

## OFFICE OF THE REGISTRAR KAKATIYA UNIVERSITY WARANGAL

Lr. No. 278 / A5/KU/2018

Date: 11-07-2018.

## CIRCULAR

Sub:- Establishment -- Non-Gazetted Officers & Class-IV- Directed to submit detailed information as per the proforma through proper channel- Regarding.

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All the Non-Gazetted Officers & Class-IV employeees of Kakatiya University are directed to provide all the details as per the enclosed proforma with documentary evidence through proper channel to the Administration Branch (Non-Teaching) within 10 days from the date of issue of this circular and same proforma should be mailed to <u>admn.nonteaching@gmail.com</u> in excel format by saving the file with individual employee name and designation.

913-12018 REGISTRAR

To

- 1. All the Principals of University and its Constituent Colleges, KU
- 2. All the Deans of Faculties, KU
- 3. All the Heads of the Departments, UC, KU
- 4. The Controller of Examinations, KU
- 5. The Director, SDLCE/Univ. Hostels, KU
- 6. The Finance Officer, KU
- 7. All the Administrative /Drawing/Controlling Officers, KU

## Copy to:-

- 1. The Public Relations Officer, KU
- 2. The General Secy. of all Association, KU
- 3. The Secy. to Vice-Chancellor, KU
- 4. The P.A. to Registrar's, KU
- 5. The S.F.

NT/Circular

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