Indian Institute of Technology Kanpur  
Office of Infrastructure & Planning

DOIP/IITK/2022/OO-12-10-01  
Date: 12/10/2022

Office Order

Subject: Regarding submission of the Electric meter reading input sheet

For all the residents on the campus including RA Hostel and SBRA, a copy of the Electric meter reading input sheet must be sent to the DOIP office for review. A soft copy of the excel file(s) of the meter reading must be sent to adpi_office@iitk.ac.in by the end of the first week of every month.

This Office Order is issued with the approval of the Competent Authority and is for the necessary information to all concerned.

[Signature]
Dean, Infrastructure, and Planning

Copy to:
1. Dy. Director
2. SE, IWD
3. EE (Electrical)
4. Web master-for circulation among all concerned
5. JE, Incharge - meter reading