

## NOTICE


(For all whole time teaching & non-teaching staff members)

All whole time teaching and non-teaching staff members of this college are requested to put their **signatures in 'Acquittance Roll'** and submit the **HRA Declaration Form** (hard copy), completed in all respects, in the college office within 15<sup>th</sup> of July, 2020. These documents are essential for submission of 'Salary claim' for the next cycle.

The Acquittance Roll will be made available in the college office.

The declaration for Income Tax deduction (FY 2020-21) and GPF contribution (FY 2020-21) can now be modified after implementation of ROPA 2019. For necessary modifications, an application (hard copy) addressed to the undersigned, has to be submitted in the college office by 15<sup>th</sup> of July 2020.

The HRA Declaration Form can be downloaded from the college website.



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Principal  
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28.06.2020