



UTTAR BANGA KRISHI VISWAVIDYALAYA

PUNDIBARI : COOCH BEHAR : WEST BENGEL

PIN – 736165

Phone – (03582) 270142 Fax – (03582) 270249

COMPTROLLER'S DEPARTMENT

From:

In-Charge
Comptroller's Department

Ref No. UBKV/Comp- 131

Date: 02/07/2020

Notice

All the employees of the University those who are employed in any substantive post and are getting House Rent Allowance and whose spouses are working in any Central Govt. or State Govt. or Govt. undertaking or Govt. sponsored organization are here by requested to submit his/her HRA declaration from their respective employer.

This will help in fixing HRA in case of eligible employees of Uttar Banga Krishi Viswavidyalaya.

This document must be submitted within 15th July, 2020.

Necessary co-operation from all concerned is highly solicited.

Sd/-
In-Charge,
Comptroller's Department.

Date::

No. UBKV/Comp-

Copy with request to circulate:

1. The Vice Chancellor, UBKV, for information
2. The Registrar, UBKV
3. All Directors of the University
4. All Deans of the University,
5. All Heads of each Department of each Faculty of the University.
6. All In-Charge/Programme-Coordinators-RRS & RRSS, BSF of the University,
7. Deputy Registrar (Exam.), UBKV,
8. Librarian, Central Library,
9. In-Charge, University Engineer, UBKV,
10. In -Charge, All AICRP on Specific Objective i.e. Jute/ Wheat/Spices/Medicinal Plant, UBKV,
11. University Medical Officer, UBKV,
12. Office copy.

In-Charge,
Comptroller's Department.

2/07/2020