OFFICE ORDER - IT COMMITTEE-2025-26

c|4-1)8)25

Subject: Constitution IT Committee for Session 2025-2026

The Committee will convene in the month of July 2025 for the academic session 2025–2026. The IT Committee is responsible for regulating the procurement and supply of IT equipment and related resources as per institutional requirements and guidelines. The Committee also ensures proper handling, maintenance, and safeguarding of IT infrastructure and resources within the institute.

S.No.	Name of Members	Designation
1	Dr. Virshree Tungare	Convener
2	Dr. Ajay Verma	Secretary
3	Ms. Akansha khare	Member
4	Mr. Shoib Sheikh	Member

Roles & Responsibilities
1. The committee will work for procurement of IT Stocks.
2. The committee will work for IT development in the Institute.
3. The committee will maintain the stock register, bills & Maintenance register.
4. The committee will conduct two meetings in a year.

Copy to:

1. Chairperson
2. Secretary
3. Members

Principal
Acropolis Institute of Management
Studies & Research, Indore (M. P.)