



Jadavpur University  
Kolkata- 700 032

Ref. No.: REC/N/092/2021  
Dated: 7-Apr-21

**NOTICE**

In continuation of the previous Notice bearing reference No .REC/N/079/2021 dated March 31/1-3/4-2021, it is notified for information of all concerned that all Officers of Jadavpur University are requested to attend the University at least three days a week as per their convenience and the days and dates are to be decided by the concerned officer. However, their respective offices and Libraries will remain open in all working days.

Attendance to be recorded as per University Rule. Those who failed to attend the office as per roster, will be marked as absent.

*Ban*  
7.4.21  
Registrar

**Copy to:** All officers/HoDs.  
All Sections/ Units/ Departments/ Schools/ Centres (including Salt Campus)