

CALCUTTA INSTITUTE OF ENGINEERING AND MANAGEMENT

24/1 A, CHANDI GHOSH ROAD
KOLKATA – 700040

CIEM/Admin(Notice)/18-19/533

Date : 11.01.2019

NOTICE

This is to inform all the employees that the institute has decided to open a zero balance salary account in Kotak Mahindra Bank, N.S.C Bose Road Branch. The bank authorities will be present in the college premises on 14th January 2019 at 11.00 a.m. All the employees are requested to submit the following to the bank personnel on the scheduled date and time without fail :

1. 1 copy passport size photograph.
2. Photocopy of PAN card
3. Address Proof (Voter ID card / Aadhar Card / Driving Licence)



[Signature]
[Signature] 11-1-19
Principal

Copy to :

- | | |
|--|------|
| a. Chairman, BOG | CIEM |
| b. Secretary (CIEM Society) | CIEM |
| c. BOG Members | CIEM |
| d. Director IIP & TT Cell | CIEM |
| e. Dean (Academics) Acting | CIEM |
| f. Prof S.P.Ray (Professor, Electrical Engg) | CIEM |
| g. All TICs | CIEM |
| h. Administrative Officer | CIEM |
| i. Accounts Officer | CIEM |
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