

MEMORANDUM

DATE : 03/06/2020

THE SECRETARY/HEAD, OF THE RESPECTIVE CO-OPERATIVE CREDIT SOCIETY RENDERING THEIR SERVICE IN THIS UNIVERSITY, IS REQUESTED TO PROVIDE WITH EVERY DETAIL OF THE NECESSARY AND RELEVANT INFORMATION, DUE TILL DATE, INCLUDING LOAN(S) (IF ANY) AND MONTHLY DEPOSIT IN THE RESPECTIVE THRIFT FUND OF THE EMPLOYEE(S) CONCERNED

SUBMISSION OF THE SAME THROUGH EMAIL (EMAIL ID: **sumitabhaacharya@gmail.com**) IS MANDATORY ON OR BEFORE 12TH JUNE 2020 TO FACILITATE DEDUCTION OF THE AFORESAID AMOUNT(S) WHILE PREPARING THE DATA BASE OF THE SALARY OF ALL EMPLOYEES FOR THE MONTH OF JUNE'2020

BY ORDER

Accounts Officer

Audit & Accounts Department