



Office of the Registrar  
**VIDYASAGAR UNIVERSITY**

Midnapore - 721 102.

Dated : 21.06.2024.

**NOTIFICATION**

It is hereby notified for general information that in view of the proposal bearing Note sheet No.F.1107/2024 dated 22.03.2024 and bearing letter No. F.09(1)/2024 dated 04.04.2024 regarding payment of wages of casual/daily wage employees, submitted by the Finance Officer of Vidyasagar University based on the decision taken by the Finance Committee of Vidyasagar University in its meeting held on 13.03.2024 and duly approved by the Hon'ble Vice-chancellor, the guidelines towards such payment of wages of casual/daily wage employee is as follows :

*"In relation to the monthly wages of Casual/Daily Wage employee, University Authority should try to provide the opportunity of 22 working days per person in every month. However, if he/she does not get the opportunity of 22 days of work in a month he/she will be paid wages of 22 days. His/her period of absence during working days should be deducted. The additional days of work, during Saturday, Sunday & Holidays beyond 22 days are to be added, for the payment based on the recommendations of the concerned officers. In addition, if he/she works on Saturday/Sunday or any other holidays within 22 days of minimum payment based services, he/she is entitled to get daily basis incentives as per the recommendation of the concerned officers or faculties."*

This Notification is issued with the approval of the competent authority.

Sd/-  
**Dr. J. K. Nandi**  
Registrar.

Memo No. VU/R/Noti./C0228/2024 dated 21.06.2024.

Copy forwarded for information and necessary action to :

- (1) the Deans of the faculty concerned ;
- (2) the Head of all academic and administrative departments ;
- (3) the Finance Officer ;
- (4) the Senior Information Scientist for uploading the same on the University website ;
- (5) the office of the Senior Superintendent, Registrar's office ;
- (6) the Secretary to the Vice-chancellor for kind information to the Hon'ble Vice-Chancellor;
- (7) the Establishment Section ;
- (8) relevant file.



*[Handwritten Signature]*  
21/06/24  
Registrar.

Registrar  
VIDYASAGAR UNIVERSITY  
Midnapore-721102, W.B.