



छात्रावास प्रबंधन केंद्र
भारतीय प्रौद्योगिकी संस्थान खड़गपुर
Hall Management Centre
Indian Institute of Technology Kharagpur



No. IIT/HMC/InterIIT/2025/02
Dated 02/12/2025

MEMO

The undersigned is directed to convey that the Competent Authority has been pleased to permit 13 staff members as per Annexure-I to participate in the Inter IIT Staff Sports Meet 2025 to be held on IIT Hyderabad during the period from 23rd December 2025 to 29th December 2025.

The Competent Authority has also approved the following:

1. The staff members (Cricket teams) will leave station on 21.12.2025 and will return on 31.12.2025 (i.e. **11 days**).
2. The staff members (staff sports contingent except Cricket) will leave station on 22.12.2025 and will return on 31.12.2025. (i.e. **10 days**).
3. **As per rules, excess of 10 days Special Casual Leave (SCL) in a year will be treated as regular leave.**
4. Staff members are required to apply for Special Casual Leave to the Warden of concerned Hall.


Chairman, HMC

Encl: Annexure I

To
The Persons Concerned
(Through Respective Warden Hall of Residence)

Copy to:

1. The Wardens / Asst. Wardens, Concern Halls of Residence
2. Senior Security Officer
3. Senior Sports Officer, TSG

Annexure I to the Memo No.: IIT/HMC/InterIIT/2025/02 Dated 14/11/2025

S. No.	Name	Gender	EC	Designation	Dept	Main	Com-1	Com-2	Events in Athletics
1	HASI CHAKRABORTY	Female	00H17	Supervisor	HMC	Badminton	Table Tennis		Javelin (Female), Discuss (Female)
2	NINA SINGH	Female	00H19	SUPERVISOR	HMC	Table Tennis			
3	D HEMANTHA RAO	Male	09H57	Mess Assistant	HMC	Volleyball			
4	D NAGESHWAR RAO	Male	02H33	Manager	HMC	Volleyball			
5	K RABI	Male	09H60	Mess Assistant	HMC	Cricket			
6	K RAMU	Male	02H35	Mess Assistant	HMC	Football			
7	P. MOHAN RAO	Male	02H30	COOK	HMC	Basketball			
8	RAVI PATTANAYAK	Male	17H05	Mess Assistant	HMC	Football	Athletics		100M (Male), 200M (Male), 4 X 100M Relay
9	SK JAHIR UDDIN AHMED	Male	09H69	Cook	HMC	Football			
10	SUNDAR KUMAR ROY	Male	00H02	Mess Assistant	HMC	Table Tennis			
11	PARTHA MONDAL	Male	03H01	Hall Manager	HMC	Tennis			
12	U DHANAPUTRA RAO	Male	91H05	Cook	HMC	Volleyball			
13	Y.HEMANTA RAO	Male	01H26	Supervisor	HMC	Basketball			