



Office of the Registrar
Kazi Nazrul University

Nazrul Road, Kalla Bypass More, P.O. – Kalla(C. H.)
Asansol – 713340, Dist. –Paschim Bardhaman, West Bengal

Ref. No. –KNU/R/Notice/0292/22

Date:26/03/2022

NOTICE

In concurrence of the notification no. 1250 – F(P2) dated 26.03.2022 of Finance Department, Government of West Bengal, it is notified for all concerned that the University shall remain open and all the employees shall report for duty on **28/03/2022** and **29/03/2022**. No Casual Leave or any other leave for absence either in the 1st half or in the 2nd half or for the whole day shall be granted to any employee on the above-mentioned dates.

It is further notified that absence of employees on those days will be treated as 'dies-non' and no salary will be admissible unless such absence is covered by any of the following grounds:

- a) Hospitalization of the employees;
- b) Bereavement in the family;
- c) Severe illness and absence continuing prior to 25th March, 2022;
- d) Employees who had been on Child Care Leave, Maternity Leave, Medical Leave and Earned Leave sanctioned prior to 25th March, 2022.

Sd/-

Registrar [Addl. Charge]

Copy to

1. All Academic and Administrative Heads; KNU
2. The Dean, Faculty Council for P.G. Studies in Science, Technology and Vocational Studies
3. The Dean, Faculty Council for P.G. Studies in Arts, Fine Arts, Performing Arts and Traditional Art Forms
4. All Faculty Members; KNU
5. All Staff Members
6. PA to the Vice Chancellor for kind information to the Hon'ble Vice Chancellor
7. Guard file