



दक्षिण बिहार केन्द्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF SOUTH BIHAR
SH-7, Gaya-Panchanpur Road, Village : Karhara, Post: Fatehpur
P.S : Tekari, District : Gaya (Bihar) Pin-824236
NAAC Accreditation : Grade A⁺⁺

Date : 30.08.2023

OFFICE ORDER No. 202/2023

Pursuant to the recommendation of the Teacher Deputation Committee and subsequent approval of the Competent Authority, the undersigned is directed to convey the status of the applications received from the following faculty members for deputation to attend training (RC/FIP/FDP etc.) Seminar, Conference, Workshop etc. with/without financial assistance as under:

Sl. No.	Name of Faculty	Name of the Department	Particulars	Leave / Course Period	Nature of leave	Financial Assistance required	Last Refresher Course	TDC's Remarks
1.	Dr. Pankaj Mathur, Dy Librarian	Central Library	Online two-week (12 working days) refresher course in Information and Communication Technology.	24.07.2023 to 07.08.2023	Duty leave	No	NA	Approved
2	Dr. Ram Pratap Singh	Department of Life Science	Official meeting in SERB, Delhi	13.06.2023 to 16.06.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
3	Prof. R.K. Kumbhar	Department of Economics Studies and Policies	Conducting Ph.D. viva as external examiner at Utkal University.	30.06.2023 to 30.06.2023	Duty leave	No	NA	Directed to apply Special Casual Leave
4	Dr. Pradip Kumar Das	Department of Law and Governance	Presenting a paper in International Seminar organised by Kerala Law Academy Law College, Kerala.	24.06.2023 to 24.06.2023	Not required	No	NA	Ex-Post Facto approval is accorded
5	Dr. Chetna Jaiswal	Department of Psychological Sciences	NOC to attend APA convention 2023 at Washington, DC, USA	03.08.2023 to 05.08.2023	Duty leave	No	NA	Approved
6	Dr. Vijay Raj Singh	Department of Physics	Presentation for Research Project, New Delhi	05.07.2023 to 07.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
7	Dr. Saroj Kumar	Department of English	Approval for Refresher Course at BHU	11.07.2023 to 24.07.2023	Duty leave	No	NA	Approved
8	Dr Rohit Ranjan Shahi	Department of Physics	Proposal for presentation in 74 User workshop in materials science section at IUAC New Delhi	05.07.2023 to 06.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
9	Dr. Sanjay Kumar	Department of Economics Studies and Policies	56th Refresher Course in Economics at JNU	11.10.2023 to 25.10.2023	Duty leave	No	NA	Approved all but permitted to attend any one whichever is earlier
			Refresher Course in Commerce, Applied Economics, Economics and Business administration, University of Lucknow	14.08.2023 to 28.08.2023	Duty leave	No	NA	
			Economics, Population studies and Lifelong learning at Himachal Pradesh.	07.08.2023 to 19.08.2023	Duty leave	No	NA	

Shikesh



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10	Dr. Jitendra Ram	Department of Sociology Studies	As distinguished speaker in one day seminar on Babu Jag Jivan Ram's Mahaparinirwan Divas at Deptt of Sociology, History & Pol. Science at Magadh University, Gaya	06.07.2023 to 06.07.2023	Duty leave	No	NA	Ex-Post Facto approval is ' accorded
			Deliver a lecture in a National Webinar on Navigating a Dynamic Career Path in Sociology at Kalahandi University, Orissa	15.07.2023 to 15.07.2023	Duty leave	No	NA	
11	Dr. Anant Prakash Narayan	Department of Law and Governance	Online training programme on Labour Codes for Agriculture, Noida	18.07.2023 to 20.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
12	Dr. Deo Narayan Singh	Department of Law and Governance	Online two weeks refresher course on advance research methodology organised by Ramamuja College, Delhi University,	21.07.2023 to 04.08.2023	Duty leave	Yes	NA	Application withdrawn / Not approved
			Applicant already applied for course 'Advanced Research Methodology' without permission and requested for ex-post facto approval. No leave is required as course is recorded online.	22.08.2023 to 05.09.2023	No leave require	Yes	NA	Approved with financial assistance as per University rules subject to availability of fund.
			To delivered a lecture at BIPARD, Gaya	10:00 AM to 1:15 PM on 03.07.2023	Duty leave	Yes	NA	Ex-Post Facto approval is accorded
			Special Invite Lecture at BIPARD, Gaya	22.05.2023 to 25.05.2023	Duty leave	Yes	NA	
			Invite for Lecture at BIPARD, Gaya	11.07.2023 to 13.07.2023	Duty leave	Yes	NA	
			Invite for Lecture at BIPARD, Gaya	12.08.2023 to 12.08.2023	Duty leave	Yes	NA	
13	Dr. Sunil Kumar	Department of English	Paper Presentation in International Conference at University of North Bengal, Siliguri, WB.	03.08.2023 to 04.08.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
14	Dr. Anju Helen Bara	Department of Political Studies	Invitation to speak on a thematic panel at a conference at OP Jindal Global University	09.08.2023 to 10.08.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
			Participation in a plenary meeting of arramat project to plan out the implementation processes at New Delhi	29.07.2023 to 31.07.2023	Duty leave	No	NA	

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15	Dr. Priti Rai	Department of Geology	Online faculty induction programme organised by UGC-HRDC, BHU.	15.09.2023 to 14.10.2023	Duty leave	No	NA	Approved all but permitted to attend any one whichever is earlier
			15th Faculty Induction programme at Dr. Hari Singh Gour Vishwavidyalaya, Sagar.	06.10.2023 to 03.11.2023	Duty leave	No	NA	
16	Dr. Priya Rajan	Department of Sociological Studies	Participation in NIC, NSS programme at Hisar, Haryana .	17.07.2023 to 26.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
17	Lt (Dr) Pragya Gupta	Department of Teacher Education	National Awards for Innovative Practices and Experiments for School and Teacher Education Institution: 2022-23 at NCERT, New Delhi	17.07.2023 to 19.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
18	Dr. Tarun Kumar Tyagi	Department of Teacher Education	National Awards for Innovative Practices and Experiments for School and Teacher Education Institution: 2022-23 at NCERT, New Delhi	17.07.2023 to 19.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
19	Dr. Rajni Kant Ojha	Department of Economics Studies and Policies	56th Refresher Course in Economics at JNU	11.10.2023 to 25.10.2023	Duty leave	No	NA	Approved all but permitted to attend any one whichever is earlier
			Refresher Course in Commerce, Applied Economics, Economics and Business administration, University of Lucknow	14.08.2023 to 28.08.2023	Duty leave	No	NA	
			Refresher Course in Economics, Commerce and Management at Devi Ahilya Vishwavidyalaya	19.12.2023 to 01.01.2024	Duty leave	No	NA	
			Refresher course in Commerce and Management (Economics, Commerce and Management at Ranchi University	05.12.2023 to 18.12.2023	Duty leave	No	NA	
			Economics, Population studies and Lifelong learning at Himachal Pradesh	07.08.2023 to 19.08.2023	Duty leave	No	NA	
			Intimation letter or Invited for lecture (virtual platform)	05.07.2023 to 05.07.2023	Duty leave	No	NA	
20	Dr. Rahul Singh	Department of Physical Education	Supervision district Olympic Games (Basketball) 2023 for Men & Women, Varanasi	13.07.2023 to 14.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
21	Dr. Rohit Kumar	Department of Historical Studies and Archaeology	To present a paper in a national seminar on Rethinking Kashi: Socio-Religious and cultural discourses at BHU.	14.07.2023 to 15.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded

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22	Mr. Aditya Mohanty	Department of Sociological Studies	Interdisciplinary Refresher course for teachers organised by the UGC-HRDC, Ramanujan college, University of Delhi.	28.07.2023 to 09.08.2023	Duty leave	No	NA	Approved
23	Dr. Ahammedul Kabeer AP	Department of Sociological Studies	Interdisciplinary Refresher course for teacher organised by the UGC-HRDC, Pondicherry University.	04.10.2023 to 17.10.2023	Duty leave	No	NA	Approved
24	Dr. Rikil Chyrmang	Department of Economics Studies and Policies	Refresher course in Economics UGC-HRDC, University Calicut, Kerala.	01.08.2023 to 14.08.2023	Duty leave	No	NA	Approved all but permitted to attend any one whichever is earlier
			Refresher course in Economics, Population studies & Lifelong learning UGC-HRDC, HP University, Simla.	07.08.2023 to 19.08.2023	Duty leave	No	NA	
			Refresher course in Commerce, Applied Economics, Economics & Business administration UGC-HRDC, University of Lucknow, Lucknow.	14.08.2023 to 28.08.2023	Duty leave	No	NA	
			Refresher course in Economics UGC-HRDC, JNU, New Delhi	11.10.2023 to 25.10.2023	Duty leave	No	NA	
			Refresher course in Economics, policy issues in Indian economics UGC-HRDC, University of Mumbai, Mumbai.	30.10.2023 to 11.11.2023	Duty leave	No	NA	
			Online Refresher course in Economics at UGC-HRDC, Maulana Azad National Urdu University, Hyderabad.	26.09.2023 to 09.10.2023	Duty leave	No	NA	
			Online Refresher course in RC Economics, Commerce & Management at UGC-HRDC, Jamia Millia Islamia, New Delhi	04.10.2023 to 17.10.2023	Duty leave	No	NA	
			Online 56th Refresher course in Economics at UGC-HRDC, JNU, New Delhi.	11.10.2023 to 25.10.2023	Duty leave	No	NA	
			Online refresher course in Economics : Policy issues in Indian Economy at UGC-HRDC, University of Mumbai.	30.10.2023 to 11.11.2023	Duty leave	No	NA	
			Online Refresher course in Economics, Commerce and Management at UGC-HRDC, Devi Ahilya Vishwavidyalaya, Indore, MP.	19.12.2023 to 01.01.2024	Duty leave	No	NA	

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25	Dr. Anil Kumar	Department of Historical Studies and Archaeology	40th Refresher course in History at HRDC, JNU, New Delhi.	31.08.2023 to 14.09.2023	Duty leave	No	NA	Approved
26	Dr. Rakesh Kumar	Department of Biotechnology	Testing of bio polymeric samples and update on sanctioned DST-CRG Project.	18.07.2023 to 18.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
27	Dr. Priya Ranjan	Department of Sociological Studies	6th Refresher course in Research Methodology (IDC) at HRDC, JNU.	22.11.2023 to 06.12.2023	Duty leave	No	NA	Approved
			Request for recognition of already attended two weeks online faculty development programme during Covid-19.	15.07.2020 to 28.07.2020	Duty leave	No	NA	Forwarded to IQAC for further necessary action
28	Dr. Durg Vijay Singh	Department of Bioinformatics	Refresher course in Life Sciences and Biotechnology, JNU, HRDC, New Delhi.	22.11.2023 to 06.12.2023	Duty leave	No	NA	Approved
29	Dr. Manoj Panchal	Department of Life Science	Refresher course in Life Sciences and Biotechnology, JNU, HRDC, New Delhi.	22.11.2023 to 06.12.2023	Duty leave	No	NA	Approved
30	Dr. Gaurav Kumar Singh	Department of Physical Education	Online Refresher course at Simla, Himachal Pradesh and Gwalior, MP.	17.08.2023 to 30.08.2023	Duty leave	No	NA	Approved
31	Dr. Surendra Kumar	Department of Law and Governance	Special lecture at Jaipur.	17.07.2023 to 22.07.2023	Duty leave	No	NA	Approved subject to submission of valid / original supporting documents duly signed by HoD/CA of the Organiser
32	Dr. Sanat Kumar Sharma	Department of Sociological Studies	National Seminar at Mahatma Gandhi Kashi Vidyapith, Varanasi.	21.07.2023 to 21.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
33	Prof. K. Shiva Shankar	Department of Mass Communication and Media	Keynote speaker and resource person at the two day workshop in Digital Era Public Relations for JMC at Telangana University.	20.07.2023 to 21.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded subject to submission of valid supporting (signed on letter head or with seal) documents.
34	Dr. Jitendra Pratap Singh	Assistant Director of Physical Education	Online refresher course organised by UGC-HRDC, LNIPE, Gwalior, MP.	17.08.2023 to 30.08.2023	Duty leave	No	NA	Approved

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35	Dr. Pankaj Mthur	Dy. Librarian Central Library	Change of approved Refresher Course from Information and communication Technology .	24.07.2023 to 07.08.2023	Duty leave	No	NA	Approved
			Cancellation of Refresher course on Information and Communication Technology at University of Lucknow.	24.07.2023 to 07.08.2023	Duty leave	No	NA	Request for cancellation approved
36	Dr. Vijay Raj Singh	Department of Physics	Visit of farm at Bangalore to finalization of purchase of instruments at Hydro Peno Vac Technologies Bangalore.	18.07.2023 to 23.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
37	Dr. Amrita Srivastava	Department of Life Science	Deliver invited talk at Sunbeam College, Bhagwanpur, Varanasi	21.07.2023 to 21.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
38	Dr. Mahendra Khatravath	Department of Chemistry	Visiting TIFER Hyderabad for data analysis for project No. RP - 84.	27.07.2023 to 28.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
39	Prof. Pranav Kumar	Department of Political Studies	Invitation as resource person for research Methodology course in Social sciences at MGCUB	09.08.2023 to 11.08.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
40	Dr. Krishna Prakash	Department of Biotechnology	Two short term online courses in MOOCs development and delivery and E-content development and ICT conducted by UGC-HRDC, Ranchi University, Ranchi .	13.09.2023 to 19.09.2023 and 01.11.2023 to 07.11.2023	Duty leave	No	NA	Approved all but permitted to attend any one whichever is earlier
41	Dr. Atish Kumar Dash	Department of economics Studies and Policies	Online refresher course in Economics, Population studies and Lifelong Learning organised by HRDC, Himachal Pradesh University	07.08.2023 to 19.08.2023	Duty leave	No	NA	Approved
42	Dr. Sanjay Kumar	Department of Life Science	Refresher course in basic science UGC-HRDC, Jamia Millia Islamia, New Delhi.	1st August 2023	Duty leave	No	NA	Approved
43	Prof. Rizwanul Haque	Department of Biotechnology	Invitation of scientific lecture at NIPER, Hajipur	31.07.2023 to 31.07.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
44	Mrs. Renu	Department of Commerce & Business Studies	Two week online refresher course at Kumaun University, Nanital	03.10.2023 to 16.10.2023	Duty leave	No	NA	Approved all but permitted to attend any one whichever is earlier
			Two week online refresher course at Jamia Millia Islamia, New Delhi	04.10.2023 to 17.10.2023	Duty leave	No	NA	
			Two week online refresher course at University of Lucknow	14.08.2023 to 28.08.2023	Duty leave	No	NA	
			Two week online refresher course at University of Allahabad	14.12.2023 to 27.12.2023	Duty leave	No	NA	

Utkesh



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45	Dr. Chetna Jaiswal	Department of Psychological Sciences	Cancellation of NOC to attend APA convention 2023 at Washington, DC, USA	03.08.2023 to 06.08.2023	Duty leave	No	NA	Request of cancellation approved
46	Dr. Lakhwinder Singh	Department of Physics	Refresher course in physics organised by the UGC HRDC, Kumaun university Nainital	13.09.2023 to 26.09.2023	Duty leave	No	NA	Approved all but permitted to attend any one whichever is earlier
			Refresher course in Physics organised by the UGC Human Resource Development Centre, Sambal pur University.	02.09.2023 to 15.09.2023	Duty leave	No	NA	
			Financial support (Air Fair) for already attended the collaboration meeting at Taiwan which was approved without financial assistance vide O/O No. 68/2023 as applicant has not submitted financial assistance document in time.	06.06.2023 to 06.07.2023	Summer Vacation	Yes ₹51,545/-	NA	Approved with financial assistance as per University rules subject to availability of fund & partial modification of office order No. 68/2023
47	Prof. Ravi Kant	Department of Teacher Education	Confidential work (Ph.D. admission interview) at Patna University	07.08.2023 to 07.08.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
48	Dr. Sujeet Kumar	Department of Mass Communication and Media	Meeting for ministry of Commerce and Industry, New Delhi	03.08.2023 to 03.08.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
49	Dr. Arpana Jha	Department of English	Approval for online Refresher course conducted by (SWAYAM)	01.10.2019 to 31.12.2019	Without leave	No	NA	Forwarded to IQAC for further necessary action
50	Dr. Sandeep Kumar Maurya	Department of Statistics	Online two-week refresher course under the scheme of PMMMNMTT	01.09.2023 to 14.09.2023	Leave not required	No	NA	Approved
51	Prof. MVK Sharma	Department of Sociological Studies	Delivering Gust lecture at TSW residential Degree College for women Telengana	07.08.2023 to 08.08.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
52	Dr. Anuj Lugun	Department of Hindi	Online Refresher course in basic science UGC-HRD at JNU, New Delhi	31.08.2023 to 14.09.2023	Duty leave	No	NA	Approved
53	Dr. Praveen Kumar	Department of Political Science	Presentation of paper in international Conference at Wardha, Maharashtra	07.09.2023 to 13.09.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
54	Dr. Kafeel Ahmad Naseem	Department of Indian Language (Urdu)	Confidential work Test development and Paper setting for the subject 'Urdu' of UGC-NET at ministry of Education Govt. of India at New Delhi	21.08.2023 to 25.08.2023	Duty leave	No	NA	Approved
55	Prof. Ravi Kant	Department of Teacher Education	Conducting B.Ed practical exam at Gayan Prakash College of Education, Gaya	09.08.2023 to 09.08.2023	Duty leave	No	NA	Directed to apply Special Casual Leave

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56	Dr. Prashant	Department of Environmental Science	To attend workshop on Protocol Development for Wetland Inventory, Climate Risk Reduction and Assessment of Ecosystem at Patna, Bihar	04.08.2023 to 04.08.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
57	Dr. Rahul Singh	Department of Physical Education	Invited for lecture as resource person in L.B.S. P.G. College, Mughalsari, Chandauri at Varanasi, UP	17.08.2023 to 18.08.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
58	Prof. Pradhan Parth Sarthi	Department of Environmental Science	Meeting and Presentation at Bihar State Pollution Control Board, Patna	18.08.2023 to 18.08.2023	Duty leave	No	NA	Ex-Post Facto approval is accorded
59	Dr. Soma Giri	Department of Environmental Science	15th Faculty Induction Programme at UGC-IIRDC at JNU, New Delhi	22.11.2023 to 20.12.2023	Duty leave	No	NA	Approved
60	Dr. Haresh Narayan Pandey	Department of Sociological Studies	Multi-disciplinary refresher course in UGC-HRDC, at IISGV at Sagar, MP	05.10.2023 to 18.10.2023	Duty leave	No	NA	Approved
61	Dr. Pallavi Singh	Department of Law and Governance	National Seminar titled Legal Protection to Senior Citizens: issues, Challenges and Future at City Academy Law College at Lucknow	21.08.2023 to 21.08.2023	Duty leave	No	NA	Approved

Further, TDC has recommended the following and on approval of the CA, the same is implemented with immediate effect.

- Amended / updated Duty Leave & TDC proforma attached as annexure I & II is to be utilized.
- Maximum limit should not be more than 12 lectures (Only Saturday & Sunday for lecture by faculty) in a year (January- December) in local Institutions or Training Centre.

This is issued with the approval of the Competent Authority


(Mukesh Kumar)
SO & Secretary TDC

Copy to :

- Concerned Faculty Members, CUSB, Gaya
- PS/PA to HVC/Registrar/FO/COE, CUSB, Gaya
- Deputy Registrar / Assistant Registrar (Estt. / Admin / Finance/Dev. & Project), CUSB, Gaya
- Section Officer (F & A), CUSB, Gaya
- Guard File



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DUTY LEAVE APPLICATION FORM

1. Name of the Applicant :
2. Designation :
3. Name of the Department :
4. Period of Duty leave applied for : From.....to.....(Total Duty leave days.....)
5. Total duty leave availed during current year :
6. Station leave; if applicable : From..... to
7. Reason of leave :
8. Address during duty leave :
-Contact No.
9. Saturday / Sunday / any Holiday, if any supposed to be prefixed / suffixed to duty leave.....
10. Alternate arrangements for responsibility during absence.....

.....
(Signature of alternate person)

.....
Signatur of Applicant

Forwarding with comments of the Dean/ HoD / HoD (I/C) with arrangement for teaching & other responsibility

.....
Dean / HoD / HoD (I/C)

Remarks / Recommendation of Teacher Deputation committee (TDC) may be Sanctioned / Not Sanctioned

Signature of Chairperson
Teacher Deputation Committee (TDC)

FOR USE OF ESTABLISHMENT SECTION

1. Days Duty leave as on
2. After deduction of above leave days are available at credit of the applicant.
3. The Duty leave fordays from to may please be considered and sanctioned.

Dealing Assistant

Section Officer/Assistant Registrar

Deputy Registrar

Registrar

Approved / Not-Approved
Vice-Chancellor



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FORMAT FOR APPROVAL

ORIENTATION / REFRESHER / SHORT-TERM COURSES / SEMINAR / CONFERENCE / MEETING / WORKSHOP ETC.

1. Name of the Faculty : _____
2. Designation with date of appointment : _____
3. Department : _____
4. School : _____
5. Name of the Course Applied : _____
Training / workshop / Seminar/ Conference/ Meeting/ orientation / Refresher / Short term course
6. Place of Training/workshop/Seminar : _____
Course applied at (Full Address) _____
7. Duration of course / programme : From _____ To _____
8. Period of Duty leave applied : From _____ To _____ Total days _____
9. Total working days for Training/course : _____
10. Total days of weekly off / holidays : _____
11. No. of faculty applied / deputed for Training programme from the Department during training period: _____
12. Financial Assistance for above programme: Yes No of ₹ _____
(If yes, attached proforma for financial assistance with supporting documents)
13. Alternate arrangement for Teaching & Other responsibility (with date & time if any), to be undertaken by alternate faculty :

Date	Semester	Period	Alternate Faculty	Signature of Alternate Faculty

14. Details of Seminar / Training Programme attended & permitted to apply earlier :

Period		Alternate Faculty	Attended / applied	Signature of Alternate Faculty
From	To			

Signature of the Faculty

15. Forwarding with comment of HoD : _____

16. Report about availability of leave with verification
of Sl. No. 8 by Dealing Assistant :

Head of the Department

Registrar

Approved / Not-approved
Vice-Chancellor