



# ভট্টদেৱ বিশ্ববিদ্যালয়

বজালী, পাঠশালা-৭৮১৩২৫, অসম

## BHATTADEV UNIVERSITY

(A State University established under Assam Act No. XXXVI of 2017)

BAJALI, PATHSALA-781325, ASSAM

### EMPLOYEE CLEARANCE CHECK LIST

RETIREMENT  RESIGNATION  TENURE COMPLETION  VOLUNTARY RETIREMENT   
DEATH  TECHNICAL RESIGNATION  INVALIDATION  DISMISSAL/TERMINATION

NAME OF EMPLOYEE	
EMPLOYEE ID	
DESIGNATION	
DEPARTMENT/SECTION/BRANCH/CELL/CENTRE	

Date of Joining : \_\_\_\_/\_\_\_\_/20\_\_\_\_

Last Working Day : \_\_\_\_/\_\_\_\_/20\_\_\_\_

Note: The following areas must be cleared prior to final release from service.

Clearance Particulars	Remarks	Signature with Seal & Date
Departmental Clearance		
Library Clearance		
Finance & Accounts Section Clearance		
Examination Branch Clearance		
Quarter Clearance		
Computer Centre Clearance		
Office/Lab Equipments {If Any}		
Stores & Purchase Section Clearance		
General Administration Department Clearance		
Others {If any, please specify}		

I, \_\_\_\_\_, do hereby declare that I do not have any other dues from any other section.

Countersigned & Approved

Employee's Signature

Registrar,  
Bhattadev University