



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
SECTOR-16C, DWARKA: DELHI-110078

No. F.1(6)(7)/2018/P-II/

Dated 29th June, 2018

CIRCULAR

All Heads/Incharge of Schools/Branches of the Guru Gobind Singh Indraprastha University are hereby requested to provide the leave status of all regular non-teaching employees as on 02.07.2018 (except CL & SCL) to the undersigned on or before 05.07.2018 so that their annual increment could be processed and granted.

This may be treated as **most urgent**.

(Sunia Shiva)
Joint Registrar (Pers.)

No. F.1(6)(7)/2018/P-II/ 2498

Dated 29th June, 2018

Copy forwarded for information to

1. All Deans/Directors/Section Incharge/Branch Officer, GSSIP University
2. Controller of Finance, GGS IP University
3. Controller of Examination, GGSIP University
4. Asstt. Registrar (VC Sectt.), GGS IP University
5. Section Officer (PVC Sectt.), GGSIP University.
6. Asstt. Registrar O/o the Registrar, GGS IP University
7. Incharge Server Room with the request to upload the circular on the University's website.
8. Notice Board.
9. Guard file.

(Pushpendra Kumar)
Asstt. Registrar (Pers.-I)
Link Officer A.R (P-II)

For upload

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29-6-18

TA. VITS