



THE UNIVERSITY OF BURDWAN

RAJBATI : BURDWAN

Registrar's Department

No.: R-S/N-1/450

Date: 19.02.2023

NOTIFICATION

In view of call given by some organisations for a pen-down/strike on the 20th February, 2023 and the 21st February, 2023, it is hereby notified for information of all concerned that the University will remain open on 20.02.2023 & 21.02.2023. All sections of employees (teachers, officers and non-teaching employees) shall report for duty on those dates and **no Casual leave for absence either in the first half of the day or in the second half or for the whole days nor any other leave** shall be granted to any employee on the said dates i.e on 20.02.2023 & 21.02.2023. The employees who were on leave on 17.02.2023 shall have to report for duty on 20.02.2023. Absence of employees on those days will be treated as *dies non (break in service)* and **no salary will be admissible unless such absence is covered by the following grounds: -**

- Hospitalisation of the employee,
- Bereavement in the family,
- Severe illness and absence continuing prior to 17.02.2023,
- Employees who had been on Child Care Leave, Maternity Leave, Earned leave and Commuted Leave on medical ground sanctioned prior to 17.02.2023.

Where the absence is not covered by any of the above mentioned reasons and the leave has not been approved, same will be treated as *dies non (break in service)* and **no salary will be admissible for the above mentioned days.**

. If any employee remains absent on those days, 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.

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. 731-F(P2) dated 18.02.2023 issued by the Finance Dept., Audit Branch, Govt. of West Bengal.

By order of the Vice Chancellor
Sd/-

(S. K. Chowdhury)
REGISTRAR

No.: R-S/N-1/450/1(95)

Date: 19.02.2023

Copy forwarded for information and necessary action to: -

- Dean, F. C. for P. G. Studies in Arts, Commerce, etc., B.U.
- Dean, F. C. for P. G. Studies in Science, B.U.
- 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.
- 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.
- Finance Officer, B.U.
- Controller of Examinations, B.U.
- Webmaster, B.U. with the request to place this notification on the University Website.
- Estate Officer, B.U.
- V.C.'s Sectt./ P.A. to the Pro Vice Chancellor, B.U.

REGISTRAR