

BHARATI VIDYAPEETH
(DEEMED to be UNIVERSITY)
DENTAL COLLEGE AND HOSPITAL, PUNE

Ref. BVDU/ DCH / 851 / 2021-2022

Date: 08.10.2021

NOTICE

To,
The Heads / In-charges of all departments,
Bharati Vidyapeeth Deemed University
Dental College and Hospital,
Pune - 411043.

Sub: Diwali Vacation and duty arrangements.

The Head / In-charges of all department are informed that those teaching staff members eligible for vacation will avail it either during the first half i.e. from **20.10.2021 to 30.10.2021** or during the second half **08.11.2021 to 18.11.2021** i.e. (**01.11.2021** being the common working day). While allowing the vacation, it is to be ensured that hospital services, conduct of revision classes and examinations are not adversely affected and are conducted on schedule. At least 50% of the teaching faculty from each category i.e Professors, Associate Professors & Assistant Professor should be on duty.

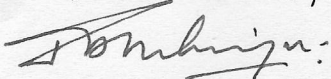
It is very important for Heads / In-charges to note that all preparations for DCI inspection should be completed and submitted before going on vacation. Staff Members who are on Vacation must report to college immediately if any event/activity visit is announced. No excuse in this case will be entertained.

- 10.) That staffs who are working during vacation periods are instructed not to take any type of leave as only 50% staff will be available in the department during vacation period.
- 11.) No deviation from the above plan will be permitted without valid justification and prior permission of the Principal.
- 12.) It is to be noted that teachers can be called for duty during their vacation period if the need so arises and reporting for such duty is mandatory.
- 13.) No vacation is available for teaching faculty who have not completed one year service at institute.

The details of the vacation & duty arrangements are to be submitted to Mr. Dattatraya Lohar before **14.10.2021** in the following format.

Name of the department:

1. Total number of teaching staff:
2. Number of staff eligible for vacation:
3. Name, address and telephone numbers (during vacation period) of staff members during the first / second half:
4. Signature of Head / In-charge of department



Dr. Rajesh Kshirsagar

Principal

Copy to: Head / In-charges of all the Departments.