



Reminder/ MOST URGENT

BERHAMPUR UNIVERSITY

No. 3047 (95) /Acad-II(SS)/BU/18 BHANJA BIHAR: BERHAMPUR-760007(GANJAM) ODISHA.
Date 1.5.18

From:

The Registrar,
Berhampur University

To

1. The Chairman ,P.G. Council, Berhampur University
2. All Officer, Berhampur University
3. The Warden, P.G. Hostels ,Berhampur University
4. The Heads of all P.G. departments, Berhampur University.
5. The Directors, different Centers, Berhampur University
6. The Principal, Lingaraj Law College, Berhampur
7. The Headmaster, University Higher Secondary School, Bhanja Bihar.
8. The Programme Co-ordinator,NSS Bureau, Berhampur University
9. The Secretary,Sports Council,Berhampur University
10. The Librarian,R.P.Padhy Library, Berhampur University
11. The Employment Officer,University Employment information and Guidance Bureau,
Berhampur University
12. The Cultural Co-ordinator,University Choir and Orchestra, Berhampur University
13. The Co-Ordinator,Pre-Examination Coaching Centre, Berhampur university
14. The Research Co-Ordinator,ESTC Cell, Upstair of Law Department, Berhampur University
15. Dr. Padmanava Samanta.Stastics Cell, Department of Mathematics Berhampur University
16. All Section Officers, Berhampur University.

Sub: Supply of information for preparation of Annual Report 2017.

Ref: This office letter No. 679(100)/Acd-II(S&S)/BU/18 dated 30.01.2018

Sir

In inviting a reference to this office letter on the subject cited above, I am to inform you that the University office has to present the Annual Report of Berhampur University for the year 2017 before the ensuing Meeting of the Senate of the University. Necessary information is required from your Department /Centre for the period from 01.01.2017 to 31.12.2017.

Hence you are requested to supply the information in the prescribed format through email "deputyregistrarbu@gmail.com. latest by **07.05.2018**. Those who have already submitted the information need not submit again.

This may be treated as **MOST URGENT**

Yours faithfully,


Registrar
Date 1.5.18

Memo No. 3048 (3) /Acad-II(SS)/BU/18

Copy to:

1. The Secretary to the Vice-Chancellor, Berhampur University for information.
2. The P.A. to the Registrar, Berhampur University for information.
3. Dr. S.N. Tripathy, Web Administrator, University Web site, Dept. of Computer Science, Berhampur University with a request to upload the prescribed format supplied the earlier vide letter No.679(100)/Acad-II(SS)BU/18 dated 30/01/18.


Registrar