

R. No. 1327/JCC
Dt. 18-9-13

Finance & Accounts Department,
(Salary Section),
Aligarh Muslim University,
Aligarh.

No.D-132//FO/SS/PS/2013


September 16, 2013

Deans of Faculties/Dean, Students Welfare,
Principals of Colleges/Schools,
Directors of Centers/Institutes,
All Heads of Departments/Offices,
Secretary to V.C./P.V.C.,
P.S. to Registrar/Controller of Exams. & Admissions/Finance Officer,
Aligarh Muslim University,
Aligarh.

C I R C U L A R

The dues/no dues' reports of the retiring employees are circulated amongst all the Departments/Offices of the University. It is a cumbersome and time consuming procedure. To facilitate the procedure, the retiring employees are required to obtain their no dues reports from the following Departments/Offices of the University only:

1. Place of present posting
2. M.A. Library
3. Medical Attendance Scheme
4. Property Department, if resident of University accommodation.
5. Electricity Department, if resident of University accommodation
6. Deputy Finance Officer (Loans and Advances)
7. Deputy Finance Officer (Accounts) in case of B & C Category of staff
8. Deputy Registrar (Accounts)


(Yasmin Jamal Beg)
Finance Officer

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