SAMBALPUR UNIVERSITY
Jyoti Vihar-768019, Dist.-Sambalpur, Odisha
(Accredited A Grade by NAAC)

No. 5856 **/Estt.-I-03/D/03** **Date:** 07/11/2026

To

1. All Heads of the P.G. Departments/ Director, CDC/ UGC-HRDC/ SUIIT/ DDCE/ PEC/ RDC/ e-Gov.
2. The Principal, L.R. Law College, Sambalpur.
3. All Officers/ All Section Officers.

Sub: Preparation of Annual Report for the 60th Foundation Day.

Madam/Sir,

I am directed to request you to furnish a brief account of the activities of your Departments/ Units/ Cell/ Sections for the Calendar Year 2026 for preparation of Annual Report to be presented on the occasion of ensuing **60th Foundation Day** celebration.

Your report in Ms Word format should reach to the email ID (soestt1@suniv.ac.in) latest by 01.12.2026 positively, faling which it shall be construed that you have nothing to offer to be included in the report.

7/11/26

Registrar

Memo No 5857 **/Estt.-I** **Date:** 07/11/2026

Copy forwarded for information and necessary action to:

1. Chairman, P.G. Council, Sambalpur University.
2. Comptroller of Finance, Sambalpur University.
3. Controller of Examinations, Sambalpur University.
4. Secretary to V.C. for kind perusal of the Vice-Chancellor, Sambalpur University.

7/11/26

Registrar