



SWARNIM
STARTUP & INNOVATION
UNIVERSITY
WHERE IDEAS COME ALIVE

Ref: SWARNIM/RO/CIRCULAR/2024/11

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CIRCULAR

This is to inform all the staff members of the Swarnnim Startup & Innovation University that for the application of Duty leave (DL) through Qual Campus HR Software, everyone has to attach approved duty leave report by respective dean and In-Out Geo tagging photos in merge pdf, through Qual Campus HR Software.

In case of any query regarding above leaves, contact HR department.



Registrar

Copy to;

1. The Vice President, Swarnnim Startup & Innovation University
2. The Provost, Swarnnim Startup & Innovation University
3. All the Staff Members, Swarnnim Startup & Innovation University
4. Guard File

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