



Post Graduate Department of Computer Sciences
University of Kashmir, Srinagar-190006
NAAC Accredited A++



Prof. Javaid Iqbal
Head

Date: 15-07-2026

NOTICE

All staff members (teaching/non-teaching) including permanent/contractual are hereby informed that prior approval of leave by the competent authority is mandatory before availing of any type of leave including casual leave. Leave applications must be submitted in advance through the proper channel. In case of emergency situations, the employee shall inform the Head of the Department immediately and apply for the leave at an earliest.

All concerned are directed to comply with these instructions strictly.

Sd/-
Head of the Department

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