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Government of West Bengal  
**Office of the Principal, Contai Polytechnic**

P.O. – Darua, P.S.-Contai, Dist. – Purba Medinipur, PIN – 721401  
e-mail: polytechnic\_contai@rediffmail.com

Memo. No. CP/GB/2023: 731

Dated Contai, the 21<sup>st</sup> Sept., 2023

To  
The Sub-divisional Officer  
Contai Sub-division  
Govt. of West Bengal,  
P.O- Contai, Dist- Purba Medinipur. PIN-721401

**Subject: Governing Body meeting**

**Ref: Govt. order No. 27-TET(Poly)/10M-115/2016, dtd. 10th Jan,2017**

Sir,

As per your kind consent, a meeting of the Governing Body will be held on 05<sup>th</sup> October at our institute at 12 Noon.

Being the Chairman of the Committee, your presence in the said meeting is essential in the institute point of view.

So, undersigned would request you to be present on 05<sup>th</sup> October in the said meeting.

Thanking you,



Yours faithfully

BF

21/09/2023

Principal-in-Charge  
Contai Polytechnic  
**Principal-in-Charge,**  
**Contai Polytechnic**  
**Govt. of West Bengal**