

**Kick Off Meeting (Between authority of HEIs, Executive Engineer and contractors)**

1. Name of the Higher Education Institute (HEIs):- Infrastructure Development College Building of Municipal College, Rourkela under World Bank Assistance Programme.

2. Executive Agency :- Rourkela (R & B) Division

3. Date of Meeting:- 02.03.2021

4. Place of Meeting:- Office of the Executive Engineer Rourkela (R & B) Division

5. Members Present With Designation:-

- a) Executive Engineer, Rourkela (R & B) Division *h.v.g*  
2-3-21
- b) Principal, Municipal College *DDSD*  
2/3/21
- c) Asst Executive Engineer, CT (Sub-Division) *Dr. S. S. 21*
- d) Asst Executive Engineer, GE (Sub-Division) *Ramdhani*  
2-3-21
- e) Asst Executive Engineer, GPH (Sub-Division) *Y. S. 21*
- f) Estimator, Rourkela (R & B) Division *MSD*  
2/3/21
- g) Asst Engineer, Rourkela Section *MSD*  
2-3-2021
- h) Junior Engineer, GE section *Shal*  
2-3-2021
- i) Agency :- *Dr. S. S. 21*  
2-3-2021

6. Contact document handed over to HEIs by Engineers:- YES

7. Issues if any:- NIL.

Signature with designation of Engineer

*W. J.*  
2-3-21

Signature with designation of authority of HEIs

Signature of contractor

*Adel...?*