



**Guru Gobind Singh Indraprastha University**  
**Sector-16 C, Dwarka, New Delhi-78**  
**(General Administration Branch)**

F: GGSIPU/GA/CD/2011-12/ ५००


Dated: 31.05.2012

**CIRCULAR**

**Sub: Regarding printing of Pin Code 110078 in place of Pin Code 110075.**


All Departments/ University Schools of studies are requested to mention **Pin Code 110078** as communicated by **Department of Posts O/o Sr. Supdt. of Post Offices, New Delhi West Division, New Delhi- 28** vide their letter No. **G3/Sorting/2012** dated **21-05-2012** on all future correspondences with immediate effect to avoid delay & double handling of time bound mails/posts.

This issues with the approval of the Competent Authority of the University.

  
(Pushpendra Kumar)  
Assistant Registrar,(Stores)  
(For GA Branch)

Copy to:-

1. All Deans, University School of Studies
2. All Directors
3. Controller of Finance
4. Controller of Examination
5. Principal,IGIT
6. Librarian
7. Chief Engineer
8. Chief Warden
9. All JR's/DR's/AR's/Section Heads
10. FO/AO
11. PRO
12. Warden Boys Hostel
13. Warden Girls Hostel (K. Gate/Dwarka Campus)
14. AR to Hon'ble VC
15. PS to Registrar
16. Chairman UCITIM (with request to update and upload the same on University website)
17. Dispensary
18. All Notice Boards
19. Office copy

  
Pushpendra Kumar  
Assistant Registrar,(Stores)  
(For GA Branch)