



INDIRA GANDHI UNIVERSITY, MEERPUR, REWARI

(A State University Established under Haryana Act No. 29 of 2013)

No.: IGU/Accts/ 2020/ 47

Date: 22/04/2020

To

The Chairpersons, all UTDs,
Branch Officers/Incharges,
All Branch/offices, I.G. University Meerpur

Sub: - Absentee Statement for the period 21/02/2020 to 20/03/2020 of regular/contractual staff members


Madam/Sir

Kindly refer to the subject cited as above.

It is already in your notice that salary for m/o March-2020 of all regular/contractual staff members posted in your deptt./office/branch was released in absence of requisite absentee statement for the period 21/02/2020 to 20/03/2020 anticipating that it will be arranged later on next month. Therefore, it is requested that absentee statement for the aforesaid period in respect of all regular/contractual staff members of your deptt./office/branch including yourself may be sent now to accounts branch physically or through E-Mail at the earliest so that necessary action may be taken for regarding release of salary for the month of April 2020.

This may be treated as Most Important.

Yours sincerely


Finance Officer
22/04/20