



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY  
Sector-16C, Dwarka, New Delhi-110 078  
(GA BRANCH)

IPU/GA/Misc./2013-14/3344

Dated: 07/08/2013

CIRCULAR

Peer Team of NAAC, Bangalore is visiting the University for its Re-accreditation between 26<sup>th</sup> to 29<sup>th</sup> August, 2013. All the Deans/Directors/Branch Head are requested to send complaint forms for the following repair & maintenance works:

1. Repair & Polishing of Office/Class Rooms Furniture.
2. Installation of Curtain/Rods etc
3. Fixing of available Notice Board/Pin Board/Green Board/White Board
4. Repair of A.C., Water Cooler, Refrigerator
5. Repair of Photocopier
6. Repair of Hotcase, Electrical kettle, Telephone, etc.

The complaints for above said activities please be submitted in GA Branch at the earliest.

  
Pankaj Agrawal  
Deputy Registrar (GA)

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. Librarian
25. Chief Engineer/SE(UWD)
26. DR (Affiliation)
27. JR (Academic-I)
28. JR (Academic-II)
29. JR(Coordinator)
30. DR (Staff Development Cell)
31. DR (Planning)
32. DR (PR)
33. Incharge(Purchase)
34. Incharge (Personnel)
35. Chairman UCITIM (with request to upload the same on University website)
36. Chief Warden
37. Warden Boys Hostel
38. Warden Girls Hostel
39. AR(Estate)
40. AR (Security)
41. AR (Stores)
42. AR to VC (for information)
43. University Health Center
44. AR to Registrar (for information)
45. Office Copy

  
Pankaj Agrawal  
Deputy Registrar (GA)