

GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Sector-16C, Dwarka, New Delhi-110 075

[General Administration Branch]

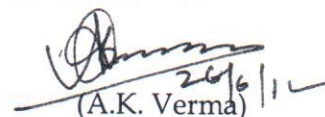
F.No.GGSIPU/JR(GA)/2012/523

Dated: June 26, 2012

CIRCULAR

This is in continuation with circular of The Registrar, No. GGSIPU/Registrar/Misc./2011/270-D, dated December 20, 2011 (copy enclosed for ready reference). This is for information to all in the University to kindly switch off all lights, fans, computers and other equipments when not in use. All these equipments must be switched off necessarily in the evening while leaving the room.

All are requested to kindly cooperate in order to ensure power conservation and to avoid fire hazard.


(A.K. Verma)
Joint Registrar (GA)

Copy to: -

1. Dean USBT
2. Dean USIT
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. Director Research & Consultancy
13. Director Centre for Disaster Management Studies
14. Director Legal Aid Cell
15. Director Organization & Development
16. Director Academic Affairs
17. Director Project Monitoring Cell
18. Director International Affairs
19. Director Co-ordination
20. Director Students Welfare
21. Controller of Finance
22. Controller of Examination
23. Librarian
24. Chief Engineer/SE(UWD)
25. JR (General Admin.)
26. JR (Affiliation)
27. JR (Academic)
28. DR (Staff Development Cell)
29. DR (Planning)
30. Incharge (Pers.)
31. Chairman UCITIM (with request to upload the same on University website)
32. PRO
33. Chief Warden
34. Warden Boys Hostel
35. Warden Girls Hostel
36. AR (Stores)
37. AR (Purchase)
38. AR to VC (for information)
39. PS to Registrar (for information)
40. Office Copy
41. Guard file
42. (All above -with request to kindly take necessary initiatives to get this notice circulated/information disbursed to the all staff under their charge).



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

SECTOR 16C, DWARKA, NEW DELHI - 110 075

OFFICE OF THE REGISTRAR

No. GGSIPU/Registrar/Misc./2011/ 270-1

Dated: 20/12/11

CIRCULAR

Sub: Energy Conservation.

As you are aware, University is fully operational at its Dwarka Campus. With large area and big Campus, the electricity consumption has also been risen sharply. Thus, there is an urgent need to save electricity to reduce energy and also the burden of electricity charges on the University. Moreover, as a citizen also, it is our duty to save electrical energy and help the nation grow. In line with above, some of the energy conservation measures are listed below may be brought into practice with immediate effect:

- 1) Switch off the lights, fans, ACs while leaving the room;
- 2) Use ACs when absolutely necessary and try to keep AC temperatures at comfort level, so that excess energy is not consumed in the air conditioning;
- 3) Keep doors / windows closed when ACs on;
- 4) Use only required lights / fan in the room and switch off balance light / fan during lunch time also;
- 5) Keep all equipment / appliances in proper working condition;
- 6) Switch off your monitors and computers when not in use.

It is, therefore, requested to adopt above and other measures in your daily routine to save electricity. Let us make a beginning, small steps will help in long way to save energy. Energy saving can make the Campus truly a 'Green Campus'.

(Dr. Bhaskar P. Joshi)
Registrar

Copy to:

1. All Deans, University Schools of Studies
2. Controller of Examinations
3. Controller of Finance
4. All Directors
5. Librarian
6. Superintending Engineer
7. All Branch Heads
8. OSD to VC – for kind information of the Hon'ble Vice Chancellor
9. PRO
10. Guard File

Diary No. 1876
Date 21/12/11