

## Assam University Non-Teaching Employees' Association আসাম ইউনিভার্সিটি নল্-টিচিং এম্প্লেয়িজ এসোলিয়েশন

(Regd, under Societies Registration Act-XXI of 1880 vide No RS/CA/243/A/10) of 1998-901 (Affiliated to All India Universities Karmechari Association New Daths 1)

== AUNTEA

No. AUNTEA/01/2017

Date: 3rd May 2017

## NOTICE

This is for information of all concerned that the Executive Committee of AUNTEA in its meeting dtd. 2<sup>nd</sup> May 2017 has resolved to hold the Annual General Body Meeting of the Association on 18<sup>th</sup> May 2017 at 1.00 p.m. in the Bipin Chandra Pal Memorial Hall of the University to transact the following agenda items of AUNTEA.

All members of AUNTEA are requested to attend the meeting to make it a success.

- 1. Welcome address by the General Secretary.
- 2. To consider the report of the General Secretary.
- 3. To consider the Accounts and Internal Auditor's Report.
- 4. To elect two Internal auditor's for the year 2017-18.
- 5. To finalise the date of Election for the new Executive Committee.
- 6. Item with permission from the Chair, if any.
- 7. Item from the Chair, if any.
- 8. President's speech.
- 9. Vote of thanks.

(Sudip Chakraborty) General Secretary

Copy to:-

- 1. The Vice Chancellor, AUS
- 2. The Pro-Vice Chancellor, AUDC
- 3. The Registrar, The Finance Officer, The Controller of Examinations, The Librarian & The Director, CDC
- 4. All Deans/HODs
- 5. The Director of IQAC & all Centres
- 6. All Officers
- 7. Notice Board.

For kind information and with a request to release the staff members to attend the meeting.

General Secretary