All Directors/Chairperson/
Head of Teaching and Non
Teaching Deptt.

No. 2468-2667/FDOZ

Dated 19/6/18

Dear sir/Madam

This is to inform you that Form 16 for the Financial Year 2017-18 have been uploaded on the Campus Portal (Intranet) from where the employee can download and take print out of the same through personal login. Since such forms are digitally signed hence no stamping or signature is required.

The 'C' class employees may be informed to get the copy of the same from the Accounts Branch (Direct Tax Cell) presently housed at Computer Centre Building (for the same it is submitted that department may provide list of 'C' class employee along with Pan No. working in their departments)

Please treat the above as most urgent.

With regards,

Deputy Registrar (Accounts)