

त्रिपुरा विश्वविद्यालय

TRIPURA UNIVERSITY

(केन्द्रीय विश्वविद्यालय / A Central University)

सूर्यमणिनगर, अगरतला / Suryamaninagar, Agartala

त्रिपुरा(प.) / Tripura (W), पिन/PIN – 799022, भारत/ INDIA



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No.F. TU/REG/G-Admin/Estt./01/2022

Date: 16.02.2022

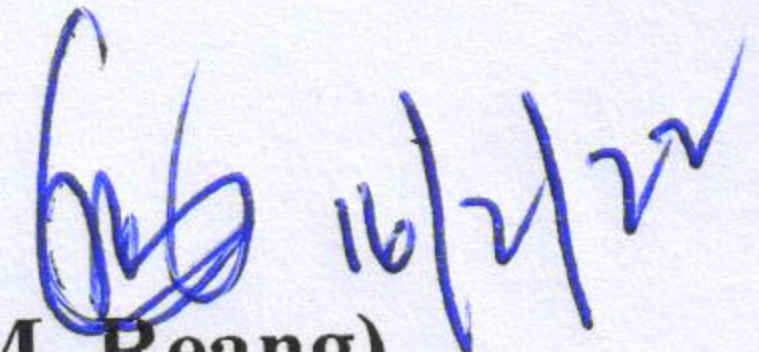
NOTIFICATION

It has been observed that a number of regular employees (both Teaching and Non-Teaching) while applying for all types of leave and NOC, dependent family members list, LTC/HTC, children education allowances, medical and other reimbursement claims, allotment of residential quarter, Employees ID, confirmation of service etc. are submitting their application(s) without proper/ prescribed format already uploaded in the “Forms” section of the University website.

Further, for availing the benefits of LTC/HTC, Medical & CEA reimbursement, HRA, TA etc. from Tripura University, if both husband and wife are working under State/Central Govt. and public sector undertaking etc., then an undertaking/declaration must be submitted regarding non-availing of the same from his/her office, as the case may be.

Hence, it is once again notified for information of all concerned that, henceforth all applications must be submitted in prescribed format along with all relevant documents routed through proper channel.

This is issued with the approval of the Hon’ble Vice-Chancellor, Tripura University.


(M .M. Reang)
Joint Registrar (II)

Copy to:

1. The Dean, Faculty of Arts & Commerce/Science, Tripura University
2. All Head/Head-in-charge/Director/Coordinator.....
3. All Faculty Members
4. All Officers/Non-Teaching Staff
5. P.S. to the Hon’ble Vice-Chancellor, Tripura University
6. Guard file