2544-0932 (N.S.O.U.) Fax: (033) 2544-4520



Date: 22.07.2024

HIRALAL MAZUMDAR MEMORIAL COLLEGE FOR WOMEN

DAKSHINESWAR • KOLKATA - 700 035

E-mail: hmmcw35@gmail.com / Website: www.hmmcollege.ac.in

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Subject: HRA Declaration Form Collection and Submission

To: All Full-Time Teaching Staff and Non-Teaching Staff Working Against Substantive Posts

This is to inform all full-time teaching staff and non-teaching staff working against substantive posts that you are required to collect your respective HRA declaration form from the account section of the office between 22.07.2024 and 25.07.2024.

Please ensure that you submit the filled-up HRA declaration form along with 2 copies of your spouse certificate or your current pay slip of July 2024 (applicable for working spouses) to the account section of the office by 05.08.2024.

Your prompt attention to this matter is appreciated.

Thank you.

Dr. Soma Ghosh

Principal

Principal Hiralal Mazumdar Memorial College For Woman Dakehineswer, Kolkata-700 035