575 SBI Lucknow University Branch Lucknow, Pncode - 226007

  
4/12/20

(Debi Prasad Mishra)  
Director

Copy for necessary action to: -  
Faculty in Charge, Accounts/Section Officer II (Accounts Section)

  
3/12/2020  
(Subir Basak)

Senior Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-231/2020-21/ 786

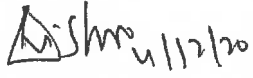
04<sup>th</sup> December 2020  
07

OFFICE ORDER NO 168 OF 2020-21


As requested, vide his application dated 02-12-2020, sanction is hereby accorded to Shri Joseph Bhutia, Senior Secretariat Assistant for payment of ₹12987/- (Rupees Twelve Thousand Nine Hundred and Eighty Seven only) only towards Encashment of 10 days Earned Leave for availing HTC from Kolkata to Reshap Dhura, P.O. Mungpoo, District. Darjeeling, West Bengal Pin Code 734313, during 12<sup>th</sup> December 2020 to 17<sup>th</sup> December 2020. The calculation is made as under:

Pay	DA (17%)	Days of EL	Amount
₹33,300/-	₹5,661/-	10	₹12987/-

Encashment of 10 days' Earned Leave will be debited from his credit. However, it will not be deducted from the maximum admissible Earned Leave while computing for encashment at the time of quitting service.

  
(Debi Prasad Mishra)  
Director

1. Shri Joseph Bhutia, Senior Secretariat Assistant : for information.
2. Faculty-in-Charge, Accounts : for necessary payment and statutory Income Tax deduction thereof be made as per rule

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block - FC, Sector - III, Salt Lake City, Kolkata - 700 106

Ref. No.: NITTTR-K/E/1-231/2020-21/ 785

04<sup>th</sup> December 2020  
07

OFFICE ORDER NO 167 OF 2020-21

Permission is hereby accorded to Shri Joseph Bhutia, Senior Secretariat Assistant, towards availing HTC for outward and return journey to be performed by him to his home town Reshap Dhura, P.O. Mungpoo, District. Darjeeling, West Bengal Pin Code 734313 during 12<sup>th</sup> December 2020 to 17<sup>th</sup> December 2020. Since the home town of the incumbent, Shri Joseph Bhutia, Senior Secretariat Assistant, is not connected with rail and therefore permission is also accorded to him to undertake travel by rail and road by the shortest route as per rule.

Both the outward journey and inward journeys will have to be performed within 90 days from the date of receipt of the Rly Tickets. Other terms and conditions will be applicable as per CCS (Leave Travel Concession) Rules, 1988.

He has to furnish money receipts and other vouchers etc. in support of his journey within thirty days from the date of completion of his return journey.

The LTC is sanctioned for the year 2020.

Mishra  
4/12/20

(Debi Prasad Mishra)  
Director

Copy to :

1. Shri Shri Joseph Bhutia, Senior Secretariat Assistant

With reference to his letter dated 02.12.2020. He is requested to submit his final claim within one month from the date of return journey in prescribed form together with Rly tickets, vouchers, etc.

2. The Faculty in Charge, Accounts:

For information and necessary action.

W  
(Subin Basak) 9/12/2020

Sr. Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
(Under the Ministry of Education, Government of India)  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref. No. NITTTR-K/E/5-3/2020-21/ 775

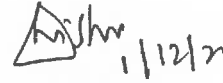
Date: 1<sup>st</sup> December 2020

OFFICE ORDER NO. 166 OF 2020-21

In pursuance to the Official Language Policy of the Government of India and to look after the implementation of the Official Language Policy of the Government of India, a 3-Member **Hindi Cell** of this Institute is hereby constituted comprising of the following Members of faculty and staff:

1. Mr. Rajeev Chatterjee, Assistant Professor
2. Mr. Bhanu Prasad, Section Officer Gr. II
3. Mr. Pradeep Nayak, Senior Technician

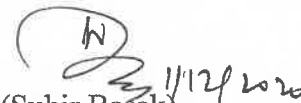
The above Cell shall arrange/propose Hindi Pragya and Probodh training for Non-Hindi speaking staff, translates office orders / memorandum / circulars / press releases / forms and organize awareness campaigns for the use of Hindi in the office. The 3-Member Hindi Cell shall report to the Director of the Institute.

  
1/12/20

(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Mr. Rajeev Chatterjee, Assistant Professor
2. Mr. Pradeep Nayak, Senior Technician
3. Mr. Bhanu Prasad, Section Officer Gr. II
4. Personal File of Sl. No. 1 to 3
5. All faculty (through email)
6. ✓ Director's Sectt.

  
1/12/2020  
(Subir Basak)  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
Block-FC, Sector-III, Salt Lake City, Kolkata-700 106

Ref. No.: NITTTR-K/E/1-141/2020-21/ 771

Date: 25.11.2020  
26

✓ OFFICE ORDER NO. 165 OF 2020-21

Sanction for payment of Composite Transfer Grant of Rs.27,200/- (Rupees Twenty Seven Thousand Two Hundred only) is hereby accorded to Shri Nontu Hazra, MTS in connection with his transfer to NITTTR Bhubaneswar Extension Centre from 31.10.2019 to 05.02.2020 vide this Office Order No.237 of 2019-20 dated 24.10.2019 issued under Reference No. NITTTR-K/E/1-141/2019-20/1830.

Mishra  
26/11/20

(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Shri Nontu Hazra, MTS
2. FIC, Accounts
3. Personal File of SL No.1

Subir Basak  
(Subir Basak) 26/11/20  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No. NITTTTR/GPF/PFW/2020-21

763

Dated : 20<sup>th</sup> November 2020

23

OFFICE ORDER NO. 164 OF 2020-21

Sanction of Rs. 80,000/- (Rupees Eighty Thousand only) is hereby accorded for payment towards his Part Final Withdrawal of GPF Subscription to Shri Tapas Kr. Jana, MTS, whose GPF A/c No. is 95.

*sd/-*  
(Debi Prasad Mishra)  
Director

- 1 Shri Tapas Kr. Jana, MTS, NITTTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
- 2 FIC, Accounts for payment.
- 3 Sr. Administrative Officer for information.

4. D/S

*sd/-*  
20/11/20  
(Sagarika Pal)  
FIC, Accounts

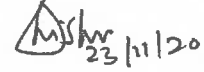
**National Institute of Technical Teachers' Training & Research, Kolkata**  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-71/2020-21/760

Date: 23/11/2020

OFFICE ORDER NO. 163 OF 2020-21

Smt. Sarita Devi, widow of Late Arjun Prasad, Ex-Peon of this Institute is entitled under the rules to receive a sum of Rs. 1,65,612/- (Rupees One lakh sixty-five thousand six hundred and twelve) towards the Death-cum-Retirement Gratuity on the death of her husband.

23/11/20

(Debi Prasad Mishra)  
Director

Copy to:

1. Smt. Sarita Devi : For information.  
Widow of Late Arjun Prasad, Ex-Peon
2. The FIC, Accounts, NITTTR, Kolkata : For release of payment through  
bank transfer.
3. The Estate Officer : For information with reference to  
his note dated 20/11/2020
4. ✓ The Director's Sectt.
5. The Pension File of Late Arjun Prasad, Ex-Peon

23/11/2020  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-247/2020-21/ 759

Date: 18.11.2020  
20

OFFICE ORDER NO. 162 OF 2020-2021

With reference to application dated 11.11.2020, Shri Sanjoy Sen, Junior Secretariat Assistant is hereby granted Paternity Leave as follows:

1. 15 (Fifteen) days Paternity Leave from 20/11/2020 to 05/12/2020

Certified that but for his proceeding on leave Shri Sanjoy Sen would have continued to officiate in the post of Junior Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Sanjoy Sen, Junior Secretariat Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-208/2020-21/ 758

Date: 18.11.2020  
20

OFFICE ORDER NO. 161 OF 2020-2021

With reference to application dated 12.11.2020 Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant is hereby granted leave as follows:

02 (Two) days EL from 10/11/2020 to 11/11/2020

Certified that but for his proceeding on leave Mrs. Soma Bhattacharjee Samadder would have continued to officiate in the post of Sr. Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+08  
HPL-158

(Subrata Mitra)  
Section Officer Gr.II



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-158/2020-21/ 757

Date: 18.11.2020  
20

OFFICE ORDER NO. 160 OF 2020-2021

With reference to application dated 21.10.2020 and 13.11.2020, Shri Dipak Gupta, Assistant Section Officer is hereby granted leave as follows:

1. 03 (Three) days Earned Leave from 27/10/2020 to 29/10/2020
2. 14 (Fourteen) days Commuted Leave on medical ground from 30/10/2020 to 12/11/2020 upon conversion of 28 days HPL.

Certified that but for his proceeding on leave Shri Dipak Gupta would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Dipak Gupta, Assistant Section Officer
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+12  
HPL-296

(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref. NITTTR-K/E/1-257/CPDA/2020-21/756


Date: 20/11/2020

OFFICE ORDER NO. 159 OF 2020-21

Approval of registration fees for amount of Rs. 8000/- is hereby accorded for participation in the conference in International Conference on Artificial Intelligence and Sustainable Engineering (AISE-2021) Scheduled to be held during Jan 18-20, 2021 at NIT Goa.

This expenditure shall be debited from the maximum admissible amount of ₹3 lakhs (Rs. One lakh per year) for every block of 3 years (27.12.2019 to 26.12.2022 vide Office Order No. 75 of 2011-12 issued under Ref. No. NITTTR-K/B/2-14/2011-12/833 dated 16<sup>th</sup> June 2011 / 5<sup>th</sup> July 2011.

Accordingly payment of Rs. 8000/- be made to Dr. Kinsuk Giri, Assistant Professor.

 20/11/20

(Debi Prasad Mishra)  
Director

Copy for information & necessary action to: -

1. Dr. Kinsuk Giri, Assistant Professor
2. The Faculty-in-Charge, Accounts
3. The HOD, CSE
4. Director's Sectt.

  
(Subir Basak) 20/11  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref. NITTTR-K/E/1-257/CPDA/2020-21/ 755

Date: 20/11/2020

OFFICE ORDER NO. 158 OF 2020-21

Sanction of Rs 5,900/- (Rupees Five Thousand Nine Hundred only) is hereby accorded as registration fees to Dr Kinsuk Giri, Assistant Professor for participation (via online) in the conference titled A Novel Approach for Initializing Centroid at K-Means Clustering in Paradigm of Computational Geometry in INTERNATIONAL (VIRTUAL) CONFERENCE ON RECENT TRANDS IN ADVANCED COMPUTING-2020 ICRTAC-AIT 2020 to be held at VIT Chennai, Tamil Nadu, India during December, 17-18, 2020."

The amount of Rs 5900/- for the purpose shall be debited from the maximum admissible amount of ₹3 lakhs (Rs. One lakh per year) for every block of 3 years (27.12.2019 to 26.12.2022 vide Office Order No. 75 of 2011-12 issued under Ref. No. NITTTR-K/B/2-14/2011-12/833 dated 16<sup>th</sup> June 2011 / 5<sup>th</sup> July 2011.


In view of the above, payment of Rs. 5900/- be made to Dr Kinsuk Giri, Assistant Professor as per rule governing PDA of the member of faculty of the institute.

  
20/11/20

(Debi Prasad Mishra)  
Director

Copy for information & necessary action to: -

1. Dr. Kinsuk Giri, Assistant Professor
2. The Faculty-in-Charge, Accounts
3. The HOD, CSE
4. Director's Sectt.

  
(Subir Basak) 20/11/20  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref.: NITTTR-K/E/1-253/2020-21/ 754

Date: 20/11/2020

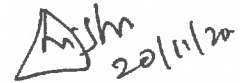
OFFICE ORDER NO. 157 OF 2020-21

Sanction is hereby accorded for reimbursement of expenses to Dr. Rayapati Subbarao, Associate Professor of this Institute for renewal of ASME membership for the year 2020 – 2021 against payment of Membership Fee of ₹6,900/-.

As per rule, reimbursement of total amount of Rs.6900/-for expenditure incurred by him in connection with renewal charges of the ASME membership fee for the year 2020-21 is admissible.

This expenditure shall be debited from the maximum admissible amount of ₹3 lakhs (Rs. One lakh per year) for every block of 3 years (27.12.2019 to 26.12.2022 vide Office Order No. 75 of 2011-12 issued under Ref. No. NITTTR-K/B/2-14/2011-12/833 dated 16<sup>th</sup> June 2011 / 5<sup>th</sup> July 2011.

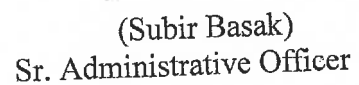
Accordingly, sanction is hereby accorded for payment of ₹6,900/- (Rupees Six Thousand Nine Hundred only) to Dr. Rayapati Subbarao, Associate Professor.

 20/11/20

(Debi Prasad Mishra)  
Director

Copy for information & necessary action to: -

1. Dr. Rayapati Subbarao, Associate Professor
2. The Faculty-in-Charge, Accounts
3. HOD, ME
4. Director's Sectt.

  
(Subir Basak)  
Sr. Administrative Officer

Ref. No.: NITTTR/K/E/5-3/2020-21/ 747

Date: 18<sup>th</sup> November 2020

OFFICE ORDER ... 156 ... of 2020-21

A 5-Member Committee comprising of the following members is hereby constituted in connection with the framing of Purchase Manual of the Institute with a Standing Operating Procedure(SOP) based on the guidelines of General Financial Rule 2017 for procurement of goods and services of the Institute,

Sl. No.	Name	Responsibility
1.	Dr. Dipankar Bose, Professor	Chairman
2.	Dr. Ranjan Dasgupta, Professor	Member
3.	FIC, Accounts	Member
4.	M/s. P. S. Roy and Associates	Member
5.	FIC, Central Store	Member
6.	Sr. Administrative Officer	Member Secretary

The Committee shall submit its recommendation on or before 31<sup>st</sup> December 2020.

*D. Mishra*  
18/11/20

(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Dipankar Bose, Professor
2. Dr. Ranjan Dasgupta, Professor
3. The FIC, Accounts
4. M/s. P. S. Roy and Associates
5. The FIC, Central Store
6. The Sr. Administrative Officer
7. Personal File of Sl. No. 1 to 6
8. Director's Sectt.

*D. Mishra*  
18/11/20

(Debi Prasad Mishra)  
Director

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTR-K/E/1-145/2020-21/ 737

Date: 10.11.2020

16

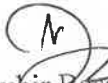
✓ OFFICE ORDER NO. 155 OF 2020-2021

With reference to application dated 02.11.2020, Shri Anup Kr. Saha, Assistant Section Officer is hereby granted leave as follows:

1. 05 (Five) days EL from 15/10/2020 to 19/10/2020

Certified that but for his proceeding on leave Shri Anup Kr. Saha would have continued to officiate in the post of Assistant Section Officer during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak) 16/11  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Anup Kr. Saha, Assistant Section Officer
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+5  
HPL-453

  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTTR-K/E/1-175/2020-21/ 736

Date: 10.11.2020  
16

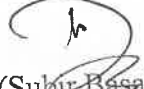
✓ OFFICE ORDER NO. 154 OF 2020-2021

With reference to application dated 05.11.2020 Shri Sati Nath Mitra. Technical Assistant Gr-II is hereby granted leave as follows:

1. 01 (One) day EL on 04/11/2020

Certified that but for his proceeding on leave Shri Sati Nath Mitra would have continued to officiate in the post of Technical Assistant Gr-II during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak) 22/11  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Sati Nath Mitra. Technical Assistant Gr-II
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-137  
HPL-176

  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTR-K/E/1-208/2020-21/ 735

Date: 10.11.2020  
16

✓ OFFICE ORDER NO. 153 OF 2020-2021

With reference to application dated 05.11.2020 Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant is hereby granted leave as follows:

02 (Two) days EL from 03.11.2020 to 04/11/2020

Certified that but for his proceeding on leave Mrs. Soma Bhattacharjee Samadder would have continued to officiate in the post of Sr. Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.


  
(Subir Basak)

Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+10  
HPL-158

  
(Subrata Mitra)  
Section Officer Gr.II



Ref. No.: NITFTR/K/E/5-3/2020-21/731

Date: 13<sup>th</sup> November 2020


OFFICE ORDER .....152... of 2020-21

A 5-Member 57<sup>th</sup> Foundation day of the Institute Celebration Committee comprising of the following members of faculty and staff is hereby constituted to organize the Foundation Day of the Institute on 11<sup>th</sup> January 2021

Sl. No.	Name	Responsibility
1.	Dr. Habiba Hussain, Associate Professor	Coordinator
2.	Dr. Kinsuk Giri, Assistant Professor	Member
3.	Shri Subir Basak, Sr. Administrative Officer	Member
4.	Shri Utpal Chakraborty, Technical Assistant Gr. II	Member
5.	Dr. Arpan Kumar Mandal, Assistant Professor	Member Secretary

The Committee will make a comprehensive plan of action in this connection and submit on or before 30<sup>th</sup> November 2020.

The Committee may induct other faculty/staff in the committee on their own. However, it may please be noted.

  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Habiba Hussain, Associate Professor
2. Dr. Kinsuk Giri, Assistant Professor
3. Shri Subir Basak, Sr. Administrative Officer
4. Shri Utpal Chakraborty, Technical Assistant Gr. II
5. Dr. Arpan Kumar Mandal, Assistant Professor
6. Personal File of Sl. No. 1 to Sl. No. 5
7. The FIC, Accounts
8. Director's Sectt.

(Debi Prasad Mishra)  
Director

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-166/2020-21/ 726

Date: 09.11.2020


OFFICE ORDER NO. 151 OF 2020-2021

With reference to his application dated 21/10/2020, Shri Yogamay Das, Technical Officer, is hereby granted leave as follows:

90 (Ninety) days Earned Leave with effect from 21/09/2020 up to 19/12/2020 during leave No TA and DA on TA is to be paid for the month of October 2020 & November 2020 and that TA & DA on TA shall be restored on his joining. Therefore TA & DA on TA for the month of October 2020, if paid, shall be recovered one lump sum

Certified that but for his proceeding on leave Shri Yogamay Das would have continued to officiate in the post of Technical Officer during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

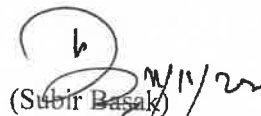
  
12/11/20

(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Shri Yogamay Das, Technical Officer
2. The Faculty In-charge, Accounts
3. The Faculty In-charge, IFL
4. Director's Sectt.
5. Shri Kallol Modak, STA

EL-44  
HPL-102

  
12/11/20

(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR/K/E/5-3/2020-21/ ~~705~~ 705


Date: 7<sup>th</sup> November 2020

OFFICE ORDER ..... 150 ..... of 2020-21

In connection with the upcoming NITTT Mentor Training Programme at NITTTR, Kolkata, a team comprising of the following members of faculty is hereby constituted to operationalize and conduct the program smoothly and successfully:

Sl. No.	Name	Responsibility
1.	Dr. Chandan Chakraborty	Coordinator
2.	Dr. Indrajit Saha	Co-Coordinator
3.	Dr. Soumitra Kumar Mandal	Module 1
4.	Dr. Sagarika Pal	Module 2
5.	Dr. Habiba Hussain	Module 3
6.	Dr. Subrata Chattapadhyay	Module 4
7.	Dr. Indrajit Saha	Module 5
8.	Dr. Samir Roy	Module 6
9.	Dr. Kinsuk Giri	Module 7
10.	Dr. Sukanta Kumar Naskar	Module 8

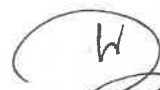
The team will make a comprehensive preparation of modules (PPT, Content, Assignment etc.) in coordination with the module developer for providing training. Mr. Ashadur Rahaman, Technical Officer, Mr. Kallol Modak, Senior Technical Assistant and Mr. Debashis Shaw, Senior Technician will provide necessary academic and technical support to operationalize the training program and report preparation thereof.



(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Chandan Chakraborty
2. Dr. Indrajit Saha
3. Dr. Soumitra Kumar Mandal
4. Dr. Sagarika Pal
5. Dr. Habiba Hussain
6. Dr. Subrata Chattapadhyay
7. Dr. Indrajit Saha
8. Dr. Samir Roy
9. Dr. Kinsuk Giri
10. Dr. Sukanta Kumar Naskar
11. Personal File of Sl. No. 1 to Sl. No. 10
12. Heads, CSE / Education / Electrical Engineering
13. Director's Sectt.



(Subir Bagak)  
Sr. Administrative Officer

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA**

**BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106**

Ref. No. : NITTTR - K/E/1 - 173/ ~~704~~ 704

Dated : 06/11/2020

OFFICE ORDER NO. ~~677~~ <sup>149</sup> OF 2020-21

Shri / Smt.

Swapan Majumder, MTS

is hereby granted leave as follows :

1. EL (अर्जित छुट्टी):

- 22/10/19	(1 day)
- 4/11/19	(1 " )
- 10/12/19	(1 " )
- 18/12/19 - 20/12/19	(3 days)
- 13/1/20	(1 " )
- 16-17/01/20	(2 " )
- 27-31/01/20	(5 " )
- 26-28/02/20	(3 " ) , and
- 11-12/03/20	(2 " )

Total = ~~18 days~~  
19 (MTS leave)

Certified that but for his/her proceeding on leave Shri / Smt. Swapan Majumder

MTS would have continued to officiate in the  
post of MTS during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

-Director

h  
Soado 6/11

Copy to : 1) Shri / Smt. Swapan Majumder, MTS

2) The Accounts Officer - ACC, Accounts

Sr. Administrative Officer

SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTTR - K/E/1 - 229/0703

Dated : 06/11/2020

OFFICE ORDER NO. 148 OF 2020-21

Shri / Smt. Shyamal Murari, MTS

is hereby granted leave as follows :

1. EL (अर्जित छुट्टी) :

- 9/10/19 (1 day),

- 14/11/19 (1 " )

- 18/12/19-17/12/19 (2 " ) - and

- 13/1/20-29/1/20 (17)

total = ~~20~~<sup>21</sup> days (Twenty one)

Certified that but for his/her proceeding on leave Shri / Smt. Shyamal Murari  
MTS would have continued to officiate in the  
post of MTS during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

Director Sr. Adm. (41)

Copy to : 1) Shri / Smt. Shyamal Murari

2) ~~The Accounts Officer~~ FC, Accounts

Sr. Administrative Officer

So-11

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA**

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTTTR - K/E/1 - 230 / ~~702~~ 702 Dated : 06/11/2020

✓ OFFICE ORDER NO. 147 OF 2020-21

Shri / Smt. Dasarath Mandi, MTS

is hereby granted leave as follows :

1. EL (अर्जित छुट्टी) :

- 30/9/19 (1 day)
  - 30/10/19 - 31/10/19 (2 ")
  - 2/12/19 - (1 ")
  - 20/2/19 - 31/2/19 (12 ")
  - 20/2/20 (1 ")
- and

2. Commuted Leave : Total 27 days  
(स्वास्थ्य प्रमाण पत्र के आधार पर परिवर्तित हुई)

— 06/01/20 - 13/01/20 (8 days)

Certified that but for his/her proceeding on leave Shri / Smt. Dasarath Mandi

MTS would have continued to officiate in the  
post of MT

during the entire period of his/her leave

and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

Director Sr. Adm. Officer

Copy to : 1) Shri / Smt. Dasarath Mandi, MTS

2) The Accounts Officer FC, Accounts

Sr. Administrative Officer

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA**

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTTR - K/E/1 - 172 / ~~701~~ 701

Dated : 06/11/2020

✓ OFFICE ORDER NO. 146 OF 2020-21

Shri / Smt. Chaudidas Mondal, MTS

is hereby granted leave as follows :

1. EL (जाति 33):

- 23/10/19	- 24/10/19	(2 days)
- 29/10/19		(1 day)
- 13/11/19	- 15/11/19	(3 " )
- 22/11/19		(1 " )
- 03/12/19		(1 " )
- 16/12/19	- 18/12/19	(3 " )
- 06/1/20	- 07/1/20	(2 " )
- 06/2/20		(1 " ) and
- 20/3/20		(1 " )

→ Total = 15 days

Certified that but for his/her proceeding on leave Shri / Smt. Chaudidas Mondal  
MTS would have continued to officiate in the  
post of MTS during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

Director Sr. Adl. / M.

Copy to : 1) Shri / Smt. Chaudidas Mondal, MTS

2) The Accounts Officer File, Accounts

Sr. Administrative Officer

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA**

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTTR - K/E/1 - 14570700

Dated : 06/11/2020

✓ OFFICE ORDER NO. 145 OF 2020-21

Shri / Smt. Rajpal Balmiki, MTS

is hereby granted leave as follows :

1. EL = 04-11-19 to 08-12-19 (33 days), and  
(अतिरिक्त) 10-02-20 " 14-02-20 (05 " )

→ Total = 38 days

2. Commuted Leave with M/C =  
(समाप्त प्रमाण के आधार पर परिकल्पित है)  
15-02-20 to 21/02/20

→ Total = 07 days

Certified that but for his/her proceeding on leave Shri / Smt. Rajpal Balmiki

MTS would have continued to officiate in the  
post of MTS during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

Director Sr. Adl. V

Copy to : 1) Shri / Smt. Rajpal Balmiki, MTS

2) The Accounts Officer FC, Accounts

Sr. Administrative Officer  
So II



NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTTR - K/E/1 - 139/699

Dated : 06/11/2020

OFFICE ORDER NO. 144 OF 2020-21

Shri / Smt. Sanjit Kumar Datta, MT

is hereby granted leave as follows :

1. EL (अर्जित छुट्टी) :

- 26/11/19 — 22/12/19 (2 days)
- 20/1/20 — 24/1/20 (5 " )
- 03/2/20 — 04/2/20 (2 " )
- 11/2/20 — 12/2/20 (2 " ) and

TOTAL = 11 days

Certified that but for his/her proceeding on leave Shri / Smt. Sanjit Kumar Datta  
MT would have continued to officiate in the  
post of MT during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

Director

S. K. Das

Copy to : 1) Shri / Smt. Sanjit Kumar Datta, MT

2) The Accounts Officer PLC, Accounts

Sr. Administrative Officer

S. D.

NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTTTR - K/E/1 - 153/698

Dated: 06/11/2020

OFFICE ORDER NO. 143 OF 2020-21

Shri / Smt. Uttam Kumar Dutta, MTS

is hereby granted leave as follows :

1. EL (अतिरिक्त छुट्टी) :  
— 09/10/19 — 11/10/19 (3 days)  
— 25/10/19 (1 day)  
— 13/12/19 (1 " )  
— 23/12/19 (1 " ) and  
— 24/12/19 — 28/12/19 (5 days)

TOTAL = 11 days

Certified that but for his/her proceeding on leave Shri / Smt. Uttam Kumar Dutta

MTS would have continued to officiate in the  
post of MTD during the entire period of his/her leave

and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

Director

Sr. Ado 6/11

Copy to : 1) Shri / Smt. Uttam Kumar Dutta, MTD

2) The Accounts Officer File, Accounts

Sr. Administrative Officer

So II

National Institute of Technical Teachers' Training and Research, Kolkata  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Reference No: NITTTR-K/E/6-25/2020-2021/695

06-11-2020


**OFFICE ORDER NO 142 2020-2021**

In order to dispose of the unserviceable stores, following 5- Member Committee is hereby constituted in supersession of all previous order in this regard.

Sl. No	Name of the Employee with designation	Designate
1	Dr. R. Dasgupta, Professor	Chairman
2	Dr. R. Subba Rao, Associate Professor	Member
3	Shri R. Chatterjee, Assistant Professor	Member
4	Shri Ramanuj Dutta Roy, Section Officer Grade II	Member
5.	Shri Joydeep Bandyopadhyay, Section Officer Grade II	Member Secretary

The said committee shall take stock of the situation and do the needful. The afore-stated Committee shall complete process including auction to dispose of the unserviceable stores by 31<sup>st</sup> December 2020.

All Heads of Department, Section in charges, Faculty in Charges are requested to extend co-operation to the above mentioned Committee.

 6/11/20.

(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. All Members of the Committee as stated above
2. All Heads of Department, Section in charge, Faculty in Charges

CC  
Senior Administrative Officer

National Institute of Technical Teachers' Training & Research, Kolkata  
Block -FC, Sector - III, Salt Lake City, Kolkata-700 106

Ref: NITTTR-K/B/1-15/2020-21/693

Date: 06.11.2020

OFFICE ORDER NO.: 141 OF 2020-2021

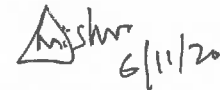
The Board of Governors (BOG) of this Institute at its 37<sup>th</sup> Meeting held on 11<sup>th</sup> January 2020 vide agenda Items No 37.3.3 resolved the following:

*"While considering the Quarter allotment rules of the Institute, the BOG resolved to adopt the Central Government General Pool Residential Accommodation Rules 2017 issued vide Notification dated 16<sup>th</sup> June 2017 Ministry of Urban Development, Directorate of Estates for implementation in the institute. Henceforth the Faculty in Charge of Estate be nominated as Estate Officer with all powers of Estate Officer as stipulated in ibid rules shall be vested upon the incumbent Estate Officer of the Institute. However, the Estate Officer shall be accountable to Building and Works Committee of the Institute."*

In view of the above resolution the new Staff Quarter Allotment Committee (SQAC) is hereby constituted comprising the following members:

Sl. No.	Name	Designation
1.	Dr. Sailendra Nath Mandal, Professor	Chairman
2.	Mrs. Mithu Dey, Assistant Professor	Member
3.	Mr. Rajeev Chatterjee, Assistant Professor	Member
4.	Estate Officer	Member Secretary

Consequent upon shifted of staff quarter allotment, Senior Administrative Officer is hereby directed to hand over the related file to the Estate Officer immediately.



(Debi Prasad Mishra)  
Director & Member Secretary, BOG

Copy for information and necessary action to:

1. Dr. Sailendra Nath Mandal, Professor
2. Mrs. Mithu Dey, Assistant Professor
3. Mr. Rajeev Chatterjee, Assistant Professor
4. Dr. Santanu Bhanja, Estate Officer
5. Personal File of Sl. No. 1 to Sl. No. 4
6. All members of faculty and staff (through email)
7. Sr. Administrative Officer
8. The FIC, Accounts
9. The Nodal Officer, Web Management Group
10. Director's Sectt.
11. Board of File



(Debi Prasad Mishra)  
Director

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-208/2020-21/ 690

Date: 05.11.2020

OFFICE ORDER NO. 190 OF 2020-2021

With reference to application dated 19.10.2020 Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant is hereby granted leave as follows:

03 (Three) days EL from 27/10/2020 to 29/10/2020

Certified that but for his proceeding on leave Mrs. Soma Bhattacharjee Samadder would have continued to officiate in the post of Sr. Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Mrs. Soma Bhattacharjee Samadder, Sr. Secretariat Assistant
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+12  
HPL-158

*f. Mitra*  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref: NITTTR-K/E/1-175/2020-21/ 689

Date: 05.11.2020


OFFICE ORDER NO. 139 OF 2020-2021

With reference to application dated 29.10.2020 Shri Sati Nath Mitra. Technical Assistant Gr-II is hereby granted leave as follows:

1. 01 (One) day EL on 20/10/2020
2. 01 (One) day EL on 27/10/2020

Certified that but for his proceeding on leave Shri Sati Nath Mitra would have continued to officiate in the post of Technical Assistant Gr-II during the entire period of his leave and that the period of his leave will count towards his increments.

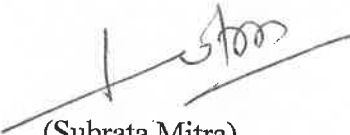
He is due to be posted in the same station from which he will proceed on leave.

  
(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Sati Nath Mitra. Technical Assistant Gr-II
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-138  
HPL-176

  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTTR-K/E/1-175/2020-21/ 688

Date: 05.11.2020

OFFICE ORDER NO. 138 OF 2020-2021

With reference to application dated 20.10.2020 Shri Sumit Roy Chowdhury, Sr. Technician is hereby granted leave as follows:

03 (Three) days EL from 27/10/2020 to 29/10/2020

Certified that but for his proceeding on leave Shri Sumit Roy Chowdhury would have continued to officiate in the post of Sr. Technician during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*Sd/-*

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Sumit Roy Chowdhury, Sr. Technician
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+12  
HPL-213

*[Signature]*  
(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref. No.: NITTTTR-K/E/1-150/2020-21/ 687

Date: 04/11/2020

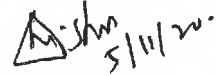
05

OFFICE ORDER NO. 137 OF 2020-21

Stagnation increment of Rs. 6400/- (Rupees Six Thousand Four Hundred only) is hereby accorded in term of GOI, Ministry of Finance (Dept. of Expenditure) vide letter No:F.No.1(9)/E.III-A/97 dated 22.07.1998. Therefore the basic pay of Prof. (Dr.) Ranjan Dasgupta, Professor (in-situ) stand revised to Rs. (Rs.211800+6400)=Rs.218200/- after adding ibid stagnation increment of Rs.6400/-.

This stagnation increment will count for all purpose such as D.A., H.R, A., T.A., D.A. on T.A., Pensionary benefits etc.

This issuance has retrospective effect from 1.7.2020. Accordingly, due drawn statement be prepared & arears thereof be paid to Prof. (Dr.) Ranjan Dasgupta, Professor (in-situ).



(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Prof. (Dr.) Ranjan Dasgupta Professor (in-situ)
2. The Faculty-in-Charge, Accounts
3. Director's Secretariat
4. Personal file
5. Board file

: for necessary payment

: for noting

  
(Subir Basak)

Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-255/2020-21/ 685

Date: 05.11.2020

OFFICE ORDER NO. 136 OF 2020-2021

With reference to application dated 20.10.2020, Dr. Arpan Kumar Mondal, Assistant Professor is hereby granted leave as follows:

03 (Three) days EL from 27/10/2020 to 29/10/2020

Certified that but for his proceeding on leave Dr. Arpan Kumar Mondal would have continued to officiate in the post of Assistant Professor during the entire period of his leave and that the period of his leave will count towards his increments.

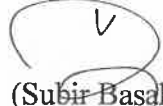
He is due to be posted in the same station from which he will proceed on leave.

(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Arpan Kumar Mondal, Assistant Professor
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-38  
HPL-62

(Subir Basak)   
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-224/2020-21/ 684

Date: 05.11.2020

OFFICE ORDER NO. 135 OF 2020-2021

With reference to application dated 15.10.2020, Dr. Santanu Bhanja, Professor is hereby granted leave as follows:

03 (Three) days EL from 27/10/2020 to 29/10/2020

Certified that but for his proceeding on leave Dr. Santanu Bhanja would have continued to officiate in the post of Professor during the entire period of his leave and that the period of his leave will count towards his increments.


He is due to be posted in the same station from which he will proceed on leave.

(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Santanu Bhanja, Professor
2. The FIC, Accounts
3. Director's Sectt.
4. Shri Kallol Modak, STA

EL-300+12  
HPL-473

  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH  
BLOCK -FC, SECTOR - III, SALT LAKE CITY, KOLKATA-700 106

Ref: NITTTTR-K/B/1-15/2020-21/ 672

Date: 04.11.2020

OFFICE ORDER NO. 134 OF 2020-2021

Consequent upon recommendation of the Staff Quarter Allotment Committee (SQAC) meeting held on 14.10.2020 and approval thereof by the Competent Authority, the following employee is hereby allotted the Staff Quarter at FC Campus, Sector-III, Salt Lake City as under:

Sl no	Name & designation	Existing Quarter	To be Changed to	With effect from
1.	Shri Bishan Bahadur Pradhan, MTS	I-B/8 'D' type, FC Block	I-B/4 'D' type, FC Block	With immediate effect

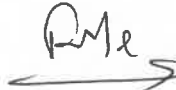
The above mentioned allottee is hereby advised to occupy the allotted staff quarter mentioned above after completion of necessary formalities under intimation to this office. The deductions as per rule will be effective from the date of occupation.

In this connection, orders issued by the Govt. of India from time to time will also be applicable to the above mentioned allottee.

  
(Subir Basak) 4/11/20  
Sr. Administrative Officer

Copy for information and necessary action to:-

1. Shri Bishan Bahadur Pradhan, MTS : For necessary compliance in consultation with Estate Office and submit a report of acceptance immediately after possession.
2. Faculty-in-Charge, Accounts : For necessary action after receiving of occupancy report
3. Estate Officer : For completion of necessary formalities
- ✓ 4. Director's Secretariat : For information
5. Personal file of Shri Bishan Bahadur Pradhan, MTS : For record
6. SQAC File, Administration



NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTTR - K/E/1 - 228/671

Dated : 03.11.2020

OFFICE ORDER NO. 133 OF 2020-21

Shri / Smt. Khokan Mondal, MTJ

is hereby granted leave as follows :

EL = 4/3/20 to 5/3/20  
(2 days)

Certified that but for his/her proceeding on leave Shri / Smt. Khokan Mondal  
MTJ would have continued to officiate in the  
post of MTJ during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

[Signature]  
-Director Sr. Adw

Copy to : 1) Shri / Smt. Khokan Mondal

MTJ  
2) The ~~Accounts Officer~~ Ac, Accounts

D/S

[Signature]  
Sr. Administrative Officer

CO II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTTR - K/E/1 - 135/670

Dated : 03.11.2020

OFFICE ORDER NO. 132 OF 2020-21

Shri / Smt.

Bishu Das

is hereby granted leave as follows :

1. E L = 18/11/19 - 22/11/19  
(05 days)

2. Commuted Leave with M/C =  
04/11/19 - 07/11/19  
(04 days)

Certified that but for his/her proceeding on leave Shri / Smt.

Bishu Das

MTS would have continued to officiate in the  
post of MTI during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

  
Director  
Sr. Adl

Copy to : 1) Shri / Smt. Bishu Das, MTS

2) ~~The Accounts Officer~~ FC Accounts

D/S

Sr. Administrative Officer

SO II

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA**

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTTR - K/E/1 - 239/669

Dated : 03.11.2020

✓ OFFICE ORDER NO. 131 OF 2020-21

Shri / Smt. Radhanath Rout, MTS

is hereby granted leave as follows :

1. EL = 30/12/2019 - 03/10/2020  
(05 days)

Certified that but for his/her proceeding on leave Shri / Smt. Radhanath Rout  
MTS would have continued to officiate in the  
post of MTS during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

Director [Signature]

Copy to : 1) Shri / Smt. Radhanath Rout, MTS

2) The Accounts Officer PLC, Accounts

D/S

Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTTR - K/E/1 - 136/668

Dated : 03.11.2020

OFFICE ORDER NO. 130 OF 2020-21

Shri / Smt. Tapas Kumar Jana, MTS

is hereby granted leave as follows :

1. EL = 27/11/2019 (1 day)

Certified that but for his/her proceeding on leave Shri / Smt. Tapas Kumar Jana  
MTS would have continued to officiate in the  
post of MTS during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

  
Director

Copy to : 1) Shri / Smt. Tapas Kumar Jana

2) The Accounts Officer FC, Accounts

  
Sr. Administrative Officer

D/S

SO II

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA**

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTR - K/E/1 - 174/667

Dated : 03.11.2020

✓ OFFICE ORDER NO. 129 OF 2020-21

Shri / Smt. B. B. Pradhan, MTS

is hereby granted leave as follows :

EL = 28/10/19 to 29/10/19  
(2 days)

Certified that but for his/her proceeding on leave Shri / Smt. B. B. Pradhan  
MTS would have continued to officiate in the  
post of MTS during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

Director- Sr. Adm. W

Copy to : 1) Shri / Smt. B. B. Pradhan  
MTS

2) ~~The Accounts Officer~~ File Accounts

D/S

Sr. Administrative Officer



**NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA**

**BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106**

Ref. No. : NITTTR - K/E/1 - 259/666

Dated : 03.11.2020

✓ OFFICE ORDER NO. 128 OF 2020-21

Shri / Smt. Pratap Jana, MTJ

is hereby granted leave as follows :

1. EL = 26/11/19 to 27/11/19  
(2 days)

Certified that but for his/her proceeding on leave Shri / Smt. Pratap Jana  
MTJ would have continued to officiate in the  
post of MTJ during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

Director [Signature]

Copy to : 1) Shri / Smt. Pratap Jana  
MTJ

2) The Accounts Officer PL, Accounts

D/S

Sr. Administrative Officer

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA**

**BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106**

Ref. No. : NITTTR - K/E/1 - 195/665

Dated : 03, 11, 2020

✓ OFFICE ORDER NO. 127 OF 2020-21

Shri / Smt. Priyatom Dey, MTS

is hereby granted leave as follows :

1. EL = 11/3/20 to 15/12/20  
(Two days)

Certified that but for his/her proceeding on leave Shri / Smt. P. Dey

MTS would have continued to officiate in the  
post of MTS during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

Director [Signature]

Copy to : 1) Shri / Smt. P. Dey, MTS

2) The Accounts Officer [Signature]

D/S

Sr. Administrative Officer

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA**

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTTR - K/E/1 - 1664

Dated : 03, 11.2020

OFFICE ORDER NO. 126 OF 2020-21

Shri / Smt. B.C. Gochhayat, MTS

is hereby granted leave as follows :

1. E.L. = 20/12/2019 (01 day)  
10/8/20 - 12/8/20 (03 days)

MTS = 04 days (four)

2. Commuted Leave with M/C =  
30/12/19 - 06/01/20 (08 days)

Total = 08 days

Certified that but for his/her proceeding on leave Shri / Smt. B.C. Gochhayat -  
MTS would have continued to officiate in the  
post of MTS during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

Director S. S. Adhikari

Copy to : 1) Shri / Smt. B.C. Gochhayat,  
MTS

2) ~~The Accounts Officer~~ AC, Accounts

D/S

Sr. Administrative Officer

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA**

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTTR - K/E/1 - 123/663

Dated : 03, 11. 2020

OFFICE ORDER NO. 125 OF 2020-21

Shri / Smt. D. C. Nasrkar MTS

is hereby granted leave as follows :

1. EL = 16/10/19 to 24/10/19 (09 days)  
27/11/19 " 29/11/19 (03 " ) and  
04/12/20 " 06/12/20 (03 " )

Total = 15 days

Certified that but for his/her proceeding on leave Shri / Smt. D. C. Nasrkar  
MTS would have continued to officiate in the  
post of MTS during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

Director

S. Adh

Copy to : 1) Shri / Smt. D. C. Nasrkar  
MTS

2) The Accounts Officer > PIC Accounts

D/S

Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block-FC, Sector-III, Salt Lake City, Kolkata-700 106

Ref: NITTTTR-K/E/Remuneration/2020-21/660

03<sup>rd</sup> November 2020

OFFICE ORDER NO. 124 OF 2020-21

Remuneration for the month of October 2020 of following contractual worker/consultant of the Institute which shall be paid to their designated account subject to adjustment of any excess payment against their payment in the following month.


Sl.No.	Name	Amount	Bank Account with IFSC Code
1.	Shri Naveen Berry (re engaged with a break of one day w.e.f.10-10-2020 vide Office Order No 121 of 2020-21 dated 22-10-2020) @800 per day	₹23,200/-	Individual Bank accounts have been recorded in the Accounts Section
2	Shri Kapil Kumar	₹20,000/-	
3	Shri Arun Sarasar	₹20,000/-	
4	Shri Chiradip Chattopadhyay	₹30,000/-	
5	Shri Pravas Seal	₹30,000/-	
6	Shri Biswajit Ghosh, Teaching Assistant (Authority Office Order No 107 of 2020-21 dated 05/10/2020 w.e.f 30-09-2020) For September ₹ 1000+ October ₹30,000	₹31,000/-	SBI IFS Code SBIN0008204 SB A/C NO.31628349175 SBI , Palla Road, Burdwan Pin 713151
7	Shri Desh Deepak Gautam, Teaching Assistant (Authority Office Order No 105 of 2020-21 dated 05/10/2020 w.e.f 29-09-2020) For September ₹ 2000+ October ₹30,000	₹32,000/-	SBI IFS Code SBIN0014906 SB A/C NO.20103505575 SBI Lucknow University Branch Lucknow, Pncode - 226007

  
(Debi Prasad Mishra)  
Director

Copy for necessary action to: -

Faculty in Charge, Accounts/Section Officer II (Accounts Section)

DIS

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block-FC, Sector-III, Salt Lake City, Kolkata-700 106

Ref: NITTTTR-K/E/Remuneration/2020-21/660

03<sup>rd</sup> November 2020

OFFICE ORDER NO. 124 OF 2020-21


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3	Shri Arun Sarasar	₹20,000/-	
4	Shri Chiradip Chattopadhyay	₹30,000/-	
5	Shri Pravas Seal	₹30,000/-	
6	Shri Biswajit Ghosh, Teaching Assistant (Authority Office Order No 107 of 2020-21 dated 05/10/2020 w.e.f 30-09-2020) For September ₹ 1000+ October ₹30,000	₹31,000/-	SBI IFS Code SBIN0008204 SB A/C NO.31628349175 SBI , Palla Road, Burdwan Pin 713151
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(Debi Prasad Mishra)  
Director

Copy for necessary action to: -

Faculty in Charge, Accounts/Section Officer II (Accounts Section)

  
(Subir Basak)  
Senior Administrative Officer

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS'  
TRAINING & RESEARCH, KOLKATA**

**BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106**

Ref. No. : NITTTR - K/E/1 - 154/658

Dated : 02-11-2020

OFFICE ORDER NO. 123 OF 2020-21

Shri / Smt. Swapan Kumar Halder, JSA

is hereby granted leave as follows :

1. EL = 29/8/2019 to 30/8/2019 (2 days)  
17/9/19 " 19/9/19 (3 " )  
26/9/19 (1 " )  
24/10/19 " 25/10/19 (2 " )  
16/12/19 " 19/12/19 (4 " )  
30/12/19 (1 " ), and  
02/3/20 " 03/3/20 (2 " )

2. HPL with M/C (Commuted) 15 days  
9/10/19 " 10/10/19 (2 days)  
4/12/19 " 6/12/19 (3 " )  
15/1/20 " 17/1/20 (3 " ), and  
13/2/20 " 14/2/20 (2 " )

Certified that but for his/her proceeding on leave Shri / Smt. Swapan Kumar Halder

JSA would have continued to officiate in the  
post of JSA during the entire period of his/her leave

and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

  
Director

Copy to : 1) Shri / Smt. Swapan Kumar Halder  
JSA

2) The Accounts Officer FIC, Accounts

Sr. Administrative Officer  
So - II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS  
TRAINING & RESEARCH, KOLKATA

BLOCK-FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No. : NITTTR - K/E/1 - 142/657

Dated : 02-11-2020

OFFICE ORDER NO. 122 OF 2020-21

Shri / Smt. Parash Sardar, MTJ

is hereby granted leave as follows :

1. EL = 21/11/19 to 31/11/19, and  
4/12/20 " 5/12/20

Total = 04 days

Certified that but for his/her proceeding on leave Shri / Smt. Parash Sardar

MTJ would have continued to officiate in the  
post of MTJ during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

Director

S. A. D.

Copy to : 1) Shri / Smt.

Parash Sardar  
MTJ

2) The Accounts Officer

file, Hants

Sr. Administrative Officer

SO II



**National Institute of Technical Teachers' Training & Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106**


Ref. No.: NITTTR-K/E/4-54/2020-21/650

Date: 22/10/2020

**OFFICE ORDER NO. 121 OF 2020-21**


In pursuance of the letter F. No. 4-21/2016-TS.IV dated 09/10/2020 received from, Under Secretary (TS.IV), Dept. of Higher Education, Ministry of Education, Shri Naveen Berry is hereby re-engaged as contractual Data Entry Clerk and shall be deployed in the TS.IV Section of the Department of Higher Education, Ministry of Education on a consolidated remuneration of Rs.24,000/- (Rupees Twenty Four Thousand only) per month for a period of one (01) year with retrospective effect from 10/10/2020 to 09/10/2021.

1. The re-engagement of Shri Naveen Berry shall be purely on contractual and temporary basis for the afore-stated period. Notwithstanding the above, the services of Shri Naveen Berry shall be liable to be terminated any time with one month's notice on any side without assigning any reasons.
2. He will not be an employee of NITTTR, Kolkata for any purpose.
3. He will not be entitled for any other benefits or claims under LTC, Medical or any leave etc. He will, however, be entitled for National Holidays, falling during the period.
4. He will report to Under Secretary (TS.IV) or any other officer in TS.IV Section as directed and will work as per the directives of authority of the Ministry of Education.
5. His working hours may be regulated as per requirements of the Ministry of Education.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to: -

1. Shri Naveen Berry, C/o TS-IV, Department of Higher Education, Ministry of Education, Shastri Bhawan, New Delhi – 110 115
2. The Joint Secretary (Admin.), Dept. of Higher Education, Ministry of Education, Room No. 122-C, Shastri Bhawan, New Delhi – 110 115
3. The Director, (TS.IV), Dept. of Higher Education, Ministry of Education, Shastri Bhawan, New Delhi – 110 115
4. The Under Secretary (TS.IV), Dept. of Higher Education, Ministry of Education Shastri Bhawan, New Delhi – 110 115
5. Faculty-in-Charge, Accounts, NITTTR, Kolkata

  
(Subir Basak)  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
(Under the Ministry of Education, Government of India)  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref. No. NITTTR-K/E/5-3/2020-21/645

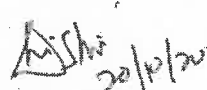
Date: 20<sup>th</sup> October 2020

OFFICE ORDER NO. 120 OF 2020-21

In supersession of all previous Office Order(s) in this regard, with immediate effect and until further order, the following employee is hereby transferred as under:

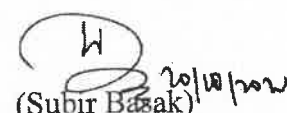
Sl. No.	Name and Designation	Transfer from	Transfer to	Reporting Officer
1.	Shri Nontu Hazra MTS	Estate	Education and Management (E&M)	Head, E&M

He shall report for duty to the Head, Education and Management immediately.

  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Shri Nontu Hazra, MTS
2. Personal File of Sl. No. 1
3. The Estate Officer & Co-Estate Officer
4. The Head, Education and Management
5. The FIC, Accounts
6. All faculty and staff
7. Director's Sectt.

  
(Subir Basak)  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**

(Under the Ministry of Education, Government of India)

Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref. No. NITTTTR-K/E/5-3/2020-21/ 637

Date: 19<sup>th</sup> October 2020

OFFICE ORDER NO. 119 OF 2020-21

The very purpose of education is the all-round development of an individual. Due to industrial revolution, advancement in technology, globalisation and privatisation, education has become a foothold to enter into the world of work. The present system is undergoing much transformation owing to different types of challenges. To meet these challenges, Government of India implemented New Education Policy 2020 to bridge the gap keeping in mind the ancient Indian practices wherein steps have been shown to develop the skills of individuals integrating Science, Technology, Engineering and Mathematics (STEM) which were inherently, eco-friendly and sustainable.

In view of the above and to achieve the desired goal, an 8-Member Ancient Indian-STEM Cell is hereby constituted comprising the following members of faculty:

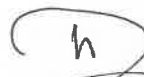
Sl. No.	Name	Designation
1.	Dr. Santanu Bhanja	Chairman
2.	Dr. Ranjan Dasgupta	Member
3.	Dr. Urmila Kar	Member
4.	Dr. Uday Chand Kumar	Member
5.	Dr. Rayapati Subbarao	Member
6.	Mr. Rajeev Chatterjee	Member
7.	Dr. Kinsuk Giri	Member
8.	Dr. Nirmal Kumar Mandal	Secretary

The Ancient Indian-STEM Cell shall design and develop course materials for training of teachers and undertake research work in this field. An attempt will be made to spread the knowledge of ancient Indian knowledge system among teachers and students.

  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

- 1-8. Sl. No. 1 to Sl. No. 8
- 9-16. Personal File of Sl. No. 1 to 8
17. All faculty (through email)
18. The Nodal Officer, Web Management Group
19. The Senior Administrative Officer
20. The FIC, Accounts
- ✓ 21. Director's Sectt.

  
(Subir Basak) 19/10/20  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-178/2020-21/ 636

Date: 16.10.2020

OFFICE ORDER NO. 118 OF 2020-2021

With reference to application dated 09.10.2020, Shri Tapas Sarkar, Technical Assistant Gr. I is hereby granted leave as follows:

03 (Three) days EL from 12/10/2020 to 14/10/2020

Certified that but for his proceeding on leave Shri Tapas Sarkar would have continued to officiate in the post of Technical Assistant Gr. I during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Tapas Sarkar, Technical Assistant Gr. I
2. The FIC, Accounts
3. Shri Kallol Modak, STA
4. Director's Sectt.

EL-300+12  
HPL-296

(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-233/2020-21/ 635

Date: 16.10.2020

OFFICE ORDER NO. 117 OF 2020-2021

With reference to application dated 12.10.2020, Shri Shyamapada Mandi, Sr. Secretariat Assistant is hereby granted leave as follows:

11 (Eleven) days EL from 19/10/2020 to 29/10/2020

Certified that but for his proceeding on leave Shri Shyamapada Mandi would have continued to officiate in the post of Sr. Secretariat Assistant during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

(Subir Basak)  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Shyamapada Mandi, Sr. Secretariat Assistant
2. The FIC, Accounts
3. Shri Kallol Modak, STA
4. Director's Sectt.

EL-249  
HPL-221

(Subrata Mitra)  
Section Officer Gr.II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR/K/E/5-3/2020-21/ 634

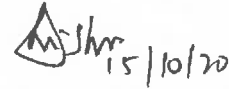
Date: 15<sup>th</sup> October 2020

OFFICE ORDER ..... 116 ..... 2020-21

In order to prepare a comprehensive Norms of Corpus Fund and guidelines for utilization, a 5-Member Committee comprising the following is hereby constituted:

S. No.	Name	Designate
1.	Dr. Prasanta Sarkar, Professor	Chairman
2.	Dr. Dipankar Bose, Professor	Member
3.	M/s. P. S. Roy & Associates, Internal (Concurrence) Auditor	Member
4.	Shri Subir Basak, Senior Administrative Officer	Member
5.	Dr. Sagarika Pal, Associate Professor and FIC, Accounts	Member Secretary

The Committee shall submit its recommendation to the undersigned on or before 20<sup>th</sup> October 2020.



(Debi Prasad Mishra)  
Director

Copy to:

1. Dr. Prasanta Sarkar, Professor
2. Dr. Dipankar Bose, Professor
3. M/s. P. S. Roy & Associates, Internal (Concurrence) Auditor
4. Shri Subir Basak, Senior Administrative Officer
5. Dr. Sagarika Pal, Associate Professor and FIC, Accounts
- 6-11. Personal File of Sl. No. 1 to 11
12. ✓ Director's Sectt.
13. File

(Debi Prasad Mishra)  
Director

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref. No.: NITTTR-K/E/1-181/2020-21/624

Date: 12.10.2020

13

OFFICE ORDER NO. 115 OF 2020-2021

Shri. P.D. Siyodia, Senior Technical Assistant (STA) is hereby granted leave as follows:

*04 (Four) days Commuted Leave on medical ground from 27/09/2020 to 30/09/2020 upon conversion of 08 days HPL.*

Certified that but for his proceeding on leave Shri. P.D. Siyodia would have continued to officiate in the post of Senior Technical Assistant (STA) during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

*sd/*

( Subir Basak )  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri. P.D. Siyodia, Senior Technical Assistant (STA)
2. Faculty-in-Charge, Accounts
- ✓ 3. Director Secretariat
4. Shri Kallol Modak, STA

EL- 300+15  
HPL- 568

*S. Mitra*  
*14/10/2020*

( Subrata Mitra )  
SO-II

National Institute of Technical Teachers Training & Research, Kolkata  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700106

Ref. NITTTTR-K/CEA/2020-21/621

Date: 08/10/2020

OFFICE ORDER NO. 114 OF 2020-21

12

In terms of DOPT's Office Memorandum No.A-27012/02/2017-Estt.(AL.) dated 16<sup>th</sup>/17<sup>th</sup> July, 2018, sanction is hereby accorded for the payment of the reimbursement of Children Education Allowance to the following employees for their child(ren) as per the table below.

Sl. No.	Name and Designation of the Employee	Name of the First Child	Name of the Second Child	Class and Academic Year	Admissible amount for 1 <sup>st</sup> Child	Admissible amount for 2 <sup>nd</sup> Child	Total
1	Shri Utpal Chakraborty, TA. GR-I	Ms. Utsa Chakraborty	-	IX 2019-20	27,000.00	-	27,000.00
2	Dr. Indrajit Saha, Asst. Prof. CSE	Ms. Ishashree Saha	-	K. G. 2019-20	27,000.00	-	27,000.00

*(Signature)* 9/10/20

(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Faculty-in-Charge, Accounts
2. Shri Utpal Chakraborty, TA. GR-I
3. Dr. Indrajit Saha, Asst. Professor, CSE

*(Signature)*  
(Subir Basak) 9/10/20  
Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK - FC, SECTOR - III, SALT LAKE CITY, KOLKATA - 700 106

Ref. No.: NITTTTR-K/20-21/613

Date: 08.10.2020

OFFICE ORDER NO. 113 OF 2020-2021

A 5-Member Committee is hereby constituted comprising of the following members in connection with preparation of Norms of Corpus Fund and guidelines for utilization.

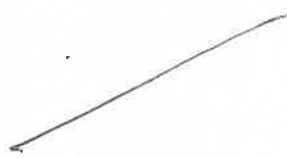
1.	Prof. P Sarkar, HoD , Electrical Engineering Deptt.	Chairman
2.	Prof. D. Bose, HoD, Mechanical Engineering Deptt.	Member
3.	Mr. P. S. Roy, Internal Concurrence Auditor	External Member
4.	Mr. Subir Basak, Senior Administrative Officer	Member
5.	Dr. S. Pal, FIC Accounts	Convenor

The above said committee shall submit its report by 9<sup>th</sup> November 2020.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action:

1. Prof. P. Sarkar, HoD Electrical Engineering Deptt.
2. Prof. D. Bose, HoD Mechanical Engineering Deptt.
3. Mr. P.S. Roy, Internal Concurrence Auditor
4. Mr. Subir Basak, Senior Administrative Officer
5. Dr. S Pal, FIC Accounts

  
(Debi Prasad Mishra)  
Director

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref: NITTTR-K/E/1-211/2020-21/612

Date: 08.10.2020

OFFICE ORDER NO. 112 OF 2020-2021

With reference to application dated 01.10.2020, Dr. Dipankar Bose, Professor is hereby granted leave as follows:

33 (Thirty Three) days EL from 12/10/2020 to 13/11/2020

Certified that but for his proceeding on leave Dr. Dipankar Bose would have continued to officiate in the post of Professor during the entire period of his leave and that the period of his leave will count towards his increments.

He is due to be posted in the same station from which he will proceed on leave.

(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Dipankar Bose, Professor
2. The FIC, Accounts
3. Shri Kallol Modak, STA
4. Director's Sectt.

EL-282  
HPL-288

(Subir Basak)  
Sr. Administrative Officer


NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No. NITTTR/GPF/PFW/2020-21 / 611

Dated : 6<sup>th</sup> Sept. 2020  
08

✓ OFFICE ORDER NO. 111 OF 2020-21

Sanction of Rs.30,000/- (Rupees Thirty Thousand only) is hereby accorded for payment towards his Part Final Withdrawal of GPF Subscription to Shri Sati Nath Mitra, T.A. Gr.II, whose GPF A/c No. is 157.

  
7/10/20  
(Debi Prasad Mishra)  
Director

1. Shri Sati Nath Mitra, T.A. Gr.II NITTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
3. Sr. Administrative Officer for information.

  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No. NITTTTR/GPF/PFW/2020-21/610

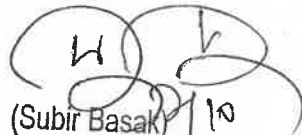
Dated : 6<sup>th</sup> October 2020  
08

✓ OFFICE ORDER NO. 110 OF 2020-21

Sanction of Rs. 1,00,000/- (Rupees One Lakh only) is hereby accorded for payment towards his Part Final Withdrawal of GPF Subscription to Shri Subir Basak, Sr.ADO, whose GPF A/c No. is 181.

  
(Debi Prasad Mishra)  
Director

1. Shri Subir Basak, Sr.ADO NITTTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
3. Sr. Administrative Officer for information.

  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH  
BLOCK –FC, SECTOR – III, SALT LAKE CITY, KOLKATA-700 106

Ref: NITTTTR-K/B/1-15/2020-21/602

Dated 07.10.2020

OFFICE ORDER NO. 109 OF 2020-2021

With reference to his request dated 5.10.2020 and approval thereof by the Competent Authority, Shri Nontu Hazra, MTS of this Institute is hereby permitted to surrender and vacate the Staff Quarter allotted to him vide Office Order No. 013 of 2015-16 dated 30.04.2015 issued vide Ref. No. NITTTTR-K/B/1-15/2014/308 as per details given below:-

Staff Quarter No.	Date of Allotment	Date of Surrender
I-B/6, D Type, FC Block	30.04.2015	On or before 10.10.2020

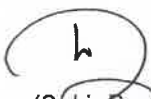
Shri Nontu Hazra, MTS is hereby advised to contact the Estate Office of this Institute for completion of necessary formalities regarding the surrender of the above mentioned Staff Quarter failing which restoration of his HRA and stoppage of deduction of other relevant charges from his salary may not be effected.

In this connection Govt. of India orders issued from time to time will be applicable to Shri Nontu Hazra, MTS.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:-

1. Shri Nontu Hazra, MTS : For information and necessary action
2. Estate Officer : For information and necessary action and follow up towards intimation the date of surrender of the Staff Quarter to the Administration
3. Faculty –in-charge, Accounts : for information and necessary action after receiving the handing/taking over report
4. Director Secretariat : For information
5. Personal file of Shri Nontu Hazra, MTS : For record
6. SQAC File, Administration

  
(Subir Basak) 07/10/2020  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
**Block-FC, Sector-III, Salt Lake City, Kolkata – 700 106**

Ref: NITTTR-K/JRF/2020-21/600

Date: 05-10-2020  
06

**OFFICE ORDER NO. 108 OF 2020-21**

In pursuance to the Memorandum issued under Ref: NITTTR-K/JRF/2020-21/576 dated 28/29-09-2020 and consequent upon his joining and approval thereof by the Competent Authority, Shri Suman Nandi is appointed as Junior Research Fellow for the project titled "***In Silico Analysis of 10000 Genomic Sequences of COVID-19 around the World including India to Identify Genetic Variability and potential Molecular Targets in Virus and Humans***" under SERB-DST with effect from 30-09-2020 purely on contractual basis for a period upto 22-07-2021 or till the completion of the project subject to satisfactory performance.


Shri Suman Nandi will receive a consolidated remuneration of Rs.31,000/- (Rupees Thirty One Thousand only) plus HRA @ 24% of the remuneration per month.

*sdl-*  
(Debi Prasad Mishra)  
Director

To,  
Shri Suman Nandi  
Kolaghat, Purba Mdeinipur  
West Bengal, PIN: 721 154  
e-mail: sumanlnandi1@gmail.com

Copy for information and necessary action to:

1. Dr. Indrajit Saha, Asst. Professor, CSE and Project Principal Investigator
2. Faculty-in-Charge, Accounts
3. Sr. Administrative Officer
4. Director's Secretariat

  
(Subir Basak)  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
**Block-FC, Sector-III, Salt Lake City, Kolkata – 700 106**

Ref: NITTTR-K/B/1-22/2020-21/594

Date: 01/10/2020

**OFFICE ORDER NO. 107 OF 2020-21**

05

In pursuance to the Memorandum issued under Ref: NITTTR-K/B/1-22/2020-21/537 dated 21/09/2020 and consequent upon his joining and approval thereof by the Competent Authority, Shri Biswajit Ghosh is engaged as Teaching Assistant with effect from 30/09/2020 on contractual basis for a period of 12 (twelve) months subject to satisfactory performance.

Shri Biswajit Ghosh will receive a consolidated remuneration of Rs.30,000/- (Rupees Thirty Thousand only) per month.

*sdl*

(Debi Prasad Mishra)  
Director

To,

Shri Biswajit Ghosh *Mob. 8622991410*  
Baroaritala, Village - Chanchai  
PS - Memari, Dist. - Purba Bardhaman  
Pin. 713 151

Copy for information and necessary action to:

1. Professor & Head, Department of ME
2. Faculty-in-Charge, Accounts
3. Sr. Administrative Officer
4. Director's Secretariat

*v*

(Subir Basak) / 01/10/2020  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR/K/E/5-3/2020-21/ 593

Date: 5<sup>th</sup> October 2020

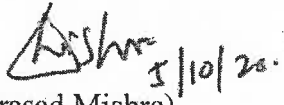
OFFICE ORDER ..... 106 ..... 2020-21

In partial modification of this Institute Office Order No. 44 of 2020-21 dated 21<sup>st</sup> July 2020 issued under Ref. No. NITTTR-K/E/5-3/2020-21/250, a 5-Member Committee for “Incubation Centre” is hereby re-constituted comprising of the following members of faculty:

Sl. No.	Name	Designation
1.	Dr. Chandan Chakraborty, Professor	Chairman
2.	Dr. Santanu Bhanja, Professor	Member
3.	Mr. Nirmal Kumar Mandal, Associate Professor	Member
4.	Dr. Subrata Mondal, Associate Professor	Member
5.	Dr. Sukanta Kumar Naskar, Associate Professor	Convener

The above mentioned 5-Member committee shall be responsible for policy formulation and implementation thereof in this regard and report to the Director.


The tenure of the said 5-Member Committee shall be one year from the date of issuance of this order.

  
(Debi Prasad Mishra)  
Director

Distribution to: Sl. No. 1 to 5

Copy to:

1. Personal File of Sl. 1 to 5
2. Nodal Officer, Web Management Group with the request to upload the same in the Institute website
3. All faculty and staff members (through email)
4. Director's Sectt.
5. File

  
(Subir Basak) 5/10/2020  
Sr. Administrative Officer



National Institute of Technical Teachers' Training & Research, Kolkata  
Block-FC, Sector-III, Salt Lake City, Kolkata – 700 106

Ref: NITTTR-K/B/1-22/2020-21/ 589

Date: 30/09/2020

05/10

OFFICE ORDER NO. 105 OF 2020-21

In pursuance to the Memorandum issued under Ref: NITTTR-K/B/1-22/2020-21/536 dated 21/09/2020 and consequent upon his joining and approval thereof by the Competent Authority, Shri Desh Deepak Gautam is engaged as Teaching Assistant with effect from 29/09/2020 on contractual basis for a period of 12 (twelve) months subject to satisfactory performance.

Shri Desh Deepak Gautam will receive a consolidated remuneration of Rs.30,000/- (Rupees Thirty Thousand only) per month.

sd/-

(Debi Prasad Mishra)  
Director

To,

Shri Desh Deepak Gautam  
S/O Shri Chandra Bhal Gautam  
Type 4 Campus, Lucknow Polytechnic  
Lucknow – 226 012, Uttar Pradesh

Copy for information and necessary action to:

1. Professor & Head, Department of ME
2. Faculty-in-Charge, Accounts
3. Sr. Administrative Officer
4. Director's Secretariat

(Subir Basak)

30/09/2020  
Sr. Administrative Officer

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA**  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR/K/E/5-3/2020-21/ 588

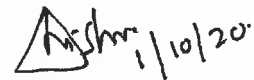
Date: 1<sup>st</sup> October 2020

OFFICE ORDER .....104..... 2020-21

In partial modification of this Institute's Office Order No. 75 of 2020-21 dated 21<sup>st</sup> September 2020 issued under Ref. No. NITTTR-K/E/5-3/2020-21/538, A 7-Member Editorial Board comprising of the following members is hereby constituted for well-articulated publication of Institute journal to be published shortly:

Sl. No.	Name	Designation
1.	Dr. Debi Prasad Mishra Director, NITTTR, Kolkata, Chanakaya Bhawan Email: director@nittrkol.ac.in, Phone: 033 6625 1900	Editor-in-Chief
2.	Dr. Urmila Kar Professor, NITTTR, Kolkata, Sarvepalli Radhakrishnan Bhavan Email: urmilakar@nittrkol.ac.in, Phone: 033 6625 1931	Editor
3.	Dr. Santanu Bhanja Professor, NITTTR, Kolkata, Sarvepalli Radhakrishnan Bhavan Email: sbhanja@nittrkol.ac.in, Phone: 033 6625 1923	Member
4.	Dr. Sagarika Pal Associate Professor, NITTTR, Kolkata, Ishwar Chandra Vidyasagar Bhavan Email: sagarikapal@nittrkol.ac.in, Phone: 033 6625 1938	Member
5.	Dr. Subrata Mondal Associate Professor, NITTTR, Kolkata, Ishwar Chandra Vidyasagar Bhavan Email: subratamondal@nittrkol.ac.in, Phone: 033 6625 1917	Member
6.	Dr. Sukanta Kumar Naskar Associate Professor, NITTTR, Kolkata, Sarvepalli Radhakrishnan Bhavan Email: sknaskar@nittrkol.ac.in, Phone: 033 6625 1932	Member
7.	Dr. Indrajit Saha Associate Professor, NITTTR, Kolkata, Sarvepalli Radhakrishnan Bhavan Email: indrajit@nittrkol.ac.in, Phone: 033 6625 1930	Member

The above stated Committee will also decide the name of the Journal.

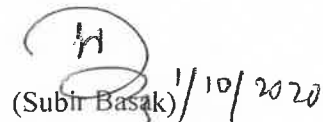


(Debi Prasad Mishra)  
Director

Distribution to: Sl. No. 1 to 7

Copy to:

1. Personal File of Sl. 1 to 7
2. Nodal Officer, Web Management Group with the request to upload the same in the Institute website
3. All faculty and staff members (through email)
- ✓ 4. Director's Sectt.
5. File



(Subir Basak) 1/10/2020  
Sr. Administrative Officer

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA**  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR/K/E/5-3/2020-21/ 588

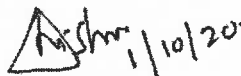
Date: 1<sup>st</sup> October 2020

OFFICE ORDER ..... 104 ..... 2020-21

In partial modification of this Institute's Office Order No. 75 of 2020-21 dated 21<sup>st</sup> September 2020 issued under Ref. No. NITTTR-K/E/5-3/2020-21/538, A 7-Member Editorial Board comprising of the following members is hereby constituted for well-articulated publication of Institute journal to be published shortly:

Sl. No.	Name	Designation
1.	Dr. Debi Prasad Mishra Director, NITTTR, Kolkata, Chanakaya Bhawan Email: director@nitttrkol.ac.in, Phone: 033 6625 1900	Editor-in-Chief
2.	Dr. Urmila Kar Professor, NITTTR, Kolkata, Sarvepalli Radhakrishnan Bhavan Email: urmilakar@nitttrkol.ac.in, Phone: 033 6625 1931	Editor
3.	Dr. Santanu Bhanja Professor, NITTTR, Kolkata, Sarvepalli Radhakrishnan Bhavan Email: sbhanja@nitttrkol.ac.in, Phone: 033 6625 1923	Member
4.	Dr. Sagarika Pal Associate Professor, NITTTR, Kolkata, Ishwar Chandra Vidyasagar Bhavan Email: sagarikapal@nitttrkol.ac.in, Phone: 033 6625 1938	Member
5.	Dr. Subrata Mondal Associate Professor, NITTTR, Kolkata, Ishwar Chandra Vidyasagar Bhavan Email: subratamondal@nitttrkol.ac.in, Phone: 033 6625 1917	Member
6.	Dr. Sukanta Kumar Naskar Associate Professor, NITTTR, Kolkata, Sarvepalli Radhakrishnan Bhavan Email: sknaskar@nitttrkol.ac.in, Phone: 033 6625 1932	Member
7.	Dr. Indrajit Saha Associate Professor, NITTTR, Kolkata, Sarvepalli Radhakrishnan Bhavan Email: indrajit@nitttrkol.ac.in, Phone: 033 6625 1930	Member


The above stated Committee will also decide the name of the Journal.

  
(Debi Prasad Mishra)  
Director

Distribution to: Sl. No. 1 to 7

Copy to:

1. Personal File of Sl. 1 to 7
2. Nodal Officer, Web Management Group with the request to upload the same in the Institute website
3. All faculty and staff members (through email)
4. Director's Sectt.
5. File

  
(Subir Basak) 1/10/2020  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref. No.: NITTTR-K/E/1-208/2020-21/ 585

Dated 01.09.2020  
10

OFFICE ORDER NO. 103 OF 2020-2021

Smt. Soma Bhattacharjee (Samadder), Senior Secretariat Assistant is hereby granted leave as follows:

1. 02 (Two) days Earned Leave from 27/02/2020 to 28/02/2020
2. 02 (Two) days Earned Leave from 17/03/2020 to 18/03/2020

Certified that the period of her leave would count towards her increments.

( Subir Basak )  
Sr. Administrative Officer

Copy to:

1. Soma Bhattacharjee (Samadder), Senior Secretariat Assistant
2. Faculty-in-Charge, Accounts
3. Shri Kallol Modak, STA
- ✓ 4. Director Secretariat

EL-300+15  
HPL-158

( Subrata Mitra )  
SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref. No.: NITTTTR-K/E/1-170/2020-21/ 584

Dated 01.09.2020  
10

OFFICE ORDER NO. 102 OF 2020-2021

Shri Gobardhan Mandal, Assistant Section Officer is hereby granted leave as follows:

1. 01 (One) day Earned Leave on 19/03/2020

✓ Certified that the period of his leave would count towards his increments.

( Subir Basak )  
Sr. Administrative Officer

Copy to:

1. Shri Gobardhan Mandal, Assistant Section Officer
2. Faculty-in-Charge, Accounts
3. Shri Kallol Modak, STA
- ✓ 4. Director Secretariat

EL-300+15  
iPL-511

( Subrata Mitra )  
SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
BLOCK – FC, SECTOR – III, SALT LAKE CITY, KOLKATA – 700 106

Ref. No.: NITTTR-K/E/1-133/2020-21/ 583

Dated 01.09.2020  
10

OFFICE ORDER NO. 101 OF 2020-2021

Shri Swarup Chand Bala, Assistant Section Officer is hereby granted leave as follows:

1. 03 (Three) days Earned Leave from 16/03/2020 to 18/03/2020

Certified that the period of his leave would count towards his increments.

( Subir Basak )  
Sr. Administrative Officer

Copy to:

1. Shri Swarup Chand Bala, Assistant Section Officer
2. Faculty-in-Charge, Accounts
3. Shri Kallol Modak, STA
4. Director Secretariat

L-300+10  
HPL- 520

( Subrata Mitra )  
SO-II

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block -- FC, Sector -- III, Salt Lake City, Kolkata -- 700 106

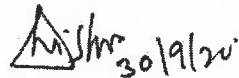
Ref. No.: NITTTR/K/E/5-3/2020-21/582

Date: 30<sup>th</sup> September 2020

OFFICE ORDER .....100..... 2020-21


In continuation of this Institute Office Order No. 25 of 2020-21 dated 30<sup>th</sup> June 2020 issued under Reference No. NITTTR-K/E/5-3/2020-21/163, with immediate effect and until further order, the responsibility of following member of faculty has been restructured as mentioned here under in addition to his regular existing duty(s):

Name	Reporting Authority	Responsibilities
Shri Rajeev Chatterjee Assitant Professor & Co-Estate Officer	Director	Shall be responsible for all the activities related to regular maintenance (civil, carpentry, plumbing), horticulture, campus security, water supply, redressal of online complain in connection with Estate Office, and any other activities related to Estate assigned by the Estate Officer/Director from time to time.

  
(Debi Prasad Mishra)  
Director

Copy to:

1. Shri Rajeev Chatterjee, Assistant Professor & Co-Estate Officer
2. The Head, Computer Science & Engineering
3. The Estate Officer
4. Personal file of Sl. No. 1
5. All faculty and staff (through e-mail)
6. Director's Secretariat

  
(Subir Basak)  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
(Under the Ministry of Human Resource Development, Government of India)  
**Block-FC, Sector-III, Salt Lake, Kolkata-700 106**

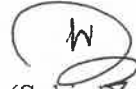
Ref. No. NITTTR-K/E/5-3/2020-21/578

Date: 29<sup>th</sup> September 2020

OFFICE ORDER NO. 99 OF 2020-21

In supersession of all previous Office Order(s) in this regard, with immediate effect and until further order, the following employee is hereby transferred as under:

S. No.	Name and Designation	Posted from	Posted to	Reporting Officer
1.	Shri Dulal Chandra Naskar MTS	Education and Management	Estate	Estate Officer

  
(Subir Basak) 29/09/2020  
Sr. Administrative Officer

Copy forwarded for information and necessary action to:

1. Shri Dulal Chandra Naskar, MTS
2. The Estate Officer
3. The Head, Education and Management
4. Personal File of Sl. No. 1
4. The FIC, Accounts
5. All faculty and staff (through official email)
5. Director's Sectt.

  
(Subrata Mitra)  
Section Officer Gr. II



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block-FC, Sector-III, Salt Lake City, Kolkata-700 106

Ref: NITTTTR-K/E/Remuneration/2020-21/ 577

29<sup>th</sup> September 2020

OFFICE ORDER NO. 98 OF 2020-21

Remuneration for the month of September 2020 of following contractual worker/consultant of the Institute which shall be paid to their designated account subject to adjustment of any excess payment against their payment in the following month.

Sl.No.	Name	Amount	Bank Account with IFSC Code
1.	Shri Naveen Berry	₹24,000/-	Individual Bank accounts have been recorded in the Accounts Section
2	Shri Kapil Kumar	₹20,000/-	
3	Shri Arun Sarasar	₹20,000/-	
4	Shri Chiradip Chattopadhyay @29 days of ₹30000/-	₹29,000/-	
5	Shri Pravas Seal	₹30,000/-	

*Debi Prasad Mishra*  
29/9/20

(Debi Prasad Mishra)  
Director

Copy for necessary action to: -

1. Faculty in Charge, Accounts/Section Officer II (Accounts Section)

2. D.S

*W*

(Subr Basak) 9/2020  
Senior Administrative Officer

Ref. No. : NITTTR - K/E/1 - 141/574

Dated : 29-09-2020

✓ OFFICE ORDER NO. 97 OF 2020-21

Shri / Smt. NONTU HAZRA, MTS

is hereby granted leave as follows :

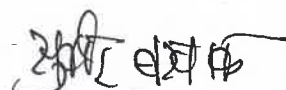
EL : From 06-02-2020 to 28-09-2020  
for 236 days

10 Transport Allowance to be paid for the month from March 2020  
& August 2020 for the period of 06 months and the amount is to recovered  
from the salary, if already paid

Certified that but for his/her proceeding on leave Shri / Smt. Nontu Hazra

MTS would have continued to officiate in the  
post of MTS during the entire period of his/her leave  
and that the period of his/her leave will count towards his/her increments.

He / She is / was due to be posted in the same station from which he / she will proceed /  
proceeded on leave.

  
Director

Copy to : 1) Shri / Smt. Nontu Hazra, MTS

2) The Accounts Officer FIC Accounts

3) Estate Officer

24) Director's sectt

Sr. Administrative Officer  
Section Officer II

Bal = EL 79  
HPL 345

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH  
BLOCK-FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref. No. NITTTR-K/E/1-28/2020-21/ 570

28.09.2020


**OFFICE ORDER NO. 96 OF 2020-21**

In supersession of all previous order(s) in this regard, with effect from and until further order, Shri Nontu Hazra, MTS of the Institute is hereby transferred from NITTTR Kolkata Extension Centre, Bhubaneswar to Estate Office (NITTTR Kolkata Headquarter) of the Institute and shall report for duty to the Estate Officer, NITTTR Kolkata.

  
( Subir Basak )  
Senior Administrative Officer

Copy for information and necessary action to:

1. Shri Nontu Hazra, MTS, NITTTR-K
2. Estate Officer, NITTTR-K
3. Personal File of SL. No.1
4. FIC, Accounts
5. Dr. Subrata Chattopadhyay, FIC NITTTR-K Extension Centre. Bhubaneswar
6. Director's Sectt.

  
( Subrata Mitra )  
Section Officer, Grade II

National Institute of Technical Teachers' Training & Research, Kolkata  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref.No.: NITTTR-K/E/1-186/2020-21/ 569

Dated 28.09.2020

OFFICE ORDER NO. 95 OF 2020-2021

Shri Mainak Mandal, Technical Assistant Grade-II is hereby granted leave as follows:


1. 02 (Two) days Earned Leave from 10/03/2020 to 11/03/2020

Certified that the period of his leave would count towards his increments.

Sd/—  
( Subir Basak )  
Sr. Administrative Officer

Copy to:

1. Shri Mainak Mandal, Technical Assistant Grade-II
2. Faculty-in-Charge, Accounts
3. Shri Kallol Modak, STA
4. Director Secretariat

  
( Subrata Mitra )  
SO-II

EL- 300+13  
HPL- 310

National Institute of Technical Teachers' Training & Research, Kolkata  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTTR-K/E/1-175/2020-21/ 568

Dated 28.09.2020

OFFICE ORDER NO. 94 OF 2020-2021

Shri Sumit Roy Chowdhury, Senior Technician is hereby granted leave as follows

1. 02 (Two) days Earned Leave from 18/03/2020 to 19/03/2020

Certified that the period of his leave would count towards his increments.

( Subir Basak )  
Sr. Administrative Officer

Copy to:

1. Shri Sumit Roy Chowdhury, Senior Technician
2. Faculty-in-Charge, Accounts
3. Shri Kallol Modak, STA
4. Director Secretariat

EL-300+15  
HPL-213

( Subrata Mitra )  
SO-II

National Institute of Technical Teachers' Training & Research, Kolkata  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-178/2020-21/ 567

Dated . 09.2020

OFFICE ORDER NO. 93 OF 2020-2021

Shri. Tapas Sarkar, Technical Assistant Grade-I is hereby granted leave as follows:

1. 03 (Three) days Earned Leave from 04/03/2020 to 06/03/2020

Certified that the period of his leave would count towards his increments.

( Subir Basak )  
Sr. Administrative Officer

Copy to:

1. Shri. Tapas Sarkar, Technical Assistant Grade-I
2. Faculty-in-Charge, Accounts
3. Shri Kallol Modak, STA
4. Director Secretariat

EL-300+15  
HPL-296

( Subrata Mitra )  
SO-II

National Institute of Technical Teachers' Training & Research, Kolkata  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTTR-K/E/1-200/2020-21/ 566

Dated 28/09/2020

OFFICE ORDER NO. 92 OF 2020-2021

Shri Utpal Chakraborty, Technical Assistant Grade-II is hereby granted leave as follows:

1. 17 (Seventeen) days Commuted Leave on medical ground from 28/08/2020 to 13/09/2020 upon conversion of 34 days HPL.

Certified that the period of his leave would count towards his increments.

( Subir Basak )  
Sr. Administrative Officer

Copy to:

1. Shri Utpal Chakraborty, Technical Assistant Grade-II
2. Faculty-in-Charge, Accounts
3. Shri Kallol Modak, STA
4. Director Secretariat

EL-300+15  
HPL-234

( Subrata Mitra )  
SO-II

**National Institute of Technical Teachers' Training & Research, Kolkata**  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTTR-K/E/1-187/2020-21/ 565

Dated 28.09.2020

**OFFICE ORDER NO. 91 OF 2020-2021**

Shri Chinmoy Jana, Technical Assistant Grade II is hereby granted leave as follows:

1. 38 (Thirty Eight) days Commuted Leave on medical ground from 07/08/2020 to 13/09/2020 upon conversion of 76 days HPL.

Certified that the period of his leave would count towards his increments.

( Subir Basak )  
Sr. Administrative Officer

Copy to:

1. Shri Chinmoy Jana, Technical Assistant Grade II
2. Faculty-in-Charge, Accounts
3. Shri Kallol Modak, STA
4. Director Secretariat

EL-300+15  
HPL-362

( Subrata Mitra )  
SO-II



National Institute of Technical Teachers' Training & Research, Kolkata  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTTR-K/E/1-182/2020-21/564

Dated: 28.09.2020

OFFICE ORDER NO. 90 OF 2020-2021

Shri Nitai Kumar Sarkar, Technical Assistant Grade II is hereby granted leave as follows:

1. 05 (Five ) days Earned Leave from 15/06/2020 to 19/06/2020
2. 15 (Fifteen ) days Earned Leave from 31/07/2020 to 14/08/2020
3. 02 (Two ) days Earned Leave from 14/09/2020 to 15/09/2020

Certified that the period of his leave would count towards his increments.

( Subir Basak )  
Sr. Administrative Officer

Copy to:

1. Shri Nitai Kumar Sarkar, Technical Assistant Grade II
2. Faculty-in-Charge, Accounts
3. Shri Kallol Modak, STA
4. Director Secretariat

EL-298  
HPL-245

( Subrata Mitra )  
SO-II

National Institute of Technical Teachers' Training & Research, Kolkata  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTTR-K/E/1-144/2020-21/ 563

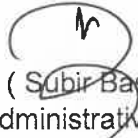
Dated 28.09.2020

OFFICE ORDER NO. 89 OF 2020-2021

Shri Bhanu Prasad, Section Officer Grade II is hereby granted leave as follows:

1. 01 (One) day Earned Leave on 03/03/2020
2. 01 (One) day Commuted Leave on medical ground on 16/03/2020 upon conversion of 02 days HPL.

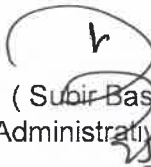
Certified that the period of his leave would count towards his increments.

  
( Subir Basak )  
Sr. Administrative Officer

Copy to:

1. Shri Bhanu Prasad, Section Officer Grade II
2. Faculty-in-Charge, Accounts
3. Shri Kallol Modak, STA
- ✓ 4. Director Secretariat

EL-209  
HPL-512

  
( Subir Basak )  
Sr. Administrative Officer

National Institute of Technical Teachers' Training & Research, Kolkata  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref: NITTTTR-K/E/1-237/2020-21/ 562

Dated 28.09.2020

OFFICE ORDER NO. 88 OF 2020-2021

Dr. Jagat Jyoti Mandal, Professor is hereby granted leave as follows:

1. 09 (Nine) days Earned Leave from 20/08/2020 to 28/08/2020

Certified that the period of his leave would count towards his increments.

(Debi Prasad Mishra)  
Director

Copy to:

1. Dr. Jagat Jyoti Mandal, Professor
2. Faculty-in-Charge, Accounts
3. Kallol Modak, STA
4. Director Secretariat

EL-280  
HPL-166

(Subir Basak)  
Sr. Administrative Officer

National Institute of Technical Teachers' Training & Research, Kolkata  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref: NITTTR-K/E/1-210/2020-21/ 561

Dated: 28/09.2020

OFFICE ORDER NO. 87 OF 2020-2021

Dr. Subrata Chattopadhyay, Professor is hereby granted leave as follows:

1. 05 (five) days Earned Leave from 15/06/2020 to 19/06/2020

Certified that the period of his leave would count towards his increments.

(Debi Prasad Mishra)  
Director

Copy to:

1. Dr. Subrata Chattopadhyay, Professor
2. Faculty-in-Charge, Accounts
3. Kallol Modak, STA
- ✓ 4. Director Secretariat

EL-300+11  
HPL-274

(Subir Basak)  
Sr. Administrative Officer

National Institute of Technical Teachers' Training & Research, Kolkata  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-130/2020-21/560

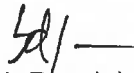
Dated 28/09.2020

OFFICE ORDER NO. 86 OF 2020-2021

Shri Joydeep Bandopadhyay, Section Officer Grade-II is hereby granted leave as follows:

1. 02 (Two) days Earned Leave from 10/02/2020 to 11/02/2020

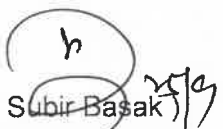
Certified that the period of his leave would count towards his increments.

  
( Subir Basak )  
Sr. Administrative Officer

Copy to:

1. Shri Joydeep Bandopadhyay, Section Officer Grade-II
2. Faculty-in-Charge, Accounts
3. Shri Kallol Modak, STA
- ✓ 4. Director Secretariat

EL-300+15  
HPL-601

  
( Subir Basak )  
Sr. Administrative Officer

National Institute of Technical Teachers' Training & Research, Kolkata  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTTR-K/E/1-134/2020-21/559

Dated 28.09.2020

OFFICE ORDER NO. 85 OF 2020-2021

Shri Ramanuj Dutta Roy, Section Officer Grade-II is hereby granted leave as follows:

1. 01 (One) day Earned Leave on 04.03.2020
2. 02 (Two) days Earned Leave from 18/03/2020 to 19/03/2020

Certified that the period of his leave would count towards his increments.

( Subir Basak )  
Sr. Administrative Officer

Copy to:

1. Shri Ramanuj Dutta Roy, Section Officer Grade-II
2. Faculty-in-Charge, Accounts
3. Shri Kallol Modak, STA
4. Director Secretariat

EL - 270  
HPL- 416

( Subir Basak )  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref. No. NITTTR-K/B/2-38/2020-21/ 558

Date: 21<sup>th</sup> September 2020

25<sup>th</sup>

OFFICE ORDER NO. 84 OF 2020-21

The Board of Governors at its 38<sup>th</sup> Meeting held on 01-09-2020 has taken the following resolutions in respect of Item No mentioned here under.

Item No.	Resolutions																					
38.3.1	The Board of Governors considered the minutes 35 <sup>th</sup> Meeting of the Finance Committee of the NITTTR, Kolkata held in the forenoon of 1 <sup>st</sup> September 2020 and approved the same																					
38.3.2	The Board of Governors considered the Annual Report of the Institute for the year 2018-19 along with the audited Final Accounts for the year 2018-19, together with the Audit Report 2018-19 and approved and recommended the same for adoption by NITTTR, Kolkata Society at the 20 <sup>th</sup> Annual General Meeting																					
38.3.3	While appreciating the yeoman service rendered by Prof. Samir Roy, Professor of the Institute, as the Secretary, Academic Council upto 31 <sup>st</sup> August, 2020 the Board of Governors considered and approved the nomination of Dr. (Mrs.) Urmila Kar, Professor of the Institute as the Secretary, Academic Council in terms of clause 13 of Memorandum of Associate of the Institute.																					
38.3.4	After detailed deliberations of the Item, the Board of Governors unanimously reconstituted the Building and Works Committee comprising of the following members: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>S. No.</th> <th>Category</th> <th>Designation</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Director, NITTTR, Kolkata</td> <td>Chairman (Ex-officio)</td> </tr> <tr> <td>2.</td> <td>The Executive Engineer, KCD-V, CPWD, ER</td> <td>Member</td> </tr> <tr> <td>3.</td> <td>Chief Engineer, Preferably from Kolkata Metropolitan Development Authority</td> <td>Member</td> </tr> <tr> <td>4.</td> <td>Engineer (Civil) of Public Works Department, Government of West Bengal at least level of Executive Engineer</td> <td>Member</td> </tr> <tr> <td>5.</td> <td>Electrical Engineer of local Institute of repute or any practicing Executive Engineer (Electrical) at least at the rank of Executive Engineer</td> <td>Member</td> </tr> <tr> <td>6.</td> <td>Estate Officer of the Institute</td> <td>Member Secretary (Ex-officio)</td> </tr> </tbody> </table>	S. No.	Category	Designation	1.	Director, NITTTR, Kolkata	Chairman (Ex-officio)	2.	The Executive Engineer, KCD-V, CPWD, ER	Member	3.	Chief Engineer, Preferably from Kolkata Metropolitan Development Authority	Member	4.	Engineer (Civil) of Public Works Department, Government of West Bengal at least level of Executive Engineer	Member	5.	Electrical Engineer of local Institute of repute or any practicing Executive Engineer (Electrical) at least at the rank of Executive Engineer	Member	6.	Estate Officer of the Institute	Member Secretary (Ex-officio)
S. No.	Category	Designation																				
1.	Director, NITTTR, Kolkata	Chairman (Ex-officio)																				
2.	The Executive Engineer, KCD-V, CPWD, ER	Member																				
3.	Chief Engineer, Preferably from Kolkata Metropolitan Development Authority	Member																				
4.	Engineer (Civil) of Public Works Department, Government of West Bengal at least level of Executive Engineer	Member																				
5.	Electrical Engineer of local Institute of repute or any practicing Executive Engineer (Electrical) at least at the rank of Executive Engineer	Member																				
6.	Estate Officer of the Institute	Member Secretary (Ex-officio)																				
38.6.1	The Board of Governors ratified the decision of the Chairman, Board of Governors regarding the constitution of 4-Member Committee to make reservation roster for faculty members based on the notification of The Central Educational Institutions (Reservation in Teachers' Cadre) Act, 2019. Further, Joint Secretary (Admin), Department of Higher Education, Ministry of Education, Government of India suggested that reservation roster for Assistant Professor only is to be referred to Ministry of Education for vetting.																					
38.6.2	The Board of Governors perused the Annual Accounts for the year 2019-20 and approved the same for onward submission to the CAG office for Audit. However, the comments offered on Annual Accounts 2019-20 are to be taken into cognizance.																					

Item No.	Resolutions
38.6.3	<i>The Board of Governors deliberated upon the proposal and presentation made by the Member Secretary and agreed in principle. However, the concept proposal should be drafted with reference to the guidelines issued on Scheme for Promotion of Academic and Research Collaboration (SPARC) in this regard and sent to the Ministry of Education.</i>

All concerned are requested to take cognizance of the above resolution.

*Mishra*  
25/9/20

(Debi Prasad Mishra)  
Director & Member Secretary,  
Board of Governors

Copy forwarded for information and necessary action:

1. The Academic Coordinator
2. The Secretary, Academic Council
3. The Senior Administration Officer
4. The FIC, Accounts
5. Director's Sectt.
6. Board File
7. Estate Officer

*Mishra*

(Debi Prasad Mishra)  
Director  
NITTTR, Kolkata



**National Institute of Technical Teachers' Training & Research, Kolkata**  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref. No. NITTTR-K/B/2-38/2020-21/557

Date: 21<sup>th</sup> September 2020

25th

OFFICE ORDER NO. 83 OF 2020-21

With reference to the resolutions taken in the 35<sup>th</sup> Meeting of the Finance Committee held on 01-09-2020 and approval thereof by the Board of Governor under Agenda Item No. 38.3.1 of 38<sup>th</sup> Board of Governors Meeting held on 01-09-2020 are enumerated below.

Item No.	Resolutions
35.4.1	<p><i>The Finance Committee perused the Annual Accounts for the year 2019-20 and recommended the same for the approval of the Board of Governors for onward submission to the CAG office for Audit.</i></p> <p><i>While deliberating upon the Academic Receipt, Smt. Darshana M. Dabral, Joint Secretary and Financial Adviser, IFD, Department of Higher Education viewed that guideline for Corpus Fund and utilization thereof be prepared and placed in the next meeting of Finance Committee.</i></p>
35.5.1	<p><i>The Finance Committee perused the Minutes of the 30<sup>th</sup> Building and Works Committee held on 26<sup>th</sup> August 2020 and recommended for approval of the BOG.</i></p>
35.5.2	<p><i>The Finance Committee perused the Minutes of the 31<sup>st</sup> Meeting of the Academic Council of the Institute held on 29<sup>th</sup> August 2020 and recommended for approval of the BOG.*</i></p>

All concerned are requested to take cognizance of the above resolution.

*Mishra*  
25/9/20

(Debi Prasad Mishra)  
Director & Member Secretary,  
Board of Governors

Copy forwarded for information and necessary action:

1. The Academic Coordinator
2. The Secretary, Academic Council
3. The Senior Administration Officer
4. The FIC, Accounts
5. Director's Sectt.
6. Board File
7. The Estate officer

*Mishra*  
25/9/20

(Debi Prasad Mishra)  
Director  
NITTTR, Kolkata

**National Institute of Technical Teachers' Training & Research, Kolkata**  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref. No. NITTTR-K/B/2-38/2020-21/556

Date: 19<sup>th</sup> September 2020  
25<sup>th</sup>

OFFICE ORDER NO. 82 OF 2020-21

The NITTTR, Kolkata Society at its 20<sup>th</sup> Meeting held on 01/09/2020 under Agenda Item 20.3.1 considered the resolution under Agenda Item on adoption of the Annual Report for 2018-19 including the audited Annual Accounts along with the Audit Report of the Institute for the year 2018-19 and resolved as under:

*"The Society considered the duly approved the Annual report for the year 018-19 along with audited Annual Accounts and Audit Report of the Institute and adopted the same for forwarding these to the Office of the Registrar of firms, Societies and Non-Trading Corporation, West Bengal vide form VI."*

*Amishra*  
25/9/20

(Debi Prasad Mishra)  
Director & Member Secretary  
Board of Governors

To

1. The Senior Administration Officer
2. The FIC, Accounts
3. Director's Sectt.
4. Board File

*Amishra*  
25/9/20

(Debi Prasad Mishra)  
Director  
NITTTR, Kolkata

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH,  
KOLKATA**

*Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106*

Ref : No.F.NITTTTR(K)/E/CMS/2020-21/554

Date: 25.09.2020

**Office Order No. 81 of 2020-21**

**Subject: Empanelment of North City Hospital & Neuro Institute Pvt. Ltd.- reg.**

In continuation to this Office Order No. 49 of 2019-20 issued under Reference No. NITTTTR-K/CMHS/2019-20/403 dated 23.05.2019, this is to inform that "North City Hospital & Neuro Institute Pvt. Ltd." has also been enlisted as empanelled hospitals under the "Contributory Medical Scheme" (CMS) for medical treatment of the employees and their dependent family members of the Institute with retrospective effect from 23.09.2020 till further orders.

The details of the hospital is as under:

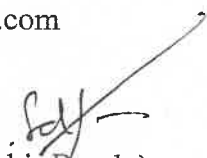
North City Hospital & Neuro Institute Pvt. Ltd.

73 & 81 B, Bagmari Road, Kolkata – 700 054

Phone No: 6605 0999, 6632 8555, 2321 0443/1101/1102, 2359 9699

E-mail : [nhni@northcityhospital.com](mailto:nhni@northcityhospital.com)

Fax : 6605 0909 Website : [www.northcityhospital.com](http://www.northcityhospital.com)

  
( Subir Basak )

Senior Administrative Officer

Copy for information and necessary action to:

1. All employees of the Institute under CMS Scheme
2. Senior Administrative Officer
3. FIC, Accounts
4. BOG File
5. Medical File
6. Directors Sectt.

  
( Subrata Mitra )

Section Officer, Grade II

**National institute of Technical Teachers Training & Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City, Kolkata – 700106**

Ref. NITTTR-K/CEA/2020-21/552

Date: 25/09/2020

**OFFICE ORDER NO. 80 OF 2020-21**


In terms of DOPT's Office Memorandum No.A-27012/02/2017-Estt.(AL.) dated 16<sup>th</sup>/17<sup>th</sup> July, 2018, sanction is hereby accorded for the payment of the reimbursement of Children Education Allowance to the following employees for their child(ren) as per the table below.

Sl. No.	Name and Designation of the Employee	First Child	Second Child	Academic Year	Sanctioned amount for 1 <sup>st</sup> Child	Sanctioned amount for 2 <sup>nd</sup> Child	Total
1	Md. Sofiul Anam, STA	Ms. Humayra Zarin	-	2019-20	27,000.00	-	27,000.00
2	Dr. Soumitra Kumar Mandal, Prof., EE	Master Abhishek Kumar Mandal	Ms. Bidushi Mandal	2019-20	27,000.00	27,000.00	54,000.00
3	Ms. Soma Bhattacharjee Samadder, SSA	Ms. Samriddhi Samddar	-	2019-20	27,000.00	-	27,000.00
4	Shri Chandi Das Mondal, MTS	Ms. Sucharita Mondal	Ms. Suchandra Mondal	2019	27,000.00	27,000.00	54,000.00
5	Shri Shyamapada Mandi, SSA	Ms. Sanchari Mandi	-	2019-20	27,000.00	-	27,000.00
6	Shri Avijit Kundu, TO	Master Aitijhyo Kundu	-	2019-20	27,000.00	-	27,000.00

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Faculty-in-Charge, Accounts
2. Dr. Soumitra Kumar Mandal, Prof., EE
3. Shri Avijit Kundu, TO
4. Md. Sofiul Anam, STA
5. Ms. Soma Bhattacharjee Samadder, SSA
6. Shri Chandi Das Mondal, MTS

  
(Subir Basak)  
Sr. Administrative Officer

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA**  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR/K/E/5-3/2020-21/549

Date: 24<sup>th</sup> September 2020

OFFICE ORDER NO. 79 2020-21

Consequent upon recommendation of Finance Committee at its 35<sup>th</sup> Meeting held on 01/09/2020 on the minutes of 31<sup>st</sup> Meeting of Academic Council held on 29<sup>th</sup> August 2020 and approval thereof by the Board of Governors, the fees structure of different programmes of the Institute is as under.

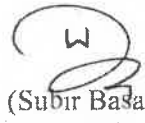
Sl No	Programme	Mode of training	Fees Structure			Remarks
			Govt.	Private	Travelling Allowance	
1.	STTP	<b>CONTACT MODE</b> i) At Kolkata/Guwahati/Bhubaneswar	Free	Free	As per Institute norms (NITTTR, Kolkata).	
		ii) For TEQIP participants	Rs, 7000/- Charges are per participants / Week	Rs, 7000/- Charges are per participants / Week	Only working lunch will be borne by NITTTR, Kolkata	
		iii) For In-house Programme (Demand Based for Technical Institute)	Rs, 20000/- per day for a batch upto 35 nos. participants	Rs, 20000/- per day for a batch upto 35 nos. participants	Travelling Allowance for resource persons (at least 2 persons for one week programme) and all local hospitality will be borne by the host institute.	Working lunch along with File, writing pad pen, etc. will not be provided by NITTTR, Kolkata.
		<b>ICT MODE</b> i) ICT Through AVIEW	Free	Free	NA	NITTTR Kolkata will not pay anything regarding working lunch, file, writing pad, pen etc.
		ii) ICT Through (Zoom/ google. meet, etc)	Free	Free	NA	
		iii) ICT special * (Zoom/google.meet, etc)	Flexible between Rs. 300/- to 1500/- per participant / week		NA	
2.	Seminar / Conference / Symposium etc.	<b>CONTACT MODE</b>	Flexible between Rs. 300/- to 1500/- per participant.		NA	Room rent and food charges will be borne by the participants.
3.	Webinar **	<b>ONLINE MODE</b>	Rs. 300/- to 500/- per participant.		NA	
4.	Workshop	<b>CONTACT MODE – IN-HOUSE</b>	Rs. 20000/- Per day for a batch upto 35 nos. participants	Rs. 20000/- Per day for a batch upto 35 nos. participants	Travelling allowance for resource persons (at least 2 persons for one week programme) and all local hospitality will be borne by the host institute.	
		<b>ONLINE MODE</b>	Rs. 16000/- per day	Rs. 16000/- per day	NA	

The above rates shall be effect from 1<sup>st</sup> September 2020 i.e., the date of approval of BOG. The above fees structure may be relaxed at the discretion of the Director on merit basis.

Sd/-  
(Debi Prasad Mishra)  
Director

Copy to:

1. Academic Coordinator
2. All faculty
3. Nodal Officer, Web Management Group
4. Director's Sectt.
5. Notice Board

  
 (Subir Basak) 24/09/2020  
 Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTTR/K/E/5-3/2020-21/ 545

Date: 23<sup>rd</sup> September 2020

OFFICE ORDER .....78..... 2020-21

A 5-Member Committee is hereby constituted comprising of the following members to prepare the draft Annual Report of the Institute for year 2019-20:

Sl. No.	Name	Designation
1.	Prof. Ranjan Dasgupta	Chairman
2.	Prof. Sailendra Nath Mandal	Member
3.	Prof. Subrata Chattopadhyay	Member
4.	Prof. Nirmal Kumar Mandal	Member
5.	Prof. Habiba Hussain	Member Secretary

The Committee has been authorized to seek input from the Departments/Sections for incorporation of data in the Annual Report. The dateline of submission of draft Annual Report is 30<sup>th</sup> October 2020.

Further, Shri Kallol Modak, Senior Technical Assistant and Shri Dipak Gupta, Assistant Section Officer are requested to provide all kind of help for compilation of the Annual Report.

Mishra  
23/9/20

(Debi Prasad Mishra)  
Director

Copy to:

1. Prof. Ranjan Dasgupta, Professor
2. Prof. Sailendra Nath Mandal
3. Prof. Subrata Chattopadhyay
4. Prof. Nirmal Kumar Mandal
5. Prof. Habiba Hussain
6. Shri Kallol Modak, Senior Technical Assistant
7. Shri Dipak Gupta, Assistant Section Officer
8. All Heads/FICs/Sections-in-Charges/EO/faculty: with the request to provide necessary inputs as and when called for.
9. Nodal Officer, Web Management Group
10. Director's Sectt.
11. Notice Board

h  
23/09/2020  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH  
BLOCK -FC, SECTOR - III, SALT LAKE CITY, KOLKATA-700 106

Ref: NITTTTR-K/B/1-15/2020-21/ 544

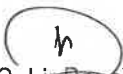
Dated 23.09.2020

OFFICE ORDER NO. 77 OF 2020-2021

In partial modification of this Office Order No. 70 of 2020-21 dated 14.9.2020 issued under reference no NITTTTR-K/B/1-15/2020-21/493, Shri Radhanath Rout, MTS who has been allotted Qrt. No. II-A/6, 'C' type FC Block shall vacate existing Qrt. No. I-B/4 'D' type FC Block and thereafter Shri Radhanath Rout, MTS will take possession of his newly allotted quarter as stated above.

Necessary handing taking over formalities be carried out in presence of authorised representative of Estate Officer. Handing taking over report shall be submitted to the administration by the Estate Office as per practice.

Other condition (s) of Office Order No. 70 of 2020-21 dated 14.9.2020 issued under reference no NITTTTR-K/B/1-15/2020-21/493 shall be remain unaltered.

  
(Subir Basak) 09/09/20  
Sr. Administrative Officer

Copy for information and necessary action to:-

1. Radhanath Rout, MTS
2. Estate Officer
3. FIC, TDC
4. Director's sectt.

**National Institute of Technical Teachers' Training & Research, Kolkata**  
Block-FC, Sector-III, Salt Lake, Kolkata-700 106

Ref. No. NITTTR-K/B/2-38/2020-21/542

Date: 21<sup>st</sup> September 2020

OFFICE ORDER NO. 76 OF 2020-21

As resolved under Agenda Item No. 38.3.3 of 38<sup>th</sup> Meeting of Board of Governors held on 01/09/2020, Prof. Urmila Kar, Professor is hereby assigned to take charge of Secretary, Academic Council with effect from 1<sup>st</sup> September 2020 and until further order.

*Mishra 21/9/20*

(Debi Prasad Mishra)  
Director & Member Secretary  
Board of Governors

Copy forwarded for information and necessary action to:

1. Prof. Urmila Kar, Professor and Head, Education and Management
2. Prof. Samir Roy, outgoing Secretary of Academic Council
3. The Academic Coordinator
4. All faculty
5. The Sr. Administrative Officer
6. The FIC, Accounts
7. Personal File of Sl. No. 1 and Sl. No. 2
8. Nodal Officer, Web Management Group
9.  Director's Sectt.

*Mishra 21/9/20*

(Debi Prasad Mishra)  
Director  
NITTTR, Kolkata



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR/K/E/5-3/2020-21/ 538

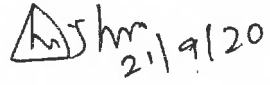
Date: 21<sup>st</sup> September 2020

OFFICE ORDER ..... 75 ..... 2020-21

A 6-Member Editorial Board comprising of the following members is hereby constituted for well-articulated publication of Institute journal to be published shortly:

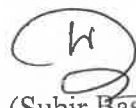
Sl. No.	Name	Designation
1.	Prof. Debi Prasad Mishra	Editor-in-Chief
2.	Prof. Urmila Kar	Editor
3.	Prof. Santanu Bhanja	Member
4.	Dr. Sagarika Pal	Member
5.	Dr. Subrata Mondal	Member
6.	Dr. Sukanta Kumar Naskar	Member

The above stated Committee will also decide the name of the Journal.

  
(Debi Prasad Mishra)  
Director

Copy to:

1. Prof. Debi Prasad Mishra
2. Prof. Urmila Kar
3. Prof. Santanu Bhanja
4. Dr. Sagarika Pal
5. Dr. Subrata Mondal
6. Dr. Indrajit Saha
- 7-13. Personal File of Sl. No. 1 to 6
14. Nodal Officer, Web Management Group
15. Director's Sec.
16. Notice Board

  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No. NITTTTR/GPF/PFW/2020-21/520

Dated : 16<sup>th</sup> Sept. 2020

✓ OFFICE ORDER NO. 74 OF 2020-21

Sanction of Rs. 2,50,000/- (Rupees Two Lakh fifty Thousand only) is hereby accorded for payment towards Part Final Withdrawal of GPF Subscription to Shri Chinmoy Jana T.A. Grade II. Whose A/c No. GPF/158.

*Dishm* 17/9/20

(Debi Prasad Mishra)  
Director

- 1 Shri Chinmoy Jana, T.A. Grade II NITTTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
- 2 FIC, Accounts for payment.
- 3 Sr. Administrative Officer for information.

*N*

(Subir Basak)

Sr. Administrative Officer

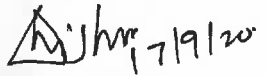
NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No. NITTTTR/GPF/PFW/2020-21/519

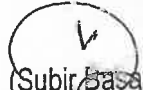
Dated : 16<sup>th</sup> Sept. 2020

✓ OFFICE ORDER NO. 73 OF 2020-21

Sanction of Rs. 2,50,000/- (Rupees Two Lakh fifty Thousand only) is hereby accorded for payment towards Part Final Withdrawal of GPF Subscription to Shri Subrata Mitra, S.O.II, Whose A/c No. GPF/108.

  
(Debi Prasad Mishra)  
Director

1. Shri Subrata Mitra, S.O.II. NITTTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
3. Sr. Administrative Officer for information.

  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR/K/E/5-3/2020-21/511

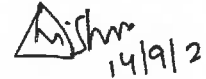
Date: 14<sup>th</sup> September 2020

15

OFFICE ORDER .....72..... 2020-21

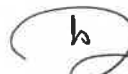
A 5-Member Editorial Board comprising of the following members is hereby constituted for well-articulated publication of Institute Magazine titled “**Bharatiya Kala O Silpo**” to be published shortly:

Sl. No.	Name	Designation
1.	Prof. Debi Prasad Mishra	Editor-in-Chief
2.	Prof. Samir Roy	Editor
3.	Prof. Ranjan Dasgupta	Member
4.	Prof. Dipankar Bose	Member
5.	Dr. Habiba Hussain	Member

  
(Debi Prasad Mishra)  
Director

Copy to:

1. Prof. Debi Prasad Mishra, Director
2. Prof. Samir Roy, Professor
3. Prof. Ranjan Dasgupta
4. Prof. Dipankar Bose
5. Dr. Habiba Hussain
6. Personal File of Sl. 1 to 5.
7. All employees (through email)

  
(Subir Basak) 14/09/20  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-261/2020-21/ 508

14<sup>th</sup> September 2020

OFFICE ORDER NO. 71 OF 2020-21

In partial modification of this Institute Office Order No 22 of 2020-21 dated 25th June 2020 issued under Reference No NITTTR-K/E/1-261/2020-21/155 and upon acceding to the request of Director by the Chairman, Board of Governors, to restore transport allowance for not using official car, the transport allowance per month @ ₹7,200+DA thereon be restored to Professor Debi Prasad Mishra, Director of the Institute with effect from 01-09-2020.



(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to: -

1. Professor Debi Prasad Mishra, Director, NITTTR, Kolkata
2. The FIC, Accounts, NITTTR, Kolkata
3. Director's Secretariat



(Subir Basak) (19) mw  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH  
BLOCK -FC, SECTOR - III, SALT LAKE CITY, KOLKATA-700 106

Ref: NITTR-K/B/1-15/2020-21/493

Dated 14.09.2020

OFFICE ORDER NO. 70 OF 2020-2021

Consequent upon recommendation of the Staff Quarter Allotment Committee (SQAC) meeting held on 04.09.2020 and approval thereof by the Competent Authority, the following employees are hereby allotted the Staff Quarter at FC Campus, Sector-III, Salt Lake City as under:

Sl. No.	Name & Designation	Allotted Quarter No.	With effect from
1.	Radhanath Rout,MTS	II-A/6, 'C' type FC Block	With Immediate effect
2.	Bishan Bahadur Pradhan,MTS	II-A/7, 'C' type FC Block	
3.	Anokilal Balmiki,MTS	I- B/8 'D' type, FC Block	on vacating the said quarter by Shri Bishan Bahadur Pradhan,MTS.

The above mentioned allottees are hereby advised to occupy their respective allotted staff quarter mentioned above after completion of necessary formalities under intimation to this office. The deducts as per rule will be effective from the date of occupation.

In this connection, orders issued by the Govt. of India from time to time will also be applicable to the above mentioned allottees.

  
(Subir Basak) M/09/2020  
Sr. Administrative Officer

Copy for information and necessary action to:-

- |      |  |   |   |
|------|--|---|---|
| 1-3. | All above mentioned employees                  | : | For necessary compliance in consultation with Estate Office and submit a report of acceptance immediately after possession. |
| 1-3. | Personal file of all above mentioned employees | : | For record  |
| 4.   | Faculty-in-Charge, Accounts                    | : | For necessary action after receiving of occupancy report  |
| 5.   | Estate Officer                                 | : | For completion of necessary formalities   |
| 6.   | Director Secretariat                           | : | For information   |

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTTR/K/E/5-3/2020-21/ 485

Date: 10<sup>th</sup> September 2020

OFFICE ORDER ..... 69 ..... 2020-21

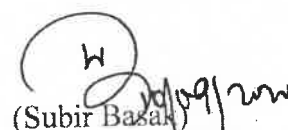
A 5-Member Core Committee is hereby constituted comprising of the following members of faculty to conduct the "National Seminar on Ancient Indian Education System" scheduled to be held on 11<sup>th</sup> & 12<sup>th</sup> November 2020:

Sl. No.	Name	Designation
1.	Dr. Habiba Hussain, Associate Professor	Coordinator
2.	Dr. Urmila Kar, Professor	Member
3.	Dr. Samir Roy, Professor	Member
4.	Dr. Sukanta Kumar Naskar, Associate Professor	Member
5.	Dr. Arpan Kumar Mondal, Professor	Member

  
(Debi Prasad Mishra)  
Director

Copy to:

1. Dr. Habiba Hussain
2. Dr. Urmila Kar
3. Dr. Samir Roy
4. Dr. Sukanta Kumar Naskar
5. Dr. Arpan Kumar Mondal
- 6-10 Personal File of Sl. No. 1 to Sl. No. 5
11. Director's Sectt.

  
(Subir Basak)  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**  
(Under the Ministry of Human Resource Development, Government of India)  
**Block-FC, Sector-III, Salt Lake, Kolkata-700 106**

Ref. No. NITTTR-K/E/5-3/2020-21/ 484

Date: 10<sup>th</sup> September 2020

OFFICE ORDER NO. 68 OF 2020-21


In supersession of all previous Office Order(s) in this regard, with immediate effect and until further order, the following employee is hereby transferred as under:

S. No.	Name and Designation	Posted from	Posted to	Reporting Officer
1.	Shri Swarup Chand Bala Assistant Section Officer	Estate	Hostels	Hostel Warden
2.	Shri Ashok Paul Junior Secretariat Assistant	Hostels	Estate	Estate Officer

  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Shri Swarup Chand Bala, Assistant Section Officer
2. Shri Ashok Paul, Junior Secretariat Assistant
3. Personal File of Sl. No. 1 and Sl. No. 2
4. The FIC, Accounts
5. All faculty and staff (through official email)
6. Director's Sectt.

  
(Subir Basak)  
Sr. Administrative Officer



**NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA**  
BLOCK -FC, SECTOR - III, SALT LAKE CITY, KOLKATA-700 106

Ref: NITTR-K/NTA/ NEET EXAM 2020/2020-21/ 479

Dated 09<sup>th</sup> September 2020

**OFFICE ORDER NO. 67 OF 2020-2021**

National Testing Agency (NTA) has nominated the Institute as one of the Centre to carry out NEET (UG)-2020 for a total 240 number of candidates to be held on 13<sup>th</sup> September 2020 at 2:00 p.m. to 5:00 p.m. Phase wise entry of candidates in the Institute will start from 11 a.m. on the said date.

Following members of faculty, staff and outsourced employees shall be deputed for various duties in connection with smooth conduction of NEET (UG)-2020 as stated above: - given bellow.

Invigilation Duty					
Sl. No.	Name	Sl. No.	Name	Sl. No.	Name
1	Prof. Samir Roy	12	Mr. Avijit Kundu	23	Mr. Subrata Mitra
2	Prof. Kinsuk Giri	13	Mr. Tapas Sarkar	24	Mr. Satyaki Kargupta
3	Prof. R. Subbarao	14	Mr. Deepak Gupta	25	Mr. Pratap Jana
4	Prof. Mithu Dey	15	Mr. P. D. Siyodiya	26	Mr. Pradip Nayak
5	Prof. N.K. Mandal	16	Mr. S.C. Bala	27	Mr. Sourav Roychowdhury
6	Prof. Sagarika Pal	17	Mr. S. Mandi	28	Mr. Ashadur Rahman
7	Prof. Sukanta Naskar	18	Mr. Priyotosh Dey	29	Mr. Kallol Modak
8	Prof. S. N. Mandal	19	Mr. Sofiul Anam		
9	Prof. Subrata Chattopadhaya	20	Mr. Debashis Shaw		
10	Mr. Subir Basak	21	Mr. Indrajit Nandi		
11	Prof. Shila Yadav Rai	22	Mr. Joseph Bhutia		

Sl. No.	Name	Responsibilities(s)
30	Mr. Prasanta Paul	Videography
31	Mr. Pravash Seal (Contractual)	
32	Mr. Raja Ghosh (ECCS)	Sound System
33	Mr. Ayan Bose (ECCS)	Cleaning/Tea/Water/Other miscellaneous jobs
34	Mr. Tapas Sarder (ECCS)	
35	Mr. Tapan Naskar (ECCS)	
36	Mr. Prabir Halder (ECCS)	
37	Mr. Sudip Sapui (ECCS)	
38	Mr. Sudip Gayen (ECCS)	
39	Mr. Biswajit Halder (ECCS)	
40	Prof. Arpan Kumar Mondal	Centre Superintendent

  
 (Debi Prasad Mishra)  
 Director

Copy for information and necessary action to:

1. All members of faculty, staff and outsourced employees as stated above
2. Estate Officer
3. Dr. Arpan Kumar Mondal, Assistant Professor and Centre Super NTA NEET2020(UG)

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block - FC, Sector - III, Salt Lake City, Kolkata - 700 106

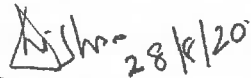
Ref. No.: NITTTR/K/E/5-3/2020-21/ 409

Date: 28<sup>th</sup> August 2020

OFFICE ORDER ..... 66 ..... 2020-21


In partial modification of this Institute Office Order No. 25 of 2020-21 dated 30<sup>th</sup> June 2020 issued under Reference No. NITTTR-K/E/5-3/2020-21/163, with immediate effect and until further order, the responsibility of members of faculty has been restructured as mentioned here under:

Name	Reporting Authority	Responsibilities
Dr. Subrata Chattopadhyay Coordinator Dr. Rayapati Subbarao Co-Coordinator	Director	Shall be responsible for all the activities related to <i>Post Graduate programmes, QIP Scheme, Scholarship, time Table &amp; Classroom Mangement of PG Courses, liaison work with AICTE, UGC, affiliating university. Any other activities related with PG studies assigned by the Director from time to time.</i>

  
(Debi Prasad Mishra)  
Director

Copy to:

1. Dr. Subrata Chattopadhyay, Professor, Electrical Engineering
2. Dr. Rayapati Subbarao, Associate Professor, Mechanical Engineering
3. Personal file of Sl. 1 to 2
4. All faculty and staff (through e-mail)
5. Director's Secretariat

  
(Subir Basak) 28/08/20  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training and Research, Kolkata**  
**Block – FC, Sector – III, Salt Lake City – Kolkata – 700106**

Ref. NITTTTR-K/JRF/2020-21/408

Date: 28/08/2020

**OFFICE ORDER NO. 65 OF 2020-21**

A Screening-cum-Selection committee comprising of the following members is hereby constituted for screening and selection of Junior Research Fellow (JRF) under Short-term Core Research Grand (CRG) against Advt. No. 03/2020-21.

Sl. No.	Name	Designated
1	Dr. Samir Roy Professor & Head, Computer Science & Engineering.	Chairman
2	Dr. Kinsuk Giri Assistant Professor, Computer Science & Engineering.	Member
3	Dr. Sudipto Saha Assistant Professor, Bioinformatics Centre, Bose Institute, Kolkata.	External Expert
4	Dr. Indrajit Saha Assistant Professor, Computer Science & Engineering.	Convenor

*DPM 26/8/20*

(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

- 1 Dr. Samir Roy  
Professor & Head, Computer Science & Engineering.
- 2 Dr. Kinsuk Giri  
Assistant Professor, Computer Science & Engineering.
- 3 Dr. Sudipto Saha  
Assistant Professor, Bioinformatics Centre, Bose Institute, Kolkata.
- 4 Dr. Indrajit Saha  
Assistant Professor, Computer Science & Engineering.

*(h)*  
(Subir Basak) *25/8/20*  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training & Research, Kolkata**

(Under the Ministry of Human Resource Development, Government of India)

**Block-FC, Sector-III, Salt Lake, Kolkata-700 106**

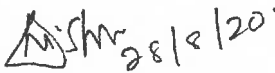
Ref. No. NO. 300  
dt-18/8/2020

Ref. No. NITTTR-K/E/5-3/2020-21/407

Date: 28<sup>th</sup> August 2020

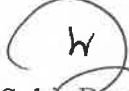
OFFICE ORDER NO. 64 OF 2020-21

In addition to his existing duties in Technology Development Cell, Shri Kollol Modak, Senior Technical Assistant is hereby posted to Department of Computer Science and Engineering with immediate effect and until further order.

  
(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Shri Kollal Modak, Senior Technical Assistant
2. Personal File of Sl. No. 1
3. The Head, CSE
4. The FIC, TDC
5. The FIC, Accounts
8. All faculty and staff (through official email)
9. Director's Sectt.

  
(Subir Basak) 28/8/2020  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block-FC, Sector-III, Salt Lake City, Kolkata-700 106

Ref: NITTTTR-K/E/Remuneration/2020-21/397

25<sup>th</sup> August 2020

OFFICE ORDER NO. 63 OF 2020-21

Consequent upon partial lockdown throughout the state of West Bengal for the month of August 2020 to prevent possible pandemic outbreak of COVID 19 and as per Government directive to obviate financial crisis to citizens of India, it has been decided that payment of remuneration/fees for the month of August 2020 be made in respect of following contractual worker/consultant/Internal concurrent Auditor/Apprentice of the Institute which shall be paid to their designated account subject to adjustment of any excess payment against their payment in the following month. However, this provisional payment is subject to receipt of attendance/bill as soon as normalcy is restored.

Sl.No.	Name and assignment	Amount	Bank Account with IFSC Code	
1.	Shri Naveen Berry	₹24,000/-	Individual Bank accounts have been recorded in the Accounts Section	
2	Shri Kapil Kumar	₹20,000/-		
3	Shri Arun Sarasar	₹20,000/-		
5	Shri Chiradip Chattopadhyay (Pro rata payment for 25 days)	₹25,000/-		
6	Ms. Debapriya Sengupta (Pro rata Payment for 12 days)	₹8,000/-		
7	Shri Pravas Seal	₹30,000/-		
9	M/s PS ROY & Associates	₹38,940/-		
		Total Amount after tax		
10	Dr. Manojit Chatterjee	₹30,000/-		

This Office Order cannot be taken as precedence being the order is issued in a very special circumstances.

*(Signature)*  
25/8/20

(Debi Prasad Mishra)  
Director

Copy for necessary action to: -

Faculty in Charge, Accounts/Section Officer II (Accounts Section)

*(Signature)*  
25/8/20

Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR/K/E/5-3/2020-21/ 359

Date: 24<sup>th</sup> August 2020


OFFICE ORDER ..... 62 ..... 2020-21

Consequent upon recommendation of 4-Member Committee, National Service Scheme (NSS) Cell and National Cadet Corps (NCC) Cell at NITTTR, Kolkata is hereby constituted with the following scope:

- NCC activities
- Swcha Bharat Abhiyan
- Yoga activities
- Free medical check-up in campus
- Blood donation camp
- Environmental protection

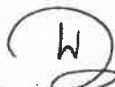
Shri Rajeev Chatterjee, Assistant Professor shall be designated as Nodal Officer of NSS and NCC Cell, and thus constituted. The Nodal Officer, at his discretion may include any post graduate existing students and staff members in consultation with the Director for the formation of the NSS and NCC Cell.

The Nodal Officer, NSS and NCC shall report to the Director.

 24/8/20  
(Debi Prasad Mishra)  
Director

Copy to:

1. Shri Rajeev Chatterjee, Assistant Professor
2. Personal Files of Sl. 1
3. The Academic Coordinator
4. The Post Graduate Coordinator
5. All Members of 4-Member Committee (constituted vide Office Order No. 39)
6. All Staff (Email)
7. The Head, CSE
8. Director's Secretariat

 24/08/20  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

NITTTR-K/D/1-64/ Building renaming/2020-21/358

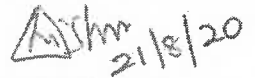
21<sup>st</sup> August 2020

OFFICE ORDER NO 61 OF 2020-2021

In partial modification of the Office Order No 37 of 2020-21 dated 14<sup>th</sup> July 2020 issued under Reference No. NITTTR-K/D/1-64/Building renaming/2020-2021/229, Sl. No. 5, Sl. No. 6, Sl. No. 9, 10 and 11, Sl. No. 15 and Sl. No. 16 be modified as under:

Sl. No.	Existing Name of the Building	Revised Name of the Building
1.	Old administrative building	Ishwar Chandra Vidyasagar Bhavan
2.	New Administrative building	Sarvepalli Radhakrishnan Bhavan
3.	New Academic building	Chanyaka Bhavan
4.	Executive Hostel	Mandana Mishra Hostel
5.	Boys Hostel 1	Rabindranath Tagore Hostel
6.	Boys Hostel 2	Swami Vivekananda Hostel
7.	Family / Girls Hostel (Newly Built)	Gargi Hostel
8.	Apex Hostel	Rishi Vasishthalay Hostel
9.	Staff Quarter Type – I A (FC Campus)	Vishwamitra Tapovan
10.	Staff Quarter Type – I B (FC Campus)	
11.	Staff Quarter Type – II A (FC Campus)	
12.	Netaji Subhas Chandra Bose Auditorium	Netaji Subhas Chandra Bose Auditorium
13.	Welding Centre	Acharya Prafulla Chandra Ray Welding Centre
14.	Mini Auditorium	Sri Ramakrishna Paramahansa Mini Auditorium
15.	Community Centre (DN Block campus)	Acharya Jagadish Chandra Bose Centre
16.	DN-61 Sector V Residential campus	Santiniketan

All other condition(s) of the Office Order No 37 of 2020-21 dated 14<sup>th</sup> July 2020 issued under Reference No. NITTTR-K/D/1-64/Building renaming/2020-2021/229 shall remain unaltered.

  
(Debi Prasad Mishra)  
Director

Copy for information to: All employees of the Institute

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No. NITTTR-K/E/6-12/2020-21/ 355

21<sup>st</sup> August 2020

Office Order No. ....60..... of 2020-21

The "Nature Club" of the Institute, as circulated on 17-06-2020 issued under Reference No. NITTTRK/DS/2020-21/132 shall be renamed as प्रकृति प्रेमी परिषद.

Consequent upon receiving of nomination(s) for प्रकृति प्रेमी परिषद against the circular above stated circular, an advisory committee is hereby constituted with following members of faculty, staff and students:

Sl. No.	Name	Designation
1.	Shri Rajeev Chatterjee	Chairman
2.	Shri Avijit Kundu	Member
3-4	Representatives of M. Tech Student (1 <sup>st</sup> Year)	Member
5-6	Representatives of M. Tech Student (2 <sup>nd</sup> Year)	Member
7.	Shri Tapas Sarkar	Member
8.	Shri Shyamapada Mandi	Member
9.	Shri Utpal Chakraborty	Member
10.	Shri Subrata Mitra	Member
11.	Shri Rajpal Balmiki	Member
12.	Dr. Kinsuk Giri	Convenor

The said प्रकृति प्रेमी परिषद will devise policy to inspire people to think differently about the environment and encourage them to be eco-friendly and to do whatever they could do to protect Mother nature.

  
(DEBI PRASAD MISHRA)  
Director

Copy to: All faculty, staff, students and residents of both the campus



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106


Ref. No.: NITTTTR-K/E/1-261/2020-2021/353

Date: 19.08.2020  
20

OFFICE ORDER NO. 59 OF 2020-2021


In partial modification to this Office Order No. 22 of 2020-21 issued under Reference No. NITTTTR-K/E/1-261/20-21/155 dated 25<sup>th</sup> June 2020, Prof. Debi Prasad Mishra, who has been holding substantive post of Professor in Aerospace Engineering Department of IIT, Kanpur and who has been on deputation at this Institute as Director is hereby entitled to receive increment from 1<sup>st</sup> July 2020 & thereby his pay is fixed at Rs. 220200+11250 as special pay with effect from 1<sup>st</sup> July 2020 forenoon along with DA on basic pay of Rs.220200/- as per rule.

All other terms & conditions as stated Office Order No. 22 of 2020-21 issued under Reference No. NITTTTR-K/E/1-261/20-21/155 dated 25<sup>th</sup> June 2020 shall remain unaltered. Further his GPF contribution of the incumbent Prof. Debi Prasad Mishra shall be 6% of his new basic i.e Rs. 13212/- (6% of 220200=Rs 13212 ) being statutory provision of GPF rule in vogue.

  
20/8/20  
Director

Copy forwarded for information and necessary action to:

1. Prof. Debi Prasad Mishra, Director, NITTTTR Kolkata
2. The Director, IIT Kanpur
3. The Faculty-in-Charge, Accounts
4. Director's secretariat

  
19/8/2020  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH KOLKATA  
BLOCK-FC, SECTOR – III, SALT LAKE CITY, KOLKATA-700106

Ref. No.: NITTTTR-K/E/Remuneration/PTMO/2020-21/343

Date: 18.08.2020

OFFICE ORDER NO. 58 OF 2020-2021

Sanction of Rs.16, 000/- (Rupees Sixteen Thousand only) is hereby accorded to Dr Kaushik Mitra, Honorary Medical Officer of the institute to meet his incidental charges for online consultations @500/- per day for 8 days per month from March 2020 to July 2020 during the lockdown period of pandemic Covid-19.


Therefore, Dr Kaushik Mitra, Honorary Medical Officer be paid 8 days per month incidental charges @ 500/- per day which comes to Rs 500x8x4=16,000/- (Rupees Sixteen Thousand only).

As such, payment of Rs 16,000/- (Rupees Sixteen Thousand only) be paid as stated ibid.

  
(Debi Prasad Mishra)  
Director

Copy for information & necessary action to:

1. Dr Kaushik Mitra, PTMO
2. The FIC, Accounts
3. Director Secretariat

  
(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block-FC, Sector-III, Salt Lake City, Kolkata-700 106

Ref: NITTTR-K/E/6-12/2020-21/ 329

17<sup>th</sup> August 2020  
18

OFFICE ORDER NO. 57 OF 2020-21

Consequent upon the recommendation of 3-Member Committee and approval thereof by the Competent Authority, the following suggestion of slogan in Sanskrit language made by Professor Debi Prasad Mishra, Director of the Institute is adjudicated as befitting slogans to be annexed with Institute name and logo:

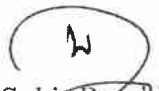
“लोकाहितार्थम ज्ञानार्जनम्”

It is further ordered that henceforth all letter head and official seal of the Institute be embossed with the above slogan clearly.

  
(Debi Prasad Mishra)  
Director

Copy for information to:

1. All members of faculty and staff
2. FIC, Central Stores
3. FIC, Accounts
4. Director's Secretariate

  
(Subir Basak)  
Senior Administrative Officer

National Institute of Technical Teachers' Training and Research, Kolkata  
Block – FC, Sector – III, Salt Lake City – Kolkata – 700106

Ref. NITTTR-K/B/1-22/2020-21/324

Date: 17/08/2020

OFFICE ORDER NO. 56 OF 2020-21

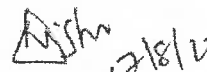
A Screening-cum-Selection committee comprising of the following members is hereby constituted for screening and selection of the candidates for assignment of Teaching Assistant against Advt. No. 01/2020-20.

Sl. No.	Name	Designated
1	Dr. Dipankar Bose Professor, Mechanical Engineering	Chairman
2.	Dr. Arpan Kumar Mondal Assistant Professor, Mechanical Engineering	Member
3	Dr. (Mrs) Sagarika Pal Associate Professor, Electrical Engineering	Member
4	Shri Subir Basak Sr. Administrative Officer	Convenor

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

- 1 Dr. Dipankar Bose, Professor, Mechanical Engineering
2. Dr. Arpan Kumar Mondal, Assistant Professor, Mechanical Engineering
- 3 Dr. (Mrs) Sagarika Pal , Associate Professor, Electrical Engineering
- 4 Shri Subir Basak, Sr. Administrative Officer

  
(Debi Prasad Mishra)  
Director

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block - FC, Sector III, Salt Lake City, Kolkata - 700 106

Ref. No.: NITTTR-K/E/6-12/2020-21/322

13<sup>th</sup> August 2020

OFFICE ORDER NO. 55 OF 2020-21

14

A 3-Member Committee comprising of the following officials of NITTTR, Kolkata is hereby constituted to recommend befitting slogans and theme songs for the Institute amongst the suggestions received by closing hours of Friday, the 14<sup>th</sup> August 2020 in response to this Institute Circular dated 01<sup>st</sup> August 2020 issued under Reference No NITTTR-K/E/6-12/2020-21/276.

- |    |   |          |
|----|---|----------|
| 1. | Prof. Prasanta Sarkar,<br>Professor               | Chairman |
| 2. | Prof. Dipankar Bose<br>Professor                  | Member   |
| 3. | Shri Subir Basak<br>Senior Administrative Officer | Convenor |

(Debi Prasad Mishra)  
Director

Copy for information & necessary action to: -

1. Prof. Prasanta Sarkar  
Professor
2. Prof. Dipankar Bose  
Professor
3. Shri Subir Basak  
Senior Administrative Officer

(Debi Prasad Mishra)  
Director

**National Institute of Technical Teachers' Training & Research, Kolkata**  
(Under the Ministry of Human Resource Development, Government of India)  
**Block-FC, Sector-III, Salt Lake, Kolkata-700 106**

Ref. No. NITTTR-K/E/5-3/2020-21/ **287**

Date: 7<sup>th</sup> August 2020

OFFICE ORDER NO. **54** OF 2020-21

In supersession of all previous Office Order(s) in this regard, with immediate effect and until further order, the following employee is hereby transferred as under:


S. No.	Name and Designation	Posted from	Posted to	Reporting Officer
1.	Shri Ramanuj Dutta Roy Section Officer Gr. II	Administration	Estate Office	Estate Officer
2.	Smt. Dipali Pramanick Senior Secretariat Assistant	Central Store	Electrical Engineering Department	Head, EE
3.	Shri Priyatosh Dey MTS	Electrical Engineering Department	Central Store	FIC, Central Store



(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Shri Ramanuj Dutta Roy, Section Officer Gr. II
2. Smt. Dipali Pramanick, Senior Secretariat Assistant
3. Shri Priyatosh Dey, MTS
4. Personal File of Sl. No. 1 to 3
5. The Head, Electrical Engineering
6. The Estate Officer
7. The FIC, Central Store
8. The FIC, Accounts
9. All faculty and staff (through official email)
10. Director's Sectt.

  
(Subir Basak) 7/8/20  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block-FC, Sector-III, Salt Lake City, Kolkata-700 106

Ref: NIITTR-K/T/Remuneration/2020-21/ 275

30<sup>th</sup> July 2020

OFFICE ORDER NO. 53 OF 2020-21

Consequent upon complete lockdown throughout the country to prevent possible pandemic outbreak of COVID 19 and as per Government of India directive to obviate financial crisis to citizens of India, it has been decided that payment of remuneration/fees for the month of July 2020 be made in respect of following contractual worker/consultant/Internal concurrent Auditor/Apprentice of the Institute which shall be paid to their designated account subject to adjustment of any excess payment against their payment in the following month. However, this provisional payment is subject to receipt of attendance/bill as soon as normalcy is restored.

Sl.No.	Name and assignment	Amount	Bank Account with IFSC Code
1.	Shri Naveen Berry	₹24,000/-	Individual Bank accounts have been recorded in the Accounts Section
2	Shri Kapil Kumar	₹20,000/-	
3	Shri Arun Sarasar	₹20,000/-	
4	Shri Panchanan Panigrahi Pro rata payment for 2 days' @₹1000/- per day being term expired on 02-07-2020 (A.N)	₹2,000/-	
5	Shri Chiradip Chattopadhyay	₹30,000/-	
6	Ms. Debapriya Sengupta	₹20,000/-	
7	Shri Suman Guria	₹3,550/-	
8	Shri Pravas Seal	₹30,000/-	
9	M/s PS ROY & Associates	₹38,940/-	
		Total Amount after tax	
10	Dr. Manojit Chatterjee	₹30,000/-	

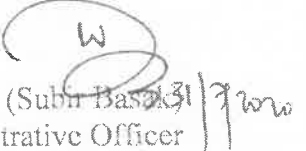
This Office Order cannot be taken as precedence being the order is issued in a very special circumstances.

 31/7/20

(Debi Prasad Mishra)  
Director

Copy for necessary action to: -

Faculty in Charge, Accounts/Section Officer II (Accounts Section)

  
(Subir Basak)  
Senior Administrative Officer

**National Institute of Technical Teachers' Training and Research, Kolkata**  
Block-FC, Sector-III, Salt Lake, Kolkata-700106

Ref. No. NITTTR-K/E/ 5-3 /2020-21/ 125

Date: 13<sup>th</sup> June 2020

OFFICE MEMORANDUM

Following events are proposed to be organized by the Institute in the remaining period of year 2020:

Date	Name of the Event	Faculty-in-Charge/Officer-in-Charge
21 June 2020	International Day of Yoga	Dr. Kinsuk Giri, Assistant Professor Shri Avijit Kundu, Technical Officer
15 July 2020	Van Mahotsav	Dr. Subrata Chattopadhyay, Professor and Estate Officer Shri Swarup Chand Bala, Assistant Section Officer
15 August 2020	Independence Day	Director Administration
5 September 2020	Teachers' Day	M.Tech Students
1-14 September 2020	Hindi Pakhawada	Dr. Soumitra Kumar Mandal, Professor Shri Bhanu Prasad, Section Officer Gr. II
Last week September 2020	Swacch Bharat	Dr. Urmila Kar, Professor Shri Chinmay Jana, Technical Assistant Gr. II
28 Oct. - 2 Nov. 2020	Vigilance Awareness Week	Dr. Sagarika Pal, Associate Professor Shri Subrata Mitra, Section Officer Gr. II
31 <sup>st</sup> October 2020	Birth Aniversary of Sardar Vallabhbhai Patel as Rashtriya Ekta Diwas Rashtriya Ekta Diwas Pledge	Dr. Prasanta Sarkar, Professor Shri Ashadur Rahaman, Technical Officer
11 November 2020	National Education Day	Dr. Samiran Mandal, Professor Shri Sourav Roy Chowdhury, Junior Secretariat Assistant
22 November 2020	Constitution Day	Dr. Dipankar Bose, Professor Shri Dipak Gupta, Assistant Section Officer

Members of faculty and staff are requested to get associated with each event and their name is also given against each event. The nominated members of faculty and staff shall be responsible for successful completion of their respective assigned events. Further, financial implications, if any, to be put up, for approval, separately by members of faculty and staff associated with event(s).



(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Dr. Kinsuk Giri, Assistant Professor
2. Shri Avijit Kundu, Technical Officer
3. Dr. Subrata Chattopadhyay, Professor and Estate Officer
4. Shri Swarup Chand Bala, Assistant Section Officer
5. Dr. Soumitra Kumar Mandal, Professor
6. Shri Bhanu Prasad, Section Officer Gr. II
7. Dr. Urmila Kar, Professor
8. Shri Chinmay Jana, Technical Assistant Gr. II
9. Dr. Prasanta Sarkar, Professor
10. Shri Ashadur Rehman, Technical Officer
11. Dr. Samiran Mandal, Professor
12. Shri Sourav Ray Chowdhury, Junior Secretariat Assistant
13. Dr. Dipankar Bose, Professor
14. Shri Dipak Gupta, Assistant Section Officer
15. Senior Administration Officer
16. Director's Secretariat



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/CEA/2020-21/ 267

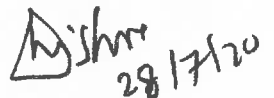
Date: 28/07/2020

OFFICE ORDER NO. 52 OF 2020-21

Consequent upon the revision of Children Education Allowance as communicated by the Institute Office Order No 461 of 18-19 dated 12/02/2019 issued under Ref. No. NITTTR-K/E/7<sup>th</sup> CPC/2018-19/1872. Shri P. D. Siyodia, STA is entitled to draw difference of payment of Children Education Allowance as calculated here under.

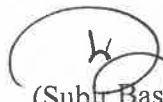
Period	Amount Sanctioned	Total admissible amount	Differences of Payment (C-B)
A	B	C	D
April 17 to June 17	4,500/- (Under 6 <sup>th</sup> CPC @ Rs.1,500/- per month)	4,500/-	0.00
July 17 to March 18	13,500/- (Under 6 <sup>th</sup> CPC @ Rs.1,500/- per month)	20,250/- (Under 7 <sup>th</sup> CPC @ Rs.2,250/- per month on pro rata basis)	6,750.00
April 18 to March 19	18,000/- (Under 6 <sup>th</sup> CPC @ Rs.1,500/- per month)	Rs.27,000/- (Under 7 <sup>th</sup> CPC @ Rs.2,250/- per month)	9,000.00
Total (Difference of Payment)			15,750.00

Accordingly, sanction is hereby accorded for the payment of Rs.15,750/- (Rupees Fifteen Thousand Seven Hundred Fifty only) to Shri P. D. Siyodia, STA. Necessary payment amounting to Rs.15,750/- (Rupees Fifteen Thousand Seven Hundred Fifty only) be released to the incumbent Shri P. D. Siyodia, STA.

  
(Debi Prasad Misra)  
Director

Copy for information and necessary action to :-

1. Shri P. D. Siyodia, STA
2. Faculty-in-Charge, Accounts

  
(Subir Basak) 28/07/2020  
Sr. Administrative Officer

National Institute of Technical Teachers' Training and Research, Kolkata  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

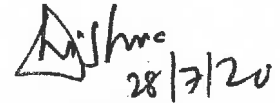
Ref. No.: NITTTR-K/E/1-150/2020-21/ 265

Date: 28/07/2020

OFFICE ORDER NO. 51 OF 2020-21

Covering sanction of Rs.1,23,364/- (Rupees One Lac Twenty Three Thousand Three Hundred Sixty Four only ) is hereby accorded to Dr. Ranjan Dasgupta, Professor on account of his LTC tour to Ooty enroute Bengaluru ex Kolkata & back for block year 2018-21 during 16/12/2019 to 20/12/2019.

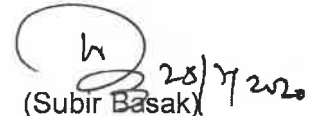
Since, Dr. Ranjan Dasgupta, Professor has already been sanctioned Rs 92,921/- (Rupees Ninety Two Thousand Nine Hundred Twenty One only) as an advance vide Office Order No.322 of 2019-20 dated 11th December 2019 issued under Ref. No. : NITTTR-K/E/1-150/2019-20/2165, accordingly, the excess expenditure amounting Rs. 30,443/- (i.e 1, 23,364 - 92,921) (Rupees Thirty Thousand Four Hundred Forty Three only) is incurred by Dr. Ranjan Dasgupta be paid to him.

  
28/7/20

(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. Ranjan Dasgupta Professor, Computer Science and Engineering
2. The Faculty-in-Charge, Accounts
3. Director's Secretariat
4. Personal file

  
28/7/2020

(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106


Ref.No. NITTTR/GPF/PFW/2020-21/262

Dated : 20<sup>th</sup> July. 2020

27

OFFICE ORDER NO. 50 OF 2020-21

Sanction of Rs.3,90,000/- (Rupees Three lakhs Ninety Thousand) only is hereby accorded for payment towards Part Final Withdrawal of GPF Subscription to Shri Suimit Roy Chowdhury, Sr. Technician Whose A/c No. GPF/130. A sum of Rs. 90,000/- (Rupees Ninety Thousand) only being outstanding advances may be adjusted with the sanctioned amount and the net amount of Rs.3,00,000/- (Rupees Three lakh) only may be paid to him.

  
23/7/20  
(Debi Prasad Mishra)  
Director

1. Shri Shri Sumit Roychowdhury, Sr. Technician, NITTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
3. Sr. Administrative Officer for information.

  
(Sagarika Pal)  
FIC, Accounts

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106

Ref.No. NITTTTR/GPF/PFW/2020-21 /261

Dated : 20<sup>th</sup> July. 2020

27

OFFICE ORDER NO. 49 OF 2020-21

Sanction of Rs. 1,00,000/- (Rupees One Lakh only) only is hereby accorded for payment towards Part Final Withdrawal of GPF Subscription to Shri Tapas Kr. Jana, MTS, Whose A/c No. GPF/95.

*Mishra*  
23/7/20  
(Debi Prasad Mishra)  
Director

1. Shri Tapas Kr. Jana, MTS, NITTTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
3. Sr. Administrative Officer for information.

*SP*  
(Sagarika Pal)  
FIC, Accounts

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK – FC, SECTOR-III, SALT LAKE CITY  
KOLKATA – 700 106


Ref.No. NITTTR/GPF/PFW/2020-21/260

Dated : 20<sup>th</sup> July. 2020

27

OFFICE ORDER NO. 48 OF 2020-21

Sanction of Rs.1,20,000/- (Rupees One lakh Twenty Thousand) only is hereby accorded for payment towards Part Final Withdrawal of GPF Subscription to Shri Uttam Kumar Dutta, MTS Whose A/c No. GPF/109. A sum of Rs. 50,000/- (Rupees Fifty Thousand) only being outstanding advances may be adjusted with the sanctioned amount and the net amount of Rs 70,000/- (Rupees Seventy Thousand) only may be paid to him.

  
23/7/20  
(Debi Prasad Mishra)  
Director

- 1 Shri Uttam Kumar Dutta, MTS, NITTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. FIC, Accounts for payment.
- 3 Sr. Administrative Officer for information.

  
(Sagarika Pal)  
FIC, Accounts

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK - FC, SECTOR-III, SALT LAKE CITY  
KOLKATA - 700 106


Ref.No. NITTTR/GPF/PFW/2020-21/259

Dated : 20<sup>th</sup> July. 2020

27

OFFICE ORDER NO. 47 OF 2020-21

Sanction of Rs. 2,00,000/- (Rupees Two Lakh only) only is hereby accorded for payment towards Part Final Withdrawal of GPF Subscription to Shri Animesh Shome, Sr. Sectt. Asstt., Whose A/c No. GPF/114.

  
(Debi Prasad Mishra)  
Director

1. Shri Animesh Shome, Sr. Sectt. Asstt. NITTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
- 2 FIC, Accounts for payment.
- 3 Sr. Administrative Officer for information.

  
(Sagarika Pal)  
FIC, Accounts

**National Institute of Technical Teachers' Training and Research, Kolkata**  
Block-FC, Sector-III, Salt Lake, Kolkata-700106

Ref. No. NITTTR-K/E/5-3/2020-21/ 2524

Date: 23/07/2020

OFFICE ORDER ..... 45 ..... OF 2020-21

A 4-Member Committee comprising the following member of faculty is hereby constituted to develop a proper orientation programme for fresh M.Tech students of the Institute:

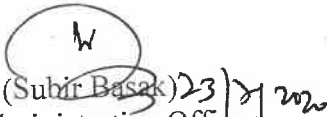
- |  |          |
|--|----------|
| 1. Prof. Uday Chand Kumar, Professor and Academic Coordinator    | Chairman |
| 2. Dr. Rayapati Subbarao, Associate Professor and PG Coordinator | Member   |
| 3. Dr. Habiba Hussain, Associate Professor                       | Member   |
| 4. Dr. Kinsuk Giri, Assistant Professor                          | Convener |

Necessary compliance thereof be reported.

  
(Debi Prasad Mishra)  
Director

Copy to:

1. Prof. Uday Chand Kumar, Professor and Academic Coordinator
2. Dr. Rayapati Subbarao, Associate Professor and PG Coordinator
3. Dr. Habiba Hussain, Associate Professor
4. Dr. Kinsuk Giri, Assistant Professor
5. Director's Secretariat

  
(Subir Basak) 23/7/2020  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training and Research, Kolkata**  
Block-FC, Sector-III, Salt Lake, Kolkata-700106

Ref. No. NITTTR-K/E/5-3/2020-21/ 252

Date: 23/07/2020

OFFICE ORDER ..... 45 ..... OF 2020-21

In order to streamline the fees structure of the short term training /seminar/workshop (Contact Mode and Online Mode) of the Institute and to bring about proper said fees structure and other suitability in respect of both government and private institutions, a 4-Member Committee with the following member of faculty is hereby constituted for an appropriate recommendation with a holistic approach in this regard:

- |   |          |
|---|----------|
| 1. Prof. Prasanta Sarkar, Professor & Head                  | Chairman |
| 2. Prof. Urmila Kar, Professor & Head                       | Member   |
| 3. Prof. Uday Chand Kumar, Professor & Academic Coordinator | Member   |
| 4. Dr. Sagarika Pal, Associate Professor and FIC, Accounts  | Convener |

The Committee shall submit its recommendation(s) to the Director on or before 29<sup>th</sup> July 2020.

  
(Debi Prasad Mishra)  
Director

Copy to:

1. Prof. Prasanta Sarkar, Professor & Head
2. Prof. Urmila Kar, Professor & Head
3. Prof. Uday Chand Kumar, Professor & Academic Coordinator
4. Dr. Sagarika Pal, Associate Professor and FIC, Accounts
5. Director's Secretariat

  
(Subir Basak)  
Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block - FC, Sector - III, Salt Lake City, Kolkata - 700 106

Ref. No.: NITTTR-K/E/5-3/2020-2021/ 250

21<sup>st</sup> July 2020

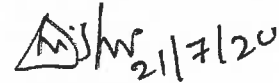
OFFICE ORDER NO. 44 OF 2020-21

The Institute is in the process of creation of Incubation Centre to recognize skill and innovation potential of youths. In order to make appropriate policy and implementation thereof in this regard a 5-Member Committee is hereby constituted comprising of the following members of faculty: -

- |  |          |
|--|----------|
| 1. Dr. Chandan Chakraborty, Professor            | Chairman |
| 2. Dr. Santanu Bhanja, Professor                 | Member   |
| 3. Dr. Sukanta Kumar Naskar, Associate Professor | Member   |
| 4. Shri Nirmal Kumar Mandal, Associate Professor | Member   |
| 5. Dr. Subrata Mondal, Associate Professor       | Convener |

The above mentioned 5-Member Committee shall report to Director with regard to policy formulation and implementation thereof in this regard.

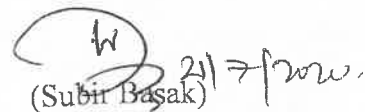
The tenure of the said 5-Member Committee shall be two years from the issuance of this order.



(Debi Prasad Mishra)  
Director

Copy to:

1. Dr. Chandan Chakraborty, Professor
2. Dr. Santanu Bhanja, Professor
3. Dr. Sukanta Kumar Naskar, Associate Professor
4. Shri Nirmal Kumar Mandal, Associate Professor
5. Dr. Subrata Mondal, Associate Professor
6. All Heads of the Departments
7. Personal File of Sl. 1 to 5
8. The FIC, Accounts
9. Director's Secretariat



(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block - FC, Sector - III, Salt Lake City, Kolkata - 700 106

Ref. No.: NITTTR-K/E/5-3/2020-2021/ 249

21<sup>st</sup> July 2020

OFFICE ORDER NO. 43 OF 2020-21

The following 3-Member Committee is hereby constituted to help the members of this institute regarding benefits and uses of cloud for uploading materials like video, audio and text as repository for further uses: -

1. Dr. Chandan Chakraborty, Professor
2. Dr. Indrajit Saha, Assistant Professor
3. Dr. Kinsuk Giri, Assistant Professor

The 3-Member Committee shall report the compliance to the Director.

Mishra 21/7/20

(Debi Prasad Mishra)  
Director

Copy to:

1. Dr. Chandan Chakraborty, Professor
2. Dr. Indrajit Saha, Assistant Professor
3. Dr. Kinsuk Giri, Assistant Professor
4. Personal File of Sl. 1 to 3
5. The FIC, Accounts
6. All faculty and staff
7. Director's Secretariat

W

(Sukir Basak) 21/7/20  
Senior Administrative Officer

**National Institute of Technical Teachers' Training and Research, Kolkata**  
(Under Ministry of Human Resource Development, Government of India)  
Block-FC, Sector-III, Salt Lake, Kolkata-700106


Ref. No. NITTTR-K/E/5-3/2020-21/ 243

Date: 17/07/2020

Office Order No. 42 of 2020-21


Further to this Office Order No. 24 dated 30/03/2020 issued under Reference No. NITTTR-K/E/5-3/2020-21/162, the additional Committee(s) comprising of the following members are hereby constituted for 2 years and until further order with immediate effect:

Name of the Committee	Name and Designation of the Members	Nominated as
House Building Advance Committee	1 Prof. Uday Chand Kumar	Chairman
	2 Dr. Samiran Mandal	Member
	2 FIC, Accounts	Member
	3 Senior Administrative Officer	Member Secretary
Anti-Discrimination Committee	1 Prof. Urmila Kar	Chairperson
	2 Dr. Habiba Hussain	Member
	3 Shri Rajeev Chatterjee	Member
	4 Senior Administrative Officer	Member Secretary
Gender Sensitization Committee	1 Prof. Urmila Kar	Chairperson
	2 Dr. Habiba Hussain	Member
	3 Dr. Kinsuk Giri	Member
	4 Senior Administrative Officer	Member Secretary

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. All faculty members;
2. Personal File of all concerned faculty members
3. The FIC, Accounts
4. Director's Secretariat
5. Nodal Officer, Web Management Committee

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block - FC, Sector - III, Salt Lake City, Kolkata - 700 106

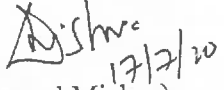
Ref. No.: NITTTR-K/E/5-3/2020-2021/242

17<sup>th</sup> July 2020

OFFICE ORDER NO. 41 OF 2020-21

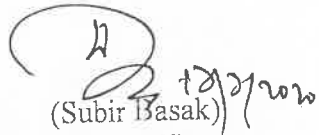
In supersession of this Institute Office Order No 540 of 2017-18 dated 27<sup>th</sup> December 2017 issued under Reference No NITTTR-K/E/5-3/2017-18/1861, Dr. Sailendra Nath Mandal, Professor and Dr. Kinsuk Giri, Assistant Professor shall be entitled to draw remuneration of 1500/- (Rupees One Thousand and Five Hundred only) each in addition to their regular pay and allowances on assumption of the charge of Hostel Warden with retrospective effect from 01<sup>st</sup> July 2020 until further order.

Accordingly, ₹1500/- (Rupees One Thousand and Five Hundred only) being paid for this purpose each to Shri Avijit Kundu, Technical Officer and Shri Ashadur Rahaman, Technical Officer is ceased to exist with retrospective effect from 01<sup>st</sup> July 2020.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to: -

1. Dr. Sailendra Nath Mandal, Professor
2. Dr. Kinsuk Giri, Assistant Professor
3. Shri Avijit Kundu, Technical Officer
4. Shri Ashadur Rahaman, Technical Officer
- ✓ 5. Director's Secretariat
6. Faculty-in-Charge, Accounts
- 7-10 Personal File of Sl 1 to 4

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block - FC, Sector - III, Salt Lake City, Kolkata - 700 106

Ref. No.: NITTTR-K/E/5-3/2020-2021/ 237

15<sup>th</sup> July 2020

OFFICE ORDER NO. 46 OF 2020-21

With immediate effect and until further order, in addition to his existing duty in the department of Civil Engineering, Shri Sati Nath Mitra, Technical Assistant Grade II, is attached with Estate Office to provide necessary technical help to the Estate Officer as and when required.

  
15/7/20

(Debi Prasad Mishra)  
Director

Copy for information and necessary action to: -

1. Shri Sati Nath Mitra, Technical Assistant Grade II
2. Dr. J.J. Mandal, Professor and Head, Department of Civil Engineering
3. Dr. S.Bhanja, Professor and Estate Officer
4. Director's Secretariat
5. All faculty and Staff of the Institute

  
(Subir Basak)

Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR/K/E/5-3/2020-21/ 232

Date: 14<sup>th</sup> July 2020

OFFICE ORDER ..... 39 ..... 2020-21

The National Service Scheme (NSS) is a Central Sector Scheme of Government of India, Ministry of Youth Affairs & Sports. It provides opportunity to the student youth of 11<sup>th</sup> & 12<sup>th</sup> Class of schools at +2 Board level and student youth of Technical Institution, Graduate & Post Graduate at colleges and University level of India to take part in various government led community service activities & programmes. The sole aim of the NSS is to provide hands on experience to young students in delivering community service.

A 4-Member Committee is hereby constituted comprising of the following members of faculty to make planning and implementation thereof in commensurate with Government of India schemes, NSS, as stated above:

1. Dr. Sailendra Nath Mandal, Professor
2. Dr. Subrata Mondal, Associate Professor
3. Dr. Kinsuk Giri, Assistant Professor
4. Shri Rajeev Chatterjee, Assistant Professor

The Committee will make comprehensive study of the scheme(s) of Government of India, identify and explore the areas of NITTTR, Kolkata's expertise, implementation strategy.

The Committee shall submit its recommendation on or before 17/07/2020.

*Sd/*  
(Debi Prasad Mishra)  
Director

Copy to:

1. Dr. Sailendra Nath Mandal, Professor
2. Dr. Subrata Mondal, Associate Professor
3. Dr. Kinsuk Giri, Assistant Professor
4. Shri Rajeev Chatterjee, Assistant Professor
5. Personal Files of Sl. 1 to 4
6. Director's Secretariat

*W*  
(Subir Basak) 14/07/2020  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH  
BLOCK - FC, SECTOR-III, SALT LAKE CITY  
KOLKATA - 700 106

Ref.No. NITTTTR/GPF/PFW/20-21/231

Dated : 14<sup>th</sup> July 2020.


OFFICE ORDER NO. 38 OF 2020-21

Sanction of Rs. 12,00,000/- (Rupees Twelve Lakh only) only is hereby accorded for payment towards Part Final Withdrawal of GPF Subscription to Shri Joydeep Bandopadhyay, Section Officer Grade II, whose A/c No. GPF/74.

Out of Rs. 12,00,000/- sanctioned above towards his GPF Part Final Withdrawal, Rs. 8,87,000/- (Rupees Eight lakh and eighty seven thousand) only be transferred to Institute of Neurosciences Kolkata, 185/1, A J C Bose Road, Kolkata-700 017, Account No. 11000009932, State Bank of India, IFS Code-SBIN0000018, on his own volition through his express communication dated 14/07/2020 and remaining portion of Rs. 3,13,000/- (Rupees Three lakh and thirteen thousand) only be transferred to his salary account for necessary credit. This Part Final Withdrawal is for medical exigencies and shall not be treated as precedence.

  
(Debi Prasad Mishra)  
Director

1. Shri Joydeep Bandopadhyay, Section Officer Grade. II, NITTTTR, Kolkata -700106. He is requested to furnish an utilization certificate for the purpose for which the amount has been sanctioned within a month.
2. The Institute of Neurosciences Kolkata, 185/1, A J C Bose Road, Kolkata-700 017: for information and necessary action.
3. FIC, Accounts for payment.
4. Sr. Administrative Officer for information.

  
(Sagarika Pat)  
FIC, Accounts

**National Institute of Technical Teachers' Training and Research, Kolkata**  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

NITTTTR-K/D/1-64/ Building renaming/2020-21/ 229

Date: 09/07/2020

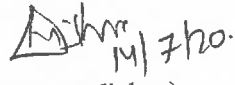
14

**OFFICE ORDER NO 37 OF 2020-2021**

Consequent upon recommendation of 4-Member Committee and approval thereof with some modification, with immediate effect and until further order the names of the building(s) of the campus(s) have been renamed as under:

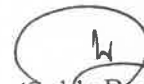
S. No.	Existing Name of the Building	Revised Name of the Building
1	Old administrative building	Ishwar Chandra Vidyasagar Bhavan
2	New Administrative building	Sarvepalli Radhakrishnan Bhavan
3	New Academic building	Chanakya Bhavan
4	Executive Hostel	Mandana Mishra Hostel
5	Boys Hostel 1	Gurudev Rabindranath Hostel
6	Boys Hostel 2	Swami Vivekananda Boys Hostel
7	Family / Girls Hostel (Newly Built)	Gargi Hostel
8	Apex Hostel	Rishi Vasilyalay Hostel
9	Staff Quarter Type – I A (FC Campus)	Vishvamitra Tapoban
10	Staff Quarter Type – I B (FC Campus)	
11	Staff Quarter Type – II A (FC Campus)	
12	Netaji Subhas Chandra Bose Auditorium	Netaji Subhas Chandra Bose Auditorium
13	Welding Centre	Acharya Prafulla Chandra Ray Welding Centre
14	Mini Auditorium	Sri Ramakrishna Paramahansa Mini Auditorium
15	Community Centre (DN Block campus)	Keshab Chandra Community Centre
16	DN-61 Sector V Residential campus	Acharya Bhavan

All concerned are advised to take cognizance of this Order.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary to:

1. All employees (through email)
2. The Estate Officer
3. The FIC, TDC
4. The FIC, Accounts
5. The Nodal Officer, Web Management
6. Director's Secretariat

  
(Subir Basak)  
Sr. Administrative Officer




**National Institute of Technical Teachers' Training and Research, Kolkata**  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-150/2020-21/228

Date: 13/07/2020

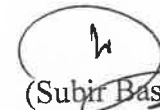
OFFICE ORDER NO. 36 OF 2020-21

The Office Order No. 33 of 2020 - 21 issued under Reference No. NITTTR-K/E/1-150/2020-21/186 Dated 8/7/2020 stands cancelled in toto.

  
13/7/20.  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. Ranjan Dasgupta Professor, Computer Science and Engineering
2. The Faculty-in-Charge, Accounts
3. The Nodal Officer, Web Management
4. Director's Secretariat

  
(Subir Basak) 13/07/2020  
Sr. Administrative Officer

Ret. 00 = 25

**National Institute of Technical Teachers' Training and Research, Kolkata**  
Block-FC, Sector-III, Salt Lake, Kolkata-700106

Ref. No. NITTTR-K/E/5-3/2020-21/190

Date: 09/07/2020

Office Order No. ...35.... of 2020-21

In partial modification of Office Order No. 25 of 2020-21 dated 30<sup>th</sup> June 2020 issued under Reference No. NITTTR-K/E/5-3/2020-21/163, the following corrigendum be noted for compliance:

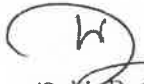
Responsibility	Name	Reporting Authority	Scope of Work
Nodal Officer	Dr. Prasanta Sarkar Dr. Indrajit Saha (Co-FIC)	Director	Nodal Officer will look after the activities relating to Web Management, DNS, Firewall, ISE, Antivirus, Network Security, LDAP & Other servers, NKN, WiFi, Linux Lab Management, Integrated Computer Centre, Online Complaint Management, Leave Management, Internal Website and Placement Portal etc.
Technology Development Cell (TDC)	Dr. Samiran Mandal Dr. Arpan Kumar Mondal (Co-FIC)	Director	TDC will look after the maintenance and purchase of all kind of institutional installations (except department specific equipment) such as Air Conditioners, CCTV, Biometric attendance, ICT/A-VIEW, Lift, Telephone, EPABX, UPS, Computer, Water Purifier, Generator Sets, Printer, Copier, Projector, Sound Systems, Electrical Wiring, Light & Fans, WBSEDCL related matter, E-procurement etc.
Google Suite Admin	Dr. Arpan Kumar Mondal	Director	Google Suite Admin will look after the management of google apps like gmail, meet, drive, docs, sheets, form, sites etc., Social Media.

All other job distribution shall remain unaltered.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. All faculty members;
2. Personal File of all concerned faculty members
3. The FIC, Accounts
4. Director's Secretariat
5. Nodal Officer, Web Management Committee

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106


Ref. No.: NITTTTR-K/E/1-261/2020-2021/189

Date: 09.07.2020

OFFICE ORDER NO. 34 OF 2020-2021

In continuation to this Office Order No. 22 of 2020-21 issued under Reference No. NITTTTR-K/E/1-261/20-21/155 dated 25<sup>th</sup> June 2020, with immediate effect & until further order, GPF deduction of Rs.12,828/- (Rupees Twelve Thousand Eight Hundred Twenty Eight only) in respect of Prof. Debi Prasad Mishra be deducted from his pay.

The amount, thus be deducted, be sent to the administration in the mode of Account Payees cheque favouring Director IIT Kanpur for onward remittance to the credit of his GPF accounts maintained at IIT Kanpur.

  
(SUBIR BASAK)  
SR. ADMINISTRATIVE OFFICER

Copy forwarded for information and necessary action to:

1. Prof. Debi Prasad Mishra, Director, NITTTTR, Kolkata
2. The Director, IIT Kanpur
3. The Faculty-in-Charge, Accounts
4. Director's secretariat

  
(SUBRATA MITRA)

SO-II

**National Institute of Technical Teachers' Training and Research, Kolkata**  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-150/2020-21/ 186

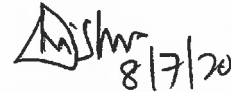
Date: 08/07/2020

OFFICE ORDER NO. 33 OF 2020-21

The Reimbursement of LTC claim in respect of Dr. Ranjan Dugupta Professor, Computer Science and Engineering dated 02/01/2020 amounting to Rs.1,23,899/- (Rupees One Lakh Twenty Three Thousand Eight Hundred Ninety Nine) only has been examined and the bill has been restricted to Rs. 82,720/- (Rupees Eighty Two Thousand Seven Hundred Twenty only) in pursuance to CCS LTC rule in vogue.

Therefore, Dr. Ranjan Dugupta, Professor is directed to refund the excess amount of LTC advance of Rs. 92,921/- (Rupees Ninety Two Thousand Nine Hundred Twenty One) only drawn by him.

In view of the above, Dr. Ranjan Dugupta, Professor, CSE is directed to refund Rs. 10,201/- (Rupees Ten Thousand Two Hundred and One) only to the Institute accounts within 15 days of issue of this office order.

 8/7/20

(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. Ranjan Dasgupta Professor, Computer Science and Engineering
2. The Faculty-in-Charge, Accounts
3. The Nodal Officer, Web Management
- ✓ 4. Director's Secretariat

 08/07/20

(Subir Basak)  
Sr. Administrative Officer



**National Institute of Technical Teachers' Training & Research, Kolkata**  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

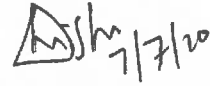
Ref. NITTTR-K/E/SDF/2019-20/182

Date: 7/7 July 2020

**OFFICE ORDER NO. 32 OF 2020-21**

As approved by the Competent Authority, sanction is hereby accorded for payment of ₹4,000/- (Rupees Four thousand only) to Shri Suman Kumar Bhattacharyya, Ph.D. Scholar, EE Dept. of this Institute towards reimbursement of expenditure incurred by him for his Registration and Presentation of paper in the IEEE sponsored 2020 National Conference on Emerging Trends on Sustainable Technology and Engineering Application held during 7 – 8<sup>th</sup> February 2020 at B.C. Roy Engineering College, Durgapur, India.


This expenditure shall be debited against the Staff Development Fund of the Institute.



(Debi Prasad Mishra)  
Director

Copy for information & necessary action to: -

1. Shri Suman Kumar Bhattacharyya, Ph.D. Scholar, EE Dept.
2. The Faculty-in-Charge, Accounts
3. HoD, EE

  
(Subir Basak)  
Sr. Administrative Officer

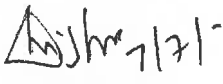
NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/1-257/2020-21/181

Date :06.07.2020  
07


OFFICE ORDER NO. 31 OF 2020-21

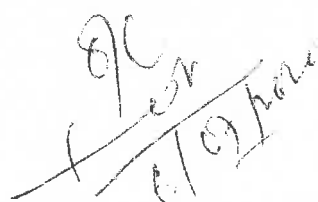
In continuation to this Office Order No. 373 of 2019-2020 dated 16/01/2020 issued under Reference No. NITTTR-K/E/1-257/CPDA/19-20/2019-20/2392 dated 16/01/2020 approval for reimbursement of Rs. 25,360/- (Twenty Five Thousand Three Hundred Sixty only) in connection with registration charges, airfare, hostel accommodation, food-bills and local transport for participation in the International Conference of Emerging Trends in ITE during 24-25 February, 2020 at VIT, Vellore, incurred by Dr. Kinsuk Giri is hereby accorded and this amount of Rs 25,360/- (Twenty Five Thousand Three Hundred Sixty only) be paid to Dr. Kinsuk Giri, Assistant Professor .

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. Kinsuk Giri, Assistant Professor
2. The Faculty-in-Charge, Accounts

  
(Subir Basak) 06/07/20  
Sr. Administrative Officer

  
06/07/20

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTTR/K/E/5-3/2020-21/180

Date: 7<sup>th</sup> July 2020

OFFICE ORDER .....30..... 2020-21

Higher Educational Institutes can play an important role to improve quality of life and economic well-being of people living in rural areas.

To make it successful, a 4-Member Rural Development Committee is hereby constituted comprising of following members of faculty to make a planning and implementation thereof compatible to Government of India directives in this regard:

1. Dr. Chandan Chakraborty, Professor
2. Dr. Dipankar Bose, Professor
3. Dr. Kinsuk Giri, Assistant Professor
4. Dr. Arpan Kumar Mondal, Assistant Professor

The Committee will make a comprehensive study of the planning and programmes of Government of India, identify and explore the areas of NITTTTR, Kolkata's expertise, implementation strategy and also the funding pattern. Shri Ashadur Rahaman, Technical Officer and Shri Priyatosh Dey, MTS will provide necessary support to the Committee, as and when required.

The Committee shall submit its recommendation on or before 31/07/2020.



(Debi Prasad Mishra)  
Director

Copy to:

1. Dr. Chandan Chakraborty, Professor
2. Dr. Dipankar Bose, Professor
3. Dr. Kinsuk Giri, Assistant Professor
4. Dr. Arpan Kumar Mondal, Assistant Professor
5. Shri Ashadur Rehman, Technical Officer
6. Shri Priyotosh Dey, MTS
7. Personal Files of Sl. 1 to 6
8. Director's Secretariat



(Subir Basak)  
Sr. Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR/K/E/5-3/2020-21/173

Date: 03/07/2020

OFFICE ORDER ..... 29 ..... 2020-21

It has been observed that accreditation of NBA, NABET, NIRF ranking and TEQIP enrolment are required while submitting the online application for Deemed to be University under De-Nova category.

Moreover, the above mentioned accreditation / ranking / enrolment are also required to attract the students for admission and these will award weightage for placement of students.

In order to achieve above requirements, a 3-Member Committee comprising the following member(s) is hereby constituted:

- |  |          |
|--|----------|
| 1. Dr. Ranjan Dasgupta, Professor                | Chairman |
| 2. Dr. Dipankar Bose, Professor                  | Member   |
| 3. Dr. Sukanta Kumar Naskar, Associate Professor | Member   |

The Committee shall submit its recommendation on the following:

- What are the requirements;
- How to proceed further for accreditation/ranking/enrolment and Institute preparedness thereof; and
- Implementation process.

The recommendation should reach the Director's Secretariat on or before 31/07/2020.

  
(Debi Prasad Mishra)  
Director

Copy to:

- Dr. Ranjan Dasgupta, Professor
- Dr. Dipankar Bose, Professor
- Dr. Sukanta Kumar Naskar, Associate Professor
- Personal File of above faculty members.
- The Nodal Officer, Web Management
- Director's Secretariat

  
(Subir Basak)  
Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
Block-FC, Sector-III, Salt Lake City, Kolkata-700 106

Ref: NITTR-K/E/Remuneration/2020-21/168

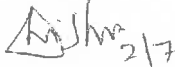
29<sup>th</sup> June 2020  
2<sup>nd</sup> July

OFFICE ORDER NO. 28 OF 2020-21

Consequent upon complete lockdown throughout the country to prevent possible pandemic outbreak of COVID 19 and as per Government of India directive to obviate financial crisis to citizens of India, it has been decided that payment of remuneration/fees for the month of June 2020 be made in respect of following contractual worker/consultant/Internal concurrent Auditor/Apprentice of the Institute which shall be paid to their designated account subject to adjustment of any excess payment against their payment in the following month. However, this provisional payment is subject to receipt of attendance/bill as soon as normalcy is restored.


Sl.No.	Name and assignment	Amount	Bank Account with IFSC Code
1.	Shri Navcen Berry	₹24,000/-	Individual Bank accounts have been recorded in the Accounts Section
2	Shri Kapil Kumar	₹20,000/-	
3	Shri Arun Sarasar	₹20,000/-	
4	Shri Panchanan Panigrahi	₹30,000/-	
5	Shri Chiradip Chattopadhyay	₹30,000/-	
6	Ms. Debapriya Sengupta	₹20,000/-	
7	Shri Suman Guria	₹3,550/-	
8	Shri Pravas Seal (Joined w.e.f 22 <sup>nd</sup> June 2020 at a consolidated pay of ₹30,000/- per month) Pro rata salary @ 1000 per day for 9 days from 22-06-2020 to 30-06-2020	₹9,000/-	
9	M/s PS ROY & Associates	₹38,940/-	
		Total Amount after tax	
10	Dr. Manojit Chatterjee	₹30,000/-	

This Office Order cannot be taken as precedence being the order is issued in a very special circumstances.

  
(Debi Prasad Mishra)  
Director

Copy for necessary action to: -

Faculty in Charge, Accounts/Section Officer II (Accounts Section)

  
(Subir Basak)  
Senior Administrative Officer

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/5-3/2020-21/ 1-6-6

Date: 01-07-2020

OFFICE ORDER NO. 27 OF 2020-21

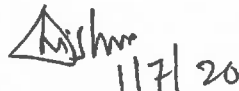
In order to prepare a comprehensive proposal for introduction of International Short Term Training Programme (ISTTP), a 4-Member Committee comprising the following is hereby constituted:

Sl. No.	Name	Designate
1.	Dr. Prasanta Sarkar, Professor	Chairman
2.	Dr. Chandan Chakraborty, Professor	Member
3.	Dr. Sukanta Kumar Naskar, Associate Professor	Member
4.	Dr. Arpan Kumar Mondal, Assistant Professor	Member Secretary

The committee will look into the following: -

1. Areas of training to be imparted to the participants from foreign countries;
2. Modalities of training to be imparted to foreign countries;
3. Funding pattern to meet cost involvement for this purpose;
4. To explore the extent of involvement of Government of India for getting clearance and other requisite regulations and norms;
5. Identification of countries where training can be imparted; and
6. Any other item that deems to be necessary for successful implementation of the proposed activities.

The Committee will submit its recommendation to the undersigned on or before 30<sup>th</sup> July 2020.

  
(Debi Prasad Mishra)  
Director

Copy to: -

1. Dr. Prasanta Sarkar, Professor
2. Dr. Chandan Chakraborty, Professor
3. Dr. Sukanta Kumar Naskar, Associate Professor
4. Dr. Arpan Kumar Mondal, Assistant Professor
5. Personal files of above members of faculty
6. The Academic Coordinator
7. The Nodal Officer, Web Management
8. Director's Secretariat

  
(Subir Basak)  
Sr. Administrative Officer

**National Institute of Technical Teachers' Training and Research, Kolkata**  
Block-FC, Sector-III, Salt Lake, Kolkata-700106

Ref. No. NITTTR-K/DS/2020-21/164

Date: 30-06-2020

OFFICE ORDER ... *26* ..... OF 2020-21

A-8 members committee comprising the following is hereby constitute for Unnat Bharat Abhiyan (UBA) Cell with immediate effect.

1. Dr. Uday Chand Kumar, Professor	Coordinator
2. Dr. Samir Roy, Professor	Co-coordinator
3. Dr. Sailendra Nath Mandal, Professor	Member
4. Dr. Sukanta Kumar Naskar, Associate Professor	Member
5. Dr. Subrata Mondal, Associate Professor	Member
6. Dr. Arpan Kumar Mondal, Assistant Professor	Member
7. Dr. Kinsuk Giri, Assistant Professor	Member
8. Sri Subir Basak, Sr. Administrative Officer	Convenor

The proposed committee will look after other requisite activities for the Unnat Bharat Abhiyan. If it is required, new members can be co-opted with the concurrence of the undersigned.

*D. Mishra 30/6/20*  
(Debi Prasad Mishra)  
Director

Copy to:

1. Dr. Uday Chand Kumar, Professor
2. Dr. Samir Roy, Professor
3. Dr. Sailendra Nath Mandal, Professor
4. Dr. Sukanta Kumar Naskar, Associate Professor
5. Dr. Subrata Mondal, Associate Professor
6. Dr. Arpan Kumar Mondal, Assistant Professor
7. Dr. Kinsuk Giri, Assistant Professor
8. Sri Subir Basak, Sr. Administrative Officer



# राष्ट्रीय तकनीकी शिक्षक प्रशिक्षण एवं अनुसंधान संस्थान, कोलकाता

(मानव संसाधन विकास मंत्रालय, भारत सरकार द्वारा स्थापित)

ब्लॉक एफ सी, सेक्टर-३, सॉल्ट लेक सिटी, कोलकाता - ७०० १०६

## NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA

(Established by the Ministry of Human Resource Development, Government of India)

Block - FC, Sector - III, Salt Lake City, Kolkata - 700 106

Tel : +91 (033) 6625 1919, Fax : 2337 6331, Website : www.nitttrkol.ac.in

### MANDATE FORM/ AGREEMENT ELECTRONIC CLEARING SERVICE (CREDIT CLEARING)/ REAL TIME GROSS SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS

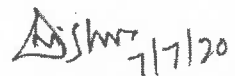
#### A. DETAILS OF ACCOUNT HOLDER:

Name of Account (Designation/Institution name)	DIRECTOR, NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA
Institute AISHE Code	C-6172
Type of Institute (Technical /Non- Technical)	Technical
Complete Contact Address	BLOCK-FC, SECTOR-III, SALT LAKE, KOLKATA-700106, WEST BENGAL
Telephone / Email	Mob: 9451873857 Email: director@nitttrkol.ac.in

#### B. BANK ACCOUNT DETAILS

Bank name	STATE BANK OF INDIA
Branch name with complete Address	DB-2, SALT LAKE (SECTOR-1), CALCUTTA
Whether branch is computerized	COMPUTERIZED
What is the branch's <u>RTGS CODE</u> <u>IFSC CODE</u>	SBIN0001612 SBIN0001612
If this branch NEFT enable	YES
Type of Bank Account	SB ACCOUNT
Complete bank Account no.	10836428657
MICR Code of Bank	700002145
PAN Card Number	AAAAN5898C
TIN/TAN Number	CALNO2764G

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the user Institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a particular under the Scheme. The Utilization Certificate for the funds received shall be submitted as when required.

  
Seal/Signature of UBA Coordinator of PI

Certified that the particulars furnished above are correct as per records.

  
Seal/Signature of Authorized Person of Institute

Faculty-in-Charge, Accounts  
NITTTR, Kolkata

EXTENSION CENTRES

NITTTR KOLKATA EXTENSION CENTRE

Girls' Polytechnic Campus  
Bamuni Maidan, Guwahati 781 021, Assam  
Tel/Fax : +91 (361) 2652344

NITTTR KOLKATA EXTENSION CENTRE  
Government Polytechnic Campus  
Chandrasekharpur, Bhubaneswar 751 023, Odisha  
Tel/Fax : +91 (674) 2300776

Ret. 00-35

**National Institute of Technical Teachers' Training and Research, Kolkata**  
Block-FC, Sector-III, Salt Lake, Kolkata-700106

Ref. No. NITTTR-K/E/5-3/2020-21/ 163

Date: 30/06/2020

Office Order No. ...25... of 2020-21

Following job distribution of members of faculty are made for 2 years and until further order with effect from 1<sup>st</sup> July 2020:

Responsibility	Name	Reporting Authority	Scope of Work
Academic Coordinator	Dr. Uday Chand Kumar	Director	The Academic Coordinator will look after the day to day functioning for overall growth of raining programmes.
PG Coordinators	Dr. Rayapati Subba Rao	Chairman, PGPA	
QIP Coordinator		Director	
PG Scholarship		Director	
Timetable & Classroom Management of PG Courses		Director	
<b>Head of the Departments</b>			
Civil Engineering	Dr. Jagat Jyoti Mandal	Director	The Head of the Department will look after the day to day functioning of the Department.
Computer Science & Engineering	Dr. Samir Roy	Director	
Education and Management	Dr. Urmila Kar	Director	
Electrical Engineering	Dr. Soumitra Kr Mandal	Director	
Mechanical Engineering	Dr. Dipankar Bose	Director	
<b>State Coordinators</b>			
Andaman & Nicobar Island	Mr. Rajeev Chatterjee	Academic Coordinator	The State Coordinator(s) will look after the liaison work with the polytechnics of the concerned state(s) so that NITTTR, Kolkata becomes preferred destination for them for In-House Training Programme, Training Need Analysis and any kind of workshop etc. aimed at development of technical education system.
Andhra Pradesh	Dr. Rayapati Subba Rao		
Assam	Dr. Urmila Kar		
Bihar	Mrs. Mithu Dey		
Jharkhand	Dr. Sukanta Kumar Naskar		
Arunachal Pradesh			
Manipur			
Meghalaya			
Mizoram			
Nagaland			
Sikkim	Dr. Habiba Hussain		
Tripura			
Uttarakhand			
Uttar Pradesh	Dr. Subrata Chattopadhyay		
Odisha			
West Bengal	Dr. Subrata Mondal		
<b>Faculty-in-Charges / Nodal Officer / Hostel Warden</b>			
Accounts	Dr. Sagarika Pal	Director	Faculty-in-Charge will look after the smooth functioning for carrying out the day to day activities of the concerned Section / Office / Centre.
Central Store	Dr. Sukanta Kumar Naskar	Director	
Estate Officer	Dr. Santanu Bhanja	Director	
Institute of Future Learning	Dr. Chandan Chakraborty Dr. Indrajit Saha (Co-FIC)	Director	
Curriculum Development	Dr. Habiba Hussain	Director	
Library	Dr. Habiba Hussain	Director	
Community Development & Rural Technology and PWD	Mrs. Sheela Yadav Rai	Director	
Disaster Management	Dr. Jagat Jyoti Mandal	Director	
Hostel Warden	Dr. Sailendra Nath Mandal	Director	
Student Activities	Dr. Kinsuk Giri	PG Coordinator	
Training and Placement Office		Director	
Record Management		Director	

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Responsibility	Name	Reporting Authority	Scope of Work
<b>Faculty-in-Charges / Nodal Officer / Hostel Warden</b>			
Grievance Officer	Dr. Dipankar Bose	Director	Grievance Officer will look after the grievance(s) of the employees of the Institute and will redress the same for maintaining a cordial relationship among all members of NITTTR family.
Nodal Officer	Dr. Prasanta Sarkar Dr. Indrajit Saha (Co-FIC)	Director	Nodal Officer will look after the activities relating to Web Management, DNS, Firewall, ISE, Antivirus, Network Security, LDAP & Other servers, Hardware & Projector Maintenance, NKN, WiFi, Linux Lab Management, Integrated Computer Centre, Online Complaint Management, Leave Management, Inter Website, Placement Portal, E-procurement, CCTV, Biometric attendance, ICT/A-VIEW
Liaison Officer, SC/ST/OBC	Dr. Sailendra Nath Mandal	Director	Liaison Officer will look after the welfare of the SC/ST/OBC members and to ensure due compliance of various orders and instructions pertaining to SC/ST/OBC categories of the Institute as per terms of instruction of MHRD.
Technology Development Centre (TDC)	Dr. Samiran Mandal Dr. Arpan Kumar Mondal (Co-FIC)	Director	TDC will look after the maintenance and purchase of all kind of institutional installations (except department specific equipment) such as Air Conditioners, Lift, Telephone, EPABX, UPS, Computer, Water Purifier, Generator Sets, Printer, Copier, Projector, Sound Systems, Electrical Wiring, Light & Fans, WBSEDCL related matter, etc.
Google Suite Admin	Dr. Arpan Kumar Mondal	Director	Google Suite Admin will after the management of google apps like gmail, meet, drive, docs, sheets, form, sites etc.

It shall be placed on record, the services rendered by the outgoing in-charges of various department(s) / section(s) / centre(s) are well appreciated.

*Mishra*  
30/6/20

(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. All faculty members;
2. Personal File of all concerned faculty members
3. The FIC, Accounts
4. Director's Secretariat
5. Nodal Officer, Web Management Committee

*H*  
(Subir Basak)  
Senior Administrative Officer  
30/6/2021

**National Institute of Technical Teachers' Training and Research, Kolkata**

(Under Ministry of Human Resource Development, Government of India)

Block-FC, Sector-III, Salt Lake, Kolkata-700106

Ref. No. NITTTTR-K/E/5-3/2020-21/ 162

Date: 30/06/2020

Office Order No. ...2.4... of 2020-21

In supersession of all previous order(s) in this regard, different Committee(s) comprising the following members are hereby constituted for 2 years and until further order with effect from 1<sup>st</sup> July 2020:

Name of the Committee	Name and Designation of the Members		Nominated as
Budgetary Board	1	Dr. Prasanta Sarkar	Chairman
	2	Head, Mechanical Engineering	Member
	3	Head, Computer Science & Engineering	Member
	4	Head, Electrical Engineering	Member
	5	Head, Education & Management	Member
	6	Head, Civil Engineering	Member
	7	FIC, Accounts	Member Secretary
Departmental Promotion Committee	1	Dr. Dipankar Bose	Chairman
	2	Dr. Samir Roy	Member
	3	Dr. Rajib Mall, Professor, CSE, IIT, Kharagpur	Member (External)
	4	Dr. Sukanta Kumar Naskar	Member
	5	Sr. Administrative Officer	Member Secretary
Modified Assured Career Progression Scheme Committee	1	Dr. Jagat Jyoti Mandal	Chairman
	2	Dr. Habiba Hussain	Member
	3	Mr. Nirmal Kumar Mandal	Member
	4	Sr. Administrative Officer or Nominee	Member Secretary
Staff Quarter Allotment Committee	1	Dr. Sailendra Nath Mandal	Chairman
	2	Estate Officer	Member
	3	Mrs. Mithu Dey	Member
	4	Sr. Administrative Officer or Nominee	Member Secretary
Anti-Ragging Committee	1	Dr. Uday Chand Kumar	Chairman
	2	Head, Mechanical Engineering	Member
	3	Head, Computer Science & Engineering	Member
	4	Head, Civil Engineering	Member
	5	Head, Electrical Engineering	Member
	6	Hostel Warden	Member
	7	One Student Representative	Member
	8	PG Coordinator	Member Secretary
Long Leave Committee	1	Dr. Prasanta Sarkar	Chairman
	2	Head, Electrical Engineering	
	3	Head, Mechanical Engineering	
	4	Head, Civil Engineering	Member
	5	Head, Education & Management	Member
	6	Head, Computer Science & Engineering	Member
	7	Sr. Administrative Officer	Member
Anti-Plagiarism Committee	1	Dr. Prasanta Sarkar	Member Secretary
	2	Head, Computer Science & Engineering	Chairman
	3	Head, Electrical Engineering	Member
	4	Head, Mechanical Engineering	Member
	5	Head, Civil Engineering	Member
	6	Head, Education & Management	Member
	7	FIC, Library	Member Secretary

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Name of the Committee	Name and Designation of the Members		Nominated as
Post Graduate Programme Advisory (PGPA) Committee	1	Dr. Samiran Mandal	Chairman
	2	Head, Computer Science & Engineering	Member
	3	Head, Electrical Engineering	Member
	4	Head, Mechanical Engineering	Member
	5	Head, Civil Engineering	Member
	6	PG Coordinator	Member
Library Committee	1	Dr. Samir Roy	Member Secretary
	2	Dr. Subrata Mondal	Chairman
	3	Dr. Subrata Chattopadhyay	Member
	4	Dr. Soumitra Kumar Mandal	Member
	5	Smt. Mithu Dey	Member
	6	Dr. Habiba Hussain	Member Secretary
Staff Development Committee	1	Dr. Urmila Kar	Chairperson
	2	Dr. Samiran Mandal	Member
	3	Mr. Nirmal Kumar Mandal	Member
	4	Sr. Administrative Officer	Member Secretary
Web Management Committee	1	Director	Chairman
	2	Academic Coordinator	Member
	3	Secretary, Academic Council	Member
	4	Head, Computer Science and Engineering	Member
	5	Sr. Administrative Officer	Member
	6	Dr. Indrajit Saha	Member Secretary
Network Management Committee	1	Dr. Prasanta Sarkar	Chairman
	2	Shri Rajeev Chatterjee	Member
	3	Dr. Kinsuk Giri	Member
	4	Dr. Arpan Kumar Mondal	Member
	5	Dr. Indrajit Saha	Member Secretary
Internal Complaints Committee	1	Dr. Ranjan Dasgupta	Chairman
	2	Mrs. Sheela Yadav Rai	Member
	3	Dr. Santanu Bhanja	Member Secretary
Standing Technical Evaluation Committee	1	Dr. Ranjan Dasgupta	Chairman
	2	Mrs. Sheela Yadav Rai	Member
	3	Mrs. Mithu Dey	Member
	4	Dr. Subrata Mondal	Member Secretary

It shall be placed on record, the services rendered by the outgoing Members of various Committees are well appreciated.

*Mishra* 30/6/20  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. All faculty members;
2. Personal File of all concerned faculty members
3. The FIC, Accounts
4. Director's Secretariat
5. Nodal Officer, Web Management Committee

*16*  
(Subir Basak)  
Senior Administrative Officer  
25/06/20 21



**National Institute of Technical Teachers' Training & Research, Kolkata**  
- (Under the Ministry of Human Resource Development, Government of India)  
**Block-FC, Sector-III, Salt Lake, Kolkata-700 106**

Ref. No. NITTTR-K/E/5-3/2020-21/ 158

Date: 26<sup>th</sup> June 2020

OFFICE ORDER NO. 23 OF 2020-21

In supersession of all previous Office Order(s) in this regard, with immediate effect and until further order, the following employee is hereby transferred as under:

Sl. No.	Name and Designation	Posted from	Posted to	Reporting Officer
1.	Shri Utpal Chakraborty Technical Assistant Grade II	Computer Science and Engineering	Director's Secretariat	Director

*Dishu*  
26/6/20

(Debi Prasad Mishra)  
Director

Copy forwarded for information and necessary action to:

1. Shri Utpal Chakraborty, Technical Assistant Grade II
2. Personal File of Sl. No. 1
3. The Head, Computer Science and Engineering
4. The FIC, Accounts
5. All faculty and staff
6. Director's Sectt.

*W*  
(Subir Basak)  
Sr. Administrative Officer 26/06/2020

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA  
Block - FC, Sector - III, Salt Lake City, Kolkata - 700 106

Ref. No.: NITTTR-K/E/1-261/2020-21/ 155

25<sup>th</sup> June 2020

OFFICE ORDER NO. 22 OF 2020-21

In continuation to this Office Order No 12 of 2020-21 dated 08<sup>th</sup> June 2020 issued under Reference No NITTTR-K/E/4-20/2020-21/103, the pay of Professor Debi Prasad Mishra, Director of the Institute is hereby fixed at ₹2,13,800/- + ₹11,250/- (Special Pay) after protecting his pay drawn at IIT Kanpur with effect from 08-06-2020 (F.N). Professor Mishra is also entitled for Dearness Allowance as per rule.

Further, since he has been provided with Hostel accommodation and transport facilities from the date of his joining on 08-06-2020 (F.N) on his own volition, he shall not draw House Rent Allowance and Transport Allowance.

The issuance of this order is in conformity with Government of India, Ministry of HRD, Department of Higher Education communication dated 10<sup>th</sup> January 2019 issued under Reference No. F.No.9-3/2013-TS-IV.



(Harshavardhan Neotia)  
Chairman

Board of Governors, NITTTR, Kolkata

Copy forwarded for information and necessary action to: -

1. Professor Debi Prasad Mishra, Director, NITTTR, Kolkata
2. Shri Murli Monohar Singh, Director, Department of Higher Education, Ministry of HRD, Government of India, Shastri Bhawan, New Delhi-110 115.
3. The FIC, Accounts, NITTTR, Kolkata
4. Mr. Sujay Kumar Gupta, Assistant Registrar (Accounts), IIT, Kanpur: with the request to forward your claim for Leave Salary and Pension Contribution of Prof. Debi Prasad Mishra for onward remittance.
5. Director's Secretariat



(Subir Basak)  
Senior Administrative Officer

National Institute of Technical Teachers' Training and Research, Kolkata  
Block-FC, Sector-III, Salt Lake, Kolkata-700106

Ref. No. NITTTR-K/E/5-3/2020-21/153

Date: 19/06/2020

OFFICE ORDER ..... 21 ..... OF 2020-21

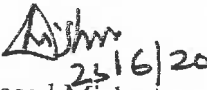
A newsletter is an effective communication tool to convey Institutional activities among the stakeholders of the Institute. In order to publish the said newsletter quarterly on regular basis, a 3-Member Committee is constituted to make necessary arrangements to publish the Institutional Newsletter quarterly with the following:

- |  |          |
|--|----------|
| 1. Dr. Samir Roy, Professor                          | Chairman |
| 2. Dr. Habiba Hussain, Associate Professor           | Member   |
| 3. Shri Utpal Chakraborty, Technical Assistant Gr II | Member   |

The Committee is requested to adhere to the following schedule for timely publication of the Institutional Newsletter:

1 <sup>st</sup> Quarter (Jan-Feb-March)	2 <sup>nd</sup> Quarter (April-May-June)	3 <sup>rd</sup> Quarter (July-Aug-Sept)	4 <sup>th</sup> Quarter (Oct-Nov-Dec)
On or before 10 <sup>th</sup> April	On or before 10 <sup>th</sup> July	On or before 10 October	On or before January

Wide online publicity of the Newsletter to make the stakeholders aware of the Institutional regular activities.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to:

1. Dr. Samir Roy, Professor, Computer Science Engineering
2. Dr. Habiba Hussain, Associate Professor, Education and Management
3. Shri Utpal Chakraborty, Technical Assistant Gr. II
4. The Academic Coordinator: With the request for circular of Newsletter
5. All faculty, staff and students

(Subir Basak)  
Sr. Administrative Officer

Dra fe

very kindly su.



19/06/20

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH  
BLOCK-FC, SECTOR III, SALT LAKE CITY, KOLKATA-700106

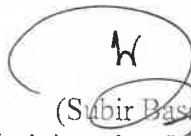
Ref. No.: NITTR-K/B/4-48/2020-21/142

Date: 19.06.2020

OFFICE ORDER NO. 20 OF 2020-2021


Consequent upon recommendation of duly constituted 3-Members' Committee and approval thereof by the Competent Authority, Shri Pravash Seal is hereby engaged as Video Film Editor for six months with effect from 22.06.2020 to 21.12.2020 on purely contractual basis subject to satisfactory performance. The tenure of offer may be terminated earlier without any notice assigning any reason thereof by earlier side.

Shri Pravash Seal will receive a consolidated remuneration of Rs. 30,000/- (Rupees Thirty Thousand only) per month.

  
(Subir Basak)  
Sr. Administrative Officer

Copy to :

1. Shri Pravash Seal  
34 Green Park, Belgharia  
Kolkata-700 056.
2. Faculty-in-Charge, IFL
3. Faculty-in-Charge, Accounts
4. Directors Sett.

  
(Subrata Mitra)  
Section Officer II (Administration)

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA

Block - FC, Sector - III, Salt Lake City, Kolkata - 700 106

Ref. No.: NITTTR-K/1/5-3/2020-2021/141

18<sup>th</sup> June 2020

OFFICE ORDER NO. 19 OF 2020-21

The Institute is in the process of submitting the online application to the UGC for University under De novo Category. To formulate the academic policy and governance structure of the proposed university, a 6-Member Committee comprising following members and Officer is hereby constituted:

1. Professor(Dr) Urmila Kar, Professor
2. Professor (Dr) Samir Roy, Professor
3. Dr. Sukanta Kumar Nasakar, Associate Professor
4. Dr. R.Subba Rao, Associate Professor
5. Smt. Mithu Dey (Majhi), Assistant Professor
6. Shri Subir Basak, Senior Administrative Officer

The report be submitted within 21 days from the date of issue of this order.

  
(Debi Prasad Mishra)  
Director

Copy for information and necessary action to: -

1. Professor(Dr) Urmila Kar, Professor
2. Professor (Dr) Samir Roy, Professor
3. Dr. Sukanta Kumar Nasakar, Associate Professor
4. Dr. R.Subba Rao, Associate Professor
5. Smt. Mithu Dey (Majhi), Assistant Professor
6. Shri Subir Basak, Senior Administrative Officer

CC

All faculty and staff

  
(Debi Prasad Mishra)  
Director



**National Institute of Technical Teachers' Training & Research, Kolkata**  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref.No.NITTTR-K/E-1/Buildings/2020/ 139

18<sup>th</sup> June 2020

**OFFICE ORDER No.....18.....OF 2020-2021**

In order to identify the exact location of a specific place / department quickly and conveniently, it has been decided by the Competent Authority to name / rename all the office buildings, blocks, auditoriums, community centre(s), hostels, staff quarters etc. of NITTTR, Kolkata, so that they could be addressed properly.

Therefore, it has been decided to constitute a four member committee namely, “*Office Buildings Identification Committee (OBIC)*” consisting of the following members, who will survey all the property of NITTTR, Kolkata including road in both the campuses and suggest suitable name(s) / alternate name(s) for consideration of the appropriate authority:-

1.	Dr. Prasanta Sarkar, Professor, EE	Chairman
2.	Dr. Indrajit Saha, Assistant Professor, CSE	Member
3.	Mr. Subrata Mitra, Section Officer Gr.II	Member
4.	Mr. Avijit Kundu, Technical Officer	Member Secretary & Convenor

The Committee should complete the work at the earliest and submit their report latest by 30<sup>th</sup> June 2020 to the Competent Authority for consideration.

(Debi Prasad Mishra)  
Director

Copy to:-

1. Dr. Prasanta Sarkar, Professor, EE
2. Dr. Indrajit Saha, Assistant Professor, CSE
3. Mr. Subrata Mitra, Section Officer Gr.II
4. Mr. Avijit Kundu, Technical Officer

(Subir Basak)  
Senior Administrative Officer

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA**

Block FC, Sector III, Salt Lake City, Kolkata 700 106

Ref. No.: NITTTR-K/E/5-3/2020-2021/135

18<sup>th</sup> June 2020

**OFFICE ORDER NO. 17 OF 2020-21**

Consequent upon approval of the recommendation of PG Coordinator by the Competent Authority, Shri Joydeep Bandopadhyay, Section Officer II who has been transferred to Education and Management Department, will also extend his support to PG Cell in addition to his existing duty, on purely temporary basis till the admission of new batch (2020-21) is over.



(Subir Basak)

Senior Administrative Officer

Copy for information and necessary action to:

1. Shri Joydeep Bandyopadhyay, Section Officer II
2. Professor Urmila Kar, Professor and Head, Education and Management
3. Professor Samir Roy, Professor and PG Coordinator
4. Shri Indrajit Nandy, Senior Secretariat Assistant
5. Director's Sectt.



(Subir Basak)

Senior Administrative Officer



**National Institute of Technical Teachers' Training & Research, Kolkata**  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. NITTTR-K/E/1-207/<sup>2020-21</sup>~~2019-20~~/134

Date: 16/06/2020  
18

✓ OFFICE ORDER NO. 16 OF ~~2019-20~~ 2020-21

Sanction is hereby accorded for payment of ₹34,835/- (Rupees Thirty four thousand Eight hundred Thirty five only) to Dr. Subrata Chattopadhyay, Professor, EE of this Institute towards reimbursement of expenditure incurred by him for his Registration and Presentation of paper in the International Conference entitled **5<sup>th</sup> International Conference on Inventive Computation Technologies (ICICT-2020)** held during 26<sup>th</sup> to 28<sup>th</sup> February 2020 at RVS Technical Campus, Coimbatore, India.

This expenditure shall be debited against the maximum admissible amount of ₹1 lakh accumulated during the first year (2019 – 2020) out of ₹ 3 lakhs for the complete block of 3 years (27.12.2019 to 26.12.2022) vide Office Order No. 75 of 2011-12 issued under Ref. No. NITTTR-K/B/2-14/2011-12/833 dated 16th June 2011 / 5th July 2011.

(Debi Prasad Mishra)  
Director

Copy for information & necessary action to: -

1. Dr. Subrata Chattopadhyay, Professor, EE
2. The Faculty-in-Charge, Accounts
3. HoD, EE

(Subir Basak)  
Sr. Administrative Officer



NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH  
BLOCK -FC, SECTOR - III, SALT LAKE CITY, KOLKATA-700 106

Ref: NITTTR-K/E/4-48/2020-21/ 130

Dated: 15.06.2020

17

OFFICE ORDER NO. 15 OF 2020-2021

A 3 member Committee comprising of the following members is hereby constituted to examine the preformation of Shri Pravash Seal, Contractual Video Film Editor whose term expired on 30.04.2020

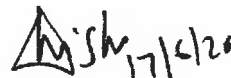
Sl No	Members	Designation
1.	Prof. Prasanta Sarkar	Chairman
2.	Prof. D. Bose	Member
3.	Mr. Subir Basak	Member

The specific recommendation should reach to the Director by 18/06/2020.

  
(Debi Prasad Mishra)  
Director

Copy for information to necessary action to:

1. All committee members as stated above
2. Directors Sectt.

  
(Debi Prasad Mishra)  
Director

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA  
(NITTTR)

Block-FC, Sector-III, Salt Lake City, Kolkata-700 106

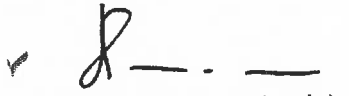
Ref: NITTTR-K/E/1-240/2020-21/ 105

08<sup>th</sup> June 2020

OFFICE ORDER NO. 14 OF 2020-21


Consequent upon taking over the charge to the post of Director NITTTR Kolkata by Professor Debi Prasad Mishra with effect from the forenoon of 08<sup>th</sup> June 2020, Professor Phalguni Gupta is hereby released from the charge of the post of the Director of the Institute with immediate effect.

The expenditure to be incurred by the outgoing Director Professor Phalguni Gupta in connection with his travel shall be treated as T.A. on Retirement and that the same will be borne by the Institute as per rule.

  
(Harshavardhan Neotia)  
Chairman, Board of Governors  
NITTTR, Kolkata

Copy to:

1. Professor Debi Prasad Mishra, Director NITTTR-K
2. Professor Phalguni Gupta, Ex-Director NITTTR-K
3. Senior Administrative Officer
4. The Faculty-in-Charge, Accounts
5. The Director (TS-IV)  
MHRD, Department of Higher Education,  
Shastri Bhawan, New Delhi
6. Director, IIT Kanpur
7. Board File

  
(Harshavardhan Neotia)  
Chairman, Board of Governors  
NITTTR, Kolkata

National Institute of Technical Teachers' Training and Research, Kolkata  
Block-FC, Sector-III, Salt Lake, Kolkata-700106

Ref. No. NITTTR-K/E/4-20/2020-21/104

Date: 08/06/2020

OFFICE ORDER NO. 13 OF 2020-21

Consequent upon taking over the Charge of the Office of the Director, NITTTR, Kolkata by Prof. Debi Prasad Mishra, Professor, Indian Institute of Technology, Kanpur on the forenoon of 08/06/2020, with effect from 08/06/2020, the authorized signatories / DDOs of the Institute stands revised as under:


Sl. No.	Existing Joint Signatories / DDOs	Revised Joint Signatories DDOs
1.	Prof. Phalguni Gupta Director	Prof. Debi Prasad Mishra Director
2.	Shri Subir Basak Senior Administrative Officer	Shri Subir Basak Senior Administrative Officer
3.	Dr. Sagarika Pal Faculty-in-Charge	Dr. Sagarika Pal Faculty-in-Charge



(HARSHAVARDHAN NEOTIA)  
Chairman  
Board of Governors, NITTTR, Kolkata

Copy for information and necessary action to:

1. Prof. Debi Prasad Mishra, Director, NITTTR, Kolkata
2. Shri Subir Basak, Senior Administrative Officer
3. Dr. Sagarika Pal, Faculty-in-Charge, Accounts
- 4-6. Personal File of Sl. No. 1, 2 & 3
7. Director's Secretariat
8. Shri Swapan Dey, Section Officer Gr. II, Accounts
9. The International Concurrence Auditor, NITTTR, Kolkata
10. Notice Board

  
(HARSHAVARDHAN NEOTIA)  
Chairman  
Board of Governors, NITTTR, Kolkata

**NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH, KOLKATA**  
Block – FC, Sector – III, Salt Lake City, Kolkata – 700 106

Ref. No.: NITTTR-K/E/4-20/2020-21/ 103

08<sup>th</sup> June 2020

**OFFICE ORDER NO. 12 OF 2020-21**

On the approval of the Ministry of Human Resource Development (HRD), Government of India as communicated vide letter of the Ministry of HRD (Department of Higher Education) bearing F. No. 9-17/2018-TS-IV dated 01 June 2020 and endorsement thereof by the Chairman, Board of Governors and in continuation to our Memorandum issued under reference No. NITTTR-K/E/4-20/2020-21/65 dated 02-06-2020, and subsequent to his taking over the Charge of Director, NITTTR Kolkata on 08<sup>th</sup> June 2020, Professor Debi Prasad Mishra is hereby appointed to the post of Director, NITTTR, Kolkata for a period not exceeding five years on deputation from IIT Kanpur on Foreign Service Terms with effect from the forenoon of 08<sup>th</sup> June 2020, i.e., the date of assumption of the charges of the post or till the age of superannuation, i.e., 65 years or until further orders, whichever is earliest.

Fixation order of his pay and allowance will follow.


✓ 

(Harshavardhan Neotia)  
Chairman

Board of Governors, NITTTR, Kolkata

Copy for information to: -

1. Prof. Debi Prasad Mishra, Director, NITTTR, Kolkata
2. FIC, Accounts
3. Personal File of Sl. No. 1
4. The Director, IIT, Kanpur
5. All HODs / FICs/ Officer-in-Charges
6. Nodal Officer, Web Management Group
7. The Public Information Officer, RTI
8. Director's Secretariat

  
(Subir Basak)

Senior Administrative Officer