

Ref No: MIET/ADM/OCD/2024-25/055

Dated: 09.09.2024

**NOTICE****Media Cell**

For Media coverage (News / Magazine / Newsletter / Print Media / Social Media etc.) of all the educational, recreational, social, sports and cultural activities / event conducted / organized at department level (for students / faculty / staff members) in the department concerned / institute level, Media Cell has been formed as per the details mentioned hereunder:

S. No.	Name	Convener	Department	Mobile
1	Mr. Ajay Chaudhary	Convener	Media	7351665522
2	Mr. Manoj Agarwal	Member	Media	9634060772
3	Ms. Debopriya Mukhopadhyay	Member	Media	9891089028
4	Mr. Akhil Gautam	Member	Media	7217270321

Committee chairman / convener is requested to conduct the meeting of all the members / associated personnel as and when required and once at the end of semester (to review / consolidate the works done). Its MOMs are to be submitted to IQAC and the Director in due course of time.

**Prof (Dr.) Sanjay Kr. Singh**  
Director

***Copy for information and necessary compliance to:***

- Chairman / Vice – chairman
- Dean-Student's welfare, Associate Dean-First year, All the HoDs, IQAC, Chief Proctor
- Registrar, ERP, Website, Account Section, Transport, Library, Notice Boards.