

No. CUJ/Finance/Income Tax/25/ 506

Dated: 22th March, 2022

Notice

Sub: Intimation regarding salary slip generation.

In continuation to notice of even no. dated 06/01/2022 and 02/02/2022 vide which finance and accounts department circulated the income tax self declaration proforma, it is further intimated that the pay slips of all employees for the month of April, 2021 to October, 2021 may be collected directly from the Finance Department. Whereas, salary slips from November, 2021 onwards have been uploaded in e-Samarth portal. Salary Slips of employees can be seen and downloaded after login into their respective e-Samarth account under Payroll Management – Dashboard – Financial Year 2021/2022 – View – Details – Month of Financial Year – Generate Pay Slip.

2. All are requested to check the particulars in the pay slips and error, if any found, may be brought to the notice of this Department at the earliest. This issues with the approval of the Competent Authority.


Finance Office (I/c), CUJ
22/3/22

Encl.: As Above.

Copy for information to:

- (i) All Deans/Heads/Coordinators of Department, CUJ.
- (ii) Dean, Academics Affairs
- (iii) Dean, Research & Development (R&D) Cell
- (iv) Librarian/C.O.E/DSW/Chief Proctor
- (v) I.C Estates/I.C Technical Cell/I.C Guest House
- (vi) All D.Rs/A.Rs/M.O/S.O/Employees of CUJ
- (vii) PS to the Hon'ble V.C
- (viii) PS to the Registrar
- (ix) P.S to the F.O
- (x) Guard File