



Guru Gobind Singh Indraprastha University
Sector 16-C, Dwarka, New Delhi
(General Administration Branch)

MOST URGENT

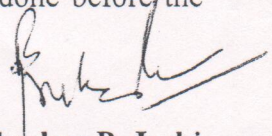
F.No. IPU/GA/Misc./2013-14/ 3513

Dated: 23rd August, 2013

Circular


UWD, Purchase Branch, G.A. Branch, Estate & Security Branch of the University have been engaged in various activities in view of the forthcoming NAAC visit scheduled from 26th – 29th August, 2013. All the Deans/HoDs/Branch In-charges of the various Schools/Depts. are requested to depute two person on weekend i.e. 24th and 25th August, 2013 from their Schools/Depts. to coordinate repair works of furniture/installation of curtains, fixing of white board/ notice board/ wall clock, deep cleaning of all the Class rooms, labs, toilets etc. and other related activities in your School/Department. All the keys of all Classrooms/ labs/offices etc. may please be made available to the deputed official of your school/department.

The U.W.D., Purchase Branch, G.A. Branch, Estate & Security Branch will remain functional on 24th and 25th August, 2013. Your kind cooperation is solicited to get the work done before the commencement of NAAC visit.


Dr. Bhaskar P. Joshi
Registrar

Copy to:

1. All Deans/HoDs of USS
2. All Directors
3. Controller of Finance
4. Controller of Examination (Planning and Operations)
5. Librarian
6. S.E. (UWD)
7. All JRs/DRs/ARs/Branch-in-charges
8. Chairman, UCITIM with a request to upload the same on the University website
9. Chief Warden
10. Warden Boys Hostel
11. Warden Girls Hostel
12. A.R. to Hon'ble V.C. (for information)
13. A.R. to Registrar (for information)
14. Office Copy


(Pankaj Agrawal)
Dy. Registrar