



Guru Gobind Singh Indraprastha University
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(Estate Branch)

F.No: GGSIPU/Estate/Space/2022/1505

Dated: 25-2-22

Notice

Hon'ble Vice Chancellor has constituted a Committee for Space Management entrusted with responsibility of Space Management in the University. It has been decided by the Committee to seek the information related to current space allocation utilization by each School /Deptt./ Centre.

All Deans/ Directors/Centers Heads/ Branch Heads are requested to provide details of space allocation to your School/Deptt./Centre alongwith its current utilization pattern (room wise) with proper justification. It is further reiterated that the status of the rooms occupied by the official who are on deputation / lien / who are no more on the roll of the University should be brought in the notice of Space Management Committee.

All the Dean/Director/Centre Heads / Deans Heads are also requested to submit the requirement of space if any, so that a comprehensive view of the space available / requirement may be made and review may be taken. The above information is urgently required and must be reach to the Prof. Anup S. Beniwal, Chairperson, Space Management Committee **within 07 Days** of issuance of this notice.

(Dr. Vijay Kumar)
Deputy Registrar /Estate
(Convener)

Copy to

1. A.R. to V.C. for kind information of Hon'ble Vice Chancellor please
2. A.R. to Registrar for kind information of Register please
3. All Deans/Directors / of the University
4. Controller of Examination
5. Librarian
6. All/ J.R. /D.R./ HoD/Branch Heads
7. Project Manager (UWD)
8. Head, UITS Cell (with the request to upload the same on University Website)
9. Prof. Anup Singh Beniwal, USH&SS - Chairman
10. Dr. Jagvender Singh, D.R. (Security and Sanitation) - Member
11. Dr. Pankaj Aggarwal, Deputy Registrar (G.A.) - Special Invitee
12. Dr. Vijay Kumar, D. R. (Estate Branch) - Convener
13. Sh. Rakesh Kumar E. E. (UWD) - Member
14. Incharge, UITS Cell, GGSIP University to upload on university website
15. Office Copy
16. Guard File

(Raj Kumar Arora)
Assistant Registrar (Estate)