



2nd Reminder/ MOST URGENT

BERHAMPUR UNIVERSITY

BHANJA BIHAR: BERHAMPUR-760007(GANJAM) ODISHA.

No. 5280 ^(C95) /Acad-II(S&S)/BU/19

Date: 20/07/2019

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, ESTCCell, upstairs 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 2018.

Ref: 1. This office letter No. 195(85)/Acad-II(S&S)/BU/19 dated 07.01.2019
2. This office letter No. 1844(95)/Acad-II(S&S)/BU/19 dated 08.03.2019

Sir/Madam,

With reference to the 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 2018 before the ensuing Meeting of the Senate of the University. Necessary information is required from your Department /Centre for the period from 01.01.2018 to 31.12.2018.

Hence you are requested to supply the information in the prescribed format through email "deputyregistrarbu@gmail.com" latest by 31.07.2019. Those who have already submitted the information need not submit again.

This may be treated as **MOST URGENT**

Yours faithfully,

[Signature]
Registrar 20.7.19.

Date: 20/07/2019

Memo No. 5281 ⁽³⁾ /Acad-II(S&S)/BU/19

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 formation with a request to upload the prescribed format supplied the earlier vide letter No.195(85)/Acad-II(SS)BU/19 dated 07/01/19.

[Signature]
Registrar 20.7.19.