



**VIDYASAGAR UNIVERSITY**  
**MIDNAPORE-721 102**

Ref.No.- VU/F/Notification/ **301** /2025

Date: 22.08.2025  
25.08.2025

**NOTIFICATION**

This is to notify all concerned that the casual employees of Vidyasagar University are requested to submit the following documents before 29.08.2025 positively for registration purpose like EPF, ESIC etc. to the Office of the Finance Officer -

- a) PAN Card of Casual Employee**
- b) Aadhar Card of Employee & his/her family members**
- c) Age Proof Certificate (if any)**

This is issued with the approval of the competent authority.

Sd/-  
(Finance Officer)

Copy for information & necessary action to :

- i) The Dean (Actg.), Faculty Council for Postgraduate Studies in Arts & Commerce.*
- ii) The Dean (Actg.), Faculty Council for Postgraduate Studies in Science.*
- iii) All Academic & Administrative Heads with request to circulate the notification in the department.*
- iv) The Secretary to the Vice-Chancellor for kind information to the Hon'ble Vice-Chancellor.*
- v) The Senior Information Scientist to upload on the University website for wide circulation.*
- vi) Guard file.*

(Finance Officer)

Finance Officer  
Vidyasagar University  
Midnapore

*Answer  
15/8/25*