

**BOARD NOTE**

Item No	
Board Meeting No.	
Date of Meeting	
Sponsoring HOD.	

A) Subject :

B) Issue for consideration:

C) Nature of Approval : (Please tick appropriate column)

Appraisal Note	Allotment	Adm. Approval	Financial Approval	Policy	Others (Pl. specify)

D) Details about the Proposal :

E) Financial Implication:
(Amount in Rs.)

F) Legal Requirements/Implications/Provisions:

G) Date of approval of the agenda note by VC & MD/Jt MD:

H) Whether continuation of Deferred item/ or Fresh Item:
(If, deferred, date of Board Meeting)

DRAFT RESOLUTION NO:

Initiated by -

Signature :
Name :
Designation: