



YBN UNIVERSITY

RAJAULATU, NAMKUM, RANCHI (Jharkhand)

Established by the Act of Government of Jharkhand Act 15, 2017

Gazette Notification No. 505, Dated 17 July 2017

As per Section 2(f) of UGC Act. 1956

Ref. No. YBN/UNIV/R/1.386-2024

Dated- 15th April, 2024

OFFICE OF THE REGISTRAR

NOTICE

This is to inform to all the Teaching Faculty, Medical Staff, and Non-Teaching Members working under concern Colleges, Schools, Departments, and Sections at the University that documents and supporting papers/proof related to any type of leave or Official Duty should be submitted to the Office of the Registrar or the HR Manager in a timely manner.

University employees will be solely responsible for any deductions made in the timely payment of their monthly salaries due to the non-submission of leave and official duty-related documents.

Please consider this matter urgent and cooperate in the smooth functioning of the University system.

Copy to:

- 1- Hon'ble Chancellor/Chairman/CEO
- 2- Vice Chancellor Secretariat/Registrar Secretariat/CoE
- 3- Director (HR)/ CF & AO /IQAC/NAAC/T&P/Incubation Centre/NEP
- 4- Deans (Academics)/DSW/ Dean-Research/Deans/Principals/HoDs/ Chief Librarian
- 5- HRM/ AM(HR)/AM(Admin)


Registrar
Y.B.N University, Ranchi
Registrar
YBN University




Registrar
Y.B.N University, Ranchi
Registrar
YBN University
Ranchi

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