

काशी हिन्दू  
विश्वविद्यालय



BANARAS HINDU  
UNIVERSITY

594  
18/13

कार्यालय कुलसचिव  
(सामान्य प्रशासन)

Office of the Registrar  
(General Administration)

Dated: 31<sup>st</sup> July, 2013

**NOTIFICATION**

In continuation to this office Notification No.R/GAD/Comm(64-A)/2230 dated 22.06.2013, Notification No. R/ GAD/ Comm (64-A) /14214 dated 28.06.2013 and Notification No. R/GAD/ Misc/ 50(Holidays-2013)/14225 dated 28,06,2013, it is notified for information of all concerned that the admissibility of Casual Leave for the current calendar year for the employees of the University will be as below :

For January 2013 to June 2013 - 06 months - 05 days @ 10 days per year  
For July 2013 to December 2013 - 06 months - 04 days @ 8 days per year

Further, it is clarified that if any employees have already availed 10 days casual leave in the current calendar year, the excess casual leave be adjusted by granting other kind of leave due to him/her i.e. Earned Leave/Compensatory Leave etc.

*[Signature]*  
31.7.13  
DY.REGISTRAR  
(General Administration)  
*Ramit*

No.R/GAD/Misc/50(Holidays)/ *20415/20435*

, of date:31.07.2013

COPY forwarded to the following for information and necessary action:

1. The Directors of Institutes/Deans of Faculties/Heads of Deptts./Offices/Units,
2. The Director, Indian Institute of Technology, BHU, Varanasi
3. The Principal, M.M.V.,
4. The Principals of Schools/Colleges
5. The Dean of Students,
6. The OSD, Rajiv Gandhi South Campus, Barkachha.
7. The Chairman, Press, Publication & Publicity Cell.
8. The Coordinator/ Admin Warden/Wardens of Hostels.
9. The Cordinators of Schools/Centres.
- ✓ 10. The Coordinator, Computer Centre, with the request to upload on the website.
11. All the Dy.Registrars/Asstt.Registrars
12. The Dy.Registrar & Secty.to Vice-Chancellor.
13. The P.S. to Registrar.

Banaras Hindu University.

*[Signature]*  
31.7.13  
DY.REGISTRAR  
(General Administration)  
*Ramit*

*RSY*  
*[Signature]*  
01/08/13