

**TECNIA INSTITUTE OF ADVANCED STUDIES**  
**NAAC Accredited Grade 'A' Institute**

Ref. No. TIAS/ Dir. Off./2019-20/77A.

Date: 05.05.2020

**OFFICE ORDER**


**Subject: Training & Placement Officer (TPO), T & P Cell w.e.f. 05.05.2020**

Reference to the Gazette of India: Extraordinary; AICTE; Notification, New Delhi, the 4th January 2016; Part-III, Section-4; [Clarifications on certain issues/Anomalies Pertaining to Qualifications, Pay Scales, Service Conditions, Career Advancement Schemes (CAS) etc. for Teachers and other Academic Staff of Technical Institutions (Degree/Diploma)]; Page No. 38, Annexure-V; Qualification, Pay Scales and Service Conditions of TRAINING AND PLACEMENT OFFICERS (Degree); clause: Duties and responsibilities of Training and Placement Officer.

*(Copy of the same is enclosed herewith)*

In light of above, the competent authority, Tecnia Institute of Advanced Studies is pleased to assign the duty as subject cited above. The details as under:-

S. No.	Name	Responsibility
01	Mr. Rahul Tripathi	Training & Placement Officer (TPO)

  
DIRECTOR

*Noted*  
  
TPO

Copy to:

- Admin, Chairman Secretariat, TIAS for kind information
- Dean/Coordinator, Academic Cell - to inform all concerned
- Coordinator-IQAC, TIAS
- T&P Cell, TIAS
- In-Charge, Students' Welfare, TIAS
- All HoDs- Dept. of Mgt. Sciences/Journalism & Mass Comm. /Computer Applications, TIAS
- All Class In-Charges/Mentors notified through respective HoDs, TIAS
- In-Charge Librarian, TIAS
- In-Charge Admin, TIAS
- In-Charge ITC- for uploading the same on the institute website
- Personal file of faculty concerned
- Guard File