



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

**OFFICE OF THE CVO**

Ref: GGSIPU/CVO/2021/ 255  
October 22 , 2021

**C I R C U L A R**

In the light of the ongoing festival season, the following guidelines/instructions regarding acceptance of gifts are hereby issued for the employees of the University.

1. No Government servant shall accept or permit any member of his family or any other person acting on his behalf to accept any gift from anyone with official dealings with the University or its affiliated institutions.
2. In all other cases (other than from those with official dealings), the acceptance and retention of gift may require approval or intimation to the University. They shall be regulated by the Rule 13 of CCS conduct rules and further instructions issued by the Government in this regard from time to time.

This issues with the approval of the Competent Authority.

**(Prof. N. Raghuram)**  
**Chief Vigilance Officer**

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**Copy forwarded to the following for information and necessary action:**

1. All Deans, and all Directors, GGSIPU
2. All the Directors/Principals, affiliated institutes, GGSIPU
3. Controller of Examinations, GGSIPU
4. Controller of Finance, GGSIPU
5. Proctor, GGSIPU
6. In-charge, Library, GGSIPU
7. All Joint Registrars/ Dy. Registrars / Branch Heads/ Assistant Registrars/ Finance Officers / PRO.
8. Advisor, UWD, GGSIPU.
9. All Officers / Officials, GGSIPU.
10. A.R. to Vice Chancellor, GGSIPU, for kind information of the Hon'ble Vice Chancellor please.
11. A.R. to Registrar, GGSIPU, for kind information of the Registrar please.
12. Head, UITS – for uploading the same on the University website.
13. Office Copy

**(Ravi Kant)**  
**Asstt, Registrar**