



**KERALA UNIVERSITY OF FISHERIES AND OCEAN STUDIES
DIRECTORATE OF RESEARCH**

File No: DR1/7689/2022

Dated: .11.2025

CIRCULAR

Sub: KUFOS- DoR- Mandatory Return of ID Cards by Project Staff on Completion/Relief - reg.

It is hereby informed that all Principal Investigators (PIs) and Co-Principal Investigators (Co-PIs) must mandatorily collect the ID cards issued to project staff working under their respective projects at the time of project completion or upon the staff member's relief from the project.

The PIs/Co-PIs shall ensure that the ID cards, if issued, are retrieved without fail and handed over to the Programmer prior to issuing the Non-Liability Certificate (NLC) to the concerned project staff.

All concerned are requested to strictly comply with the above instructions.

DIRECTOR OF RESEARCH

To: All Principal Investigators/ Programmer for publishing in the website.

Copy to: PA to Registrar/ PS to VC/ JR/ SF /FC

Document 2025/101/28681 - GENERAL - File No. 2022/101/7689
Approved by Director of Research on 24/11/2025 10:57:09

<http://www.kufos.ac.in/kyvd-khe-oqfh-qymrN>



KUFOS HQRS, Panangad, Ernakulam