

To
Dean (R & D)

Date:

IIPE, Visakhapatnam,

Through: PI & HOD/.....

Sub: Joining as

Reference: Appointment letter no.

Sir.

With reference to the above offer letter for the post of under the
..... sponsored Research Project titled "....." (Project no.
.....) in the Department of IIPE, Visakhapatnam, I hereby
report to join my assignment as..... on..... FN/AN.

Yours faithfully

Name

Designation

Mobile No.

Email. Id.....

Encl: A copy of the acceptance

Note: To be submitted along with Joining Report (Form No. 306)