## JADAVPUR UNIVERSITY KOLKATA - 700032

Ref. No.: REC/N/389/22

Date: 27/12/2022

## CIRCULAR

This is to notify all employees of Jadavpur University that Identity Cards of Teaching, Officers and Non-Teaching Staff will be distributed from the Estate Section from 28.12.2022 (11 AM to 2PM). All Employees are requested to note the following -

- Employees MUST submit their old ID Card.
- Employees must mention their Employee Code to collect their ID Card.
- ID Cards will be distributed from 11 AM to 2 PM ONLY.
- Employees have to collect their ID card in person.

JO ou 27.12.22

REGISTRAR