



Guru Gobind Singh Indraprastha University

Dwarka Campus, Sector-16/C, Dwarka, New Delhi-110 078

(General Administration Branch)

Phone No. 011-25302137, 138, 139 Website: ipu.ac.in



F.No. GGSIPU/SBA/2014-15(3) 1430

Dated: 24/06/2015

CIRCULAR

This has reference to the letter No. F. 1(4)/OSD/SBA/2015/301 dated 19.6.2015 received from Addl. Secretary (UD), Office of the OSD Swachh Bharat, Govt. of NCT Delhi regarding cleanliness drive 22-26th June, 2015. As per the point no. (iii) of this letter, the activity of "**Disposal of unusable furniture/electronics and electrical equipment etc**", is to be carried out during Cleanliness drive i.e. 22-26th June, 2015.

Therefore, all the Deans/Directors/HoD/Branch Heads are requested to hand over all the unused/unserviceable furniture, electronics and electrical equipments etc. to the Central Stores Branch with detail of the items by 26th June, 2015.

Abha
24 June 15
(Dr. Abha Vermani)
Deputy Registrar
Link Officer (GA)

Copy forwarded to following for information and necessary action:-

1. All Deans/Directors
2. C.O.E.(P)/C.O.E. (O)
3. C.O.F.
4. Librarian
5. All J.R./D.R./HoD/Branch Heads
6. E.E. (UWD)
7. Head, UITS Cell (with the request to upload the same on University Website).
8. A.R. to Hon'ble V.C.
9. S.O. to Pro V.C.
10. A.R. to Registrar
11. Office Copy
12. Guard File

Devendra
(Devendra Singh)
Section Officer (GA)