Ref No.: RAC/Confer/2015-16/TD&FDC and NTEDC/2483) Dated: 11.02.2016

All the Directors of the Institutes
All the Deans of the Faculties
All the Heads of the Departments/offices
The Principal, MMV
Banaras Hindu University

Sub: Deputation in INDIA and ABROAD for attending Conference/Seminar/Symphosia/Congress/Workshop etc. during the financial year 2015-16.

Sir/Madam,

You are requested to bring to the notice of all teachers and non-teaching staff of your Institute/Faculty/Department/Mahavidyalaya that the University is likely to consider applications for deputation in INDIA and ABROAD for attending Conference/Seminar/Symphosia/Congress/Workshop etc. for the financial year 2015-16 ending on March 31st 2016. The teachers and non-teaching staff who are willing to avail deputation for the purpose stated above for the period, may submit their applications by 10th March 2016 on the prescribed form (available in the office of the under-signed) along with relevant documents like-Invitation letter, Acceptance letter, Abstract of the paper to be presented, brochure and a list of publications during the last three years. No application will be entertained for the said financial year after expiry of the last date i.e. 10th March 2016.

Your kind cooperation is solicited in circulating this amongst the teachers and non-teaching staff and forwarding their applications so as to enable us to do the needful well in time.

Yours faithfully,

Asstt. Registrar (Academic)

COPY forwarded for information to: 2483
1. Prof. H.C. Chaudhary, Faculty of Management Studies
2. Prof. Umesh Singh, Department of Statistics, Faculty of Science
3. The Dy. Registrar & Secy. To the Vice-Chancellor
4. The P.S. to the Registrar
Banaras Hindu University

Asstt. Registrar (Academic)