



# भारतीय प्रौद्योगिकी संस्थान कानपुर

## INDIAN INSTITUTE OF TECHNOLOGY KANPUR

### प्रशासन अनुभाग (कुलसचिव कार्यालय)

#### ADMINISTRATION SECTION (REGISTRAR OFFICE)

No. Estt. /OO/2025/IITK/ 255

Date: Aug 06, 2025

#### OFFICE ORDER

#### **Subject: Realignment of responsibilities**

The responsibilities of following officers are realigned as indicated below, with effect from 11.08.2025.

Sl. No.	PF No.	Name	Designation	Existing Responsibility	Additional Responsibility
1.	05562	Dr. J.P. Deshmukh	Jt. Registrar	Estate Office	DOAD Office
2.	06229	Mr. Keerti Raj	Asstt. Registrar	Administration	CPIO

Mr. Keerti Raj, CPIO-2, will dispose of the RTI applications timely under the supervision of Mr. Prakaipa Sharma, CPIO-1, the nodal officer for RTI portal. Mr. Prakaipa Sharma will also be responsible for disclosing the information as per the pro-active disclosure RTI guidelines.

Mr. Keerti Raj will continue assisting the DOAD office in the committees already constituted, for a definite period with specific tasks.

This order is issued with the approval of the Director.

*Uish*  
Vishwa Ranjan  
Registrar

Copy to-

1. Director
2. Dy. Director
3. DOAD
4. Directorate Office
5. Registrar Office
6. CPMS & Pingala Administration
7. Personal File
8. Person(s) concerned
9. Office File