



RABINDRA BHARATI UNIVERSITY

No.: RBU/FO/ 19 /22-23

Date: 08-07-2022

Urgent Communication

All the permanent employees are requested to collect **Form-16** for the F.Y.- 2021-22 (A.Y.- 2022-23) in person *or* through duly authorized person from Salary Section of the Finance Department from Monday to Friday (12:00 noon to 4:00 p.m.) from 11-07-2022. Written authorization letter with attested signature and copy of identity proof of the authorized person is mandatory for collecting the Form-16 through the Authorized Person.

Finance Department solicits your all possible help & kind cooperation in this regard.

Debdatta Roy
Finance Officer