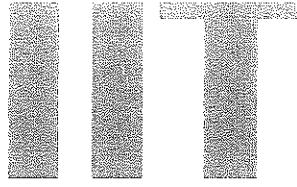


भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

☎ : (0542) 2366676 (Office); FAX: 91-542-2368428; e-mail: office.gad@itbhu.ac.in

कुलसचिव कार्यालय
(सामान्य प्रशासन)

Office of the Registrar
(General Administration)

Ref. No. IIT(BHU)/GAD/3(18)/Holidays(Vol-II)/Gen./10532

Date-08.12.2018

NOTICE

In continuation to this office Notice No. IIT(BHU)/GAD/3(27)/Timing/Gen./9500 dated 31.10.2018, this is to notify that Casual leave shall be admissible **to a maximum of eight in the aggregate in a Calendar year** to all employees of the Institute from 1st January, 2019 onwards, in accordance with the provision contained in the SCHEDULE-E [Statute 20 (2)] Clause 14(1) of the First Statutes of the Institute.

Joint Registrar(Admin.)-II

Ref. No. IIT(BHU)/GAD/3(18)/Holidays(Vol-II)/Gen./10533

Date-08.12.2018

Copy forwarded to the following for information and necessary action:

1. All the Deans
2. All the Heads of Departments/Coordinator of Schools
3. The Coordinators/Incharge of Units/Centers/Offices
4. All the Professor In-charges
5. The Chief Councilor, Gymkhana
6. The Chairman, Institute Works Committee
7. The Professor In-charge, Main Library
8. The Chairman, IIT (BHU)-Cafeteria Committee
9. The Chairman, Council of Wardens
10. The Chairman, Web Management & E-mail Services Committee
11. The Chairman, Press & Publicity Committee
12. The Coordinator, GTAC
13. The Joint Chief Proctor
14. The Joint Registrar (Admin-I)
15. The Deputy Registrar (Accounts)
16. All the Assistant Registrars
17. P.S. to the Director
18. P.A. to the Registrar
19. faculty.all@itbhu.ac.in
20. staff.all@itbhu.ac.in

Indian Institute of Technology (Banaras Hindu University).

Joint Registrar(Admin.)-II