



HIRALAL MAZUMDAR MEMORIAL COLLEGE FOR WOMEN

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Re-accredited by NAAC with A+ Grade (3rd Cycle) 2023

DAKSHINESWAR • KOLKATA - 700 035

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Ref. No.

Date: 11.11.2024

Date



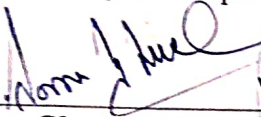
NOTICE

Subject: Leave Updation in Attendance Register and Leave Book

All Teaching and Non-Teaching Staff are hereby requested to update their leave records in both the Attendance Register and Leave Book by 30th November, 2024. It is essential that all leave taken up to this date is accurately recorded to ensure proper maintenance of attendance and leave records.

Please adhere to the deadline for smooth administrative processing.

Thank you for your cooperation.


11/11/24

Dr. Soma Ghosh
Principal

Principal
Hiralal Mazumdar Memorial College
For Women
Dakshineswar, Kolkata-700 035

