

**HERITAGE INSTITUTE OF TECHNOLOGY  
KOLKATA**

**Circular**

Ref. No. HRIT/0915/2470

Date: July 26, 2016

**PARENTS' ORIENTATION PROGRAMME (CONFLUENCE 2016)**

All members of faculty and staff are hereby invited to attend the inaugural programme of **CONFLUENCE 2016** Session: 2016-2017, on **Thursday, 28<sup>th</sup> July, 2016** at the Swami Vivekananda Auditorium of Heritage Institute of Technology as per the following schedule:

10:30 - 11:00 a.m.	Address by <b>Prof. (Dr.) Pranay Chaudhuri, Principal, HITK</b>
11:00 – 11:45 a.m.	Address by <b>Swami Vedatitananda, Correspondent &amp; Mechanical Lecturer, Ramkrishna Mission Shilpamandir, Belur Math</b>
11:45 – 12:15 p.m.	Address by: <b>Dr. Banhishikha Bhattacharyya Students' Counsellor, HITK</b>
12:15 – 1:00 p.m.	Introduction of HODs, DCs and key members of HITK Administration and interaction with parents
1:00 p.m.	National Anthem
	Compere: <b>Prof. Saptaparna Roy (Humanities)</b>

Programme ends with refreshment

## Responsibility Chart

### 1. VIP Reception

- |                        |                              |
|------------------------|------------------------------|
| (i) Director           | (ii) Chief Executive Officer |
| (iii) Advisor, HE, KBT | (iv) Principal, HIT          |

### 2. General Reception

(10:00 a.m.)

- |                             |                                  |
|-----------------------------|----------------------------------|
| i) Ms. Sanchita Ghosh Gupta | (ii) Ms. Sangita Mukherjee (Lib) |
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### 3. Registration

- |                           |                         |
|---------------------------|-------------------------|
| (i) Ms. Sikha Das         | (ii) Mr. Krishnendu Sen |
| (iii) Mr. Abhishek Sarkar |                         |

### 4. Arrangements at the Auditorium

(10:00 a.m.)

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|---------------------------|------------------------------|
| (i) Mr. Arvind Srivastava | ii) Mr. Supriyo Bhattacharya |
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### 5. Distribution of Food Packets

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| (i) Mr. Arvind Srivastava | (ii) Mr. Supriyo Bhattacharya |
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### 6. Compere

(10:00 a.m.)

Prof. Saptaparna Roy (Hum)

**All Heads of Departments, Departmental Coordinators and Senior Members of Faculty of HITK are requested to be present during Introduction at 12:15 p.m.**

Registrar, Library Advisor, Campus Administrator, Co-ordinator (Student Affairs & International Relations), Joint Registrar, DGM – Administration, PR & BD Executive, Asstt. Registrar-II and all Senior members of Faculty are requested to kindly co-ordinate and lend their helping hands, as and when necessary.

**Prof. (Dr.) Pranay Chaudhuri**  
**Principal**