



*Dr. Rupam Saikia, M. A., LL.B., Ph.D.*  
*Director*  
*College Development Council,*  
*Email: rupamsaikia06@gmail.com*

**DIBRUGARH UNIVERSITY**  
**DIBRUGARH – 786 004**  
**ASSAM, INDIA**

Phone: 0373- 2370562(O),  
Fax: 0373 – 2370768 & 2370323  
Email: cdcuniversity@gmail.com

No. DU/DCDC/14/Election/Elect.Roll/ 7838-42

Date : 22.08.2014

To

The Principals of all the colleges  
Affiliated to Dibrugarh University.  
(The Principal, \_\_\_\_\_ College)

Dear Sir / Madam,

Kindly send the list of all regular teachers (including the name of the Principal) of your college on or before **15.10.2014** to prepare the Electoral Roll of teachers for election to be held to elect teachers to various authorities / bodies of Dibrugarh University.

Kindly treat the matter as most urgent.

Yours faithfully

(R. Saikia)  
Director

College Development Council  
Dibrugarh University

22/08/2014

Copy to:

1. The Hon'ble Vice-Chancellor, D.U. for favour of information.
2. The Registrar, D.U. for favour of information.
3. The System Administrator, D.U. with a request to upload the letter in D.U. Website.
4. File.

(R. Saikia)  
Director

College Development Council  
Dibrugarh University

22/8/2014

**Proforma to be filled by the (Affiliated Degree Colleges) for preparation of Electoral Roll for conduct of Election to the Statutory Bodies of the Dibrugarh University (2014-2015)**

Last date of submission of filled in forms 15/10/2014

**Conditions**

1. Only Regular full time teachers will be eligible for inclusion in the Electoral Roll.
2. The Names of the Teachers will be submitted department wise.
3. The Principal will certify the information to be furnished.
4. The college shall provide an email id to send information by the University. The colleges shall also make correspondence from that E-mail.
5. The proforma may be downloaded from the University website [www.dibru.ac.in](http://www.dibru.ac.in)
6. The colleges which have been recently provincialized shall mention the no. of posts provincialized (department wise) including the post of Principal. The Govt Notification regarding provincialization shall also be mentioned.
7. The consolidated FILLED IN PROFORMA shall be emailed in (M S WORD) to the email id - [cdcduniversity@gmail.com](mailto:cdcduniversity@gmail.com) by the Principal and the hard copy shall be sent to the Director C.D.C, D.U by registered post super scribing on the sealed envelope containing the paopers as "PRFORMA CONTAINING INFORMATION FOR PREPARATION OF ELECTORAL ROLL OF THE COLLEGE TEACHERS FOR ELECTION TO THE UNIVERSITY STATUTORY BODIES".



(Dr. R. Saikia) 20/8/2014  
Director, CDC

Dibrugarh University  
Director  
College Development Council  
Dibrugarh University

1. Name of the College:

2. Email id:

3. Contact no :

4. District:

5. Pin code:

6. Whether Provincialized or Not? :

(If recently provincialized, please mention the Order No of the Provincialization)

7. Name of the Existing Principal With academic Qualifications:

8. Whether the post of the Principal has been provincialized along with the existing incumbent? :

9. Mention the number of teaching posts provincialized and mention the norms of the persons holding the posts (if the college has been recently provincialized) :

10. Details of Information

Name of the Principal	Name of the Teachers (With Contact no. & email-id)	Department (specialization, if any)	Gender	Present Designation (Asstt. Prof. / Associate Prof.)	Date of joining	Date of retirement	Category (ST/SC/OBC/d differently abled)	Total no. of Teachers

**N.B** – The Principal will send information in a consolidated form.

Date of Joining of the Principal :

(Temporary/Regular/Acting/In Charge)

Full Signature:

Date:

*Rhs*

20/01/2014

Director

College Development Council  
Dibrugarh University