



**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**  
**Sector -16 C, Dwarka, New Delhi-110078, [www.ipu.ac.in](http://www.ipu.ac.in)**

File No. GGSIPU/AR(S)/2013/ 596

Date: 22.05.2013

**OFFICE ORDER**

The following **annual stock verification boards** have been constituted with the approval of the Hon'ble Vice Chancellor to carry out stock verification of the Consumable & Non-consumable store items, fixed assets/furniture held on charge of Central Stores and Lab. Equipments/Machinery held on the charge of University Schools for the year 2012-13.

**Board A- For Non-consumable store items** (*Fixed assets/Furniture/Electronics/Electrical/IT Equipments held on charge of Central Store*)

1. Prof. C.S. Rai, Director (R & C) Chairman
2. Dr. Pushpendra Kr. Bharti, USIT
3. Sh. Vijay Kumar, AR (Estate)
4. Sh. Gopal Singh, Consultant (Finance)

**Departmental Support-** Sh. Dikshu Singhal, Assistant (Stores) & Sh. Anupam Kaushal, Jr. Assistant (Stores)

**Board B- For Consumable items held on charge of central store**

1. Sh. A. K. Verma, JR (Acad II) Chairman
2. Sh. A.D. Lamba, DR (Exam)
3. Sh. Shailesh Gupta, FO

**Departmental Support-** Sh. L. S. Parmar, GA (Stores)

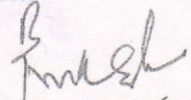
**Board C- For Lab Equipment/ Machinery held on charge of University Schools**

*Store of School to be verified*

1. Prof. B. V. R. Reddy, Dean, USET - Chairman
2. Dr. Anurag Jain, USIT - USBT, USEM
3. Dr. Arinjay Kumar, USCT - USBAS
4. Dr. N.C. Gupta, USEM - USIT, USHSS
5. Dr. Upma Gautam, USLLS - USCT
6. Dr. Shruti Aggarwal, USBAS - USET
7. Dr. Sanjay Dhingra, USMS - USAP, USMC
8. Sh. Narender Kumar, Finance Officer

**Departmental Support-** Respective Sr. Technical Assistants or Lab Assistants and Stores Incharge of the concerned department will be responsible to prepare list of stores items and submit to the respective members for verification.

The Chairmen of the above Boards are requested to coordinate/convene meeting(s) so that the stock verification work for the year 2012-13 is completed and proceedings are submitted as early as possible.

  
(Dr. Bhaskar P. Joshi)  
Registrar

Copy forwarded for information & necessary action to: -

1. All Chairmen/Members of the respective Boards as constituted above

Copy forwarded to the following for information and with the request to **extend necessary support to the Board**

**Members: -**

1. All Deans, University School of Studies
2. All Directors
3. Controller of Finance
4. Controller of Examination
5. Librarian
6. Chief Engineer
7. Chief Warden
8. All JR's/ DR's/ AR's/ Sectional Heads
9. FO/ AAO
10. PRO
11. Warden, Boys Hostel
12. Warden, Girls Hostel
13. PS to Hon'ble Vice Chancellor
14. PS to Registrar
- ✓ 15. In-charge Server Room (with a request to upload the same on University website.)
16. Dispensary
17. Office copy

