



Guru Gobind Singh Indraprastha University

Sector 16-C, Dwarka, New Delhi 110078

Phone: +91-11-25302113, 25302114

Ref: UITS/289..

Date: 18/9/14..

ORDER

1. File Monitoring System has been implemented in the university. The said link is available on the university website (<http://ipu.ac.in/home/emplogin.htm>).
2. Training of personnel nominated by division/sub-divisions heads have been completed, and the individuals have been provided with login id and password for the system. All division / sub-divisions heads must ensure the file movement of their division through file monitoring system.
3. Further, any assistance regarding technical/ login ID and password may be sought from UITS cell.

The order may be strictly adhered to, for compliance


Registrar

1. All Deans / Directors
2. Controller of Finance
3. Controller of Examinations (P)
4. Controller of Examinations (O)
5. University Librarian
5. S.E., UWD
6. Chief Warden
7. All J.R. / D.R. / Branch Head
8. Proctor
9. PRO
10. AR to Hon'ble Vice Chancellor-For information Please
11. AR to Registrar-For Information Please
12. In-charge University's Web site, with the request to upload on University's Web site.
13. Guard File