

University of Mumbai



Board of Examination
& Evaluation
Despatch Unit, (Godown)
M.J.Phule Bhavan,
Vidyanagari, Kalina,
Santacruz (East),
Mumbai – 400 098.

No. Exam./Des./G/ 1878 of 2017

14th June, 2017

CIRCULAR

Sub :- Statement of the Balance Stock of Blank Bar coded answer books of 40 pages (Green & Blue/Gray Colour) & stationary etc.

Directors/Heads of the University Departments, Principals of the affiliated Colleges, Heads of the recognized Institutions & The Principal, Sir J. J. College of Architecture, The University Librarian & Head of the University Department of Library & Information Science, Professor-Cum Director, Institute of Distance and Open Learning and the Assistant Registrar, University Sub-Center, Ratnagiri, Assistant Registrar, University Sub-Center, Thane, are hereby requested to submit the balance stock of blank Bar Coded answer books of 40 pages (Green & Blue/Gray Colour) in the enclosed Proforma which is remained with them. The enclosed Proforma duly filled may please be sent within 7 days on receipt of this circular, through, **Email :- despatch.godownexam@mu.ac.in as well as Hard copy submitted to Despatch Section, (Godown, Room No. 10) failing which the result of First Half 2017 of your college will not be declared.**

Please treat this as most urgent.

Offg. Director

Board of Examinations & Evaluation

Encl; PROFORMA.

Email us : despatch.godownexam@mu.ac.in

Contact : 022-26543389.

To,

1. Directors/Heads of University Departments, Principals of the affiliated Colleges, Heads of the recognized institutions & The Principal, Sir J. J. College of Architecture, The University Librarian & Head of the University Department of Library & Information Science, Professor-Cum Director, Institute of Distance and Open Learning and the Assistant Registrar, University Sub-Center, Ratnagiri, Assistant Registrar, University Sub-Center, Thane.
2. P.A. to Vice-chancellor
3. P.A. to Director, Academics and planning
4. Deputy Register, Result Units.

University of Mumbai



Examinations Section, Despatch Unit (Godown) Mumbai-400 098. Contact
No.022-26543389.Email : despatch.godownexam@mu.ac.in

PROFORMA

Statement Showing balance Answer books & other Stationery in No. of
Quantity :-

FIRST HALF - 2017

Opening Balance (Green A/B) :-.....Box....Nos /(Blue A/B) :-Box.....Nos

Sr. No.	Particulars	No. of Used A/B	No. A/B Wasted (Stamped)	Total	Balance (Unused) A/B
1	40 page Green A/bBox.....NosBox.....Nos		
2	40 page Blue/Grey A/bBox.....NosBox.....Nos		
3	Full size Draw SheetNosNos		
4	Half size Draw SheetNosNos		
5	Tracing PaperNosNos		
6	Supervisors ReportNosNos		
7	Attendance ReportNosNos		
8	Other Stationery				
9					
10					
11					
12					

Name of the College :-

Name of the Principal :-

Name of the office Superintendent :-.....

Contact No. :-Email:-

Date:-

Signature & College
Seal