



Letter No.

2037

/STR/BBAU/2018

Dated: 24/12/2018

CIRCULAR

Sub: Telephone Directory/Diary for the year 2019:-Reg.

All the Head of Departments/Sectional Heads of the University are requested to send the contact details of each Regular faculty/staff member for compilation of the "**Telephone Directory/Diary for the year 2019**" in the following prescribed format to the undersigned on or before 31.12.2018

Department/Section Name:.....

S. No	Name	Designation	Office Phone No.	Residence Phone No.	Mobile No.	E-mail ID

Deputy Registrar (S&P)

Copy to:

1. All Deans of Schools
2. All Heads/Coordinators of Departments.
3. All Sectional In-charge (s)/Coordinators.
4. OSD, BBAU Satellite Campus, Amethi.
5. SO to Vice Chancellor for information.
6. PS to Finance Officer with request to provide the details of Finance Committee.
7. PS to Registrar with request to provide the details of BOM, Academic Council and Planning Board.
8. PS to Executive Engineer with request to provide the details of Building Committee.
9. I/c University website.

Handwritten signature and date: 24/12/18

Deputy Registrar (S&P)