



# UNIVERSITY OF CALCUTTA

Senate House, 87/1 College Street, Kolkata – 700073

Audit & Accounts Department

**Memo No. A/O/30/F16**

**Date : 16/6/2023**

## **Distribution of Form 16 of Employees of CU.**

Form 16s for the FY 2022-23 (Assessment Year 2023-24) (for the C.U. employees), will be distributed starting from 21.06.2023 (throughout June, 2023), from the Audit & Accounts Department, C.U., Centenary Building, 3<sup>rd</sup> Floor, College Street Campus. Secretaries/Asstt Secretaries /HODs of all C. U. Campuses are requested to send their authorized persons with proper authorisation letter to collect all the Form 16s of the respective departments under their jurisdictions (i.e. on lot basis).

**Kindly note that individual person wise distribution requests will not be entertained.**

Sd/-

**Accounts Officer, C. U.**