



# Aliah University

(A UGC & AICTE approved autonomous Institution under the Department of  
Minority Affairs and Madrasah Education, Govt. of West Bengal)  
11A/27, New Town, Kolkata - 700160, West Bengal

Memo No. AU/FIN/018/22-23

Date: 18.05.2022

## Notice

This is for the information of all concerned that Aliah University is making a transition from Government's old IFMS module to the latest HRMS module before 31<sup>st</sup> May, 2022.

Hence, all the employees of Aliah University are hereby requested to fill up their respective details in the Employee Information Sheet attached herewith and submit it in soft copy via email at **finance@aliah.ac.in** duly copying it to **foaliah18@gmail.com** and **shahbaz@aliah.ac.in** positively on or before 20.05.2022 (Friday) so as to enable the undersigned to put up the data in the new portal and release the Salary of all the incumbents via HRMS on time without any disruption. You are also advised to submit the signed hard copy of the same in the Finance & Accounts Section later.

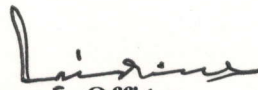
  
**Finance Officer**  
(Aliah University)

Memo No. AU/FIN/018(15)/22-23

Date: 18.05.2022

### Copy forwarded to:

1. P.A. to Vice-Chancellor for information of the Hon'ble Vice-Chancellor.
2. P.A. to Registrar for information of the Registrar.
3. Controller of Examination.
4. Deputy Registrar.
5. Training and Placement Officer.
6. H.O.D./ H.O.D. (Officiating), Department of .....
7. C.V.S. Cell.
8. A.U.A.T. Section.
9. Medical Section.
10. Library Section.
11. Stores and Purchase Section.
12. Mr. Asif Iqbal, Technical Assistant for uploading in University website for wide circulation.
13. Notice board of all campuses.
14. Enquiry Counter.
15. Guard File.

  
**Finance Officer**  
(Aliah University)