



No.: VC/COE/ASC/12/14-1/1

Date: 14 – 01 – 2012

To
The Director/Principal
All affiliated Colleges

Sub: Request to grant DUTY LEAVE

Dear Sir/Madam,

This year due to some unavoidable circumstances, checking of the answer scripts of Odd Semester Examinations, 2011-12 could not be started in time. So the undersigned is directed by the competent authority to request you to grant DUTY LEAVE to all the Examiners/Head Examiners of your institutes for rendering their valued service in the Evaluation Camp for the 'Evaluation Period' declared by University. The said 'Evaluation Period' which was earlier declared to end on 16th January, 2012 is extended for one more week till further notice. Consequential modifications to the Academic Calender will be notified in due time

Thanks and regards,

sd/-
Controller of Examinations