**Administrative** **Activities Carried out (1st April to 30th September, 2013)**

1. Official Language Implementation
2. Information on Personnel
3. New Appointments-Teaching Staff
   * Designation
   * Department
   * Regular
   * Contract
   * Deputation
   * Category (General/OBC/SC/ST/PH)
4. New Appointments-Non-Teaching Staff

* Designation
* Department/Section
* Regular
* Contract
* Deputation
* Category (General/OBC/SC/ST/PH)

1. New Appointments-Project Staff
2. Total Number of Teaching Staff (As on date)
   * + Designation
     + Department
     + Regular/Contract/Guest
     + Category (General/OBC/SC/ST/PH)
3. Total Number of Non-Teaching Staff (As on date)
   * + Designation
     + Department
     + Regular/Contract
     + Category (General/OBC/SC/ST/PH)
4. Promotion
5. Resignation
6. Retirement
7. Obituary
8. Details of Major Construction Works

* Completed
* Ongoing
* Proposed

1. Details of Horticulture Activities
2. Particulars of Equipments Purchased
3. Financial Statements: Amount Sanctioned & Spent under Plan & non-Plan
4. Major Events
5. Any Other (Please Specify)