

## Estate & Security Branch Guru Gobind Singh Indraprastha University

Sector 16-C, Dwarka, New Delhi – 110 075

Tel: 011-25302245, 25302247, Fax:011-25302111, website: ipu.ac.in

F.No: GGSIPU/E&S /2013/\3\\3\\3\\Dated: 26<sup>th</sup> November 2013

## SPACE ALLOTMENT ORDER

The Competent Authority of the University is pleased to allot staff quarter no. 10A for organizing Cultural, Art and Hobby classes for the on campus children. Timing will be strictly as per below schedule:

- (1) Wednesday (4:30 PM to 5:30 PM)
- (2) Saturday (9:30 AM to 10:30AM)

As per approval of Competent Authority Sh. Anuj Vaksha, Assistant Professor (USLLS) should take the possession of the above said staff quarter after getting checked the Civil and Electrical inventory from the Estates Branch to make the staff quarter operational.

This is a time- gap arrangement till further order

(Dr. Vijay Kumar) Assistant Registrar (Estate)

## Copy to:-

- 1. Registrar
- 2. Deputy Registrar (GA)
- 3. Executive Engineer
- 4. Official concerned with a request to take the possession of above said staff quarter
- 5. AR to VC Sectt. for kind information of Hon'ble Vice Chancellor,
- 6. In-charge, Server Room with a request to kindly upload on the University Website
- 7. Security Officer
- 8. Office Copy.