



**NOTIFICATION**

In view of call given by some organizations for strike on the 13<sup>th</sup> March, 2026 (Friday), it is hereby notified for information of all concerned that the University will remain open on 13.03.2026. All Sections of employees (Teachers, Officers and Non-teaching employees) shall report for duty on 13.03.2026 and no Casual Leave for absence either in the first half of the day or in the second half or for the whole day nor any other leave shall be granted to any employee on the said date i.e. on 13.03.2026. The employees who are on leave on 12.03.2026 shall have to report for duty on 13.03.2026. Absence of employees on 13.03.2026 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 employee.
- b. Bereavement in the family.
- c. Severe illness and absence continuing prior to 12.03.2026.
- d. Employees who had been on Child Care Leave, Maternity Leave, Earned Leave and Commuted Leave on medical ground sanctioned prior to 12.03.2026.

Where the absence is not covered by any of the above mentioned reasons and the leave has not been approved, the same will be treated as dies-non and no salary will be admissible for the above mentioned day.

If any employee remains absent on 13.03.2026, he/she will be asked to explain why action would not be taken against him/her for such unauthorized absence. On receipt of satisfactory reply, leave due and admissible may be granted on production of documentary evidence on the ground mentioned above.

Those who will not respond to the Show Cause Notice will be liable to disciplinary action.

All sections of employees (Teachers, Officers and Non-teaching employees) are directed to comply with the said order strictly.

This notification is issued pursuant to the memorandum bearing No. 968-F(P2) dated 12.03.2026 issued by the Additional Chief Secretary to the Government of West Bengal Finance Department, Audit Branch, Government of West Bengal.

By order of the Hon'ble Vice Chancellor  
Sd/-

(A. Chatterjee)  
REGISTRAR (Officiating)

Date: 12.03.2026

No. R-S/N-1/225/1(95)

Copy forwarded for information and necessary action to:

1. The Dean, F. C. for P.G. Studies in Arts, Commerce, etc., B.U.
2. The Dean, F. C. for P.G. Studies in Science, B.U.
3. All Heads of the teaching Departments, B.U. – with the request to inform this notification to all the teachers and non-teaching employees attached to his/her Department.
4. All Officers of the University of Burdwan – with the request to inform this notification to all the non-teaching employees attached to his/her department.
5. The Finance Officer, B.U.
6. The Controller of Examinations, B.U.
7. The System Engineer, with a request to place this notification on the University Website.
8. The Estate Officer, B.U.
9. Office of the Hon'ble Vice Chancellor, B.U.

  
REGISTRAR (Officiating)