

Parimal Mitra Smriti Mahavidyalaya

P.O.- Mal, Dist. Jalpaiguri

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Parimal Mitra Smriti Mahavidyalaya

(NAAC Accredited)

No. 143/Notice/PMSM/2026

Date: 01/07/2026

NOTICE

For all the employee of this College

It is informed to all the Teaching and Non-teaching staff of this college that the ERP automation software has been implemented in the college from December, 2025. Already few modules of the software are in operational. Recently (10-11th June, 2026) a training was held by the experts and they introduced so many new modules.

Now in view of implementing ERP software optimally, all the teaching and non-teaching staff of the college are requested to use the ERP modules as per their permission and scope. They once again are requested to provide data in the prescribed format as given by IQAC co-ordinator (few days back) to fill up their own profile (they may directly upload their own data in the ERP).

In continuation of the above, notices of the college are being published through the ERP. All the employees are requested to check notice section at their convenient time.

Now it is informed to all the employees of the college that they must apply for any kind of leave through the ERP with effect from 01.07.2026 using following route.

pmsm.in > Faculty Login/Staff Login (Insert ID and Password and PIN) > HR & People > Employee > in the left side pool click on Leave and Attendance > Leave Application > Put details with dates and attach supporting documents (if any) then click on Save.

Principal

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