

Dated: 17th September 2018

Lodhi Road, New Delhi - 110003

Notice

Submission of Monthly Attendance (July-Aug 2018)

With reference to this Office's earlier notice dated 31.08.2018 on the even subject, it has been observed that despite of the last to submit the Monthly Attendance Report for the July-Aug 2018 being 05.09.2018, many teachers are yet to submit their records.

It may please be noted that the Xerox Copies for the said month(s) from your date-wise attendance sheet, may be submitted to the College Office with Mr. Uttam Singh/Mr. Ankur Bhardwaj. The last date for the same is 19.09.2018.

Please mention the total classes held/attended by students in month-wise sheets being submitted. Refer to the original notice dated 31.08.2018 for further details.

I.S.B. 17.9.18
(Dr. I. S. Bakshi)
Principal

Copy to:

1. College Web Site
2. Staff Room Notice Board
3. All Department Rooms
4. To be circulated among staff
5. Faculty Room Notice Board