

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी  
MAULANA AZAD NATIONAL URDU UNIVERSITY  
(A central university established by an Act of Parliament)  
Hyderabad - 500 032



Dr. K.P. Singh  
Finance Officer

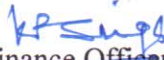
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**CIRCULAR**

This is for the information of all concerned that the payment of monthly salary to the contractual employees generally gets delayed due to late receipt of their attendance. The Heads of the Departments/Sections/Centres at the Headquarters and Off-Campus Institutions/Offices are requested to send the attendance of contractual employees working in their institutions/offices on 1<sup>st</sup> working day of every month at attendance.manuu@gmail.com.

  
Finance Officer

To

- 1) All Heads of the Departments / Sections / Centres (HQs)
- 2) All Heads of Institutions / Offices (Off-Campuses)

- Copy to: 1. Dean, Off-Campuses  
2. Offices of the Vice Chancelor /PVC/Registrar  
3. Concerned file