



Birla Institute of Technology
Off Campus Noida

August 24, 2021

Circular

A maintenance committee is being constituted with immediate effect. The following members will be in the team:

- | | | |
|---------------------------|---|-------------|
| 1. Mr. Abhishek Mohapatra | - | Coordinator |
| 2. Mr. Rakesh Singh | - | Member |
| 3. Mr. Pavan Chandak | - | Member |
| 4. Mr. Lalit Bhatt | - | Member |
| 5. Mr. Manoj Kumar Singh | - | Member |
| 6. Mr. Vikram Bhatia | - | Member |

Scope of Work:

Overall maintenance of the Institute including furniture, class rooms, air conditioning, projectors, all AMC items (except computer & Software)

The committee will give weekly recommendation to the Director on weekly basis.


(Director)

CC:

1. PA to Director – for filing
2. All the above members
3. All Academic & Non Academic Staff
4. Notice Boards