



तेजपुर विश्वविद्यालय / TEZPUR UNIVERSITY

(केंद्रीय विश्वविद्यालय / A Central University)

- कुलाध्यक्ष का सर्वोत्तम विश्वविद्यालय पुरस्कार, 2016 और एनआईआरएफ़ भारत रैंकिंग 2016: नं. 05

- Visitor's Best University Award, 2016 and NIRF India Rankings 2016: NO.05

कुल सचिव का कार्यालय / OFFICE OF THE REGISTRAR

तेजपुर-784028 :: असम / TEZPUR-784028 :: ASSAM

No. F. 06-13/I(E)/ 3383-A

Dated November 23, 2016

NOTICE

This is for information of all teaching and non-teaching employees of this University that as per SR 202, Government servants need to put their signature in the appropriate column in Part IV (History of Service) of their Service Books in token of their having inspected their Service Books annually.

Further, as per the MHRD Letter No. F. No. 19-16/2014-Desk U (pt) dated 29.07.2015 issued to the Registrars of all Central Universities, it has to be ensured that the Service Books of all employees have an entry of the employees' AADHAR number.

All teaching and non-teaching employees of this University are, therefore requested to visit the Establishment Section, along with a self certified photocopy of their AADHAR Card (if already obtained but not yet submitted), inspect their Service Book entries and put signature in their respective Service Book as noted in the first paragraph, on all working days between 2-00 p.m. and 4-30 p.m. from 01.12.2016 up to 16.12.2016. The employees are also requested to ensure that photocopy of their respective AADHAR Card has been furnished . Those who have not yet obtained AADHAR Card, shall be required to submit a photocopy of their AADHAR Card in the Establishment Section as soon as the same is obtained .


(Biren Das)
Registrar

Copy to:-

1. All Deans / HoDs / Controlling Officers, Tezpur University, for wide circulation amongst the concerned teaching and non-teaching employees.
2. The dealing personnel of Establishment Section for necessary action.
3. The Webmaster, Tezpur University, for uploading the notice under the 'News & Notifications' head of TU website.
4. Concerned file.


Registrar