

Most Urgent



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

No. F.1(6)(26)/2015/Pers.-II/ 4498

Dated the 01<sup>st</sup> July, 2015

All Head/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 01.07.2015 (except CL & SCL) to the undersigned on or before 03.07.2015 so that their annual increment could be processed and granted.

This may be treated as most urgent

(Brig. P.K. Upmanyu)  
Joint Registrar (Pers.)

No. F.1(6)(26)/2015/Pers.-II/

Dated the June, 2015

Copy to the following for information and necessary action:-

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

(Ajay Kumar)  
Asstt. Registrar (P-II)