



OFFICE OF THE REGISTRAR : DIBRUGARH UNIVERSITY : DIBRUGARH

No.: DU/FIN/Budget Estimates/2012/66/430

Date: 05/10/15

To,

- 1) The all Head/ Director/ Co-ordinator, of Department/ Centres
- 2) The Director CDC/ Distance Education
- 3) The Controller of Examinations, D.U.
- 4) The Deputy Registrar (Admn), D.U.
- 5) The Deputy Registrar (Acad), D.U.
- 6) The Deputy Librarian, D.U.
- 7) The Asst Registrar (Admn), D.U.
- 8) The University Engineer, D.U.
- 9) The Medical Officer, D.U. Health Centre, D.U.
- 10) In-charge USIC, D.U.
- 11) The System Administrator, D.U.
- 12) The Administrative Officer, D.U.
- 13) The Head Mistress, D.U. Model School,
- 14) The Training & Placement Officer, D.U.
- 15) The Publication Officer, D.U.

Subject: Submission of Budget Estimates for the financial year 2016-17 and Revised Budget Estimates for the financial year 2015-16.

Sir/Madam,

With reference to the subject cited above, as directed I would like to request you to submit the proposed Budget Estimates for the financial year 2016-17 and Revised Budget Estimates for the financial year 2015-16 in respect of your Department/Branch/Centre with proper justification to the undersigned on or before 12th October 2015. The budget proposal/s should be supported with the names of the teaching staff/non-teaching staff with designation of your Department / Branch /Centre.

Please forward a copy of your Budget Proposal/s in soft form (through email) to the following email ID followed by the signed hard copy to expedite the Budget finalization process.

Email ID: budget@dibru.ac.in

With kind regards,

Yours sincerely,


Registrar

Dibrugarh University

Date: 05/10/15.

Memo No.: DU/FIN/ Budget Estimates/2012/66/ 431 - 434

Copy to:

1. The Hon'ble Vice-Chancellor, Dibrugarh University for favour of kind information.
2. The Sr.Deputy Registrar (F&A), Dibrugarh University for information.
3. Dibrugarh University Website.
4. Office File.


Registrar

Dibrugarh University