

VU/Notice/2020-2021/007

Date: 20<sup>th</sup> November 2020

### **NOTICE**

This is to inform all the faculty and staff members of Vishwakarma University, Pune that an Online Leave Management System (OLMS) is being made available for availing leaves. The trial of the same is open for all from today till the midnight of 22<sup>nd</sup> Nov. 2020. The leaves submitted during this trial period will be removed from the system at the end of the trial. Kindly note that in this trial version, the balance of applicable leaves is not updated and the trial is being conducted to check the procedure of application of an applicable leave. The balance of applicable leaves will be updated after the end of the trial. A separate notification will be circulated after the trial to start the use of OLMS for leave application.

For trial, every employee shall submit all types of leaves through following link —

Online Link: [www.vierp.in](http://www.vierp.in)

Login: University mail ID

Password: 123 (Change password on first login)

All the HODs/ Section Heads shall make sure that the leaves of all teaching faculty/ non-teaching staff are received in their respective leave accounts for approval. All HODs and Deans shall approve the leaves for trial purpose.

For any further details/technical queries, the staff members (non-teaching) may contact Shri. Ajay Shigwan (7020626879) and the faculty members (teaching) may contact Dr. Sukdeo Ingale (8149761126).

Sd/-  
**Dr. Kedar D. Sant**  
**Registrar**

CC to: VP Office, VC Office, Officers of University, All Deans, All HODs, Accounts, Establishment section.