

# University of Mumbai



No.EST/ICC/2019-20/ 13

## CIRCULAR :-

The Directors/Heads of the University Departments/Centres/Institutes, the Principal, Sir J.J. College of Architecture, the I/c Librarian, University Library, the Finance & Accounts Officer, the Director, Board of Examinations and Evaluation, the Co-ordinator, Ratnagiri Sub Centre, the Co-ordinator, Thane Sub Centre, the Co-ordinator School of Engineering & Applied Science, Kalyan Sub Centre, all the Deputy Registrars, the I/c Controller, Printing & Stationery, the University Engineer, all the Assistant Registrars and the Officers in-charge of the different Sections/Units of the Registrar's Office are hereby informed that Society has completing 60<sup>th</sup> years. On this eve the Diamond Jubilee by arranging grand function of "University of Mumbai Employees' Co-operative Credit Society Ltd." is convened on Friday 10<sup>th</sup> January, 2020 at 3.00 p.m. in the "Green Technology Hall", Vidyanagari, Santacruz (East), Mumbai-400 098.

In this connection, I am direct to inform you that the concerned employees who are the members of the said Society working at the Fort Campus are allowed to leave the office on Friday 10<sup>th</sup> January, 2020 at 2.00 p.m. and Vidyanagari Campus at 3.00 p.m. to attend the Diamond Jubilee by arranging grand function of "University of Mumbai Employees' Co-operative Credit Society Ltd." subject on the following conditions :-

1. Those who want to attend the function of the University of Mumbai Employees' Co-operative Credit Society Ltd. must inform the Heads of the respective Departments/Sections/Units in writing and they will have to attend the function failing appropriate action will be taken.
2. The Hon. Secretary & Treasurer, University of Mumbai Employees' Co-operative Credit Society Ltd. should submit the attendance records of the function to the Registrar.
3. Those who take permission for attending the function of the University of Mumbai Employees' Co-operative Credit Society Ltd., but could not attend the said function will be required to apply for ½ day Casual Leave.

  
REGISTRAR

Mumbai – 400 032  
January, 2020.

No.EST/ICC/2019-20/ 13

Date : 6 January, 2020

To,  
The Directors/Heads of the University Departments/Centres/Institutes,  
The Principal, Sir J.J. College of Architecture,  
The I/c Librarian, University Library,  
The Finance & Accounts Officer,  
The Director, Board of Examinations and Evaluation.

The Co-ordinator, Ratnagiri Sub Centre,  
The Co-ordinator, Thane Sub Centre,  
The Co-ordinator School of Engineering & Applied Science, Kalyan Sub Centre.  
All the Deputy Registrars,  
The Offg. Controller, Printing & Stationery,  
The University Engineer,  
All the Assistant Registrars and  
The Officers in-charge of the different Sections/Units of the Registrar's Office

(A) Copy forwarded for information and necessary action to:-

1. The All Deputy Registrars,
2. The Deputy Registrar /the Chief Accountant (F. & A.),
3. The Offg. Controller of Printing and Stationery, University Press,
4. The University Engineers (Fort & Kalina Campus),
5. The All Assistant Registrars/Assistant Registrars (F. & A.),
6. The Security Officer,
7. The Assistant Security Officers,
8. The Persons in-charge of the different Sections/Units of the Registrar's Office.
9. The Garden Superintendent,
10. The Personal Assistants to (i) the Vice-Chancellor (ii) the Pro-Vice-Chancellor  
(iii) the Registrar (iv) the Finance and Accounts Officer,  
and (v) Director, Board of Examinations and Evaluation.

(B) Copy for information to :-

1. The Hon. Secretary General, Mumbai University Officers Association.
2. The General Secretary, University of Mumbai Employees' Union,
3. The General Secretary, Educational Employees' Welfare Association.
4. The Secretary & Treasurer, University of Mumbai Employees Co-operative Credit Society Ltd.

  
REGISTRAR