



No. F.3 (244)/Admn./EL for S&W Vacation Duty/IGDTUW/2022/3148

Dated: 29/3/22

ORDER

Till the Academic Year 2018-19 (upto Winter Vacation) Earned Leave has been credited in the Earned Leave account of the concerned faculty member for attending duty during Summer & Winter Vacation (as per Academic Calendar) as per the verification of the duty by the concerned HoD/ Officer.

All the Head of the Departments are hereby requested/directed to provide information whether any duty during the Summer and Winter Vacation in the Academic Calendar Year 2019-20, 2020-21 and 2021-22 (separately for each Summer & Winter Vacation) has been assigned to the faculty member and the same has been completed satisfactorily so that Earned Leave for that period can be credited to the faculty.

(Prof. R.K. Singh)
Registrar

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Copy forwarded for information and necessary action to the following:

- (1) Pro-Vice Chancellor/Professor, Department of Electronics & Communication Engineering, IGDTUW.
- (2) All the Deans (Examination Affairs/Academic Affairs/ Student Welfare/ International Affairs/IRD&RC), IGDTUW
- (3) All HoDs (MAE/ECE/CSE/IT/ASH/Arch.&Plg./Management/AI&DS), IGDTUW
- (4) Additional Registrar (HR), IGDTUW
- (5) Deputy Finance Officer/Assistant Finance Officer, IGDTUW
- (6) System Analyst, IGDTUW with a request to upload the above order on the University website.
- (7) PS to Hon'ble Vice Chancellor, IGDTUW
- (8) PA to Registrar, IGDTUW
- (9) Guard File

(Prof. R.K. Singh)
Registrar