GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Sector-16 C, Dwarka, New Delhi-110078, www.ipu.ac.in

[Central Stores Department]

No.GGSIPU/Store/2021-22/205   **Dated: 27/05/2022**
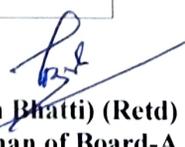
MEETING NOTICE

1. Please refer directions on convening of Stock Taking Board vide Notification no. GGSIPU/Store/2021-22/176 dated 19/05/2022.

2. A consolidated list of Non-consumable items on charge of central stores issued to all schools/departments is ready as required vide ibid notification for stock check and verification. The same shall be authenticated by Board for preparation and further submission to office of Honourable Vice Chancellor.

3. A nodal officer from your department be detailed and intimated for physical verification as per following time lines.

    a) Submission of consolidated list of items by central stores – 30th May, 2022
    b) Daily check and verification by Board members and nodal officer of school/department from 31st may to 10th June 2022 from 9.00 hrs to 17.00 hrs.
    c) Preparation of Board proceedings and submission by due date as notified.

4. A meeting of Board in this regard shall be held on 30th May, 2022 at 10.30 a.m. in the office of AR (UCS) Room No. 35 to be attended by the following:

BOARD-A
FOR NON-CONSUMABLE ITEMS ON CHARGE OF CENTRAL STORE
(ISSUED TO ALL SCHOOLS/DEPARTMENTS)

1.	Col. Yogesh Bhatti, AR, UCS	Chairman
2.	Dr. Rajesh Sharma, Assistant Registrar, International Affair	Member
3.	Sh. Nalini Ranjan, PRO	Member
4.	Sh. Pooran Singh, STA, USEM	Member
5.	Sh. Sushil Kumar Upadhyaya, SO, Accounts	Member
6.	Sh. Sayed Ali, GA, DSW	Member
7.	Sh. Rajinder Kumar, GA, Estate	Member

All the members are requested to attend the meeting.

(Col. Yogesh Bhatti) (Retd)
Chairman of Board-A

Copy to:
1. All Dean/HODs
2. AR to Hon'ble Vice Chancellor for kind information please.
3. AR to Registrar for kind information please.
4. All the members of the Board -A
5. UITS for upload on the university website.
6. Guard file.