

Ref.Reg./Estab./Notifi./2023/D.P-449

Date : 09.10.2023

**Urgent Notification**

*With reference to the memo no-01/2023/Dist. Nadia, dated-09.09.2023 issued by the District Election Officer and as directed by the University authority regarding updating of Office Information & Employee Data for PGE-2024, all permanent employees of this University are hereby requested to fill up the Google form (link of same is given below) by 16.10.2023 positively.*

Google Form ID: <https://forms.gle/xqMGLeuJQa31hudR7>

**All concerned are requested to treat this notification as extremely urgent.**

**Submission of the above stated "Google Form" by all concerned is mandatory.**

*This is being issued under kind concurrence of the Hon'ble Vice-Chancellor (as authorised).*

Sd/-

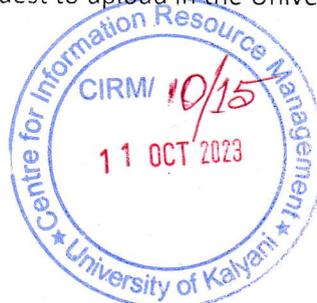
Registrar

Ref: Reg./Estab./Noyifi./2023/DP-449(7)

Date : 09.10.2023

Copy forwarded for information & necessary action t :

- 1) The Hon'ble Vice-Chancellor, K.U. ( for his kind information)
- 2) All deans of the Postgraduate faculties, K.U
- 3) All Heads of the Academic Department, K.U-with request to intimate all the Faculty & non-teaching staff members of their respective Departments.
- 4) Establishment section, Registrars Dept., K.U.
- 5) RPS Guard File
- 6) All Heads of the Administrative Departments, K.U with request to intimate staff members(permanent) of their Section/Dept.
- 7) The System-in-Charge, CIRM – with request to upload in the University Web-site.



Registrar

09/10/23

Registrar

University of Kalyani  
Kalyani-741235, Nadia  
West Bengal, India