



RABINDRA BHARATI UNIVERSITY

Emerald Bower Campus: 56A B. T. Road, Kolkata-700050

Ref. No.: RBU/FO/378/COVID-19/09

Date: 28-08-2020

Urgent Communication

This is for your kind information of all the Permanent Employees that as per WB GO no 289-CS/2020 dated 12/08/2020 complete lockdown will be imposed in West Bengal on 27th & 31st August, 2020. Moreover 29th & 30th August, 2020 are Saturday & Sunday respectively and Bank will be closed for both the days. As such 28th August will be the last working day for the month of August, 2020. So salary of August, 2020 has been disbursed on 28th August, 2020.

The Pensioners / Family Pensioners are informed that the Pension / Family Pension will be disbursed on 1st September, 2020.

It may also be mentioned that the arrear Pension / Family Pension from 01.01.2020 will be disbursed to the Pensioners / Family Pensioners within First week of September, 2020.

The format of the Life Certificate both English and Bengali version has already been uploaded in the University website (www.rbu@ac.in) under the NOTICES.

Considering the present situation due to COVID-19 Pandemic, last date for submission of Life Certificate has further been extended up to 24th September, 2020 (4 p.m.).

Form-16 is being distributed and all employees are requested to personally collect the same from the Finance Department. **Please contact the undersigned before coming.**

Finance Department solicits your all possible help & kind cooperation in this emergent situation. Kindly Stay at Home, maintain Social Distancing, follow all the health related precautions & government orders. For any further query related to Festival Advance-2020 please contact over phone (*Mobile: 91633 65935*) and through email (*debdata.rbu@gmail.com*). Hope we shall overcome this Pandemic situation very soon.

Debdatta Roy
Finance Officer