



COOCH BEHAR PANCHANAN BARMA UNIVERSITY

Panchanan Nagar, Vivekananda Street, Cooch Behar - 736101, West Bengal, India
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Dr. Abdul Kader Safily
REGISTRAR

Ref. No.: F86.V3/REG/0529-24

Date: 01.03.2024

NOTIFICATION

It is hereby notified for general information to all the *Non-Teaching Staff* of Cooch Behar Panchanan Barma University that **new Biometric Attendance Registration Machine has been installed in the Office of the Registrar.**

In this connection, you all are requested to **visit/ contact the System Administrator of the said University on 04.03.2024 from 12:00 Noon to 04:00 PM for your Finger Print Registration** in the newly installed Biometric Attendance Machine.

All concerned are requested to act accordingly.

Registrar

Registrar

Cooch Behar Panchanan Barma University

In communication to:

1. The Hon'ble Vice-Chancellor, Cooch Behar Panchanan Barma University.
2. The Dean, Faculty of Post-Graduate Studies in Arts, Fine Arts, Performing Art and Traditional Art Forms, Cooch Behar Panchanan Barma University.
3. The Dean, Faculty of Post-Graduate Studies in Science, Technology and Vocational Studies, Cooch Behar Panchanan Barma University.
4. The Finance Officer, Cooch Behar Panchanan Barma University.
5. The Controller of Examination, Cooch Behar Panchanan Barma University.
6. The Inspector of College, Cooch Behar Panchanan Barma University.
7. The Development Officer, Cooch Behar Panchanan Barma University.
8. The Audit & Accounts Officer, Cooch Behar Panchanan Barma University.
9. The Assistant Registrar, Cooch Behar Panchanan Barma University.
10. The Assistant Controller of Examination, Cooch Behar Panchanan Barma University.
11. The System Administrator, Cooch Behar Panchanan Barma University.
12. The Assistant Librarian, Cooch Behar Panchanan Barma University.
13. The Head/ Co-ordinator with all Faculty Members, All the Departments, Cooch Behar Panchanan Barma University.
14. All the Non-Teaching Staff, All the Administrative/ Academic Departments, Cooch Behar Panchanan Barma University.
15. Kolkata Camp Office, Cooch Behar Panchanan Barma University.
16. All the Principal/ Teacher-in-Charge/ Officer-in-Charge, All the Colleges affiliated to Cooch Behar Panchanan Barma University.
17. University Notice Board, Cooch Behar Panchanan Barma University.
18. Dr Avijit Datta, System Administrator, Cooch Behar Panchanan Barma University, to upload the notice in the University Website.
19. Guard File.

Registrar

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