



**PINGLA THANA MAHAVIDYALAYA**  
**Maligram, Paschim Medinipur, Pin-721140**

NAAC Accredited B grade ( in 2<sup>nd</sup> cycle), Govt. aided college, affiliated to Vidyasagar University

**Website: [pinglacollege.ac.in](http://pinglacollege.ac.in)**

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Date: 30/04/2021

**NOTICE**

Notified to the concerned temporary staff to write down an application individually to the Principal, Pingla College through mail to [principal@pinglacollege.ac.in](mailto:principal@pinglacollege.ac.in) by making a prayer for any kind of claim of festival incentives with proper justification so that it may be placed to higher body of College in order to release the same.

The points that are to be included in the prayer made are as follows.

1. NAME
2. ADDRESS
3. DATE OF BIRTH
4. DATE OF ENGAGEMENT-
5. ATTENDANCE IN COLLEGE FROM 01/04/2020 TO 31/03/2021-  
( NO. of DAYS)
6. ENGAGEMENT IN WHICH WORK
7. ONLINE WORK PERFORMED -
8. BRIEF JUSTIFICATION TO OBTAIN INCENTIVES-

Mentioning all the above points, concerned temporary staff of college are hereby asked to submit their report on or before 06/05/2021 through mail and for any problem one may contact Sri Rakesh Jana to fill up all particulars and to send it to the mail address.

Sd/-

Principal,

Pingla Thana Mahavidyalaya