



दीन दयाल उपाध्याय कॉलेज
DEEN DAYAL UPADHYAYA COLLEGE
(दिल्ली विश्वविद्यालय) (UNIVERSITY OF DELHI)

दिल्ली रा. रा. क्षेत्र सरकार द्वारा 100% वित्त पोषित, 100% funded by Govt. of NCT of Delhi
सेक्टर -3, द्वारका, नई दिल्ली Sector-3, Dwarka, New Delhi – 110078
दूरभाष/Tel. 011- 41805580, 45051037, Website: <https://dducollegedu.ac.in>



DDUC/Samarth/2026/85

Dated: 23.03.2026

NOTICE

All Non-teaching staff members are hereby informed that a training session has been scheduled by the Samarth Implementation Team of the College regarding the Leave Management Module on Samarth Portal.

The details are as follows:

Date of Training: Wednesday, 25th March 2026
Time: 1:00 PM
Venue: ICT Centre

This session is being organized to explain the procedure and usage of the Leave Management Module on the Samarth portal. **It is important to note that with effect from 1st April 2026, all types of leave applications and processing will be done exclusively through DU Samarth Portal.**

Further, no leave application other than this portal (such as physical application form, email or any other mode) shall be entertained w.e.f. 1st April, 2026.

All Non-teaching staff members are requested to make it convenient to attend this session positively in their own interest.


PRINCIPAL

Copy to : All concerned via email.