**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)