

**IITBNF Clearance Form**  
**Department of Electrical Engineering, IIT Bombay**

Date:

Name of student:

Roll No/ Employee Code:

Degree:

Department:

Guide Name:

Co. Guide Name:

| S.No. | Details  | Checked by                               | Comment | Sign |
|-------|--|--|---------|------|
| 1     | Locker cleared up and key submitted                              | <b>Sunitha Nambiar</b>                   |         |      |
| 2     | Return of items(desiccator, tweezer, diamond cutter etc.) issued | <b>Sunitha Nambiar</b>                   |         |      |
| 3     | No chemical left in the cupboard                                 | <b>Minita Surwade/<br/>Shilpa Kharat</b> |         |      |
| 4     | Remove email ID from mailing list                                | <b>Priyanka Bhole</b>                    |         |      |
| 5     | Remove biometric access  | <b>Priyanka Bhole</b>                    |         |      |
| 6     | Transfer any responsibility to the next user                     | <b>Satyavalli Paluri</b>                 |         |      |

**Signature of Asst. Lab Manager:**

**Signature of Supervisor/ Guide:**