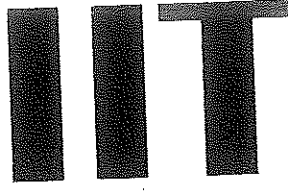


भारतीय
प्रौद्योगिकी
संस्थान
काशी हिन्दू विश्वविद्यालय



INDIAN
INSTITUTE OF
TECHNOLOGY
BANARAS HINDU UNIVERSITY

☎ : (0542) 6702068, 2307004 (J.R.); 6702076, 2307005 (Office); FAX : 91-542-2368428; e-mail : office.estates@iitbhu.ac.in

कुलसचिव कार्यालय
(संपदा कार्यालय)

Office of the Registrar
(Estates Office)

Ref. No. IIT(BHU)/Estates/18/BHU Quarters/24141

Date-30.12.2020

NOTICE

It has been brought to the notice of the Institute Administration that at the time of vacating the IIT Pool quarter, the employees, residing in IIT(Pool) Quarters of BHU are directly reporting to the Estates Office, BHU, without information to the Estate office of the Institute.

It is requested that the information for vacation of Quarters of IIT pool by faculty and non-faculty members be forwarded only through Estates Office, IIT(BHU).

Joint Registrar(Admin.)

Ref. No. IIT(BHU)/Estates/18/BHU Quarters/24141

Date-30.12.2020

Copy forwarded to the following for information and necessary action:

1. All the Deans
2. All the Heads of Departments/Coordinator of Schools.
3. The Coordinators/Incharge of Units/Centers/Offices.
4. The Chairman, Council of Wardens
5. The Joint Chief Proctor
6. The Coordinator, GTAC & GRTA.
7. The Chairman, Web Management & E-mail Services Committee -
8. The Joint Registrar.
9. The Joint Registrar (Accounts).
10. All the Assistant Registrars.
11. P.S. to the Director.
12. P.A. to the Registrar.
13. Faculty.all@iitbhu.ac.in
14. Staff.all@iitbhu.ac.in

With request to upload on the
Institute's website.

Indian Institute of Technology (Banaras Hindu University)

Joint Registrar(Admin.)