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Office of the Registrar

कुलसचिव कार्यालय

(Salary Section)

(वेतन अनुभाग)

IIT(BHU)/Salary/2019-20/342/

Date: 11/07/2019

Τo

- 1. All the Deans
- 2. All the Heads of the Departments/Coordinators of Schools
- 3. The Coordinator/ In-charge of Units/Centres/Offices
- 4. The Chairman, Institute Works Committee
- 5. The Chairman, IIT (BHU) Cafeteria Committee
- 6. The Chairman, Council of Wardens
- 7. The Coordinator, GTAC & GRTA
- 8. The Chairman, Web Management & E-mail Services Committee
 - 9. All the Joint Registrars
 - 10. The Joint Registrar (Admin)
 - 11. All the Assistant Registrars
 - 12. P.S. to the Director
 - 13. P.A. to the Registrar

NOTICE

This is to notify that the salary bills of all the Daily wagers/Contractual staff, who are enrolled with EPFO, are required to be submitted by the concerned Department/School/Office to the salary section latest by the 2nd working day of the next month so that the EPF contributions may be remitted to EPFO in time. If the submission of EPF contribution is not made to EPFO in time, penal charges are imposed on the Institute.

It is therefore, requested to ensure that the salary bills of the aforesaid manpower for every month may be submitted to this office in time so that no penalty is imposed by the EPFO on the Institute

Joint Registrar (A/cs)



