

OFFICE OF THE DIRECTOR
Dr. AKHILESH DAS GUPTA INSTITUTE OF TECHNOLOGY & MANAGEMENT
(Formerly Northern India Engineering College)

New Delhi

DIR/Gen-Admin/2018-19

August 10, 2018

NOTICE

This is to inform all the faculty & staff members that Orientation Programme will be held from **16th to 18th August, 2018 (Thursday to Saturday)** for B.Tech 1st year students.

Please note that the College will remain closed on 11th August, 2018 (2nd Saturday) in lieu of 18th August, 2018 (3rd Saturday) which will be a working day due to Orientation Programme.

Those Faculty and staff members who are involved in "Admission" must be present on **11th August, 2018 (Saturday).**


Prof. (Dr.) Sanjay Kumar
Director


(S. N. Garg)
Chief Executive Officer

Copy for information to:

1. Director (Coordination), ADGITM, New Delhi.
2. Sr. Dy. Director (Construction), ADGITM, New Delhi.
3. Principal (1st Shift), ADGITM, New Delhi.
4. Asstt. Director (HR) & Staff Officer to Hon'ble Chairperson, ADGITM, New Delhi.
5. Incharge (2nd Shift), ADGITM, New Delhi.
6. Chief Account Officer (Accounts) ADGITM, New Delhi.
7. Head, Examination Controller (Examination Cell), ADGITM, New Delhi.
8. Dr. Saurabh Gupta, Incharge (Website Cell), ADGITM, New Delhi.
9. All HODs/DIs, ADGITM, New Delhi.
10. Compliance Officer-cum-Executive Coordinator (HR), ADGITM, New Delhi.
11. Librarian, Central Library, ADGITM, New Delhi.
12. Asstt. Registrar (Admission Cell), ADGITM, New Delhi.
13. Asstt. Registrar (Examination Cell), ADGITM, New Delhi.
14. Training & Placement Cell, ADGITM, New Delhi.
15. Sr. Executive Officer (Bio-Metric Attendance Cell), ADGITM, New Delhi.
16. J.E. (Civil), ADGITM, New Delhi.
17. Infirmary Department, ADGITM, New Delhi.
18. Supervisor (Construction), ADGITM, New Delhi.
19. Incharge (Stores), ADGITM, New Delhi.
20. Maintenance Incharge, ADGITM, New Delhi.
21. Canteen Incharge, ADGITM, New Delhi.
22. Security Supervisor, ADGITM, New Delhi.
23. All Notice Boards