



ASSAM UNIVERSITY NON-TEACHING EMPLOYEES' ASSOCIATION (AUNTEA)

আসাম বিশ্ববিদ্যালয় অ-শিক্ষক কর্মচারী সংস্থা  
অসম বিশ্ববিদ্যালয় শিক্ষকেতর কর্মচারী সংঘ

(Regd. Under Societies Registration Act-XXI of 1860 vide No.RS/CA/243/A/102 of 1998-99)

Affiliated to All India Universities Karmachari Association, New Delhi-1

P.O. Assam University, Silchar,

Dist. Cachar (Assam)

PIN-788011

No.AUNTEA/01/2021-23

Date : 01.12.2023

### NOTICE

This is for information of all the members that Annual General Body Meeting of Assam University Non Teaching Employees' Association (AUNTEA) for the year 2022-23 will be held on 20<sup>th</sup> December, 2023 at 11:30 am (Wednesday) in Bipin Chandra Pal Milanayatan to transact the following agenda items.

### AGENDA

1. Welcome Address by the General Secretary.
2. Confirmation of the minutes of AGM held on 21<sup>st</sup> December, 2022 for the year 2021-22.
3. To consider the Annual Report for the year 2022-23.
4. To Consider the Annual Accounts for the financial year 2022-23.
5. To consider the Internal Auditor' s Report for the year 2022-23.
6. To elect two Internal Auditors for the year 2023-24.
7. To finalise the date of election.
8. Any other item with permission from the Chair.
9. President's Speech.
10. Vote of thanks.

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

To,

All Members of AUNTEA (via e-mail, Whatsapp group, AU website ( [www.aus.ac.in](http://www.aus.ac.in) ) & AUNTEA website ( [www.auntea.in](http://www.auntea.in) ) etc.)

Dr. Pinak Kanti Roy  
General Secretary

Copy to :

1. The Vice-Chancellor , AU & Chief Patron, AUNTEA for kind information .
2. All Deans & Heads of the Academic Department
3. All Statutory Officers
4. All Controlling Officers
5. Director Computer Centre with a request to upload the same in AU website.
6. Section Officer Establishment Section (I) with a request to circulate the Notice through central Dak

General Secretary