NOTIFICATION

It has been reported that the employees of the University who were not able to undertake the journey and report for duty due to dislocation of traffic arising out of natural calamities i.e. flood, have requested for grant of special casual leave.

The authority, in accordance with the O.M.No.28016/84-Estt.(A) dated 19th June, 1984 of Govt. of India, has been pleased to order for grant of special casual leave to the flood affected employees provided the following:

1. Special Casual Leave may be granted for actual days applied/ to be applied by the employee during 22/08/2016 to 27/08/2016 up to a maximum period of six days.

2. In the event of a flood affected employee who was on ordinary casual leave before or after the above specified period, Special Casual Leave under these orders, will be allowed to be combined with ordinary casual leave only and not with regular leave. Sundays/Holidays intervening the period of special casual leave will not be ignored but will form part of special casual leave.

3. The employee concerned may also furnish a certificate to the effect that he/ she actually resides in flood affected area.

4. These orders are applicable only for the year 2016.

All the Directors of the Institutes and Deans of the Faculties and Heads of the Departments/Offeries (who is the leave sanctioning authority) are requested to finalise such leave applications accordingly.

REGISTRAR

Ref: No.R/GAD/Misc/50 (Holidays)/ 3155; of date: 17/10/2016

COPY forwarded to the following for information and necessary action:
1. The Directors of Institutes/ Director, IIT (BHU)/ Deans of Faculties/ Heads of Deptts/ Offices/ Units,
2. The Principal, Mahila Mahavidyalaya,
3. The Principal of College/ Schools,
4. The Coordinator/ Admin, Warden/ Wardens of Hostels,
5. The Officer on Special Duty, RGSC, Barkachha,
6. The Chief Proctor,
7. The Dean of Students,
8. The Coordinator, Computer Centre, with the request to upload on the internal website.
9. The Joint Registrar & Secy. to Vice-Chancellor,
10. All the Joint Registrar/ Dy. Registrar/ Asstt. Registrar,
11. The Sr. P.A. to Registrar,
12. The P.A. to Finance Officer

REGISTRAR

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