

भारतीय प्रौद्योगिकी संस्थान (भारतीय खनि विद्यापीठ) धनबाद – ८२६००४
Indian Institute of Technology (Indian School of Mines) Dhanbad – 826004

No. 410018/2025-Estt.

Date: 16th April, 2025

Establishment Section
Office Order-73/2025

The transfer is hereby ordered in respect of the following employees. They are directed to join the new place of posting as mentioned against their name: -

Sl. No.	Name, Designation & Pay Level	Emp. Code	From	To
1	Shri Pawan Kumar Sharma, Junior Technician (Civil Maintenance), PL-3	1620	ECMU	Sanitation Section (Reporting to Dr. Dhiraj Kumar, Horticulture Officer)
2	Shri Pankaj Kumar, Junior Assistant, PL-3 *	1675	Campus Administration Section	
Note: - * In addition to his normal duties in the Sanitation Section, he will also process the bills of Security (CA Section) in consultation with concerned officials.				

The employees concerned are advised to report for duties to the respective place of transfer immediately. The Concerned Dean/ Head of Department/ Section/ Centre is requested to send the joining report of the employee to the undersigned.

PRABODH PANDEY
(Prabodh Pandey)
Registrar

Digitally signed by
PRABODH PANDEY
Date: 2025.04.16
18:14:22 +05'30'

CC :

- : DT/Dy. DT/RG Sectt.
- : DR (Estt.) / DR (F&A) / DR (DTS) / CVO Office
- : Concerned Dean/ Head of Department / Centre / Section- with a request to assign duties (in written order) to the employee concern with a copy to DR (Estt.) for records.
- : Concerned Employees
- : Associate Dean (Infrastructure- IT networking)/ CSM – for transfer of existing employee in biometric attendance.
- : Personal File/service book/ Guard File