

No. F. 2(1)-TIT/ESTT/2006-07/1599(7)
Government of Tripura,
Tripura Institute of Technology,
Narsingarh, Tripura (west)

Dated: 03/01/2026

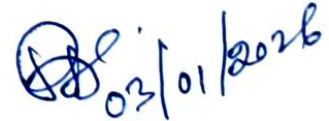
NOTICE

It is hereby notified that all regular Group-A, B & C employees (both Gazetted and Non- Gazetted) of the Institute, belonging to Non-Cadre Services are requested to submit their respective hard copy of Annual Property Return of Assets and Liabilities, in prescribed format, positively, for year ending on 31/12/2025, **on or before 31/01/2026**.

The soft copy of the Annual Property Return format (shared in the group and institute website along with this notice) can be downloaded from all official whatsapp groups and institute website. The hard copy of blank forms/format (very limited in number) can be obtained from the Establishment Section. The duly filled in forms can be submitted to the same Section, with in the stipulated date as mentioned above, on all working days, during working hours of the Institute.

The regular employees, who belong to Cadre Services, are requested to submit their Annual Property Return of Assets and Liabilities in online mode, with in the stipulated date as per the prevailing government norms. They are further advised to submit the hard copy of their online Annual Property Return of Assets and Liabilities, to the Establishment Section, with in the stipulated date as mentioned above.

The submission of Annual Property Return is mandatory and obligatory on the part of all concerned, as mentioned above.

 03/01/2026

(Prof. Bijoy Kumar Upadhyaya)
Principal (I/C), TIT

Copy to:-

1. The Head of Office, TIT, for information and necessary action
2. The HOD, ME/EE/ECE/CSE/CE/AA/AE/FPT/Sc & Hum Department, TIT, for sharing the notice to their respective departmental staff and faculty whatsapp groups
3. Sri Gaurab Bhattacharjee, Associate Professor (CSE), with a request to upload the notice and format to the Institutional Website
4. Smt. Shilpi Biswas, PA-I, for wide circulation in all concerned employee whatsapp group
5. Smt. Sima Basfode, UDC & Establishment Section In-Charge, TIT, for information and necessary action
6. For wide circulation among all regular Group A, B & C employees (both Gazetted and Non- Gazetted) employees of the Institute
7. All Notice Boards of the Institute