



**HALL MANAGEMENT CENTRE
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR**

Office Order No.IIT/HMC/Dress Allow. 2026-27,
Dated August 24, 2026

With reference to the above office order, the undersigned is to convey that the Competent Authority has approved the payment of Dress Allowance for the period of 01st July 2026 to 30th June 2027 to all eligible employees as detailed in the Annexure.

The Dress Allowance to be paid subject to submission of undertaking that the uniforms /liveries will be purchased by the employees, maintained and worn regularly.

Dean, HM

To

1. Person concerned
Through: Respective Warden / Asst. Warden Halls of Residence.
2. Salary Unit.

Copy to:
HMC website for circulation.

**HALL MANAGEMENT CENTRE
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR**

Undertaking for Purchasing of Uniforms / Liveries

**(Ref: Office Order No. IIT/HMC/Dress Allow. 2026-27,
Dated August 24, 2026)**

I hereby undertake that I will purchase, maintain and wear regularly the uniform/liveries as sanctioned to me for the period of 01st July 2026 to 30th June 2027 by utilizing the Dress Allowance paid by the Institute in lieu of uniform/liveries.

Date:

Signature: _____

Name: _____

EC: _____

Designation: _____

Hall: _____

Warden / Asst. Warden Hall of Residence.

To
The Chairman
Hall Management Centre