



GGSIU/AR(S)/2013/421

Dated: 21/2/13

CIRCULAR

Sub: Details regarding broken/damaged/placement of furniture items in and around the USS/Depts./Centres/Cells/Labs.

It has been observed that different furniture items are placed outside the offices/rooms/labs/galleries, etc. by various USS/Depts./Centres/Cells. Also, some of the unclaimed and broken furniture items are found lying idle at various places in the University campus.

Hence, it is desired to shift/accommodate concerned furniture items in your School/Dept./Centre/Cell at the earliest. However, the details of the broken/damaged concerned furniture items lying idle in and around your School/Dept./Centre/Cell be provided to GA Branch for further necessary action in respect of repair, etc.

All are requested to ensure the strict compliance.

(Dr. Bhaskar P. Joshi)
Registrar

Copy to:-

1. Dean, USBT
2. Dean, USICT
3. Dean, USLLS
4. Dean, USMS
5. Dean, USBAS
6. Dean, USAP
7. Dean, USEM
8. Dean, USHSS
9. Dean, USCT
10. Dean, USE
11. Dean, USMC
12. Dean, USET
13. Director, Research & Consultancy
14. Director, Centre for Disaster Management Studies
15. Director, Legal Aid Cell
16. Director, Development
17. Director, Academic Affairs
18. Director, Project Monitoring Cell
19. Director, International Affairs
20. Director, Co-ordination
21. Director, Students Welfare
22. Controller of Finance
23. Controller of Examination
24. Director, CEPT
25. Director, CCGPC
26. SE (UWD)
27. Librarian, UIRC
28. DR (Affiliation)
29. JR (Academic-I)
30. JR (Academic-II)
31. DR (Staff Development Cell)
32. DR (Planning)
33. DR (PR)
34. DR (GA)
35. In-Charge (Personnel)
36. In-Charge (Purchase)
37. Chairman, UCITIM (with a request to upload the same on the University website)
38. Chief Warden
39. Warden, Boys Hostel
40. Warden, Girls Hostel
41. MO, Health Centre
42. All Heads of the Departments
43. AR to Hon'ble VC
44. PS to Registrar
45. Office Copy

(Pushendra Kumar)
Asstt. Registrar (Stores)