

No. NITD/Estt./New faculty/2019/2301

Date:- 13<sup>th</sup> September, 2019

## **CIRCULAR**

This is for notification to all faculty members who have been newly appointed( External and internal) through advertisement No. NITD/ Estt./02/09/2017 dated 25.09.2017 that you are advised to fill up the enclosed format as prescribed for the purpose of assessment for confirmation, submit the same in the sealed cover to the Office of the Deputy Registrar (Establishment) duly forwarded by the concerned Head and where incumbent is holding the post of Head of the Department, the Dean (Faculty Welfare) will forward their duly filled in format by cease work of 30<sup>th</sup> September, 2019, failing which confirmation to the said post would be delayed .



Director

Copy forwarded for information to:-

1. All Deans.
2. All Head of the Departments:- with a request to circulate amongst the newly appointed (external and internal) faculty members of the respective Departments.
3. Web Master- For display in the Institute Website.
4. Director Secretariat.
5. Registrar Secretariat.
6. File Copy.



Dy. Registrar (Estt.)