

Dated : 25.03.2013

No.GGSIPU/AR(S)/2013/494

ORDER

It has been observed that furniture items and office equipments of GGS Indraprastha University are lying at the various locations in Kashmere Gate campus without any accountability. The Deans/Heads of respective Schools and Departments have left these items/handed over directly to IGIT and USAP after shifting to Dwarka campus.

The Hon'ble Vice Chancellor has deputed the following Officers to do the consolidation and prepare the detailed lists of these inventory items in a time bound manner:

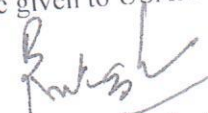
- 1) Sh. Vijay Kumar, Assistant Registrar
- 2) Ms. Shikha Aggarwal, Assistant Registrar

The following supporting staff have also been deployed for assistance of above Officers:

- i) Sh. Sayed Ali, Gen. Asstt.
- ii) Sh. Rakesh Kumar Kuhad, Assistant
- iii) Sh. Praveen Kumar, Assistant (USAP)
- iv) Sh. Sumit Kumar, LA-1 (Exam)

The usable items available at Kashmere Gate campus may be handed over to USAP and IGIT, whereas, the items which are unserviceable and non-repairable be listed and condemned at Kashmere Gate campus, the storage space for this purpose may be obtained from IGIT for the time being till the disposal exercise is over. The charge of this storage space be given to USAP.

This issues with the approval of the Competent Authority.


(Dr. Bhaskar P. Joshi)
Registrar

C.C. :

1. All Deans
2. Controller of Finance
3. Controller of Examination
4. All Directors
5. Principal, IGIT with the request to provide the space available at Mechanical Block (CET Cell)
6. Prof. In-Charge, USAP with the request to take over the keys of Mechanical Block (CET Cell)
7. Librarian
8. SE, UWD
9. AR to Hon'ble Vice-Chancellor
10. Copy to Concerned Officer
11. Copy to Concerned Official
12. AR to Hon'ble Vice-Chancellor
13. All Branch Heads
14. Guard File

✓ Incharge, Server Room with the request to upload it on the University website.