



# BIRLA INSTITUTE OF TECHNOLOGY

A Deemed University u/s 3 of UGC Act, 1956

Mesra – 835215 (Ranchi) India

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Date:

The Departmental Committee is hereby constituted with the following members of the Department of Chemical Engineering to coordinate and monitor the Departmental ERP and website.

Sl. No.	Name & Designation	Responsibility
1.	Dr. Pulak Dutta, Assistant Professor, Dept. of Chemical Engg.	Monitoring the departmental ERP / Website
2.	Dr. Abhijit Mondal, Assistant Professor, Dept. of Chemical Engg.	

The committee will have the following functions:

- To oversee the departmental concern of all U.G. & P.G. registration, courses allocation, course intake, faculty distribution to subjects, checking of credit hr for each subject etc. related with ERP of BIT Mesra.
- To develop the departmental website (once a year), so that the all the effective activities and research can be recognised globally.

The tenure is 2 (two) years for the faculty members for the said responsibility.

*AK Sen 21.1.22*  
HOD, Department of Chemical Engineering

CC:

1. Dept. File

2. Concerned Faculty