

GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Kashmere Gate, Delhi-11040

(General Administration Branch)

File No. GGSIPU/ADR/(S&P)/08/

03.05.2010

OFFICE ORDER

All Deans / Directors of University school of studies and Head of the various Dept. / Branches are hereby requested to send the list in the prescribed Proforma (enclosed) of the teaching and non-teaching staff working under their control, who come to office by car / two-wheeler for the purpose of issuance of entry stickers for their vehicle. Keeping in view the space constraint, only one sticker per person may be issued.

For the students of the USS, only two-wheeler entry stickers will be issued on the recommendation of the respective Deans / Directors in the prescribed Proforma (enclosed). Four wheelers of the students will not be allowed in side the campus.

Kindly supply the above information immediately or latest by 12.05.2010.

The requisite number of entry parking sticker will be issued by the GA branch (stores) and will be valid till 31/06/2011.

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

Proforma for issuing the parking sticker for the staff (Teaching/Non Teaching)

SI. No.	Name official	of	Designation	Employee code	Deptt/ School	Driving License No.	Driving license date of validity	Registration No. and date of the vehicle	Car/M.Cycle/Scooter	Make/ Company	Sign of official
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