



No.07052026-P2(T&P)

Office order

Date:07.05.2026

In pursuance of the guidelines issued by the **Directorate of Technical Education, Government of West Bengal (No.16(T)/CS dated 18.03.2026)**, and in accordance with the provisions of the **West Bengal Service Rules (WBSR)**, it is hereby informed that **Dr. Samir Das, Assistant Professor, Department of Civil Engineering**, shall take over charge as **Head of Training & Placement Cell** with effect from **01.06.2026**, in addition to his regular academic and administrative responsibilities. This arrangement shall remain valid provided that the **Director of Technical Education** does not raise any objection regarding his suitability as Head of Training & Placement Cell.

As **Head of Training & Placement Cell**, Dr. Das shall be responsible for:

- **Placement coordination:** Coordinating student placement activities with industries and organizations in line with AICTE and UGC guidelines.
- **Internship facilitation:** Ensuring internship opportunities for students as per UGC and NAAC recommendations.
- **Industry-Institute relations:** Strengthening collaborations, MoUs, and outreach programs to meet NBA and NAAC standards.
- **Documentation compliance:** Maintaining all records, documents, and correspondence related to Training & Placement in accordance with NAAC/NBA documentation requirements.
- **Audit and reporting:** Ensuring proper compliance with audit-related issues and submission of reports as required under WBSR and accreditation frameworks.
- **Career guidance:** Supporting students in career guidance, training, and skill development initiatives aligned with AICTE and UGC directives.

Dr. Nimai Mukhopadhyay, Associate Professor, Department of Mechanical Engineering, is hereby requested to hand over the charges of the Training & Placement Cell to Dr. Samir Das. All necessary formalities for the takeover and make-over of charges shall be completed by **01.06.2026**. This order shall come into effect from the date mentioned and remain valid until further notification.

Principal

Copy to:

1. Dr. Samir Das, Assistant Professor, Dept. of Civil Engineering
2. Dr. Nimai Mukhopadhyay, Associate Professor, Dept. of Mechanical Engineering
3. Director of Technical Education, Govt. of West Bengal (for information only)
4. All Heads/Section Incharges
5. Accounts Officer
6. Registrar
7. Personal File
8. Office Copy